



Council Chambers
200 H Street
Antioch, CA 94509

Study Session/Special Meeting - 4:00 P.M.
Regular Meeting - 7:00 P.M.

ANNOTATED AGENDA

for

APRIL 9, 2019

Antioch City Council Special Meeting/Study Session and Regular Meeting

Sean Wright, Mayor
Joyann Motts, Mayor Pro Tem
Monica E. Wilson, Council Member
Lamar Thorpe, Council Member
Lori Ogorchock, Council Member

Arne Simonsen, CMC, City Clerk
James D. Davis, City Treasurer

Ron Bernal, City Manager
Thomas Lloyd Smith, City Attorney

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Notice of Availability of Reports

This agenda is a summary of the actions proposed to be taken by the City Council. For almost every agenda item, materials have been prepared by the City staff for the Council's consideration. These materials include staff reports which explain in detail the item before the Council and the reason for the recommendation. The materials may also include resolutions or ordinances which are proposed to be adopted. Other materials, such as maps and diagrams, may also be included. All of these materials are available at the City Clerk's Office, City Hall, 200 H Street, Antioch, CA 94509, during normal business hours for inspection and (for a fee) copying. Copies are also made available at the Antioch Public Library for inspection. Questions on these materials may be directed to the staff member who prepared them, or to the City Clerk's Office, who will refer you to the appropriate person.

Notice of Opportunity to Address Council

The public has the opportunity to address the Council on each agenda item. To address the Council, fill out a yellow Speaker Request form, available on each side of the entrance doors, and place in the Speaker Card Tray. See the Speakers' Rules on the inside cover of this Agenda. Comments regarding matters not on this Agenda may be addressed during the "Public Comments" section.

4:00 P.M. ROLL CALL – SPECIAL MEETING/STUDY SESSION – for Council Members – *All Present*

PLEDGE OF ALLEGIANCE

STUDY SESSION

1. BUDGET DEVELOPMENT FISCAL YEARS 2019-21

Presentations provided to Council for discussion

Recommended Action: It is recommended that the City Council provide feedback and direction regarding the budget development information provided for fiscal years 2019-21.

STAFF REPORT

6:29 P.M. CONTINUE SPECIAL MEETING/STUDY SESSION AFTER REGULAR MEETING

PRESENTATION

PRESENTATION

7:07 P.M. ROLL CALL – REGULAR MEETING – for Council Members – *All Present*

PLEDGE OF ALLEGIANCE

2. PROCLAMATIONS

- National Library Week, April 7-13, 2019
- Arbor Day, April 26, 2019

STAFF REPORT

STAFF REPORT

Approved, 5/0

Recommended Action: It is recommended that the City Council approve the proclamations.

ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS

ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS

- *Contra Costa Transportation Authority (CCTA) Citizens Advisory Committee (CAC)*

PUBLIC COMMENTS – *Members of the public may comment only on unagendized items. The public may comment on agendized items when they come up on this Agenda.*

CITY COUNCIL COMMITTEE REPORTS/COMMUNICATIONS

MAYOR'S COMMENTS

PRESENTATION – *Library Update, presented by Senior Community Library Manager Geneva Moss*

PRESENTATION

3. **CONSENT CALENDAR**

A. APPROVAL OF COUNCIL MINUTES FOR MARCH 26, 2019

Continued, 5/0

Recommended Action: It is recommended that the City Council continue the Meeting Minutes to the next meeting.

STAFF REPORT

B. APPROVAL OF COUNCIL WARRANTS

Approved, 5/0

Recommended Action: It is recommended that the City Council approve the warrants.

STAFF REPORT

C. REJECTION OF CLAIMS: (1) MARISOL SOLIS (2) LINDY THELXI HERNANDEZ (3) UNBORN DOE

Rejected, 5/0

Recommended Action: It is recommended that the City Council take the following actions:

1) Reject the claim filed by Marisol Solis;

2) Reject the claim filed by Lindy Thelxi Hernandez by and through her guardian ad litem Hayzel Ortiz; and

3) Reject the claim filed by Unborn Doe.

STAFF REPORT

D. SECOND READING – SIDEWALK VENDOR ORDINANCE AMENDING TITLE 5 OF THE ANTIOCH MUNICIPAL CODE TO INSERT CHAPTER 23 TO REGULATE SIDEWALK VENDORS ON PUBLIC PROPERTY AND IN PUBLIC RIGHTS-OF-WAY IN ACCORDANCE WITH SENATE BILL NO. 946 AND CALIFORNIA GOVERNMENT CODE (*Introduced on 03/26/19*)

Ord. No. 2164-C-S adopted, 5/0

Recommended Action: It is recommended that the City Council adopt the Ordinance to amend Title 5 of the Antioch Municipal Code to insert Chapter 23 to regulate sidewalk vendors on public property and in public rights-of-way in accordance with Senate Bill No. 946 and California Government Code.

STAFF REPORT

CONSENT CALENDAR – Continued

- E.** FOURTH AMENDMENT TO THE CONSULTANT SERVICES AGREEMENT WITH BROWN AND CALDWELL, INC. FOR DESIGN OF THE HILLCREST AND JAMES DONLON BOOSTER PUMP STATION UPGRADES (P.W. 477-BP2)

Reso No. 2019/46 adopted, 5/0

Recommended Action: It is recommended that the City Council adopt the resolution authorizing the City Manager to execute the Fourth amendment to the Consultant Services Agreement with Brown and Caldwell, Inc. (BC) for engineering design for the Hillcrest and James Donlon Booster Pump Station Upgrades in the amount of \$194,301 for a total contract amount of \$244,301 and extend the term of the Agreement to December 31, 2019.

STAFF REPORT

PUBLIC HEARING

- 4.** AMENDMENTS TO THE CANNABIS BUSINESS ORDINANCE (AMC 9-5.3845) REGARDING DEVELOPMENT AGREEMENTS, DELIVERY, AND SEPARATION REQUIREMENTS

***To 04/23/19 for adoption with changes,
4/1 (Ogorchock)***

Recommended Action: It is recommended that the City Council accept the Planning Commission recommendation and introduce the Ordinance to amend the Antioch Municipal Code regarding Cannabis Businesses and Development Agreements, Delivery, and Separation Requirements.

STAFF REPORT

COUNCIL REGULAR AGENDA

- 5.** RESOLUTION TO FORM HOMELESS ENCAMPMENT AD HOC COMMITTEE

***Reso No. 2019/47 adopted
Appointing Mayor Pro Tem Motts and Council Member Thorpe
For the duration of six months,
4/0/1 (Thorpe absent)***

Recommended Action: It is recommended that the City Council take the following actions:

- 1) Adopt a resolution to form the Homeless Encampment Ad Hoc Committees;
- 2) Confirm the appointment of the two (2) members for the Homeless Encampment Ad Hoc Committee; and
- 3) Confirm the duration of the Homeless Encampment Ad Hoc Committee.

STAFF REPORT

COUNCIL REGULAR AGENDA – Continued

6. CITY COUNCIL FORMATION OF A SENIOR AD HOC COMMITTEE

Direction provided to staff

Recommended Action: It is recommended that the City Council discuss and determine if it is their desire to form a Senior Ad Hoc Committee.

STAFF REPORT

PUBLIC COMMENT

STAFF COMMUNICATIONS

COUNCIL COMMUNICATIONS AND FUTURE AGENDA ITEMS – *Council Members report out various activities and any Council Member may place an item for discussion and direction on a future agenda. Timing determined by Mayor and City Manager – no longer than 6 months.*

9:05 p.m. ADJOURNMENT OF REGULAR MEETING

9:14 p.m. CONTINUATION OF SPECIAL MEETING/STUDY SESSION

ROLL CALL – SPECIAL MEETING/STUDY SESSION – for Council Members – ***All Present***

STUDY SESSION

1. BUDGET DEVELOPMENT FISCAL YEARS 2019-21

Direction provided to staff

Recommended Action: It is recommended that the City Council provide feedback and direction regarding the budget development information provided for fiscal years 2019-21.

PUBLIC COMMENT

9:46 p.m. ADJOURNMENT OF SPECIAL MEETING/STUDY SESSION



STAFF REPORT TO THE CITY COUNCIL

DATE: Special Meeting of April 9, 2019

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Dawn Merchant, Finance Director

REVIEWED BY: Ron Bernal, City Manager

SUBJECT: Budget Development Fiscal Years 2019-21

RECOMMENDED ACTION

It is recommended that the City Council provide feedback and direction regarding the budget development information provided for fiscal years 2019-21.

STRATEGIC PURPOSE

This action falls under Strategic Plan Goal 1: Maintain adequate reserves and balance the budget.

FISCAL IMPACT

The fiscal impact of this budget is outlined in this report and attachments.

DISCUSSION

The purpose of this study session is to start a preliminary review of the General Fund, Recreation and Animal Services Special Revenue Funds, as subsidies to these programs are integral to the General Fund budget. The City will be adopting a two-year budget in June 2019, which will amend the 2018-19 budget and adopt the 2019-20 and 2020-21 budgets.

As the budget process starts, it is important for Council to balance community needs and council visions verses increasing pension costs and other unfunded liabilities to build a fiscally sustainable budget into the future. As part of this exercise, we are presenting a baseline General Fund budget continuing services as currently provided with existing staffing (with the exception of the Police Department which includes 110 sworn officers funded with Measure W based on the prior Council approval of overstaffing) in comparison to a General Fund budget with all staffing requests and additional Economic Development funding to enhance services provided to the community. Items to keep in mind during this review include:

- Over \$161,000,000 in unfunded liabilities;

- Significant PERS increases each fiscal year increasing General Fund PERS costs \$736,000 in FY20 and then \$1.6M in FY21 without additional staffing (refer to special meeting staff report dated February 5, 2019 with tables of PERS rates in Attachment C);
- Increasing General Fund subsidies for Recreation and Animal Services.
- Last fiscal year, the General Fund began paying the debt associated with the Lone Tree Golf Course (approximately \$340K annually).
- Council approved putting approximately \$1.3M annually towards OPEB from the Budget Stabilization Fund annually to meet the Actuarially Determined Contribution.
- The payment to Antioch Auto Center under the sales tax sharing agreement is projected to start in the second half of FY21.

The General Fund is projected to finish this current fiscal year (2018-19) with a surplus of revenues over expenditures of approximately \$3.4M, adding to General Fund reserves for a projected ending fund balance of \$18,524,242 and an unassigned reserve of 28.23%. The ending fund balance will exceed the City's target reserve policy of having an unassigned fund balance (fund balance not committed to any specific purpose) of 20% minimum. If year end ends up closing as projected, the majority of this surplus is due to three main factors: \$1,783,392 projected increase in sales tax due to the passage of Measure W for the City's increase in 1% add-on tax which was not budgeted, the receipt of \$381,777 from the Department of Water Resources for usable river water days, and \$320,000 of one-time revenue projects for a youth networking position and signage re-appropriated into next fiscal year. The reimbursement from DWR is not budgeted for annually as the City is not always eligible for this reimbursement and the one-time project spending is reflected as a commitment of fund balance at June 30, 2019. The remaining increase in fund balance from the current budget is mainly due to Police salary savings and increased projections is sales tax (including Measure C) and planning and inspection fees.

The Council has established a Budget Stabilization Reserve to place any reserves in excess of 20% into, however, it is recommended that this excess balance be carried in the General Fund reserve for now to mitigate the cost of any additional staffing requests approved as outlying projections indicate deficit spending.

GENERAL FUND

2019-21 Proposed Budget

Items included in the baseline and enhanced proposed budgets to note:

- Continued County library building maintenance costs contribution of \$150,000 each fiscal year to enable additional library hours at the facility.

- Continued community grant funding of \$50,000 each fiscal year with an addition of \$50,000 to add a youth component, for a total of \$100,000 in grants.
- \$50,000 added to FY20-21 proposed budget to begin preparing for the City's sesquicentennial celebration in 2022.
- The enhanced budget includes \$775,000 in increased Economic Development department funding in FY19-20 and FY20-21 for additional marketing (\$700,000), façade improvements (\$25,000) and incentive programs (\$50,000).
- The enhanced budget includes a total of \$411,162 in additional costs as a result of additional staffing if approved such as furniture, equipment, vehicles, etc in FY19-20 and reduced to \$134,162 in FY20-21 as FY19-20 includes one-time costs.
- The enhanced budget includes \$285,000 in additional assessment and plan checking fees in FY19-20 and 20-21 with the expansion of Code Enforcement and Planning staff.
- The enhanced budget includes an increased transfer of \$350,000 in FY19-20 increasing to \$700,000 in FY20-21 to Recreation for additional programs and/or services. The amount is less in the first fiscal year accounting for planning and start up time of additional services, programs and/or staff.

Other assumptions for revenues and expenditures are as follows:

- \$3,566,784 in FY18-19 revenues from the City's new enacted 1% add-on tax (Measure W) representing one quarter of collections from April 1st to June 30th ; increasing to \$14,962,760 in FY19-20 and \$15,447,224 in FY20-21. Note that the net increase in revenues for FY18-19 as a result of Measure C ending on March 31st is one half of the \$3.5M 1% add-on sales tax.
- 2.7% increase in sales tax revenue in FY19-20 based on projections from our sales tax consultant and 3.91% in FY20-21 to account for increased sales tax from the Antioch Auto Center expansion.
- 6% increase in property tax revenue for FY19-20 and 7% for FY20-21 based on upcoming development.
- Refer to Attachment C for the February 26, 2019 special meeting staff report to Council that details the payroll assumptions included in the two-year budget.

Staffing Requests: Several desired positions were presented by departments for the upcoming fiscal year as outlined at the February 26th budget study session report (Attachment C). In response to Council feedback at that special meeting, the following additional staffing requests are being made by Community Development:

- One (1) Assistant Planner at a General Fund budget impact of approximately \$132,620 at Step A.

- One (1) additional Development Services/Engineering Technician for a total of two (2) new positions. This position will be needed if the additional Code Enforcement Officers are approved. This would be an additional \$123,130 annual General Fund budget impact if started at Step A.
- Two (2) additional Code Enforcement Officers at a General Fund budget impact of \$264,292, bringing the total request to three (3) Code Enforcement Officers.
- One (1) Senior Code Enforcement Officer. This class specification currently does not exist and therefore we have assumed a 5% higher salary than a Code Enforcement Officer with Certificate salary. The General Fund budget impact at Step A of the position would be \$137,500.

An updated summary table of the staffing requests incorporating the additional Community Development positions is provided on the next page. In addition, the prior table provided included two CSO's but the request was for a minimum of two up to six and therefore based on Council feedback, the table shows a total of six. The table reflects the FY19-20 cost incorporated into the budget comparison based on 6 months of funding by the time the positions are filled, at the bottom range of the salary scale, and a full year of funding in FY20-21. Equipment, supplies, training and space configuration costs will be required if additional staffing is approved. These costs have been added in the enhanced budget and are outlined in Chart D.

Department/ Position Request	FY19/20 General Fund	FY19/20 Other Funds	FY20/21 General Fund	FY20/21 Other Funds
	Amount	Amount	Amount	Amount
Community Development				
General Laborer (2)	\$ 88,250	\$ -	\$ 191,990	\$ -
PTH Savings	(17,500)	-	(35,000)	-
Senior Code Enforcement Officer	68,722	-	150,094	-
Code Enforcement Officer (3)	198,219	-	432,735	-
Contract Officer Savings	(125,000)	-	(250,000)	-
Reclassify General Laborers	19,575	-	21,200	-
Assistant Planner	66,308	-	144,765	-
Development Services Tech (2)	123,130	-	281,840	-
PTH Savings	(12,000)	-	(24,000)	-
Total Community Dev.	\$ 409,704	\$ -	\$ 913,624	\$ -
Police				
Crime Analyst	\$ 72,915	\$ -	\$ 159,515	\$ -
CSO's (6)	351,270	-	773,730	-
Records Technician (2)	99,005	-	214,534	-
Office Assistant	37,909	-	83,688	-
Animal Care Attendants (3)	95,730	-	205,806	-
PTH Savings	(45,000)	-	(90,000)	-
DVM	128,987	-	288,184	-
PTH Savings	(37,000)	-	(74,000)	-
Police Officers (6) = 110 sworn	1,091,103	-	1,156,258	-
Police Officers (5) = 115 sworn	534,680	-	1,169,700	-
Total Police	\$ 2,329,599	\$ -	\$ 3,887,415	\$ -
Information Systems				
Computer Technician	\$ -	\$ -	\$ -	\$ 115,328
Economic Development				
Administrative Analyst	\$ 68,731	\$ -	\$ 149,480	\$ -
Public Works				
Engineer	\$ 16,436	\$ 49,310	\$ 35,714	\$ 107,142
Administrative Assistant (2)	-	90,850	-	196,524
Landscape Maintenance Wkr	26,320	26,320	57,682	57,682
Water Treatment Maint. Wkr.	-	58,708	-	134,540
Facility Maintenance Wkr.	26,320	26,320	58,491	58,491
Freeze Deputy Director	(43,011)	(202,769)	(46,389)	(218,689)
Total Public Works	\$ 26,065	\$ 48,739	\$ 105,498	\$ 335,690
Recreation				
Reclassify Specialists	\$ 26,190	\$ -	\$ 44,366	\$ -
Office Assistant	37,909	-	83,688	-
Total Recreation	\$ 64,099	\$ -	\$ 128,054	\$ -
City Manager				
Asst. to City Manager	\$ 94,175	\$ -	\$ 208,810	\$ -
PIO	68,731	-	149,480	-
Freeze Asst. City Manager	(371,982)	-	(408,269)	-
Total City Manager	\$ (209,076)	\$ -	\$ (49,979)	\$ -
Human Resources				
HR Technician	\$ 63,941	\$ -	\$ 138,954	\$ -
Risk Manager	-	90,996	-	196,000
Total Human Resources	\$ 63,941	\$ 90,996	\$ 138,954	\$ 196,000
Finance				
Accountant	\$ 65,598	-	\$ 144,870	-
Total of All Positions	\$ 2,818,661	\$ 139,735	\$ 5,417,916	\$ 647,018

Measure C and Measure W

Measure C, a one-half cent (0.5%) add-on sales tax, was passed by the voters in November 2013. City Council directed that the funds were to be used to enhance Police and Code Enforcement activities, with the goal of putting more Police and Code Enforcement Officers on the street. Through June 30, 2018, the City collected \$26,758,860 in Measure C revenues, with another \$5,643,557 projected to be received through March 31, 2019 for a total of \$32,402,417 since inception, at which time Measure C ends and the 1% add-on tax (Measure W) will officially start on April 1, 2019.

Measure W, the new add-on one cent (1%) sales tax, is projected to generate \$3,566,784 in revenues for the last quarter of FY2018-19. For budgeting purposes, 50% of this was already recognized as revenue under Measure C in this fiscal year, so only 50% is "new" money in the budget. Although the revenue will be recognized in the FY2018-19 financial records, the actual money will not be received until September from the State of California. This measure is expected to generate double what the City has been collecting for Measure C, but as Council will see from the proposed budgets, over half of the additional \$7.4M in projected FY19-20 revenues from the tax are utilized in the addition of the six officers (the authorized over hiring per City Council, at a cost of \$1,091,103) for 110 sworn total, other negotiated and minimum wage salary increases, benefit increases, and other contractual services cost increases.

As part of this budget process, Council needs to determine the allocation of the 1% sales tax in total so that the sales tax citizens' oversight committee have clear understanding of how the tax dollars are being spent. The new tax is shown the non-departmental division of the General Fund until determination of funding is made.

A baseline proposed budget for each fiscal year and then an enhanced with the additional staffing follow on the next pages.

Proposed Budgets

The revised FY18-19 budget, baseline proposed budgets for FY19-20 and 20-21 are presented in Chart A and the enhanced versions of FY19-20 and 20-21 are presented in Chart C.

**CHART A
GENERAL FUND BUDGET SUMMARY-BASELINE**

	June 30, 2019 Revised	June 30, 2020 Proposed	June 30, 2021 Proposed
Projected Fund Balance July 1,	\$15,143,536	\$18,524,242	\$21,527,744
Revenues:			
Taxes	43,313,352	44,954,066	47,071,537
Taxes – Measure C	5,643,557	0	0
1% Sales Tax	3,566,784	14,962,760	15,447,224
Licenses & Permits	1,360,890	1,280,000	1,280,000
Fines & Penalties	125,000	135,000	135,000
Investment Income & Rentals	565,000	570,000	575,000
Revenue from Other Agencies	875,249	288,976	288,976
Current Service Charges	2,524,879	2,536,646	3,815,403
Other Revenue	1,179,753	879,000	618,000
Transfers In	3,148,312	3,351,604	3,494,624
Total Revenues	62,302,776	68,958,052	72,725,764
Expenditures:			
Legislative & Administrative	3,281,680	3,842,371	4,120,083
Finance	1,481,926	1,491,216	1,709,400
Nondepartmental	2,944,042	2,621,279	2,761,497
Public Works	7,846,595	8,734,532	9,087,445
Police Services	30,961,202	42,146,259	43,817,601
Police Services – Measure C	5,816,929	0	0
Police Services – Animal Support	1,137,182	1,325,266	1,383,814
Recreation/Community Services	1,554,981	1,979,948	2,112,823
Community Development	3,272,449	3,813,679	3,910,704
Code Enforcement – Measure C	625,084	0	0
Total Expenditures	58,922,070	65,954,550	68,903,367
Net	3,380,706	3,003,502	3,822,397
Projected Fund Balance June 30,	\$18,524,242	\$21,527,744	\$25,350,141
Committed for Projects	320,000	0	0
Committed for Compensated Absences	113,691	115,000	115,000
Committed for Litigation Reserve	500,000	500,000	500,000
Unassigned Reserve %	28.23%	30.33%	34.01%

The baseline General Fund budget reflects healthy reserves with surpluses in each fiscal year representative of additional 1% sales tax monies available for spending.

However, it will be imperative for Council to review the General Fund projections through FY25-26 for the baseline and enhanced budgets provided in Attachment A as budget decisions are made.

Expenditures by category are broken down below:

CHART B
GENERAL FUND BUDGET BY EXPENDITURE CATEGORY-BASELINE

	June 30, 2019 Revised	June 30, 2020 Proposed	June 30, 2021 Proposed
Expenditures:			
Personnel	\$41,050,592	\$46,992,450	\$49,519,571
Services & Supplies	17,273,194	17,571,869	17,817,141
Transfers Out	3,232,627	4,024,574	4,200,998
Internal Services	(2,634,343)	(2,634,343)	(2,634,343)
Total Expenditures	\$58,922,070	\$65,954,550	\$68,903,367

Personnel costs are increasing in FY19-20 and 20-21 due to a variety of factors:

- 1% sales tax funding for six additional Police Officers for a sworn staffing level of 110 to match the Council previously approved “over staffing” number. The FY19-20 budgeted cost of the 6 positions is \$1,091,103 and the FY20-21 cost is budgeted at \$1,156,258.
- Increased pension costs of approximately \$736,000 in FY19-20 and \$1.6M in FY20-21.
- Negotiated salary increases per bargaining unit MOU’s as well as step increases and projected increases in employee benefit packages.

Transfers out are increasing approximately \$792,000 in FY19-20 and approximately \$176,000 in FY20-21. The majority of transfers out are to Recreation and Animal Services to pay for operations not covered by user fees. The large increases are mainly due to part time help costs in recreation increasing significantly due to mandated minimum wage increases.

Internal Services represent the costs allocated to other funds as determined by the City’s recently updated Cost Allocation Plan. The amount is remaining the same as of this report but may change depending on additional staffing/budget approved which may affect the allocation factors.

CHART C GENERAL FUND BUDGET SUMMARY-ENHANCED

	June 30, 2019 Revised	June 30, 2020 Proposed	June 30, 2021 Proposed
Projected Fund Balance July 1,	\$15,143,536	\$18,524,242	\$18,549,024
Revenues:			
Taxes	43,313,352	44,954,066	47,071,537
Taxes – Measure C	5,643,557	0	0
1% Sales Tax	3,566,784	14,962,760	15,447,224
Licenses & Permits	1,360,890	1,280,000	1,280,000
Fines & Penalties	125,000	135,000	135,000
Investment Income & Rentals	565,000	570,000	575,000
Revenue from Other Agencies	875,249	288,976	288,976
Current Service Charges	2,524,879	2,821,646	4,100,403
Other Revenue	1,179,753	879,000	618,000
Transfers In	3,148,312	3,351,604	3,494,624
Total Revenues	62,302,776	69,243,052	73,010,764
Expenditures:			
Legislative & Administrative	3,281,680	4,540,967	5,133,538
Finance	1,481,926	1,556,814	1,854,270
Nondepartmental	2,944,042	2,771,279	2,761,497
Public Works	7,846,595	8,760,597	9,192,943
Police Services	30,961,202	43,321,301	46,252,252
Police Services – Measure C	5,816,929	0	0
Police Services – Animal Support	1,137,182	1,505,892	1,797,492
Recreation/Community Services	1,554,981	2,394,047	2,940,877
Community Development	3,272,449	4,367,373	4,841,318
Code Enforcement – Measure C	625,084	0	0
Total Expenditures	58,922,070	69,218,270	74,774,187
Net	3,380,706	24,782	(1,763,423)
Projected Fund Balance June 30,	\$18,524,242	\$18,549,024	\$16,785,601
Committed for Projects	320,000	0	0
Committed for Compensated Absences	113,691	115,000	115,000
Committed for Litigation Reserve	500,000	500,000	500,000
Unassigned Reserve %	28.23%	25.90%	22.15%

**CHART D
SUMMARY OF CHANGES BASELINE TO ENHANCED BUDGET**

	June 30, 2020	June 30, 2021
Baseline Revenues:	\$68,958,052	\$72,725,764
Assessment/Plan Check Fees	285,000	285,000
Enhanced Revenues	\$69,243,052	\$73,010,764
Baseline Expenditures	\$65,954,550	\$68,903,367
Recreation funding	350,000	700,000
Economic Development funding	775,000	775,000
All staffing requests	1,727,558	4,261,658
Costs associated with staffing	411,162	134,162
Total Increase	3,263,720	5,870,820
Enhanced Expenditures	\$69,218,270	\$74,774,187

This enhanced budget includes six months of funding for all requested positions in FY19-20 and a full year of funding in FY20-21 as well as the add in costs for hiring new positions. Additional Recreation funding for programs and services is reflected as an increase in the General Fund transfers each fiscal year and increased Economic Development department funding of \$775,000 each fiscal year for marketing and other activities is also included. As a result, FY19-20 is left with a much smaller surplus than the baseline version, meaning all of the new 1% sales tax is utilized. Deficit spending starts in FY20-21 and although a 20% minimum unassigned reserve is still met in FY20-21, it is not maintained in outlying projected years which would require the use of the Budget Stabilization Fund which will be quickly depleted between spending money on the additional staffing and trying to set aside additional OPEB funding.

**CHART E
GENERAL FUND BUDGET BY EXPENDITURE CATEGORY-BASELINE COMPARED
TO ENHANCED**

	June 30, 2020 Baseline	June 30, 2020 Enhanced		June 30, 2021 Baseline	June 30, 2021 Enhanced
Revenues:	\$68,958,052	\$69,243,052		\$72,725,764	\$73,010,764
Expenditures:					
Personnel	\$46,992,450	\$48,600,283		\$49,519,571	\$53,489,497
Services & Supplies	17,571,869	18,633,031		17,817,141	18,476,303
Transfers Out	4,024,574	4,619,299		4,200,998	5,442,730
Internal Services	(2,634,343)	(2,634,343)		(2,634,343)	(2,634,343)
Total Expenditures	\$65,954,550	\$69,218,270		\$68,903,367	\$74,774,187
Surplus/(Deficit)	\$3,003,505	\$24,782		\$3,822,397	(\$1,763,423)

The chart above compares the baseline budget by category to the enhanced budget with all the staffing. The FY19-20 enhanced budget is \$3,263,720 higher than the baseline and the FY20-21 is \$5,870,820 higher.

As an alternative to the two budget versions provided, we are presenting a “Balanced” budget version option in Charts F and G to consider with the following changes from the “Enhanced” version:

- Reduction in the number of requested positions, including a phase in of sworn Officers of 112 in FY19-20 and then up to 115 in FY20-21 (refer to staffing table on page 13).
- Reduction in funding for additional economic development activities from \$775,000 to \$275,000 in each fiscal year.

CHART F
SUMMARY OF CHANGES BASELINE TO BALANCED BUDGET

	June 30, 2020	June 30, 2021
Baseline Revenues:	\$68,958,052	\$72,725,764
Assessment/Plan Check Fees	285,000	285,000
Balanced Revenues	\$69,243,052	\$73,010,764
Baseline Expenditures	\$65,954,550	\$68,903,367
Recreation funding	350,000	700,000
Economic Development funding	275,000	275,000
All staffing requests	682,969	2,608,760
Costs associated with staffing	411,162	134,162
Total Increase	1,719,131	3,717,922
Balanced Expenditures	\$67,673,681	\$72,621,289

CHART G
GENERAL FUND BUDGET SUMMARY-BALANCED

	June 30, 2019 Revised	June 30, 2020 Proposed	June 30, 2021 Proposed
Projected Fund Balance July 1,	\$15,143,536	\$18,524,242	\$20,093,613
Revenues:			
Taxes	43,313,352	44,954,066	47,071,537
Taxes – Measure C	5,643,557	0	0
1% Sales Tax	3,566,784	14,962,760	15,447,224
Licenses & Permits	1,360,890	1,280,000	1,280,000
Fines & Penalties	125,000	135,000	135,000
Investment Income & Rentals	565,000	570,000	575,000
Revenue from Other Agencies	875,249	288,976	288,976
Current Service Charges	2,524,879	2,821,646	4,100,403
Other Revenue	1,179,753	879,000	618,000
Transfers In	3,148,312	3,351,604	3,494,624
Total Revenues	62,302,776	69,243,052	73,010,764
Expenditures:			
Legislative & Administrative	3,281,680	3,878,061	4,275,248
Finance	1,481,926	1,556,814	1,854,270
Nondepartmental	2,944,042	2,771,279	2,761,497
Public Works	7,846,595	8,760,597	9,192,943
Police Services	30,961,202	42,575,561	45,265,305
Police Services – Measure C	5,816,929	0	0
Police Services – Animal Support	1,137,182	1,434,163	1,636,600
Recreation/Community Services	1,554,981	2,394,047	2,940,877
Community Development	3,272,449	4,303,159	4,694,549
Code Enforcement – Measure C	625,084	0	0
Total Expenditures	58,922,070	67,673,681	72,621,289
Net	3,380,706	1,569,371	389,475
Projected Fund Balance June 30,	\$18,524,242	\$20,093,613	\$20,483,088
Committed for Projects	320,000	0	0
Committed for Compensated Absences	113,691	115,000	115,000
Committed for Litigation Reserve	500,000	500,000	500,000
Unassigned Reserve %	28.23%	28.13%	27.21%

A table of the staffing incorporated into this balanced budget version follows:

BALANCED BUDGET ADDED STAFFING

Department/ Position Request	FY19/20 General Fund	FY19/20 Other Funds	FY20/21 General Fund	FY20/21 Other Funds
	Amount	Amount	Amount	Amount
Community Development				
General Laborer (2)	\$ 88,250	\$ -	\$ 191,990	\$ -
PTH Savings	(17,500)	-	(35,000)	-
Code Enforcement Officer (4)	264,292	-	576,980	-
Contract Officer Savings	(125,000)	-	(250,000)	-
Reclassify General Laborers	19,575	-	21,200	-
Assistant Planner	66,308	-	144,765	-
Development Services Tech (1)	61,565	-	140,920	-
PTH Savings	(12,000)	-	(24,000)	-
Total Community Dev.	\$ 345,490	\$ -	\$ 766,855	\$ -
Police				
Crime Analyst	\$ 72,915	\$ -	\$ 159,515	\$ -
DVM	128,987	-	288,184	-
PTH Savings	(37,000)	-	(74,000)	-
Animal Care Attendant (1)	31,910	-	68,602	-
PTH Savings	(15,000)	-	(30,000)	-
Records Technician (1)	49,503	-	107,267	-
Police Officers (6) = 110 sworn	1,091,103	-	1,156,258	-
Police Officers (2) = 112 sworn	189,712	-	425,500	-
Police Officers (3) =115 sworn	-	-	638,250	-
Total Police	\$ 1,512,130	\$ -	\$ 2,739,576	\$ -
Information Systems				
Computer Technician	\$ -	\$ -	\$ -	\$ 115,328
Public Works				
Engineer	\$ 16,436	\$ 49,310	\$ 35,714	\$ 107,142
Administrative Assistant (2)	-	90,850	-	196,524
Landscape Maintenance Wkr	26,320	26,320	57,682	57,682
Water Treatment Maint. Wkr.	-	58,708	-	134,540
Facility Maintenance Wkr.	26,320	26,320	58,491	58,491
Freeze Deputy Director	(43,011)	(202,769)	(46,389)	(218,689)
Total Public Works	\$ 26,065	\$ 48,739	\$ 105,498	\$ 335,690
Recreation				
Reclassify Specialists	\$ 26,190	\$ -	\$ 44,366	\$ -
Office Assistant	37,909	-	83,688	-
Total Recreation	\$ 64,099	\$ -	\$ 128,054	\$ -
City Manager				
PIO	\$ 68,731	\$ -	\$ 149,480	\$ -
Freeze Asst. City Manager	(371,982)	-	(408,269)	-
Total City Manager	\$ (303,251)	\$ -	\$ (258,789)	\$ -
Human Resources				
HR Technician	\$ 63,941	\$ -	\$ 138,954	\$ -
Risk Manager	-	90,996	-	196,000
Total Human Resources	\$ 63,941	\$ 90,996	\$ 138,954	\$ 196,000
Finance				
Accountant	\$ 65,598	-	\$ 144,870	-
Total of All Positions	\$ 1,774,072	\$ 139,735	\$ 3,765,018	\$ 647,018

A side by side comparison of the FY19-20 and then FY20-21 budget versions is provided in the next two charts to aid in visualizing the differences.

CHART H
COMPARISON OF BASELINE, BALANCED AND ENHANCED – FY20

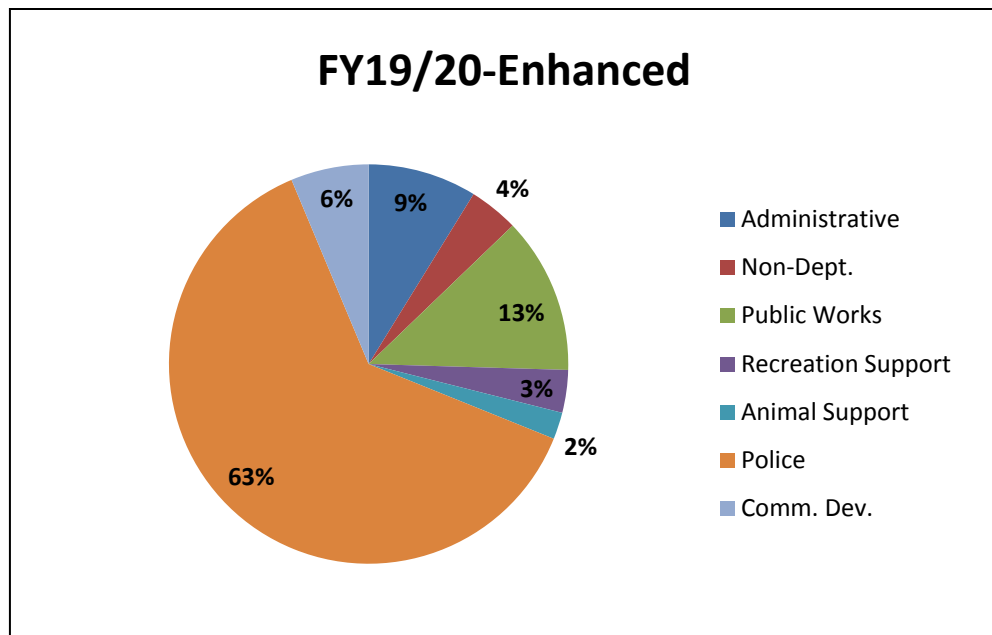
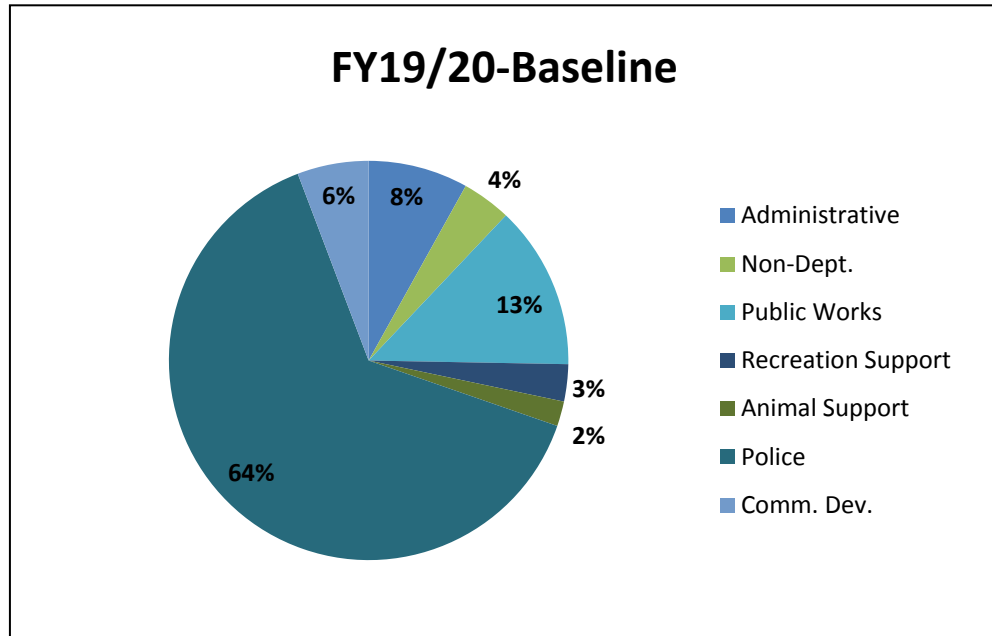
	June 30, 2020 Baseline	June 30, 2020 Balanced	June 30, 2020 Enhanced
Revenues:	\$68,958,052	\$69,243,052	\$69,243,052
Expenditures:			
Personnel	\$46,992,450	\$47,627,423	\$48,600,283
Services & Supplies	17,571,869	18,133,031	18,633,031
Transfers Out	4,024,574	4,547,570	4,619,299
Internal Services	(2,634,343)	(2,634,343)	(2,634,343)
Total Expenditures	\$65,954,550	\$67,673,681	\$69,218,270
Surplus/(Deficit)	\$3,003,502	\$1,569,371	\$24,782

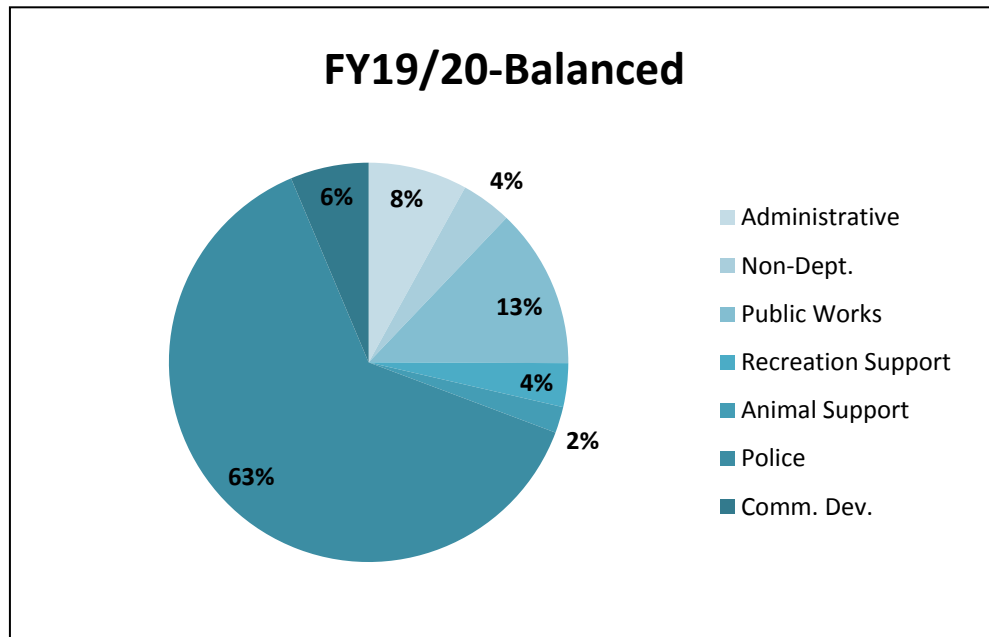
CHART I
COMPARISON OF BASELINE, BALANCED AND ENHANCED – FY21

	June 30, 2021 Baseline	June 30, 2021 Balanced	June 30, 2021 Enhanced
Revenues:	\$72,725,764	\$73,010,764	\$73,010,764
Expenditures:			
Personnel	\$49,519,571	\$51,997,491	\$53,489,497
Services & Supplies	17,817,141	17,976,303	18,476,303
Transfers Out	4,200,998	5,281,838	5,442,730
Internal Services	(2,634,343)	(2,634,343)	(2,634,343)
Total Expenditures	\$68,903,367	\$72,621,289	\$74,774,187
Surplus/(Deficit)	\$3,822,397	\$389,475	(\$1,763,423)

Funding by department in each budget version is shown in the next three charts. In the FY19-20 baseline budget, the Police Department (including the Animal Services transfer) represents 66% of total expenditures, dropping to 65% in the enhanced and balanced versions. In previous fiscal years, the Police Department encompassed between 73-75% of the total budget because of the "Internal Services/City Wide Administration" allocated under the cost allocation plan. With the new study completed last year, a decision was made to no longer allocate costs among the General Fund departments, only to other funds. Therefore, starting in FY18-19, costs previously allocated within the General Fund now remain in the allocating department instead of having a reduction of those departments total expense. Each department is affected with some showing higher expenditures than previous years and some showing lower. In the case of the Police Department, in FY17-18, \$3.087M in costs were shown for

“Internal Services”, meaning other department expenditures were reduced by this same amount (i.e., City Manager, Finance, HR, etc.). Without this allocation occurring, a shift in the percentages of budget has occurred starting in FY18-19.





