



## **AGENDA**

### **Antioch City Council REGULAR MEETING**

**Including the Antioch City Council  
acting as Housing Successor to the  
Antioch Development Agency**

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**Date: Tuesday, September 24, 2019**

**Time: 5:30 P.M. – Closed Session**

**7:00 P.M. – Regular Meeting**

**Place: ANTIOCH COMMUNITY CENTER**

**4703 Lone Tree Way, Community Hall A**

**Antioch, CA 94531**

**RULES**

**Council Meetings Are Televised Live on Comcast Channel 24**

*Please Turn Off Cell Phones Before Entering Council Meeting*

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**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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**Project Plans:** <https://www.antiochca.gov/fc/community-development/planning/Project-Pipeline.pdf>

**Hard Copy Viewing:** Antioch Public Library, 501 W 18th St, Antioch, CA

### **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 near the entrance doors, and place in the Speaker Card Tray near the City Clerk's table, before the Council Meeting begins. 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.

**5:30 P.M.      ROLL CALL – CLOSED SESSIONS – for Council Members**

**PUBLIC COMMENTS** for Closed Sessions

#### **CLOSED SESSIONS:**

- 1) CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION –**  
Potential Litigation pursuant to California Government Code section 54956.9 (d)(4): Water Rights BDCP/WaterFix (Bay Delta Conservation Plan/WaterFix).
- 2) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**  
pursuant to California Government Code § 54956.9(d)(1): Greg & Ramona Mayon vs. Joe Bosman, City of Antioch et al. Contra Costa Superior Court Case Number C18-00168.
- 3) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
significant exposure to litigation pursuant to paragraph (2) of Subdivision (d) of Government Code Section 54956.9: (1 potential case).

**7:00 P.M.      ROLL CALL – REGULAR MEETING – for City /City Council Members acting as Housing  
Successor to the Antioch Development Agency**

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS**

## ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS

- PARKS AND RECREATION COMMISSION
- PLANNING COMMISSION

### OPENINGS

**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** – *100<sup>th</sup> Anniversary of Markstein Sales Company  
Certificate of Recognition*

**1. CONSENT CALENDAR for City /City Council Members acting as Housing Successor to the Antioch Development Agency**

**A. APPROVAL OF COUNCIL MINUTES FOR AUGUST 27, 2019**

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

STAFF REPORT

**B. APPROVAL OF COUNCIL MINUTES FOR SEPTEMBER 10, 2019**

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

STAFF REPORT

**C. APPROVAL OF COUNCIL WARRANTS**

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

STAFF REPORT

**D. APPROVAL OF HOUSING SUCCESSOR WARRANTS**

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

STAFF REPORT

**E. REJECTION OF CLAIM: GREG AND RAMONA MAYON**

Recommended Action: It is recommended that the City Council reject the claim filed by Greg and Ramona Mayon.

STAFF REPORT

**CONSENT CALENDAR for City /City Council Members acting as Housing Successor to the Antioch Development Agency – Continued**

- F.** AUTHORIZATION FOR THE CITY MANAGER TO ENTER INTO CONSULTANT SERVICE AGREEMENTS WITH EVVIVA BRANDS, LLC FOR PHASE 3 OF THE CITY'S REBRANDING EFFORTS FOR THE CREATIVE EXTENSION FOR THE MEDIA CAMPAIGN FOR \$80,300, WITH ORANGE22 INC. FOR PHASE 3 OF THE MEDIA STRATEGY & PLANNING FOR \$39,950, AND FOR PHASE 2 OF THE MEDIA PURCHASES FOR \$275,000 FOR FISCAL YEAR 2019/2020

Recommended Action: It is recommended that the City Council adopt a resolution authorizing the City Manager to enter into Consultant Service Agreements with Evviva Brands, LLC for Phase 3 of the City's rebranding efforts for the Creative Extension for the Media Campaign for \$80,300, with Orange22 for Phase 3 of the Media Strategy & Planning for \$39,950, and for Phase 2 of the Media Purchases for \$275,000 for Fiscal Year 2019/2020.

**STAFF REPORT**

- G.** RESOLUTION APPROVING THE FINAL MAP, IMPROVEMENT PLANS, AND SUBDIVISION IMPROVEMENT AGREEMENT FOR QUAIL COVE SUBDIVISION 7938 (PW 696)

Recommended Action: It is recommended that the City Council adopt the resolution approving the final map, improvement plans, and Subdivision Improvement Agreement for Quail Cove Subdivision 7938 (PW 696).

**STAFF REPORT**

- H.** FIRST AMENDMENT TO THE AGREEMENT WITH J.J.R. CONSTRUCTION, INC. FOR MEDIAN LANDSCAPE IMPROVEMENTS/STAMPED CONCRETE INSTALLATION AND INCREASE THE CAPITAL IMPROVEMENT BUDGET BY \$282,500

Recommended Action: It is recommended that the City Council adopt a resolution to:

- 1) Authorize approval of the First Amendment to the Agreement with J.J.R. Construction, Inc. increasing the contract amount by \$282,500 for a total not to exceed amount of \$540,000.
- 2) Authorize an increase in capital improvement project budget with Gas Tax in the amount of \$282,500.

**STAFF REPORT**

**PUBLIC HEARING for City /City Council Members acting as Housing Successor to the Antioch Development Agency**



**2. PUBLIC HEARING TO REVIEW FY 2018-19 CDBG AND HOUSING SUCCESSOR FUND ACCOMPLISHMENTS REPORTED IN THE CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER), INTRODUCTION TO ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE, AND PRESENTATION OF THE NEEDS ANALYSIS TO INFORM DEVELOPMENT OF 2020-25 CONSOLIDATED PLAN**

Recommended Action: 1) It is recommended that the City Council receive and consider public comment on the FY 2018-19 CAPER year-end report detailing achievements of programs funded with CDBG and Housing Successor funds for housing, homeless, and community services to improve the quality of life of lower income Antioch residents and neighborhoods.

2) It is recommended that Council receive and consider public comment on the Analysis of Impediments to Fair Housing Choice (AI), prior to considering adoption of the AI at the October 22<sup>nd</sup> Council meeting.

3) It is recommended that the City Council receive and consider public comment on the Needs Analysis prepared for the development of the 2020-25 Consolidated Plan.

**PRESENTATION**

**STAFF REPORT**

**3. RESIDENTIAL GROWTH MANAGEMENT ORDINANCE AMENDMENTS**

Recommended Action: It is recommended that the City introduce an ordinance amending Title 9, Chapter 5, Article 40, Residential Growth Management.

**STAFF REPORT**

**4. FIRE PROTECTION FACILITY FEE ORDINANCE AMENDMENT**

Recommended Action: It is recommended that the City Council introduce an ordinance amending Title 3, Chapter 7, Fire Protection Facility Fees, to update the fees to correspond with fees recently adopted by the Contra Costa County Board of Supervisors and to make other minor changes.

**STAFF REPORT**

**COUNCIL REGULAR AGENDA**

**5. ECONOMIC DEVELOPMENT COMMISSION (EDC) APPOINTMENTS FOR FOUR (4) FULL-TERM VACANCIES EXPIRING JUNE 2023**

Recommended Action: It is recommended that the Mayor nominate and City Council appoint by resolution four (4) candidates to fill the full-term vacancies to the Economic Development Commission expiring June 2023.

**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.*

**MOTION TO ADJOURN** – *After Council Communications and Future Agenda Items, the Mayor will make a motion to adjourn the meeting. A second of the motion is required, and then a majority vote is required to adjourn the meeting.*

## **SPEAKERS' RULES**

Welcome to a meeting of the Antioch City Council, we appreciate your attendance.

Because we usually have busy agendas and a lot of business to get through, we need to have some rules so the meeting can be completed at a reasonable hour. Your cooperation is very much appreciated. The State Ralph M. Brown Act guarantees the public's right to address the City Council, within the framework of these rules.

The Council can only take action on items that are listed on the agenda. If you wish to speak to us about an item **not on the agenda**, the "Public Comments" section of the agenda is for you. We will take such comments until no later than 7:30 p.m., when we will move on to agenda items. There is another opportunity for public comments at the end of the meeting.

If you wish to speak, either during "public comments" or during an agenda item, fill out a Speaker Request Form and place in the Speaker Card Tray near the City Clerk. This will enable us to call upon you to speak.

Each speaker is limited to not more than three minutes under Public Comments and three minutes on non-public hearing agenda items. During public hearings, each side is entitled to one "main presenter" who may have not more than 10 minutes; all other speakers during a public hearing item are entitled to a maximum of 5 minutes. These time limits may be modified depending on the number of speakers, number of items on the agenda, or circumstances. No one may speak more than once on an agenda item or during "public comments." Groups who are here regarding an item may identify themselves by raising their hands at the appropriate time to show support for one of their speakers.

During certain types of hearings, the applicant is allowed to give his or her presentation first. After all testimony is received, the applicant has an opportunity for rebuttal.

After having heard from the public, the agenda item will be closed. Deliberations will then be limited to members of the City Council.

If the meeting appears to be going late, the City Council may decide to continue some items until a subsequent meeting. We will try to make this determination around 10:00 p.m. It is the goal to stop discussing agenda items by not later than 11:00 p.m.

The "Consent Calendar" is a group of items which staff thinks may be routine. These items are usually considered all together and approved without further discussion. If you are opposed to action which is recommended for an item on the "Consent Calendar," please submit a Speaker Request Form to let the Mayor know at that part of the agenda and the item will be removed from the "Consent Calendar."

The Council meets regularly on the second and fourth Tuesdays of the month at 7:00 p.m., with Closed Sessions often occurring before or after the regular meeting. The Council also holds adjourned and study sessions on other days. City Council Agendas, including Staff Reports are posted onto our City's Website 72 hours before each Council Meeting. To be notified when the agenda packets are posted onto our City's Website, simply click on this link: <https://www.antiochca.gov/notifications/> and enter your e-mail address to subscribe. To view the agenda information, click on the following link: <https://www.antiochca.gov/government/agendas-and-minutes/city-council/>.

In accordance with the Americans with Disabilities Act and California law, it is the policy of the City of Antioch to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact the ADA Coordinator at the number or address below at least 72 hours prior to the meeting or when you desire to receive services. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City's ADA Coordinator can be reached @ Phone: (925) 779-6950, and e-mail: [publicworks@ci.antioch.ca.us](mailto:publicworks@ci.antioch.ca.us).

## ***BOARDS / COMMISSION / COMMITTEE VACANCY ANNOUNCEMENTS***

The City of Antioch encourages residents to become involved in their local community. One way to do so is to serve on various commissions, boards and committees. Any interested resident is encouraged to apply for the vacancy listed below. To be considered for these volunteer positions, a completed application must be received in the Office of the City Clerk by the dates listed below. Applications are available at <https://www.antiochca.gov/#> and at the City Clerk's Office, City Hall, 200 H Street, Antioch, CA 94509, (925) 779-7009.

- ***PARKS AND RECREATION COMMISSION – Deadline date: 09/27/19***
- ***PLANNING COMMISSION – Deadline date: 10/25/19***

***Your interest and desire to serve our community is appreciated.***

**PARKS AND RECREATION COMMISSION**

**(Deadline date: 09/27/19)**

***One (1) Partial-Term Vacancy expiring April 2022***

- Parks and Recreation Commission serves in an advisory capacity to the City Council in matters pertaining to Parks and Recreation functions.
- Must be a resident of the City of Antioch.
- Surveying all current and future public and private recreation facilities.
- Recommend coordinated recreation programs for the City.
- Survey current and future park and recreational needs of the community to provide a sound and year-round recreational program for all ages.
- 7 member board – 4 year terms. These terms expire April 2022.
- Meetings are held the third Thursday of every month at 7:00 p.m.
- Commissioners are required to submit a FPPC Form 700 (Statement of Economic Interests) upon assuming office, and every year thereafter no later than April 1<sup>st</sup>.
- Newly appointed Commissioners are also required to complete the AB 1234 Ethics training within 1-year of their appointment. All Commissioners must then take the AB 1234 Ethics training every two years thereafter. The Ethics training is available online.

***Two (2) Full-Term Vacancies expiring October 2023***

- The Commissioners makes decisions and recommendations to the City Council on land use, zoning and General Plan issues.
- Must be a resident of the City of Antioch.
- Meetings are held the first and third Wednesday of each month at 6:30 p.m. in the Council Chamber
- 7 member board – 4 year terms. This partial-term vacancy will expire October 2020.
- Commissioners are required to submit a FPPC Form 700 (Statement of Economic Interests) upon assuming office, and every year thereafter no later than April 1<sup>st</sup>.
- Newly appointed Commissioners are also required to complete the AB 1234 Ethics training within 1-year of their appointment. All Commissioners must then take the AB 1234 Ethics training every two years thereafter. The Ethics training is available online.

## **CITY COUNCIL MEETING**

**Special/Regular Meeting**  
**4:30 P.M.**

**August 27, 2019**  
**Council Chambers**

### **SPECIAL MEETING**

Mayor Wright called the Special Meeting to order at 4:31 P.M., and City Clerk Simonsen called the roll.

Present: Council Members Wilson, Motts, Ogorchock and Mayor Wright  
Absent: Councilmember Thorpe (arrived at 4:36 P.M.)

### **PLEDGE OF ALLEGIANCE**

#### **1. EMERGENCY OPERATIONS – DISASTER PREPAREDNESS TRAINING FOR COUNCIL MEMBERS**

Paul Bockrath, MPA, MEP Partner Preparative Consulting, gave a professional history of working in law enforcement and training as an OES Instructor. He gave a PowerPoint presentation of the Standardized Emergency Management System (SEMS) Executive Course (ICS 402), which included the following:

- Introduction & Course Overview
- Incident Command System (ICS) & The Standardized Emergency Management System (SEMS)
- Emergency Operations Center (EOC) & Multi-Agency Coordination Systems (MACS)
- Elected Officials Guide to Emergency Management
- Emergency Proclamations Quick Reference Guide

Mr. Bockrath distributed his business cards and encouraged anyone with additional questions or concerns to reach out to him.

### **PUBLIC COMMENT – None**

On motion by Mayor Wright, seconded by Councilmember Thorpe, the City Council adjourned the Special Meeting at 6:23 P.M.

### **REGULAR MEETING**

Mayor Wright called the meeting to order at 7:00 P.M., and City Clerk Simonsen called the roll.

Present: Council Members Wilson, Motts, Thorpe, Ogorchock and Mayor Wright

### **PLEDGE OF ALLEGIANCE**

Councilmember Motts led the Council and audience in the Pledge of Allegiance.

**CLOSED SESSION REPORT OUT FOR AUGUST 13, 2019: CONFERENCE WITH LEGAL COUNSEL** – Existing Litigation pursuant to California Government Code section 54956.9(d)(1) – Zeka Ranch One, LLC et al. v. City of Antioch et al., Contra Costa Superior Court Case Nos. N18-0228, N18-0229, N18-0231, and N18-0232.

City Attorney Smith reported the City Council had been in Closed Session on August 13, 2019 and gave the following report: **CONFERENCE WITH LEGAL COUNSEL** – Council by a 4/1 vote authorized City Attorney Smith to file an appeal if it was determined to be in the best interest of the City, Councilmember Thorpe voting no.

### **ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS**

Shannon Skinner, Somersville Towne Center thanked Velma and Claryssa Wilson for hosting the Stuff the Bus School give-away and recognized the sponsors and volunteers who participated. She announced the following upcoming events for the mall:

- Hot Rods For Paws hosted by Furry Friends – October 19, 2019
- Trick or Treating – October 31, 2019

She encouraged residents to support businesses and events at the mall during the upcoming holiday season. She listed the new mall tenants.

### **PUBLIC COMMENTS**

Mayor Wright read written comment from John Trizuto, regarding fires caused by homeless encampments; see click fix and Code Enforcement.

### **COUNCIL SUBCOMMITTEE REPORTS/COMMUNICATIONS**

Councilmember Motts reported on her attendance at the Lone Tree Golf Course committee meeting.

Mayor Wright reported on his attendance at the Lone Tree Golf Course committee meeting.

### **MAYOR'S COMMENTS**

Mayor Wright welcomed everyone back from summer and wished everyone a great school year. He stated he was excited about changes coming forward for the School District.

On motion by Councilmember Thorpe, seconded by Councilmember Motts, the City Council unanimously suspended the rules and moved Regular Agenda Items #4 and 5 to follow after the Presentation.



## **PRESENTATION**

Director of Economic Development Reed introduced the Presentation, David Kippen, Evviva and Ann Balboa Orange 22 gave a City Branding update PowerPoint presentation.

Councilmember Motts thanked Mr. Kippen for the report.

## **COUNCIL REGULAR AGENDA**

### **4. RELOCATION OF THE VETERANS' MEMORIAL**

City Manager Bernal introduced Regular Agenda Item #4.

Public Works Director/City Engineer Blank recommended that the City Council review the proposed relocation of the Veterans' Memorial at the Antioch Marina and provide direction to staff.

J.R. Wilson, invited Veteran's or anyone acquainted with a Veteran to stand and thanked them for their service. He requested Mayor Wright direct staff to develop a budget for the relocation of the Veteran's Memorial for consideration at the September 10, 2019 Council meeting, for dedication on Veteran's Day. He questioned how long the fence would be surrounding the Memorial.

Dan Aderholt, American River Homeless Crew, spoke in support of the Veteran's Memorial relocation proposal.

Diane Ferguson, DVG and Stand Down on the Delta, thanked Council for allowing her to speak. She gave a history of her and her family's military service. She urged Council to support the relocation proposal.

Council spoke in support of Veteran community and the memorial relocation project. They directed staff to proceed with cost estimates and draft a resolution for the project, for consideration at the September 10, 2019 Council meeting.

### **5. HOMELESS ENCAMPMENT AD HOC COMMITTEES UPDATE**

Councilmembers Thorpe and Motts gave a PowerPoint presentation of the Antioch Homeless Encampment Task Force Ad Hoc Committee, which included the following:

- Purpose
- Process
- Outreach
- Public Testimony
- Key Takeaways
- Challenges

➤ Recommendations

LaVonna Martin, Contra Costa County Director Health, Housing & Homeless Services, stated she appreciated Councilmembers Thorpe and Motts educating themselves regarding what was occurring in the City. She reiterated that permanent housing ended homelessness and discussed the importance of building houses at very affordable levels. She thanked the City for their partnership.

Councilmember Thorpe thanked City Manager Bernal for his participation and advocacy on behalf of the homeless community.

Dan Aderholt, American River Homeless Crews, discussed his outreach efforts and the advocacy groups who were assisting the homeless. He reported that many stakeholders agreed that a shelter for women and children should take precedence. He noted the impacts from the homeless would diminish, if restrooms and shelters were available.

Joe Bosman, stated he appreciated Councilmembers Motts and Thorpe efforts to investigate homeless issues in Antioch. He explained that he owned a homeless zoned parcel on Wilbur Avenue and gave a history of his attempts to develop the property. He reported he currently had 10-15 good tenants; however, Code Enforcement had threatened him with fines due to people living in RVs, on his property. He asked that Council to direct Code Enforcement to allow him time to find temporary solutions for his tenants to avoid more homeless people in the community.

Lucas Bosman stated he had researched societal issues including homelessness. He commented that it was Council's responsibility to create a response to the people of the community and noted that this issue took precedence over nearly every other issue facing the City.

Nicole Gardner, Antioch resident, thanked Councilmember Thorpe and Councilmember Motts for researching this issue. She asked Council to expedite the process to house homeless Veterans.

Leonard Hernandez, Homeless Advocate of Contra Costa County, stated they had helped the homeless and assisted several in locating shelter. He commented that they had cleaned up the community and with the assistance of the homeless. He spoke in support of the committee recommendations and suggested temporary shelters be placed in locations that were secluded.