Projections for each version of the budget are provided in Attachment A. Council will need to carefully consider all positions requested to prioritize in this budget cycle. Council may also want to consider a phase in of staffing, such as approving some in the FY19-20 budget, and then either increasing in the FY20-21 year or revisiting others at a mid-year review with updated budget information.

OTHER FUNDS

The Recreation Fund, Prewett Water Park Fund and Animal Services Fund all receive annual operating transfers from the General Fund, thus it is important to review them in conjunction with the General Fund. The budget summaries are presented next.

Recreation & Prewett Water Park Funds

Recreation currently operates under two funds, the Recreation Special Revenue Fund and the Prewett Water Park Enterprise Fund. At the recommendation of the City's independent auditor, the Prewett Water Park Enterprise Fund is being consolidated into another division of the Recreation Special Revenue Fund beginning with this current fiscal year. By its nature, an Enterprise Fund recovers all cost of services. The Prewett Water Park Fund has always received an operating subsidy from the General Fund which continues to increase and therefore by accounting standards does not meet the definition of an Enterprise Fund. The summary below represents the combined funds. The draft budget sheets in Attachment B reflect the "closing" transactions of the Prewett Water Park Fund.

Recreation Fund 219			
	2018-19 Revised	2019-20 Proposed	2020-21 Proposed
Beginning Balance, July 1	\$309,368	\$356,249	\$404,994
Revenue Source:			
Investment Income	2,000	1,800	1,800
Revenue from Other Agencies	101,109	43,000	43,000
Current Service Charges	2,042,500	2,069,500	2,100,500
Other	30,531	30,500	32,500
Transfer in from General Fund	1,244,981	1,979,648	2,112,523
Transfer in from Prewett Fund	4,860	0	0
Transfer in from Senior Bus	7,700	7,700	7,700
Transfer in from Child Care Fund	70,000	70,000	70,000
Total Revenue	3,503,681	4,202,148	4,368,023
Expenditures:			
Personnel	1,975,736	2,558,673	2,704,503
Services & Supplies	1,460,395	1,573,838	1,615,549
Transfer Out to Honeywell	20,669	20,892	1,745
Total Expenditures	3,456,800	4,153,403	4,321,797
Ending Balance, June 30(a)	\$356,249	\$404,994	\$451,220

(a)Fund balance maintained for monies collected for Sports Field, Memorial Field and Turf Field maintenance and replacement.

The Recreation and Prewett Water Park operations have a combined transfer from the General Fund of \$1,979,648 in FY19-20 and \$2,112,523 in FY20-21. The FY19-20 transfer is increasing approximately \$735,000, with \$508,000 of this attributable to minimum wage increases for part-time help and the remaining for some additional programming. If the additional staffing requested is approved, the FY19-20 transfer will increase an additional \$64,399 and the FY20-21 will increase by \$128,354. If the additional funding for programs and services is approved, then the transfer will further increase \$350,000 in FY19-20 and \$700,000 in FY20-21.

Animal Control Fund

Animal Control Fund 214			
	2018-19 Revised	2019-20 Proposed	2020-21 Projected
Beginning Balance, July 1	\$4,500	\$0	\$0
Revenue Source:			
Current Service Charges	233,000	216,100	216,100
Investment Income	100	100	100
Revenue from Other Agencies	120,840	0	0
Other Revenue	24,500	25,500	25,500
Transfer in from General Fund	1,012,182	1,325,266	1,383,814
Total Revenue	1,390,622	1,566,966	1,625,514
Expenditures:			
Personnel	1,090,908	1,230,901	1,288,631
Services & Supplies	303,622	335,467	336,833
Transfer Out to Honeywell	592	598	50
Total Expenditures	1,395,122	1,566,966	1,625,514
Ending Balance, June 30	\$0	\$0	\$0

The transfer from the General Fund is projected to increase by \$313,084 over the current fiscal year due to higher personnel costs. There were some salary savings in the current fiscal year and a grant from ARF to pay for staffing. The FY20-21 increase is minimal. If requested staffing is approved, the FY19-20 transfer will increase \$180,626 in the enhanced version and FY20-21 will increase \$413,678 as the shelter does not recover all operating costs in fees. Alternatively, under the balanced version, the transfer would increase \$108,897 and \$252,786.

Summary

The City needs to carefully chart our course going forward to determine funding priorities. We need to continue to look for additional means to achieve long term financial stability for all General Fund operations which includes exploration of new ways to generate revenues and efficiencies to reduce the cost of providing services, reducing unfunded liabilities, and considering the value and necessity of heavily subsidized programs in the future in order to balance community priorities.

NEXT STEPS

Council feedback and direction on the proposed budgets as presented is requested. Staff will be bringing forth budgets for remaining funds of the City for Council deliberation, including the five-year Capital Improvement Program. The final draft operating and capital budget will be brought to the Council at the June 25, 2019 Council meeting for consideration and adoption.

ATTACHMENTS

- A.** General Fund Projections
- B.** Draft Budget Sheets for General Fund, Recreation Fund, Prewett Water Park Fund, Animal Control Fund.
- C.** February 26, 2019 Staff Report to City Council

GENERAL FUND PROJECTIONS - APRIL 9, 2019

BASELINE

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Beginning Fund Balance	\$15,143,536	18,524,242	\$21,527,744	\$25,350,141	\$27,893,587	\$30,024,061	\$30,901,252	\$30,758,271
Taxes	43,313,352	44,954,066	47,071,537	48,771,954	50,180,541	51,642,723	53,132,931	54,679,449
Taxes - Measure C	5,643,557	0	0	0	0	0	0	0
1% Sales Tax	3,566,784	14,962,760	15,447,224	16,005,332	16,517,503	17,029,545	17,540,432	18,066,645
Services Charges/Permits	3,885,769	3,816,646	5,095,403	3,830,863	3,847,905	3,870,960	3,888,477	3,912,472
All Other Revenues	2,745,002	1,872,976	1,616,976	1,889,976	1,799,976	1,559,976	1,569,976	1,579,976
Transfers In	3,148,312	3,351,604	3,494,624	3,616,628	3,766,103	3,929,568	4,083,243	4,248,546
Total Revenues	62,302,776	68,958,052	72,725,764	74,114,753	76,112,028	78,032,772	80,215,058	82,487,087
% Change		11%	5%	2%	3%	3%	3%	3%
Personnel	41,050,592	46,992,450	49,519,571	52,272,870	54,652,053	57,100,622	59,486,667	62,028,935
Services/Supplies/Transfers	17,871,478	18,962,100	19,383,796	19,298,437	19,329,500	20,054,959	20,871,372	21,655,574
Total Expenditures	58,922,070	65,954,550	68,903,367	71,571,307	73,981,553	77,155,581	80,358,039	83,684,509
% Change		12%	4%	4%	3%	4%	4%	4%
Surplus/(Deficit)	3,380,706	3,003,502	3,822,397	2,543,446	2,130,475	877,191	(142,981)	(1,197,422)
Ending Fund Balance	\$18,524,242	\$21,527,744	\$25,350,141	\$27,893,587	\$30,024,061	\$30,901,252	\$30,758,271	\$29,560,850
Committed	933,691	615,000	615,000	615,000	615,000	615,000	615,000	615,000
Unassigned	\$17,590,551	\$20,912,744	\$24,735,141	\$27,278,587	\$29,409,061	\$30,286,252	\$30,143,271	\$28,945,850
Unassigned %	28.23%	30.33%	34.01%	36.81%	38.64%	38.81%	37.58%	35.09%

ENHANCED

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Beginning Fund Balance	\$15,143,536	\$18,524,242	\$18,549,024	\$16,785,601	\$15,495,091	\$15,892,779	\$16,275,108	\$9,873,643
Taxes	43,313,352	44,954,066	47,071,537	48,771,954	50,180,541	51,642,723	53,132,931	54,679,449
Taxes - Measure C	5,643,557	0	0	0	0	0	0	0
1% Sales Tax	3,566,784	14,962,760	15,447,224	16,005,332	16,517,503	17,029,545	17,540,432	18,066,645
Services Charges/Permits	3,885,769	4,101,646	5,380,403	4,116,563	4,134,319	4,158,102	4,176,362	4,201,115
All Other Revenues	2,745,002	1,872,976	1,616,976	1,889,976	1,799,976	1,559,976	1,569,976	1,579,976
Transfers In	3,148,312	3,351,604	3,494,624	5,573,900	8,172,400	9,899,862	4,692,959	4,248,546
Total Revenues	62,302,776	69,243,052	73,010,764	76,357,725	80,804,739	84,290,208	81,112,659	82,775,730
% Change		11%	5%	5%	6%	4%	-4%	2%
Personnel	41,050,592	48,600,283	53,489,497	56,519,874	59,197,135	61,919,508	64,653,821	67,359,567
Services/Supplies/Transfers	17,871,478	20,617,987	21,284,690	21,128,361	21,209,915	21,988,371	22,860,303	23,702,775
Total Expenditures	58,922,070	69,218,270	74,774,187	77,648,235	80,407,050	83,907,879	87,514,124	91,062,342
% Change		17%	8%	4%	4%	4%	4%	4%
Surplus/(Deficit)	3,380,706	24,782	(1,763,423)	(1,290,510)	397,689	382,329	(6,401,465)	(8,286,612)
Ending Fund Balance	\$18,524,242	\$18,549,024	\$16,785,601	\$15,495,091	\$15,892,779	\$16,275,108	\$9,873,643	\$1,587,032
Committed	933,691	615,000	615,000	615,000	615,000	615,000	615,000	615,000
Unassigned	\$17,590,551	\$17,934,024	\$16,170,601	\$14,880,091	\$15,277,779	\$15,660,108	\$9,258,643	\$972,032
Unassigned %	28.23%	25.90%	22.15%	20.00%	20.00%	20.00%	11.50%	1.17%

Note: Stabilization funds utilized starting in FY23 and balance runs out in FY25, not enough to bring fund balance to 20%

GENERAL FUND PROJECTIONS - APRIL 9, 2019

BALANCED

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Beginning Fund Balance	\$15,143,536	\$18,524,242	\$20,093,613	\$20,483,088	\$19,488,331	\$17,839,260	\$16,278,983	\$16,703,563
Taxes	43,313,352	44,954,066	47,071,537	48,771,954	50,180,541	51,642,723	53,132,931	54,679,449
Taxes - Measure C	5,643,557	0	0	0	0	0	0	0
1% Sales Tax	3,566,784	14,962,760	15,447,224	16,005,332	16,517,503	17,029,545	17,540,432	18,066,645
Services Charges/Permits	3,885,769	4,101,646	5,380,403	4,116,563	4,134,319	4,158,102	4,176,362	4,201,115
All Other Revenues	2,745,002	1,872,976	1,616,976	1,889,976	1,799,976	1,559,976	1,519,976	1,529,976
Transfers In	3,148,312	3,351,604	3,494,624	3,616,628	3,766,103	5,484,397	8,939,588	10,354,126
Total Revenues	62,302,776	69,243,052	73,010,764	74,400,453	76,398,442	79,874,743	85,309,288	88,831,310
% Change		11%	5%	2%	3%	5%	7%	4%
Personnel	41,050,592	47,627,423	51,997,491	54,934,177	57,511,618	60,127,631	62,712,626	65,371,813
Services/Supplies/Transfers	17,871,478	20,046,258	20,623,798	20,461,033	20,535,894	21,307,389	22,172,082	23,007,026
Total Expenditures	58,922,070	67,673,681	72,621,289	75,395,210	78,047,512	81,435,020	84,884,708	88,378,839
% Change		15%	7%	4%	4%	4%	4%	4%
Surplus/(Deficit)	3,380,706	1,569,371	389,475	(994,757)	(1,649,070)	(1,560,277)	424,580	452,471
Ending Fund Balance	\$18,524,242	\$20,093,613	\$20,483,088	\$19,488,331	\$17,839,260	\$16,278,983	\$16,703,563	\$17,156,035
Committed	933,691	615,000	615,000	615,000	615,000	615,000	615,000	615,000
Unassigned	\$17,590,551	\$19,478,613	\$19,868,088	\$18,873,331	\$17,224,260	\$15,663,983	\$16,088,563	\$16,541,035
Unassigned %	28.23%	28.13%	27.21%	25.37%	22.55%	20.00%	20.00%	20.00%

Note: Stabilization funds utilized starting in FY24

Budget Study Session



Attachment B

April 9, 2019

BUDGET STUDY SESSION – APRIL 9, 2019

LEGISLATIVE AND ADMINISTRATIVE

LEGISLATIVE AND ADMINISTRATIVE SUMMARY									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
SOURCE OF FUNDS:									
Billings to Departments	203,842	217,301	231,877	275,882	234,529	250,746	7%	258,158	3%
Charges for Services	0	8,275	0	0	14,450	0	-100%	0	0%
Miscellaneous Revenue	497	10,454	1,804	0	3,882	500	-87%	500	0%
TOTAL SOURCE OF FUNDS	204,339	236,030	233,681	275,882	252,861	251,246	-1%	258,658	3%
USE OF FUNDS:									
Personnel	1,710,976	2,081,356	1,940,514	2,740,668	2,324,475	3,043,652	31%	3,254,465	7%
Services & Supplies	909,886	835,611	1,309,116	1,536,577	1,828,891	1,670,405	-9%	1,737,304	4%
Internal Services	(1,916,390)	(2,242,266)	(2,291,914)	(871,686)	(871,686)	(871,686)	0%	(871,686)	0%
TOTAL USE OF FUNDS	704,472	674,701	957,716	3,405,559	3,281,680	3,842,371	17%	4,120,083	7%

Authorized & Funded FTE's:	Funded 2018-19	Funded 2019-20	Funded 2020-21
City Council	5.00	5.00	5.00
City Attorney	2.00	2.00	2.00
City Manager	3.00	3.00	3.00
City Clerk	2.00	2.00	2.00
City Treasurer	1.15	1.15	1.15
Human Resources	4.00	4.00	4.00
Economic Development	2.00	2.00	2.00
Total Funded FTE's	19.15	19.15	19.15

BUDGET STUDY SESSION – APRIL 9, 2019

CITY COUNCIL (100-1110) - The City Council acts on all legislative matters concerning the City. As the City policy-making and legislative body, the City Council is responsible to more than 100,000 residents of Antioch for approving all programs and services provided in the City. They approve and adopt all ordinances, resolutions, contracts and other matters regarding overall policy decisions and leadership. The Council appoints the City Manager and the City Attorney, as well as various commissions, boards and other citizen advisory committees.

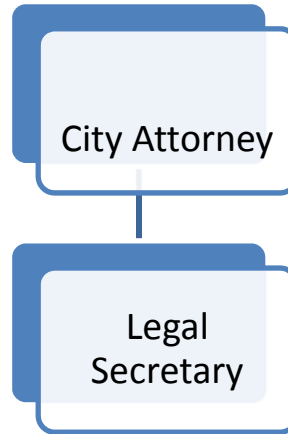
In reaching policy decisions, the City Council reviews proposals designed to meet community needs and sustain desired service levels; initiates new programs to upgrade existing City services; determines the ability of the City to provide financing for all municipal activities; and adopts the City budget following review and modification of a proposed budget, as submitted by the City Manager. In addition to holding regular and special Council meetings, the members of the City Council also function as directors of the City of Antioch as Successor Agency to the Antioch Development Agency and the Antioch Public Financing Authority.

City Council (100-1110)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Personnel	129,250	128,941	128,522	147,327	131,029	128,024	-2%	130,795	2%
Services & Supplies	18,739	16,835	21,817	50,479	71,578	45,178	-37% ¹	45,178	0%
Internal Services	(131,971)	(137,721)	(133,107)	(121,525)	(121,525)	(121,525)	0%	(121,525)	0%
Total Use of Funds	16,018	8,055	17,232	76,281	81,082	51,677	-36%	54,448	5%
Elected Officials	5.00	5.00	5.00	5.00	5.00	5.00		5.00	

¹VARIANCE: FY19 included recruitment services for City Attorney.

BUDGET STUDY SESSION – APRIL 9, 2019

CITY ATTORNEY



# of Funded Positions	# of Filled Positions	# of Vacant Positions
2.00	2.00	0.00

BUDGET STUDY SESSION – APRIL 9, 2019

CITY ATTORNEY (100-1120) – The City Attorney’s Office is responsible for providing and supervising all legal services for the City and the City of Antioch serving as Successor Agency and Housing Successor to the Antioch Development Agency. The Office provides advice to Council, Commissions and staff on the Brown Act, Public Records Acts, conflicts of interests, public contracting, land use, environmental laws, employment and other matters, and other matters; prepares or reviews ordinances, contracts, leases and similar legal documents; is responsible for land acquisition; oversees claims management and litigation matters.

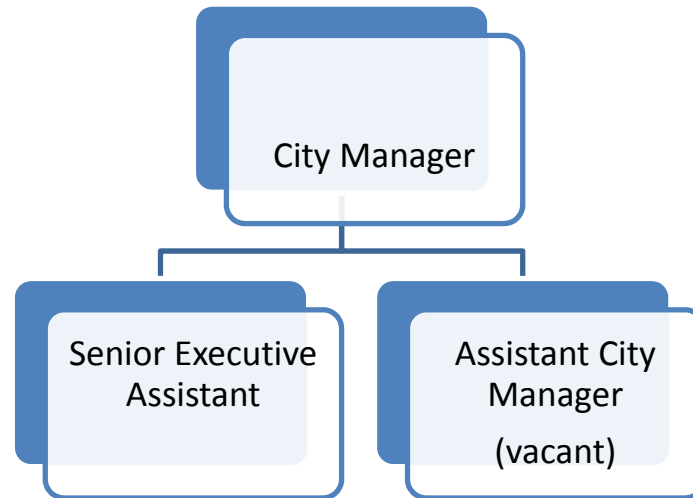
City Attorney (100-1120)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Legal Fees	0	8,275	0	0	14,450	0	-100%	0	0%
Other	0	881	35	0	46	0	-100%	0	0%
Total Source of Funds	0	9,156	35	0	14,496	0	-100%¹	0	0%
Use of Funds:									
Personnel	142,923	351,119	109,913	470,931	235,107	484,048	106% ²	513,147	6%
Services & Supplies	262,005	198,355	579,003	140,637	429,776	204,959	-52% ²	204,959	0%
Internal Services	(374,716)	(545,997)	(534,131)	(263,745)	(263,745)	(263,745)	0%	(263,745)	0%
Total Use of Funds	30,212	3,477	154,785	347,823	401,138	425,262	6%	454,361	7%
Funded FTE's	1.50	2.00	2.00	2.00	2.00	2.00		2.00	

¹VARIANCE: Reimbursement for legal fees received in FY19.

²VARIANCE: In FY19, City Attorney services were provided on contractual basis for majority of fiscal year. With full time City Attorney hired in March 2019, contractual services decrease and payroll increases.

BUDGET STUDY SESSION – APRIL 9, 2019

CITY MANAGER



# of Funded Positions	# of Filled Positions	# of Vacant Positions
3.00	2.00	1.00

BUDGET STUDY SESSION – APRIL 9, 2019

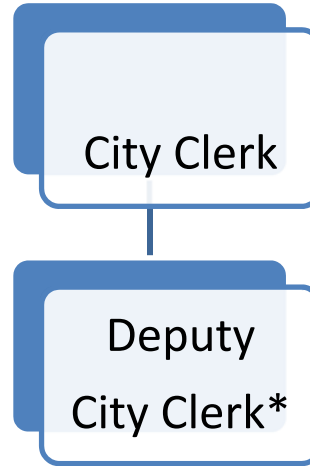
CITY MANAGER (100-1130) - The City Manager serves as the administrative head of the City government under the direction of the City Council and is responsible for carrying out the policies and directives of the City Council. The City Manager provides leadership to the City's executive managers and the organization as a whole in meeting the needs of the community and coordinating the provision of a wide range of municipal services. The City Manager also provides administrative policy direction for fiscal planning; intergovernmental relations in responding to state, federal and regional issues with local impacts; and for communications - both internal and with the community at large. The City Manager and staff attend all Council meetings, advising the Council on matters under consideration and makes Council policy recommendations as appropriate.

City Manager (100-1130)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Personnel	478,024	657,085	758,004	718,889	585,870	975,787	67% ¹	1,071,386	10%
Services & Supplies	92,887	61,227	108,187	193,396	190,455	221,455	16%	221,455	0%
Internal Services	(565,616)	(675,565)	(807,314)	(208,165)	(208,165)	(208,165)	0%	(208,165)	0%
Total Use of Funds	5,295	42,747	58,877	704,120	568,160	989,077	74%	1,084,676	10%
Funded FTE's	2.00	2.50	3.00	3.00	3.00	3.00		3.00	

¹VARIANCE: FY19 has salary savings from vacant funded Assistant City Manager position. FY20 includes full year of funding.

BUDGET STUDY SESSION – APRIL 9, 2019

CITY CLERK



# of Funded Positions	# of Filled Positions	# of Vacant Positions
2.00	2.00	0.00

***Deputy City Clerk reports to Administrative Services Director**

BUDGET STUDY SESSION – APRIL 9, 2019

CITY CLERK (100-1140) - The position of City Clerk is elected to a four-year term and operates under statutory provision of the California Government Code, the Elections Code, and City ordinances and policies. The Clerk's Office is staffed with one fulltime Deputy City Clerk.

Duties of the City Clerk's Office include: keeping records of the official actions of the City Council, City acting as Successor Agency to the Antioch Development Agency, Antioch Public Financing Authority and the Board of Administrative Appeals; preparing agendas for both Regular and Special City Council, Board of Administrative Appeals and the Sales Tax Citizens' Oversight Committee Meetings, minutes and public hearing notices; conducting municipal elections as the Elections Officer, serving as filing officer for the implementation of the Political Reform Act; accepting claims and legal actions against the City; maintaining the Municipal Code; maintaining registration/ownership certificates for City vehicles; attesting City documents including resolutions, ordinances and agreements; conducting bid openings; receiving California Public records Act requests and ensuring a timely response; serving as the Secretary to the Board of Administrative Appeals and the Sales Tax Citizens' Oversight Committee; and interacting with the City Council, City staff, and the general public on all related matters.

City Clerk (100-1140)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Other	497	9,573	1,769	0	3,836	500	-87%	500	0%
Total Source of Funds	497	9,573	1,769	0	3,836	500	0%	500	0%
Use of Funds:									
Personnel	136,107	136,866	142,314	157,917	164,378	184,306	12%	190,975	4%
Services & Supplies	136,491	134,810	76,733	247,866	186,993	242,897	30% ¹	328,824	35% ²
Internal Services	(167,878)	(259,375)	(199,556)	(28,890)	(28,890)	(28,890)	0%	(28,890)	0%
Total Use of Funds	104,720	12,301	19,491	376,893	322,481	398,313	24%	490,909	23%
Funded FTE's	2.00	2.00	2.00	2.00	2.00	2.00		2.00	

¹VARIANCE: FY20 includes contractual costs for Laserfiche upgrade.

²VARIANCE: FY21 includes elections cost.

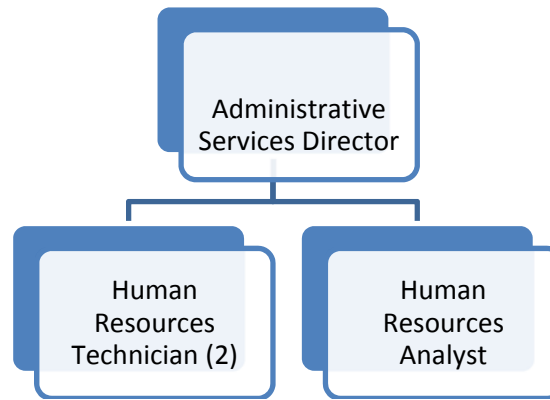
BUDGET STUDY SESSION – APRIL 9, 2019

CITY TREASURER (100-1150) - The City Treasurer is elected to a four-year term of office. The duties of a City Treasurer are to receive and safely keep all money coming into the City; to comply with all laws governing the deposit and securing of public funds and the handling of trust funds in the possession of the City; to pay out money on warrants signed by persons legally designated by the City; to call in money from inactive deposits and place it in active deposits as current demands require; and to deposit money for which there is no demand as inactive deposits into active deposit accounts. The City Treasurer prepares the monthly Investment Report to Council.

City Treasurer (100-1150)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Billings to Departments	203,842	217,301	231,877	275,882	234,529	250,746	7%	258,158	3%
Total Source of Funds	203,842	217,301	231,877	275,882	234,529	250,746	7%	258,158	3%
Use of Funds:									
Personnel	49,896	49,212	51,212	54,373	48,867	55,604	14%	58,016	4%
Services & Supplies	132,478	142,142	155,884	189,230	185,662	195,142	5%	200,142	3%
Internal Services	21,468	25,947	24,781	0	0	0	0%	0	0%
Total Use of Funds	203,842	217,301	231,877	243,603	234,529	250,746	7%	258,158	3%
Funded FTE's	1.15	1.15	1.15	1.15	1.15	1.15		1.15	

BUDGET STUDY SESSION – APRIL 9, 2019

HUMAN RESOURCES



# of Funded Positions	# of Filled Positions	# of Vacant Positions
4.00	4.00	0.00

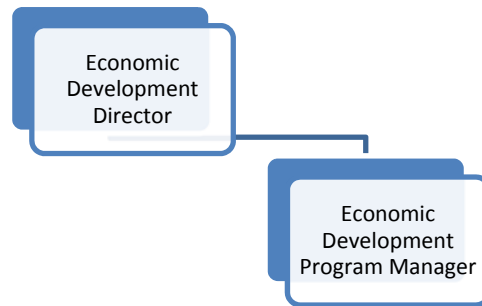
The Human Resources Department is responsible for overseeing the management of personnel services including recruitment, benefit administration, employee relations, labor relations, training, and maintaining the personnel classification system.

Human Resources (100-1160)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Personnel	625,738	609,063	591,034	728,906	730,521	758,816	4%	799,005	5%
Services & Supplies	125,860	115,379	125,109	171,673	183,820	190,178	3%	225,350	18% ¹
Internal Services	(738,837)	(698,021)	(690,108)	(249,361)	(249,361)	(249,361)	0%	(249,361)	0%
Total Use of Funds	12,761	26,421	26,035	651,218	664,980	699,633	5%	774,994	11%
Funded FTE's	4.00	4.00	4.00	4.00	4.00	4.00		4.00	

¹VARIANCE: FY21 includes contractual services for a salary survey.

BUDGET STUDY SESSION – APRIL 9, 2019

ECONOMIC DEVELOPMENT



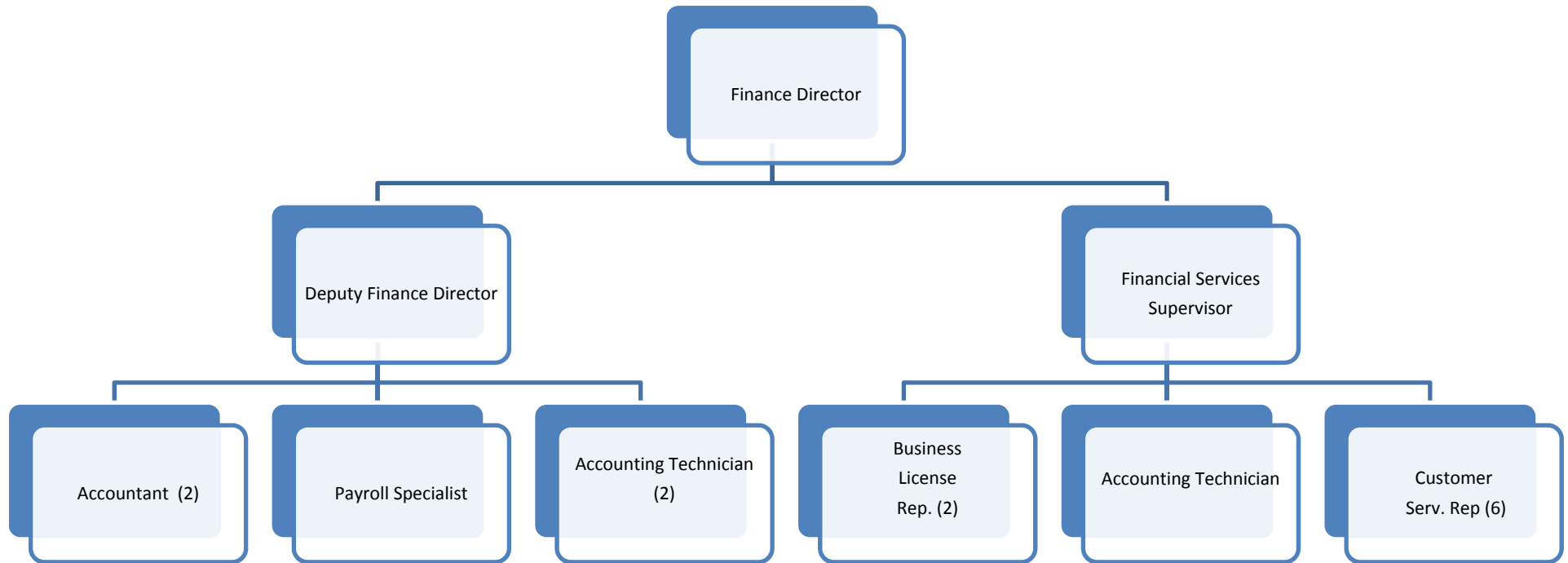
# of Funded Positions	# of Filled Positions	# of Vacant Positions
2.00	2.00	0.00

The Economic Development Department improves the local economy by providing programs to attract, retain, expand and assist business in Antioch. Department goals include promoting a positive business environment, expanding the local tax base, creating opportunities for new jobs, retail shops, employment centers and quality dining experiences.

Economic Development (100-1180)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Personnel	149,038	149,070	159,515	462,325	428,703	457,067	7%	491,141	7%
Services & Supplies	141,426	166,863	242,383	543,296	580,607	570,596	-2%	511,396	-10%
Internal Services	41,160	48,466	47,521	0	0	0	0%	0	0%
Total Use of Funds	331,624	364,399	449,419	1,005,621	1,009,310	1,027,663	2%	1,002,537	-2%
Funded FTE's	1.00	1.00	2.00	2.00	2.00	2.00		2.00	

BUDGET STUDY SESSION – APRIL 9, 2019

FINANCE DEPARTMENT



# of Funded Positions	# of Filled Positions	# of Vacant Positions
17.00*	17.00	0.00
*Although 17 actual positions under Finance, some positions split funding as follows: Finance Director - .80 Gen Fund Finance, .05 Gen Fund City Treasurer, .15 Wtr/Swr Accountant – 1.90 Gen Fund Finance, .10 Gen Fund City Treasurer Financial Services Supervisor - .15 Gen Fund Finance, .85 Wtr/Swr Customer Service Rep. - .50 Gen Fund Finance, 4.5 Wtr/Swr Accounting Technician - .50 Wtr, .50 Swr		

BUDGET STUDY SESSION – APRIL 9, 2019

The Finance Department provides internal support to other City Departments and external support to other government agencies by providing financial information to facilitate their decision making process. The Department administers more than 50 funds in accordance with Generally Accepted Accounting Principles. The Department is also responsible for overseeing the City's compliance with purchasing guidelines.

Along with the City Treasurer, the Finance Department is responsible for the safekeeping, management and accounting of the City's financial assets. The Department also supplies timely and accurate financial reports to elected and appointed officials and to the State. The Finance Department works with the City Manager to ensure that a sound program of fiscal control is undertaken with respect to developing and implementing the two-year budget. The following divisions are in the Finance Department: Administration, Accounting, and Operations.

FINANCE SUMMARY									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
SOURCE OF FUNDS:									
Billings to Departments	29,903	26,607	26,301	25,000	6,000	6,000	0%	6,000	0%
Administrative Services	41,200	41,200	30,000	10,000	27,000	25,000	-7%	15,000	-40%
Other	447	309	917	340	2,015	2,000	-1%	2,000	0%
TOTAL SOURCE OF FUNDS	71,550	68,116	57,218	35,340	35,015	33,000	-6%	23,000	-30%
USE OF FUNDS:									
Personnel	1,080,153	1,069,953	1,212,162	1,438,499	1,461,391	1,513,040	4%	1,598,709	6%
Services & Supplies	579,146	574,604	549,235	625,353	541,286	498,927	-8%	631,442	27%
Internal Services	(1,630,522)	(1,630,733)	(1,721,640)	(520,751)	(520,751)	(520,751)	0%	(520,751)	0%
TOTAL USE OF FUNDS	28,777	13,824	39,757	1,543,101	1,481,926	1,491,216	1%	1,709,400	15%

	Funded 2018-19	Funded 2019-20	Funded 2020-21
Funded FTE's:			
Finance Administration	0.80	0.80	0.80
Finance Accounting	5.90	5.90	5.90
Finance Operations	2.65	2.65	2.65
Total Finance Funded FTE's	9.35	9.35	9.35

BUDGET STUDY SESSION – APRIL 9, 2019

Finance Administration (100-1210)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Admin Services Mello Roos	41,200	41,200	30,000	10,000	27,000	25,000	-7%	15,000	-40% ¹
Other	189	(63)	-183	0	115	0	-100%	0	0%
Total Source of Funds	41,389	41,137	29,817	10,000	27,115	25,000	-8%	15,000	-40%
Use of Funds:									
Personnel	219,967	216,278	220,658	253,025	242,520	254,606	5%	267,921	5%
Services & Supplies	123,733	126,634	137,718	146,448	24,944	25,744	3%	25,744	0%
Internal Services	(342,088)	(334,047)	(353,956)	(32,825)	(32,825)	(32,825)	0%	(32,825)	0%
Total Use of Funds	1,612	8,865	4,420	366,648	234,639	247,525	5%	260,840	5%
Funded FTE's	0.80	0.80	0.80	0.80	0.80	0.80		0.80	

¹VARIANCE: Reduced administration costs for the wind down of Mello Roos.

Finance Accounting (100-1220)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Other	258	372	56	340	100	200	100%	200	0%
Total Source of Funds	258	372	56	340	100	200	100%	200	0%
Use of Funds:									
Personnel	709,525	700,110	803,896	906,611	897,123	963,646	7%	1,014,200	5%
Services & Supplies	375,100	363,244	356,876	379,947	418,955	373,242	-11% ²	505,897	36% ³
Internal Services	(1,070,249)	(1,069,174)	(1,144,455)	(452,864)	(452,864)	(452,864)	0%	(452,864)	0%
Total Use of Funds	14,376	-5,820	16,317	833,694	863,214	884,024	2%	1,067,233	21%
Funded FTE's	4.90	5.90	5.90	5.90	5.90	5.90		5.90	

²VARIANCE: Reduction in contractual services due to required software upgrade in FY19.

³VARIANCE: City will have to get a new audit contract and will be negotiating renewal of software maintenance contract.

BUDGET STUDY SESSION – APRIL 9, 2019

Finance Operations (100-1230)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Billings to Departments	29,903	26,607	27,345	25,000	7,800	7,800	0%	7,800	0%
Other	0	0	1,044	0	1,800	1,800	0%	1,800	0%
Total Source of Funds	29,903	26,607	27,345	25,000	7,800	7,800	0%	7,800	0%
Use of Funds:									
Personnel	150,661	153,565	187,608	278,863	321,748	294,788	-8%	316,588	7%
Services & Supplies	80,313	84,726	54,641	98,958	97,387	99,941	3%	99,801	0%
Internal Services	(218,185)	(227,512)	(223,229)	(35,062)	(35,062)	(35,062)	0%	(35,062)	0%
Total Use of Funds	12,789	10,779	19,020	342,759	384,073	359,667	-6%	381,327	6%
Funded FTE's	1.65	1.65	2.65	2.65	2.65	2.65		2.65	

BUDGET STUDY SESSION – APRIL 9, 2019

NON-DEPARTMENTAL DEPARTMENT (100-1250) - The Non-Departmental classification is for revenues and expenditures that are not attributed to any one City department or division within the General Fund. Revenue items recognized in Non-Departmental include property taxes, franchise fees, business licenses, sales and use tax and motor-vehicle-in-lieu. Non-Departmental operating expenses include insurance policies and claims, sales tax audits, property tax audits, ABAG and League of California Cities membership dues.

GENERAL FUND NONDEPARTMENTAL (100-1250)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Taxes	35,642,553	38,102,363	40,820,917	41,225,715	42,668,352	44,289,066	4%	46,386,537	5%
Sales Tax – District Add-On	0	0	0	0	3,566,784	14,962,760	320% ¹	15,447,224	3%
Investment Income & Rentals	713,342	559,693	546,950	735,000	565,000	570,000	1%	575,000	1%
Revenue from other Agencies	238,229	146,181	140,513	80,000	80,000	80,000	0%	80,000	0%
Charges for Services	9,325	13,607	271,434	60,550	95,400	70,400	-26% ²	70,400	0%
Other Revenue	2,301,190	2,189,031	1,117,423	600,000	981,877	600,000	-39% ³	400,000	-33%
Total Source of Funds	38,904,639	41,010,875	42,897,237	42,701,265	47,957,413	60,572,226	26%	62,959,161	4%
Use of Funds:									
Personnel	462,028	294,935	708,885	165,613	165,613	20,600	-88% ⁴	20,600	0%
Services & Supplies	2,904,421	2,132,139	2,710,759	3,128,409	2,937,636	3,009,396	2%	3,149,619	5%
Transfers Out	0	0	21,186,866	714,680	594,680	345,170	-42% ⁵	345,165	0%
Internal Services	(1,958,561)	(2,202,375)	(2,200,592)	(753,887)	(753,887)	(753,887)	0%	(753,887)	0%
Total Use of Funds	1,407,888	224,699	22,405,918	3,254,815	2,944,042	2,621,279	-11%	2,761,497	5%

¹VARIANCE: FY19 includes only one-quarter of the new 1% add-on tax collections.

²VARIANCE: FY19 includes citation revenue higher than projected.

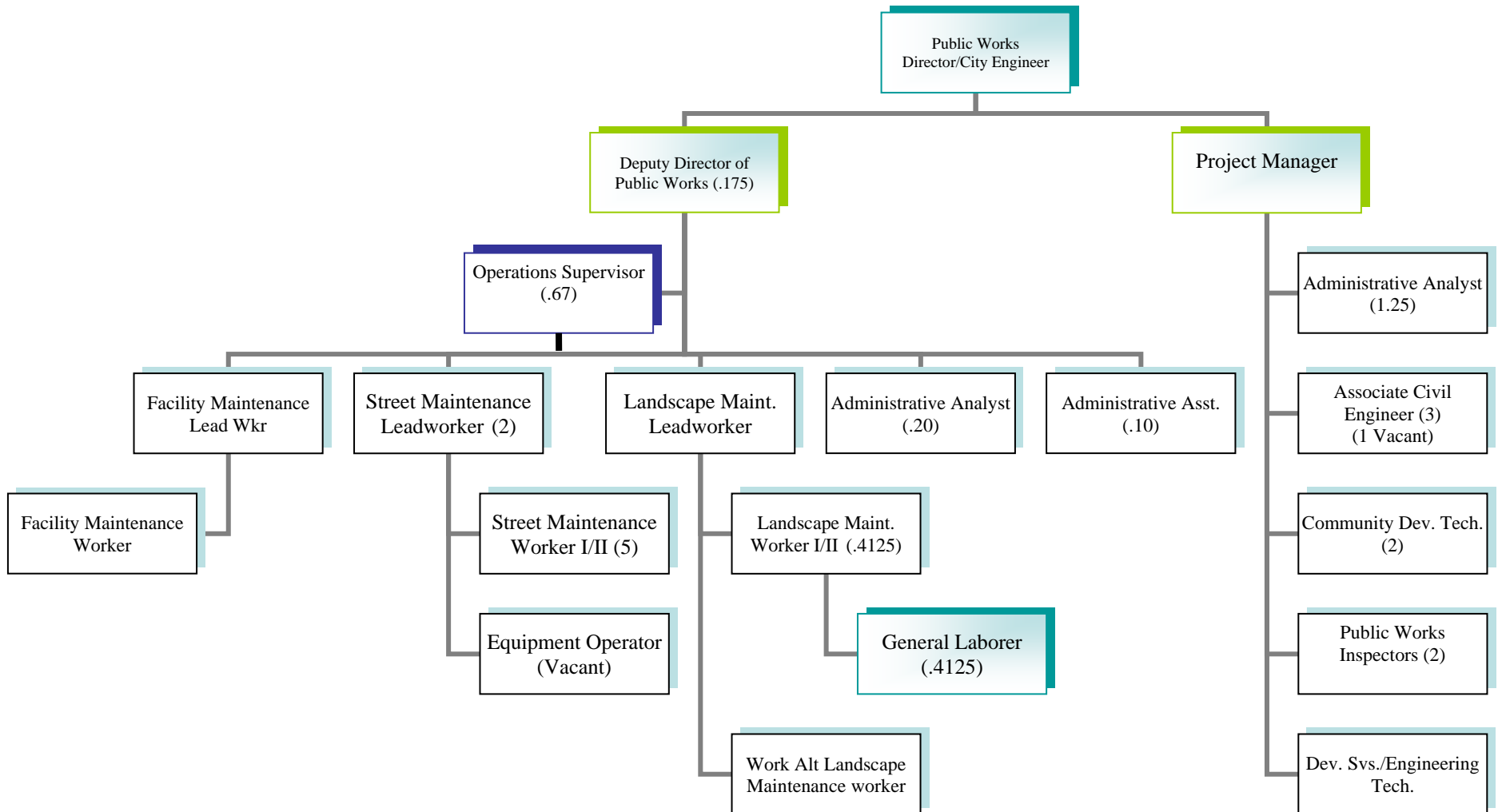
³VARIANCE: FY19 includes reimbursement from DWR for usable river water days not budgeted for.