Winfred Powell commented that there were many faces of the homeless and it was difficult from them to ask for help.

Jimmy Gordon, speaking on behalf of the homeless community living at 701 Wilbur Lane, noted it would be difficult for any of the tenants to move elsewhere if they were forced to leave the property. He requested the City show compassion and allow them to remain on the property.

Richard Story, Antioch resident, stated he had been a tenant of Joe Bosmen for ten years and commented that most cities looked past property owners who allowed RVs to park on their properties. He stated if the City moved forward with requiring them to leave the property, they would be homeless in thirty days.

Dale Askew, stated he was a retired disabled tenant who resided on Joe Bosman's property for six-seven years. He explained that the City had demanded Mr. Bosman evict his tenants; however, if he did so, it would result in at least fifteen people becoming homeless. He urged the Council to have compassion.

Iris Archuleta, Antioch resident, discussed her personal experience with homelessness and stated many of them were assets in the community that may be lost if the homeless issue was not addressed.

Jerry Collins, resident of 701 Wilbur Avenue, reported that there had been an ongoing issue between Code Enforcement and Mr. Bosman for approximately ten years. He commented that the property had been upgraded and Mr. Bosman was helping those who could not afford to go elsewhere. He encouraged Council to visit the property.

Anna Rodriguez, resident of 701 Wilbur Avenue, stated she was a single parent of two children living on the property and it provided them with a safe, clean, and affordable home. She stated many tenants were seniors who could not afford to live elsewhere and requested the City allow them to remain on the property.

Mayor Wright thanked Councilmember Thorpe and Councilmember Motts for bringing the information back to Council. He stated he wanted to meet with Lavonna Martin to discuss questions he had regarding this issue.

Councilmember Thorpe commented that when they had discussed RV/Trailer parking locations, one of the locations they had considered was 701 Wilbur Avenue. He noted the concept was working with private property owners to find temporary and permanent solutions.

Councilmember Ogorchock thanked Councilmember Thorpe and Councilmember Motts for all their hard work on the committee, she also thanked everyone who participated. She announced Stand Down on the Delta would be held on September 21, 2019 and the grand opening of the Family Justice Center would be held on September 27, 2019. She commented that she was also interested in meeting with Lavonna Martin to talk about this issue. She discussed the importance of pooling resources and noted that financing for the recommendations had not been discussed. She expressed concern for the amount of students who were homeless and suggested the City/School committee consider the issue. She acknowledged the Community Engagement Team for doing a phenomenal job with the unhoused. She reported that the Care Center was providing detox opportunities and assistance for those who needed identification to get into housing.

Councilmember Wilson thanked Councilmember Thorpe and Councilmember Motts for the presentation and their hard work. She voiced her support for the committee's recommendations. She reported on her participation in the Point in Time count.

Councilmember Thorpe thanked everyone for their comments.

Councilmember Motts stated that the need was urgent, so she recommended staff come back as soon as possible with job specifications for a full-time or contract Unhoused Resident Coordinator position.

Councilmember Thorpe requested cost estimates for the recommendations with the understanding that the resources would come out of the General Fund.

Following discussion, City Attorney Smith confirmed the staff recommendation for this item was to receive and file. He clarified that from a government standpoint it would need to come back with a resolution, based upon the action Council wanted to follow up on.

Mayor Wright stated direction from Council was to bring this item back on the next agenda with the recommended actions for a resolution.

Mayor Wright declared a recess at 9:31 P.M. The meeting reconvened at 9:46 P.M. with all Councilmembers present.

**1. CONSENT CALENDAR**

**A. APPROVAL OF COUNCIL MINUTES FOR AUGUST 13, 2019**

**B. APPROVAL OF COUNCIL WARRANTS**

**C. APPROVAL OF HOUSING SUCCESSOR WARRANTS**

**D. APPROVAL OF TREASURER'S REPORT FOR JULY 2019**

**E. RESOLUTION NO. 2019/133 RE-APPROPRIATING \$41,693 FROM THE FY 2018/19 BUDGET TO THE FY 2019/20 BUDGET FOR CODE ENFORCEMENT NUISANCE ABATEMENT SERVICES**

**F. RESOLUTION NO. 2019/134 APPROVING EXTENSION OF A TENTATIVE PARCEL MAP FOR CONDOMINIUM PURPOSES FOR ALMOND KNOLLS (PW 357-301-17)**

**G. RESOLUTION NO. 2019/135 APPROVING THE FINAL MAP, IMPROVEMENT PLANS, AND SUBDIVISION IMPROVEMENT AGREEMENT FOR BLACK DIAMOND RANCH UNIT 4 SUBDIVISION 9370 AND ANNEXING TO CITY WIDE LIGHTING AND LANDSCAPING DISTRICT 2-A ZONE 10 (PW 512-4)**

Director of Community Development Ebbs pulled Item E from the Consent Calendar.

On motion by Councilmember Ogorchock, seconded by Councilmember Thorpe, the City Council unanimously approved the Council Consent Calendar with the exception of Item E, which was removed for further discussion.

**Item E** – City Manager Bernal introduced Item E. Director of Community Development Ebbs explained that there was a supplemental staff report that included an amended resolution.

On motion by Councilmember Ogorchock, seconded by Councilmember Motts, the City Council unanimously approved the amended resolution for Item E.

## **PUBLIC HEARING**

### **3. CITY COUNCIL MEMBERS SALARIES**

City Manager Bernal introduced Public Hearing Item #3.

City Attorney Smith presented the staff report dated August 27, 2019 recommending the City Council: 1) Introduce the ordinance by title only. 2) Introduce the ordinance amending 2-1.203 and 2-1.206 of the Antioch Municipal Code to increase the salaries for the City Council Members.

Mayor Wright opened and closed the public hearing with no members of the public requesting to speak.

Councilmember Ogorchock stated she appreciated the fact that it had been thirteen years since Council had a raise; however, in light of the needs of the community, she believed this money should go elsewhere.

On motion by Councilmember Thorpe, seconded by Councilmember Motts, the City Council 1) Introduced the ordinance by title only. 2) Introduced the ordinance amending 2-1.203 and 2-1.206 of the Antioch Municipal Code to increase the salaries for the City Council Members. The motion carried the following vote:

*Ayes: Wilson, Motts, Thorpe, Wright*

*Noes: Ogorchock*

## **COUNCIL REGULAR AGENDA**

### **4. RELOCATION OF THE VETERANS' MEMORIAL**

### **5. HOMELESS ENCAMPMENT AD HOC COMMITTEES UPDATE**

By previous action of Council, Agenda Items #4 and #5 were moved to after the Presentation.

**6. RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE NORTHERN WATERFRONT ECONOMIC DEVELOPMENT INITIATIVE MEMORANDUM OF UNDERSTANDING AMONG THE COUNTY OF CONTRA COSTA AND THE CITIES OF ANTIOCH, BRENTWOOD, CONCORD, HERCULES, MARTINEZ, OAKLEY, AND PITTSBURG, CALIFORNIA**

City Manager Bernal introduced Regular Agenda Item #6.

Director of Economic Development Reed presented the staff report dated August 26, 2019 and a PowerPoint presentation of the Northern Waterfront Economic Development Initiative recommending the City Council adopt a resolution authorizing the City Manager to execute the Northern Waterfront Economic Development Initiative Memorandum of Understanding ("MOU") among the County of Contra Costa and the Cities of Antioch, Brentwood, Concord, Hercules, Martinez, Oakley, and Pittsburg, California.

Keith Archuleta, Chairperson of the Economic Development Commission and President of Emerald HPC International, commented that Antioch had unique resources and in addition to the MOU he encouraged the City to continue working with the Economic Development Commission and staff to implement the Waterfront Initiative. He thanked fellow Economic Development Commissioners for their service.

Council thanked Mr. Archuleta for his service on the Economic Development Commission and thanked the Economic Development Commission for supporting this item.

**RESOLUTION NO. 2019/136**

On motion by Councilmember Wilson, seconded by Councilmember Thorpe, the City Council unanimously adopted a resolution authorizing the City Manager to execute the Northern Waterfront Economic Development Initiative Memorandum of Understanding ("MOU") among the County of Contra Costa and the Cities of Antioch, Brentwood, Concord, Hercules, Martinez, Oakley, and Pittsburg, California.

**7. UPDATES TO THE CITY OF ANTIOCH MASTER FEE SCHEDULE FOR ANIMAL SERVICES TO ALLOW CERTAIN FEES TO BE WAIVED, DISCOUNTED OR DEFERRED**

City Manager Bernal introduced Regular Agenda Item #7.

Animal Services Manager Harding presented the staff report dated August 26, 2019 recommending the City Council adopt the resolution approving updates to the Master Fee Schedule to allow the Chief of Police, or designee, to waive, discount, or defer certain Animal Services Fees, effective October 1, 2019, when such action is deemed to be in the best interest of the animal.

Councilmembers Motts and Ogorchock thanked Animal Services Manager Harding for presenting this recommendation to Council.

**RESOLUTION NO. 2019/137**

On motion by Councilmember Ogorchock, seconded by Councilmember Thorpe, the City Council unanimously adopted the resolution approving updates to the Master Fee Schedule to allow the Chief of Police, or designee, to waive, discount, or defer certain Animal Services Fees, effective October 1, 2019, when such action is deemed to be in the best interest of the animal.

**8. POLICY FOR NAMING AND RENAMING OF PARKS, RECREATION FEATURES, OR PUBLIC SPACES**

City Manager Bernal introduced Regular Agenda Item #8.

Director of Parks and Recreation Kaiser presented the staff report dated August 26, 2019 recommending the City Council approve the Policy for Naming and Renaming of Parks, Recreation Features, or Public Spaces.

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson, the City Council approved the Policy for Naming and Renaming of Parks, Recreation Features, or Public Spaces.

**9. THIRD TUESDAY FOR WORK STUDY SESSION**

City Manager Bernal introduced Regular Agenda Item #9.

Administrative Services Director Mastay presented the staff report dated August 26, 2019 recommending the City Council discuss the proposal and direct staff regarding whether or not to schedule the third Tuesday of each month for a work study session.

Councilmember Motts recommended Council consider holding additional Study Session meetings to allow for conversations to occur in a more informal setting.

Following discussion, consensus of Council was to hold Study Sessions only on an as needed basis.

**10. AD HOC COMMITTEE DISSOLUTION OR EXTENSION UNTIL A SPECIFIC DATE; UPDATES ON AD HOC COMMITTEE ACTIVITIES**

City Manager Bernal introduced Regular Agenda Item #10.

Administrative Services Director Mastay presented the staff report dated August 26, 2019 recommending the City Council: 1) Provide updates on ad hoc committee activities, 2) Determine whether to dissolve or extend the term of the existing ad hoc committees until a specific date; 3)



Determine whether to direct staff to create standing committees to replace certain existing ad hoc committees.

- Waterfront Ad Hoc Committee
- City/School Ad Hoc Committee
- Youth Services Task Force Ad Hoc Committee
- Civic/Municipal Center Ad Hoc Committee
- Human Trafficking Ad Hoc Committee
- Sesquicentennial Ad Hoc Committee
- Homeless Encampment Ad Hoc Committee
- Senior Ad Hoc Committee
- Cannabis Ad Hoc Committee

Dan Aderholt expressed interest in participating in the Sex Trafficking committee.

City Attorney Smith explained that Ad Hoc committees were intended for a specific purpose and should not carry on for extended periods of time. He noted if extended, he would recommend December 10, 2019 or January 14, 2019, as deadline dates. He further noted an Ad Hoc committee may be dissolved and another created with a different and specific purpose, in the same genre.

#### Waterfront Ad Hoc Committee

Councilmembers Wilson and Motts reported on the Waterfront Ad Hoc Committee. They requested the committee be extended to December 10, 2019.

#### City/School Ad Hoc Committee

Councilmembers Ogorchock and Motts reported on the City/School Ad Hoc Committee. They requested that the Ad Hoc Committee be converted to a standing committee.

City Attorney Smith stated staff would follow up with a resolution to create the standing committee.

#### Youth Services Task Force Ad Hoc Committee

Councilmember Thorpe reported on the Youth Services Task Force Ad Hoc Committee. He requested the committee be extended to December 10, 2019.

#### Civic/Municipal Center Ad Hoc Committee

Councilmembers Thorpe and Wilson reported on the Civic/Municipal Center Ad Hoc Committee. They requested the committee be disbanded and reconsidered at a future date.



Human Trafficking Ad Hoc Committee

Councilmember Wilson reported on the Human Trafficking Ad Hoc committee and requested City Attorney Smith agendaize an update for the massage parlor ordinance. She requested the Ad Hoc Committee be disbanded and renamed the Sexual Violence Prevention Ad Hoc committee, to be established for nine months.

Sesquicentennial Ad Hoc Committee

Councilmember Motts and Mayor Wright reported on the Sesquicentennial Ad Hoc Committee. They requested the committee be extended to December 10, 2019.

Homeless Encampment Ad Hoc Committee

Councilmember Thorpe requested the committee be extended to January 14, 2019.

Senior Ad Hoc Committee

Councilmember Ogorchock reported on the Senior Ad Hoc Committee. Councilmember Ogorchock and Mayor Wright requested the committee be extended to December 10, 2019.

Cannabis Ad Hoc Committee

Councilmembers Thorpe and Wilson reported on the Cannabis Ad Hoc Committee. They requested the committee continue within their 6-month timeframe.

City Attorney Smith stated staff would like to bring forward a resolution that would speak to an operational agreement for cannabis businesses, for the next Council meeting.

Councilmember Ogorchock requested a cannabis tax be included in the discussion for the operational agreement.

Mayor Wright thanked Council for serving on the Ad Hoc Committees.

**PUBLIC COMMENTS** – None

**STAFF COMMUNICATIONS**

City Manager Bernal announced City Hall would be closed on Sept 2, 2019 in observance of Labor Day.

**COUNCIL COMMUNICATIONS**

Councilmember Ogorchock requested staff reach out to AUSD Superintendent of Schools to set up the City/School meetings. She also requested staff agendaize additional parking enforcement.

**ADJOURNMENT**

On motion by Councilmember Thorpe, seconded by Councilmember Ogorchock, the City Council unanimously adjourned the meeting at 10:46 P.M.

Respectfully submitted:

*Kitty Eiden*

KITTY EIDEN, Minutes Clerk



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of September 24, 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 September 10, 2019

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### **RECOMMENDED ACTION**

It is recommended that the City Council continue the Meeting Minutes of September 10, 2019 to the next meeting.

### **FISCAL IMPACT**

None

### **DISCUSSION**

N/A

### **ATTACHMENT**

None.



CLAIMS BY FUND REPORT  
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**100 General Fund**

***Non Departmental***

00383363	ARCHON ENERGY SOLUTIONS	SMIP FEE REFUND	2.98
00383373	BMCH CALIFORNIA LLC	ECCRFFA REFUND	332,804.84
00383400	DELTA DENTAL	PAYROLL DEDUCTIONS	605.90
00383422	HADDON HEATING AND COOLING	CBSC FEE REFUND	2.65
00383425	HENDRICKSON, ANNA	STATE FEE REFUND	4.00
00383458	MYERS, GARY AND SUSAN	STATE FEE REFUND	4.00
00383467	RANEY PLANNING & MANAGEMENT	CONSULTING SERVICES	16,563.04
00383480	SERVICE CHAMPIONS	CBSC FEE REFUND	3.13
00383488	SUNRUN INC	SMIP FEE REFUND	5.90
00383492	UECKERT, JILL	STATE FEE REFUND	4.00
00383498	WINTER, ROSE C	STATE FEE REFUND	8.00
00383541	HARRIS AND ASSOCIATES INC	PROFESSIONAL SERVICES	14,445.00
00383572	RANEY PLANNING & MANAGEMENT	CONSULTING SERVICES	898.75
00383589	CONTRA COSTA COUNTY	FILING FEE	2,354.75

***City Attorney***

00383444	LEXISNEXIS	RESEARCH PLATFORM	215.00
00383464	OFFICE DEPOT INC	OFFICE SUPPLIES	59.91
00383509	ATKINSON ANDELSON LOYA RUUD	LEGAL SERVICES RENDERED	2,560.43
00383519	CONTINUING EDUCATION OF THE BAR	MUNICIPAL LAW HANDBOOK	455.49
00383538	GIBBONS AND CONLEY	LEGAL SERVICES RENDERED	1,030.20
00383539	GOLDFARB AND LIPMAN LLP	LEGAL SERVICES RENDERED	163.75
00383579	TELECOM LAW FIRM PC	LEGAL SERVICES RENDERED	359.80

***City Manager***

00383511	BEST BEST AND KRIEGER LLP	LEGAL SERVICES RENDERED	4,536.48
00383522	COSTCO	BUSINESS EXPENSES	14.30
00383564	OFFICE DEPOT INC	OFFICE SUPPLIES	131.90

***City Clerk***

00383419	GARCIA, CHRISTINA L	MILEAGE REIMBURSEMENT	105.10
00383497	WESTAMERICA BANK	COPIER LEASE	270.80
00383534	EIDEN, KITTY J	MINUTES CLERK	1,924.50
00383564	OFFICE DEPOT INC	OFFICE SUPPLIES	94.18

***City Treasurer***

00383464	OFFICE DEPOT INC	OFFICE SUPPLIES	78.15
00383510	BANK OF AMERICA	BUSINESS EXPENSES	95.00
00935061	PFM ASSET MGMT LLC	ADVISORY SERVICES	8,364.45

***Human Resources***

00383464	OFFICE DEPOT INC	OFFICE SUPPLIES	267.21
00383497	WESTAMERICA BANK	COPIER LEASE	270.80

***Economic Development***

00383573	REED, KWAME P	TRAINING PER DIEM	198.00
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**Finance Administration**

00383497 WESTAMERICA BANK	COPIER LEASE	342.57
00383510 BANK OF AMERICA	BUSINESS EXPENSES	138.29

**Finance Accounting**

00383440 KOA HILLS CONSULTING LLC	BANK INTERFACE	1,047.50
00383510 BANK OF AMERICA	BUSINESS CARDS	60.42

**Finance Operations**

00383510 BANK OF AMERICA	BUSINESS CARDS	45.19
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**Non Departmental**

00383425 HENDRICKSON, ANNA	OVERPAYMENT REFUND	260.00
00383442 LEI, IRENE CAI HONG	APPLICATION FEE REFUND	150.00
00383458 MYERS, GARY AND SUSAN	OVERPAYMENT REFUND	260.00
00383492 UECKERT, JILL	OVERPAYMENT REFUND	250.00
00383498 WINTER, ROSE C	OVERPAYMENT REFUND	800.00
00383510 BANK OF AMERICA	WATER SERVICE	43.51
00383558 MUNICIPAL POOLING AUTHORITY	UNMET LIABILITY DEDUCTIBLE	32,664.67
00383586 WAGeworks	ADMIN FEE	230.00

**Public Works Administration**

00383497 WESTAMERICA BANK	COPIER LEASE	299.06
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**Public Works Street Maintenance**

00383355 ANTIOCH ACE HARDWARE	SUPPLIES	52.11
00383357 ANTIOCH BUILDING MATERIALS	ASPHALT	11,520.28
00383404 DISPENSING TECHNOLOGY CORP	MATERIALS	631.11
00383407 EAST BAY WELDING SUPPLY	SUPPLIES	40.98
00383461 NEXTEL SPRINT	CELL PHONE	116.10
00383478 ROYAL BRASS INC	SUPPLIES	5.06
00383483 SHERWIN WILLIAMS CO	SUPPLIES	76.52
00383486 SUBURBAN PROPANE	PROPANE	551.38
00383508 ANTIOCH BUILDING MATERIALS	ASPHALT	151.16
00383515 C AND J FAVALORA TRUCKING INC	EQUIPMENT RENTAL	1,472.50
00383564 OFFICE DEPOT INC	OFFICE SUPPLIES	47.16
00935058 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	4,000.00