⁴VARIANCE: FY19 includes payment to Police Supplementary Plan unfunded liability.

⁵VARIANCE: FY19 includes transfer to the Capital Improvement Fund for the Prewett concrete project approved by Council.

BUDGET STUDY SESSION – APRIL 9, 2019

PUBLIC WORKS – GENERAL FUND OPERATIONS



# of Positions Funded	# of Filled Positions	# of Vacant Positions
25.22*	19.48	5.74
*General Fund positions only. Does not include .14 Warehouse/Stores positions as report to Water Distribution Superintendent		

BUDGET STUDY SESSION – APRIL 9, 2019

PUBLIC WORKS (GENERAL FUND) - The General Fund portion of the Public Works Department consists of administration and supervision, street maintenance, facilities maintenance, park maintenance and median and general landscape. Capital Improvement is also under Public Works. The Public Works Department Summary table provides a composite look at the revenues and expenditures of the department that operates within the General Fund.

PUBLIC WORKS SUMMARY									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
SOURCE OF FUNDS:									
Charges for Services	501,519	520,173	853,096	582,000	1,180,000	1,130,500	-4%	1,130,500	0%
Other	197,674	129,306	202,294	54,200	123,901	210,500	41%	149,500	0%
Transfers In	2,716,065	2,664,345	2,799,264	2,809,368	2,882,661	3,022,604	5%	3,089,624	2%
TOTAL SOURCE OF FUNDS	3,415,258	3,313,824	3,854,654	3,445,568	4,186,562	4,363,604	4%	4,369,624	0%
USE OF FUNDS:									
Personnel	2,053,432	2,298,312	2,515,183	2,942,759	3,069,393	3,597,530	15%	3,683,445	2%
Services & Supplies	2,968,353	3,069,354	3,403,808	4,212,894	5,029,176	5,270,783	5%	5,534,493	5%
Transfers Out	151,160	160,279	147,466	258,654	236,045	354,238	33%	357,526	1%
Internal Services	73,990	83,859	170,870	261,731	(488,019)	(488,019)	0%	(488,019)	0%
TOTAL USE OF FUNDS	5,246,935	5,611,804	6,237,327	7,676,038	7,846,595	8,734,532	10%	9,087,445	4%

Funded FTE's	Funded 2018-19	Funded 2019-20	Funded 2020-21
Maintenance Administration	1.30	1.69	1.69
Maintenance Supervision	0.25	0.00	0.00
Street Maintenance	5.00	8.00	8.00
Striping & Signing	3.00	0.00	0.00
Facilities Maintenance	2.375	2.375	2.375
Parks Maintenance	1.025	1.025	1.025
Work Alternative Program	1.00	1.00	1.00
Parks Median/General Landscape	1.02	1.02	1.02
Engineering and Development Svcs	8.00	8.00	8.00
Warehouse & Central Stores	0.14	0.00	0.00
Capital Improvement Administration	0.25	2.25	2.25
Engineering Services (CIP)	2.00	0.00	0.00
Total Public Works Funded FTE's	25.36	25.36	25.36

BUDGET STUDY SESSION – APRIL 9, 2019

Public Works Administration (100-2140)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Personnel	300,893	136,030	44,813	503,893	365,415	445,148	22%	470,257	6%
Services & Supplies	72,059	74,519	86,362	92,099	78,584	93,206	19%	96,374	3%
Internal Services	(362,247)	(197,835)	(118,025)	(335,923)	(335,923)	(335,923)	0%	(335,923)	0%
Total Use of Funds	10,705	12,714	13,150	260,069	108,076	202,431	87%¹	230,708	14%
Funded FTE's	0.83	0.50	1.30	1.30	1.30	1.69		1.69	

¹VARIANCE: Divisions 2150 and 2620 being consolidated into here starting in FY20

Public Works Maintenance Supervision (100-2150)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Personnel	48,849	50,657	53,319	30,825	13,400	0	-100%	0	0%
Services & Supplies	9,001	8,868	4,727	10,105	9,427	0	-100%	0	0%
Internal Services	(49,850)	(53,066)	(50,577)	0	0	0	-100%	0	0%
Total Use of Funds	8,000	6,459	7,469	40,930	22,827	0	-100%²	0	0%
Funded FTE's	0.25	0.25	0.25	0.25	0.25	0.00		0.00	

²VARIANCE: Division being consolidated into 2140 starting in FY20.

BUDGET STUDY SESSION – APRIL 9, 2019

Public Works Street Maintenance (100-2160)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Charges for Services	0	0	0	0	0	500	100%	500	0%
Trans in from Gas Tax Fund	810,000	1,010,000	1,010,000	1,010,000	1,010,000	1,010,000	0%	1,010,000	0%
Trans in from St Impact Fund	1,144,440	1,070,545	1,289,440	1,290,330	1,391,910	1,461,505	5%	1,534,580	5%
Total Source of Funds	1,954,440	2,080,545	2,299,440	2,300,330	2,401,910	2,472,005	3%	2,545,080	3%
Use of Funds:									
Personnel	341,983	419,711	372,651	611,993	406,900	1,077,798	165%	1,101,963	2%
Services & Supplies	518,705	304,026	775,047	957,393	954,800	1,104,119	16%	1,006,173	-9% ²
Internal Services	324,064	339,486	332,733	0	0	0	0%	0	0%
Total Use of Funds	1,184,752	1,063,223	1,480,431	1,569,386	1,361,700	2,181,917	60%¹	2,108,136	-3%
Funded FTE's	5.00	5.00	5.00	5.00	5.00	8.00		8.00	

¹VARIANCE: Consolidating division 2180 into here starting in FY20.

²VARIANCE: FY20 includes one-time purchase of equipment.

Public Works Signal/Street Lights (100-2170)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Other	161,148	83,254	127,748	10,000	78,006	100,000	28%	103,000	3%
Trans in from Traffic Safety Fund	80,000	116,317	85,000	85,000	109,000	95,000	-13%	85,000	-11%
Total Source of Funds	241,148	199,571	212,748	95,000	187,006	195,000	4%	188,000	-4%
Use of Funds:									
Services & Supplies	637,116	654,868	754,074	695,875	740,875	823,000	11% ³	823,000	0%
Internal Services	98,102	108,084	108,173	0	0	0	0%	0	0%
Total Use of Funds	735,218	762,952	862,247	695,875	740,875	823,000	11%	823,000	0%
Funded FTE's	0.00	0.00	0.00	0.00	0.00	0.00		0.00	

³VARIANCE: Anticipate increased cost of traffic signal maintenance paid to County.

BUDGET STUDY SESSION – APRIL 9, 2019

Public Works Striping/Signing (100-2180)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Charges for Services	1,281	0	405	2,000	0	0	-100%	0	0%
Total Source of Funds	1,281	0	405	2,000	0	0	-100%¹	0	0%
Use of Funds:									
Personnel	360,292	369,001	404,929	419,186	435,319	0	-100%	0	0%
Services & Supplies	212,379	298,418	261,955	419,756	417,492	0	-100%	0	0%
Internal Services	188,321	194,735	193,614	0	0	0	-100%	0	0%
Total Use of Funds	760,992	862,154	860,498	838,942	852,811	0	-100%¹	0	0%
Funded FTE's	3.00	3.00	3.00	3.00	3.00	0.00		0.00	

¹VARIANCE: Division being consolidated into 2160 starting in FY20.

Public Works Facilities Maintenance (100-2190)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Personnel	163,185	243,333	246,305	291,751	312,321	358,920	15%	382,677	7%
Services & Supplies	414,865	384,218	451,885	489,376	529,081	751,953	42% ²	1,007,537	34% ²
Transfers Out	17,466	17,654	17,845	18,039	18,045	18,238	1%	1,526	-92% ³
Internal Services	(563,436)	(625,399)	(666,931)	(152,096)	(152,096)	(152,096)	0%	(152,096)	0%
Total Use of Funds	32,080	19,806	49,104	647,070	707,351	977,015	38%	1,239,644	27%
Funded FTE's	2.125	2.20	2.20	2.20	2.375	2.375		2.375	

²VARIANCE: FY20 & 21 includes fencing repairs, fountain repairs, Senior Center flooring and other improvements.

³VARIANCE: FY21 final payment on Honeywell debt service.

BUDGET STUDY SESSION – APRIL 9, 2019

Public Works Parks Maintenance (100-2195)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Miscellaneous Revenue	37,500	37,500	48,355	38,500	38,500	102,500	166%	38,500	-62%
Transfer in from SLLMDs	244,482	130,091	87,469	77,469	77,469	161,855	109%	161,855	0%
Total Source of Funds	281,982	167,591	135,824	115,969	115,969	264,355	128%¹	200,355	-24%
Use of Funds:									
Personnel	130,596	137,272	138,743	186,114	196,157	194,006	-1%	200,059	3%
Services & Supplies	1,119,195	1,038,972	1,011,769	1,290,105	1,290,376	1,421,078	10%	1,521,615	7%
Transfer out to SLLMDs	130,000	195,600	165,000	218,000	218,000	336,000	54% ²	356,000	6%
Internal Services	51,649	58,287	58,951	0	0	0	0%	0	0%
Total Use of Funds	1,431,440	1,430,131	1,374,463	1,694,219	1,704,533	1,951,084	14%	2,077,674	6%
Funded FTE's	1.025	1.025	1.025	1.025	1.025	1.025		1.025	

¹VARIANCE: SLLMD funds contributions towards landscape maintenance costs of the districts increasing for increased work.

²VARIANCE: Some SLLMD zones do not have reserves left to pay for services requiring increased General Fund contribution.

BUDGET STUDY SESSION – APRIL 9, 2019

Public Works Park Median/General Landscape Maintenance (100-2196)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Other	8,641	1,280	16,013	200	1,086	2,000	84%	2,000	0%
Trans in from SLLMD's	150,064	61,622	50,004	50,004	50,004	47,505	-5%	47,505	0%
Total Source of Funds	158,705	62,902	66,017	50,204	51,090	49,505	-3%	49,505	0%
Use of Funds:									
Personnel	123,945	140,783	147,175	158,265	140,959	164,013	16%	172,115	5%
Services & Supplies	251,925	288,958	421,378	440,335	442,910	523,811	18% ¹	526,099	0%
Internal Services	61,688	67,611	67,698	0	0	0	0%	0	0%
Total Use of Funds	437,558	497,352	636,251	598,600	583,869	687,824	18%	698,214	2%
Funded FTE's	1.02	1.02	1.02	1.02	1.02	1.02		1.02	

¹VARIANCE: Increase in contractual services for landscape costs.

Public Works Work Alternative Program (100-2198)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Transfer in from NPDES	70,225	61,105	62,380	77,875	76,030	78,015	3%	81,197	4%
Transfer in from SLLMD Admin	16,854	14,665	14,971	18,690	18,248	18,724	3%	19,487	4%
Total Source of Funds	87,079	75,770	77,351	96,565	94,278	96,739	3%	100,684	4%
Use of Funds:									
Personnel	129,709	122,209	124,760	155,750	152,060	156,030	3%	162,394	4%
Services & Supplies	11,053	5,063	1,496	12,150	12,150	11,000	-9%	11,300	3%
Total Use of Funds	140,762	127,272	126,256	167,900	164,210	167,030	2%	173,694	4%
Funded FTE's	1.00	1.00	1.00	1.00	1.00	1.00		1.00	

BUDGET STUDY SESSION – APRIL 9, 2019

Public Works Warehouse And Central Stores (100-2620)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Personnel	14,800	15,056	14,896	17,231	17,266	0	-100%	0	0%
Total Use of Funds	14,800	15,056	14,896	17,231	17,266	0	-100%¹	0	0%
Funded FTE's	0.14	0.14	0.14	0.14	0.14	0.00		0.00	
*This program represents the General Fund portion (7%) - 80% is charged to the Water Fund, 7% to Sewer and 6% to the Vehicle Fund.									

¹VARIANCE: Division being consolidated into 2140 starting in FY20.

Public Works Engineering And Development (100-5150)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Permits	254,703	115,231	142,766	210,000	210,000	130,000	-38%	130,000	0%
Charges for Services	245,535	404,942	709,925	370,000	970,000	1,000,000	3%	1,000,000	0%
Other	(9,615)	7,272	10,178	5,500	6,309	6,000	-5%	6,000	0%
Transfers In	200,000	200,000	200,000	200,000	150,000	150,000	0%	150,000	0%
Total Source of Funds	690,623	727,445	1,062,869	785,500	1,336,309	1,286,000	-4%	1,286,000	0%
Use of Funds:									
Personnel	766,724	715,835	787,357	1,016,805	885,751	1,026,261	16%	1,030,794	0%
Services & Supplies	104,810	126,926	254,799	518,847	511,387	509,744	0%	510,323	0%
Internal Services	335,686	367,061	375,248	0	0	0	0%	0	0%
Total Use of Funds	1,207,220	1,209,822	1,417,404	1,535,652	1,397,138	1,536,005	10%	1,541,117	0%
Funded FTE's	6.25	6.25	6.25	8.00	8.00	8.00		8.00	

BUDGET STUDY SESSION – APRIL 9, 2019

Capital Improvement Administration (100-5170)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Personnel	72,166	69,518	72,464	40,510	28,985	175,354	505%	163,186	-7%
Services & Supplies	11,664	6,680	7,044	7,925	19,922	32,872	65%	32,072	-2%
Internal Services	33,514	37,194	38,550	0	0	0	0%	0	0%
Total Use of Funds	117,344	113,392	118,058	48,435	48,907	208,226	326%¹	195,258	-6%
Funded FTE's	1.25	0.50	0.50	0.25	0.25	2.25		2.25	

Capital Improvement Services (100-5180)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Personnel	62,041	60,484	70,237	114,860	114,860	0	-100%	0	0%
Services & Supplies	41,036	34,929	47,127	45,673	22,172	0	-100%	0	0%
Internal Services	53,379	59,000	61,170	0	0	0	-100%	0	0%
Total Use of Funds	156,456	154,413	178,534	160,533	137,032	0	-100%¹	0	0%
Funded FTE's	2.00	2.00	2.00	2.00	2.00	0.00		0.00	

¹VARIANCE: Division being consolidated into 5170 starting in FY20.

BUDGET STUDY SESSION – APRIL 9, 2019

POLICE DEPARTMENT – The Antioch Police Department is charged with the enforcement of local, state, and federal laws and with providing for around-the-clock protection of the lives and property of the public. The Police Department functions as an instrument of public service and as a tool for the distribution of information, guidance and direction.

The organization chart will be provided in the draft budget document. A summary of budget verses actual positions, excluding non-sworn Animal Services positions, follows:

	Funded Positions In Draft Budget*	Filled Positions as of March 19, 2019	Vacant
Police Chief	1.00	1.00	0.00
Captain	2.00	1.00	1.00
Lieutenant	6.00	5.00	1.00
Sergeant	10.00	9.00	1.00
Corporal	7.00	7.00	0.00
Officers	84.00	78.00	6.00
Community Service Officers	8.00	6.00	2.00
Communications Supervisor	1.00	1.00	0.00
Records Supervisor	1.00	1.00	0.00
Crime Data Technician	1.00	1.00	0.00
Dispatcher Lead	4.00	4.00	0.00
Dispatcher	11.00	11.00	0.00
Lead Police Records Technician	1.00	1.00	0.00
Police Records Technician	4.00	4.00	0.00
Administrative Analyst	2.00	2.00	0.00
Grand Total	143.00	132.00	11.00

*In FY19, Council approved the Police Department to overhire up to 110 sworn positions with the understanding that salary savings incurred during the year would cover the cost if staffing reached that high. This draft budget includes funding for 110 positions starting in the new fiscal year. This table also includes .20 FTE allocated to Animal Services Fund

BUDGET STUDY SESSION – APRIL 9, 2019

POLICE DEPARTMENT SUMMARY									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
SOURCE OF FUNDS:									
Taxes – Measure C	6,532,060	6,037,152	6,417,333	6,303,241	5,018,473	0	-100%	0	0%
P.O.S.T. Funds	6,459	5,918	28,979	12,000	12,000	12,000	0%	12,000	0%
Federal Grant	301,030	954,890	254,638	16,143	16,143	0	-100%	0	0%
Grant Reimbursement State/Local	20,639	0	27,431	55,827	55,827	55,827	0%	55,827	0%
AB109 Reimbursement	130,500	130,461	135,720	141,149	141,149	141,149	0%	141,149	0%
Other Service Charges	21,482	22,140	25,795	19,000	32,890	25,000	-24%	25,000	0%
Police Services General	68,392	88,782	88,096	45,000	86,000	70,000	-19%	1,351,345	1830%
False Alarm Permit Fees	49,043	32,049	64,993	30,000	15,000	100,000	567%	100,000	0%
False Alarm Response	45,903	32,726	100,977	30,000	50,000	50,000	0%	50,000	0%
Other	23,050	46,901	15,677	15,000	16,951	15,000	-12%	15,000	0%
Donations	175	395	790	0	127	0	-100%	0	0%
Booking Fee Reimbursements	564	1,128	1,114	4,000	1,000	1,000	0%	1,000	0%
Sales Tax Public Safety	578,406	597,291	639,622	645,000	645,000	665,000	3%	685,000	3%
Non-Traffic Fines	46,695	27,357	21,101	20,000	10,000	20,000	100%	20,000	0%
Vehicle Code Fines	56,857	133,207	150,440	115,000	115,000	115,000	0%	115,000	0%
Abatement Fees	0	100	300	0	0	0	0%	0	0%
Police Services 911-Brentwood	824,492	655,471	0	0	0	0	0%	0	0%
Transfers in	216,660	1,116,531	225,200	140,651	265,651	329,000	24%	405,000	23%
Total Source of Funds	8,922,407	9,882,499	8,198,206	7,592,011	6,481,211	1,598,976	-75%	2,976,321	86%
USE OF FUNDS:									
Personnel	26,628,766	28,398,796	29,297,259	33,425,554	31,475,238	35,714,473	13%	37,739,248	6%
Services & Supplies	5,185,165	4,479,579	4,798,238	5,293,382	5,283,154	6,411,834	21%	6,076,683	-5%
Transfers Out	600,096	833,172	741,659	1,149,260	1,156,921	1,345,218	16%	1,385,484	3%
Internal Services	2,767,235	3,034,166	3,087,857	0	0	0	0%	0	0%
Total Use of Funds	35,181,262	36,745,713	37,925,013	39,868,196	37,915,313	43,471,525	15%	45,201,415	4%

BUDGET STUDY SESSION – APRIL 9, 2019

POLICE DEPARTMENT SUMMARY (Continued)			
	Funded 2018-19	Funded 2019-20	Funded 2020-21
Funded FTE'S (General Fund)			
Administration	12.80	12.80	12.80
Prisoner Custody	1.00	1.00	1.00
Community Policing	88.00	88.00	88.00
Traffic	2.00	2.00	2.00
Investigation	19.00	19.00	19.00
Special Operations Unit	4.00	4.00	4.00
Communications	16.00	16.00	16.00
Total Police Dept Funded FTE's	142.80	142.80	142.80

BUDGET STUDY SESSION – APRIL 9, 2019

Police Administration (100-3110)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Revenue from Other Agencies	12,406	5,918	56,410	67,827	67,827	67,827	0%	67,827	0%
Charges for Services	184,820	175,124	279,861	124,000	183,890	245,000	33% ¹	245,000	0%
Other	21,534	24,152	5,431	15,000	15,020	15,000	0%	15,000	0%
Transfer In - Byrne Grant	25,000	0	25,000	0	0	25,000	100%	25,000	0%
Total Source of Funds	243,760	205,194	366,702	206,827	266,737	352,827	32%	352,827	0%
Use of Funds:									
Personnel	2,200,994	2,612,746	2,665,119	3,305,500	3,282,322	3,234,792	-1%	3,452,469	7%
Services & Supplies	1,492,454	1,435,369	1,644,329	1,460,826	1,255,624	1,601,905	28% ²	1,605,227	0%
Internal Services	964,479	1,043,263	1,056,492	0	0	0	0%	0	0%
Total Use of Funds	4,657,927	5,091,378	5,365,940	4,766,326	4,537,946	4,836,697	7%	5,057,696	5%

¹VARIANCE: Project increase alarm permit/false alarm fees with revised ordinance and contracting out management of.

²VARIANCE: Increased cost of training and equipment for increased sworn staffing level.

Police Reserves (100-3120)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Charges for Services	0	573	0	0	0	0	0%	0	0%
Total Source of Funds	0	573	0	0	0	0	0%	0	0%
Use of Funds:									
Personnel	6,839	3,758	1,331	2,156	2,156	2,156	0%	2,156	0%
Services & Supplies	0	300	2,850	2,850	2,850	10,000	251% ³	10,000	0%
Internal Services	7,181	7,595	7,745	0	0	0	0%	0	0%
Total Use of Funds	14,020	11,653	11,926	5,006	5,006	12,156	143%	12,156	0%

³VARIANCE: Increased number of Explorers from 3 to 27.

BUDGET STUDY SESSION – APRIL 9, 2019

Police Prisoner Custody (100-3130)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Booking Fee Reimbursements	564	1,128	1,114	4,000	1,000	1,000	0%	1,000	0%
Total Source of Funds	564	1,128	1,114	4,000	1,000	1,000	0%	1,000	0%
Use of Funds:									
Personnel	25,314	102,745	126,892	144,500	144,370	149,985	4%	158,418	6%
Services & Supplies	237,396	4,234	3,825	123,633	164,103	164,103	0%	164,103	0%
Internal Services	47,792	53,232	54,137	0	0	0	0%	0	0%
Total Use of Funds	310,502	160,211	184,854	268,133	308,473	314,088	2%	322,521	3%

Police Community Policing (100-3150)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Taxes – Measure C	6,532,060	6,037,152	6,417,333	6,303,241	5,018,473	0	-100% ¹	0	0%
Sales Tax Public Safety	578,406	597,291	639,622	645,000	645,000	665,000	3%	685,000	3%
Fines & Penalties	46,695	27,357	21,101	20,000	10,000	20,000	100%	20,000	0%
Revenue from Other Agency	315,722	954,890	254,638	16,143	16,143	0	-100%	0	0%
Current Service Charges	0	0	0	0	0	0	0%	1,281,345	100% ³
Other	0	22,010	0	0	0	0	0%	0	0%
Transfer In-SLESF/Wtr/Swr	162,851	1,075,542	175,000	100,000	225,000	274,000	22%	350,000	28%
Total Source of Funds	7,635,734	8,714,242	7,507,694	7,084,384	5,914,616	959,000	-84%	2,336,345	144%
Use of Funds:									
Personnel	17,610,999	17,424,597	17,234,570	20,119,457	18,390,312	21,925,115	19% ²	22,930,425	5%
Services & Supplies	1,349,693	1,533,387	1,246,407	1,862,113	1,861,024	1,915,710	3%	2,036,021	6%
Transfers Out	0	393,000	0	0	0	0	0%	0	0%
Internal Services	1,257,824	1,395,780	1,334,931	0	0	0	0%	0	0%
Total Use of Funds	20,218,516	20,746,764	19,815,908	21,981,570	20,251,336	23,840,825	18%	24,966,446	5%

¹VARIANCE: Measure C ends 3/31/19. New add-on tax currently accounted for in non-departmental until allocated by Council.

BUDGET STUDY SESSION – APRIL 9, 2019

²VARIANCE: FY20 includes funding for 8 additional officers for total of 112 sworn.

³VARIANCE: Projecting to receive one-time payment from developer for police services in lieu of participating in CFD.

Police Traffic (100-3160)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Vehicle Code Fines	56,857	133,207	150,440	115,000	115,000	115,000	0%	115,000	0%
Abatement Fees	0	100	300	0	0	0	0%	0	0%
Total Source of Funds	56,857	133,307	150,740	115,000	115,000	115,000	0%	115,000	0%
Use of Funds:									
Personnel	210,224	442,643	527,359	574,983	576,001	603,141	5%	664,943	10%
Services & Supplies	0	884	51,072	58,882	61,675	81,510	32% ¹	45,461	-44% ¹
Internal Services	0	0	86,725	0	0	0	0%	0	0%
Total Use of Funds	210,224	443,527	665,156	633,865	637,676	684,651	7%	710,404	4%

¹VARIANCE: FY20 includes purchase of traffic equipment.

Police Investigations (100-3170)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
AB109 Reimbursement	130,500	130,461	135,720	141,149	141,149	141,149	0%	141,149	0%
Other	1,516	739	10,246	0	1,931	0	-100%	0	0%
Total Source of Funds	132,016	131,200	145,966	141,149	143,080	141,149	-1%	141,149	0%
Use of Funds:									
Personnel	3,701,762	4,236,789	4,620,896	4,946,641	4,784,897	5,391,594	13%	5,832,169	8%
Services & Supplies	544,673	452,760	594,009	563,420	690,482	695,807	1%	697,795	0%
Internal Services	182,082	202,219	205,911	0	0	0	0%	0	0%
Total Use of Funds	4,428,517	4,891,768	5,420,816	5,510,061	5,475,379	6,087,401	11%	6,529,964	7%

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Police Special Operations Unit (100-3175)

	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Personnel	612,009	1,193,700	1,479,476	1,401,137	1,407,500	1,339,188	-5%	1,419,189	6%
Services & Supplies	30,704	40,360	35,109	39,072	63,756	71,078	11%	71,355	0%
Internal Services	82,020	91,089	92,750	0	0	0	0%	0	0%
Total Use of Funds	724,733	1,325,149	1,607,335	1,440,209	1,471,256	1,410,266	-4%	1,490,544	6%

¹VARIANCE: Staffing was re-allocated from different PD divisions during FY19. FY19 represents a full year of different personnel charged to this division.

Police Communications (100-3180)

	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Police Services 911 Brentwood	824,492	655,471	0	0	0	0	0%	0	0%
Total Source of Funds	824,492	655,471	0	0	0	0	0%	0	0%
Use of Funds:									
Personnel	2,209,617	2,301,261	2,588,598	2,825,845	2,827,645	3,008,467	6%	3,219,444	7%
Services & Supplies	1,011,578	433,624	471,572	590,555	625,344	1,233,625	97% ²	808,625	-34%
Internal Services	190,257	210,069	214,097	0	0	0	0%	0	0%
Total Use of Funds	3,411,452	2,944,954	3,274,267	3,416,400	3,452,989	4,242,092	23%	4,028,069	-5%

²VARIANCE: Purchase of additional EBRCS radios for additional staffing and costs associated with new dispatch system.

BUDGET STUDY SESSION – APRIL 9, 2019

Police Office Of Emergency Management (100-3185)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Services & Supplies	7,685	19,532	16,751	26,111	36,622	70,622	93% ¹	70,622	0%
Internal Services	(5,988)	(15,270)	(11,822)	0	0	0	0%	0	0%
Total Use of Funds	1,697	4,262	4,929	26,111	36,622	70,622	93%	70,622	0%

¹VARIANCE: Increased EOC trainings.

Police Community Volunteers (100-3195)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Donations	175	395	790	0	127	0	-100%	0	0%
Transfer in from Byrne Grant	28,809	40,989	25,200	40,651	40,651	30,000	-26%	30,000	0%
Total Source of Funds	28,984	41,384	25,990	40,651	40,778	30,000	-26%	30,000	0%
Use of Funds:									
Personnel	51,008	80,557	53,018	105,335	60,035	60,035	0%	60,035	0%
Services & Supplies	16,153	18,052	14,122	15,300	14,100	13,900	-1%	13,900	0%
Internal Services	4,806	5,277	5,398	0	0	0	0%	0	0%
Total Use of Funds	71,967	103,886	72,538	120,635	74,135	73,935	0%	73,935	0%

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Police Facilities Maintenance (100-3200)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Services & Supplies	494,829	541,077	718,192	550,620	507,574	553,574	9% ¹	553,574	0%
Transfer Out to Honeywell	19,106	19,313	19,522	19,732	19,739	19,952	1%	1,670	-92% ⁴
Internal Services	36,782	40,912	41,493	0	0	0	0%	0	0%
Total Use of Funds	550,717	601,302	779,207	570,352	527,313	573,526	9%	555,244	-3%

¹VARIANCE: FY20 includes replacement of department issued cell phones.

⁴VARIANCE: FY21 final year of Honeywell Debt service.

Police Animal Control Support (100-3320)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Services & Supplies	0	0	0	125,000	125,000	0	-100% ²	0	0%
Transfer Out to Animal Control	580,990	420,859	722,137	1,004,528	1,012,182	1,325,266	31% ³	1,383,814	4%
Total Use of Funds	580,990	420,859	722,137	1,129,528	1,137,182	1,325,266	17%	1,383,814	4%

²VARIANCE: FY19 includes HVAC maintenance at the shelter.

³VARIANCE: In FY19, Animal Services received one-time ARF funding for staffing which offset cost of General Fund subsidy.

BUDGET STUDY SESSION – APRIL 9, 2019

Parks and Recreation provides the City's residents recreational, preschool, social and meeting space within the community. Recreation programs are accounted for in the Recreation Special Revenue Fund and Prewett Park Enterprise Fund. The divisions within the General Fund account for support given to both of these funds for operations.

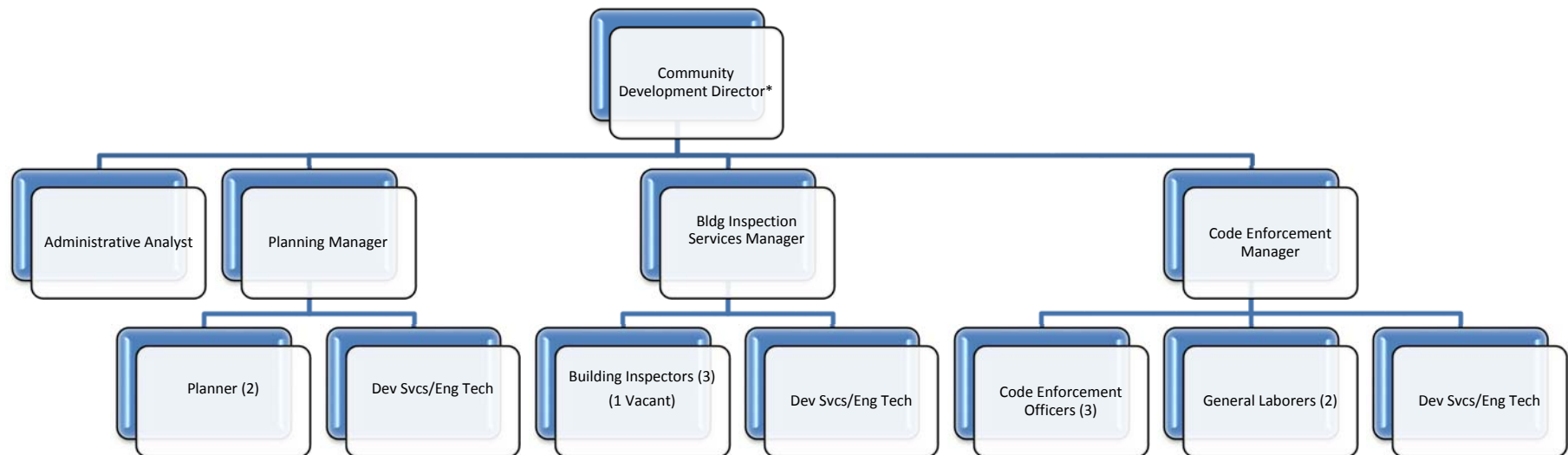
Park & Recreation Administration Support (100-4110)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Use of Funds:									
Services & Supplies	0	0	10,000	275,000	310,000	0	-100% ¹	0	0%
Transfer Out to Recreation Fund	689,226	925,424	729,623	771,468	1,244,981	1,979,948	59% ²	2,112,823	7%
Transfer Out to Prewett Prk Fund	717,500	669,500	491,200	469,500	0	0	0%	0	0%
Total Use of Funds	1,406,726	1,594,924	1,230,823	1,515,968	1,554,981	1,979,948	30%	2,112,823	7%

¹VARIANCE: FY19 includes supplies & services funded with one-time revenues.

²VARIANCE: FY20 subsidy due to increased recreation part-time help staffing costs.

BUDGET STUDY SESSION – APRIL 9, 2019

COMMUNITY DEVELOPMENT DEPARTMENT – GENERAL FUND



# of Positions Funded	# of Filled Positions	# of Vacant Positions
18.00	17.00	1.00

*.10 of Director allocated to Solid Waste Fund

BUDGET STUDY SESSION – APRIL 9, 2019

COMMUNITY DEVELOPMENT DEPARTMENT – The Community Development Department’s goal is to protect and enhance Antioch’s cultural, environmental and historic resources, while contributing to the development of a healthy economy by conducting modern, community planning, zoning, building inspection, code compliance and housing activities to ensure proper growth and development for the City’s residents.

COMMUNITY DEVELOPMENT SUMMARY									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
SOURCE OF FUNDS:									
Taxes – Measure C	289,384	497,737	451,961	625,084	625,084	0	-100%	0	0%
Building Permits	820,882	1,028,082	1,111,860	1,150,000	1,150,000	1,150,000	0%	1,150,000	0%
Plan Checking Fees	261,753	337,655	361,361	385,360	280,000	330,000	18%	330,000	0%
Planning Fees	16,649	34,771	152,874	30,000	75,000	60,000	-20%	60,000	0%
Pool Safety Fee	1,127	1,106	885	500	500	500	0%	500	0%
Cert Access Spec Consultation	35	0	0	0	0	0	0%	0	0%
Technology Fee	21,791	25,023	26,856	24,000	28,000	28,000	0%	28,000	0%
Energy Inspection Fee	21,680	24,937	26,371	24,000	28,000	28,000	0%	28,000	0%
Accessibility Fee	2,405	3,893	3,243	2,000	3,000	2,500	-17%	2,500	0%
Green Bldg Verif & Compliance	26,953	44,708	42,112	40,000	45,000	45,000	0%	45,000	0%
Federal Grant	41,581	0	0	538,131	538,131	0	0%	0	0%
General Plan Maintenance Fee	6,171	23,739	10,600	9,650	90,000	120,000	33%	120,000	0%
Reimbursement Developers	34,663	6,255	4,378	5,000	5,000	5,000	0%	5,000	0%
Assessment Fees	74,519	41,980	189,890	132,500	395,000	250,000	-37%	250,000	0%
Abatement Fees	67,161	23,467	45,696	157,500	50,000	75,000	50%	75,000	0%
Revenue from Other Agencies	266,327	0	21,667	0	31,999	0	-100%	0	0%
Miscellaneous Revenue	17,067	25,912	30,060	30,000	45,000	45,000	0%	45,000	0%
Total Source of Funds	1,970,148	2,119,265	2,479,814	3,153,725	3,389,714	2,139,000	-37%	2,139,000	0%
USE OF FUNDS:									
Personnel	1,435,270	1,755,519	2,079,954	2,763,704	2,554,482	3,103,155	21%	3,223,104	4%
Services & Supplies	739,623	538,337	1,105,341	1,641,192	1,343,051	710,524	-47%	687,600	-3%
Internal Services	621,716	701,886	709,209	0	0	0	0%	0	0%
Total Use of Funds	2,796,609	2,995,742	3,894,504	4,404,896	3,897,533	3,813,679	-2%	3,910,704	3%

BUDGET STUDY SESSION – APRIL 9, 2019

COMMUNITY DEVELOPMENT SUMMARY (Continued)

	Funded 2018-19	Funded 2019-20	Funded 2020-21
Funded FTE's			
Land Planning Services	4.64	4.64	4.64
Code Enforcement	7.63	7.63	7.63
Building Inspection	5.63	5.63	5.63
Total Community Development Funded FTE's	17.90	17.90	17.90

BUDGET STUDY SESSION – APRIL 9, 2019

Community Development Land Planning Services (100-5130)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Charges for Services	132,221	191,947	293,541	275,010	295,000	310,000	5%	310,000	0%
Revenue from Other Agcy	266,327	0	21,667	538,131	570,130	0	-100% ¹	0	0%
Other	34,663	6,255	10,026	15,000	20,000	20,000	0%	20,000	0%
Total Source of Funds	433,211	198,202	325,234	828,141	885,130	330,000	-63%	330,000	0%
Use of Funds:									
Personnel	251,702	397,417	676,320	830,241	809,886	880,074	9%	918,793	4%
Services & Supplies	186,230	130,771	447,337	851,641	681,087	105,158	-85% ¹	101,158	-4%
Internal Services	174,077	198,185	280,657	0	0	0	0%	0	0%
Total Use of Funds	612,009	726,373	1,404,314	1,681,882	1,490,973	985,232	-34%	1,019,951	4%
Funded FTE's	2.00	3.00	4.64	4.64	4.64	4.64		4.64	

¹VARIANCE: Habitat Conservation Plan grant and related expenditures in FY19.

Community Development Code Enforcement (100-5140)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Taxes – Measure C	289,384	497,737	451,961	625,084	625,084	0	-100% ²	0	0%
Charges for Services	141,680	65,447	235,586	290,000	445,000	325,000	-27%	325,000	0%
Revenue from Other Agencies	41,581	0	0	0	0	0	0%	0	0%
Other	6,767	6,819	10,038	5,000	10,000	10,000	0%	10,000	0%
Total Source of Funds	479,412	570,003	697,585	920,084	1,080,084	335,000	-69%	335,000	0%
Use of Funds:									
Personnel	323,167	511,210	731,774	1,096,447	929,818	1,205,426	30% ³	1,230,253	2%
Services & Supplies	318,206	198,656	499,449	535,221	417,339	478,145	15%	457,446	-4%
Internal Services	49,393	50,948	135,755	0	0	0	0%	0	0%
Total Use of Funds	690,766	760,814	1,366,978	1,631,668	1,347,157	1,683,571	25%	1,687,699	0%
Funded FTE's	7.60	7.00	7.63	7.63	7.63	7.63		7.63	

²VARIANCE: Measure C ends 3/31/19. New 1% add-on accounted for in non-departmental until allocated by Council.

³VARIANCE: Code Enforcement Officers were able to charge to other funding sources in FY19.

BUDGET STUDY SESSION – APRIL 9, 2019

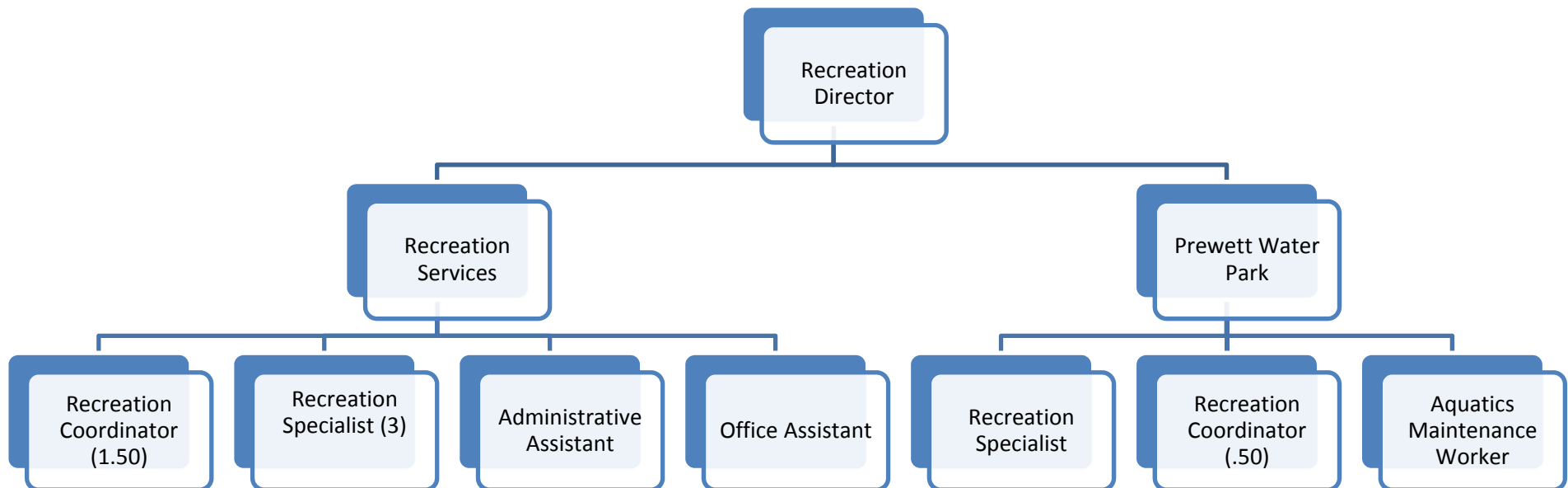
Community Development Building Inspection (100-5160)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Permits	820,882	1,028,082	1,111,860	1,150,000	1,150,000	1,150,000	0%	1,150,000	0%
Charges for Services	226,343	303,885	330,761	240,500	254,500	304,000	19%	304,000	0%
Other	10,279	8,815	14,374	15,000	20,000	20,000	0%	20,000	0%
Total Source of Funds	1,057,504	1,340,782	1,456,995	1,405,500	1,424,500	1,474,000	3%	1,474,000	0%
Use of Funds:									
Personnel	422,976	410,426	671,860	837,016	814,778	1,017,655	25% ¹	1,074,058	6%
Services & Supplies	101,728	70,455	158,555	254,330	244,625	127,221	-48% ¹	128,996	1%
Internal Services	178,308	200,461	292,797	0	0	0	0%	0	0%
Total Use of Funds	703,012	681,342	1,123,212	1,091,346	1,059,403	1,144,876	8%	1,203,054	5%
Funded FTE's	3.40	3.00	4.63	5.63	5.63	5.63		5.63	

¹VARIANCE: FY19 includes contract Building Inspector to be filled with full-time position.