**Public Works-Signal/Street Lights**

00383388 CONTRA COSTA COUNTY	TRAFFIC SIGNAL MAINTENANCE	18,657.80
00935057 ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	6,115.12

**Public Works-Facilities Maintenance**

00383347 ACME SECURITY SYSTEMS	SUPPLIES	483.89
00383355 ANTIOCH ACE HARDWARE	SUPPLIES	14.74
00383370 BIG B LUMBER	SUPPLIES	26.16
00383375 BRIGHT SECURITY INTEGRATIONS	ALARM REPAIRS AND SERVICE	6,575.00
00383408 EAST BAY WORK WEAR	SAFETY SHOES - PFLUEGER	232.72
00383433 INDUSTRIAL PLUMBING SUPPLY LLC	FREIGHT CHARGE	28.99
00383449 MASSONE MECHANICAL INC	REPAIR SERVICES	654.90



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00383461	NEXTEL SPRINT	CELL PHONE	58.05
00383474	RICKIES ROOF REPAIR	PROFESSIONAL SERVICES	5,000.00
00383481	SERVICE PROS PLUMBERS INC	PLUMBING SERVICES	589.00
00383531	DREAM RIDE ELEVATOR	ELEVATOR SERVICE	720.00
00383574	ROBINS LOCK AND KEY	PROFESSIONAL SERVICES	90.00
00935048	GRAINGER INC	SUPPLIES	264.66
00935058	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	5,500.00
<b>Public Works-Parks Maint</b>			
00383351	ALTA FENCE	PROFESSIONAL SERVICES	3,496.00
00383352	AMERICAN PLUMBING INC	PLUMBING SERVICES	205.00
00383402	DELTA FENCE CO	REPAIR SERVICES	3,418.00
00383408	EAST BAY WORK WEAR	SAFETY SHOES - H PEREZ	300.00
00383453	MIRACLE PLAYSYSTEMS INC	PARTS	2,190.60
00383505	AMERICAN PLUMBING INC	PLUMBING SERVICES	1,326.25
00935046	DEL CONTES LANDSCAPING INC	LANDSCAPE SERVICES	83,862.50
00935050	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	317.15
00935055	SITEONE LANDSCAPE SUPPLY	IRRIGATION PARTS	1,180.02
<b>Public Works-Median/General Land</b>			
00383355	ANTIOCH ACE HARDWARE	IRRIGATION PARTS	162.89
00383427	HORIZON	IRRIGATION PARTS	183.12
00383504	AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	5,638.88
00383506	ANTIOCH ACE HARDWARE	PARTS	115.15
00383546	HORIZON	PARTS	953.43
00383563	NUTRIEN AG SOLUTIONS	HERBICIDE	5,282.60
00383575	SILVA LANDSCAPE	LANDSCAPE SERVICES	4,020.00
00383577	STEWARTS TREE SERVICE INC	TREE SERVICES	2,500.00
00935055	SITEONE LANDSCAPE SUPPLY	IRRIGATION PARTS	4,341.01
00935063	SITEONE LANDSCAPE SUPPLY	IRRIGATION PARTS	8,513.15
<b>Public Works-Work Alternative</b>			
00383461	NEXTEL SPRINT	CELL PHONE	51.66
<b>Police Administration</b>			
00383377	CANDLEWOOD SUITES SILICON VAL.	LODGING - J JEONG	677.95
00383381	CHANG, THEODORE	TRAINING PER DIEM	264.00
00383384	COLE, SHANE RYAN	TRAINING PER DIEM	330.00
00383385	COLLEY, JAMES M	TRAINING PER DIEM	264.00
00383387	CONTRA COSTA COUNTY	YOUTH ACADEMY	692.00
00383397	CRITES, BRITTNEY D	TRAINING PER DIEM	330.00
00383412	EWART, JACOB R	TRAINING PER DIEM	330.00
00383413	FAIRFIELD INN AND SUITES	LODGING - P KENDALL	769.50
00383414	FAIRFIELD INN AND SUITES	LODGING - J EWART	769.50
00383415	FAIRFIELD INN AND SUITES	LODGING - B CRITES	769.50
00383416	FAIRFIELD INN AND SUITES	LODGING - S COLE	769.50
00383418	FORTNER, JOHN C	TRAINING PER DIEM	264.00



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00383430	HYATT REGENCY	LODGING - S AIELLO	989.00
00383431	HYATT REGENCY	LODGING - Z MATIS	1,523.32
00383432	HYATT REGENCY	LODGING - R KRENZ	848.50
00383435	JEONG, JISEOK	TRAINING PER DIEM	198.00
00383437	KENDALL, PRICE JULIUS	TRAINING PER DIEM	330.00
00383438	KIDD, CHRISTOPHER C	TRAINING REIMBURSEMENTS	457.96
00383441	LC ACTION POLICE SUPPLY	EQUIPMENT	3,997.82
00383448	MARTIN, RICHARD B	EXPENSE REIMBURSEMENTS	926.92
00383451	MEALS, CLINTON B	TRAINING PER DIEM	264.00
00383452	MEALS, CLINTON B	CHECK REPLACEMENT	57.50
00383464	OFFICE DEPOT INC	OFFICE SUPPLIES	5,045.01
00383468	REACH PROJECT INC	PROGRAM SERVICES	17,083.00
00383487	SUMMERS, MATHEW V	TRAINING PER DIEM	264.00
00383489	TACVIEW INC	PATROL SAFETY CAMERAS	3,990.00
00383524	CRIME SCENE CLEANERS INC	CRIME SCENE CLEAN UP	300.00
00383525	DOUBLETREE BY HILTON	LODGING - J FORTNER 9/23/19	675.60
00383526	DOUBLETREE BY HILTON	LODGING - R MEADS 9/23/19	675.60
00383527	DOUBLETREE BY HILTON	LODGING - J FORTNER 9/23/19	540.48
00383528	DOUBLETREE BY HILTON	LODGING - R MEADS 10/21/19	540.48
00383529	DOUBLETREE BY HILTON	LODGING - J FORTNER 10/21/19	540.48
00383530	DOUBLETREE BY HILTON	LODGING - R MEADS 10/21/19	540.48
00383535	FORTNER, JOHN C	TRAINING PER DIEM	330.00
00383536	GALLS LLC	EQUIPMENT	3,949.11
00383543	HILTON GARDEN INN	LODGING - R KRENZ	848.50
00383544	HILTON GARDEN INN	LODGING - Z MATIS	1,523.32
00383548	INABNETT, KELLY	TRAINING PER DIEM	380.00
00383551	KOCH, MATTHEW T	TRAINING PER DIEM	142.00
00383555	MARTIN, RICHARD B	TRAINING PER DIEM	213.00
00383556	MEADS, ROBERT P	TRAINING PER DIEM	330.00
00383564	OFFICE DEPOT INC	OFFICE SUPPLIES	114.05
00383571	PORAC LEGAL DEFENSE FUND	DUES	10.00
00935047	DIGITAL SERVICES	EQUIPMENT	3,920.00
00935051	MOBILE MINI LLC	EVIDENCE STORAGE	278.88
<b>Police Community Policing</b>			
00383364	ARK PET HOSPITAL INC, THE	VETERINARY SERVICES	1,232.74
00383372	BLUE SHIELD LIFE	PAYROLL DEDUCTIONS	48.09
00383400	DELTA DENTAL	PAYROLL DEDUCTIONS	368.74
00383410	ENCINA VETINARY HOSPITAL	VETERINARY SERVICES	257.79
00383428	HUNT AND SONS INC	FUEL	589.44
<b>Police Investigations</b>			
00383423	HAWK ANALYTICS	DIGITAL ANALYTICS	4,995.00
00383443	LEXISNEXIS	DATABASE	252.50
00383567	ORMAN, LEONARD A	TRAVEL REIMBURSEMENTS	894.99



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00935045	COMPUTERLAND	COMPUTER EQUIPMENT	5,038.20
00935054	RACKLEY, RONNIE E	COURT CASE TIME	1,486.72
<b>Police Special Operations Unit</b>			
00383485	SPECIAL SERVICES GROUP LLC	PROFESSIONAL SERVICES	338.68
00383490	TOYOTA FINANCIAL SERVICES	VEHICLE LEASE	599.36
<b>Police Communications</b>			
00383372	BLUE SHIELD LIFE	PAYROLL DEDUCTIONS	38.68
00383400	DELTA DENTAL	PAYROLL DEDUCTIONS	178.59
00383494	VERIZON WIRELESS	PATROL VEHICLE MODEMS	2,318.61
00383518	COMCAST	CONNECTION SERVICES	1,053.83
<b>Police Facilities Maintenance</b>			
00383375	BRIGHT SECURITY INTEGRATIONS	ALARM REPAIRS AND SERVICE	118.67
00383446	M AND L OVERHEAD DOORS	PROFESSIONAL SERVICES	755.86
00383471	REINHOLDT ENGINEERING CONSTR	TESTING	300.00
00383477	ROBINS LOCK AND KEY	PROFESSIONAL SERVICES	626.00
00383481	SERVICE PROS PLUMBERS INC	PLUMBING SERVICES	440.00
00383516	CAPITOL BUILDERS HARDWARE INC	SUPPLIES	7,224.64
00383545	HONEYWELL INTERNATIONAL INC	HVAC SERVICES	1,145.75
00935048	GRAINGER INC	SUPPLIES	46.12
00935058	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	3,400.00
<b>P &amp; R Administration</b>			
00383395	COSTCO	CAMP PROGRAMS	20.56
00383568	PARKINK	PRINTING SERVICES	1,963.88
<b>Community Development Land Planning Services</b>			
00383363	ARCHON ENERGY SOLUTIONS	GP MAINT FEE REFUND	17.99
00383422	HADDON HEATING AND COOLING	GP MAINT FEE REFUND	15.65
00383480	SERVICE CHAMPIONS	GP MAINT FEE REFUND	18.14
00383488	SUNRUN INC	GP MAINT FEE REFUND	39.66
00383501	URBAN PLANNING PARTNERS INC	PLANNING SERVICES	3,531.25
<b>CD Code Enforcement</b>			
00383372	BLUE SHIELD LIFE	PAYROLL DEDUCTIONS	5.55
00383374	BRIDGEHEAD SELF STORAGE	STORAGE	230.00
00383400	DELTA DENTAL	PAYROLL DEDUCTIONS	178.59
00383461	NEXTEL SPRINT	CELL PHONE	442.78
<b>PW Engineer Land Development</b>			
00383461	NEXTEL SPRINT	CELL PHONE	416.30
00383464	OFFICE DEPOT INC	OFFICE SUPPLIES	381.35
<b>Community Development Building Inspection</b>			
00383363	ARCHON ENERGY SOLUTIONS	TECHNOLOGY FEE REFUND	374.22
00383422	HADDON HEATING AND COOLING	BLDG PERMIT FEE REFUND	262.86
00383461	NEXTEL SPRINT	CELL PHONE	215.11
00383464	OFFICE DEPOT INC	OFFICE SUPPLIES	168.62
00383480	SERVICE CHAMPIONS	TECHNOLOGY FEE REFUND	304.76





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00383488	SUNRUN INC	BLDG PERMIT FEE REFUND	512.06
00383564	OFFICE DEPOT INC	OFFICE SUPPLIES	239.32
<b>Capital Imp. Administration</b>			
00383461	NEXTEL SPRINT	CELL PHONE	208.15
00383462	OFFICE DEPOT INC	OFFICE SUPPLIES	27.91
00383464	OFFICE DEPOT INC	OFFICE SUPPLIES	34.84
00383482	SHEARER, TRACY ANNE	PARKING REIMBURSEMENT	35.00
00383513	BUENTING, SCOTT W	EXPENSE REIMBURSEMENT	35.36
<b>210</b>	<b>Federal Asset Seizure Fund</b>		
<b>Asset Forfeiture</b>			
00383500	SAVE AUTO SALES	COMMAND VEHICLE	25,000.00
<b>213</b>	<b>Gas Tax Fund</b>		
<b>Streets</b>			
00383349	AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	5,400.00
00383502	AL FRESCO LANDSCAPING INC	LANDSCAPE ENHANCEMENT	6,480.00
00383503	AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	6,840.00
00383570	PEREZ NURSERY AND LANDSCAPING	MEDIAN LANDSCAPING	4,490.32
<b>214</b>	<b>Animal Control Fund</b>		
<b>Animal Control</b>			
00383396	CRE8 CONCEPTS	VOLUNTEER SHIRTS	306.80
00383406	EAST BAY VETERINARY EMERGENCY	VETERINARY SERVICES	3,367.55
00383409	EAST HILLS VETERINARY HOSPITAL	VETERINARY SERVICES	5,044.20
00383426	HILLS PET NUTRITION	SUPPLIES	441.04
00383457	MWI VETERINARY SUPPLY CO	VETERINARY SUPPLIES	1,244.96
00383532	EAST BAY VETERINARY EMERGENCY	VETERINARY SERVICES	83.56
00383533	EAST HILLS VETERINARY HOSPITAL	VETERINARY SERVICES	847.60
00383542	HILLS PET NUTRITION	SUPPLIES	441.04
00383560	MWI VETERINARY SUPPLY CO	SUPPLIES	980.74
00383564	OFFICE DEPOT INC	OFFICE SUPPLIES	279.33
00383587	WESTERN SCIENTIFIC FASTSERV	REPAIR SERVICES	629.60
00383588	ZOETIS LLC	VETERINARY SUPPLIES	182.07
<b>219</b>	<b>Recreation Fund</b>		
<b>Non Departmental</b>			
00383420	GARCIA, RODRIGO	RENTAL DEPOSIT REFUND	1,000.00
00383445	LOVE, DWAYNE	RENTAL DEPOSIT REFUND	500.00
00383547	HUB INTERNATIONAL OF CA INSUR	EVENT INSURANCE	1,446.62
00383562	NAVA, ROBERTO	RENTAL DEPOSIT REFUND	1,000.00
<b>Nick Rodriguez Community Cent</b>			
00383375	BRIGHT SECURITY INTEGRATIONS	ALARM REPAIRS AND SERVICE	120.00
00383497	WESTAMERICA BANK	COPIER LEASE	270.80
00935058	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	500.00
<b>Senior Programs</b>			
00383395	COSTCO	SUPPLIES	28.11



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00935058 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	1.00
<b>Recreation Sports Programs</b>		
00383439 KIDZ LOVE SOCCER INC	YOUTH SOCCER LESSONS	3,488.40
<b>Recreation-Comm Center</b>		
00383379 CASEY PRINTING INC	PRINTING SERVICES	9,665.52
00383395 COSTCO	SUPPLIES	253.06
00383405 DUGAND, KARINA	CONTRACTOR PAYMENT	1,829.40
00383447 MARTIN, JULIE DEANNE	MILEAGE REIMBURSEMENT	190.82
00383450 MAX MARTIAL ARTS LLC	CONTRACTOR PAYMENT	1,544.40
00383469 REAL PROTECTION INC	PROFESSIONAL SERVICES	290.00
00383518 COMCAST	CONNECTION SERVICES	50.01
00383557 MUIR, ROXANNE	CONTRACTOR PAYMENT	514.50
00383568 PARKINK	PRINTING SERVICES	2,070.53
00935046 DEL CONTES LANDSCAPING INC	LANDSCAPE SERVICES	2,630.00
00935056 FRED'S WELDING	SUPPLIES	250.00
<b>Recreation Water Park</b>		
00383358 ANTIOCH GLASS	PROFESSIONAL SERVICES	529.43
00383366 AUTOMATIC DOOR SYSTEMS INC	PROFESSIONAL SERVICES	492.31
00383375 BRIGHT SECURITY INTEGRATIONS	ALARM REPAIRS AND SERVICE	675.00
00383382 COLE SUPPLY CO INC	CLEANING SUPPLIES	260.43
00383395 COSTCO	SUPPLIES	12.37
00383449 MASSONE MECHANICAL INC	MAINTENANCE SERVICES	649.24
00383459 NATIONAL AQUATICS INC	REPAIR SERVICES	11,353.50
00383460 NEOFUNDS BY NEOPOST	POSTAGE	120.80
00383461 NEXTEL SPRINT	CELL PHONE	33.77
00383481 SERVICE PROS PLUMBERS INC	PLUMBING SERVICES	525.00
00383493 UNIVAR USA INC	CHEMICALS	475.54
00383540 GRACE BIBLE FELLOWSHIP	FACILITY DEPOSIT REFUND	105.00
00935046 DEL CONTES LANDSCAPING INC	LANDSCAPE SERVICES	4,548.33
00935058 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	500.00
<b>221 Asset Forfeiture Fund</b>		
<b>Non departmental</b>		
00383389 CONTRA COSTA COUNTY	ASSET FORFEITURE	4,433.19
00383390 CONTRA COSTA COUNTY	ASSET FORFEITURE	8,988.25
00383391 CONTRA COSTA COUNTY	ASSET FORFEITURE	810.56
00383392 CONTRA COSTA COUNTY	ASSET FORFEITURE	884.47
00383393 CONTRA COSTA COUNTY	ASSET FORFEITURE	1,107.54
<b>229 Pollution Elimination Fund</b>		
<b>Channel Maintenance Operation</b>		
00383350 AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	4,800.00
00383455 MJH EXCAVATING INC	EQUIPMENT RENTAL	3,540.00
00383461 NEXTEL SPRINT	CELL PHONE	51.66



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**251 Lone Tree SLLMD Fund**

***Lonetree Maintenance Zone 1***

00383580 TERRACARE ASSOCIATES	TURF MOWING	273.20
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***Lonetree Maintenance Zone 2***

00383350 AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	2,869.44
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00383504 AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	4,782.40
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***Lonetree Maintenance Zone 3***

00383484 SILVA LANDSCAPE	LANDSCAPE SERVICES	4,543.28
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00383575 SILVA LANDSCAPE	LANDSCAPE SERVICES	2,869.44
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***Lonetree Maintenance Zone 4***

00383580 TERRACARE ASSOCIATES	TURF MOWING	437.12
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**252 Downtown SLLMD Fund**

***Downtown Maintenance***

00383577 STEWARTS TREE SERVICE INC	TREE SERVICES	950.00
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00383580 TERRACARE ASSOCIATES	TURF MOWING	273.20
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**254 Hillcrest SLLMD Fund**

***Hillcrest Maintenance Zone 1***

00383580 TERRACARE ASSOCIATES	TURF MOWING	710.32
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00935055 SITEONE LANDSCAPE SUPPLY	REPAIR SERVICES	220.00
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***Hillcrest Maintenance Zone 2***

00383575 SILVA LANDSCAPE	LANDSCAPE SERVICES	1,912.96
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00383577 STEWARTS TREE SERVICE INC	LANDSCAPE SERVICES	8,235.00
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00383580 TERRACARE ASSOCIATES	TURF MOWING	972.60
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***Hillcrest Maintenance Zone 4***

00383350 AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	5,499.76
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00383504 AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	2,869.44
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00383577 STEWARTS TREE SERVICE INC	TREE SERVICES	1,250.00
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00383580 TERRACARE ASSOCIATES	TURF MOWING	546.40
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**255 Park 1A Maintenance District Fund**