BUDGET STUDY SESSION – APRIL 9, 2019

RECREATION SERVICES FUND (219)

Recreation Services provides the city's residents recreational, preschool, social and meeting space within the community. Recreation activities were previously maintained in a Special Revenue and Enterprise Fund within the City's financial reporting structure. Beginning with fiscal year 2019, the Enterprise Fund is being consolidated as another division within the Special Revenue Fund. The organization chart below is for both the funds combined.



# of Positions Funded	# of Filled Positions	# of Vacant Positions
10.00	10.00	0.00

BUDGET STUDY SESSION – APRIL 9, 2019

RECREATION SERVICES (FUND 219) Statement of Revenues, Expenditures and Change in Fund Balance									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Beginning Balance, July 1	\$158,919	\$178,473	\$243,593	\$309,368	\$309,368	\$356,249		\$404,994	
Revenue Source:									
Investment Income	2,107	1,662	2,098	500	2,000	1,800	-10%	1,800	0%
Revenue from Other Agencies	39,000	41,000	43,000	43,000	101,109	43,000	-57%	43,000	0%
Current Service Charges	1,013,988	932,789	1,076,794	1,183,000	2,042,500	2,069,500	1%	2,100,500	1%
Other	31,578	20,847	27,668	27,000	30,531	30,500	0%	32,500	7%
Transfer in from General Fund	689,227	925,423	729,623	771,468	1,244,981	1,979,648	59%	2,112,523	7%
Transfer in from Prewett Fund		0	0	0	4,860	0	-100%	0	0%
Transfer in from Senior Bus Fund	7,700	7,700	7,700	7,700	7,700	7,700	0%	7,700	0%
Transfer in from Child Care Fund	35,000	35,000	35,000	35,000	70,000	70,000	0%	70,000	0%
Total Revenue	1,818,600	1,964,421	1,921,883	2,067,668	3,503,681	4,202,148	20%	4,368,023	4%
Expenditures:									
Personnel	1,019,786	1,072,508	1,075,847	1,186,890	1,975,736	2,558,673	30%	2,704,503	6%
Services & Supplies	769,001	816,423	769,779	826,183	1,460,395	1,573,838	8%	1,615,549	3%
Transfer Out to Honeywell	10,259	10,370	10,482	10,595	20,669	20,892	1%	1,745	-92%
Total Expenditures	1,799,046	1,899,301	1,856,108	2,023,668	3,456,800	4,153,403	20%	4,321,797	4%
Ending Balance, June 30¹	\$178,473	\$243,593	\$309,368	\$353,368	\$356,249	\$404,994		\$451,220	

¹Fund balance committed for sports field, turf field and memorial field maintenance

	Funded 2018-19	Funded 2019-20	Funded 2020-21
Funded FTE's:			
Senior Services	2.00	2.00	2.00
Sports Programs	1.00	1.00	1.00
Community Recreation	4.00	4.00	4.00
Water Park Operations	3.00	3.00	3.00
Total Recreation Funded FTE's	10.00	10.00	10.00

BUDGET STUDY SESSION – APRIL 9, 2019

Recreation NRCC (219-4410)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Investment Income	2,107	1,662	2,098	500	2,000	1,800	-10%	1,800	0%
Current Service Charges	53,221	6,621	53,067	45,000	50,000	50,000	0%	50,000	0%
Other	(1)	24	0	0	0	0	0%	0	0%
Transfer in from General Fund	512,585	726,556	14,378	26,930	28,513	43,025	51%	50,465	17%
Total Source of Funds	567,912	734,863	69,543	72,430	80,513	94,825	18%	102,265	8%
Use of Funds:									
Personnel	15,187	9,643	22,490	13,330	17,672	20,359	15%	22,799	12%
Services & Supplies	62,035	54,815	47,053	59,100	62,841	74,466	18%	79,466	7%
Transfer Out to Honeywell DS	10,259	10,370	0	0	0	0	0%	0	0%
Total Expenditures	87,481	74,828	69,543	72,430	80,513	94,825	18%	102,265	8%
Funded FTE'S	0.00	0.00	0.00	0.00	0.00	0.00		0.00	

Recreation - Senior Programs and Services (219-4420)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Revenue from Other Agencies	39,000	41,000	43,000	43,000	43,000	43,000	0%	43,000	0%
Other	15,169	12,485	18,455	15,000	15,000	15,000	0%	15,000	0%
Transfer in from General Fund	176,642	198,867	139,725	232,400	211,733	287,384	36% ¹	322,349	12%
Transfer in from Senior Bus	7,700	7,700	7,700	7,700	7,700	7,700	0%	7,700	0%
Total Source of Funds	238,511	260,052	208,880	298,100	277,433	353,084	27%	388,049	10%
Use of Funds:									
Personnel	193,114	189,959	146,186	256,240	223,995	286,858	28% ¹	309,945	8%
Services & Supplies	45,397	70,093	62,694	41,860	53,438	66,226	24%	78,104	18%
Total Use of Funds	238,511	260,052	208,880	298,100	277,433	353,084	27%	388,049	10%
Funded FTE'S	2.00	2.00	2.00	2.00	2.00	2.00		2.00	

¹VARIANCE: FY19 had salary savings. Both full-time positions have finally been filled.

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Recreation Services - Sports Programs (219-4450)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Current Service Charges	435,147	367,360	412,023	455,000	450,500	454,500	1%	460,500	1%
Other	320	-22	1	1,000	1,011	1,000	-1%	1,000	0%
Total Source of Funds	435,467	367,338	412,024	456,000	451,511	455,500	1%	461,500	1%
Use of Funds:									
Personnel	210,787	201,337	206,345	218,500	221,438	231,163	4%	239,851	4%
Services & Supplies	109,123	110,219	115,600	119,922	123,425	139,417	13%	141,189	1%
Total Use of Funds	319,910	311,556	321,945	338,422	344,863	370,580	7%	381,040	3%
Funded FTE'S	1.00	1.00	1.00	1.00	1.00	1.00		1.00	

Community Recreation (219-4495)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Current Service Charges	525,620	558,808	611,704	683,000	683,000	683,000	0%	693,000	1%
Other	16,090	8,360	9,212	11,000	11,000	11,000	0%	13,000	18%
Transfer in from General Fund	0	0	575,520	512,138	486,138	890,000	83% ¹	936,000	5%
Transfer In from Child Care Fund	35,000	35,000	35,000	35,000	35,000	35,000	0%	35,000	0%
Total Source of Funds	576,710	602,168	1,231,436	1,241,138	1,215,138	1,619,000	33%	1,677,000	4%
Use of Funds:									
Personnel	600,698	671,569	700,826	698,820	707,105	1,033,830	46% ¹	1,082,239	5%
Services & Supplies	552,446	581,296	544,432	605,301	557,201	610,635	10%	628,102	3%
Transfer Out to Honeywell DS	0	0	10,482	10,595	10,599	10,710	1%	893	-92%
Total Use of Funds	1,153,144	1,252,865	1,255,740	1,314,716	1,274,905	1,655,175	30%	1,711,234	3%
Funded FTE'S	4.00	4.00	4.00	4.00	4.00	4.00		4.00	

¹VARIANCE: Increase in minimum wage for PTH, resulting in increased General Fund transfer.

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Water Park Operations (219-4630)

	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Revenue from Other Agencies	0	0	0	0	58,109	0	-100% ¹	0	0%
Current Service Charges	0	0	0	0	859,000	882,000	3%	897,000	2%
Other	0	0	0	0	3,520	3,500	-1%	3,500	0%
Transfer in from Prewett Fund	0	0	0	0	4,860	0	-100% ²	0	0%
Transfer in from General Fund	0	0	0	0	518,597	759,239	53% ³	803,709	6%
Transfer In from Child Care Fund	0	0	0	0	35,000	35,000	0%	35,000	0%
Total Source of Funds	0	0	0	0	1,479,086	1,679,739	14%	1,739,209	4%
Use of Funds:									
Personnel	0	0	0	0	805,526	986,463	22% ³	1,049,669	6%
Services & Supplies	0	0	0	0	663,490	683,094	3%	688,688	1%
Transfer Out to Honeywell DS	0	0	0	0	10,070	10,182	1%	852	-92%
Total Use of Funds	0	0	0	0	1,479,086	1,679,739	14%	1,739,209	4%
Funded FTE'S	0.00	0.00	0.00	0.00	3.00	3.00		3.00	

¹VARIANCE: This is funding from PG&E LED lighting project at the Water Park to be repaid through energy efficiency savings.

²VARIANCE: This is a transfer eliminating the Water Park Enterprise Fund and consolidating into a division of the Recreation Fund.

³VARIANCE: Personnel costs for PTH increasing as a result of minimum wage increase, causing an increase of the General Fund transfer.

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PREWETT PARK FUND (641)

The Prewett Park Fund has only one division, Water Park Operations (641-4630), summarized below with fund balance information. Beginning in the current fiscal year, this division is being consolidated into the Recreation Special Revenue Fund and will no longer be a separate Enterprise Fund.

PREWETT PARK SUMMARY (FUND 641) Statement of Revenues, Expenditures and Change in Net Position

	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Beginning Balance, July 1	(\$772,049)	(\$734,525)	(\$784,221)	(\$899,981)	(\$899,981)	\$0		\$0	
Revenue Source:									
Interest Earnings	149	251	285	300	0	0	0%	0	0%
Revenue from Other Agencies	0	0	0	58,109	0	0	0%	0	0%
Current Service Charges	730,188	846,477	891,463	897,000	0	0	0%	0	0%
Other Revenue	5,290	9,437	5,005	3,500	0	0	0%	0	0%
Reclassification of Pension/OPEB	0	0	0	0	904,841	0	-100%	0	0%
Transfer in from General Fund	717,500	669,500	491,200	469,500	0	0	0%	0	0%
Transfer in from Child Care Fund	35,000	35,000	35,000	35,000	0	0	0%	0	0%
Total Revenue	1,488,127	1,560,665	1,422,953	1,463,409	904,841¹	0	-100%¹	0	0%
Expenditures:									
Personnel	797,950	831,919	870,696	788,340	0	0	0%	0	0%
Services & Supplies	642,903	684,091	658,055	665,504	0	0	0%	0	0%
Transfers Out	9,750	9,856	9,962	10,070	4,860	0	0%	0	0%
Total Expenditures	1,450,603	1,525,866	1,538,713	1,463,914	4,860	0	-100%¹	0	0%
Ending Balance with Net Pension Liability	(\$734,525)	(\$784,221)	(\$899,981)	(\$900,486)	\$0	\$0		\$0	
Net Pension Liability	734,694	884,215	967,095	967,095	0	0		0	
Net OPEB Liability	0	0	77,707	77,707	0	0		0	
Available Ending Balance, June 30	\$169	\$99,994	\$144,821	\$144,316	\$0	\$0		\$0	

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PREWETT PARK SUMMARY (Continued)				
	Funded 2018-19	Funded 2019-20		Funded 2020-32
Funded FTE's:				
Water Park Operations	0.00	0.00		0.00
Total Prewett Park Funded FTE's	0.00	0.00		0.00

¹ NOTE: During the Fiscal Year 2018 audit, the City's independent auditors recommended that the City review the Prewett Enterprise Fund operations as due to continued increasing subsidies, the fund has not been meeting the criteria of an Enterprise Fund for some time as costs are not fully recovered by user fees. As a result, the City will be reclassifying the Water Park Operations division into the Recreation Special Revenue Fund as another division of that fund. The pension and OPEB liabilities will be transferred to the General Government as a whole for reporting purposes and show on the Government-Wide financial statements.

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ANIMAL CONTROL FUND (214)

In 1978 the citizens of Antioch overwhelmingly voted for Measure A. This measure was for re-establishing, maintain and operating a City animal shelter. Measure A authorized funds to be appropriated annually by the City Council. This fund accounts for revenues and expenditures of the City's animal services program. A portion of the revenues required to operate this function comes from animal licenses and shelter, adoption, handling, and impound fees. The remainder comes from a subsidy from the General Fund.

ANIMAL CONTROL FUND 214									
Statement of Revenues, Expenditures and Change in Fund Balance									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Beginning Balance, July 1	\$70,594	\$213,938	\$82,400	\$4,500	\$0	\$0		\$0	
Revenue Source:									
Current Service Charges	270,914	209,077	212,116	323,000	233,000	216,100	-7%	216,100	0%
Investment Income	140	763	169	100	100	100	0%	100	0%
Revenue from Other Agencies	60,000	0	4,500	0	120,840	0	-100%	0	0%
Other Revenue	50,008	103,231	57,228	10,500	24,500	25,500	4%	25,500	0%
Transfers In	580,990	420,859	722,138	1,004,528	1,012,182	1,325,266	31%	1,383,814	4%
Total Revenue	962,052	733,930	996,151	1,338,128	1,390,622	1,566,966	13%	1,625,514	4%
Expenditures:									
Personnel	513,662	565,827	751,169	1,104,882	1,090,908	1,230,901	13%	1,288,631	5%
Services & Supplies	304,472	299,062	322,297	237,154	303,622	335,467	10%	336,833	0%
Transfers Out	573	579	585	592	592	598	0%	50	-92%
Total Expenditures	818,707	865,468	1,074,051	1,342,628	1,395,122	1,566,966	12%	1,625,514	4%
Ending Balance, June 30	\$213,939	\$82,400	\$4,500	\$0	\$0	\$0		\$0	
					Funded 2018-19	Funded 2019-20		Funded 2020-21	
Funded FTE's					7.20	7.20		7.20	

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Animal Services (214-3320)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Current Service Charges	270,914	209,077	212,116	323,000	233,000	216,100	-7%	216,100	0%
Investment Income	140	763	169	100	100	100	0%	100	0%
Revenue from Other Agencies		0	0	0	120,840	0	-100% ¹	0	0%
Other	50,008	103,231	57,228	10,500	24,500	25,500	4%	25,500	0%
Transfers In	580,990	420,859	722,138	1,004,528	1,012,182	1,325,266	31%	1,383,814	4%
Total Source of Funds	902,052	733,930	991,651	1,338,128	1,390,622	1,566,966	13%	1,625,514	4%
Use of Funds:									
Personnel	513,662	565,388	751,169	1,104,882	1,090,908	1,230,901	13%	1,288,631	5%
Services & Supplies	256,965	296,991	241,720	232,654	299,122	335,467	12%	336,833	0%
Transfers Out	573	579	585	592	592	598	1%	50	-92%
Total Use of Funds	771,200	862,958	993,474	1,338,128	1,390,622	1,566,966	13%	1,625,514	4%
Funded FTE'S	4.10	5.10	7.20	7.20	7.20	7.20		7.20	

¹VARIANCE: In FY19, the shelter received one-time funding from ARF for staffing.

Maddies Grant (214-3325)									
	2015-16 Actual	2016-17 Actual	2017-18 Actual	2018-19 Budget	2018-19 Revised	2019-20 Proposed	% Change	2020-21 Proposed	% Change
Source of Funds:									
Revenue from Other Agencies	60,000	0	4,500	0	0	0	0%	0	0%
Total Source of Funds	60,000	0	4,500	0	0	0	0%	0	0%
Use of Funds:									
Personnel	0	439	0	0	0	0	0%	0	0%
Services & Supplies	47,507	2,071	80,577	4,500	4,500	0	-100%	0	0%
Total Use of Funds	47,507	2,510	80,577	4,500	4,500	0	-100%²	0	0%

²VARIANCE: FY19 budgeted to spend remaining grant funds.



STAFF REPORT TO THE CITY COUNCIL

DATE: Special Meeting of February 5, 2019

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Dawn Merchant, Finance Director

REVIEWED BY: Ron Bernal, City Manager

SUBJECT: 2019-21 Budget Discussion – Unfunded Liabilities and Staffing

RECOMMENDED ACTION

It is recommended that the City Council discuss and direct staff regarding the budget information provided.

STRATEGIC PURPOSE

This action falls under Strategic Plan Long Term Goal O: Achieve and maintain financial stability and transparency.

FISCAL IMPACT

Fiscal impacts of any policy direction will be incorporated into the upcoming two-year and future budget cycles.

DISCUSSION

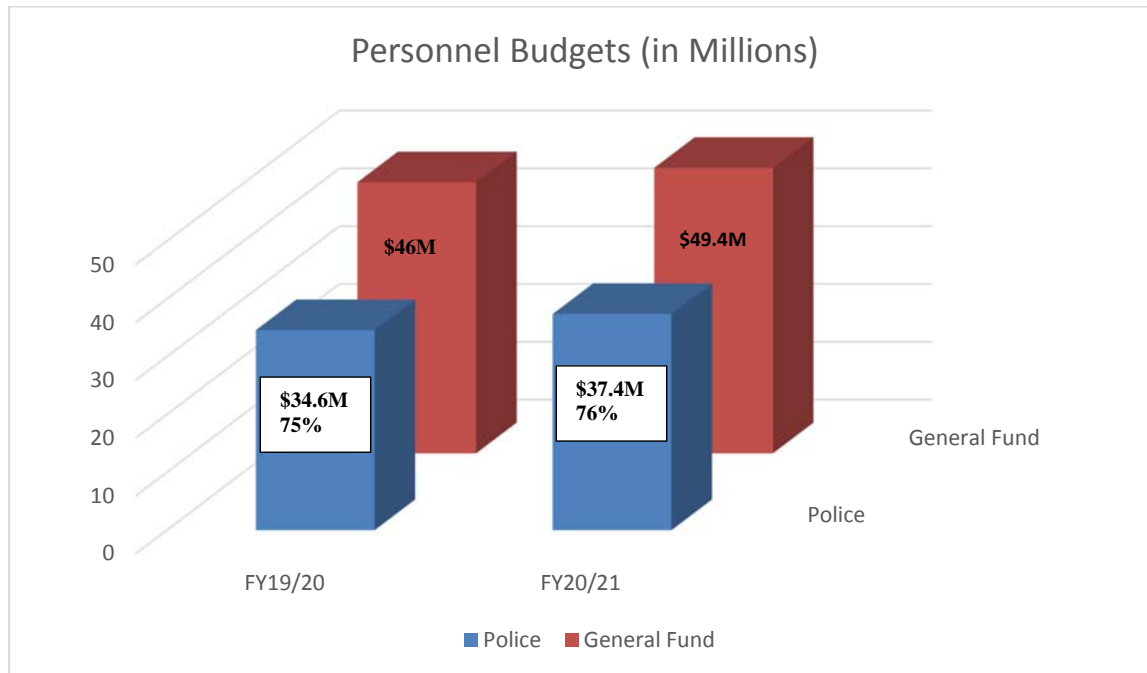
The purpose of this study session is to finish the discussion regarding unfunded liabilities and provide Council detail on departmental staffing requests for the upcoming budget.

UNFUNDED LIABILITIES

On February 5, 2019, a study session was held regarding unfunded liabilities. The intent of the session was to not only provide more information to Council on our unfunded liabilities and the CalPERS pension crisis in general, but to obtain direction regarding what, if any, policy Council wanted implemented for addressing unfunded liabilities in the upcoming budget and forward. This discussion is being continued at this session to get Council direction regarding a policy for unfunded liabilities that will be incorporated into all budgets moving forward. A copy of the staff report provided at the last meeting is attached for reference (Attachment 1).

STAFFING

FY19/20 and 20/21 General Fund personnel budgets have been compiled based on current funded staffing levels and are represented in the chart on the next page:



The following additional positions are being requested by departments. The fiscal impact and justifications are included with each position.

Community Development

1. One (1) full time General Laborer to replace 2 part-time positions in Code Enforcement. The FY19/20 General Fund cost range would be \$88,250 to \$101,690 that would be partially offset by the elimination of part-time General Laborer help at a budgeted cost of \$35,000. During 2018, the Abatement Team cleared 8,060 cubic yards of rubbish, collected 1,904 shopping carts and addressed 1,026 graffiti cases. In late 2018 Council authorized hiring two part-time laborers. The City has not yet been able to hire for a variety of reasons. The additional full time position would significantly increase the capacity of the Abatement Team, allowing for quicker and more comprehensive responses to illegal dumping, homeless encampments, graffiti abatement and other cases.
2. One (1) full time Code Enforcement Officer (CEO) at a FY19/20 General Fund cost range of \$132,146 to \$155,006. This cost would be fully offset by eliminating contract CEO's which is currently budgeted at \$250,000 in FY18/19 and will be included in the upcoming budget if permanent positions are not approved. The additional officer would allow for the implementation of a new system for Code Enforcement, whereby the City would be divided into four generally-equal sections (similar to "beats"), which would be assigned to individual CEO's. Each officer would then be tasked with addressing all complaints received in their section and would also provide pro-active code enforcement activities. This type of neighborhood-oriented approach would also allow the CEO to better engage with the communities within in their section and to establish relationships with property and business owners, as well as residents. This position would increase the City's

capacity to address continuing code violations and to address larger issues related to homeless encampments, illegal dumping, blight, and property maintenance.

3. One (1) full time Asst/Assoc/Snr Development Services/Engineering Tech. to replace a part-time position leaving in December at a FY19/20 General Fund cost range of \$123,130 to \$168,632 which would be partially offset by approximately \$24,000 in part-time help that would be budgeted. This position is currently staffed by a part-time position that will be leaving in December 2019 and is directly responsible for coordinating Code Enforcement's cost recovery efforts which include: invoicing, citations, monitoring payments, producing monthly Board of Appeals staff reports, preparing liens, release of liens and recording with Contra Costa County, preparing demands and enrolling accounts with assessor's office, as well as many other tasks. In FY17/18, this position was responsible for billing \$226,000 in citation and abatement costs and enrollment of \$155,804 of fees with the County. Creating a full time position in lieu of part-time will allow increased focused on cost recovery services as well as supplementing the entire Community Development Department through accounting, budgeting, personnel and other similar efforts.
4. Reclassification of two (2) General Laborer positions that comprise the Abatement Team to Street Maintenance Worker I positions at a FY19/20 General Fund cost of \$19,575. The Street Maintenance Worker job classification is more representative of the tasks the Abatement Team actually complete for this critical part of the Code Enforcement program.

Police Department

1. One (1) full time Crime Analyst at a FY19/20 General Fund cost range of \$145,830 to \$171,610. The Police Department currently has one Crime Analyst. The addition of one other would allow for timely crime analysis to more effectively and intelligently provide police services through data. The current Analyst will also be retiring in approximately one year and it will be imperative to get a new Analyst trained by this person.
2. Add up to six additional Community Service Officers (CSO), but two at very least to staff the jail. The FY19/20 General Fund cost range per CSO would be \$117,090 to \$136,300. If two CSO's were approved, they would be utilized as jailers to free up Patrol Officers. If 4-6 were approved, CSO's could be assigned to patrol teams to handle non-emergency priority calls with no suspect information, thus freeing up Officers time to handle emergency calls.
3. Additional Records Technicians (2-3) if more police staffing is approved that would require more support. The FY19/20 General Fund cost range per Technician would be \$99,005 to \$114,710. The Records Technicians are already understaffed with the number of Officers and recordkeeping required. Additionally, with the recent passage of SB1421, more police records are available to the public and more staff is required to handle the volume of work required to process requests.

4. One (1) Office Assistant in Animal Services at a FY19/20 cost range of \$75,818 to \$86,890. Adding an additional position to Animal Services would directly increase the cost of the subsidy provided by the General Fund to Animal Services. The shelter has a high volume of front counter traffic that is more than the one existing position can handle. This has resulted in either excessively long wait times which frustrate potential adopters, or other staffing being tasked to help out which pulls away from their duties.
5. Add three (3) full time Animal Care Attendants (ACAs) to be augmented with four part-time positions instead of just ten part-time. The current system of all part-time ACAs does not provide enough coverage to complete all tasks. Finding long-term part-time help is extremely difficult and the constant turnover results in continual vacancies and the need to retrain new hires. While the three full time will be partially offset by part-time help savings, the additional cost will result in an increased General Fund subsidy to Animal Services. Based on the current part-time salary schedule, the full-time cost range for 3 positions in FY19/20 to the General Fund would be \$186,204 to \$210,618. The part-time positions cost approximately \$150,000 in FY17/18, or an average of \$15,000 each for a cost savings of \$90,000 to offset the full-time positions.
6. Eleven (11) additional Police Officers. The total General Fund personnel costs of the Police Department (sworn and non-sworn) in FY19/20 is \$34,634,150. Adding 11 additional positions would cost approximately \$2,476,000 (assuming a mix of salary ranges and pension tiers, with overtime). This does not include additional costs of bringing the Officer on board such as uniforms, safety materials or vehicles. Staff recommends that Council evaluate the preliminary General Fund budget at the first budget work session before determining the additional sworn staffing level to ensure it is fiscally viable.

Information Systems

1. One (1) full time Computer Technician starting in FY20/21. As the Police Department and most other City departments add personnel throughout FY19/20, in order to support the larger user base, it will be necessary to add a Computer Technician position in fiscal year 20/21. The FY20/21 cost to the Information Services Internal Service Fund would range between \$106,645 to \$123,985. This cost would then be allocated out through the City's Cost Allocation Plan.

Economic Development

1. One (1) Administrative Analyst at a FY19/20 General Fund cost range of \$137,462 to \$191,212. The existing two-member staff of this department is undertaking the development of a city-wide marketing plan. This will require more attention by staff of the media purchases, contract management, and other tasks that will need continuous oversight. The additional position will be able to provide assistance with contract management, business database management, property database management, marketing assistance, social media efforts as well as several other tasks. In conjunction with requesting to increase the total Economic Development budget allocation by \$853,000 over the current year, this will allow Economic Development to implement more programs.

Public Works

1. Freeze Deputy Public Works Director for the next two budget years. This will provide a budget savings of \$245,780 in FY19/20 and \$265,080 in FY20/21 that will help offset the cost of additional staffing requests. Of the total salary, 17.5% (\$43,011 in FY19/20 and \$46,389 in FY20/21) is allocated to the General Fund. The Public Works Director/City Engineer feels that the additional staffing requests and additional structural reorganization changes that are being made will best suit the needs of the department without a Deputy.
2. One (1) Junior/Assistant/Associate or Senior Engineer in Capital Improvement to be funded 50% Water Fund, 25% Gas Tax Fund and 25% General Fund. The FY19/20 cost range would be \$131,490 to \$198,210. There is a significant backlog of deferred maintenance projects and capital improvement projects, and any additional work load will require additional resources to deliver any such projects. An additional engineering position would also provide much needed succession planning and training opportunities.
3. One (1) Administrative Assistant at the Marina with a FY19/20 Marina Fund cost range of \$90,850 to \$112,945. This position will oversee the marina office, provide customer service, facility access, and basic management of the marina including collection of fees. James Pflueger provided these services before he assumed the duties of managing Facilities and Fleet. A temporary Admin Assistant is currently performing these duties; however, the position should be a permanent full time City employee, and the Admin Assistant is the most cost effective classification to support the Marina Manager.
4. One (1) Administrative Assistant in Public Works Administrations division to be paid out of the Water and Sewer funds at a FY19/20 cost range of \$90,850 to \$112,945. We are restricted by the CalPERS 1,000-hour limit per fiscal year, when hiring part-time. It is a challenge to invest in and train part-time employees, who leave for better opportunities, or who must be released due to the proximity to the 1,000-hour rule. Training part-time employees to adequately serve the needs of the public is time-sensitive. As services to the public increase due to public access to a web-based reporting platform (SCF), and as we conduct more business in-house, i.e.: contracts management, timesheet entries, decentralized purchasing processes, etc., a full-time position is needed. To provide knowledgeable staff and reliable customer service and information to the public, retention is key.
5. One (1) Landscape Maintenance Worker in the Streets division to be funded 50% Gas Tax and 50% General Fund at a FY19/20 cost range of \$105,280 to \$131,640. The City's landscape irrigation system is need of significant repair. Sprinklers valves are sticking open, mains and laterals are broken, and ordinary inspections do not occur. Existing City crews must perform a number of scheduled duties such as coordinating/working with contractors, weed control, trimming, and overseeing WAP (now 7 days a week). The deferred maintenance on our irrigations systems is becoming a critical issue and the public sees too much water being wasted, and too much dead landscaping in our medians and planter areas. If staff catches up with the addition of a Lead Worker, we will not fill this position, but it is very unlikely that that will occur given the amount of deferred maintenance

6. One (1) Water Treatment Maintenance Worker to be funded by the Water fund at a FY19/20 cost range of \$117,415 to \$167,115. With the expansion of the water plant in 2007, maintenance tasks have greatly increased. With the planned addition of a RO plant and our current disinfection conversion, additional staff is needed to address deferred maintenance and on-going maintenance. Staff needs the ability and capacity to set up a proactive maintenance program to ensure all mechanical, electrical, pneumatic and hydraulic operations are working in order. Staff should be focusing on opportunities to provide preventive maintenance rather than struggling with deferred and on-going maintenance.
7. One (1) Facility Maintenance Worker to be funded 50% General Fund and 50% Marina Fund with a FY19/20 cost range of \$105,280 to \$131,640. Staff continue to have difficulties catching up to the deferred maintenance as well as the on-going maintenance, while responding to service requests. The Lead Maintenance Workers spend a considerable amount of time working on contracts and not doing maintenance. The Marina operations have experienced more usage and revenues, and with seventy percent occupancy, additional maintenance is needed. To be responsive and do more preventative maintenance, an additional staff member is needed to perform facility and marina maintenance work. The Marina is a seven-day operation and staffing is needed to provide coverage for vacations and holidays. Other City departments are also asking for more facility maintenance services, taking away from ordinary maintenance. When maintenance is deferred, repairs costs are much greater than preventative maintenance costs.

Recreation

1. Reclassify the four Recreation Specialists to Recreation Supervisors at a cost of \$26,190. Currently, there is no mid-management supervisory positions within Recreation that can fill in for the Director and therefore all employees report directly to the Director. Reclassifying the positions will provide an effective chain of command with supervisory capacity in the Director's absence. Although this will be paid for out of the Recreation Fund, it will result in an increased General Fund subsidy.
2. One (1) full time Office Assistant at the Community Center at a FY19/20 cost range of \$75,818 to \$86,890. Temporary staffing would be reduced and replaced with a full-time position to provide consistent customer service with longer counter hours since currently handled by temporary staff. Although this will be paid for out of the Recreation Fund, it will result in an increased General Fund subsidy.

City Manager

1. Freeze Assistant City Manager position due to other significant needs in other departments. This would then be reconsidered to reinstate in the FY21/23 budget for succession planning. The budget savings to the General Fund would be \$371,982.
2. One (1) Assistant to the City Manager and/or one (1) PIO Communications Officer. The total General Fund cost ranges between \$188,350 to \$223,075 for the Assistant position. There is not currently a job classification or salary for a PIO, so

we have assumed the same cost range as an analyst position for purposes of this report which would be \$137,462 to \$191,212. If an Assistant to the City Manager were approved, this position could be assigned special projects and relieve some burden off the City Manager as well as the Administrative Services Director that currently handles many special projects for the City Manager. If a PIO were approved, the City would be able to have a dedicated position for City messaging, information and social media among other duties.

Human Resources

1. One (1) Human Resources (HR) Technician at a General Fund FY19/20 cost range of \$127,882 to \$149,645. The department currently consists of two HR Technicians, one HR Analyst and one Administrative Services Director. The Technicians are mainly responsible for recruiting, onboarding, maintenance of salary schedules, open enrollment, accounts payable, etc. The Analyst focuses on workers' comp, leaves, open enrollment, exit paperwork, safety, etc. The HR Department workload has increased significantly with Affordable Care Act requirements, Sexual Harassment/Ethic Requirements, and duties handled between payroll and HR. The City can have well over 600 full time and part time employees during peak Recreation season, and an additional position would aid in balancing all duties timely and effectively for the City.
2. One (1) Risk Manager that would be a new classification salary schedule for the City. The estimated FY19/20 cost would be \$181,992 to \$215,476 which would be allocated to each department's payroll as a workers compensation cost. This position would be responsible for overseeing and coordinating the City's worker's compensation, liability, safety and employee benefits programs (benefits administration, retirement liaison, employee assistance program, wellness programs, employee recognition programs) and working with the City's departments in the areas of injury illness and prevention programs, workers compensation, return to work program, and industrial disability requirements.

Finance

1. One (1) Accountant to handle increasing work demands at a General Fund FY19/20 cost range of \$131,195 to \$153,860; this cost would be partially allocated to other funds of the City through the Cost Allocation Plan. The City currently has two accountants that handle all financial transaction recording/accounting of the City. Duties also include creating purchase orders, and reviewing all warrants submitted by departments daily. The City processes over \$125M of revenues and expenditures City-Wide annually. The volume of transactions has increased significantly over the past several years as the City has bounced back from the recession and the workload often time exceeds the capacity of the two positions that often time has to be backfilled by the Finance Director, Deputy Finance Director and Finance Services Supervisor. The position is key to maintaining financial compliance, accuracy and integrity.
2. Creation of Payroll Specialist II job classification within City's salary schedule to allow for merit increase opportunity of existing Payroll Specialist position. The City only has one payroll position that handles the entire payroll for over 600 full and part time positions. Adding the classification to the positions will not add an

additional position to be funded, only a promotional opportunity. Many of the City's position offer a I/II/III range in the salary schedule, with 10% differentiating between the levels. A salary schedule would need to be brought back for formal Council approval via resolution to establish.

A summary table of the positions by department follows on the next page with FY19/20 costs:

Department/ Position Request	FY19/20 Bottom Range General Fund	FY19/20 Bottom Range Other Funds	FY19/20 Top Range General Fund	FY19/20 Top Range Other Funds
	Amount	Amount	Amount	Amount
Community Development				
General Laborer	\$ 88,250	\$ -	\$ 101,690	\$ -
PTH Savings	(35,000)		(35,000)	
Code Enforcement Officer	132,146		155,006	
Contract Officer Savings	(250,000)		(250,000)	
Reclassify General Laborers	19,575		19,575	
Development Services Tech	123,130		168,632	
PTH Savings	(24,000)		(24,000)	
Total Community Dev.	\$ 54,101	\$ -	\$ 135,903	\$ -
Police				
Crime Analyst	\$ 145,830		\$ 171,610	
CSO's (2)	234,180		272,600	
Records Technician (2)	198,010		229,420	
Office Assistant	75,818		86,890	
Animal Care Attendants (3)	186,204		210,618	
PTH Savings	(90,000)		(90,000)	
Police Officers (11)	2,476,000		2,476,000	
Total Police	\$ 3,226,042	\$ -	\$ 3,357,138	\$ -
Information Systems				
Computer Technician	\$ -	\$ 106,645	\$ -	\$ 123,985
Economic Development				
Administrative Analyst	\$ 137,462	\$ -	\$ 191,212	\$ -
Public Works				
Engineer	\$ 32,873	\$ 98,618	\$ 49,553	\$ 148,658
Administrative Assistant (2)	-	181,700	-	225,890
Landscape Maintenance Wkr	52,640	52,640	65,820	65,820
Water Treatment Maint. Wkr.	-	117,415	-	167,115
Facility Maintenance Wkr.	52,640	52,640	65,820	65,820
Freeze Deputy Director	(43,011)	(202,769)	(43,011)	(202,769)
Total Public Works	\$ 95,142	\$ 300,244	\$ 138,182	\$ 470,534
Recreation				
Reclassify Specialists	\$ 26,190	\$ -	\$ 26,190	\$ -
Office Assistant	75,818	-	86,890	-
Total Recreation	\$ 102,008	\$ -	\$ 113,080	\$ -
City Manager				
Asst. to City Manager	\$ 188,350	\$ -	\$ 223,075	\$ -
PIO	137,462	-	191,212	-
Freeze Asst. City Manager	(371,982)	-	(371,982)	-
Total City Manager	\$ (46,170)	\$ -	\$ 42,305	\$ -
Human Resources				
HR Technician	\$ 127,882	\$ -	\$ 149,645	\$ -
Risk Manager	-	181,992	-	215,476
Total Human Resources	\$ 127,882	\$ 181,992	\$ 149,645	\$ 215,476
Finance				
Accountant	\$ 131,195	-	\$ 153,860	-
Total of All Positions	\$ 3,827,662	\$ 588,881	\$ 4,281,325	\$ 809,995

Payroll Assumption Used in Budget

The following payroll assumptions are being incorporated into the FY19/20 and FY20/21 budget based on the bargaining agreements and CalPERS provided contribution rates:

Salary increases in budget (per MOU's):

Bargaining Unit	Effective First Full Payperiod After:	FY19/20 Increase	FY20/21 Increase
Management	10/1	2%	3%
Confidential	10/1	2%	3%
APOA	9/1	2.5%(a)	3%(a)
AP SMA	9/1	2.5%(a)	3%(a)
APWEA	4/1	2.75%	3%
OE3	10/1	2%	3%
TPEA	1/1	3%	3%(b)

- (a) Per the APOA & APSMA MOU, sworn employee salary increase will be minimum 2.5% up to maximum 4.5% to bring salary to second in four-city formula and non-sworn will be minimum of 2.5% up to maximum 4.5% based on CPI. 2.5% and 3% being used in budget projections, but actuals could be higher once calculated.
- (b) The TPEA contract expires before FY20/21. 3% used as assumption to match other employee groups.

FY19/20 pension contributions rates:

Plan	Total Rate	Normal Cost Rate	Unfunded Liability Rate	Unfunded Liability Payment as Dollar Figure
Miscellaneous	37.433%	12.068%	25.365%	\$3,988,738
Safety – Classic*	64.935%	23.654%	41.281%	3,710,812
Safety – 2 nd Tier*	22.478%	22.434%	.044%	1,468
Safety - PEPRA	13.834%	13.786%	.048%	1,259
Total FY20 Unfunded Liability Payment				\$7,702,277

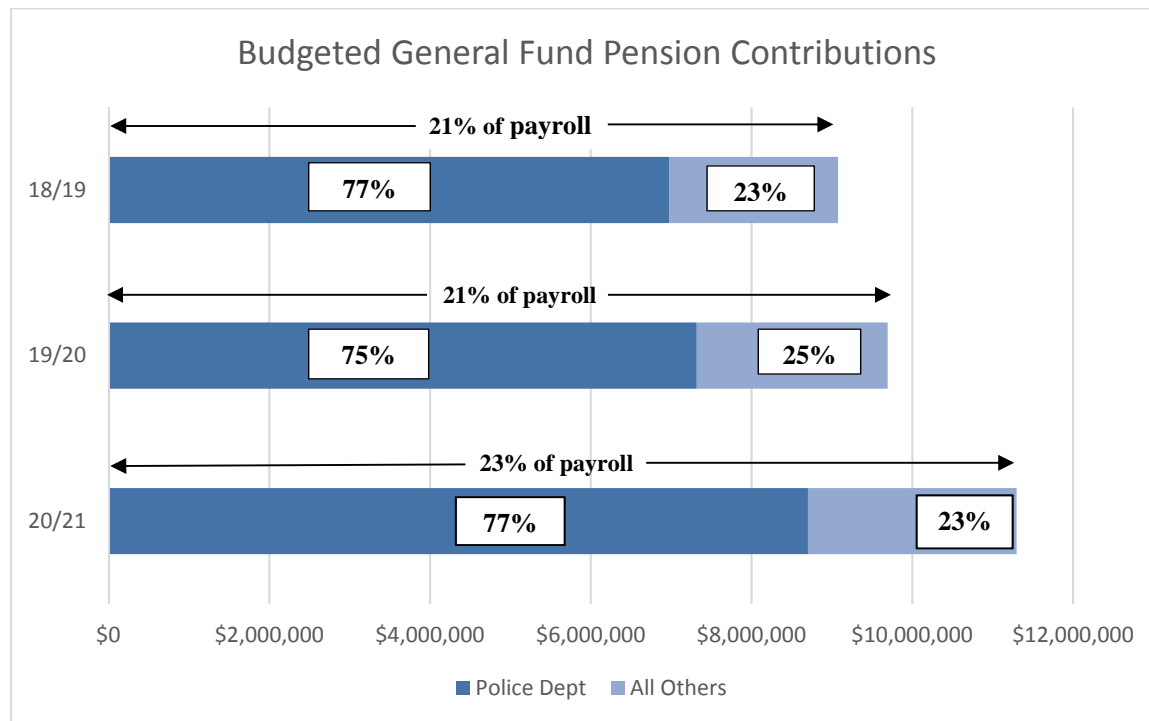
*Safety classic and 2nd tier employees pay 3% of the City's required contribution listed in the tables.

FY 2020/21 pension contributions rates:

Plan	Total Rate	Normal Cost Rate	Unfunded Liability Rate	Unfunded Liability Payment as Dollar Figure
Miscellaneous	39.4%	12.7%	26.7%	\$4,308,000
Safety – Classic**	71.935%	25.1%	46.835%	4,167,000
Safety – 2 nd Tier**	23.85%	23.8%	.05%	6,200
Safety – PEPRAs**	13.986%	13.9%	.086%	4,500
Total FY21 Projected Unfunded Liability Payment				\$8,485,700

**CalPERS has not provided unfunded liability rate, only the projected dollar figure. Rate is City projection

Below represents the budgeted General Fund pension contributions for each budget year indicating the portion attributable to the Police Department (all positions). Contributions are projected to increase \$1,603,709 between FY19/20 and 20/21 with 86% of the increase attributable to the Police Department.



NEXT STEPS

Any direction given will be incorporated with the budget brought forward to Council. It is important to note depending on what, if any, positions approved may require costs to reconfigure office space, new vehicles, new computers, new phone, new desks, office supplies, chairs and other ancillary costs for the new employees.

A budget calendar is included as Attachment 2 for the upcoming study sessions. The topics are subject to change as needed, with adoption of the budget occurring in June.

ATTACHMENTS

1. February 5, 2019 staff report
2. Budget Calendar

**STAFF REPORT TO THE CITY COUNCIL**

DATE: Special Meeting of February 5, 2019

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Dawn Merchant, Finance Director

REVIEWED BY: Ron Bernal, City Manager

SUBJECT: Unfunded Liabilities

RECOMMENDED ACTION

It is recommended that the City Council discuss and direct staff regarding a policy for paying down unfunded pension and other post-employment benefit (OPEB) liabilities.

STRATEGIC PURPOSE

This action falls under Strategic Plan Long Term Goal O: Achieve and maintain financial stability and transparency.

FISCAL IMPACT

Fiscal impacts of any policy direction will be incorporated into the upcoming two-year and future budget cycles.

DISCUSSION

City Council requested that in lieu of addressing payment of unfunded pension and OPEB liabilities only through the one-time revenue policy, that a separate policy addressing unfunded liabilities be considered that would provide a systematic approach to paying them down.

Historical unfunded liability balances are as follows:

Plan	6/30/13	6/30/14	6/30/15	6/30/16	6/30/17	6/30/18
Miscellaneous	\$24,180,970	\$42,718,114	\$42,985,949	\$45,209,182	\$54,239,873	\$59,271,947
Safety	21,107,761	35,225,264	33,459,081	37,561,170	46,835,514	53,243,957
Police Supp.	1,693,000	1,959,000	2,001,333	1,065,673	652,945	145,013
OPEB	30,978,000	37,669,000	37,669,000	58,121,753	58,121,753	48,913,478
	\$77,959,731	\$117,571,378	\$116,115,363	\$141,957,778	\$159,850,085	\$161,574,395

For the Miscellaneous and Safety Pension Plans with CalPERS, a portion of the bi-weekly CalPERS payment pays a portion of the unfunded liability as required so the City is continually paying towards the unfunded liability.

For this current fiscal year (2018/19), the City's required contributions are as follows:

Plan	Total Rate	Normal Cost Rate	Unfunded Liability Rate	Unfunded Liability Payment as Dollar Figure	Amortization of Unfunded Liability Scheduled End
Miscellaneous	34.801%	11.861%	22.940%	\$3,437,733	6/30/2045
Safety – Classic*	57.692%	22.346%	35.346%	3,109,546	6/30/2046
Safety – 2 nd Tier*	21.248%	21.206%	.042%	1,042	6/30/2030
Safety - PEPRA	13.070%	12.965%	.105%	1,995	6/30/2033
Total FY19 Unfunded Liability Payment				\$6,550,316	

For next fiscal year (2019/20), required contributions will be:

Plan	Total Rate	Normal Cost Rate	Unfunded Liability Rate	Unfunded Liability Payment as Dollar Figure	Amortization of Unfunded Liability Scheduled End
Miscellaneous	37.433%	12.068%	25.365%	\$3,988,738	6/30/2045
Safety – Classic*	64.935%	23.654%	41.281%	3,710,812	6/30/2046
Safety – 2 nd Tier*	22.478%	22.434%	.044%	1,468	6/30/2030
Safety - PEPRA	13.834%	13.786%	.048%	1,259	6/30/2033
Total FY20 Unfunded Liability Payment				\$7,702,277	

*Safety classic and 2nd tier employees pay 3% of the City's required contribution listed in the tables.

CalPERS projects fiscal year 2020/21 contributions to be:

Plan	Total Rate	Normal Cost Rate	Unfunded Liability Rate	Unfunded Liability Payment as Dollar Figure	Amortization of Unfunded Liability Scheduled End
Miscellaneous	39.4%	12.7%	26.7%	\$4,308,000	6/30/2045
Safety – Classic**	71.935%	25.1%	46.835%	4,167,000	6/30/2046
Safety – 2 nd Tier**	23.85%	23.8%	.05%	6,200	6/30/2030
Safety – PEPRA**	13.986%	13.9%	.086%	4,500	6/30/2033
Total FY21 Projected Unfunded Liability Payment				\$8,485,700	

**CalPERS has not provided unfunded liability rate, only the projected dollar figure. Rate is City projection.

Current contribution projections provided by CalPERS for fiscal years 2022 through 2025 are provided in Attachment 2. Note that for the City's Safety Plans, CalPERS does not provide a corresponding percentage for the unfunded liability rate associated with the dollar figure as they do for the Miscellaneous Plan. The unfunded liability rates and total rates reflected in the table above for these plans are what is being incorporated into the fiscal year 2020/21 budget. Actual fiscal year 2020/21 rates will not be known until later this year.

For OPEB, the City provides medical after retirement benefits to employees hired prior to September 2007 that retire from the City. The monthly amounts vary by bargaining unit and various caps of each medical after retirement plan. The City is on a “pay-as-you-go” basis with these plans. This means that we budget and pay for the medical premium reimbursements due to retirees each month rather than paying the full calculated actuarial determined contribution. The City is budgeted to pay \$1,686,325 in “pay-as-you-go” payments in this current fiscal year. The actuarial determined contribution was calculated to be \$2,927,590.

Available Options

1. In May 2018, staff brought information to Council regarding establishment of a 115 trust to set aside funds for unfunded pension liabilities. Ultimately, the Council at that time elected not to pursue this avenue due to the restrictions of a 115 trust. Once established, the trust is irrevocable (no matter which 115 trust company is used). Funds can only be used to pay pension obligations and should the City decide to terminate the trust at any point in the future, the funds can only be transferred to another 115 trust or to CalPERS directly. Funds in a trust would not reduce the City's unfunded liabilities on the balance sheet of our financial statements; however, they would not be available for any other use and would reflect being obligated for pensions in the net position section of the financials.

Since this was last brought to Council, CalPERS has been working on providing the framework and getting legislative approval for a section 115 trust administered by them. If this were to happen, staff believes funds held would be able to reduce the unfunded liabilities on the balance sheet, however, the funds would still be untouchable by the City once set aside.

Should the Council want to now pursue this option for the pension unfunded liabilities, an amount to set aside would need to be determined, methodology established for any future contributions and then staff would need to prepare a Request for Proposal for trust services.

It is important to note that the City has already established a 115 trust for OPEB liabilities. In 2008, the City Council approved participation in the CalPERS CERBT trust and set aside \$7,516,505 in that trust. This amount has grown to just under \$11.25 million as of December 31, 2018 due to some additional contributions and interest. However, the trust for OPEB differs slightly than establishing one for pensions as the amount set aside for OPEB directly offsets the OPEB liability (and is accounted for in the \$48,913,478 OPEB unfunded liability in the table on the first page).

2. The City can establish a “fresh start” amortization period with CalPERS for the unfunded liabilities. This restarts the amortization schedule fresh from the start date of election and amortizes unfunded liabilities over a new shortened amortization period. For the City of Antioch, it would range between 5 to 20 years depending on which plan(s) the City would elect to do this for (refer to the CalPERS Amortization Schedules and Alternatives excerpts from the June 30, 2017 valuation reports in Attachment 1). Once the City signs an agreement for this

option, it cannot be changed again. The yearly payments increase, in some plans substantially, in order to meet the shorter repayment timeframe. Although it will provide significant interest savings, it will also result in the loss of available annual revenues to pay for daily City operations. If the City were to begin this in FY20, total CalPERS payments would increase \$1,535,068 and steadily increase beyond that each outlying fiscal year. As you can see in Attachment 1 for the Miscellaneous Plan alone, in the final year of the new 20-year amortization, the City would be required to pay \$3,063,434 more than the existing amortization schedule.

3. The City can establish a soft “fresh start” which informally adopts the shorter amortization periods by making the difference in the shorter amortization period payments in the form of Additional Discretionary Payments (ADPs) to be paid to CalPERS each year. This will allow the City the flexibility in making the full difference in the payments in budget years that funding is available or modify the payment in years when the entire amount may not be. By not signing an agreement with CalPERS, the City is not locked into making the larger payment each year.
4. The City can elect to begin contributing the full actuarial determined contribution for OPEB verses just the “pay-as-you-go” amount. If this were done in FY19, \$1,241,265 in additional expense would need to be budgeted to be placed into the trust.
5. The City can establish a repayment methodology which repays some amount annually on a systematic basis towards pensions and/or OPEB. For example, the City Council could establish a policy that \$500,000 annually will be paid towards unfunded liabilities.

As our City and all others throughout California have seen, pension obligations are very volatile and uncertain. Any changes implemented by CalPERS in assumptions, interest rates, and market losses directly impact unfunded liabilities on an annual basis and are out of our control. As is demonstrated with our Police Supplementary Plan, the City paid off the unfunded liability that existed as of June 30, 2017, only to see it return as of June 30, 2018. Even the amortizations schedules in Attachment 1 have a notation from CalPERS that they do not include adopted discount rate changes that will occur after June 30, 2017 which means our unfunded liabilities will only continue to balloon further. Council should consider implementing a fiscally prudent policy that balances the need to address our unfunded liabilities and the need to provide quality services to our citizens.

ATTACHMENTS

1. CalPERS Amortizations Schedules
2. CalPERS Projected Contributions

Amortization Schedule and Alternatives

Date	<u>Current Amortization Schedule*</u>		<u>Alternate Schedules</u>			
	Balance	Payment	20 Year Amortization		15 Year Amortization	
			Balance	Payment	Balance	Payment
6/30/2019	57,817,200	3,988,738	57,817,200	4,321,203	57,817,200	5,257,371
6/30/2020	57,878,148	4,312,742	57,533,842	4,445,437	56,564,331	5,408,520
6/30/2021	57,607,972	4,650,007	57,101,280	4,573,243	55,064,096	5,564,015
6/30/2022	56,968,929	4,900,055	56,505,000	4,704,724	53,294,062	5,723,981
6/30/2023	56,024,601	4,999,003	55,729,326	4,839,985	51,230,037	5,888,545
6/30/2024	54,909,340	5,142,723	54,757,337	4,979,135	48,845,944	6,057,841
6/30/2025	53,564,383	5,178,956	53,570,774	5,122,285	46,113,680	6,232,004
6/30/2026	52,084,392	5,377,129	52,149,936	5,269,550	43,002,961	6,411,174
6/30/2027	50,291,873	5,531,722	50,473,577	5,421,050	39,481,163	6,595,495
6/30/2028	48,209,296	5,690,758	48,518,787	5,576,905	35,513,149	6,785,115
6/30/2029	45,811,031	5,854,369	46,260,868	5,737,241	31,061,080	6,980,187
6/30/2030	43,069,455	6,022,679	43,673,204	5,902,187	26,084,216	7,180,868
6/30/2031	39,954,809	5,490,433	40,727,113	6,071,875	20,538,702	7,387,318
6/30/2032	37,165,553	5,370,487	37,391,700	6,246,441	14,377,335	7,599,703
6/30/2033	34,298,294	5,197,368	33,633,685	6,426,026	7,549,320	7,818,195
6/30/2034	31,402,445	4,964,756	29,417,233	6,610,775		
6/30/2035	28,537,543	4,676,175	24,703,760	6,800,834		
6/30/2036	25,763,793	4,366,902	19,451,731	6,996,358		
6/30/2037	23,109,238	4,356,065	13,616,443	7,197,504		
6/30/2038	20,273,451	4,340,998	7,149,787	7,404,432		
6/30/2039	17,247,670	4,422,908				
6/30/2040	13,917,694	4,550,065				
6/30/2041	10,214,608	3,613,359				
6/30/2042	7,213,115	3,778,916				
6/30/2043	3,822,560	3,582,223				
6/30/2044	389,889	397,115				
6/30/2045	6,899	7,145				
6/30/2046						
6/30/2047						
6/30/2048						
Totals		120,763,796		114,647,190		96,890,332
Interest Paid		62,946,596		56,829,990		39,073,132
Estimated Savings				6,116,606		23,873,464

* This schedule does not reflect the impact of adopted discount rate changes that will become effective beyond June 30, 2017. For Projected Employer Contributions, please see Page 5.

Amortization Schedule and Alternatives

Date	<u>Current Amortization Schedule</u>		<u>Alternate Schedules</u>			
	Balance	Payment	15 Year Amortization		10 Year Amortization	
			Balance	Payment	Balance	Payment
6/30/2019	53,934,997	3,710,812	53,934,997	4,904,358	53,934,997	6,688,981
6/30/2020	54,002,309	4,111,795	52,766,254	5,045,359	50,918,070	6,881,290
6/30/2021	53,659,237	4,536,280	51,366,754	5,190,413	47,483,258	7,079,127
6/30/2022	52,851,689	4,864,178	49,715,570	5,339,637	43,594,539	7,282,652
6/30/2023	51,646,017	5,015,655	47,790,137	5,493,152	39,213,114	7,492,028
6/30/2024	50,196,061	5,159,855	45,566,127	5,651,080	34,297,203	7,707,424
6/30/2025	48,491,649	5,308,201	43,017,324	5,813,548	28,801,821	7,929,012
6/30/2026	46,510,037	5,460,812	40,115,478	5,980,688	22,678,543	8,156,971
6/30/2027	44,226,712	5,617,810	36,830,155	6,152,633	15,875,249	8,391,484
6/30/2028	41,615,256	5,779,322	33,128,578	6,329,521	8,335,852	8,632,739
6/30/2029	38,647,205	5,945,478	28,975,448	6,511,495		
6/30/2030	35,291,897	6,116,410	24,332,762	6,698,700		
6/30/2031	31,516,309	6,292,257	19,159,607	6,891,288		
6/30/2032	27,284,881	5,119,433	13,411,953	7,089,412		
6/30/2033	23,961,270	5,014,797	7,042,412	7,293,233		
6/30/2034	20,505,060	4,809,136				
6/30/2035	17,011,260	4,467,916				
6/30/2036	13,617,532	4,103,100				
6/30/2037	10,355,568	2,117,677				
6/30/2038	8,913,247	1,946,682				
6/30/2039	7,543,442	1,868,703				
6/30/2040	6,155,084	1,922,428				
6/30/2041	4,610,431	1,547,480				
6/30/2042	3,342,092	1,480,753				
6/30/2043	2,050,902	1,195,653				
6/30/2044	961,356	666,136				
6/30/2045	341,194	242,261				
6/30/2046	115,041	119,138				
6/30/2047						
6/30/2048						
Totals		104,540,156		90,384,517		76,241,708
Interest Paid		50,605,159		36,449,520		22,306,711
Estimated Savings				14,155,639		28,298,448

* This schedule does not reflect the impact of adopted discount rate changes that will become effective beyond June 30, 2017. For Projected Employer Contributions, please see page 5.

Amortization Schedule and Alternatives

Date	<u>Current Amortization Schedule</u>		<u>Alternate Schedules</u>			
	Balance	Payment	10 Year Amortization		5 Year Amortization	
			Balance	Payment	Balance	Payment
6/30/2019	53,245	1,468	53,245	6,603	53,245	11,966
6/30/2020	55,585	3,020	50,267	6,793	44,714	12,310
6/30/2021	56,487	4,661	46,876	6,989	35,208	12,663
6/30/2022	55,756	6,393	43,037	7,190	24,646	13,028
6/30/2023	53,177	8,221	38,712	7,396	12,941	13,402
6/30/2024	48,518	8,458	33,859	7,609		
6/30/2025	43,277	8,701	28,434	7,828		
6/30/2026	37,403	8,951	22,389	8,053		
6/30/2027	30,845	9,208	15,672	8,284		
6/30/2028	23,545	9,473	8,229	8,522		
6/30/2029	15,442	9,745				
6/30/2030	6,469	6,699				
6/30/2031						
6/30/2032						
6/30/2033						
6/30/2034						
6/30/2035						
6/30/2036						
6/30/2037						
6/30/2038						
6/30/2039						
6/30/2040						
6/30/2041						
6/30/2042						
6/30/2043						
6/30/2044						
6/30/2045						
6/30/2046						
6/30/2047						
6/30/2048						
Totals		85,000		75,267		63,368
Interest Paid		31,754		22,022		10,123
Estimated Savings				9,733		21,632

* This schedule does not reflect the impact of adopted discount rate changes that will become effective beyond June 30, 2017. For Projected Employer Contributions, please see page 5.

Amortization Schedule and Alternatives

Date	<u>Current Amortization Schedule</u>		<u>Alternate Schedules</u>			
	Balance	Payment	15 Year Amortization		10 Year Amortization	
			Balance	Payment	Balance	Payment
6/30/2019	56,983	1,259	56,983	5,182	56,983	7,067
6/30/2020	59,811	2,590	55,748	5,330	53,796	7,270
6/30/2021	61,465	3,996	54,270	5,484	50,167	7,479
6/30/2022	61,782	5,482	52,525	5,641	46,058	7,694
6/30/2023	60,584	7,049	50,491	5,804	41,429	7,915
6/30/2024	57,676	7,252	48,141	5,970	36,235	8,143
6/30/2025	54,348	7,460	45,448	6,142	30,429	8,377
6/30/2026	50,562	7,675	42,382	6,319	23,960	8,618
6/30/2027	46,279	7,896	38,911	6,500	16,772	8,866
6/30/2028	41,458	8,123	35,001	6,687	8,807	9,121
6/30/2029	36,052	8,356	30,613	6,879		
6/30/2030	30,012	8,596	25,708	7,077		
6/30/2031	23,285	8,843	20,242	7,281		
6/30/2032	15,815	9,098	14,170	7,490		
6/30/2033	7,540	7,808	7,440	7,705		
6/30/2034						
6/30/2035						
6/30/2036						
6/30/2037						
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6/30/2043						
6/30/2044						
6/30/2045						
6/30/2046						
6/30/2047						
6/30/2048						
Totals		101,483		95,492		80,550
Interest Paid		44,500		38,509		23,567
Estimated Savings				5,991		20,933

* This schedule does not reflect the impact of adopted discount rate changes that will become effective beyond June 30, 2017. For Projected Employer Contributions, please see page 5.

Plan's Funded Status

	June 30, 2016	June 30, 2017
1. Present Value of Projected Benefits	\$ 183,670,013	\$ 194,139,089
2. Entry Age Normal Accrued Liability	164,087,966	171,801,531
3. Market Value of Assets (MVA)	\$ 106,776,159	\$ 115,939,262
4. Unfunded Accrued Liability (UAL) [(2) – (3)]	\$ 57,311,807	\$ 55,862,269
5. Funded Ratio [(3) / (2)]	65.1%	67.5%

This measure of funded status is an assessment of the need for future employer contributions based on the selected actuarial cost method used to fund the plan. The UAL is the present value of future employer contributions for service that has already been earned and is in addition to future normal cost contributions for active members. For a measure of funded status that is appropriate for assessing the sufficiency of plan assets to cover estimated termination liabilities, please see "Hypothetical Termination Liability" in the "Risk Analysis" section.

Projected Employer Contributions

The table below shows the required and projected employer contributions (before cost sharing) for the next six fiscal years. Projected results reflect the adopted changes to the discount rate described in Appendix A, "Actuarial Methods and Assumptions." The projections also assume that all actuarial assumptions will be realized and that no further changes to assumptions, contributions, benefits, or funding will occur during the projection period. The projected normal cost percentages in the projections below do not reflect that the normal cost will decline over time as new employees are hired into PEPR or other lower cost benefit tiers.

	Required Contribution	Projected Future Employer Contributions (Assumes 7.25% Return for Fiscal Year 2017-18)				
Fiscal Year	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Normal Cost %	12.068%	12.7%	12.7%	12.7%	12.7%	12.7%
UAL Payment	3,988,738	4,308,000	4,697,000	5,002,000	5,163,000	5,370,000
<i>Total as a % of Payroll*</i>	<i>37.4%</i>	<i>39.4%</i>	<i>41.0%</i>	<i>42.1%</i>	<i>42.2%</i>	<i>42.6%</i>
<i>Projected Payroll</i>	<i>15,725,054</i>	<i>16,118,252</i>	<i>16,561,504</i>	<i>17,016,945</i>	<i>17,484,911</i>	<i>17,965,746</i>

*Illustrative only and based on the projected payroll shown.

Changes in the UAL due to actuarial gains or losses as well as changes in actuarial assumptions or methods are amortized using a 5-year ramp up. For more information, please see "Amortization of the Unfunded Actuarial Accrued Liability" under "Actuarial Methods" in Appendix A. This method phases in the impact of changes in UAL over a 5-year period and attempts to minimize employer cost volatility from year to year. As a result of this methodology, dramatic changes in the required employer contributions in any one year are less likely. However, required contributions can change gradually and significantly over the next five years. In years where there is a large increase in UAL the relatively small amortization payments during the ramp up period could result in a funded ratio that is projected to decrease initially while the contribution impact of the increase in the UAL is phased in.

Due to the adopted change in the discount rate for the next valuation in combination with the 5-year phase-in ramp, the increases in the required contributions are expected to continue for six years from Fiscal Year 2019-20 through Fiscal Year 2024-25.

For projected contributions under alternate investment return scenarios, please see the "Analysis of Future Investment Return Scenarios" in the "Risk Analysis" section.

Plan's Funded Status

		June 30, 2016		June 30, 2017
1. Present Value of Projected Benefits (PVB)	\$	185,985,623	\$	196,980,363
2. Entry Age Normal Accrued Liability (AL)		165,605,766		176,386,493
3. Plan's Market Value of Assets (MVA)		114,466,059		124,496,514
4. Unfunded Accrued Liability (UAL) [(2) - (3)]		51,139,707		51,889,979
5. Funded Ratio [(3) / (2)]		69.1%		70.6%

This measure of funded status is an assessment of the need for future employer contributions based on the selected actuarial cost method used to fund the plan. The UAL is the present value of future employer contributions for service that has already been earned and is in addition to future normal cost contributions for active members. For a measure of funded status that is appropriate for assessing the sufficiency of plan assets to cover estimated termination liabilities, please see "Hypothetical Termination Liability" in the "Risk Analysis" section.

Projected Employer Contributions

The table below shows projected employer contributions (before cost sharing) for the next six fiscal years. Projected results reflect the adopted changes to the discount rate described in Appendix A, "Statement of Actuarial Data, Methods and Assumptions" of the Section 2 report. The projections also assume that all actuarial assumptions will be realized and that no further changes to assumptions, contributions, benefits, or funding will occur during the projection period.

	Required Contribution	Projected Future Employer Contributions (Assumes 7.25% Return for Fiscal Year 2017-18)				
Fiscal Year	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Normal Cost %	23.654%	25.1%	25.1%	25.1%	25.1%	25.1%
UAL Payment	\$3,710,812	\$4,167,000	\$4,698,000	\$5,139,000	\$5,414,000	\$5,688,000

Changes in the UAL due to actuarial gains or losses as well as changes in actuarial assumptions or methods are amortized using a 5-year ramp up. For more information, please see "Amortization of the Unfunded Actuarial Accrued Liability" under "Actuarial Methods" in Appendix A of Section 2. This method phases in the impact of unanticipated changes in UAL over a 5-year period and attempts to minimize employer cost volatility from year to year. As a result of this methodology, dramatic changes in the required employer contributions in any one year are less likely. However, required contributions can change gradually and significantly over the next five years. In years where there is a large increase in UAL the relatively small amortization payments during the ramp up period could result in a funded ratio that is projected to decrease initially while the contribution impact of the increase in the UAL is phased in.

Due to the adopted changes in the discount rate for next year's valuation in combination with the 5-year phase-in ramp, the increases in the required contributions are expected to continue for six years from Fiscal Year 2019-20 through Fiscal Year 2024-25.

For projected contributions under alternate investment return scenarios, please see the "Analysis of Future Investment Return Scenarios" in the "Risk Analysis" section.

Plan's Funded Status

		June 30, 2016		June 30, 2017
1. Present Value of Projected Benefits (PVB)	\$	10,569,251	\$	15,005,568
2. Entry Age Normal Accrued Liability (AL)		1,464,384		2,528,996
3. Plan's Market Value of Assets (MVA)		1,378,487		2,451,677
4. Unfunded Accrued Liability (UAL) [(2) - (3)]		85,897		77,319
5. Funded Ratio [(3) / (2)]		94.1%		96.9%

This measure of funded status is an assessment of the need for future employer contributions based on the selected actuarial cost method used to fund the plan. The UAL is the present value of future employer contributions for service that has already been earned and is in addition to future normal cost contributions for active members. For a measure of funded status that is appropriate for assessing the sufficiency of plan assets to cover estimated termination liabilities, please see "Hypothetical Termination Liability" in the "Risk Analysis" section.

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	Required Contribution	Projected Future Employer Contributions (Assumes 7.25% Return for Fiscal Year 2017-18)				
Fiscal Year	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Normal Cost %	22.434%	23.8%	23.8%	23.8%	23.8%	23.8%
UAL Payment	\$1,468	\$6,200	\$11,000	\$16,000	\$22,000	\$26,000

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For projected contributions under alternate investment return scenarios, please see the "Analysis of Future Investment Return Scenarios" in the "Risk Analysis" section.

Plan's Funded Status

		June 30, 2016		June 30, 2017
1. Present Value of Projected Benefits (PVB)	\$	6,564,506	\$	8,963,938
2. Entry Age Normal Accrued Liability (AL)		504,972		1,027,486
3. Plan's Market Value of Assets (MVA)		457,518		975,495
4. Unfunded Accrued Liability (UAL) [(2) - (3)]		47,454		51,991
5. Funded Ratio [(3) / (2)]		90.6%		94.9%

This measure of funded status is an assessment of the need for future employer contributions based on the selected actuarial cost method used to fund the plan. The UAL is the present value of future employer contributions for service that has already been earned and is in addition to future normal cost contributions for active members. For a measure of funded status that is appropriate for assessing the sufficiency of plan assets to cover estimated termination liabilities, please see "Hypothetical Termination Liability" in the "Risk Analysis" section.

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	Required Contribution	Projected Future Employer Contributions (Assumes 7.25% Return for Fiscal Year 2017-18)				
Fiscal Year	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Normal Cost %	13.786%	13.9%	13.9%	13.9%	13.9%	13.9%
UAL Payment	\$1,259	\$4,500	\$7,900	\$11,000	\$15,000	\$18,000

Changes in the UAL due to actuarial gains or losses as well as changes in actuarial assumptions or methods are amortized using a 5-year ramp up. For more information, please see "Amortization of the Unfunded Actuarial Accrued Liability" under "Actuarial Methods" in Appendix A of Section 2. This method phases in the impact of unanticipated changes in UAL over a 5-year period and attempts to minimize employer cost volatility from year to year. As a result of this methodology, dramatic changes in the required employer contributions in any one year are less likely. However, required contributions can change gradually and significantly over the next five years. In years where there is a large increase in UAL the relatively small amortization payments during the ramp up period could result in a funded ratio that is projected to decrease initially while the contribution impact of the increase in the UAL is phased in.

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For projected contributions under alternate investment return scenarios, please see the "Analysis of Future Investment Return Scenarios" in the "Risk Analysis" section.

**City of Antioch
2019 Budget Schedule**

Study Session Date (before Council Mtg)	Proposed Time	Subject
February 26, 2019	5:00 p.m.	Overview of positions being requested in budget, unfunded liabilities continuation
March 12, 2019	5:30 p.m.	Replacement reserves, CAP to Animal & Recreation
March 26, 2019	5:30 p.m.	Placeholder
April 9, 2019	5:00 p.m.	General Fund, Recreation Fund, Prewett Water Park Fund, Animal Services Fund
April 23, 2019	5:30 p.m.	Continuation of April 9th if needed and CIP
May 14, 2019	5:30 p.m.	Special Revenue, Debt Service, APFA and Successor Agency Funds (and any follow up from prior study sessions)
May 28, 2019	5:30 p.m.	Special Revenue, Capital Project, Internal Service and Enterprise Funds (and any follow up from prior study sessions)
June 11, 2019	5:30 p.m.	Placeholder if additional meeting needed before budget adoption, or possible budget adoption during regular agenda if all completed
June 25, 2019	7:00 p.m.	Budget Adoption - regular agenda item if not ready for June 11th CIP Adoption - Public Hearing



RECOGNIZING NATIONAL LIBRARY WEEK

APRIL 7 – 13, 2019

WHEREAS, today's libraries are not just about books but what they do for and with people; and

WHEREAS, libraries of all types are at the heart of cities, towns, schools and campuses; and

WHEREAS, libraries have long served as trusted and treasured institutions where people of all backgrounds can be together and connect; and

WHEREAS, libraries and librarians build strong communities through transformative services, programs and expertise; and

WHEREAS, libraries, which promote the free exchange of information and ideas for all, are cornerstones of democracy; and

WHEREAS, libraries promote civic engagement by keeping people informed and aware of community events and issues; and

WHEREAS, librarians and library workers partner with other civic organizations to make sure their community's needs are being met; and

WHEREAS, libraries and librarians empower their communities to make informed decisions by providing free access to information; and

WHEREAS, libraries are a resource for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status, by offering services and educational resources that transform lives and strengthen communities; and

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

NOW, THEREFORE, I, SEAN WRIGHT, Mayor of the City of Antioch,
do hereby proclaim April 7-13, 2019 as NATIONAL LIBRARY WEEK and encourage all residents to visit the library this week to take advantage of the wonderful library resources available, explore what's new and engage with your librarian. Because of you, Libraries Transform.

APRIL 9, 2019

SEAN WRIGHT, Mayor



ARBOR DAY
APRIL 26, 2019

WHEREAS, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautify our community; and

WHEREAS, the City of Antioch has been named Tree City USA for the thirteenth consecutive year; and

WHEREAS, the City of Antioch will be celebrating Arbor Day with a tree planting on April 26, 2019, 3:30 p.m. with the Riverview Garden Club and Boy Scout Troop 247 at Mira Vista Park, Antioch.

NOW, THEREFORE, I, SEAN WRIGHT, Mayor of the City of Antioch, do hereby proclaim April 26, 2019 as ARBOR DAY in the City of Antioch and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands.

APRIL 9, 2019

SEAN WRIGHT, Mayor

ANTIOCH LIBRARY



Libraries=Strong
COMMUNITIES



Celebrate
**NATIONAL
LIBRARY WEEK**
APRIL 7-13, 2019

ALA American
Library
Association



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ANTIOCH PUBLIC LIBRARY



Libraries=Strong
COMMUNITIES

Celebrate
NATIONAL LIBRARY WEEK
APRIL 7-13, 2019



CONTRA COSTA COUNTY LIBRARY

Bringing People and Ideas Together

ccclib.org



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STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of April 9, 2019

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Christina Garcia, CMC, Deputy City Clerk *Cg*

APPROVED BY: Nickie Mastay, Administrative Services Director *NM*

SUBJECT: City Council Meeting Minutes of March 26, 2019

RECOMMENDED ACTION

It is recommended that the City Council continue the Meeting Minutes of March 26, 2019 to the next meeting.

STRATEGIC PURPOSE

N/A

FISCAL IMPACT

None

DISCUSSION

N/A

ATTACHMENT

None.

CITY OF ANTIOCH
CLAIMS BY FUND REPORT
FOR THE PERIOD OF
MARCH 15 - MARCH 25, 2019
FUND/CHECK#

100 General Fund

Non Departmental

380182 CALIFORNIA BUILDING STANDARDS	1ST QT FY 18/19	3,527.96
380190 CONTRA COSTA COUNTY	RECORDING FEES	26.00
380211 HARRIS AND ASSOCIATES INC	PROFESSIONAL SERVICES	7,930.00
380258 STANTEC CONSULTING	CONSULTANT SERVICES	3,824.50
380261 STATE OF CALIFORNIA	SMIP - 3RD QT 2018	9,819.04
380270 WANG, YAXIN	SB1186 STATE FEE REFUND	4.00
380276 AMERICAN RECESS LLC	DEPOSIT REFUND	3,174.92
380285 AVIANO FARMS LLC	DEPOSIT REFUND	26,176.10
380296 CHIU, GABRIEL H	DEPOSIT REFUND	4,547.15
380323 GENTRY CONSTRUCTION	CBSC FEE REFUND	2.87
380374 RANEY PLANNING & MANAGEMENT	CONSULTING SERVICES	5,385.13
380403 ZHOU, DENG	SB1186 STATE FEE REFUND	4.00
933790 ZUMWALT ENGINEERING GROUP INC	PROFESSIONAL SERVICES	790.70

City Council

380401 WILLIAM AVERY AND ASSOCIATES	CONTRACTS PROFESSIONAL	5,500.00
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City Attorney

380240 OFFICE MAX INC	OFFICE SUPPLIES	163.88
380349 MEYERS NAVE	LEGAL SERVICES RENDERED	1,954.26
380381 SHRED IT INC	SHRED SERVICES	62.88
380398 VERIZON WIRELESS	DATA SERVICES	576.76

City Manager

380207 FEDERAL ADVOCATES INC	CONSULTANT SERVICES	4,166.67
380240 OFFICE MAX INC	OFFICE SUPPLIES	52.61
380286 BERNAL JR, ROWLAND	EXPENSE REIMBURSEMENT	28.80
380398 VERIZON WIRELESS	DATA SERVICES	38.01

City Clerk

380205 EIDEN, KITTY J	MINUTES CLERK	1,690.50
380400 WESTAMERICA BANK	COPIER LEASE	270.80

Human Resources

380174 BANK OF AMERICA	SERVICE AWARDS	174.32
380318 FEDEX	SHIPPING	30.50
380324 GOVERNMENTJOBS.COM INC	PROFESSIONAL SERVICES	1,312.50
380372 PITCHER, JUSTIN WILLIAM	EDUCATION REIMBURSEMENT	800.00
380381 SHRED IT INC	SHRED SERVICES	62.88
380400 WESTAMERICA BANK	COPIER LEASE	270.80

CITY OF ANTIOCH
CLAIMS BY FUND REPORT
FOR THE PERIOD OF
MARCH 15 - MARCH 25, 2019
FUND/CHECK#

933788 RETIREE	RETIREMENT AWARD CHECK	250.00
Economic Development		
380177 BANK OF AMERICA	TRAVEL EXPENSE	185.26
380247 REED, KWAME P	TRAINING PER DIEM	153.00
380316 DUALHARE INC	COMMUNICATION SERVICES	4,800.00
380341 SMYERS AND KRAUSS APPRAISAL	DELTA FAIR APPRAISAL	4,800.00
380398 VERIZON WIRELESS	DATA SERVICES	53.57
933767 KARSTE CONSULTING INC	CONSULTING SERVICES	540.00
Finance Administration		
380400 WESTAMERICA BANK	COPIER LEASE	342.57
Finance Accounting		
380381 SHRED IT INC	SHRED SERVICES	62.88
Finance Operations		
380192 CONTRA COSTA COUNTY CLERK	RECORDING FEES	126.00
380240 OFFICE MAX INC	OFFICE SUPPLIES	26.62
380397 UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	35.00
Non Departmental		
380208 FRIAN, RICHARD AND ANITA	CITATION REFUND	357.00
380209 FRIAN, RICHARD AND ANITA	PENALTY REFUND	296.00
380270 WANG, YAXIN	PENALTY REFUND	410.00
380272 A NANCY DUBUK DDS	BL TAX REFUND	306.84
380309 CROSS POINTE	BL TAX REFUND	2,209.35
380403 ZHOU, DENGGEN	PROCESSING FEE REFUND	285.00
933769 MUNISERVICES LLC	STARS SERVICE	250.00
Public Works Maintenance Administration		
380398 VERIZON WIRELESS	DATA SERVICES	38.01
380400 WESTAMERICA BANK	COPIER LEASE	299.06
Public Works General Maintenance Services		
380176 BANK OF AMERICA	SUPPLIES	32.78
Public Works Street Maintenance		
380203 EAST BAY WORK WEAR	UNIFORMS	48.67
380345 LOWES COMPANIES INC	SUPPLIES	41.26
380358 NEXTEL SPRINT	CELL PHONE	57.78
380398 VERIZON WIRELESS	DATA SERVICES	38.01

CITY OF ANTIOCH
CLAIMS BY FUND REPORT
FOR THE PERIOD OF
MARCH 15 - MARCH 25, 2019
FUND/CHECK#

Public Works-Signal/Street Lights

380189 CONTRA COSTA COUNTY	TRAFFIC SIGNAL MAINTENANCE	18,356.18
380275 AMERICAN GREENPOWER USA INC	INDUCTION LIGHTING	2,440.95
380366 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,119.28
933780 ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	12,354.80

Public Works-Striping/Signing

380169 ANTIOCH AUTO PARTS	AUTO PARTS	16.04
380338 INTERSTATE SALES	TRAFFIC PAINT	10,687.95
380345 LOWES COMPANIES INC	SUPPLIES	64.54
380358 NEXTEL SPRINT	CELL PHONE	57.78
380398 VERIZON WIRELESS	DATA SERVICES	38.01

Public Works-Facilities Maintenance

380168 ACE HARDWARE, ANTIOCH	SUPPLIES	35.25
380176 BANK OF AMERICA	FIRE PERMIT	558.00
380203 EAST BAY WORK WEAR	UNIFORMS	129.86
380246 REAL PROTECTION INC	REPAIR SERVICES	838.50
380289 BLUE STAR COMPANY INC	RECYCLE E-WASTE	300.00
380315 DREAM RIDE ELEVATOR	MAINTENANCE SERVICES	3,460.00
380333 HONEYWELL INTERNATIONAL INC	HVAC SERVICES	13,075.50
380345 LOWES COMPANIES INC	SUPPLIES	682.88
380358 NEXTEL SPRINT	CELL PHONE	57.78
380366 PACIFIC GAS AND ELECTRIC CO	GAS	24.62
380371 PFLUEGER, MATTHEW JAMES	EXPENSE REIMBURSEMENT	1,381.06
380380 SHERWIN WILLIAMS CO	SUPPLIES	659.46
380398 VERIZON WIRELESS	DATA SERVICES	38.01
933761 CONSOLIDATED ELECTRICAL DIST	PARTS	241.29

Public Works-Parks Maint

380166 AMERICAN PLUMBING INC	PLUMBING SERVICES	310.00
380221 KAY PARK AND REC CORP	PARK PICNIC TABLES	20,951.40
380262 STEWARTS TREE SERVICE INC	LANDSCAPE SERVICES	1,200.00
380366 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	161.20
933780 ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	129.06

Public Works-Median/General Land

380168 ACE HARDWARE, ANTIOCH	SUPPLIES	38.15
380214 HORIZON	SUPPLIES	332.58
380238 CROP PRODUCTION SERVICES INC	SUPPLIES	1,818.60
380262 STEWARTS TREE SERVICE INC	LANDSCAPE SERVICES	950.00
380345 LOWES COMPANIES INC	SUPPLIES	68.08

Prepared by: Lauren Posda
Finance Accounting

3/28/2019

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380366 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	52.38
933773 JOHN DEERE LANDSCAPES	PARTS	1,122.28
933787 JOHN DEERE LANDSCAPES	PARTS	101.07
Public Works-Work Alternative		
380358 NEXTEL SPRINT	CELL PHONE	54.76
Police Administration		
380161 ADAMS, JONATHAN B	TRAINING PER DIEM	198.00
380162 ADAMSON POLICE PRODUCTS	EQUIPMENT	641.64
380175 BANK OF AMERICA	RECRUITMENT	3,468.62
380179 BROOKS, TAMMANY N	TRAINING PER DIEM	213.00
380181 BROWNELLS INC	PARTS	413.95
380187 CONCORD UNIFORMS LLC	UNIFORMS	1,191.85
380188 CONTRA COSTA COUNTY	TRAINING FEES	740.00
380197 CRYSTAL CLEAR LOGOS INC	SUPPLIES	186.66
380198 CRYSTAL CLEAR LOGOS INC	SUPPLIES	93.98
380210 GALLS INC	EQUIPMENT	3,949.82
380217 WILCO SUPPLY	SUPPLIES	40.24
380218 INABNETT, KELLY	TRAINING PER DIEM	198.00
380226 LC ACTION POLICE SUPPLY	SUPPLIES	3,803.19
380227 LOS ANGELES COUNTY	TRAINING - HARGER/R.SMITH	2,760.00
380228 M AND M CAR WASH AND DETAIL	CAR WASHES	4,070.00
380230 MARTIN, RICHARD B	TRAINING PER DIEM	213.00
380237 NET TRANSCRIPTS	TRANSCRIPTS	111.25
380240 OFFICE MAX INC	OFFICE SUPPLIES	799.20
380242 PORAC	RESERVE UNIT PORAC DUES	10.00
380243 PUBLIC AGENCY TRAINING COUNCIL	TRAINING - C. BROGDON	325.00
380244 PUBLIC AGENCY TRAINING COUNCIL	TRAINING - A. GONZALEZ	325.00
380245 REACH PROJECT INC	PROGRAM SERVICES	17,083.00
380250 SAN DIEGO POLICE EQUIPMENT CO	EQUIPMENT	533.47
380251 SCHMIDT AND BENDER	SNIPER OPTICS	2,800.00
380260 STATE OF CALIFORNIA	DOJ FEES	633.00
380273 ADAMSON POLICE PRODUCTS	EQUIPMENT	271.88
380277 AMIRI, MORTEZA	TRAINING PER DIEM	132.00
380295 CHALK, STEPHANIE A	TRAINING PER DIEM	380.00
380297 CITY OF WALNUT CREEK	DUES	1,050.00
380301 CONTRA COSTA COUNTY	RANGE TRAINING	195.00
380305 CPS HUMAN RESOURCE SERVICES	RECRUITMENT MATERIALS	2,669.60
380308 CRIME SCENE CLEANERS INC	CRIME SCENE CLEAN UP	70.00
380310 CRUMP INVESTIGATIONS	PRE EMPLOYMENT SERVICES	1,443.50
380314 DIRECT GOV SOURCE	EQUIPMENT	1,926.58