***Park 1A Maintenance District***

00383375 BRIGHT SECURITY INTEGRATIONS	ALARM REPAIRS AND SERVICE	4,986.19
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00383577 STEWARTS TREE SERVICE INC	TREE SERVICES	2,200.00
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00383580 TERRACARE ASSOCIATES	TURF MOWING	710.32
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**256 Citywide 2A Maintenance District Fund**

***Citywide 2A Maintenance Zone 3***

00383504 AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	717.36
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00383580 TERRACARE ASSOCIATES	TURF MOWING	10.92
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***Citywide 2A Maintenance Zone 4***

00383350 AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	5,299.76
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00383361 APEX GRADING	PROFESSIONAL SERVICES	868.00
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00383484 SILVA LANDSCAPE	LANDSCAPE SERVICES	4,020.00
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***Citywide 2A Maintenance Zone 6***



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00383580	TERRACARE ASSOCIATES	TURF MOWING	655.68
<b>Citywide 2A Maintenance Zone 8</b>			
00383580	TERRACARE ASSOCIATES	TURF MOWING	54.64
<b>Citywide 2A Maintenance Zone 9</b>			
00383580	TERRACARE ASSOCIATES	TURF MOWING	163.92
<b>257</b>	<b>SLLMD Administration Fund</b>		
<b>SLLMD Administration</b>			
00383461	NEXTEL SPRINT	CELL PHONE	172.17
00383580	TERRACARE ASSOCIATES	TURF MOWING	655.68
00935053	QUENVOLDS	SAFETY SHOES - BARNES	290.60
00935055	SITEONE LANDSCAPE SUPPLY	IRRIGATION PARTS	2,526.69
<b>311</b>	<b>Capital Improvement Fund</b>		
<b>Non Departmental</b>			
00383353	ANCHOR CONCRETE CONSTRUCTION	PROGRESS PAYMENT	20,840.52
<b>Northeast Annexation</b>			
00383550	KLEINFELDER INC	PROFESSIONAL SERVICES	1,926.76
<b>319</b>	<b>Residential Dev Alloc Fund</b>		
<b>Non Departmental</b>			
00383360	ANTIOCH UNIFIED SCHOOL DISTRICT	BUS STOP REIMBURSEMENT	43,245.68
00383436	KB HOME SOUTH BAY INC	TRAFFIC SIGNAL REIMBURSE.	273,377.48
00383491	TRI DELTA TRANSIT	PAVING REIMBURSEMENT	21,622.84
<b>416</b>	<b>Honeywell Capital Lease Fund</b>		
<b>Non Departmental</b>			
00383367	BANK OF AMERICA	DEBT SERVICE PYMT	45,917.90
<b>570</b>	<b>Equipment Maintenance Fund</b>		
<b>Non Departmental</b>			
00383429	HUNT AND SONS INC	FUEL	26,305.44
<b>Equipment Maintenance</b>			
00383355	ANTIOCH ACE HARDWARE	SUPPLIES	5.87
00383356	ANTIOCH AUTO PARTS	AUTO PARTS	721.38
00383421	GENOS AUTO BODY	EMERGENCY REPAIRS	3,424.09
00383456	MUNICIPAL MAINT EQUIPMENT INC	AUTO PARTS	1,369.88
00383465	OREILLY AUTO PARTS	AUTO PARTS	428.09
00383472	REINHOLDT ENGINEERING CONSTR	TESTING	975.00
00383495	WALNUT CREEK FORD	AUTO PARTS	1,270.33
00383507	ANTIOCH AUTO PARTS	AUTO PARTS	1,159.77
00383553	LES SCHWAB TIRES OF CALIFORNIA	TIRES	562.94
00383565	OREILLY AUTO PARTS	SUPPLIES	9.96
00383566	OREILLY AUTO PARTS	AUTO PARTS	1,675.03
00383578	STOMMEL INC	EQUIPMENT	162.62
00383581	TRED SHED, THE	TIRES	1,596.19
00935048	GRAINGER INC	SUPPLIES	15.41



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00935052	PETERSON TRACTOR CO	AUTO PARTS	967.50
00935060	PETERSON TRACTOR CO	REPAIR SERVICES	985.14
00935062	SC FUELS	SUPPLIES	3,008.06
<b>573</b>	<b>Information Services Fund</b>		
	<b>Non Departmental</b>		
00383510	BANK OF AMERICA	COMPUTER PURCHASE PROG.	2,688.60
	<b>Information Services</b>		
00383494	VERIZON WIRELESS	DATA SERVICES	383.03
	<b>Network Support &amp; PCs</b>		
00383518	COMCAST	CONNECTION SERVICES	1,648.22
	<b>Office Equipment Replacement</b>		
00935045	COMPUTERLAND	SOFTWARE	4,999.89
<b>611</b>	<b>Water Fund</b>		
	<b>Non Departmental</b>		
00383356	ANTIOCH AUTO PARTS	AUTO PARTS	412.99
00383369	BAY AREA BARRICADE	SUPPLIES	1,528.23
00383371	BISHOP CO	SUPPLIES	1,186.36
00383383	COLE SUPPLY CO INC	SUPPLIES	4,273.97
00383408	EAST BAY WORK WEAR	UNIFORMS	186.02
00383466	PACE SUPPLY CORP	SUPPLIES	544.47
00383476	ROBERTS AND BRUNE CO	PIPE FITTINGS	1,345.00
00383496	WESCO RECEIVABLES CORP	SUPPLIES	335.93
00383564	OFFICE DEPOT INC	OFFICE SUPPLIES	1,731.25
00935048	GRAINGER INC	SUPPLIES	5,013.11
00935049	HAMMONS SUPPLY COMPANY	SUPPLIES	577.23
	<b>Water Supervision</b>		
00383461	NEXTEL SPRINT	CELL PHONE	174.15
	<b>Water Production</b>		
00383354	ANIMAL DAMAGE MANAGEMENT	PROFESSIONAL SERVICES	425.00
00383362	ARAMARK UNIFORM SERVICES	PROFESSIONAL SERVICES	49.61
00383365	ASCO POWER SERVICES INC	PROFESSIONAL SERVICES	661.07
00383375	BRIGHT SECURITY INTEGRATIONS	ALARM REPAIRS AND SERVICE	1,873.33
00383394	CONTRA COSTA WATER DISTRICT	RAW WATER	6,235.72
00383403	DEPARTMENT OF TOXIC SUBSTANCES	PROFESSIONAL SERVICES	727.50
00383411	ENVIRONMENTAL RESOURCE ASSOC	LAB SUPPLIES	497.12
00383417	FISHER SCIENTIFIC COMPANY	LAB SUPPLIES	456.42
00383454	MITCHELL LEWIS & STAVAR CO	PARTS & SERVICE	1,491.35
00383461	NEXTEL SPRINT	CELL PHONE	78.13
00383479	S AND S SUPPLIES AND SOLUTIONS	PROFESSIONAL SERVICES	850.00
00383506	ANTIOCH ACE HARDWARE	PARTS	65.25
00383514	BURLINGAME ENGINEERS INC	PARTS	887.35
00383517	CITY OF BRENTWOOD	GROUNDWATER SUPPORT	7,098.82
00383552	LAW OFFICE OF MATTHEW EMRICK	DWR LITIGATION	20,984.00



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00383564	OFFICE DEPOT INC	OFFICE SUPPLIES	65.87
00383583	UNIVAR USA INC	CHEMICALS	20,273.07
00935043	AIRGAS SPECIALTY PRODUCTS	CHEMICALS	2,635.00
00935044	CHEMTRADE CHEMICALS US LLC	CHEMICALS	22,815.41
00935048	GRAINGER INC	SUPPLIES	166.06
00935058	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	200.00
<b>Water Distribution</b>			
00383375	BRIGHT SECURITY INTEGRATIONS	ALARM REPAIRS AND SERVICE	10,051.61
00383378	CAPITAL AIR TOOL LLC	EQUIPMENT	1,138.16
00383400	DELTA DENTAL	PAYROLL DEDUCTIONS	89.29
00383401	DELTA DIABLO	RECYCLED WATER PARKS	9,713.04
00383408	EAST BAY WORK WEAR	SAFETY SHOES - VARIOUS	600.00
00383434	INFOSEND INC	POSTAGE COSTS	4,085.10
00383461	NEXTEL SPRINT	CELL PHONE	702.95
00383464	OFFICE DEPOT INC	OFFICE SUPPLIES	450.28
00383473	RICHMOND MACHINE & ENGINEERING	BACKFLOW CAGES	3,250.00
00383475	ROBERTS AND BRUNE CO	PIPE FITTINGS	218.50
00383476	ROBERTS AND BRUNE CO	PIPE FITTINGS	54,790.11
00383499	WQI	TRAINING - S KEMP	700.00
00383506	ANTIOCH ACE HARDWARE	SUPPLIES	163.15
00383510	BANK OF AMERICA	BUSINESS CARDS - CSR	5.04
00383512	BRIGHT SECURITY INTEGRATIONS	ALARM MONITORING	97.50
00383515	C AND J FAVALORA TRUCKING INC	HAULING SERVICES	1,715.00
00383518	COMCAST	CONNECTION SERVICES	1,051.83
00383561	NATIONAL METER & AUTOMATION INC	WATER METER PARTS	12,458.37
00383564	OFFICE DEPOT INC	OFFICE SUPPLIES	66.63
00383582	TRENCH PLATE RENTAL CO INC	EQUIPMENT RENTAL	38.00
00383585	VAULT ACCESS AND SOLUTIONS	EQUIPMENT	3,800.00
00935048	GRAINGER INC	SUPPLIES	67.97
<b>Water Meter Reading</b>			
<b>Public Buildings &amp; Facilities</b>			
00383380	CDM SMITH INC	CONSULTING SERVICES	7,697.82
<b>Warehouse &amp; Central Stores</b>			
00383461	NEXTEL SPRINT	CELL PHONE	66.04
<b>621 Sewer Fund</b>			
<b>Swr-Wastewater Administration</b>			
00383375	BRIGHT SECURITY INTEGRATIONS	ALARM REPAIRS AND SERVICE	10,441.61
00383376	CALIFORNIA SERVICE TOOL	EQUIPMENT	1,497.98
00383399	CWEA SFBS	TRAINING - Z LOONEY	828.00
00383400	DELTA DENTAL	PAYROLL DEDUCTIONS	155.09
00383408	EAST BAY WORK WEAR	SAFETY SHOES - J LEWIS	295.92
00383461	NEXTEL SPRINT	CELL PHONE	470.49
00383476	ROBERTS AND BRUNE CO	PIPE FITTINGS	5,112.90





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00383510	BANK OF AMERICA	BUSINESS CARDS - CSR	5.03
00383512	BRIGHT SECURITY INTEGRATIONS	ALARM MONITORING	97.50
00383515	C AND J FAVALORA TRUCKING INC	HAULING SERVICES	1,715.00
00935048	GRAINGER INC	SUPPLIES	92.52
00935053	QUENVOLDS	SAFETY SHOES - J COOK	275.00
<b>Sewer-Wastewater Collection</b>			
00383372	BLUE SHIELD LIFE	PAYROLL DEDUCTIONS	12.07
00383434	INFOSEND INC	POSTAGE COSTS	4,085.09
00383464	OFFICE DEPOT INC	OFFICE SUPPLIES	144.67
00383518	COMCAST	CONNECTION SERVICES	1,049.83
00383564	OFFICE DEPOT INC	OFFICE SUPPLIES	66.60
<b>631</b>	<b>Marina Fund</b>		
<b>Non Departmental</b>			
00383549	JOANNE COOK AND C LUBBOCK	BERTH DEPOSIT REFUND	261.00
<b>Marina Administration</b>			
00383359	ANTIOCH HERALD	ADVERTISING	162.50
00383368	BAY AREA AIR QUALITY MANAGEMENT	ANNUAL PERMIT	239.00
00383375	BRIGHT SECURITY INTEGRATIONS	ALARM REPAIRS AND SERVICE	50.00
00383398	CUSTOM COMPUTERS INC	PROFESSIONAL SERVICES	135.00
00383424	HENDERSON MARINE SUPPLY	SUPPLIES	2,183.15
00383461	NEXTEL SPRINT	CELL PHONE	58.05
00383470	RECREATION PUBLICATIONS	ADVERTISING	509.50
00935058	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	1,300.00
<b>721</b>	<b>Employee Benefits Fund</b>		
<b>Non Departmental</b>			
00383348	AFLAC	PAYROLL DEDUCTIONS	5,410.86
00383372	BLUE SHIELD LIFE	PAYROLL DEDUCTIONS	3,499.15
00383386	COLONIAL LIFE	PAYROLL DEDUCTIONS	407.06
00383400	DELTA DENTAL	PAYROLL DEDUCTIONS	38,286.47
00383520	CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	50.00
00383521	CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	400.00
00383523	COURT ORDERED DEBT COLLECT	PAYROLL DEDUCTIONS	107.79
00383537	GERBER, ROBERT	PAYROLL DEDUCTIONS	914.21
00383554	LINA	PAYROLL DEDUCTIONS	3,470.02
00383559	MUNICIPAL POOLING AUTHORITY	PAYROLL DEDUCTIONS	2,087.12
00383569	PARS	PAYROLL DEDUCTIONS	6,029.73
00383576	STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	200.00
00383584	US DEPT OF EDUCATION	PAYROLL DEDUCTIONS	111.93
00935059	NATIONWIDE RETIREMENT SOLUTION	PAYROLL DEDUCTIONS	42,194.05
00935064	VANTAGEPOINT TRANSFER AGENTS	PAYROLL DEDUCTIONS	5,288.43



HOUSING SUCCESSOR TO  
THE ANTIOCH DEVELOPMENT AGENCY  
CLAIMS BY FUND REPORT  
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**227      Housing Fund**

***Housing***

00383047	BAY AREA AFFORDABLE HOMEOWNERSHIP	CDBG SERVICES	14,040.00
00383064	CONTRA COSTA HEALTH SERVICES	CDBG SERVICES	6,839.59
00383105	LOCAL GOVERNMENT COMMISSION	CIVIC SPARK SERVICES	1,024.53
00383137	SHELTER INC	CDBG SERVICES	3,525.93





## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of September 24, 2019

**TO:** Honorable Mayor and Members of the City Council

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

**SUBJECT:** REJECTION OF CLAIM: GREG AND RAMONA MAYON

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### **RECOMMENDED ACTION**

It is recommended that the City Council reject the claim submitted by Greg and Ramona Mayon.

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

### **ATTACHMENTS**

None.



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of September 24, 2019

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Kwame P. Reed, Economic Development Director *KPR*

**APPROVED BY:** Ron Bernal, City Manager

**SUBJECT:** Authorization for the City Manager to Enter into Consultant Service Agreements with Evviva Brands, LLC for Phase 3 of the City's Rebranding Efforts for the Creative Extension for the Media Campaign for \$80,300, with Orange22 Inc. for Phase 3 of the Media Strategy & Planning for \$39,950, and for Phase 2 of the Media Purchases for \$275,000 for Fiscal Year 2019/2020

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### **RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution authorizing the City Manager to enter into Consultant Service Agreements with Evviva Brands, LLC for Phase 3 of the City's rebranding efforts for the Creative Extension for the Media Campaign for \$80,300, with Orange22 for Phase 3 of the Media Strategy & Planning for \$39,950, and for Phase 2 of the Media Purchases for \$275,000 for Fiscal Year 2019/2020.

### **FISCAL IMPACT**

The Economic Development Departments City Council approved budget for fiscal year 2019/2020 includes several line items that provide funding for the proposed items totaling \$395,250.

### **DISCUSSION**

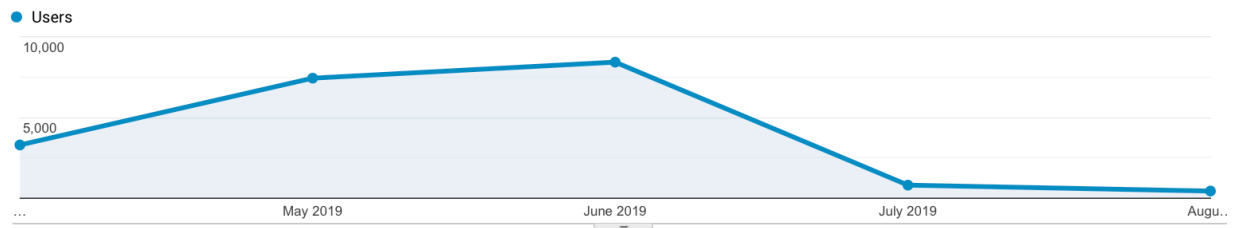
In 2018, the City Council awarded the marketing and branding contract to Evviva Brands, LLC ("Evviva"). On September 11, 2018, the City Council selected "Opportunity Lives Here" as the City's brand line and as the campaign line for subsequent advertising.

On December 11, 2018, the City Council adopted Resolution 2018/155 appropriating expenditures for the purchase of media placement using creative assets through Orange22, Inc. for an amount of \$206,000. As presented at the August 27, 2019 City Council meeting, the actual media purchase campaign did not exceed \$197,000. The previous media purchase campaign utilized digital billboards, digital ads in regional and local media outlets (SF Gate, East County Today, 110 Degree Magazine, and The

Press), social media (Facebook, SnapChat, LinkedIn, and Instagram), and BART. The highlights of the previous campaign included:

- Nearly 24 million total impressions
- 6.8 million digital impressions
- 7 million outdoor impressions
- Almost 7,000 physical postcards delivered due to retargeting (not including Antioch residents)
- 40,000 new visitors to the website specifically created for the campaign “Antioch is Opportunity”
- 46,524 physical visits to Antioch from individuals who were exposed to the City’s ads

As shown in the in the following diagram, the number of new users interacting with the City’s earned media sites showed a noticeable increase during the campaign and a significant drop-off after the campaign. The goal of the future campaigns will be to continue increasing and attracting new users to the sites.



The 2019/2020 creative and media campaign will have many similarities as the previous campaign. The continued main objectives of the new campaign are:

- Create multi-media brand awareness for the Opportunities associated with working and visiting Antioch
- Influence and support the perception that Antioch is a place worth exploring and is the best place to start and/or expand a business
- Direct traffic to the Antioch is Opportunity website to find out more about Antioch Opportunities
- Leverage an appropriate budget across multiple targets and geographies so the messaging appears to be everywhere including Antioch

Evviva Brands will provide the following throughout the new campaign for both lifestyle (general awareness) and business attraction:

- Guidance on purchasing photo assets
- Developing targeted/industry specific creative executions
- Executions for digital display advertising
- Executions for social media advertising
- Creating assets for native advertising (advertorial stories)
- Creative assets for continued out of home (OOH) and in market advertising (billboards and vinyl banners for light poles in Antioch)
- Continued enhancement of Antioch is Opportunity website

Orange22 will continue to utilize programmatic media buying. This allows media to be purchased at the best available cost. It also allows for the purchase decision to be constantly evaluated for effectiveness in audience response and will provide information on which campaign elements work most effectively with which audiences. The use of programmatic technology allows the purchase and insertion of media to target specific audiences across numerous media platforms.

Orange22 will design a media campaign with a mix of media including:

- Out of Home Digital (BART, digital bill board plus mobile billboard)
- Local Pride Media (Newspapers, local & regional outlets, and local billboard)
- Digital Smart Targeting (Display banners, videos, retargeting, mobile, connected TV)
- LinkedIn with Account Based Marketing (targets specific companies and decision makers)
- Other Industry Targeted Media Purchases

The overall purchases of the media will adjust from month to month based on the best times to purchase. Optimizing purchases around times when individuals are at work versus vacationing during the holidays as well as not buying placements while most advertising is trying to sell something, are elements that will be contemplated during the campaign. Orange22 will provide staff with monthly updates on the campaign purchases. Staff will utilize budgeted funding for the purchase of banners and other items that will be utilized in the Antioch area to further expand the campaign.