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380318 FEDEX	SHIPPING	35.16
380328 HAMPTON INN	LODGING - K. SMITH	328.32
380329 HAMPTON INN	LODGING - K. TIAHJADI	328.32
380330 HAMPTON INN	LODGING - M. AMIRI	218.88
380331 HILTON SANTA BARBARA	LODGING - S. CHALK	962.40
380332 HILTON SANTA BARBARA	LODGING - S. MOORE	962.40
380337 INABNETT, KELLY	TRAINING PER DIEM	330.00
380346 MARRIOTT HOTEL	LODGING - R. SMITH 4/4-4/6/19	422.70
380347 MARRIOTT HOTEL	LODGING - R. SMITH 5/1-5/3/19	422.70
380351 MOORE, SHANNON L	TRAINING PER DIEM	380.00
380370 PETERSON, SAMANTHA GENOVEVA	EXPENSE REIMBURSEMENT	172.95
380376 ROMBOUGH, ERIC A	TRAINING PER DIEM	228.00
380382 SMITH JR, RICHARD A	TRAINING PER DIEM	198.00
380383 SMITH, KYLE T	TRAINING PER DIEM	198.00
380390 TIAHJADI, KEVIN JEREMIAH	TRAINING PER DIEM	198.00
380394 TRAVIS CREDIT UNION	PAYMENT REFUND	205.00
933766 IMAGE SALES INC	ID CARDS	21.31
933768 MOBILE MINI LLC	EVIDENCE STORAGE	230.78
933771 PRO FORCE LAW ENFORCEMENT	SUPPLIES	1,522.50
Police Community Policing		
380172 ARK PET HOSPITAL INC, THE	VETERINARY SERVICES	36.00
380175 BANK OF AMERICA	SUPPLIES	575.32
380185 CLEMENTI, MARK A	PROFESSIONAL SERVICES	685.00
380215 HUNT AND SONS INC	FUEL	219.16
380320 FIRST VANGUARD RENTALS	GENERATOR	1,187.55
380359 OCCUPATIONAL HEALTH CENTERS	MEDICAL SERVICES	181.50
Police Investigations		
380175 BANK OF AMERICA	TRAVEL EXPENSE	627.01
380191 CONTRA COSTA COUNTY	SART EXAM	11,700.00
380201 EAN SERVICES LLC	RENTAL CAR - C. BROGDON	139.96
380257 SPRINT	PHONE	542.00
380379 SEROLOGICAL RESEARCH INS.	DNA SCREENING	2,150.00
Police Special Operations Unit		
380392 TOYOTA FINANCIAL SERVICES	VEHICLE LEASE	597.97
Police Communications		
380173 AT AND T	PHONE SERVICES	54.01
380175 BANK OF AMERICA	PROFESSIONAL SERVICES	158.31
380241 PACIFIC TELEMAGEMENT SERV.	SATELLITE PHONE	78.00

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380398 VERIZON WIRELESS	DATA SERVICES	2,318.61
Police Community Volunteers		
380175 BANK OF AMERICA	EVENT DEPOSIT	500.00
Police Facilities Maintenance		
380200 DONG VINH INC	OFFICE EQUIPMENT	1,827.24
380240 OFFICE MAX INC	OFFICE SUPPLIES	9,414.75
380303 CONTRA COSTA FIRE EQUIPMENT	EQUIPMENT	274.61
380333 HONEYWELL INTERNATIONAL INC	HVAC SERVICES	7,233.00
380345 LOWES COMPANIES INC	SUPPLIES	2,084.86
P & R Administration		
380316 DUALHARE INC	COMMUNICATION SERVICES	400.00
380364 OREILLY AUTO PARTS	EQUIPMENT	326.25
380367 PARKINK	EVENT T-SHIRTS	1,161.32
Community Development Land Planning Services		
380205 EIDEN, KITTY J	MINUTES CLERK	84.00
380216 ICF JONES AND STOKES INC	CONSULTANT SERVICES	61,698.79
380225 LAND USE PLANNING SERVICES INC	CONSULTANT SERVICES	14,144.85
380232 MERIDETH, ZOE ALANNA	EXPENSE REIMBURSEMENT	439.26
380234 MORRIS, ALEXIS S	EXPENSE REIMBURSEMENT	26.95
380252 SCUDERO, KEVIN S	EXPENSE REIMBURSEMENT	80.60
380317 EIDEN, KITTY J	MINUTES CLERK	84.00
380323 GENTRY CONSTRUCTION	GP MAINT FEE REFUND	16.43
380352 MORRIS, ALEXIS S	EXPENSE REIMBURSEMENT	425.25
380398 VERIZON WIRELESS	DATA SERVICES	38.01
CD Code Enforcement		
380190 CONTRA COSTA COUNTY	RECORDING FEES	1,748.00
380291 BRIDGEHEAD SELF STORAGE	STORAGE	230.00
380340 K2GC	PROFESSIONAL SERVICES	1,487.26
380358 NEXTEL SPRINT	CELL PHONE	743.89
380388 SUPICA, TERESA AND NIKOLIC	DUPLICATE PAYMENT REFUND	335.00
380398 VERIZON WIRELESS	DATA SERVICES	152.04
PW Engineer Land Development		
380176 BANK OF AMERICA	SUPPLIES	93.59
380299 COASTLAND	INSPECTION SERVICES	51,421.25
380358 NEXTEL SPRINT	CELL PHONE	203.11
380378 SALABER ASSOCIATES INC	INSPECTION SERVICES	40,505.00

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380398 VERIZON WIRELESS	DATA SERVICES	76.02
933784 RAY MORGAN COMPANY	COPIER USAGE	400.99
Community Development Building Inspection		
380323 GENTRY CONSTRUCTION	ENERGY INSP FEE REFUND	275.99
380358 NEXTEL SPRINT	CELL PHONE	337.24
Capital Imp. Administration		
380240 OFFICE MAX INC	OFFICE SUPPLIES	11.83
380398 VERIZON WIRELESS	DATA SERVICES	38.01
Community Development Engineering Services		
380358 NEXTEL SPRINT	CELL PHONE	130.56
380361 OFFICE MAX INC	OFFICE SUPPLIES	117.09
213 Gas Tax Fund		
Streets		
380318 FEDEX	SHIPPING	29.76
380366 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	506.76
214 Animal Control Fund		
Animal Control		
380167 ANIMAL CLINIC OF ANTIOCH	VETERINARY SERVICES	1,342.85
380202 EAST BAY VETERINARY EMERGENCY	VETERINARY SERVICES	2,424.06
380204 EAST HILLS VETERINARY HOSPITAL	VETERINARY SERVICES	236.99
380212 HENRY SCHEIN ANIMAL HEALTH	VETERINARY SUPPLIES	363.34
380213 HILLS PET NUTRITION	SUPPLIES	1,132.95
380236 MWI VETERINARY SUPPLY CO	SUPPLIES	4,079.63
380259 STARLINE SUPPLY COMPANY	OPERATING SUPPLIES	479.41
380264 ALLIANCE WELDING	OXYGEN	208.53
380306 CRE8 CONCEPTS	VOLUNTEER TSHIRTS	553.00
380391 ARF COMPANION ANIMAL CLINIC	SAFETY NET	161.00
380404 ZOETIS LLC	VETERINARY SUPPLIES	231.68
933765 IDEXX LABORATORIES INC	VETERINARY SUPPLIES	285.99
933768 MOBILE MINI LLC	EVIDENCE STORAGE	113.60
219 Recreation Fund		
Non Departmental		
380170 ANTIOCH HISTORICAL SOCIETY	DEPOSIT REFUND	500.00
380319 FELLOWSHIP CHURCH	DEPOSIT REFUND	300.00
380355 NAGTALON, JOSEFINA	SECURITY REFUND	900.00
380368 PARRA, REFUGIO	SECURITY REFUND	1,756.00

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Recreation Admin

380345 LOWES COMPANIES INC	SUPPLIES	274.36
380400 WESTAMERICA BANK	COPIER LEASE	270.80
933761 CONSOLIDATED ELECTRICAL DIST	SUPPLIES	119.41
933763 GRAINGER INC	SUPPLIES	30.75

Senior Programs

380333 HONEYWELL INTERNATIONAL INC	HVAC SERVICES	5,406.25
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Recreation Sports Programs

380184 CAZAREZ, JOEL	RENTAL REFUND	150.00
380262 STEWARTS TREE SERVICE INC	TREE SERVICES	2,475.00
380269 US FOODSERVICE INC	SUPPLIES	1,414.43
380281 ANTIOCH UNIFIED SCHOOL DIST	TENNIS COURT RENTALS	1,848.00
380335 WILCO SUPPLY	SUPPLIES	248.34

Recreation-Comm Center

380284 AT AND T MCI	PHONE	56.53
380290 BOWERS, AARON ROBERT	EXPENSE REIMBURSEMENT	37.56
380319 FELLOWSHIP CHURCH	RENTAL FEES REFUND	2,457.90
380333 HONEYWELL INTERNATIONAL INC	HVAC SERVICES	9,930.25
380345 LOWES COMPANIES INC	SUPPLIES	5.14
380357 NEOFUNDS BY NEOPOST	POSTAGE	161.82
380366 PACIFIC GAS AND ELECTRIC CO	GAS	5,999.51
380396 UNIQUE PEST CONTROL	BIRD CONTROL SERVICE	400.00
380398 VERIZON WIRELESS	DATA SERVICES	38.01
933782 LSA ASSOCIATES INC	OWL BIOLOGIST SERVICES	3,271.91

Recreation Water Park

380178 BRIGHT SECURITY INTEGRATIONS	ALARM REPAIRS AND SERVICE	357.00
380186 COMMERCIAL POOL SYSTEMS INC	SUPPLIES	558.73
380222 KELLY MOORE PAINT CO	SUPPLIES	12.39
380224 KNORR SYSTEMS INC	POOL CHEMICALS	812.42
380300 COMCAST	CONNECTION SERVICES	48.48
380345 LOWES COMPANIES INC	SUPPLIES	43.38
933764 ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	538.16

222 Measure C/J Fund

Streets

380189 CONTRA COSTA COUNTY	TRAFFIC SIGNAL MAINTENANCE	899.64
380211 HARRIS AND ASSOCIATES INC	PROFESSIONAL SERVICES	790.00
380318 FEDEX	SHIPPING	29.69

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226 Solid Waste Reduction Fund

Solid Waste

380254 SIGN A RAMA INC	SIGNS	474.15
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229 Pollution Elimination Fund

Channel Maintenance Operation

380176 BANK OF AMERICA	TRAINING	380.00
380193 CONTRA COSTA HEALTH SERVICES	INSPECTION	478.50
380265 TERMCO SPRAY TECHNOLOGY	PARTS	403.77
380358 NEXTEL SPRINT	CELL PHONE	51.16
380360 OCCUPATIONAL HEALTH CENTERS	MEDICAL SERVICES	56.00

Storm Drain Administration

380326 HAAS-WAJDOWICZ, JULIE A	MILEAGE REIMBURSEMENT	18.47
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238 PEG Franchise Fee Fund

Non Departmental

380389 SWATT MIERS ARCHITECTS	COUNCIL CHAMBERS PROJECT	18,815.00
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251 Lone Tree SLLMD Fund

Lonetree Maintenance Zone 1

380163 AL FRESCO LANDSCAPING	LANDSCAPE SERVICES	3,586.80
380266 TERRACARE ASSOCIATES	TURF MOWING	273.20

Lonetree Maintenance Zone 2

380266 TERRACARE ASSOCIATES	LANDSCAPE SERVICES	5,870.00
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Lonetree Maintenance Zone 3

380266 TERRACARE ASSOCIATES	LANDSCAPE SERVICES	5,870.00
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Lonetree Maintenance Zone 4

380266 TERRACARE ASSOCIATES	TURF MOWING	437.12
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252 Downtown SLLMD Fund

Downtown Maintenance

380266 TERRACARE ASSOCIATES	TURF MOWING	273.20
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254 Hillcrest SLLMD Fund

Hillcrest Maintenance Zone 1

380255 SILVA LANDSCAPE	LANDSCAPE SERVICES	4,020.00
380262 STEWARTS TREE SERVICE INC	LANDSCAPE SERVICES	6,700.00

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380266 TERRACARE ASSOCIATES	TURF MOWING	710.32
Hillcrest Maintenance Zone 2		
380262 STEWARTS TREE SERVICE INC	LANDSCAPE SERVICES	275.00
380266 TERRACARE ASSOCIATES	TURF MOWING	972.60
380373 PRINTEX CONCRETE PRODUCTS INC	REPAIR SERVICES	3,500.00
Hillcrest Maintenance Zone 4		
380266 TERRACARE ASSOCIATES	TURF MOWING	546.40
255 Park 1A Maintenance District Fund		
Park 1A Maintenance District		
380266 TERRACARE ASSOCIATES	TURF MOWING	710.32
380366 PACIFIC GAS AND ELECTRIC CO	GAS	93.93
256 Citywide 2A Maintenance District Fund		
Citywide 2A Maintenance Zone 3		
380266 TERRACARE ASSOCIATES	TURF MOWING	10.92
Citywide 2A Maintenance Zone 6		
380266 TERRACARE ASSOCIATES	TURF MOWING	655.68
Citywide 2A Maintenance Zone 8		
380266 TERRACARE ASSOCIATES	TURF MOWING	54.64
Citywide 2A Maintenance Zone 9		
380262 STEWARTS TREE SERVICE INC	LANDSCAPE SERVICES	6,850.00
380266 TERRACARE ASSOCIATES	TURF MOWING	163.92
257 SLLMD Administration Fund		
SLLMD Administration		
380176 BANK OF AMERICA	TRAINING	625.00
380266 TERRACARE ASSOCIATES	TURF MOWING	655.68
380345 LOWES COMPANIES INC	SUPPLIES	29.02
380358 NEXTEL SPRINT	CELL PHONE	175.98
380360 OCCUPATIONAL HEALTH CENTERS	MEDICAL SERVICES	56.00
380398 VERIZON WIRELESS	DATA SERVICES	76.02
311 Capital Improvement Fund		
Parks & Open Space		
380304 CONTRACTOR COMPLIANCE	LABOR COMPLIANCE SERVICES	240.00

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Energy Efficiency

380326 HAAS-WAJDOWICZ, JULIE A	MILEAGE REIMBURSEMENT	20.30
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376 Lone Diamond Fund

Assessment District

380190 CONTRA COSTA COUNTY	RECORDING FEES	1,180.00
380294 CENTRAL SELF STORAGE ANTIOCH	STORAGE	277.00

570 Equipment Maintenance Fund

Equipment Maintenance

380165 ALL STAR FORD	REPAIRS	622.65
380169 ANTIOCH AUTO PARTS	AUTO PARTS	2,374.12
380176 BANK OF AMERICA	PARTS	365.17
380229 MAACO	REPAIRS	1,200.64
380233 MITCHELL ONE INC	PARTS	4,038.87
380239 OCONNELL JETTING	SERVICE CALL	264.95
380253 SGS TESTCOM	INSPECTION	6.50
380256 SPRAYTEC	REPAIR PARTS	1,848.49
380263 LEHR AUTO ELECTRIC	PARTS	590.60
380280 ANTIOCH AUTO PARTS	AUTO PARTS	1,348.63
380322 GENOS AUTO BODY	REPAIR SERVICES	1,017.87
380342 LES SCHWAB TIRES OF CALIFORNIA	REPAIR SERVICES	55.92
380345 LOWES COMPANIES INC	SUPPLIES	222.58
380363 OREILLY AUTO PARTS	AUTO PARTS	21.33
380364 OREILLY AUTO PARTS	AUTO PARTS	6,771.44
380371 PFLUEGER, MATTHEW JAMES	EXPENSE REIMBURSEMENT	169.68
380395 TRED SHED, THE	AUTO PARTS	6,119.28
380398 VERIZON WIRELESS	DATA SERVICES	38.01
933759 BIG SKY ENTERPRISES INC	DISPOSAL FEE	616.75
933770 PETERSON	AUTO PARTS	1,460.53
933772 SC FUELS	SUPPLIES	1,857.91
933781 KIMBALL MIDWEST	SUPPLIES	159.66

573 Information Services Fund

Network Support & PCs

933760 COMPUTERLAND	SUPPLIES	170.03
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Telephone System

380284 AT AND T MCI	PHONE	509.35
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Office Equipment Replacement

933760 COMPUTERLAND	COMPUTER EQUIPMENT	4,881.73
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933762 DELL COMPUTER CORP	COMPUTER SOFTWARE	757.98
578 Post Retirement Medical-Misc Fund		
Non Departmental		
933778 RETIREE	MEDICAL AFTER RETIREMENT	656.07
580 Loss Control Fund		
Human Resources		
380235 MUNICIPAL POOLING AUTHORITY	INSURANCE	828.07
611 Water Fund		
Non Departmental		
380203 EAST BAY WORK WEAR	UNIFORMS	299.29
380206 FASTENAL CO	SUPPLIES	25.08
380287 BIG SKY LOGOS AND EMBROIDERY	UNIFORMS	259.30
380288 BISHOP CO	SUPPLIES	656.02
Water Supervision		
380358 NEXTEL SPRINT	CELL PHONE	173.34
380398 VERIZON WIRELESS	DATA SERVICES	152.04
Water Production		
380164 ALAMEDA ELECTRICAL DISTRIBUTOR	SUPPLIES	17.00
380168 ACE HARDWARE, ANTIOCH	SUPPLIES	9.78
380169 ANTIOCH AUTO PARTS	PARTS	678.42
380171 ARAMARK UNIFORM SERVICES	EQUIPMENT RENTAL	48.62
380183 CALLAHAN, STEVEN P	CERTIFICATE REIMBURSEMENT	200.00
380194 CONTRA COSTA WATER DISTRICT	RAW WATER	119,634.37
380195 CONTRA COSTA WATER DISTRICT	RAW WATER	102,792.62
380219 JOHNSON, GAVIN LEE	EXPENSE REIMBURSEMENT	60.00
380220 KARL NEEDHAM ENTERPRISES INC	CENTRIFUGE RENTAL	29,291.32
380223 KELLY MOORE PAINT CO	SUPPLIES	409.65
380231 MCMASTER CARR SUPPLY CO	PARTS	1,120.51
380240 OFFICE MAX INC	OFFICE SUPPLIES	96.21
380248 RICE LAKE WEIGHING SYSTEMS INC	PROFESSIONAL SERVICES	180.00
380267 TRUE BLUE AUTOMATION SERVICES	SUPPLIES	1,263.00
380268 US BANK	COPIER USAGE	78.94
380278 ANIMAL DAMAGE MANAGEMENT	PROFESSIONAL SERVICES	425.00
380279 ACE HARDWARE, ANTIOCH	SUPPLIES	43.99
380280 ANTIOCH AUTO PARTS	SUPPLIES	26.23
380282 ARAMARK UNIFORM SERVICES	EQUIPMENT MAINTENANCE	97.26
380283 ARAMARK UNIFORM SERVICES	EQUIPMENT RENTAL	48.62

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380284 AT AND T MCI	PHONE	92.81
380325 GUALCO GROUP INC, THE	PROFESSIONAL SERVICES	6,180.00
380327 HACH CO	LAB SUPPLIES	1,698.92
380345 LOWES COMPANIES INC	SUPPLIES	138.76
380348 MCMASTER CARR SUPPLY CO	PARTS	53.36
380350 MITCHELL LEWIS & STAVELAND CO	EQUIPMENT	1,162.85
380358 NEXTEL SPRINT	CELL PHONE	44.44
380366 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	233.10
380398 VERIZON WIRELESS	DATA SERVICES	38.01
380399 WALTER BISHOP CONSULTING	CONSULTING SERVICES	6,963.06
933761 CONSOLIDATED ELECTRICAL DIST	PARTS	42.93
933774 AIRGAS SPECIALTY PRODUCTS	AMMONIA	2,258.45
933779 GRAINGER INC	PARTS	522.60
933785 RED WING SHOE STORE	SAFETY SHOES - TOGNOTTI	184.01

Water Distribution

380168 ACE HARDWARE, ANTIOCH	SUPPLIES	110.96
380169 ANTIOCH AUTO PARTS	PARTS	49.73
380176 BANK OF AMERICA	SUPPLIES	65.77
380196 CRESCO EQUIPMENT RENTALS	EQUIPMENT RENTAL	3,120.01
380199 CWEA SFBS	MEMBERSHIP DUES	564.00
380203 EAST BAY WORK WEAR	UNIFORMS	202.40
380240 OFFICE MAX INC	OFFICE SUPPLIES	163.83
380271 WATER OPCERT SCHOOL	TRAINING	1,400.00
380293 CENTER FOR HEARING HEALTH INC	HEARING EXAM	660.00
380307 CRESCO EQUIPMENT RENTALS	EQUIPMENT RENTAL	1,991.48
380311 CWEA SFBS	MEMBERSHIP RENEWAL - LOWE	188.00
380312 DELTA DIABLO	RECYCLED WATER	7,696.02
380321 FURBER SAW INC	SUPPLIES	47.20
380345 LOWES COMPANIES INC	SUPPLIES	196.85
380358 NEXTEL SPRINT	CELL PHONE	637.68
380377 RT LAWRENCE CORP	LOCKBOX PROCESSING	1,115.15
380398 VERIZON WIRELESS	DATA SERVICES	380.10

Water Meter Reading

380249 SABRE BACKFLOW INC	PARTS	58.19
380356 NATIONAL METER & AUTOMATION	METER PARTS	12,784.82
380358 NEXTEL SPRINT	CELL PHONE	62.30
380365 PACE SUPPLY CORP	PARTS	443.70
380398 VERIZON WIRELESS	DATA SERVICES	38.01

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Public Buildings & Facilities

380180 BROWN AND CALDWELL INC	PROFESSIONAL SERVICES	4,202.25
380292 CAMP DRESSER AND MCKEE INC	CONSULTING SERVICES	11,392.52
380353 MUNICIPAL FINANCIAL SERVICES	PROFESSIONAL SERVICES	560.00
380402 WOODARD AND CURRAN	PROFESSIONAL SERVICES	5,879.00

Warehouse & Central Stores

380345 LOWES COMPANIES INC	SUPPLIES	223.79
380358 NEXTEL SPRINT	CELL PHONE	65.73
380397 UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	35.00

612 Water System Improvement Fund

Water Systems

380378 SALABER ASSOCIATES INC	INSPECTION SERVICES	18,951.25
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621 Sewer Fund

Sewer-Wastewater Supervision

380377 RT LAWRENCE CORP	LOCKBOX PROCESSING	1,115.15
380398 VERIZON WIRELESS	DATA SERVICES	76.02

Sewer-Wastewater Collection

380196 CRESCO EQUIPMENT RENTALS	EQUIPMENT RENTAL	3,120.01
380203 EAST BAY WORK WEAR	UNIFORMS	464.03
380240 OFFICE MAX INC	OFFICE SUPPLIES	27.17
380293 CENTER FOR HEARING HEALTH INC	HEARING TEST	660.00
380358 NEXTEL SPRINT	CELL PHONE	464.23
380398 VERIZON WIRELESS	DATA SERVICES	228.06
933763 GRAINGER INC	SUPPLIES	33.28
933786 SCOTTO, CHARLES W AND DONNA F	BUILDING LEASE	4,750.00

631 Marina Fund

Marina Administration

380176 BANK OF AMERICA	ADVERTISING	26.99
380334 HUNT AND SONS INC	FUEL	611.29
380358 NEXTEL SPRINT	CELL PHONE	57.78
380375 RECREATION PUBLICATIONS	ADVERTISING	509.50

Marina Maintenance

380345 LOWES COMPANIES INC	SUPPLIES	144.99
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CITY OF ANTIOCH
CLAIMS BY FUND REPORT
FOR THE PERIOD OF
MARCH 15 - MARCH 25, 2019
FUND/CHECK#

Major Projects

380393 TRANSYSTEMS CORPORATION	PROFESSIONAL SERVICES	2,225.94
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641 Prewett Water Park Fund

Recreation Water Park

380174 BANK OF AMERICA	FINGERPRINTING FEE	20.00
380333 HONEYWELL INTERNATIONAL INC	HVAC SERVICES	2,389.00
380358 NEXTEL SPRINT	CELL PHONE	33.44

721 Employee Benefits Fund

Non Departmental

380298 CITY SPORTS CLUB	PAYROLL DEDUCTIONS	54.98
380302 CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	400.00
380313 DIAMOND HILLS SPORT CLUB	PAYROLL DEDUCTIONS	209.00
380336 IN SHAPE HEALTH CLUBS	PAYROLL DEDUCTIONS	858.99
380339 IRVIN DEUTSCHER YMCA	PAYROLL DEDUCTIONS	50.00
380343 LINA	PAYROLL DEDUCTIONS	3,376.11
380354 MUNICIPAL POOLING AUTHORITY	PAYROLL DEDUCTIONS	2,002.17
380362 OPERATING ENGINEERS LOCAL 3	PAYROLL DEDUCTIONS	3,136.00
380369 PARS	PAYROLL DEDUCTIONS	3,674.29
380384 STANDARD LIFE INSURANCE	PAYROLL DEDUCTIONS	955.75
380385 STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	200.00
380386 STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	1,171.65
380387 STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	53.41
933775 ANTIOCH PD SWORN MGMT ASSOC	PAYROLL DEDUCTIONS	660.00
933776 ANTIOCH POLICE OFFICERS ASSOC	PAYROLL DEDUCTIONS	20,485.82
933777 ANTIOCH PUBLIC WORKS EMPLOYEE	PAYROLL DEDUCTIONS	3,758.55
933783 NATIONWIDE RETIREMENT	PAYROLL DEDUCTIONS	42,719.63
933789 VANTAGEPOINT TRANSFER AGENTS	PAYROLL DEDUCTIONS	4,905.03



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of April 9, 2019

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Thomas Lloyd Smith, City Attorney *TL*

SUBJECT: REJECTION OF CLAIMS: MARISOL SOLIS, LINDY THELXI
HERNANDEZ, UNBORN DOE

RECOMMENDED ACTION

It is recommended that the City Council reject the claim submitted by Marisol Solis, Lindy Thelxi Hernandez, through her guardian ad litem Hayzel Ortiz, Unborn Doe.

Should the City Council desire to discuss this matter, it would be scheduled for a future closed session.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of April 9, 2019

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Forrest Ebbs, Community Development Director *FE*

SUBJECT: Second Reading – Sidewalk Vendor Ordinance Amending Title 5 of the Antioch Municipal Code to Insert Chapter 23 to Regulate Sidewalk Vendors on Public Property and in Public Rights-Of-Way in Accordance with Senate Bill No. 946 and California Government Code

RECOMMENDED ACTION

It is recommended that the City Council adopt the Ordinance to amend Title 5 of the Antioch Municipal Code to insert Chapter 23 to regulate sidewalk vendors on public property and in public rights-of-way in accordance with Senate Bill No. 946 and California Government Code.

STRATEGIC PURPOSE

This action will support Strategy H-2, Update long range planning documents, by amending the Zoning Ordinance to include this State mandate.

DISCUSSION

The adoption of an Ordinance requires two separate readings. The subject Ordinance was introduced at the March 26, 2019 City Council meeting. This second reading will finalize the adoption of this Ordinance.

ATTACHMENTS

A: Ordinance

ATTACHMENT "A"

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH AMENDING TITLE 5 OF THE ANTIOCH MUNICIPAL CODE TO INCLUDE REGULATIONS ADDRESSING SIDEWALK VENDORS

The City Council of the City of Antioch does ordain as follows:

SECTION 1:

The City Council determined on March 26, 2019, that, the project does not have the potential for causing a significant effect on the environment because and is therefore not subject to the California Environmental Quality Act (CEQA).

SECTION 2:

The City Council finds that the regulation of Sidewalk Vendors is directly related to objective health, safety, or welfare concerns; is necessary to ensure the public's use and enjoyment of natural resources and recreational opportunities; and is necessary to prevent an undue concentration of commercial activity that unreasonably interferes with the scenic and natural character of the park.

Further, the City Council finds that public and private school sites experience significant traffic congestion at opening and closing times as parents drop off and pick up children for school. The City Council further finds that the operations by Sidewalk Vendors on public streets and sidewalks when schools are opening and closing further exacerbates traffic problems, blocks sidewalks, and creates safety issues for children trying to access the Sidewalk Vendors. This section is therefore necessary to protect health and safety.

SECTION 3:

The following Sections are hereby amended as follows:

4-5.1217 UNLAWFUL PARKING; PEDDLERS; VENDORMOTORIZED VENDORS.

(A) Except as otherwise provided in this section, no person shall stand or park any motorized vehicle, ~~wagon, or pushcart~~ from which goods, wares, merchandise, fruits, vegetables, or foodstuffs are sold, displayed, solicited, or offered for sale or bartered or exchanged, or any motorized lunch wagon or eating cart ~~or vehicle~~ on any portion of any street within the city, except that such motorized vehicles, ~~wagons, or pushcarts~~ may stand or park only at the request of a bona fide purchaser for a period of time not to exceed 10 minutes at any one place. The provisions of this division shall not apply to persons delivering such articles upon an order of, or by agreement with, a customer from a store or other fixed place of business or distribution.

(B) No person shall park ~~or stand~~ on any street any motorized lunch wagon, ~~eating cart or vehicle, or pushcart~~ from which tamales, peanuts, popcorn, candy, ice cream, or other articles of food are sold or offered for sale without first obtaining a written permit to do so from the City ~~Manager or designee~~ Traffic Engineer, which permit shall designate the specific location in which such motorized vehicle ~~cart~~ shall stand.

(C) No person shall park or stand any motorized vehicle or wagon used, or intended to be used, in the transportation of property for hire on any street while awaiting patronage for such vehicle or wagon without first obtaining a written permit to do so from the City Manager or

designee Traffic Engineer, which permit shall designate the specific location where such vehicle may stand.

(D) Whenever any permit is granted under the provisions of this section, and a particular location to park or stand is specified therein, no person shall park or stand any motorized vehicle, wagon, or pushcart on any location other than as designated in such permit. In the event the holder of any such permit is convicted in any court of competent jurisdiction for violating any of the provisions of this section, such permit shall be forthwith revoked by the City Manager or designee Traffic Engineer upon the filing of the record of such conviction with such officer, and no permit shall thereafter be issued to such person until six months have elapsed after the date of such revocation.

('66 Code, § 4-5.1217) (Ord. 317-C-S, passed 6-10-76)

§ 4-5.1217.1 UNLAWFUL PEDDLING AND VENDING NEAR SCHOOL SITES.

(A) Findings. The City Council finds that public and private school sites experience significant traffic congestion at opening and closing times as parents drop off and pick up children for school. The City Council further finds that the parking of motorized vending trucks and carts on public streets and sidewalks when schools are opening and closing further exacerbates traffic problems, ~~block sidewalks,~~ and create safety issues for children trying to access the peddlers and vendors. This section is therefore necessary to protect health and safety.

(B) Prohibited. No person shall stop, stand, or park a motorized vehicle, cart, trailer or stand, or other device, on any street, alley, or parkway or public sidewalk for the purpose of distributing or selling food, services, or merchandise within 300 feet of the property line of any public or private school within the 30 minutes prior to classes convening and within 30 minutes after classes end for the day.

(C) Exception. The above prohibition shall not apply to any vendor or peddler who has received written consent of the school principal or other authorized school official to park, stop or stand for the purpose of vending when such authorization does not interfere with public vehicle traffic or pose a traffic safety hazard to school children. Any such written authorization shall be kept and maintained with the vendor at all times for inspection.

(Ord. 1001-C-S, passed 11-26-02)-

SECTION 4:

Chapter 23 is hereby added to Title 5 of the Antioch Municipal Code as follows:

Title 5, Chapter 23 – Sidewalk Vending

5-23.01 DEFINITIONS

As used in this chapter the following meanings shall apply:

- (A) "Sidewalk Vendor" means a person who sells or distributes, with or without compensation, food or merchandise from a pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other non-motorized conveyance, or from one's person, upon a public sidewalk or other pedestrian path.
- (B) "Roaming Sidewalk Vendor" means a Sidewalk Vendor who moves from place to place and stops only to complete a transaction.
- (C) "Stationary Sidewalk Vendor" means a Sidewalk Vendor who vends from a fixed location.

5-23.02 – SIDEWALK VENDING PERMITS

- (A) Only Sidewalk Vendors with valid Sidewalk Vending Permits issued by the City Manager may vend upon the City's public rights-of-way, sidewalks, parks, or other City-owned property.
- (B) To apply for a Sidewalk Vending Permit, the applicant must provide:
 - (1) A completed application form containing:
 - (2) Their name and mailing address;
 - (3) Description of the merchandise offered for sale or exchange;
 - (4) If the Sidewalk Vendor is an agent of an individual, company, partnership, or corporation, the name and business address of the principal and any owners of the company, partnership, or corporation; and
 - (5) Certification that the information is true to his or her knowledge and belief.
- (C) A copy of a California's driver's license or identification number, an individual taxpayer identification number, or a social security number. Such information is not a public record and will remain confidential as required by Government Code section 51038(c)(4).
- (D) A copy of a valid California Department of Tax and Fee Administration seller's permit, as required.
- (E) A copy of a valid Mobile Food Permit issued by the Contra Costa County Department of Public Health, as required.
- (F) The Sidewalk Vending Permit application shall require the applicant to agree, in writing, to comply with all the provisions of this chapter and all applicable provisions of the Antioch Municipal Code.

5-23.03 – GENERAL REGULATIONS

- (A) Sidewalk Vendors operating on any sidewalk or public right-of way must ensure that no obstruction is placed in the sidewalk or public right-of-way that would reduce the width of the sidewalk to less than forty-eight (48) inches, exclusive of the top of the curb.
- (B) Further, no obstruction shall be located in a sidewalk or public right-of-way less than six (6) feet in width when the sidewalk is adjacent to the curb and no obstruction shall be located within twenty (20) feet of a driveway or street intersection.
- (C) To prevent food-borne illness and protect the health and safety of the city's residents, every Sidewalk Vendor offering any food or beverage is required to wear a hairnet and food service gloves.
- (D) To prevent dangerous distractions and promote the general welfare of the city's residents, sidewalk amplified music audible beyond ten feet of the premise is prohibited.
- (E) A Sidewalk Vending Permit does not provide an exclusive right to operate within any specific portion of the public right-of-way.
- (F) No equipment or objects used for sidewalk vending purposes may left unattended in public spaces or in any portion of the public right-of-way. If so, such equipment will be considered discarded and may be seized or disposed of by the city.

- (G) No equipment or objects used for sidewalk vending purposes may be locked or otherwise secured to any street sign, street tree or other permanent device located within the sidewalk or public right-of-way.
- (H) Sidewalk Vendors shall display their city-issued Sidewalk Vending Permit on the street side portion of their pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other non-motorized conveyance when operating in the public right-of-way.
- (I) Sidewalk Vendors shall maintain a trash can or bag available to patrons for the disposal of trash generated by the Sidewalk Vendor food or merchandise.
- (J) Sidewalk vending hours' limitations in areas zoned for nonresidential use shall be as restrictive as any limitations on hours of operation imposed on other businesses or uses on the same street.
- (K) No possessions may be chained or otherwise fastened to any street light, street tree, or other permanent device located within the right-of-way.
- (L) Sidewalk Vendors are prohibited from operating within five-hundred (500) feet of a permitted certified farmers' market, a permitted swap meet, or any area subject to a temporary use permit or special event permit for the duration of the permit.
- (M) Sidewalk Vendors are prohibited from operating within three-hundred (300) feet of the property line of any public or private school within the 30 minutes prior to classes convening and within 30 minutes after classes end for the day.

The above prohibition shall not apply to any vendor or peddler who has received written consent of the school principal or other authorized school official to park, stop or stand for the purpose of vending when such authorization does not interfere with public vehicle traffic or pose a traffic safety hazard to school children. Any such written authorization shall be kept and maintained with the vendor at all times for inspection.

- (N) Sidewalk Vendors shall not make use of any public facility or park to wash dishes, dump trash, derive water or electricity, dispose of waste water, or other similar purposes. All waste water, trash, and other evidence of the operation shall be wholly contained by appropriate containers in possession of the Sidewalk Vendor and distributed as required.

5-23.04– ROAMING SIDEWALK VENDOR REGULATIONS

- (A) Roaming Sidewalk Vendors may not occupy a single location for a continuous period of more than ten (10) minutes and must move continuously unless engaging in a transaction.
- (B) Roaming Sidewalk Vendors may not traverse the same route more than two times each day.
- (C) Roaming Sidewalk Vendors are limited to the hours of 9:00 a.m. through 5:00 p.m. for areas that are zoned residential.

5-23.05 – Stationary Sidewalk Vendor Regulations

- (A) Stationary Sidewalk Vendors are prohibited from operating in areas that are zoned residential, except in city parks if otherwise permitted.

- (B) Stationary Sidewalk Vendors are prohibited from operating in a city park if the City has entered into exclusive agreements for the sale of food or merchandise by one or more concessionaires for that city park.
- (C) A Stationary Sidewalk Vendor may not occupy an area larger than one hundred (100) square feet.
- (D) Stationary Sidewalk Vendors shall not locate or operate in any manner that detracts from or precludes the ordinary use of any public facility or park.

5-23.06 – VIOLATION—PENALTY

- (A) Every person vending without a Sidewalk Vending Permit is guilty of an administrative violation punishable by an administrative fine not to exceed:
 - (1) Two hundred fifty dollars (\$250.00) for a first violation; or
 - (2) Five hundred dollars (\$500.00) for a second violation within one year of the first violation; or
 - (3) One thousand dollars (\$1,000.00) for each additional violation within one year of the first violation.
- (B) Upon proof of a valid permit issued by the Community Development Department, the administrative fine in Section 5-23.06(A) will be reduced to the corresponding administrative fine in Section 5-23.06(C).
- (C) Every person violating any other provision of this chapter is guilty of an administrative violation punishable by an administrative fine not to exceed:
 - (1) One hundred dollars (\$100.00) for a first violation; or
 - (2) Two hundred dollars (\$200.00) for a second violation within one year of the first violation; or
 - (3) Five hundred dollars (\$500.00) for each additional violation within one year of the first violation.
- (D) The City Manager may rescind a Sidewalk Vendor permit for the remaining term of the permit upon a fourth or subsequent violation of this chapter.
- (E) Failure to pay an administrative fine is not punishable as an infraction or misdemeanor. Additional fines, fees, assessments, or any other financial conditions beyond those authorized will not be assessed. However, the City may levy a lien on the violator's real or personal property, including the vehicle used for vending purposes.
- (F) An administrative violation constitutes a separate and distinct violation for each day that it exists and each such violation may be subject to the maximum fine permitted under this chapter.

5-23.07 – ABILITY-TO-PAY DETERMINATION

- (A) Any fine issued under Section 9.08.050 will be accompanied with a notice of and instruction regarding the right to request an ability-to-pay determination.
- (B) If the requestor is receiving public benefits under Government Code section 68632, subdivision (a), or has a monthly income which is 125 percent or less than the current poverty guidelines updated periodically in the Federal Register by the United States Department of Health and Human Services, the Community Development

Director will limit the total amount of the requestor's administrative fine to 20 percent of the total and may:

- (1) Allow the person to complete community service in lieu of paying the total administrative fine; or
- (2) Waive the administrative fine; or
- (3) Offer an alternative disposition.

SECTION 5:

Severability. If any section, subsection, provision or part of this ordinance, or its application to any person or circumstance, is held to be unconstitutional or otherwise invalid, the remainder of this ordinance, and the application of such provision to other person or circumstances, shall not be affected thereby and shall remain in full force and effect and, to that end, the provisions of this ordinance are severable.

SECTION 6:

This ordinance shall take effect and be enforced thirty (30) days from and after the date of its adoption and shall be published once within fifteen (15) days upon passage and adoption in a newspaper of general circulation printed and published in the City of Antioch.

* * * * *

I HEREBY CERTIFY that the forgoing ordinance was introduced and adopted at a regular meeting of the City Council of the City of Antioch, held on the 26th of March 2019, and passed and adopted at a regular meeting thereof, held on the ____ of _____, 2019, by the following vote:

AYES:

NOES:

ABSENT:

Sean Wright, Mayor of the City of Antioch

ATTEST:

Arne Simonsen, CMC
City Clerk of the City of Antioch



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of April 9, 2019

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Scott Buenting, Project Manager *SB*

APPROVED BY: Jon Blank, Public Works Director/City Engineer *JB*

SUBJECT: Fourth Amendment to the Consultant Services Agreement with Brown and Caldwell, Inc. for Design of the Hillcrest and James Donlon Booster Pump Station Upgrades, (P.W. 477-BP2)

RECOMMENDED ACTION

It is recommended that the City Council adopt the resolution authorizing the City Manager to execute the Fourth amendment to the Consultant Services Agreement with Brown and Caldwell, Inc. (BC) for engineering design for the Hillcrest and James Donlon Booster Pump Station Upgrades in the amount of \$194,301 for a total contract amount of \$244,301 and extend the term of the Agreement to December 31, 2019.