**ATTACHMENTS**

- A. Resolution
- B. Proposal for Campaign Extension Asset Production (Scope of Work)

## **RESOLUTION NO. 2019/XXX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH AUTHORIZING THE CITY MANAGER TO ENTER INTO CONSULTANT SERVICE AGREEMENTS WITH EVVIVA BRANDS, LLC FOR PHASE 3 OF THE CITY'S REBRANDING EFFORTS FOR THE CREATIVE EXTENSION FOR THE MEDIA CAMPAIGN FOR \$80,300, WITH ORANGE22 INC. FOR PHASE 3 OF THE MEDIA STRATEGY & PLANNING FOR \$39,950, AND FOR PHASE 2 OF THE MEDIA PURCHASES FOR \$275,000 FOR FISCAL YEAR 2019/2020**

**WHEREAS**, the City of Antioch hired Evviva Brands, LLC., to rebrand the City at the March 13, 2018 City Council meeting;

**WHEREAS**, the City Council accepted the "Opportunity Lives Here" branding concept at their September 11, 2018, City Council meeting;

**WHEREAS**, the City hired Orange22, Inc., to create a strategic framework/architecture for a media plan at their December 11, 2018, City Council meeting;

**WHEREAS**, the main objectives of the City's new marketing campaign are: (1) create multi-media brand awareness for the opportunities associated with working and visiting Antioch, (2) influence and support the perception that Antioch is a place worth exploring and is the best place to start and/or expand a business, (3) direct traffic to the Antioch is Opportunity website to find out more about Antioch Opportunities, and (4) leverage an appropriate budget across multiple targets and geographies so the messaging appears to be everywhere including Antioch;

**WHEREAS**, the City is considering entering into a Consultant Services Agreement with Evviva Brands, LLC to provide both lifestyle (general awareness) and business attraction efforts for the city of Antioch throughout the 2019/2020 campaign including: guidance on purchasing photo assets, developing targeted/industry specific creative executions, executions for digital display advertising, executions for social media advertising, creating assets for native advertising (advertorial stories), creative assets for continued out of home (OOH) and in market advertising (billboards and vinyl banners for light poles in Antioch), and continued enhancement of Antioch is Opportunity website;

**WHEREAS**, the City is considering entering into a Consultant Services Agreement with Orange22, Inc., for programmatic media buying for the 2019/2020 campaign that would include the following mix of media: Out of Home Digital (BART, digital bill board plus mobile billboard), Local Pride Media (Newspapers, local & regional outlets, and local billboard), Digital Smart Targeting (Display banners, videos, retargeting, mobile, connected TV), LinkedIn with Account Based Marketing (targets specific companies and decision makers), and Other Industry Targeted Media Purchases;

**WHEREAS**, the City is considering entering into an agreement with Evviva Brands for Phase 3 of the City's rebranding efforts for the Creative Extension for the Media Campaign for \$80,300;

**WHEREAS**, the City is considering entering into an agreement with Orange22 for Phase 3 of the Media Strategy & Planning for \$39,950 to execute media purchases for an amount of \$275,000 for the 2019/2020 campaign.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby authorizes the City Manager to enter into Consultant Service Agreements with Evviva Brands, LLC for Phase 3 of the City's rebranding efforts for the Creative Extension for the Media Campaign for \$80,300, with Orange22 for Phase 3 of the Media Strategy & Planning for \$39,950, and for Phase 2 of the Media Purchases for \$275,000 for Fiscal Year 2019/2020.

\* \* \* \* \*

**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 24th day of September, 2019 by the following vote:

**AYES:**

**ABSENT:**

**NOES:**

---

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

## ATTACHMENT B

### Proposal for Campaign Extension Asset Production

September 4, 2019

The City of Antioch has requested Evviva Brands' support the City in developing a suite of creative assets to extend the City's rebranding and repositioning goals and to populate ongoing media placements.

There are four areas of investment Evviva will undertake in--and in support of--asset creation:

1. Purchasing rights to photo assets;
2. Developing creative executions using these assets;
3. Creative direction of and integration with other asset producers
4. Ongoing updates for and meetings with Antioch stakeholders.

#### 1. Photo Assets

We will continue to source and purchase photo assets to support campaign extension. We will negotiate unrestricted ownership rights for the City. The rights we negotiate may be for an unrestricted license to use the photographer's work, a license to use the work with photo credit, or a transfer of copyright from the photographer to the City. Whatever the case, we will ensure that the City has unrestricted rights to use the photos we purchase for all time in all media without additional charges.

For this campaign extension we may use photo assets from Antioch-based and non-Antioch-based photographers. We will recharge photos to the City at our cost + sourcing time. We anticipate \$12,000 photo spend.

#### 2. Creative Executions

We will build new campaign assets extending the "opportunity" campaign messaging into relevant seasonal appeals.

The assets will include:

- **Print ads for relevant targeted opportunities:**
  - Concept and develop 5 unique business assets (including 2 cannabis-focused assets) for print publications such as SF Business Times. Final numbers will be based on media plan and IOs.
- **Campaign executions for display advertising:**
  - Concept and develop 8 unique lifestyle assets and 12 unique business assets (including 4 cannabis-focused assets). Final numbers will be based on media plan and IOs.
  - Assets will include a mix of Antioch-focused and externally-focused creative.



- **Campaign assets for social media advertising:**
  - Concept and develop 8 unique lifestyle assets and 12 unique business assets (including 4 cannabis-focused assets). Final numbers will be based on media plan and IOs.
  - Assets will include a mix of Antioch-focused and externally-focused creative.
- **Campaign assets for native advertising:**
  - Concept and develop contents for two advertorial stories, including photo selection, story arc development, creative direction. Final numbers will be based on media plan and IOs.
- **Campaign assets for out of home (OOH) advertising:**
  - Concept and develop up to 10 new billboards to run in rotation. Final number of boards and balance of business/awareness to be determined in collaboration with City staff and media plan.
  - We anticipate developing up to 10 unique vinyl light pole signs for display in Antioch.
- **Antioch is Opportunity Website Content Enhancements:**
  - We will substantially expand the Antioch is Opportunity site, adding content for sub-galleries and stories.
  - Enhancements will include a mix of Antioch-focused and externally-focused creative.

The final number of unique assets (e.g., the number of unique ads) will be driven by seasonal and event-based messages and based on the campaign's existing media mix. Campaign assets will include a mix of externally-focused and Antioch-focused messages. Approximately 30% of asset development will be allocated to Antioch audiences.

### 3. Creative Direction & Resource Integration

Evvisa will continue to serve as lead agency, integrating and creative directing the work of Evvisa resources and others as needed. Evvisa resources will continue to periodically liaise with Antioch leaders, monitor social media sentiment and present as needed at City Council meetings.

### 4. Campaign Duration

The campaign assets we develop under this SOW will be suitable for extending the Antioch is Opportunity campaign and will have legs (variations in art and copy) tailored to support the media plan for 2019-2020.

### 5. Costs

Item	Description	Cost
Print Ads	Concept and develop 5 unique business assets (including 2 cannabis-focused assets) for print publications	\$57,500
Display Ads	Concept and develop 8 unique lifestyle assets and 12 unique business assets (including 4 cannabis-focused assets).	

Social Assets	Concept and develop 8 unique lifestyle assets and 12 unique business assets (including 4 cannabis-focused assets).	
Native Assets	Concept and develop contents for two advertorial stories, including photo selection, story arc development, creative direction	
OOH Ads	Concept and develop up to 10 new billboards to run in rotation. Final number of boards and balance of business/awareness to be determined in collaboration with City staff and media plan. Concept and develop up to 10 unique vinyl light pole signs for display in Antioch.	
Website Enhancements	Substantially expand the Antioch is Opportunity site, adding content for sub-galleries and stories.	\$8,000
Creative Direction & Resource Integration	Serve as lead agency, integrating and creative directing the work of Evviva resources and others as needed. Evviva resources will continue to periodically liaise with Antioch leaders, monitor social media sentiment and present as needed at City Council meetings.	\$7,500
Project Management	Ensure that assets are scheduled, proofed, on time, to spec.	\$7,300
<b>Total</b>		<b>\$80,300</b>

In total, we recommend allocating a budget of \$80,300 to Evviva Brands for asset production. We will invoice 30% at inception and progress bill monthly against time and asset production.

## 6. Terms and Conditions

This proposal is offered under the terms and conditions outlined in the Consulting Services Agreement between the City of Antioch and Evviva Brands.

CITY OF  
**ANTIOCH**  
CALIFORNIA


**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of September 24, 2019

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Vicky Lau, Junior Engineer

**REVIEWED BY:** Ken Warren, Project Manager

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

**SUBJECT:** Resolution Approving the Final Map, Improvement Plans, and Subdivision Improvement Agreement for Quail Cove Subdivision 7938 (PW 696)

---

**RECOMMENDED ACTION**

It is recommended that the City Council adopt the attached resolution approving the final map, improvement plans, and Subdivision Improvement Agreement for Quail Cove Subdivision 7938 (PW 696).

**FISCAL IMPACT**

There is no projected financial impact. The developer has paid all required fees and is responsible for all costs of construction and maintenance until the City Council accepts the improvements.

**DISCUSSION**

On October 9, 2018 the City Council adopted Resolution No. 2018/130 approving a Vesting Tentative Map and Final Development Plan to subdivide an approximately 5.59-acre undeveloped parcel into a development of 30 single-family homes for the Quail Cove subdivision project. On June 11, 2019 the City Council adopted Resolution No. 2019/89 and Resolution No. 2019/90 annexing Assessor's Parcel Number (APN) 056-130-012 (Quail Cove) into CFD 2018-02 (Police Protection) and CFD 2018-01 (Public Services), respectively, pursuant to Mello-Roos Community Facilities Act §53311 et seq.

The project is bounded to the north by Prewett Ranch Drive and Heidorn Village Subdivision 9385, to the east by private property and Heidorn Ranch Road, to the south by Promenade-Vineyards at Sand Creek Subdivision 9483 and to the west by Meadow Creek Villages Subdivision 7967. A Vicinity Map is included as Attachment "B". The subject final map is in substantial conformance with the Vesting Tentative Map and is consistent with the Antioch General Plan.

**ATTACHMENTS**

- A. Resolution
- B. Vicinity Map

**ATTACHMENT "A"**

**RESOLUTION NO. 2019/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING THE FINAL MAP, IMPROVEMENT PLANS AND SUBDIVISION  
IMPROVEMENT AGREEMENT FOR QUAIL COVE SUBDIVISION 7938  
(PW 696)**

**WHEREAS**, the Albert D. Seeno Construction Company, Inc. has filed with the City Engineer a final map entitled "Quail Cove Subdivision 7938" and has requested approval of said final map;

**WHEREAS**, on October 9, 2018 the City Council adopted Resolution No. 2018/130 approving a Final Development Plan and Vesting Tentative Map for the Quail Cove subdivision project;

**WHEREAS**, this City Council has specifically found that the final map is in complete compliance with the provisions of the Antioch General Plan;

**WHEREAS**, this City Council has specifically found that the site of this final map is specifically suitable for the type of development proposed;

**WHEREAS**, this City Council has specifically found that the design of this subdivision will not likely cause substantial environmental damage and is not likely to substantially and avoidably injure fish or wildlife or their habitats;

**WHEREAS**, this City Council has specifically found that the design of this subdivision will not likely cause serious public health problems;

**WHEREAS**, this City Council has specifically found that the design of the subdivision will not conflict with easements acquired by the public at large for access through or use of property within this proposed subdivision; and

**WHEREAS**, the Subdivider has paid all the necessary fees, made all deposits required to date, and submitted a Subdivision Improvement Agreement and the required bonds.

**NOW, THEREFORE, BE IT RESOLVED** that the final map for Quail Cove Subdivision 7938, and improvement plans and agreements relating thereto, are hereby approved.

**BE IT FURTHER RESOLVED** that all street and other easements offered for dedication on said final map are hereby accepted.



**RESOLUTION NO. 2019/\*\***

September 24, 2019

Page 2

**BE IT FURTHER RESOLVED** that the City Manager of the City of Antioch is hereby authorized to sign the Subdivision Improvement Agreement.

\* \* \* \* \*

**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 24<sup>th</sup> day of September 2019, by the following vote:

**AYES:**

**NOES:**

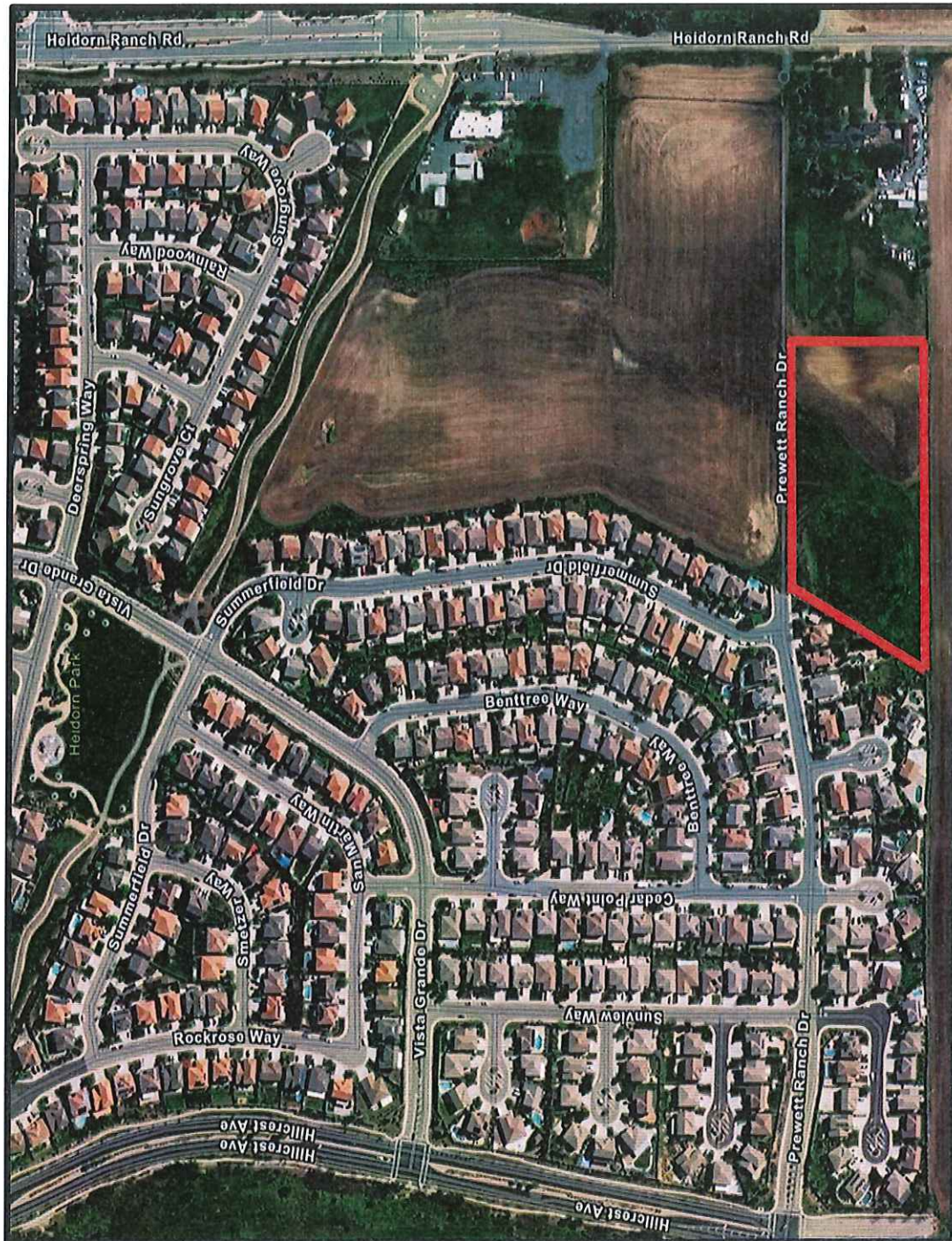
**ABSTAIN:**

**ABSENT:**

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

ATTACHMENT "B"






CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of September 24, 2019

**TO:** Honorable Mayor and Members of the City Council

**PREPARED BY:** Carlos Zepeda, Operations Supervisor

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

**SUBJECT:** First Amendment to the Agreement with J.J.R. Construction, Inc. for Median Landscape Improvements/Stamped Concrete Installation and Increase the Capital Improvement Budget by \$282,500

---

**RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution to:

- 1) Authorize approval of the First Amendment to the Agreement with J.J.R. Construction, Inc. increasing the contract amount by \$282,500 for a total not to exceed amount of \$540,000.
- 2) Authorize an increase in the Capital Improvement project budget with Gas Tax in the amount of \$282,500.

**FISCAL IMPACT**

Adoption of this resolution will increase the stamped concrete project cost in the amount of \$282,500, bringing the total stamped concrete project cost to a not to exceed amount of \$540,000. This will also result in an increase in the Capital Improvement project budget with Gas Tax in the amount of \$282,000.

**DISCUSSION**

The City Council adopted a resolution, Reso. No. 2019/44, establishing a Capital Improvement Program (CIP) for Median Landscape Improvements to enhance the City's medians and rights-of-ways in the amount of \$451,500. City Council approved three contracts. Contracts for plant materials and landscaping labor were within budget, and the attached location map shows the medians that have been renovated and replanted. Additional funding and a contract amendment are needed to place all the stamped concrete necessary to compete this year's median work.

The location map also shows the median improvements that are proposed to be completed next year. Staff will come back to council at midyear for additional funding and cost estimates.



**ATTACHMENTS**

- A: Resolution
- B: Location Map

**ATTACHMENT "A"**

**RESOLUTION NO. 2019/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
AUTHORIZING THE FIRST AMENDMENT TO THE AGREEMENT WITH  
J.J.R. CONSTRUCTION, INC. FOR MEDIAN LANDSCAPE  
IMPROVEMENTS/STAMPED CONCRETE INSTALLATION AND INCREASING THE  
CAPITAL IMPROVEMENT BUDGET BY \$282,500**

**WHEREAS**, the City is renovating and replanting landscaping within roadway medians as part of the 2019/20 Capital Improvement Project;

**WHEREAS**, the actual square footage of stamped concrete needed to complete the project is greater than estimated and an amendment to the contract is needed to provide additional funding; and

**WHEREAS**, gas tax may be used to fund work within the public right of way including median stamped concrete and flatwork.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby authorizes the City Manager to execute the first amendment with J.J.R. Construction, Inc. in an amount of \$282,500 for a total contract amount not to exceed \$540,000, and increase the Capital Improvement project budget from the Gas Tax Fund in an amount of \$282,500.