STRATEGIC PURPOSE

This item supports Strategy K-1 in the Strategic Plan by ensuring well maintained public facilities and Strategy K-2 by delivering high quality water to our customers.

FISCAL IMPACT

Adoption of this resolution will increase the existing contract with BC by \$194,301 for a total contract amount of \$244,301. The fiscal year 2018/2019 Capital Improvement Budget includes adequate budget for this work through the Water Expansion Fund.

DISCUSSION

The Hillcrest Booster Pump Station was constructed in 1984. This facility increases water distribution system pressure in the eastern portion of the City within Zone III East. The station also provides adequate pressure to the Bear Ridge Booster Pump Station, allowing this facility to deliver water to the smaller pressure zone it serves in the Bear Ridge area. The equipment in the Hillcrest Booster Pump Station has outlived its useful life. The existing pumps and electrical power distribution system need to be replaced. Structural improvements to be performed at the station are to address seismic deficiencies.

The James Donlon Booster Pump Station was constructed in 1988. This facility is vital to provide water pressure to the western portion of the City within Zone III West. Furthermore, this station provides flow to the Cambridge Booster Pump Station, which feeds the higher elevations of Zone IV West. This facility requires the installation of an

additional pump to meet the City's demands and improvements to address the facility's seismic deficiencies.

BC is currently performing consulting services related to the City's water treatment and distribution systems. BC is providing input and recommendations on improvements to the systems through modeling, detailed analyses and investigation of the City's water facilities. Critical improvements have been identified at both the Hillcrest and James Donlon Booster Pump Stations. In an effort to capitalize on BC's understanding of the City's water system dynamics and the infrastructure required to maintain operations, a proposal was solicited from BC to provide engineering design services for the rehabilitation of the Hillcrest and James Donlon Booster Pump Stations. Staff recommends amending the existing contract with BC to include this work.

ATTACHMENTS

A: Resolution

ATTACHMENT "A"

RESOLUTION NO. 2019/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
AUTHORIZING THE CITY MANAGER TO EXECUTE THE FOURTH AMENDMENT
TO THE CONSULTANT SERVICES AGREEMENT WITH BROWN AND CALDWELL,
INC. FOR THE HILLCREST AND JAMES DONLON BOOSTER PUMP STATION
UPGRADES
P.W. 477-BP2**

WHEREAS, on December 18, 2014, Brown and Caldwell, Inc. entered into an Agreement for Professional Consultant Services for the "As Needed" Water Services in the amount of \$25,000; and

WHEREAS, on March 7, 2016, City amended the Agreement with Brown and Caldwell, Inc. to extend the term of the contract to December 31, 2016; and

WHEREAS, on February 21, 2017, City amended the Agreement to increase the Consultant Services Agreement in the amount of \$25,000 for a total contract amount of \$50,000 and extended the term of the contract to December 31, 2017; and

WHEREAS, on November 17, 2017, City amended the Agreement with Municipal Financial Services to extend the term of the contract to December 31, 2018; and

WHEREAS, the City desires to authorize the City Manager to execute the fourth amendment to the Consultant Services Agreement with Brown and Caldwell, Inc. for the for the Hillcrest and James Donlon Booster Pump Station Upgrades.

THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby authorizes the City Manager to execute the fourth amendment to the Consultant Services Agreement with Brown and Caldwell, Inc. for the Hillcrest and James Donlon Booster Pump Station Upgrades in the amount of \$194,301 for a total contract amount of \$244,301 and extend the term of the Agreement to December 31, 2019.

* * * * *

RESOLUTION NO. 2019/**

April 9, 2019

Page 2

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 9th day of April 2019, by the following vote:

AYES:

ABSENT:

NOES:

ARNE SIMONSEN, CMC
CITY CLERK OF THE CITY OF ANTIOCH



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of April 9, 2019

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Forrest Ebbs, Community Development Director *fe*

SUBJECT: Amendments to the Cannabis Business Ordinance (AMC 9-5.3845) regarding Development Agreements, Delivery, and Separation Requirements

RECOMMENDED ACTION

It is recommended that the City Council accept the Planning Commission recommendation and introduce the Ordinance to amend the Antioch Municipal Code regarding Cannabis Businesses and Development Agreements, Delivery, and Separation Requirements.

STRATEGIC PURPOSE

This action will support Strategy H-2: Update long range planning documents, by amending the Antioch Municipal Code Section 9-5.203, Definitions, and Section 9-5.3845, Cannabis Business to accommodate this State mandate.

FISCAL IMPACT

This action will have no impact on the City budget.

BACKGROUND

In November 2016, California voters approved Proposition 64, which legalized forms of recreational cannabis (marijuana) usage, production, possession, and retail sales. On May 22, 2018, the Antioch City Council introduced an Ordinance establishing a Cannabis Business (CB) Zoning Overlay District and associated texts. This Ordinance allows Cannabis Businesses within the Zoning Overlay subject to approval from the City Council and subject to certain standards and findings. On June 26, 2018, the City Council approved the second reading of the Ordinance and it became effective on July 26, 2018.

The Cannabis Business language is primarily contained in Antioch Municipal Code Section 9-5.3845 of the Zoning Ordinance and reads as follows:

§ 9-5.3845 CANNABIS BUSINESS.

A cannabis business may be established within the Cannabis Business (CB) Zoning Overlay District only under the following conditions:

- (A) A use permit from the City Council is required for all cannabis land uses, including cannabis businesses and cannabis retail. The application shall be considered by the Planning Commission who shall make a recommendation to the City Council.

(B) A cannabis business shall be located no closer than 600 feet from the following:

- (1) Any private or public school serving students grade kindergarten through high school;
- (2) Any public park owned or operated by the city;
- (3) Any property occupied by a residential land use or with a residential or general plan land use designation or zoning designation.

(C) In addition to the standard findings for approval of a use permit, the City Council shall make the following additional finding in support of approval of a use permit for a cannabis business.

- (1) That the location and site characteristics of the proposed cannabis business are consistent with all applicable state laws and city standards or guidelines, that all provisions have been made to ensure that the operation of the cannabis business will not create excessive demands for police service or other public services, and that the cannabis business will benefit the city.

(Ord. 2143-C-S, passed 6-26-18)

PROPOSAL

Development Agreement

Section 9-5.3845(C) includes a separate required finding that requires consistency with all applicable laws, that all provisions are made to avoid excessive demands for police or other public services, and that the cannabis business will benefit the city. Unlike other similar findings that simply preclude a land use from doing no harm, this unique finding actually requires a net benefit to the City of Antioch. With each application before the Planning Commission and City Council, the applicant will need to demonstrate the benefit to the City that their cannabis business will provide.

In order to clarify these expectations and formalize the commitments made to provide such a benefit, staff is recommending a new provision that would require a Development Agreement for each cannabis business. A Development Agreement is a contract between the City of Antioch and a developer or business that outlines the benefits and obligations that each party will undertake while developing the project or initiating the business.

The specific proposed language is as follows:

(B) Prior to operating in the city and as a condition of issuance of a use permit, the operator of each cannabis business shall enter into a development agreement pursuant to Government Code section 65864, et seq., known as the Development Agreement Statute, setting forth the terms and conditions under which the cannabis business will operate, which are in addition to the requirements of this section, including, but not limited to, public outreach and education, community service, payment of fees and other charges as mutually agreed, and such other terms and conditions that will protect and promote the public health, safety and welfare.

Delivery Definition

Presently, the definition for "Cannabis Retail" contained in Antioch Municipal Code Section 9-5.203 states the following:

CANNABIS RETAIL. A cannabis business that distributes, dispenses, stores, exchanges, packages, re-packages, labels, sells, makes available, transmits, or gives away cannabis or cannabis products for either medical or recreational use and is operated in accordance with state and local laws and regulations. Cannabis retail includes, but is not limited to, selling and/or delivering cannabis or cannabis products as part of a sale, pursuant to a Type 10 cannabis license, or a cannabis license subsequently established.

This definition combines retail sales with delivery. As staff has learned, there are likely to be stand-alone delivery services that do not offer on-site retail and operate much like a beverage distributor. Since the Zoning Ordinance imposes a 600-foot separation requirement between all Cannabis Retail land uses, it inadvertently applies this same separation to a potential stand-alone delivery service, which staff believes to be inconsistent with the intent of the separation. As such, staff is recommending amendment to the definition of Cannabis Retail to strike the reference to delivery and introduction of the following new definition for Cannabis Delivery:

CANNABIS DELIVERY. A cannabis business that offers delivery of cannabis or cannabis product for either medical or recreational use and is operated in accordance with state and local laws and regulations, pursuant to a Type 9 cannabis license, or a cannabis license subsequently established. Cannabis delivery includes, but is not limited to, delivering cannabis directly to retail or wholesale customers or to other recipients with or without compensation and specifically excludes any on-site retail use. If retail use exists on the same site, the entire land use shall be classified as Cannabis Retail and subject to the provisions thereof.

In addition, the definition for cannabis retail should be amended as follows:

CANNABIS RETAIL. A cannabis business that distributes, dispenses, stores, exchanges, packages, re-packages, labels, sells, makes available, transmits, or gives away cannabis or cannabis products for either medical or recreational use and is operated in accordance with state and local laws and regulations. Cannabis retail includes, but is not limited to, selling ~~and/or delivering~~ cannabis or cannabis products ~~as part of a sale~~, pursuant to a Type 10 cannabis license, or a cannabis license subsequently established.

Child Care Center Separation Requirements

At the March 20, 2019, the Planning Commission requested that the separation requirements listed under AMC Section 9-5.3845(B) be expanded to include a new separation requirement for Child Care Centers, which are defined by the Antioch Municipal Code as follows:

Child care centers consist of facilities defined in California Health and Safety Code § 1596.76, providing day care and supervision for more than 12 children less than 18 years of age for periods of less than 24 hours per day.

This definition does not include home daycare businesses. The Planning Commission recommends that the 600-foot separation requirement that currently applies to schools, city-owned parks, and residential zones be extended to include Child Care Centers. This recommended language would read as follows:

§ 9-5.3845 CANNABIS BUSINESS.

A cannabis business may be established within the Cannabis Business (CB) Zoning Overlay District only under the following conditions:

- (A) A use permit from the City Council is required for all cannabis land uses, including cannabis businesses and cannabis retail. The application shall be considered by the Planning Commission who shall make a recommendation to the City Council.
- (B) A cannabis business shall be located no closer than 600 feet from the following:
 - (1) Any private or public school serving students grade kindergarten through high school;
 - (2) Any public park owned or operated by the city;
 - (3) Any property occupied by a residential land use or with a residential or general plan land use designation or zoning designation;
 - (4) A Child Care Center, as defined by the Antioch Municipal Code.
- (C) In addition to the standard findings for approval of a use permit, the City Council shall make the following additional finding in support of approval of a use permit for a cannabis business.

There are no Child Care Centers currently located within 600 feet of the Cannabis Business Zoning Overlay District and, as such, there would not be an immediate impact on current applications. However, should a Child Care Center establish in this area in the future, it could prevent otherwise permissible Cannabis Businesses. Home daycare businesses would not be affected by this change because the 600-foot separation requirement already applies to the residential zoning districts where such daycares are located.

Planning Commission

The Planning Commission considered this ordinance at its March 20, 2019 meeting and unanimously voted (6-0-0) to recommend approval with the above modification. The draft minutes from that meeting are attached.

ENVIRONMENTAL

The approval of this Ordinance is exempt from the California Environmental Quality Act (Public Resources Code §§ 21000 et seq., "CEQA," and 14 Cal. Code Reg. §§ 15000 et seq., "CEQA Guidelines") through the general rule, that it can be found with certainty that the project will have no potential for significant impact on the environment.

SUMMARY

In summary, the proposed ordinance would require a Development Agreement for all Use Permits for Cannabis Businesses; would separate Cannabis Delivery operations through new definitions; and would require a 600-foot separation from Cannabis Businesses and Child Care Centers.

ATTACHMENTS

- A. Ordinance
- B. Planning Commission Minutes of March 20, 2019 (Draft)
- C. Cannabis Map with 600-foot City and State buffers
- D. Draft Development Agreement

ATTACHMENT "A"

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH AMENDING ARTICLE 3845 OF CHAPTER 5 OF TITLE 9 OF THE ANTIOCH MUNICIPAL CODE TO INCLUDE THE REQUIREMENT OF A DEVELOPMENT AGREEMENT, AMENDING DEFINITIONS RELATED TO CANNABIS RETAIL AND CANNABIS DELIVERY, AND REQUIRING A 600 FOOT SEPARATION FROM CHILD CARE CENTERS.

The City Council of the City of Antioch does ordain as follows:

SECTION 1:

The approval of this Ordinance is exempt from the California Environmental Quality Act (Public Resources Code §§ 21000 et seq., "CEQA," and 14 Cal. Code Reg. §§ 15000 et seq., "**CEQA Guidelines**") through the general rule, that it can be found with certainty that the project will have no potential for significant impact on the environment.

SECTION 2:

The City Council enacted Ordinance 2143-C-S on June 26, 2018 regarding Cannabis Businesses.

SECTION 3:

At its regular meeting on March 20, 2019, the Planning Commission recommended that the City Council adopt this Ordinance to amend Antioch Municipal Code Section 9-5.3845 (Ordinance 2143-C-S), entitled "Cannabis Business", to require development agreements and to amend the location requirements for cannabis cultivation and volatile manufacturing.

SECTION 4:

The text of Antioch Municipal Code Section 9-5.203, defining "Cannabis Retail" and "Cannabis Delivery", and Section 9-5.3845, entitled "Cannabis Business", is hereby amended and restated in the form of Exhibit 1 attached hereto.

SECTION 5:

In the event any section or portion of this ordinance shall be determined to be invalid or unconstitutional, such section or portions shall be deemed severable and all other sections or portions hereof shall remain in force and effect.

SECTION 6:

This ordinance shall take effect and be enforced thirty (30) days from and after the date of its adoption and shall be published once within fifteen (15) days upon passage

and adoption in a newspaper of general circulation printed and published in the City of Antioch.

* * * * *

I HEREBY CERTIFY that the forgoing ordinance was introduced and adopted at a regular meeting of the City Council of the City of Antioch, held on the 9th of April 2019, and passed and adopted at a regular meeting thereof, held on the _____ of _____, 2019 by the following vote:

AYES:

NOES:

ABSENT:

Sean Wright, Mayor of the City of Antioch

ATTEST:

Arne Simonsen, CMC
City Clerk of the City of Antioch

EXHIBIT 1

§ 9-5.203 DEFINITIONS

CANNABIS RETAIL. A cannabis business that distributes, dispenses, stores, exchanges, packages, re-packages, labels, sells, makes available, transmits, or gives away cannabis or cannabis products for either medical or recreational use and is operated in accordance with state and local laws and regulations. Cannabis retail includes, but is not limited to, selling and/or delivering cannabis or cannabis products as part of a sale, pursuant to a Type 10 cannabis license, or a cannabis license subsequently established.

CANNABIS DELIVERY. A cannabis business that offers delivery of cannabis or cannabis product for either medical or recreational use and is operated in accordance with state and local laws and regulations, pursuant to a Type 9 cannabis license, or a cannabis license subsequently established. Cannabis delivery includes, but is not limited to, delivering cannabis directly to retail or wholesale customers or to other recipients with or without compensation and specifically excludes any on-site retail use. If retail use exists on the same site, the entire land use shall be classified as Cannabis Retail and subject to the provisions thereof.

§ 9-5.3845 CANNABIS BUSINESS.

A cannabis business may be established within the Cannabis Business (CB) Zoning Overlay District only under the following conditions:

(A) A use permit from the City Council is required for all cannabis land uses, including cannabis businesses and cannabis retail. The application shall be considered by the Planning Commission who shall make a recommendation to the City Council.

(B) Prior to operating in the city and as a condition of issuance of a use permit, the operator of each cannabis business shall enter into a development agreement pursuant to Government Code section 65864, et seq., known as the Development Agreement Statute, setting forth the terms and conditions under which the cannabis business will operate, which are in addition to the requirements of this section, including, but not limited to, public outreach and education, community service, payment of fees and other charges as mutually agreed, and such other terms and conditions that will protect and promote public health, safety and welfare.

(C) A Cannabis business shall be located no closer than 600 feet from the following:

- (1) Any private or public school serving students grade kindergarten through high school;
- (2) Any public park owned or operated by the city;
- (3) Any property occupied by a residential land use or with a residential or general plan land use designation or zoning designation;
- (4) A Child Care Center, as defined by the Antioch Municipal Code.

(D) In addition to the standard findings for approval of a use permit, the City Council shall make the following additional finding in support of approval of a use permit for a cannabis business.

(1) That the location and site characteristics of the proposed cannabis business are consistent with all applicable state laws and city standards or guidelines, that all provisions have been made to ensure that the operation of the cannabis business will not create excessive demands for police service or other public services, and that the cannabis business will benefit the city.

ATTACHMENT "B"

Planning Commission
Regular Meeting
March 20, 2019

Page 2 of 4

CONSENT CALENDAR

1. Approval of Minutes: February 20, 2019

On motion by Commissioner Martin, seconded by Commissioner Zacharatos the Planning Commission members present unanimously approved the minutes of February 20, 2019, as presented. The motion carried the following vote:

AYES: Schneiderman, Motts, Turnage, Martin, Zacharatos and Chairperson Parsons

NOES: None

ABSTAIN: None

ABSENT: Soliz

NEW PUBLIC HEARING

2. **Zoning Ordinance Amendment – Cannabis Business** – The City of Antioch is proposing an ordinance to amend Antioch Municipal Code Section 9-5.3845, Cannabis Business. The proposed ordinance would require that any party obtaining a conditional use permit for a cannabis business enter into a development agreement with the City as a condition for securing permit approval. Other minor amendments are also proposed.

Director of Community Development Ebbs presented the staff report dated March 5, 2019 recommending the Planning Commission adopt the resolution recommending approval of an ordinance to amend the Zoning Ordinance regarding Cannabis Businesses.

In response to Chairperson Zacharatos, Director of Community Development Ebbs reported that the 600-foot separation requirement did not include child care facility; however, it could be included in the Planning Commission's recommendation forwarded to the City Council. He noted that the State of California had separation requirements that involved youth centers; however, the state deferred to the City's action.

In response to Commissioner Martin, Director of Community Development Ebbs explained that former Interim City Attorney Cole was working on a template Development Agreement that would go directly to the City Council due to the fact that it involved financial terms.

Chairperson Parsons opened the public hearing.

Zach Drivon, Attorney representing Natural Supplements, offered his endorsement for the proposed Development Agreement Ordinance. He noted the Development Agreement

would offer a sense of reassurance and formalizes the rights and responsibilities of stakeholders and municipalities. Additionally, the Development Agreement provided the opportunity to address impacts and community benefits.

In response to Chairperson Parsons, Mr. Drivon stated that community service could be part of a Development Agreement.

Director of Community Development Ebbs reported the City did not have a tax on cannabis; however, if the City approved a tax in the future, the Development Agreement would have language that the tax would replace the Development Agreement or prompt a renegotiation. He noted the City did not intend to layer the Development Agreement and tax on cannabis businesses.

Commissioner Schneiderman stated that she hoped the City would have a favorable Development Agreement and questioned if they were considering existing Development Agreements in other communities.

Director of Community Development Ebbs responded that the City was considering existing Development Agreements. He noted they would create the metric element framework and consider rates, and that was where they were considering the Development Agreements in other communities. He further noted the City Council would be setting that policy.

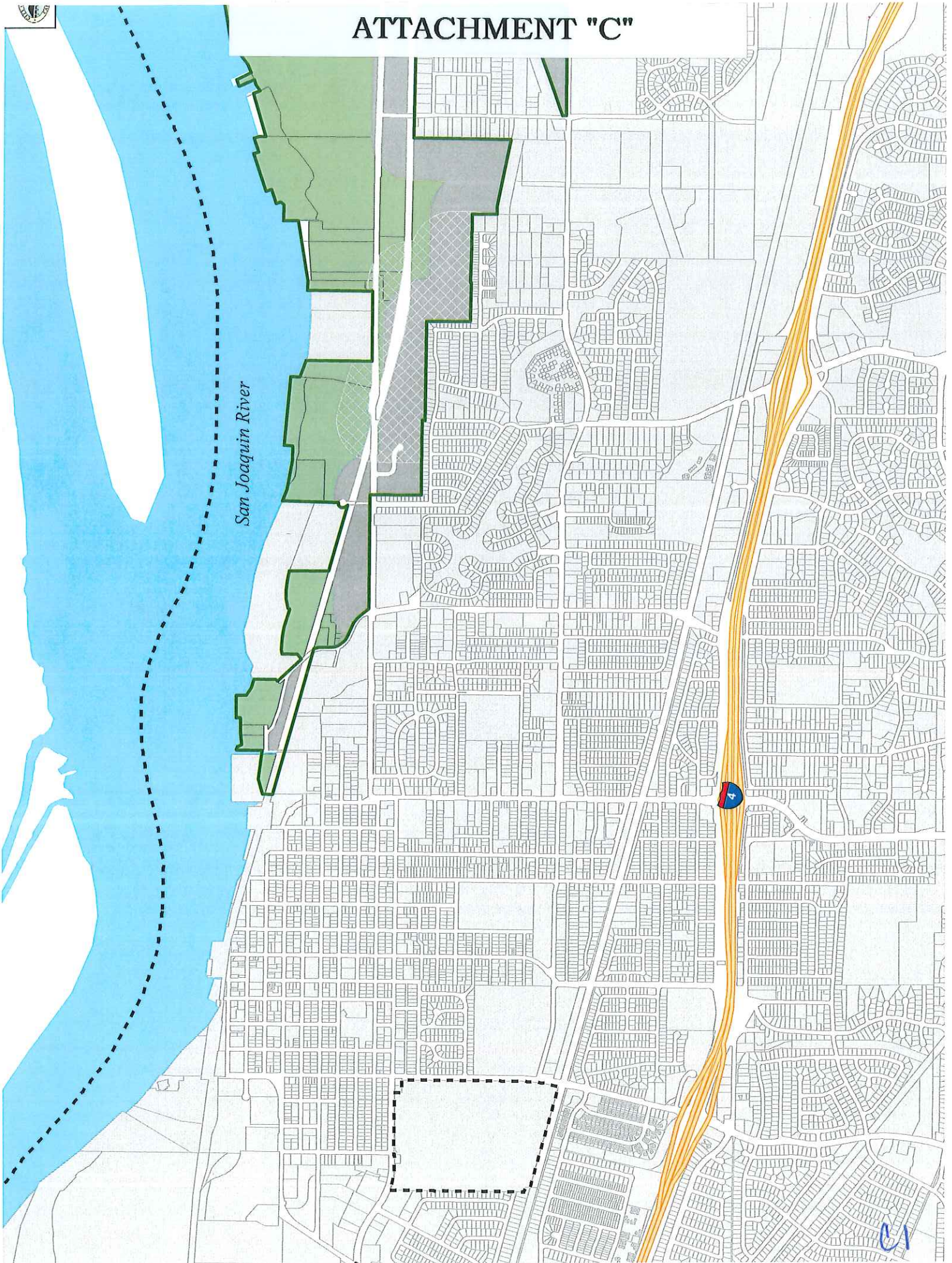
Chairperson Parsons closed the public hearing.

In response to Chairperson Motts, Director of Community Development Ebbs stated that when the Cannabis One project goes before the City Council it would include a condition of approval that specifically stated that they would participate in a Development Agreement.

On motion by Commissioner Motts, seconded by Commissioner Zacharatos the Planning Commission members present unanimously adopted the resolution recommending approval of an ordinance to amend the Zoning Ordinance regarding Cannabis Businesses. The motion carried the following vote:

AYES:	<i>Schneiderman, Motts, Turnage, Martin, Zacharatos and Chairperson Parsons</i>
NOES:	<i>None</i>
ABSTAIN:	<i>None</i>
ABSENT:	<i>Soliz</i>

ATTACHMENT "C"



ATTACHMENT "D"

DEVELOPMENT AGREEMENT CONCERNING USE OF PROPERTY FOR CANNABIS BUSINESS

This Development Agreement ("Agreement") is made and entered into between the City of Antioch, a municipal corporation ("City"), and [*specify proper, legal name of entity*] ("Developer"). City and Developer are hereinafter collectively referred to as the "Parties" and singularly as "Party."

RECITALS

A. **Authorization.** To strengthen the public planning process, encourage private participation in comprehensive planning and reduce the economic risk of development, the Legislature of the State of California adopted Government Code section 65864 et seq. (the "Development Agreement Statute"), which authorizes the City and any person having a legal or equitable interest in the real property to enter into a development agreement, establishing certain development rights in the Property, which is the subject of the development project application.

B. **Public Hearing.** On [*date*], the Planning Commission of the City of Antioch, serving as the City's planning agency for purposes of development agreement, pursuant to Government Code section 65867, considered this Agreement and recommended approval of this Agreement to the City Council. The City Council thereupon considered the Planning Commission's recommendation at a noticed public hearing on [*date*] and approved this Agreement in addition a Conditional Use Permit for the cannabis business described within.

C. **Environmental Review.** [*In this paragraph, describe the environmental document approved for the Project.*]

D. **Need for Services and Facilities.** Development and operation of the Project will result in a need for municipal services and facilities, including police and fire protection services.

E. **Contribution to Costs of Facilities and Services.** Developer agrees to make the community benefit payments set forth herein, which payments may be used by the City for any legal purpose. City and Developer recognize and agree that but for Developer's payments, City would not and could not approve use of the Property for the Project as provided by this Agreement. City's approval of this Agreement is in reliance upon and in consideration of Developer's agreement to make the payments required hereunder.

F. **Public Benefits.** Development of the Project will result in significant public benefits, as more fully described hereinafter, including, without limitation:

1. The provision of employment for residents of the City of Antioch; and

2. The support and furtherance of the City's economic development goals and objectives.

G. **Developer Assurances.** In exchange for the benefits to the City in the preceding Recitals, together with the other public benefits that will result from the development of the Property, Developer will receive by this Agreement assurance that it may proceed with the Project in accordance with the items set forth herein.

H. **Consistency with General Plan.** Having duly examined and considered this Agreement and having held properly noticed public hearings hereon the City found that this Agreement satisfies the Government Code section 65867.5 requirement of general plan consistency.

AGREEMENT

NOW, THEREFORE, in consideration of the above Recitals and mutual promises, conditions and covenants of the Parties contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **Incorporation of Recitals.** The Recitals and all defined terms set forth above are hereby incorporated into this Agreement as if set forth herein in full.

2. **Definitions.** In this Agreement, the following terms have the following meanings:

2.1 "Adopting Ordinance" means Ordinance No [insert], adopted by the City Council on [insert], which approves this Development Agreement as required by the Development Agreement Law.

2.2 "Agreement" means this Development Agreement, inclusive of all exhibits attached hereto.

2.3 "Cannabis" has the meaning set forth in Section 9-5.203 of the Municipal Code.

2.4 "City" means the City of Antioch, including its agents, officers, employees, representatives and elected and appointed officials.

2.5 "Collective Standards" means: (i) the provisions of this Agreement; (ii) land use entitlement and approvals to the Project and the Property that may be granted following the Effective Date; and (iii) the Land Use Regulations.

2.6 "Conditional Use Permit" means the Conditional Use Permit for the Project approved by the City Council on [*specify date*], as may be modified or amended from time-to-time.

2.7 "Control" means the possession, directly or indirectly, of the power to direct or cause the direction of an entity's management or policies, whether through the ownership of voting securities, by contract, or otherwise.

2.8 "Development Agreement Law" means Government Code section 65864 et seq.

2.9 "Effective Date" means that day on which the Adopting Ordinance shall be effective. The Adopting Ordinance shall be effective thirty (30) days after its adoption by the City Council, unless the Adopting Ordinance becomes subject to a qualified referendum, in which case, the Effective Date shall be the day after the referendum election, if the Adopting Ordinance is approved by a majority of the voters. Litigation filed to challenge the Adopting Ordinance or this Agreement shall not affect the Effective Date, absent a court order or judgment overturning or setting aside the Adopting Ordinance, or staying the Effective Date, or remanding the Adopting Ordinance to the City. Notwithstanding the foregoing, this Agreement shall not become effective until fully executed.

2.10 "Facility" means the physical improvements to the Property used by Developer for the conduct of its operations. These improvements are more particularly described and depicted in **Exhibit A**, which is attached and incorporated by reference into this Agreement.

2.11 "Fees" means all charges, expenses, costs, monetary exactions and any other monetary obligations imposed on Developer by the City, other than assessments or regular or special taxes and shall not be limited to fees paid pursuant to this Agreement.

2.12 "Gross Receipts from Operations" means total revenue actually received or receivable from operation of the Facility, including: all sales; the total amount of compensation actually received or receivable for the performance of any act or service, of whatever nature it may be, for which a charge is made or credit allowed, whether or not such act or service is done as part of or in connection with the sale of materials, goods, wares or merchandise; and gains realized from trading in stocks or bonds, interest discounts, rents, royalties, fees, commissions, dividends, or other remunerations, however designated. Included in "Gross Receipts from Operations" shall be all receipts, cash, credits and property of any kind or nature, without any deduction therefrom on account of the cost of the property sold, the cost of materials used, labor or service costs, interest paid or payable, or losses or other expenses whatsoever, except that the following shall be excluded therefrom:

2.12.1 Cash discounts allowed and taken on sales;

2.12.2 Credit allowed on property accepted as part of the purchase price and which property may later be sold, at which time the sales price shall be included as "gross receipts";

2.12.3 Any tax required by law to be included in or added to the purchase price and collected from the consumer or purchaser;

2.12.4 Such part of the sale price of property returned by purchasers upon rescission of a contract of sale as is refunded either in cash or by credit; and

2.12.5 Receipts of refundable deposits, except that such deposits when forfeited and taken into income of the business shall not be excluded.

The intent of this definition is to ensure that in calculating the payment required under Section 8.1 of this Agreement, all sales of Cannabis products made or shipped through the Facility are captured, regardless of whether the product is shipped directly from the Facility to a retailer or wholesaler, or to another distribution facility that then distributes the product to the retailer or wholesaler. This definition shall, therefore, be given the broadest possible interpretation consistent with this intent.

2.13 "Land Use Regulations" means the ordinances, resolutions and regulations applicable to the Project, to the extent they govern the permitted uses of land, and the density and intensity of land use, as set forth in the following plans and ordinances as they exist on the Effective Date, or as they may be later amended:

2.13.1 The Antioch General Plan;

2.13.2 The Antioch Zoning Code (Title 9, Chapter 5 of the Antioch Municipal Code); and

2.13.3 The Antioch Cannabis Business Regulations, adopted by City Council Resolution 18/117 (September 11, 2018), as may be amended or superseded by any subsequently adopted regulations.

2.14 "Project" means the physical improvement of the Property with building(s) and use of the Property as a [specify the type of cannabis business: retail, manufacturing, distribution, etc.]. The "Project" is further defined in **Exhibit B** to this Agreement [attach site plan and other drawings adequately describing the facility].

2.15 "Project Approvals" means the entitlements that are the subject of this Agreement, consisting of the following land use approvals:

2.15.1 The Conditional Use Permit; and

2.15.2 This Agreement.

2.16 "Property" means approximately [number of] acres of property located at [specify address]. The legal description describing the Property occupied by the Facility is contained in **Exhibit C**.

2.17 "Successor" means any subsequent entity or individual that acquires all or any portion of Developer's interest in the Property; provided, however, that no Successor shall acquire any rights pursuant to this Agreement unless and until that Successor is approved by the City and complies with all applicable requirements of Section 15.1 of this Agreement.

3. **Relationship of City and Developer.** This Agreement is a contract that has been negotiated and voluntarily entered into by City and Developer. It is agreed among the parties that the Project is a private development and that the relationship of the Developer and City is and at all times shall remain solely that of the City as a regulatory body and the Developer as the property owner. The City and Developer hereby renounce the existence of any form of joint venture or partnership between them, and agree that nothing contained herein or in any document executed in connection herewith shall be construed as making the City and Developer joint venturers or partners.

4. **Representations, Warranties, and Acknowledgments.**

4.1 **Interest in Property.** Developer represents and warrants that as of the Effective Date, Developer is the lawful [owner or lessee] of the Property. Developer further represents that all persons holding legal or equitable interests in the Property have consented to the Agreement. [If Developer is a lessee, add the following: "A copy of Developer's lease with the lawful owners of the property is attached as **Exhibit D** to this Agreement and incorporated by reference." *Note that property owners will be required to sign their consent to this agreement below if Developer is a lessee.*]

4.2 **Authority.** The Parties represent and warrant that the persons signing this Agreement are duly authorized to enter into and execute this Agreement on behalf of their respective principals.

4.3 **Procedures and Requirements.** The Parties acknowledge that this Agreement is subject to the procedures for approval, amendment and administration set forth in the Development Agreement Law.

5. **Effective Date and Term.**

5.1 **Term.** The term of this Agreement shall commence on the Effective Date and shall continue in force until the first to occur of the following events: (1) this Agreement is terminated in accordance with terms set forth below; (2) Developer no longer has a legal interest in the Property and has ceased all operations on the Property;

or (3) the term of the Conditional Use Permit expires and is not extended prior to the expiration date stated in the permit or any extension of the permit.

5.2 Termination by Mutual Consent. This Agreement may be terminated by the mutual written consent of the Parties.

5.3 Termination for Failure to Obtain or Maintain Required State or Local Licenses. If Developer fails to obtain or maintain in effect all state and local licenses required for the Project, City may terminate this Agreement.

5.4 Termination Resulting from Governmental Action. In the event legal action is initiated or threatened by any governmental agency other than the City on the grounds that approval or implementation of this Agreement (or any part) constitutes a violation of state or federal law, and the parties are unable to reach agreement between themselves and the governmental jurisdiction on amendments to this Agreement that will resolve the dispute and still preserve the material terms of this Agreement, then either party may terminate this Agreement without compliance with the Default Procedures set forth in Section 10 of this Agreement. If this Agreement is terminated pursuant to this Section, Developer shall immediately cease operations at the Facility, the Conditional Use Permit shall be automatically terminated, and the Parties shall have no further rights or obligations under this Agreement (other than the rights under Section 11 of this Agreement, which survive termination.)

5.5 Termination Upon Surrender or Revocation of Conditional Use Permit. If the Developer voluntarily surrenders the Conditional Use Permit, or if the Conditional Use Permit is revoked by the City, then Developer shall immediately cease operations at the Property and this Agreement shall terminate automatically, without further action required by either party. In such an event, Developer waives the default procedures set forth in Section 10 of this Agreement, including the notice and cure rights contained therein, and the Parties shall have no further rights or obligations under this Agreement (other than the rights under Section 11 of this Agreement, which survive termination).

6. Development of the Project.

6.1 Development Rights. This Agreement was entered into by the Parties for the limited purpose of setting forth certain terms concerning the development and use of the Property by Developer. Accordingly:

6.1.1 No Existing Vested Rights. Developer acknowledges that it has no existing "vested rights" (as that term is used in California land use law) concerning the Property or the Project.

6.1.2 Future Development. Nothing contained herein is intended or shall be construed to grant to Developer any rights in connection with the future development or use of the Property, and the Parties agree that development and use of

the Property shall be governed by the land use and other regulations in effect at the time of development and operation. Development and use shall be subject to the terms set forth in any subsequent approvals needed for development.

6.1.3 Governing Standards. The permitted uses of the Property, the density and intensity of use, the maximum height and size of buildings, or the reservation or dedication of land for public purposes and other terms and conditions of development applicable to the Property shall be governed by this Agreement, the Collective Standards and all other entitlements and ordinances now existing or which may be amended or enacted in the future.

6.1.4 Reservation of City Rights. The City expressly reserves the right to adopt and apply regulations to protect the City and its citizens from immediate risks to public health and safety.

6.2 Referendum. Developer acknowledges that the Adopting Ordinance, which is a legislative land use approval, is potentially subject to referendum. Notwithstanding anything in this Agreement to the contrary, Developer shall not acquire a vested right to any legislative land use approval (or to any amendment thereto): (1) while such approval or amendment is still potentially subject to referendum, or (2) in the event that such approval or amendment is reversed by referendum.

7. Applicable Rules, Regulations, Fees and Official Policies.

7.1 Rules Regarding Design and Construction. Unless otherwise expressly provided in this Agreement, all other ordinances, resolutions, rules, regulations and official policies governing design, improvement and construction standards and specifications, applicable to the Project and to public improvements to be constructed by the Developer, shall be those in force and effect at the time the applicable permit approval is granted.

7.2 Design Review and Building Standards. Developer shall comply with the design, development and construction standards in effect at the time building permits for development of the Property are issued (e.g., City standard specifications, building and fire codes, regulations related to provision of water and sewer service. etc.). No building permit for a project shall be issued until the City has reviewed and approved the design of the building(s) for the project. Building design shall be reviewed with reference to the Collective Standards.

7.3 Uniform Codes Applicable. Unless otherwise expressly provided in this Agreement, any improvements to the Property undertaken by Developer shall comply with the California Building Standards Codes, Title 24 of the California Code of Regulations, as adopted and amended by the City, as the same shall be in effect as of the time of approval of the permit in question. Such improvements shall also comply with the provisions of the California Mechanical, Plumbing, Electrical and Fire Codes, and City standard construction specifications, in effect at the time of approval of the appropriate

permits for the improvements. If no permit is required for a given improvement, such improvement will be constructed in accordance with such Codes in effect in the City as of the commencement of construction of such improvement.

7.4 Laws and Regulations Applicable to Cannabis Activities; Obtaining and Maintaining Required Licenses.

7.4.1 General. Developer shall at all times comply fully with all existing and future state and local rules applicable to Developer's activities on the Property, and shall ensure such compliance by all of Developer's employees, contractors, vendors, and members of the public invited or allowed access to the Property.

7.4.2 Licensure of Operations. Developer shall already have, or promptly apply for and obtain all State licenses required for its operations, as well as any local licenses required in the future by the City. Failure to maintain required state or City licenses during the term of this Agreement shall constitute a default under this Agreement and shall be grounds for termination.

7.5 Fees, Dedications, Assessments and Taxes.

7.5.1 Payment of Development Impact and Other City Fees, Taxes, and Assessments. Developer shall pay all impact and other Fees, taxes, and assessments when due.

7.5.2 Other Public Agencies. Nothing in this Agreement is intended to govern the authority of other public agencies to impose fees.

8. Community Benefit Fees to be Paid to the City.

8.1 Payments Required.

8.1.1 Annual payment. For the first year of operation, Developer shall make an annual payment to the City equal to one dollar (\$___) per square-foot of the [building area the Facility consumes] or [canopy, as that term is defined in California Code of Regulations, Title 3, Section 8000, subsection (d), included in the Facility]. This will be increased to two dollars (\$___) per square-foot for the second year and three dollars (\$___) per square-foot for the third year of operation and each year of operation thereafter during the Term. The City will invoice Developer for the annual payment. During the third year, and each year thereafter, on the anniversary of the Effective Date the parties agree to mutually re-assess, in good faith, the annual payment amount to determine if any adjustments are desired by the Parties. If the parties mutually agree to change the annual payment amount, the new payment amount shall begin the following year, and shall continue each year of operations thereafter during the Term until or unless the parties agree to a future adjustment.

8.1.2 Quarterly payments. In addition to the annual payment set forth above, for the first year, the Developer shall pay two percent (___%) of Developer's Gross Receipts from Operations for each quarter's operation. For the second year, the Developer shall pay three percent (___%) of Developer's Gross Receipts from Operations for each quarter's operation. For the third year and each year thereafter during the Term, the Developer will pay four percent (___%) of Developer's Gross Receipts from Operations for each quarter's operation. During the third year, and each year thereafter, on the anniversary of the Effective Date the parties agree to mutually re-assess, in good faith, the quarterly payment amount to determine if any adjustments are desired by the parties. If the parties mutually agree to change the quarterly payment amount, the new payment amount shall begin the following quarter, and shall continue each year of operations thereafter during the Term until or unless the parties agree to a future adjustment.

8.2 Reporting of Gross Receipts from Operations.

8.2.1 Quarterly Receipts. No later than July 1, [*specify year of approval*], and the five days after each subsequent quarter has ended, Developer shall deliver to City a report (the "Quarterly Report") showing (i) Gross Receipts from Operations for the immediate prior quarter received by Developer, and a cumulative total of all amounts of Gross Receipts from Operations received by Developer for the calendar year, (ii) a calculation of the quarterly payment due to City for the prior quarter, and (iii) a calculation of the cumulative total of all quarterly payments for the calendar year. This documentation may, at the City's request, include (but may not be limited to) the transportation manifests for Cannabis products received at or transported from the Facility, and an accounting of Gross Receipts from Operations during the previous quarter. Late payments shall include interest at the maximum rate allowed by law. Failure to make any payment required by this Agreement when due shall be a material breach of the Agreement.