\* \* \* \* \*

**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 24<sup>th</sup> day of September 2019, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

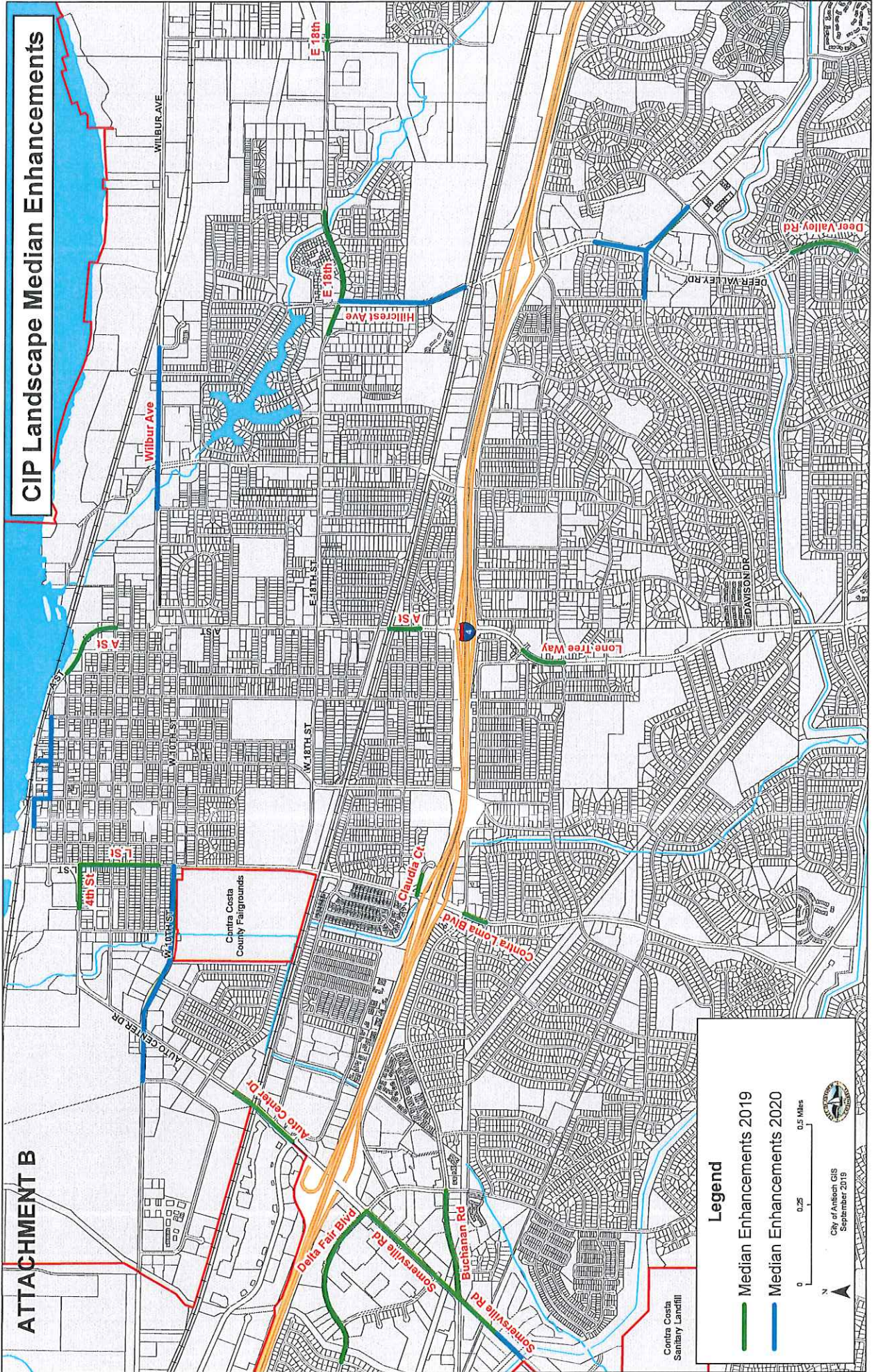
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**ARNE SIMONSEN, CMC  
CITY CLERK OF THE CITY OF ANTIOCH**



ATTACHMENT B

CIP Landscape Median Enhancements






CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL AND  
HOUSING SUCCESSOR**

**DATE:** Regular Meeting of September 24, 2019

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Teri House, CDBG/Housing Consultant

**APPROVED BY:** Forrest Ebbs, Community Development Director 

**SUBJECT:** Public Hearing to review FY 2018-19 CDBG and Housing Successor Fund Accomplishments Reported in the Consolidated Annual Performance Evaluation Report (CAPER), Introduction to Analysis of Impediments to Fair Housing Choice, and Presentation of the Needs Analysis to Inform Development of 2020-25 Consolidated Plan

---

**RECOMMENDED ACTION**

- 1) It is recommended that the City Council receive and consider public comment on the FY 2018-19 CAPER year-end report detailing achievements of programs funded with CDBG and Housing Successor funds for housing, homeless, and community services to improve the quality of life of lower income Antioch residents and neighborhoods.
- 2) It is recommended that Council receive and consider public comment on the Analysis of Impediments to Fair Housing Choice (AI), prior to considering adoption of the AI at the October 22<sup>nd</sup> Council meeting.
- 3) It is recommended that the City Council receive and consider public comment on the Needs Analysis prepared for the development of the 2020-25 Consolidated Plan.

**FISCAL IMPACT**

There is no impact of these actions to the General Fund.

## **DISCUSSION**

### **1) Consolidated Annual Performance Evaluation Report (CAPER) for FY 2018-19**

The CAPER details the achievements of funded agencies during the third year of the five-year 2015-20 Consolidated Plan. It examines individual agency goals and outcomes and how they contribute to achieving the City's five-year Consolidated Plan priorities.

Council is asked to consider all public comments, and the CAPER will be submitted with public comments to HUD at the end of September.

Following is a summary of the Priority Goals and Annual Strategies which were funded in FY 2018-19, with accomplishments.

#### **HOMELESS GOALS AND STRATEGIES (H-1 AND H-2)**

**H-1: Permanent Housing for Homeless.** Further "Housing First" approach to ending homelessness by supporting homeless outreach efforts, emergency shelter, transitional housing, and permanent housing with supportive services to help homeless persons achieve housing stability.

H-1.1 Health, Housing and Homeless Services Division, Contra Costa Health Services - Adult Continuum of Homeless Services (Housing Successor [HS] Fund \$10,000 allocated, \$9,999.91 expended). Program provides 24-hour emergency shelter with wrap-around services to assist homeless persons in finding appropriate long-term housing, case management, housing and benefits assistance, meals, laundry facilities, healthcare, mental health services, substance abuse treatment.

❖ Goal 80, Served 119 (149%) *Exceeded goal.*

H-1.3 STAND! For Families Free of Violence - Emergency Shelter (HS \$10,000 allocated and expended). Program provides emergency shelter for 14 women, children and now men who are fleeing domestic violence. Comprehensive supportive services include food, clothing, social and legal advocacy, vocational assistance, child care, housing referrals, and counseling.

❖ Goal 10, Served 14 (140%) *Exceeded goal.*

H-1.4 Interfaith Council of CCC - Winter Nights Rotating Emergency Family Shelter (HS \$13,000 allocated and expended). Program provides emergency family shelter for up to 30 people in families with children. Services include shelter, food, transportation, case management, housing placement assistance and more. Shelter operates October – June and moves every two weeks to different faith-based locations.

❖ Goal 13, Served 19 (146%) *Exceeded goal.*

H-1.5 Health, Housing and Homeless Services Division, Contra Costa Health Services - CORE Homeless Outreach (HS \$30,000 allocated, \$29,999.98 expended). Program provides outreach services to homeless individuals and families and serves as the entry point into the coordinated entry system for unsheltered persons in the County. Outreach teams provide basic needs supplies,

counseling, benefits assistance, linkages to healthcare, shelter placement and referrals and transportation to CARE Centers.

❖ Goal 270, Served 587 (217%) *Significantly exceeded goal.*

**H-2: Prevention of Homelessness.** Expand existing prevention services including emergency rental assistance, case management, housing search assistance, legal assistance, landlord mediation, money management and credit counseling.

H-2.1 Loaves and Fishes, Nourishing Lives – Feeding Homeless and At-Risk Households (CDBG \$5,000 allocated, \$4,999.90 expended). Program provides hot, nutritious meals Monday through Friday in Antioch dining room, located at 403 West 6<sup>th</sup> Street. Partnering with other agencies, clients are also offered safety net services such as medical, shelter, and registration for Cal Fresh.

❖ Goal 500, Served 448 (90%) *Slightly under goal.*

H-2.2 SHELTER Inc. – Homeless Prevention/Rapid Rehousing (HS \$25,000 allocated, \$24,406.52 expended). Program prevented homelessness for households at-risk of homelessness and rapidly re-housed households who were homeless by providing short-term financial assistance for move-in costs or past due rent.

❖ Goal 160, Served 174 (109%) *Exceeded goal.*

❖ Goal \$80,000 in assistance disbursed to Antioch residents  
Disbursed \$109,312 (136%) *Exceeded goal.*

H-2.3 Contra Costa Crisis Center/2-1-1 – Homeless Services (HS \$10,000 allocated, \$9,999.13 expended). Program provides 24/7 mental health crisis intervention services and a 2-1-1 information and referral service using full-time professional staff & highly trained volunteers, and serves as the primary contact and gateway into the homeless coordinated entry system. Antioch funding for homeless-related calls only.

❖ Goal 600, Served 1,698 (283%) *Significantly Exceeded goal.*

## NON-HOUSING COMMUNITY DEVELOPMENT GOALS & STRATEGIES (CD-1–8)

### *Public Services (CD-2–5)*

**CD-2: Non-Homeless Special Needs.** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly and frail elderly, victims of domestic violence, persons with HIV/AIDS, persons with mental, physical and developmental disabilities, abused children, illiterate adults and migrant farm workers.

CD-2.1 Seniors: City, Senior Center Administration and Programs (CDBG \$35,000 allocated and expended). Program provides lower income Antioch seniors with access to a wide variety of activities and services at the Antioch Senior Center, including hot lunches M-F. Center serves as the hub of senior service delivery, providing space for Contra Costa Senior Legal Services, Lion's Center screening events, Senior Outreach Services Care Management, as well as providing health seminars, computer classes, insurance counseling, educational and recreational opportunities, and much more.

- ❖ Goal 800, Served 698 (87%) *Fell slightly short of goal as over 60 residents served were under age 62, and several hundred other persons served were from other cities.*

CD-2.2 Seniors: Contra Costa Senior Legal Services – Legal Services (CDBG \$10,000 allocated, \$9,999.95 expended). Program provides free legal counseling, advice, representation and litigation services to seniors in connection with their housing, income maintenance, consumer and individual rights, and other elder law issues.

- ❖ Goal 75, Served 127 (139%) *Exceeded goal*

CD-2.3 Seniors/Disabled: Lions Center for the Visually Impaired – Independent Living Skills (CDBG \$5,000 allocated and expended). Program provides in-home independent living skills instruction and training to visually impaired adults so they will maintain their independence and avoid institutionalization.

- ❖ Goal 14, Served 48 (343%) *Significantly exceeded goal*

CD-2.4 Seniors/Disabled: Senior Outreach Services – Meals on Wheels, (CDBG \$10,000 allocated, \$9,999.75 expended). Program delivers seven nutritious meals each week to frail, home bound seniors and disabled adults to help them live at home in safety, comfort, and with dignity for as long as they can. Seniors benefit from daily health and wellness checks from volunteer drivers and ongoing client monitoring through in-home visits by outreach workers.

- ❖ Goal 220, Served 259 (118%) *Exceeded goal*

CD-2.5 Seniors: Senior Outreach Services – Care Management (CDBG \$10,000 allocated, \$9,999.57 expended). Program provides an array of services to help older adults and their families meet long-term care needs. Care managers assist seniors in resolving critical issues affecting their health and wellness to help them live as independently as possible.

- ❖ Goal 120, Served 227 (189%) *Significantly exceeded goal*

CD-2.6 Seniors/Disabled: Ombudsman Services of CCC – Advocacy in Care Facilities (CDBG \$10,000 allocated, \$9999.01 expended). Program provides dependent adults and elderly residing in long-term care facilities with access to safe and secure environments through the advocacy of trained and certified Ombudsman who investigate abuse and ensure compliance of facilities.

- ❖ Goal 100, Served 264 (264%) *Significantly exceeded goal*

**CD-3: Youth.** Increase opportunities for children/youth to be healthy, succeed in school, and prepare for productive adulthood.

CD-3.1 City, Youth Recreational Program Scholarships (CDBG \$15,000 allocated, \$12,921.00 expended). Program provides scholarships to 120 youth from lower income Antioch families, allowing them to participate free in healthy sports, fitness, recreation, swimming, and other classes.

- ❖ Goal 100, Served 97 (97%) *Met Goal*

CD-3.2 Community Violence Solutions – Child Sexual Assault Intervention (CDBG \$5,000 allocated and expended). Program serves child and developmentally disabled individuals who are victims of sexual assault with forensic interviews, advocacy, case management, and mental health services.

❖ Goal 35, Served 83 (237%) *Significantly exceeded goal.*

CD-3.3 Court Appointed Special Advocates – CASA Advocacy for Youth at Risk (CDBG \$5,000 allocated and expended). Program provides advocacy, mentoring and representation services to abused and neglected children who are wards of the County Juvenile Dependency Court to improve access to social services, health care, therapeutic services and a safe and permanent living situation.

❖ Goal 20, Served 50 (250%) *Significantly exceeded goal.*

**CD-4: Fair Housing.** Continue to promote fair housing activities and affirmatively further fair housing to eliminate discrimination in housing choice in the City of Antioch.

CD-4.2 ECHO Housing – Fair Housing Services (CDBG Admin \$25,000 allocated, \$20,830.05 expended). Program investigates complaints of alleged housing discrimination and provides fair housing counseling services, including advice, mediation, testing/audits to uncover discrimination, training to housing providers, and outreach and education to residents and landlords.

❖ Goal 50 (cases only, not outreach), Served 46 (92%) *Met goal.*

**CD-5: Tenant/Landlord Counseling.** Support the investigation and resolution of disagreements between tenants and landlords and to educate both as to their rights and responsibilities, so as to help prevent people from becoming homeless and to ensure fair housing opportunity.

CD-5.1 Bay Area Legal Aid – Tenant/Landlord Counseling Services Collaborative (CDBG \$15,000 allocated and expended). Program provides landlord/tenant counseling services and legal services to Antioch tenants and landlords on their rights and responsibilities under federal, state and local housing laws.

❖ Goal 150, Served 233(155%) *Significantly exceeded goal.*

### ***Economic Development (CD-6)***

**CD-6: Economic Development.** Reduce the number of persons with incomes below the poverty level, expand economic opportunities for very low- and low-income residents, and increase the viability of neighborhood commercial areas.

CD-6.1 Contra Costa Child Care Council – Road to Success for Childcare Businesses (CDBG \$10,000 allocated and expended). Program benefits lower income residents by providing microenterprise assistance for those who want to maintain or start stable small businesses as licensed home-based family child care providers.

❖ Goal 10, Served 10 (100%) *Met goal.*

CD-6.2 Open Opportunities – Future Build Pre-Apprenticeship Training (CDBG \$15,000 allocated and expended). Program provides 11-weeks of Pre-Apprenticeship training at the Pittsburg Adult Education Center, 1151 Stoneman



Ave, for persons ages 18 and older in solar, energy, and construction trades. Core curriculum is developed by the Home Builders Institute and Building Trades Council. Training includes community service benefit projects in city and county parks and facilities, as well as placement services after graduation.

- ❖ Goal 1, Served 2 (200%) *Significantly exceeded goal. NOTE: 12 Antioch residents were trained and 9 placed in total. HUD now limits counting of those trained to only those who were placed with businesses who have a hiring contract with the agency. Therefore, hiring goals have been adjusted.*

CD-6.3 Opportunity Junction – Job Training and Placement Program (CDBG \$50,000 allocated and expended). Program integrates computer training with life skills, paid experience, case management and psychological counseling, career counseling and job placement, and long-term ongoing support. Participants enter administrative careers that enable them to become self-sufficient.

- ❖ Goal 2, Served 3 (150%) *Significantly exceeded goal. NOTE: 15 Antioch residents were trained and placed in total. HUD now limits counting of those trained to only those who were placed with businesses who have a hiring contract with the agency. Therefore, hiring goals have been adjusted.*

### ***Infrastructure (CD-7)***

**CD-7: Infrastructure and Accessibility:** Maintain adequate infrastructure in lower income areas, and ensure access for the mobility-impaired by addressing physical access barriers to goods, services, and public facilities in such areas.

CD-7.1 City, Downtown Roadway Rehabilitation & Ramps (CDBG \$385,000 allocated, \$0 expended). Project improves access for the physically handicapped in the older, lower income downtown areas, improves drainage facilities to reduce flooding, rehabilitates roadways and sidewalks and installs handicap ramps on B, C, and D Streets between 6th and 10th Streets, and 7th and 8th Streets between A and D Streets. Program will provide services to 4,708 Persons.

- ❖ *In FY 2018-19, the Roadway project was dormant as it awaited a further infusion of funding from the 2019-20 grant cycle. No accomplishments to report.*

### ***Administration (CD-8)***

**CD-8: Administration.** Support development of viable urban communities through extending and strengthening partnerships among all levels of government and the private sector, and administer federal grant programs in a fiscally prudent manner.

CD-8.1 City, Administration of CDBG Program (CDBG-\$151,964 allocated, \$110,397.86 expended). Program supports the development of viable urban communities through extending and strengthening partnerships among all levels of government and the private sector and administering federal grant programs in a fiscally prudent manner.

- ❖ *Achieved*

### **Affordable Housing Goals and Strategies (AH-1 – AH-3)**

**AH-3: Maintain and Preserve Affordable Housing.** Maintain and preserve the existing affordable housing stock, including single family residences owned and occupied by lower-income households, multi-family units at risk of loss to the market, and housing in deteriorating or deteriorated lower income neighborhoods.

AH-3.1 City – Code Enforcement in Lower Income Areas (CDBG \$140,000 allocated, \$97,588.74 expended). Program helps to sustain suitable living environments and safe, decent, affordable housing in lower income areas, and helps protect the health, welfare and safety of lower income residents in these areas as well as promoting the maintenance of real property to improve the livability, appearance, social, and economic conditions in these areas.

- ❖ Goal 150 Housing & Building only cases closed, Closed 131 (87%) *Met goal.*
- ❖ *Program is now able to be sustained with General Funds, and FY 2018-19 is the last year of CDBG funding for the Code Enforcement program.*

AH-3.4 Habitat for Humanity – Homeowner Housing Rehabilitation (CDBG RLF \$255,000 allocated, \$0 expended). Project helps lower income single-family homeowners to rehabilitate their homes and improve accessibility and livability, especially for elderly and disabled homeowners. Rehabilitation supports Code Enforcement Program in identified lower income areas.

- ❖ *In FY 2018-19, the Program funding source was changed to Housing Successor for 2018-19, program guidelines and a contract were developed, brochures and website prepared, and agency entered into contract with the City. Agency also secured contracts with Contra Costa, Concord, and Walnut Creek, allowing them to hire sufficient staff in Contra Costa County to launch large-scale program. Agency began reaching out and qualifying people on the wait list, and the program is underway in FY 19-20.*

AH-3.5 Bay Area Affordable Homeownership Alliance – Antioch Home Ownership Program (HS \$50,000 allocated (plus carry-over funds from prior year), \$50,776 expended). Program helps lower income Antioch renters, employees of Antioch businesses, and others become Antioch home owners by providing HUD approved homebuyer education (8 hrs) and counseling, reviewing applications, assistance to identify down payment subsidies, and connection with lenders.

- ❖ *Program changed to add City-funded Home Buyer Assistance (down payment subsidies) using both Housing Successor funds as primary source, and CDBG allocation as source for closing costs and other allowable costs. Agency wrote program description, guidelines, worked with Goldfarb and Lipman on new contract, promissory note and other legal concerns and documents, performed additional research on renters/owners, enhanced employer database for outreach, developed flyer and infrastructure. Also created partnership with ECHO Housing to provide housing and credit counseling services and use their Antioch office as contact point. Program will relaunch in October 2019.*

## **#2 – Introduction to the 2020-25 Analysis of Impediments to Fair Housing Choice**

Recipients of funds from the U.S. Department of Housing and Urban Development (HUD) have a duty to affirmatively further fair housing, by taking proactive steps to overcome housing discrimination and segregation. To help meet this requirement, the City of Antioch, worked with the cities of Concord, Pittsburg, and Walnut Creek, the County of Contra Costa, as well as the three Public Housing Authorities (PHAs) in Contra Costa County to conduct an Analysis of Impediments (AI).