8.2.2 Statements of Receipts. Developer shall keep complete, accurate and appropriate books and records of all receipts from operations in accordance with generally accepted accounting principles. For purposes herein "books and records" shall mean all bookkeeping or accounting documents Developer utilizes in managing its business operations relating to the Project. Such books and records, as well as all other relevant documents as City shall reasonably require, shall, upon reasonable written notice, be open for inspection by City, its auditors or other authorized representatives. If, at any time during the Term, such books and records prove inadequate in the reasonable judgment of City to record the Gross Receipts from Operations as herein required, Developer shall, upon the written request of City, procure and maintain such books and records as shall be of a character and form adequate for such purpose. City shall have the right to audit and examine such books, records and documents and other relevant items in the possession of Developer, but only to the extent necessary for a proper determination of Gross Receipts from Operations, and all such books, records, documents and other items shall be held available for such audit and examination. Upon request by the City, Developer shall make all such books, records and documents available to the City, and provide removable copies thereof, within thirty (30) of the date

of the City's request. The cost for any audit shall be shared equally by the Parties. Developer shall preserve such books, records, documents, and other items in Antioch for a period of not less than seven (7) years for the purpose of auditing or re-auditing these accounts upon reasonable notice; except that, if an audit is made within the seven-year period and Developer claims that errors or omissions have occurred, the books and records shall be retained and made available until those matters are resolved. City shall keep strictly confidential all statements of revenue furnished by Developer and all other information concerning Developer's operation of the Premises obtained by City as a result of the inspection, audit and examination privileges of City hereunder, except as otherwise required by law. If City receives a request for such information pursuant to the Public Records Act (California Government Code section 6250 et seq.), City shall endeavor to provide Developer notice of any such request prior to disclosing any such information. Within seven (7) years after the receipt of any statement of receipts under this Agreement, City at any time shall be entitled to carry out an audit of such revenue either by City or agent to be designated by City. If it shall be determined as a result of such audit that there has been a deficiency in any payment due under this Agreement made on the basis of such statement, then such deficiency shall become immediately due and payable. If such statement of revenue for the relevant year shall be found to have understated receipts by more than two percent and City is entitled to any additional payment as a result of said understatement, then Developer shall, in addition, pay all of City's reasonable costs and expenses connected with such audit, including the expense incurred in retaining such agent; otherwise City shall bear the cost and expense of such audit.

8.2.3 Copies of Tax Filings. Developer shall provide City with copies of any reports Developer is required to provide to the County of Contra Costa or the State of California for sales, use, or other tax purposes.

8.2.4 City Taxes Applicable. Consistent with the provisions of Section 7.5.1 of this Agreement, Developer's payment of the community benefit fees required by this Section shall be in addition to, and shall not excuse, Developer from paying to the City: (i) the applicable business license tax provided for in Article 2 of Chapter 1 of Title 3 of the Antioch Municipal Code, and (ii) the applicable transaction and use tax provided for in Article 4 of Chapter 5 of Title 3 of the Antioch Municipal Code.

8.2.5 Reporting and Payments. All payments made and reports required by this Section shall be transmitted to the City Finance Department.

8.3 Applicability of Future Revenue Mechanisms. During the term of this Agreement, if the City imposes an alternative revenue mechanism specifically related to Cannabis operations (e.g. a cannabis tax), Developer agrees to pay to City the greater of the payment required under such alternative revenue mechanism or the payment required by this Section. As used in this Section, "alternative revenue mechanisms" do not include taxes, fees, licenses, or assessments levied on or collected from both cannabis and non-cannabis operations. Payments required by revenue mechanisms that are not limited to cannabis operations shall be in addition to, and not in lieu of, payments under this Section.

9. **Amendment.** This Agreement may be amended in writing from time to time by mutual consent of the Parties hereto and in accordance with the procedures required by the Development Agreement Law.

10. **Default.**

10.1 **Default.** The failure of either party to perform any obligation or duty under this Agreement within the time required by this Agreement shall constitute an event of default. (For purposes of this Agreement, a Party asserting that the other Party is in default shall be referred to as the "Complaining Party" and the other Party shall be referred to as the "Defaulting Party.")

10.2 **Notice.** The Complaining Party may not place the Defaulting Party in default unless it has first given written notice to the Defaulting Party, specifying the nature of the default and the manner in which the default may be cured, if known to the Complaining Party. Any failure or delay by the Complaining Party in giving such notice shall not waive such default or waive any of the Complaining Party's remedies.

10.3 **Cure.** The Defaulting Party shall have thirty (30) days from the receipt of notice to cure the default. In the case of monetary defaults (e.g. failure to make the payments required by Section 8 of this Agreement), any default must be cured completely within this thirty (30) day period. In the case of non-monetary defaults, if the default cannot be reasonably cured within such time, the default shall be deemed cured if: (1) the cure is commenced at the earliest practicable date following receipt of notice; (2) the cure is diligently prosecuted to completion at all times thereafter; (3) at the earliest practicable date (but in no event later than thirty (30) days after receiving the notice of default), the Defaulting Party provides written notice to the Complaining Party that the cure cannot be reasonably completed within such thirty (30) day period; and (4) the default is cured at the earliest practicable date, but in no event later than one hundred twenty (120) days after receipt of the first notice of default.

10.4 **Remedies.** If the Defaulting Party fails to cure a default in accordance with the foregoing, the Complaining Party shall have the right to terminate this Agreement upon notice to the Defaulting Party and the Complaining Party may pursue all remedies available by law or in equity, including specific performance and injunctive relief.

10.5 **Waiver of Damages.** Notwithstanding anything in this Agreement to the contrary, the Parties acknowledge that the City would not have entered into this Agreement had it been exposed to liability for damages from Developer, and that therefore, Developer hereby waives all claims for damages against the City for breach of this Agreement. Developer further acknowledges that under the Development Agreement Law, land use approvals (including development agreements) must be approved by the City Council and that under law, the City Council's discretion to vote in any particular way may not be constrained by contract. Developer therefore waives all claims for damages

against the City in the event that this Agreement or any Project Approval is: (1) not approved by the City Council or (2) is approved by the City Council, but with new changes, amendments, conditions or deletions to which Developer is opposed. Developer further acknowledges that as an instrument which must be approved by ordinance, a development agreement is subject to referendum; and that under law, the City Council's discretion to avoid a referendum by rescinding its approval of the underlying ordinance may not be constrained by contract, and Developer waives all claims for damages against the City in this regard.

10.6 Effect of Termination of Agreement on Conditional Use Permit.

Developer agrees that termination of this Agreement in accordance with this Section shall also result in the automatic termination of the Conditional Use Permit.

11. Insurance and Indemnity.

11.1 Indemnification, Defense and Hold Harmless. Developer shall indemnify, defend, and hold harmless to the fullest extent permitted by law, the City and its officer, officials, consultants and employees ("Indemnitees") from and against any and all claims, liability, loss, damage, expense, costs (including without limitation costs and fees of litigation) of every nature arising out of or in connection with the Project, the Project Approvals or the Property (including any challenge to the validity of any provision of this Agreement or the Project Approvals, or Developer's failure to comply with any of its obligations in this Agreement, or Developer's failure to comply with any current or prospective Law); provided, however, that Developer shall have no obligations under this Section for such loss or damage which was caused by the sole negligence or willful misconduct of the City. This indemnification obligation shall survive this Agreement and shall not be limited by any insurance policy, whether required by this Agreement or otherwise.

11.2 Insurance.

11.2.1 Public Liability and Property Damage Insurance. At all times that Developer is constructing any improvements to the Property, Developer shall maintain in effect a policy of comprehensive general liability insurance with a per-occurrence combined single limit of five million dollars (\$5,000,000) and a deductible of not more than fifty thousand dollars (\$50,000) per claim. The policy so maintained by Developer shall name the City as an additional insured and shall include either a severability of interest clause or cross-liability endorsement.

11.2.2 Pollution Liability and Clean-Up. At all times that Developer is engaging in activities that involve the storage or use of volatile chemicals, Developer shall maintain in effect a policy of pollution liability and clean-up insurance with a per-occurrence combined single limit of five million dollars (\$5,000,000) and a deductible of not more than fifty thousand dollars (\$50,000) per claim. The policy shall cover liability for bodily injury, property damage and environmental damage resulting from pollution and related cleanup costs incurred. Coverage shall be provided for both work performed on

site, as well as during the transport of hazardous materials. The policy so maintained by Developer shall name the City as an addition insured and shall include either a severability of interest clause or cross-liability endorsement.

11.2.3 Workers' Compensation Insurance. At all times that Developer is constructing any improvements, Developer shall maintain workers' compensation insurance for all persons employed by Developer for work at the Project site. Developer shall require each contractor and subcontractor similarly to provide workers' compensation insurance for its respective employees. Developer agrees to indemnify the City for any damage resulting from Developer's failure to maintain any such insurance.

11.2.4 Evidence of Insurance. Prior to commencement of construction of any improvements, Developer shall furnish City satisfactory evidence of the insurance required by this Agreement and evidence that the carrier is required to give the City at least fifteen (15) days prior written notice of the cancellation or reduction in coverage of a policy. The insurance shall extend to the City, its elective and appointive boards, commissions, officers, agents, employees and representatives and to Developer performing work on the Project.

12. Assignment and Transfers of Rights and Interest.

12.1 Assignment of Rights Under Agreement. Developer may not transfer or assign its interests under this Agreement, in whole or in part, for any reason. Any assignment or transfer of interests under this Agreement or the Conditional Use Permit shall constitute an event of default, subject to immediate termination, including any transfer as a matter of law due to foreclosure or some other event.

12.2 Transfer of Control. No change in Developer's ownership interest or in the composition of Developer's ownership shall be made, and no transfer or lease of the Property shall be made, without providing the City with prior written notice. If the change, transfer or lease changes Control over the use of the Property, the operations of Developer, or the actions or activities of Developer, then the change shall constitute an unlawful assignment of rights, subject to this Agreement.

12.3 Runs with the Land. Except as otherwise provided in this Agreement, and for so long as this Agreement remains in effect, all of the provisions, rights, terms, covenants, and obligations contained in this Agreement shall be binding upon the Parties and their respective heirs, Successors and assignees, representatives, sub-lessees, and all other persons acquiring the Developer's interest in the Property, whether by operation of law or in any manner whatsoever; provided that no Successor or assignee of Developer may obtain the benefits hereunder unless the City has consented to assignment of those rights as set forth in Section 12.1. All of the provisions of this Agreement shall be enforceable as equitable servitudes and shall constitute covenants running with the land pursuant to applicable laws, including, but not limited to, Section 1466 of the Civil Code of the State of California. Each covenant to do, or refrain from

doing, some act on the Property hereunder, or with respect to any leasehold interest in the Property: (a) is for the benefit of such properties and is a burden upon such properties; (b) runs with such properties; and (c) is binding upon each Party and each successive owner during its ownership of such leasehold interest in the Property or any portion thereof, and shall be a benefit to and a burden upon each Party and its property hereunder and each other person succeeding to an interest in such properties.

13. **Mortgagee Protection.** This Agreement shall be superior and senior to any lien placed upon the Property or any portion thereof after the date of recording the Agreement, including the lien of any deed of trust or mortgage (the "Mortgage"). Notwithstanding the foregoing, no breach hereof shall defeat, render invalid, diminish or impair the lien of any Mortgage made in good faith and for value.

14. **Miscellaneous.**

14.1 **Estoppel Certificate.** Either Party may at any time request the other Party to certify in writing that: (1) this Agreement is in full force and effect; (2) this Agreement has not been amended except as identified by the other Party; and (3) to the best knowledge of the other Party, the requesting Party is not in default, or if in default, the other Party shall describe the nature and any amount of any such default. The other Party shall use its best efforts to execute and return the estoppel certificate to the requesting Party within thirty (30) days of the request. The City Manager shall have authority to execute such certificates on behalf of the City.

14.2 **Recordation.** This Agreement shall not be operative until recorded with the Contra Costa County Recorder's office. Developer shall record this Agreement against the Property at its expense with the County Recorder's office within ten (10) days of the Effective Date, and shall cause any amendment to this Agreement or any instrument affecting the term of this Agreement to be recorded within ten (10) days from date on which the same become effective. Any amendment to this Agreement or any instrument affecting the term of this Agreement which affect less than all of the Property shall contain a legal description of the portion thereof that is the subject of such amendment or instrument.

14.3 **Notices.** All notices required by this Agreement or the Development Agreement Law shall be in writing and personally delivered or sent by certified mail, postage prepaid, return receipt requested.

Notice required to be given to the City shall be addressed as follows:

[Insert contact information]

Notice required to be given to the Developer shall be addressed as follows:

[Insert contact information]

Either Party may change the address stated herein by giving notice in writing to the other Party, and thereafter notices shall be addressed and transmitted to the new address. All notices shall be deemed received on the earlier of the date that personal delivery is effected or the date shown on the return receipt.

14.4 References to Municipal Code. This Agreement contains references to articles and sections of the Antioch Municipal Code. If, after the Effective Date, the City amends or renumbers the Antioch Municipal Code, then the references in this Agreement shall be understood to apply to the amended or renumbered Municipal Code.

14.5 Construction of Agreement. The provisions of this Agreement and the exhibits hereto shall be construed as a whole according to their common meaning and not strictly for or against any party and consistent with the provisions hereof, in order to achieve the objectives and purpose of the parties hereunder. The captions preceding the text of each Article, Section, and subsection hereof are included only for convenience of reference and shall be disregarded in the construction and interpretation of this Agreement. Wherever required by the context, the singular shall include the plural and vice versa, and the masculine gender shall include the feminine or neuter genders and vice versa.

14.6 Third Party Beneficiaries. This Agreement is entered into for the sole benefit of the Parties and any Successors. No other party shall have any cause of action or the standing to assert any rights under this Agreement.

14.7 Attorneys' Fees and Costs in Legal Actions by Parties to the Agreement. If any Party initiates any action at law or in equity to enforce or interpret the terms and conditions of this Agreement, the prevailing Party shall be entitled to recover reasonable attorneys' fees and costs in addition to any other relief to which it may otherwise be entitled.

14.8 Liability of City Officials. No City official or employee shall be personally liable under this Agreement.

14.9 Delegation. Any reference to any City body, official or employee in this Agreement shall include the designee of that body, official or employee, except where delegation is prohibited by law.

14.10 Severability. Should any provision of this Agreement be found invalid or unenforceable by a court of law, the decision shall affect only the provision interpreted, and all remaining provisions shall remain enforceable.

14.11 Integration. This Agreement constitutes the entire understanding and agreement of the Parties with respect to the subject matter hereof and supersedes any previous oral or written agreement. This Agreement may be modified or amended only by a subsequent written instrument executed by all of the Parties.

14.12 Counterparts. This Agreement may be signed in one (1) or more counterparts, and will be effective when the Parties have affixed their signatures to counterparts, at which time the counterparts together shall be deemed one (1) original document; provided, however, that all executed counterparts are provided to the City Clerk.

14.13 Interpretation. The Parties acknowledge that this Agreement has been negotiated by both Parties and their legal counsel and agree that this Agreement shall be interpreted as if drafted by both Parties.

14.14 Applicable Law and Venue. This Agreement shall be construed and enforced in accordance with the laws of the State of California without regard to principles of conflicts of law. In the event of litigation arising under this Agreement, venue shall reside exclusively in the Superior Court of the County of Contra Costa or, in the event of federal litigation, the Northern District of California.

14.15 Time of the Essence. Time is of the essence of this Agreement.

15. Annual Review. Annual review of the Developer's good faith compliance with the terms of this Agreement shall take place on an annual basis beginning on the first anniversary of the Effective Date and continuing to occur annually thereafter on the yearly anniversary of the Effective Date until termination of the Agreement.

IN WITNESS WHEREOF, the Parties hereto are executing this Agreement on the dates set forth below, to be effective as of the Effective Date.

CITY OF ANTIOCH

DEVELOPER

By: _____
Rowland E. Bernal Jr.
City Manager
Dated: _____

By: _____
[Name]
[Its]
Dated: _____

ATTEST:

Arne Simonson, CMC, City Clerk

APPROVED AS TO FORM:

Thomas Lloyd Smith City Attorney

[IF Property owner consent is necessary, add the following signature clause”

I/We consent to the Developer’s execution of this Agreement and agree that the Agreement may be recorded against the title to the Property

By: _____

Name:

Its:

Dated:

DRAFT



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of April 9, 2019

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Nickie Mastay, Administrative Services Director *NM*

APPROVED BY: Thomas Lloyd Smith, City Attorney *TLS*

SUBJECT: Resolution to form Homeless Encampment Ad Hoc Committee

RECOMMENDED ACTION

It is recommended that the City Council take the following actions:

- 1) Adopt a resolution to form the Homeless Encampment Ad Hoc Committees;
- 2) Confirm the appointment of the two (2) members for the Homeless Encampment Ad Hoc Committee; and
- 3) Confirm the duration of the Homeless Encampment Ad Hoc Committee.

STRATEGIC PURPOSE

The recommended action supports **Long Term Goal L:** Provide exemplary City administration.

FISCAL IMPACT

The recommended action has no direct fiscal impact on City finances.

DISCUSSION

At the March 26, 2019 City Council meeting, the City Council discussed and provided direction to staff regarding the formation of the Homeless Encampment Ad Hoc Committee. Also during the March 26, 2019 City Council meeting, the City Council discussed the following appointments to the Homeless Encampment Ad Hoc Committees.

- Homeless Encampment Ad Hoc Committee: Mayor Pro Tem Motts, Council Member Thorpe

ATTACHMENT

A. Resolution: Homeless Encampment Ad Hoc Committee

RESOLUTION NO. 2019/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
TO FORM A HOMELESS ENCAMPMENT AD HOC COMMITTEE FOR A
PERIOD OF *(INSERT DURATION)***

WHEREAS, the City Council discussed the formation of a Homeless Encampment Ad Hoc Committee at the March 26, 2019 City Council meeting; and

WHEREAS, the City Council discussed the formation of a Homeless Encampment Ad Hoc Committee that would report back to the City Council prior to and upon termination on *(insert duration)*; and

WHEREAS, the City Council confirms the appointment of *(insert name of appointee)* and *(insert name of appointee)* to the Homeless Encampment Ad Hoc Committee.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Antioch that *(insert name of appointee)* and *(insert name of appointee)* are appointed to the Homeless Encampment Ad Hoc Committee and to report back to the City Council prior to and upon the ad hoc committee's termination on *(insert duration)*.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 9th day of April, 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:


**ARNE SIMONSEN, CMC
CITY CLERK OF THE CITY OF ANTIOCH**



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of April 9, 2019

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Nickie Mastay, Administrative Services Director 

SUBJECT: City Council Formation of a Senior Ad Hoc Committee

RECOMMENDED ACTION

It is recommended that the City Council discuss and determine if it is their desire to form a Senior Ad Hoc Committee.

STRATEGIC PURPOSE

The recommendation supports **Long Term Goal L:** City Administration. Provide an exemplary City administration.

FISCAL IMPACT

No fiscal impact is anticipated because there is no compensation for City Council committees or ad hoc committees.

DISCUSSION

At the March 26, 2019 City Council meeting, Council Member Ogorchock requested this item be brought back to the City Council as soon as possible for consideration.

Ad hoc committees consist solely of less than a quorum of the legislative body and are not subject to the Brown Act. Ad hoc committees are formed for a limited period of time to address a specific need or purpose. When the work of an ad hoc committee is completed, the committee is dissolved.

ATTACHMENTS

None.

APRIL 9, 2019

FY 2017-19 ANTIOCH CITY COUNCIL ACCOMPLISHMENTS



ORDINANCES



- Cannabis Zoning and PA
 - Massage
 - Hourly Rate Motel
 - Code Enforcement Fines for violations
 - Garage Sales
 - Police Services CFD
 - Alarm Systems
 - Water Efficient Landscape Ordinance
 - Non-Conforming Uses and Structures
 - Sidewalk Vendor
 - Downtown Specific Plan Focus Area
 - Zoning Ordinance
 - Donation Bins
 - Tobacco Retailers & Smoke Shops
 - Accessory Dwelling Units
- 

STAFFING

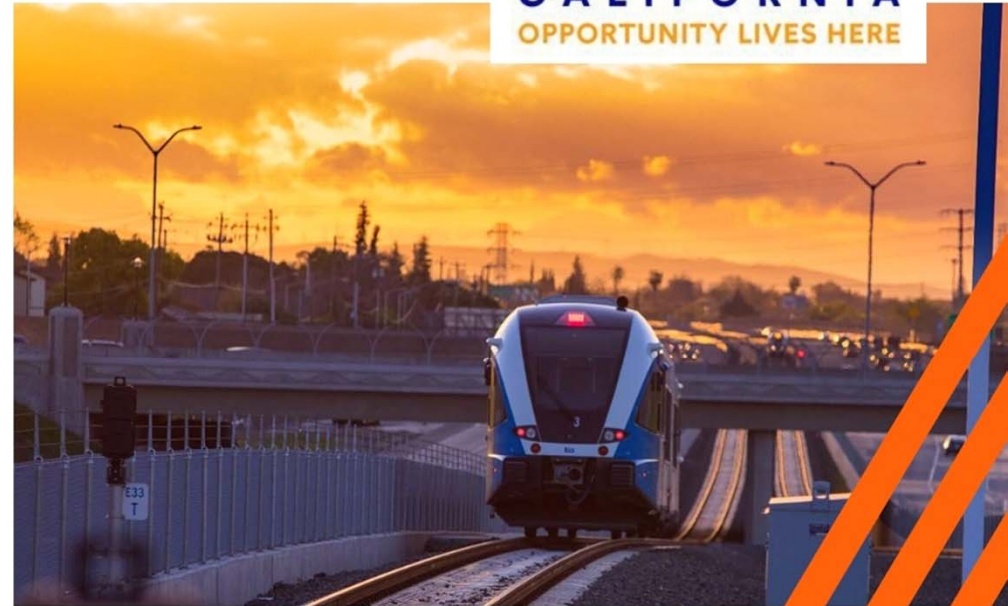
- City Attorney
- Economic Development Director
- Public Works Director/City Engineer
- Police Officers—2 additional & authorization to offer up to 110
- Engineering Project Manager
- Registered Veterinary Technician
- Animal Services Manager
- New City Treasurer
- Code Enforcement Officers—2 proactive
- Business License Technician



PROJECTS

- Brackish Water Desalination
 - EIR Certification-
 - Labor Stabilization Agreement
 - Prop 1 \$10M Grant
- Hillcrest BART Station Open
- Highway 4 Landscaping
- Water Treatment Plant Disinfection
- Senior Center Improvements
- West Antioch Creek
- Prosserville and Contra Loma Estates Playgrounds
- Lone Tree Golf Course Solar Project
- Northeast Annexation & Sewer and Water

ANTIOCH
CALIFORNIA
OPPORTUNITY LIVES HERE



PROJECTS (Continued)

- City Council Chambers Upgrade
- Freeway Cameras
- Amtrak Station Improvements
- Waldie Plaza Improvements
- Street Light LED Upgrades
- Downtown Tree Lights
- Animal Services Surgery Suite
- Marina Boat Launch Restroom
- HCP/NCCP

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PLANS, STUDIES AND AGREEMENTS

- Vision and Strategic Plan 2019-2029
- Sewer and Water Rate Study
- Cost Allocation and User Fee Study
- Police Services Fee/CFD
- Downtown Specific Plan
- Lone Tree Golf Course Agreement
- HCP (Habitat Conservation Plan) Phase 1



INITIATIVES AND MEASURE

Measure W



District
Elections



Richland



Save Mt. Diablo

- Antioch Auto Center/Infinity Auto Dealership
- Smith's Landing
- Comfort Inn - 119 Room Remodel
- Vineyards at Sand Creek 641-unit senior and market rate residential
- Aviano 533-unit residential
- Heidorn Village 117-unit residential
- Wildflower Station Commercial/Residential 120 units
- Vineyard Self Storage
- Arco AM/PM Mini-Marts, Car Wash
- Black Diamond Ranch - 9 Units
- Oakley Knolls- 28 Units

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NEW DEVELOPMENTS AND BUSINESSES



NEW DEVELOPMENTS AND BUSINESSES (CONTINUED)

- Tabora Gardens - 85 Affordable Units (Veterans/Homeless)
- Rocketship Charter School
- Richland Sand Creek - 1177 Units
- Habit Burger
- Auto Zone
- Mobilitie Small Cell License Agreement
- Quail Cove - 30 Units
- Tesla Charging Station
- Almond Knolls Apartments - 58 Units
- Laurel Ranch - 187 Units



- Mesa Digital Billboard
- 6 Cannabis Business Applications
- Costco Fuel
- Best Buy
- Acorn Business Park
- Delta Bowl
- Granite Expo
- Roddy Ranch Focus Area Final Development Plan
- Family Justice Center
- AMCAL Apartments 394 Affordable Units



REGIONAL EFFORTS

- Contra Costa County Northern Waterfront Economic Development Initiative
- EC2
- East Contra Costa Jobs Corridor Working Group
- Homeless CARE Center Efforts/\$3M HEAP Funds
- Delta 6



EVENTS AND COMMUNITY EFFORTS

- Food Truck Thursdays
- MLK Day of Service 2019
- Summer Concert Series
- Antioch/Chichibu Sister City 50th Anniversary



LITIGATION

DWR- California
WaterFix



DWR- 1968
Agreement



West Antioch
Creek
Eames

COMMUNICATION

- Branding and Marketing- Opportunity Lives Here
- Website Update
- SeeClickFix
- Quality of Life Subcommittee/Community Surveys/Join the Conversation
- City Report
- Measure C Update
- Antioch on the Move



ENHANCED SERVICES

- Community Development Department Opened Five-Days
- Library Hours Increased by One Day/Week
- Business Watch Program
- Proactive Police Details
- Cul-De Sac & Median Landscape Maintenance

APRIL 9, 2019

FY 2017-19 ANTIOCH CITY COUNCIL ACCOMPLISHMENTS

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Economic Development Department 2019-2021 Budget

Vision and Strategic Plan 2019-2029

Goal 3: Support Sustainable Economic Development

Alignment of Strategic/Vision Goals to Proposed Economic Development Budget

Vision Goals

- ▶ Marketing material to promote new development & revitalization

Proposed Budget

- ▶ Economic Development Area Studies

Wildflower Station Digital Flyover



Alignment of Strategic/Vision Goals to Proposed Economic Development Budget

Vision Goals

- ▶ Marketing material to promote new development & revitalization
- ▶ Creating business retention, expansion, and attraction programs

Proposed Budget

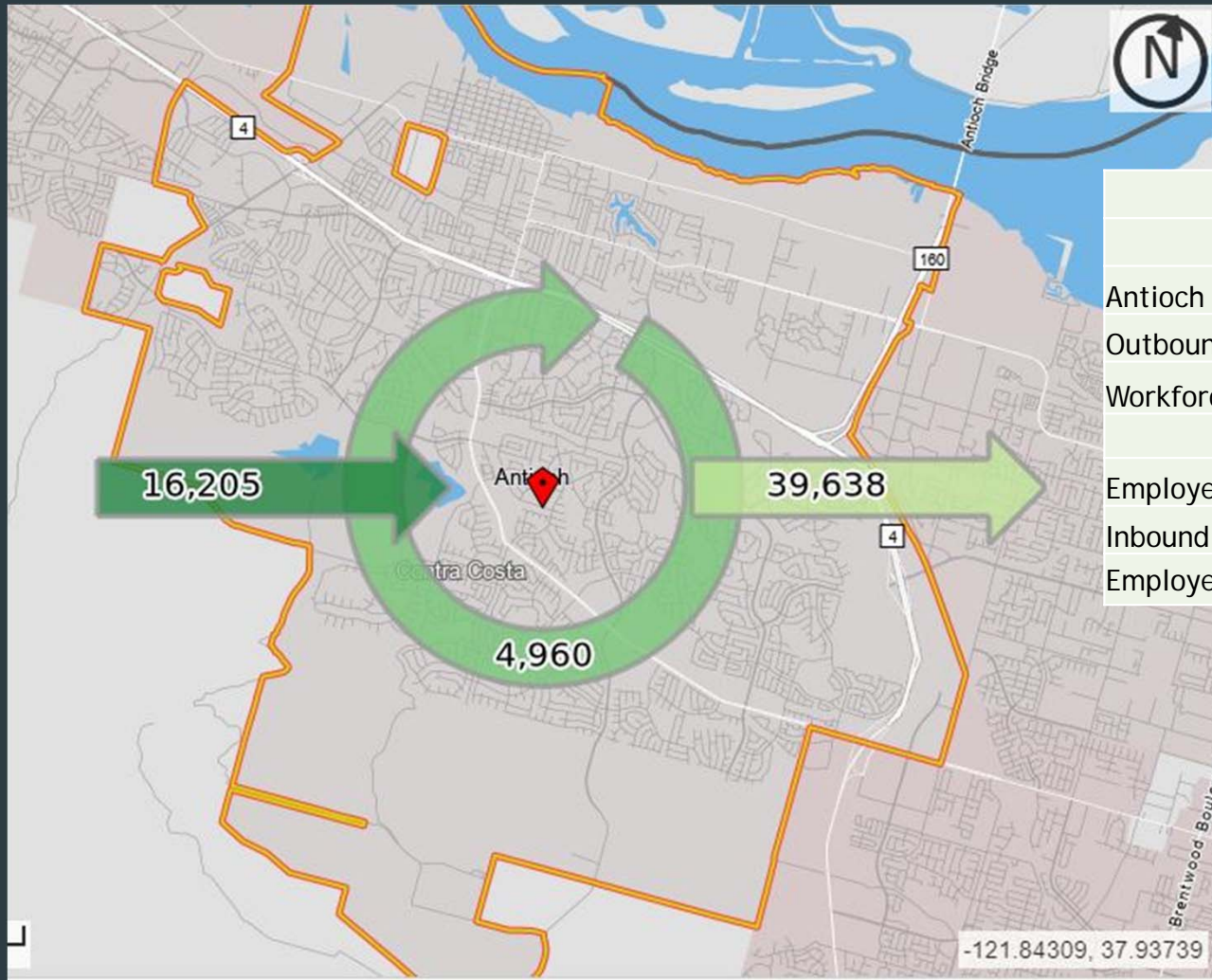
- ▶ Economic Development Area Studies
- ▶ Incorporating Customer Relation Management Software, improving websites, establishing minimum 20 company visits per year, working w/ local and national site selectors

Elements of ED Best Practices

Data gathering –

- ▶ Employer based information
- ▶ Workforce information
- ▶ Commuter profiles
- ▶ Cargo ships
- ▶ Ground contamination
- ▶ Financing toolbox
- ▶ Property database
- ▶ Utilization of “Triple P” (Public Private Partnerships)

2015 On the Map Data



Inflow/Outflow Job Counts 2015		
	Count	Share
Antioch Workforce	44,598	100%
Outbound Workforce	39,638	88.9%
Workforce employed in Antioch	4,960	11.1%
Employed in Antioch	21,165	100%
Inbound Workforce	16,205	76.6%
Employed & Living in Antioch	4,960	23.4%

Alignment of Strategic/Vision Goals to Proposed Economic Development Budget

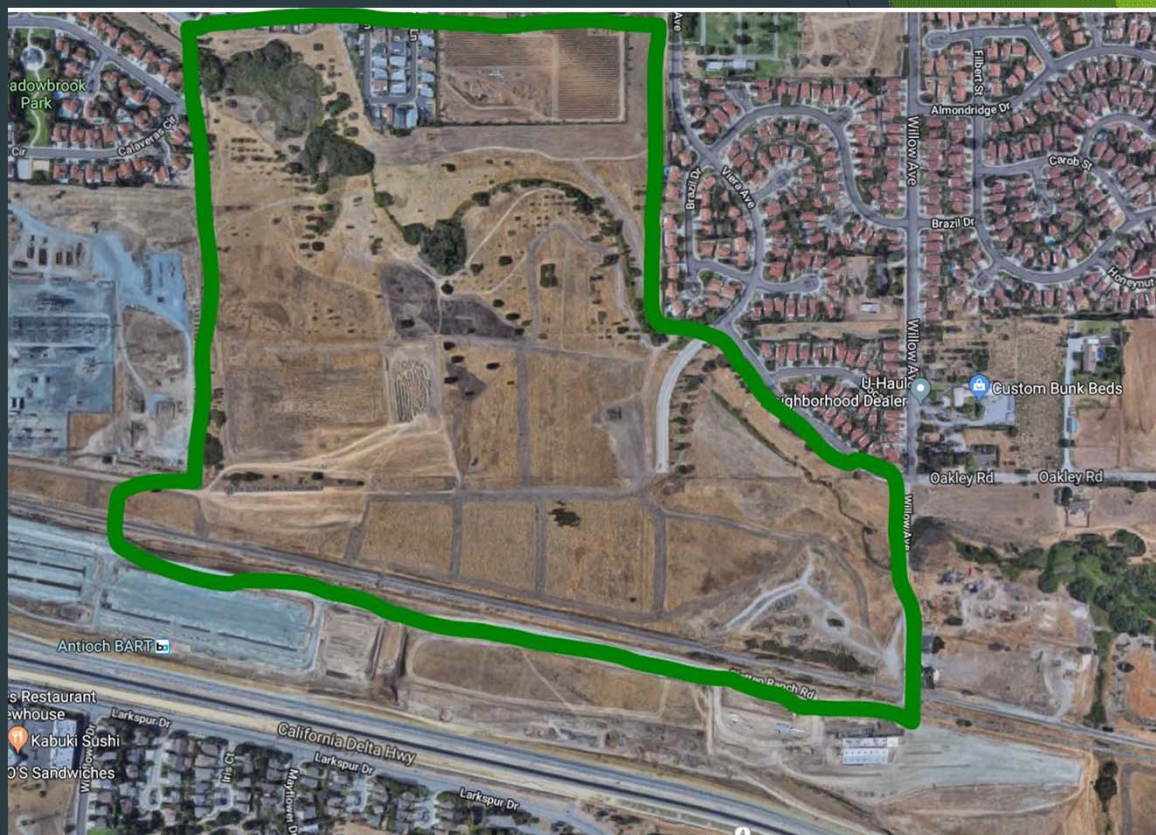
Vision Goals

- ▶ Marketing material to promote new development & revitalization
- ▶ Creating business retention, expansion, and attraction programs
- ▶ Facilitate the development of enterprise zones and employment areas

Proposed Budget

- ▶ Contracts for Economic Development Area Studies
- ▶ Incorporating Customer Relation Software, improving websites,
- ▶ Contracts for Economic Development Area Studies - East Lone Tree, Hillcrest BART, Somersville Area, Wilbur Ave Corridor, and Downtown

Economic Development Employment Centers (one concept does not fit all)



Alignment of Strategic/Vision Goals to Proposed Economic Development Budget

Vision Goals

- ▶ Inventory infrastructure for employment centers

Proposed Budget

- ▶ Fiber Optics Study & Contracts for Economic Development Area Studies

Alignment of Strategic/Vision Goals to Proposed Economic Development Budget

Vision Goals

- ▶ Inventory infrastructure for employment centers
- ▶ Promote Maritime/Tourism Industries

Proposed Budget

- ▶ Fiber Optics Study & Contracts for Economic Development Area Studies
- ▶ Improvements to ED website and AntiochIsOpportunity.com website

Marketing Items

ANTIOCH
CALIFORNIA

HOME | BUSINESS OPPORTUNITIES | LIFESTYLE OPPORTUNITIES



Alignment of Strategic/Vision Goals to Proposed Economic Development Budget

Vision Goals

- ▶ Inventory infrastructure for employment centers
- ▶ Promote Maritime/Tourism Industries
- ▶ Create opportunities to improve relations between land owners, business owners, developers, and brokers

Proposed Budget

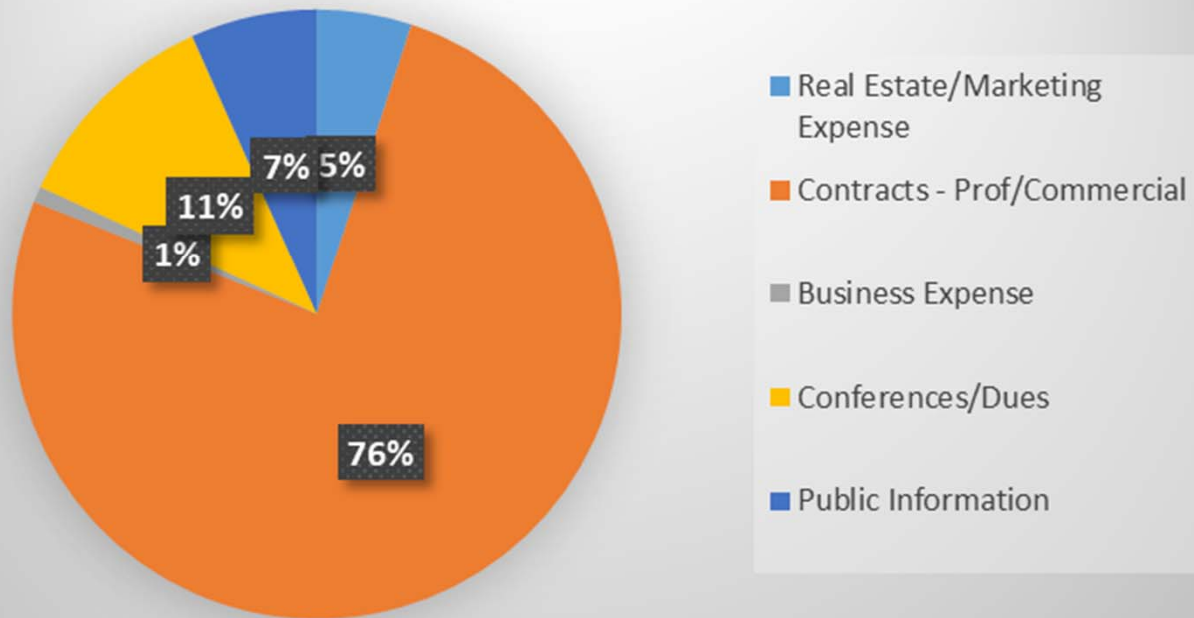
- ▶ Fiber Optics Study & Contracts for Economic Development Area Studies
- ▶ Improvements to ED website and AntiochIsOpportunity.com website
- ▶ Host broker events throughout the year and facilitate Improvement Districts throughout city

		ENHANCED		BALANCED		
Marketing		design + creative	100000	100000	25000	25000
		Media Purchases	400000	400000	125000	125000
		Tangible items	125000	125000	25000	25000
		photos/videos + rights	75000	75000	25000	25000
			\$ 700,000	\$ 700,000	\$ 200,000	\$ 200,000
Contracts	63010	MRG	50000	50000	50000	50000
		Social Media/Website/Analytics	40000	40000	40000	40000
		Misc. Contracts + Data Support	120000	95000	100000	100000
		PBID - Somersville	40000		60000	
		PR Firm	0		0	0
		Fiber Optics Study	45000		45000	45000
		ED Specific Studies				
		East Lone Tree Area	70000		70000	
		Hillcrest BART	70000		70000	70000
		Wilbur Corridor		70000		0
		Waterfront		70000		20000
			\$ 435,000	\$ 325,000	\$ 435,000	\$ 325,000
Public Informatior (Econ Marketing)	65521	Conway + Site Selction	4000	14000	0	14000
		East Lone Tree		20000		20000
		Hillcrest BART		20000		20000
		Misc. ED Marketing	6000	10000	10000	10000
			\$ 10,000	\$ 64,000	\$ 10,000	\$ 64,000
Programing		Awning/Façade Improvement	25000	25000	25000	25000
		Incentives	50000	50000	50000	50000
			\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
		\$ 1,220,000	\$ 1,164,000	\$ 720,000	\$ 664,000	

Budgets at a Glance

Original 2018-19 Budget

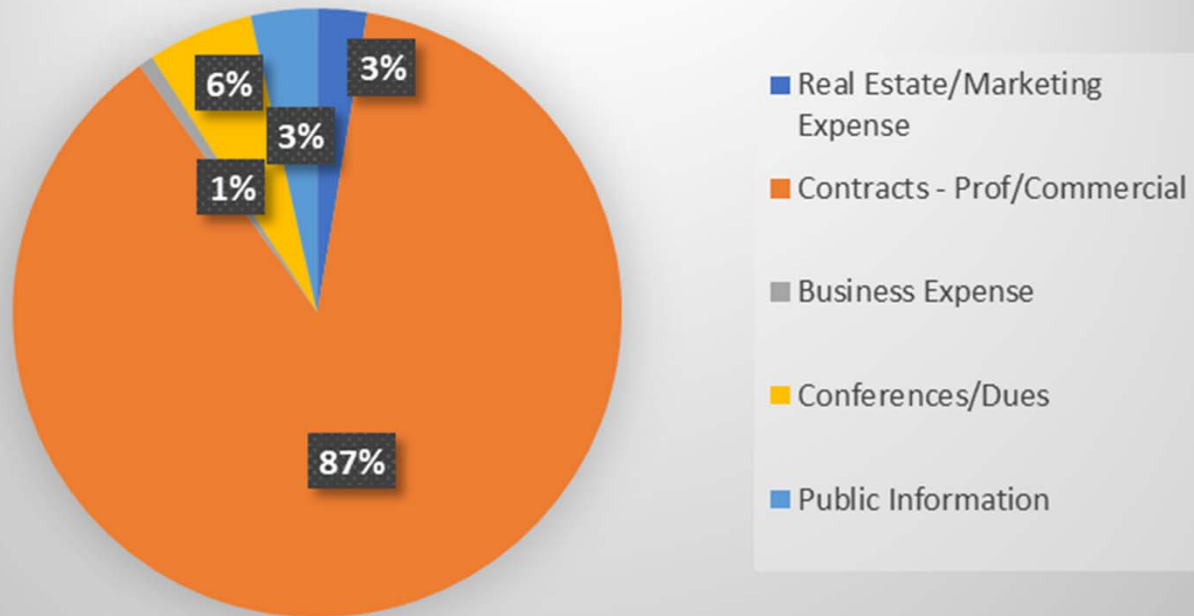
Total \$230,000(not including Salaries)



Budgets at a Glance

Revised 2018-19 Budget

Total \$580,000(not including Salaries)



Budgets at a Glance

Enhanced 2019-20 Budget

Total \$1.3M (not including salaries)