The AI is a report that identifies fair housing issues in Contra Costa and the region, contributing factors to issues, and outlines goals and strategies to address issues. The fair housing analysis in the AI focuses on patterns of integration and segregation, racially and ethnically concentrated areas of poverty, disparities in access to opportunity, and disproportionate housing needs. Other components of the AI examine publicly supported housing, disability and access, fair housing enforcement, and demographics. The AI process involves an analysis of data provided by HUD, local data from the jurisdictions and PHAs, and feedback gathered from the community. The recommendations in the AI will be used to inform future policies in Contra Costa County that will promote fair housing choice and inclusive communities. We invite you to review this draft AI and submit comments. Of particular interest are:

- Chapter 1 Executive Summary introduces all key concepts and summarizes key Fair Housing issues and contributing factors.
- Chapter 4 – Fair Housing Analysis, which looks at demographic shifts since 1990, segregation and integration, owner and renter housing trends, and factors contributing to segregation. 4.4 Disparities in Access to Opportunity is a new approach to look at the issues. This chapter is the substance of the report.
- Chapter 5 – Regional Analysis of Impediments Goals contains the goals that the City must address during the 2020-25 Consolidated Plan period. As a recipient of CDBG funds, the City annually certifies that it is affirmatively furthering fair housing, and addressing the goals set forth in the adopted AI is paramount to HUD Fair Housing and Equal Opportunity compliance.
- Finally, the Technical Appendix has an extensive volume of charts and graphs containing data that may be relevant to various City departments and nonprofit agencies, as well as interested members of the public.

As the AI is a substantial document which requires 30-day public comment period, it is being introduced to Council and the Public at this meeting and public comment, if any, received. Key data on housing will be reviewed at the October 22<sup>nd</sup> City Council meeting, public comment finalized, and Council will take required action on adoption of the AI to guide the development of the 2020-25 Consolidated Plan. The AI can be found on the City's CDBG section of the website. See Assessment of Fair Housing at: <https://www.antiochca.gov/community-development-department/community-development-block-grant/>

### **#3 – Presentation of the Needs Analysis to inform development of 2020-25 Consolidated Plan**

The Needs Analysis for the Contra Costa Consortium 2020-25 Consolidated Plan began last year with the development of the Analysis of Impediments to Fair Housing Choice, or AI. The AI is produced before the ConPlan to inform the development of the plan and incorporate all elements of the goals to reduce impediments to fair housing choice. The Needs Analysis in total is far more extensive than the Power Point presentation. All data will be posted to the City's website in the CDBG program section over the course of the next several months and attached to the draft Consolidated Plan, which will be available for public review and comment in March. Various segments will be brought to Council for consideration and decisions as to priorities in the coming month. Final adoption of the Consolidated Plan and Priority Needs will be made by Council in April 2020.

Outreach. The Needs Assessment was an extensive outreach effort that was facilitated by the City of Antioch CDBG consultant and the work of Antioch's Housing Civic Spark Fellow, Tal Litwin. His ideas, creative talent in designing a host of outreach materials, skills in Spanish, analyses of a wide range of qualitative and quantitative data, and efforts in focus groups and community meetings gave the Consortium the most comprehensive public input in the Consortium's history. This resulted in:

- Over 1,400 people throughout the County responded to "Help Create the Future of Your Community" campaign, conducted in both English and Spanish, and answered a detailed survey about needs they see in their communities, almost tripling the responses received five years ago.
- Four community meetings in East, West and Central County, including one in Antioch specifically.
- Seven focus groups conducted to discuss the needs of persons in the following groups: Family Support & General Population; Youth; Seniors and Disabled; Economic Development; Persons who are Homeless; and Affordable Housing. Focus groups were conducted with the leaders of nonprofit organizations who are experts in serving these populations.
- Letters and outreach to all City Managers and Councilmember, with posters and flyers to encourage participation in the survey by their residents.
- Presentations before the City Councils of Brentwood and Oakley to encourage East County representation.
- Outreach to over 600 contacts on Consortium email list of interested agencies and individuals.

Presentation. The 9/24/19 presentation to Council focuses primarily on Non-Housing Community Development needs for a variety of social services. The Housing presentation will be on October 22, 2019. Economic Development and Infrastructure needs will be discussed at a later meeting. Slides will be available after the meeting at: <https://www.antiochca.gov/community-development-department/community-development-block-grant/>

2020-22 Grant Cycle Kickoff. The next step in the Consolidated Plan process is inviting agencies to apply for funding in the first two-year grant cycle of the new ConPlan. Attached is the flyer which will be advertised in the paper, available on the City CDBG website, and copies will be available every Council meeting and at City Hall until the Kickoff.

All nonprofit agencies serving lower income residents of any city in the County are invited to RSVP and attend. Agencies MUST RSVP to attend to ensure enough they have presentation materials.

**ATTACHMENTS:**

A. Consortium 2020-22 Grant Kickoff Meeting Flyer



## ATTACHMENT "A"

# Contra Costa County Consortium

**Cities of Antioch, Concord, Pittsburg, and Walnut Creek  
and the County of Contra Costa**

*"Partnering with our communities to improve the quality of life for all our residents."*



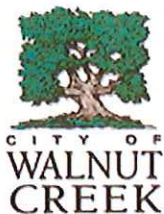
**City of Antioch**  
Teri House – (925) 779-7037



**City of Concord**  
Brenda Kain – (925) 671-3088  
Sophia Sidhu – (925) 671-3387



**City of Pittsburg**  
Melaine Venenciano –  
(925) 252-4155



**City of Walnut Creek**  
Margot Ernst –  
(925) 943-5899 x2208  
Cara Bautista-Rao –  
(925) 943-5899 x2216  
Sherluna Vien –  
(925) 943-5899 x2652



**Contra Costa County**  
Abriel Lemus – (925) 674-7882  
Kristen Lackey – (925) 674-7793

Community Development Block Grant (CDBG)  
HOME Investment Partnerships Act (HOME)  
Emergency Solutions Grants (ESG)  
Housing Opportunities for Persons with AIDS (HOPWA)

Nonprofit organizations and others serving the Contra Costa community that are interested in applying for funding in FY 2020/21 and FY 2021/22 are invited and encouraged to attend the:

**Contra Costa Consortium  
CDBG, HOME, HOPWA and ESG/State ESG  
and other local sources of funding**

**FY 2020/21 and FY 2021/22 Funding  
Kickoff Meeting**

**DATE:** Thursday, October 17, 2019  
**TIME:** 9:30 a.m. – 11:30 a.m.  
**LOCATION:** Walnut Creek Civic Park Assembly Hall  
1375 Civic Drive  
Walnut Creek, CA 94596

**RSVP:** Please respond to us no later than Friday, October 11, 2019, with the name of the person(s) attending the meeting. Please respond via email to Nonie Plizga at [nonie.plizga@dcd.cccounty.us](mailto:nonie.plizga@dcd.cccounty.us), or by phone at (925) 674-7883.

The Contra Costa Consortium is looking forward to your attendance at this year's Funding Kickoff Meeting. Come and join your peers and community partners as the Consortium brings you important CDBG/HOME/ESG/HOPWA news, updates and information. All persons interested in applying for funds in the public service, economic development, infrastructure/public facilities, and housing categories should attend this meeting.

Thank you for working this meeting into your busy schedules. We are looking forward to the opportunity to meet with you again.

If you are unable to attend the above-mentioned Kickoff Meeting, please contact the appropriate person from the County or Cities indicated at the left for instructions on how to apply. Applications must be submitted electronically via the City Data Services (CDS) system.

**All applications are due by 5:00 PM on Monday, December 9, 2019.**



CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of September 24, 2019

**TO:** Honorable Mayor and Members of the City Council

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

**SUBJECT:** Residential Growth Management Ordinance Amendments

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**RECOMMENDED ACTION**

It is recommended that the City Council introduce an ordinance amending Title 9, Chapter 5, Article 40, Residential Growth Management.

**FISCAL IMPACT**

The proposed action will have no fiscal impact on the City of Antioch.

**DISCUSSION**

**Background**

On July 21, 1998, the Antioch City Council adopted a resolution placing Measure U on the ballot for the November 3, 1998 general election. Measure U constituted an advisory vote to instruct the City Council to phase new residential development with financial planning, infrastructure and other criteria. The exact language of the question concerning Measure U was as follows:

Shall the City of Antioch, when considering approval of residential development, be instructed to phase the rate through land-use planning with concurrent financial planning to provide adequate schools, street improvements, and Highway 4 improvements for a sustained high quality of life, by making new growth pay its own way through maximizing fees, assessment districts, matching fund programs and any other means effective to expedite the construction of needed infrastructure?

Measure U was passed by the voters and the City Council then created a system to address the approximately 4,700 approved units that were subject to development agreements expiring by December 31, 2002. A series of "Measure 'U' Implementation Policies" were adopted to carry out the goals and purposes of Measure U and a Residential Development Allocation (RDA) Ordinance (AMC 9-5.40) was adopted in 2002. These policies were then reflected in the Growth Management Element of the forthcoming General Plan that was adopted on November 24, 2003.

The RDA Ordinance established objectives by which all non-exempt projects were to be reviewed by the City Council. Development allocations were established for the period of 2006-2010, with a total of 2,000 allocations to have been issued. Beyond 2010, the annual allocation could not exceed a maximum annual average of 600, as measured over a contiguous 5-year period. Stated differently, no 5-year period could have more than 3,000 allocations. Age restricted and multifamily units were discounted to 0.5 and 0.63 allocations, respectively. Certain projects were exempt from the allocation process, including affordable housing, special-needs housing, projects with valid tentative maps or development agreements not requiring the allocation process, owner-built housing, second units, and small projects with four or fewer single-family dwellings. The RDA Ordinance was written to sunset on May 1, 2012.

Before the RDA Ordinance (1989-2002), the City averaged 791 units per year. During the life of the RDA Ordinance (2003-2013), the average was reduced to 198 units. In addition to the effects of the RDA Ordinance, the recession had a significant impact on housing production.

During the recession, housing production slowed and significant reductions in staff occurred. As a result, no formal action was taken in anticipation of the 2012 sunset. The Planning Commission eventually held a study session on November 20, 2013 to discuss how best to address residential growth metering and made a formal recommendation to the City Council on January 15, 2014. The City Council considered the matter at its March 6, 2014 and, at the recommendation of the City Attorney and City staff, adopted a resolution amending the General Plan to modify the language addressing residential growth metering and introduced an ordinance amending the Residential Development Allocation Ordinance significantly. The new ordinance was referred to as the Residential Growth Management (RGM) Ordinance.

The amended ordinance stands today and eliminated much of the process and metering required of the original ordinance. Per the new language, if more than 500 building permits are issued in one year for new residential units, the Community Development Department must bring forward a new growth metering process. Until such new process is adopted and implemented, the City may not issue more than 600 building permits in a year.



### Building Permit Analysis

Building Permits Issued for New Residences – 1989 to 2019					
Year	Units	Rolling 5-Yr. Avg	Year	Units	Rolling 5-Yr. Avg
1989	903		2005	350	576
1990	754		2006	212	345
1991	701		2007	154	243
1992	770		2008	116	219
1993	824	790	2009	127	192
1994	706	751	2010	93	140
1995	601	720	2011	131	124
1996	691	718	2012	263	146
1997	619	688	2013	240	171
1998	628	649	2014	83	162
1999	686	645	2015	68	157
2000	1,157	756	2016	127	156
2001	1,370	892	2017	45	113
2002	665	901	2018	121	89
2003	233	822	2019	690 *	210
2004	264	738	* Projected, including AMCal project		

From 2014-2018, the Community Development Department issued a total of 444 building permits for new residences, averaging 89 permits per year. Through June 30 of 2019, the Department issued 132 permits and expects to issue at least 300 permits for new single and multi-family homes this year. In addition, the recently-approved AMCal affordable housing project on East 18<sup>th</sup> Street has applied for and will likely be issued building permits this year, which would increase the total by 390 units to an annual total of 690. The current ordinance prohibits the Department from issuing permits for more than 600 units and, if over 500 units are permitted, a new residential growth metering process will be required. Without the AMCal project, the total would likely remain closer to 300 units.

Staff believes that this year will be exceptional and will not be repeated because there are no other known projects with the potential to pull such a large number of permits at once. The last year that 600 permits were issued was 2002, when the RDA Ordinance was adopted. Even the larger residential subdivisions only pull permits as needed to build smaller numbers of houses over multiple years and rarely pull more than 100 permits annually. As such, staff recommends that the current RGM Ordinance be amended to account for anomalies such as the situation anticipated for 2019.

### Staff Proposed Amendment

The proposed amendment would borrow from the previous RDA Ordinance and utilize a rolling 5-year average. In this case, the new threshold would be a rolling 5-year average of 300 units. For reference, from 1993-2018, the average 5-year rolling average was 458 units per year. However, from 2014-2018, the average 5-year rolling average was just 135 units per year. If we include the projected 690 units for 2019, the 2019 5-year rolling average would be 210 units.

Staff expects that the coming years will see more development than the past 5 years, but does not expect any other years to exceed 300 units. The City would have to permit 350 units each year for 2020 and 2021 to exceed the 300 unit, 5-year rolling average in 2022. Though this is possible, staff is also mindful of the intent of Measure U and the community's desire to responsibly meter growth. Should the next two years be even more productive than 2019, the Community Development Department will be prepared to introduce a new growth metering process for the Council's consideration.

In addition, staff is recommending that the maximum standard of 600 units per year be modified to be a maximum combined standard of 1,200 units over two consecutive years. More than 600 units could be permitted in one year, but not over two consecutive years. This would allow for the anomaly that is anticipated for 2019.

#### Planning Commission Recommendation

The Planning Commission considered this item at its September 4, 2019 meeting. During the course of discussion, certain Commissioners expressed reservations about increasing the annual number of units. As an alternative, the Planning Commission recommended an alternative approach that would simply exempt 100% affordable projects from the Residential Growth Management unit count. If this approach were adopted, the AMCal project would not be applied against the overall unit count, which would remain at approximately 300 units.

This inventive approach would comparably resolve the current concerns about unit maximums and would also serve to promote the development of affordable housing as called for in the City's Housing Element of the General Plan. Such a policy would also be beneficial to the City as it pursues recertification of its Housing Element in the coming years and other efforts related to affordable housing. Staff equally supports this approach and would recommend that the City Council consider it as a viable alternative.

#### Summary

In summary, staff recommends that the City Council consider the two approaches to resolve the identified problem and introduce its preferred ordinance to amend Title 9, Chapter 5, Article 40, Residential Growth Management.

#### Environmental

This project has been determined to be Categorically Exempt from the provisions of CEQA, under the general rule that it will have no potential to have an adverse impact on the environment.

#### **ATTACHMENTS**

- A. Staff Ordinance
- B. Planning Commission Recommended Ordinance
- C. Existing RGM Ordinance (2014-current)
- D. Prior RDA Ordinance (2002-2014)
- E. Resolution Adopting Measure U Implementation Policies (1999)

# ATTACHMENT "A"

ORDINANCE NO. \_\_\_\_

## AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH AMENDING TITLE 9, CHAPTER 5, ARTICLE 40, RESIDENTIAL GROWTH MANAGEMENT, OF THE ANTIOCH MUNICIPAL CODE TO REPLACE THE ONE-YEAR STANDARD WITH A ROLLING FIVE-YEAR AVERAGE

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

### SECTION 1:

The Planning Commission considered this amendment at a public hearing on September 4, 2019, considered all testimony received and has recommended that the City Council adopt the ordinance.

### SECTION 2:

The City Council determined on September 24, 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 3:

The following Sections are hereby amended as follows:

#### ARTICLE 40: RESIDENTIAL GROWTH MANAGEMENT

##### 9-5.4001 CITATION.

This article may be known and be cited as the "Residential Growth Management Program Ordinance" of the city.

(Ord. 2081-C-S, passed 3-25-14)

##### 9-5.4002 PURPOSE.

The following are the purposes and goals of this article:

(A) To implement Measure "U" (a 1998 voter advisory initiative) through these procedures in order to regulate the rate of residential growth within the city.

(B) To implement the city's General Plan.

(C) To help ensure that the city's infrastructure, public facilities, and ability to provide services keep pace with the demands created by new residential development.

(D) To ensure that the city meets its Regional Allocation of Housing Needs (RHNA) determined by the Association of Bay Area Governments (ABAG).

(Ord. 2081-C-S, passed 3-25-14)

##### 9-5.4003 NUMERICAL LIMITS ON RATE OF GROWTH.

In January of each year, the Community Development Department shall document the number of residential building permits issued in the preceding year. If the ~~total number of permits issued in the preceding year~~ rolling 5-year average of building permits issued provides for the construction of ~~500~~ 300 or more residential units (whether comprised of single-family structures, multi-family structures, or both), the Community Development Department shall develop and promulgate a growth metering process and guidelines which shall be reviewed and recommended by the Planning Commission and approved by City Council. Unless and until the

process and guidelines described herein are approved by the City Council, the city shall not, in any single two consecutive calendar years, issue building permits to allow construction of more than 600 residential units during such years (whether comprised of single-family structures, multi-family structures, or both).  
(Ord. 2081-C-S, passed 3-25-14)

9-5.4004 EVALUATION OF GROWTH LIMITS.

The growth metering process and guidelines promulgated and approved pursuant to § 9-5.4003 above may be amended by the City Council from time to time, as deemed necessary for the above purposes.  
(Ord. 2081-C-S, passed 3-25-14)

SECTION 3:

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 4:

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 24<sup>th</sup> of September 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**

# ATTACHMENT "B"

ORDINANCE NO. \_\_\_\_

## AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH AMENDING TITLE 9, CHAPTER 5, ARTICLE 40, RESIDENTIAL GROWTH MANAGEMENT, OF THE ANTIOCH MUNICIPAL CODE TO EXEMPT AFFORDABLE HOUSING PROJECTS FROM THE ANNUAL RESIDENTIAL UNIT COUNT

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

### SECTION 1:

The Planning Commission considered this amendment at a public hearing on September 4, 2019, considered all testimony received and has recommended that the City Council adopt the ordinance.

### SECTION 2:

The City Council determined on September 24, 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 3:

The following Sections are hereby amended as follows:

#### ARTICLE 40: RESIDENTIAL GROWTH MANAGEMENT

##### 9-5.4001 CITATION.

This article may be known and be cited as the "Residential Growth Management Program Ordinance" of the city.

(Ord. 2081-C-S, passed 3-25-14)

##### 9-5.4002 PURPOSE.

The following are the purposes and goals of this article:

(A) To implement Measure "U" (a 1998 voter advisory initiative) through these procedures in order to regulate the rate of residential growth within the city.

(B) To implement the city's General Plan.

(C) To help ensure that the city's infrastructure, public facilities, and ability to provide services keep pace with the demands created by new residential development.

(D) To ensure that the city meets its Regional Allocation of Housing Needs (RHNA) determined by the Association of Bay Area Governments (ABAG).

(Ord. 2081-C-S, passed 3-25-14)

##### 9-5.4003 NUMERICAL LIMITS ON RATE OF GROWTH.

In January of each year, the Community Development Department shall document the number of residential building permits issued in the preceding year. If the total number of permits issued in the preceding year provides for the construction of 500 or more residential units (whether comprised of single-family structures, multi-family structures, or both), the Community Development Department shall develop and promulgate a growth metering process and guidelines which shall be reviewed and recommended by the Planning Commission and approved by City Council. Unless and until the process and guidelines described herein are

approved by the City Council, the city shall not, in any single calendar year, issue building permits to allow construction of more than 600 residential units during such years (whether comprised of single-family structures, multi-family structures, or both). Residential units that are part of an affordable housing project containing 100% designated affordable housing units are exempt from this count.

(Ord. 2081-C-S, passed 3-25-14)

#### 9-5.4004 EVALUATION OF GROWTH LIMITS.

The growth metering process and guidelines promulgated and approved pursuant to § 9-5.4003 above may be amended by the City Council from time to time, as deemed necessary for the above purposes.

(Ord. 2081-C-S, passed 3-25-14)

#### SECTION 3:

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 4:

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 24<sup>th</sup> of September 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**

# ATTACHMENT "C"

8/13/2019

CHAPTER 5: ZONING

Print

Antioch, CA Code of Ordinances

## ARTICLE 40: RESIDENTIAL GROWTH MANAGEMENT

### § 9-5.4001 CITATION.

This article may be known and be cited as the "Residential Growth Management Program Ordinance" of the city.

(Ord. 2081-C-S, passed 3-25-14)

### § 9-5.4002 PURPOSE.

The following are the purposes and goals of this article:

(A) To implement Measure "U" (a 1998 voter advisory initiative) through these procedures in order to regulate the rate of residential growth within the city.

(B) To implement the city's General Plan.

(C) To help ensure that the city's infrastructure, public facilities, and ability to provide services keep pace with the demands created by new residential development.

(D) To ensure that the city meets its Regional Allocation of Housing Needs (RHNA) determined by the Association of Bay Area Governments (ABAG).

(Ord. 2081-C-S, passed 3-25-14)

### § 9-5.4003 NUMERICAL LIMITS ON RATE OF GROWTH.

In January of each year, the Community Development Department shall document the number of residential building permits issued in the preceding year. If the total number of permits issued in the preceding year provides for the construction of 500 or more residential units (whether comprised of single-family structures, multi-family structures, or both), the Community Development Department shall develop and promulgate a growth metering process and guidelines which shall be reviewed and recommended by the Planning Commission and approved by City Council. Unless and until the process and guidelines described herein are approved by the City Council, the city shall not, in any single calendar year, issue building permits to allow construction of more than 600 residential units during such year (whether comprised of single-family structures, multi-family structures, or both).

(Ord. 2081-C-S, passed 3-25-14)

### § 9-5.4004 EVALUATION OF GROWTH LIMITS.

The growth metering process and guidelines promulgated and approved pursuant to § 9-5.4003 above may be amended by the City Council from time to time, as deemed necessary for the above purposes.



(Ord. 2081-C-S, passed 3-25-14)



# ATTACHMENT "D"

Antioch, CA Code of Ordinances

## ARTICLE 40: RESIDENTIAL DEVELOPMENT ALLOCATION

### § 9-5.4001 CITATION.

This article may be known and be cited as the "Residential Development Allocation Program Ordinance" of the City of Antioch.

(Ord. 995-C-S, passed 5-14-02; Am. Ord. 1044-C-S, passed 4-12-05; Am. Ord. 1071-C-S, passed 6-13-06; Am. Ord. 1072-C-S, passed 6-27-06)

### § 9-5.4002 PURPOSE.

The following matters are the purposes and goals of this article:

(A) To implement Measure "U" (a 1998 voter advisory initiative) through these procedures in order to regulate the rate of residential growth within the city.

(B) To implement the city's General Plan.

(C) To help ensure that the city's infrastructure and public facilities keep pace with the demands created by new residential development.

(D) To provide for a reasonable rate of residential growth that ensures the ability of the city to provide housing opportunities for all economic segments of the community.

(E) To ensure that the city meets its regional allocation of housing needs.

(F) To encourage reinvestment in older neighborhoods in order to increase the efficiency and reduce the costs of providing public services, stabilize older neighborhoods and revitalize the Rivertown area.

(Ord. 995-C-S, passed 5-14-02; Am. Ord. 1044-C-S, passed 4-12-05; Am. Ord. 1071-C-S, passed 6-13-06; Am. Ord. 1072-C-S, passed 6-27-06)

### § 9-5.4003 PRECEDENCE OVER OTHER PROVISIONS.

This article and its provisions shall take precedence and shall pre-empt other sections of this Code and provisions of Title 9 which may be inconsistent with this article. In the event of any conflict among or between provisions of this Code, the provisions of this article shall take precedence.

(Ord. 995-C-S, passed 5-14-02; Am. Ord. 1044-C-S, passed 4-12-05; Am. Ord. 1071-C-S, passed 6-13-06; Am. Ord. 1072-C-S, passed 6-27-06)

**§ 9-5.4004 FINDINGS.**

The Council hereby makes the following legislative findings:

(A) The Council has considered the effect of this article on the housing needs of the region and balances those needs against the public service needs of the city's residents and available fiscal and environmental resources.

(B) The voters of the city have passed an advisory initiative, Measure "U", which instructs the Council to consider the timing of new residential development with the provision of infrastructure, including highway improvements and school capacity issues.

(C) The Contra Costa Transportation Authority, in its "The 2000 Update, Contra Costa Countywide Comprehensive Transportation Plan" contains several facts which document the significant and increasing congestion on State Route 4 ("SR4"), as follows:

(1) The Association of Bay Area Governments forecast that East County will add 42,000 households by 2020, a 56% increase over the current base. This will result in 62,800 new employed residents. Each year, 3,000 new employed residents will come to live in East County, and only 2,000 new jobs will be created. Therefore, it is expected that each year, 1,000 more people will have to commute out of East County for work.

(2) In 1990, the "out commute" was 44,000 persons; in 2000, the "out commute" is 54,000 persons; in 2020, the "out commute" is expected to be 77,000 persons.

(3) There is significant and rising congestion on SR4. Peak hour delays, pursuant to 1990 data, were one hour and 45 minutes. This is expected to increase to three hours. Duration of congestion is a definitive measure of a highway's effectiveness.

(4) The SR4 corridor is one of the fastest-growing commutes in the Bay Area and one of the most congested in Contra Costa County. Housing growth in East County will lead to increases in demand. The daily traffic volume will increase between 60 and 75%.

(D) The Antioch School District has experienced difficulties in having new schools on line in time for new residential development. As a consequence, students have been required to be bused out of their projected attendance areas and some classrooms have experienced overcrowding.

(E) The city has had difficulty in adding sufficient police resources to keep pace with its rapidly-expanding population. The State Commission on Police Standards and Training has identified a shortage of sworn police officers to service the needs of the community. (Report of POST Survey of Antioch Police Department, a copy of which is on file in the Office of the Police Chief.) However, development fees may not be charged for the ongoing costs of police services. Property tax rates have not been sufficient to maintain the city's General Fund with sufficient revenues to hire the necessary additional officers, and the city is experiencing a significant loss of potential sales taxes to other communities, particularly in the Central County area where many of the commuters work. Thus municipal revenue increases have not kept pace with residential growth and are not sufficient to fund the police services deemed needed by the community. A number of constraints exist in state law regarding the collection of new or additional revenues for the General Fund.

(F) The regional housing need which has been determined for the city is approximately 600 residential units annually. This article will allow the approval of housing units to meet the regional need, while at the same time addressing the pace of residential development. The restrictions contained in the article are deemed necessary to address the SR4 congestion, school capacity, and police protection needs as recited in the foregoing findings. The Council therefore finds that while addressing the city's regional housing needs, the regulations contained herein are needed to promote the health, safety and welfare concerns specified, and the regulations contained herein and the associated health, safety and welfare concerns justify reducing the overall housing opportunities of the region, while meeting the city's designated regional needs.

(Ord. 995-C-S, passed 5-14-02)

(G) The provisions of this article are consistent with the city's 2003 General Plan, and Council finds that this article implements the goals and policies of growth management element of the General Plan.

(Ord. 995-C-S, passed 5-14-02; Am. Ord. 1044-C-S, passed 4-12-05; Am. Ord. 1071-C-S, passed 6-13-06; Am. Ord. 1072-C-S, passed 6-27-06)

#### **§ 9-5.4005 ESTABLISHMENT OF OBJECTIVES.**

Residential housing objectives shall be adopted and updated annually by the Council on or about August 1 for each upcoming fiscal year, following a public hearing. The objectives will be used by the city to help with comparative review of residential development projects by outlining the city's expectations and desires and defining the positive contribution that residential development will make to the community. Development objectives will be based on the need for projects to implement provisions of the General Plan, the availability of public service and facilities capacities, and environmental constraints.

(Ord. 995-C-S, passed 5-14-02; Am. Ord. 1044-C-S, passed 4-12-05; Am. Ord. 1071-C-S, passed 6-13-06; Am. Ord. 1072-C-S, passed 6-27-06)

#### **§ 9-5.4006 GUIDELINES FOR OBJECTIVES.**

(A) Examples of the types of characteristics that the Council may include within the objectives, and the types of positive impacts that may be enjoyed by the community, include, but are not limited to:

(1) Residential development projects that create full-time medical, office, industrial or non-retail commercial service employment opportunities, either on-site or offsite, provided that the development of the employment-generating use occurs prior to or concurrent with the residential use. Development of employment-generating uses will help alleviate the overcrowding condition on SR4;

(2) In 1990, the "out commute" was 44,000 persons; in 2000, the "out commute" is 54,000 persons; in 2020, the "out commute" is expected to be 77,000 persons.

(3) Developments that would fill in critical gaps in existing infrastructure;

(4) Development on sites where public services and facilities are available at the time of the allocation request, and do not need to be expanded to meet applicable performance standards. This includes projects that can be served by the existing roadway system;

(5) Development on sites located in close proximity to existing parks or recreation facilities, public transit, or that have convenient access to special services and facilities, such as libraries, day care, and neighborhood shopping;

(6) Development within large-scale projects where construction has already begun pursuant to existing city approvals, or projects subject to existing infrastructure financing mechanisms, such as assessment districts;

(7) Mixed-use, or transit-oriented development;

(8) Development projects that provide private open space, recreational facilities, streets or other features, thereby reducing the city's maintenance costs and allowing resources to be used for police and other services;

(9) Development within a previously- approved Specific Plan or Planned Development;

(10) Projects providing unique water or energy conservation features;

(11) Projects providing unique public safety/police features.

(B) If the Council should fail to adopt development objectives for any relevant fiscal year, then the objectives specified in this section shall be deemed to be the objectives to be used.

(Ord. 995-C-S, passed 5-14-02; Am. Ord. 1044-C-S, passed 4-12-05; Am. Ord. 1071-C-S, passed 6-13-06; Am. Ord. 1072-C-S, passed 6-27-06)

#### **§ 9-5.4007 DEVELOPMENT ALLOCATION PROCESS.**

(A) Development allocation requests shall be considered by the Council prior to approval of a tentative subdivision map or vesting tentative subdivision map, use permit, or design review approval for residential units containing no more than the number of residential units allocated to the project pursuant to this article.

(B) On a semiannual basis, the Council shall consider development allocations for proposed projects based upon the extent to which such projects meet or are consistent with the development allocation objectives set by the Council for the period.

(C) The Council may issue all, some, or none of the available development allocations to a given project based on the Council's determination of the proposed project's ability to meet the city's objectives. These allocations may be issued over a single- or multi-year period at the discretion of the Council. Although it is the Council's intent to address its regional housing objectives by providing for the possible development of a maximum annual average of 600 allocations, the goal of the Council shall be to meet such objective by averaging the units allocated over any five-year period rather than meeting the objective on an annual basis.

(D) The Director of Community Development shall promulgate the application submittal requirements for allocation requests, which will include information necessary for the Council to determine whether the proposed project meets the established objectives of the allocation system.

(E) Applications for development allocations may be submitted only for properties located within the existing Antioch city limits, and which have General Plan, Specific Plan (if applicable), and zoning

designations consistent with the type of land use, development standards, and density of development being requested in the RDA application. Any inconsistencies between the RDA request and the underlying General Plan, Specific Plan, and zoning requirements must be resolved prior to the submittal of an RDA application.

(F) The issuance of any development allocation does not represent a land use entitlement. No concurrent processing of tentative maps or final development plans, and development allocations is permitted. Development allocations must be acted on by the city before any application for tentative maps, final development plans, use permit approvals or similar entitlements may be accepted as complete by the city.

(G) If development entitlements, such as tentative maps or final development plans expire, the allocations shall be automatically rescinded and may be reallocated to other development projects, consistent with the annual limits set forth herein.

(H) Development allocations may not be transferred from one project to another.

(I) The planning process for General Plan amendments, zone changes, specific plans, and other legislative acts may proceed unaffected by the regulations of this article. The approval of any such legislative act is not a commitment on the part of the city that the proposal will ultimately receive allocations.

(J) The issuance of an allocation under this article is not a "project" as defined by the California Environmental Quality Act, as the issuance of an allocation does not grant an entitlement, but rather gives an applicant the ability to request approval of an entitlement. Such a request for entitlement would require its own CEQA review.

(Ord. 995-C-S, passed 5-14-02; Am. Ord. 1044-C-S, passed 4-12-05; Am. Ord. 1071-C-S, passed 6-13-06; Am. Ord. 1072-C-S, passed 6-27-06)

#### **§ 9-5.4008 NUMERICAL LIMITS ON RATE OF GROWTH.**

(A) The granting of new residential development allocations shall be prohibited for the calendar years 2006 and 2007. For the five-year period from 2006 to 2010, no more than 2,000 development allocations may be issued. Thereafter, the issuance of allocations shall be limited to a maximum annual average of 600 residential allocations. The annual average may vary, but it shall not exceed the 600 allocation restriction for any continuous, sequential five-year period, i.e. no more than 3,000 allocations may be issued for any given five-year period.

(B) If any part of the 600 unit allocation issued after December 31, 2010 remains unused, then such unused allocations shall be reallocated, subject to the Council's exercise of its discretion under § 9-5.4007(C), providing that the five-year maximum is not exceeded.

(C) Single-family dwellings shall be counted as one unit allocation. An age restricted-senior housing unit shall be counted as 0.5 unit allocations, given the reduced impacts on traffic congestion and schools created by such units. Multi-family units shall be counted as 0.63 unit allocations, based on the ratio of average persons per dwelling unit in multi-family dwellings to single-family dwellings from the parkland dedication section of the Subdivision Ordinance.



(D) In order to not create a predominance of any one housing type, during any five-year period, not more than 200 of the 600 average annual allocations (an average of 400 actual units per year) may be granted to market rate age restricted-senior housing; not more than 500 average annual allocations may be granted to single-family detached housing; and not more than 75 average annual allocations may be granted to multi-family detached housing (an average of 119 actual allocations per year).

(Ord. 995-C-S, passed 5-14-02; Measure K Initiative, adopted 11-8-05; Am. Ord. 1044-C-S, passed 4-12-05; Am. Ord. 1071-C-S, passed 6-13-06; Am. Ord. 1072-C-S, passed 6-27-06)

#### **§ 9-5.4009 EXEMPTIONS.**

The following housing types are exempt from the requirements of this article:

(A) Income-restricted housing needed to meet the quantified objectives for very low and low income housing, set forth in the Housing Element, as well as density bonus dwelling units approved pursuant to the density bonus provisions of this chapter.

(B) Dwelling units intended especially for one or more special needs groups, i.e. handicap, income-restricted senior housing, etc., as defined in the Housing Element. This exemption does not apply to market rate age restricted-senior housing.

(C) Projects with unexpired vesting tentative maps approved prior to the adoption of this article, unless such map had a condition that the development be subject to an allocation regulation.

(D) Projects with unexpired development agreements restricting the ability of the city to impose allocation systems of the type created by this article.

(E) Construction of a single dwelling unit by or for the owner of the lot of record on which the unit is to be constructed.

(F) Construction of a second unit on a parcel as authorized by the second unit provisions of this Chapter.

(G) Development of a project of four or fewer dwelling units.

(H) Development projects within the Rivertown/Urban Waterfront Focus Area, as designated in the 2003 General Plan.

(I) Development projects that are outside the city limits that are pursuing annexation may be exempt from the RDA process through mutually agreed upon provisions in a development agreement with the city.

(J) Properties outside the city limits at the time of adoption of this ordinance (March 22, 2005), that subsequently annex to the city and otherwise provide positive impacts to the city consistent with this article. Approval of such an exemption shall be at the sole discretion of the Council, and the details shall be memorialized by a statutory development agreement or other binding instrument. However, residential development in Roddy Ranch shall be subject to the residential development allocation program.

(K) Smart growth, transit-oriented development projects.

(Ord. 995-C-S, passed 5-14-02; Am. Ord. 1044-C-S, passed 4-12-05; Measure K Initiative, adopted

DL

11-8-05; Am. Ord. 1071-C-S, passed 6-13-06; Am. Ord. 1072-C-S, passed 6-27-06)

#### **§ 9-5.4010 SPECIAL ALLOCATIONS.**

The Council may grant allocations to any project demonstrating that it was subject to an assessment district created prior to the adoption of this article and that the application of this article to such project would create an unfairness or significant financial detriment to such project. In making such a determination the project receiving the special allocation would be exempt from the competitive development allocation process as described in § 9-5.4007. Such special allocation would count toward the numerical limits on growth established in § 9-5.4008.

(Ord. 995-C-S, passed 5-14-02; Am. Ord. 1044-C-S, passed 4-12-05; Am. Ord. 1071-C-S, passed 6-13-06; Am. Ord. 1072-C-S, passed 6-27-06)

#### **§ 9-5.4011 EVALUATION OF GROWTH LIMITS.**

The growth limits contained in this article may be evaluated by the Council from time to time to determine their effectiveness in accomplishing the objectives stated herein and complying with State regulations. The Council may make such amendments to this article from time to time as are deemed necessary for the above purposes.

(Ord. 995-C-S, passed 5-14-02; Am. Ord. 1044-C-S, passed 4-12-05; Am. Ord. 1071-C-S, passed 6-13-06; Am. Ord. 1072-C-S, passed 6-27-06)

#### **§ 9-5.4012 SUNSET OF ARTICLE.**

This article shall have no further validity or effectiveness following May 1, 2012. At that time, the City Council shall re-examine the factors leading to the adoption of this article, as specified in §§ 9-5.4002 and 9-5.4004. If such factors continue to exist at that time, the Council may adopt an ordinance re-enacting and/or amending this article.

(Ord. 1071-C-S, passed 6-13-06; Am. Ord. 1072-C-S, passed 6-27-06; Am. Ord. 2038-C-S, passed 3-23-10; Am. Ord. 2046-C-S, passed 3-22-11)

# ATTACHMENT "E"

## RESOLUTION NO. 99/135

### RESOLUTION OF THE ANTIOCH CITY COUNCIL ADOPTING THE MEASURE "U" IMPLEMENTATION POLICIES

**WHEREAS**, on November 3, 1998 an advisory ballot measure entitled Measure "U" was passed by the voters of Antioch, and

**WHEREAS**, Measure "U" directs that the City of Antioch shall take steps to ensure that the phasing of infrastructure and new public facilities better meets the demands created by new development in order to maintain and enhance the quality of life in Antioch, and

**WHEREAS**, development agreements executed over ten (10) years previously are due to expire on December 31, 2002. At the time these agreements were executed it was assumed that the projects covered by the agreements would be completed within the fifteen (15) year time frame of these agreements, prior to the December 31, 2002 expiration date. Due to circumstances unforeseen at the time these agreements were executed in 1988 and 1989, including the economic recession in California in the early 1990s, approximately 4700 single family units remain to be constructed as of July 1, 1999, and

**WHEREAS**, the Antioch City Council initiated a public process with the goal of implementing the policy direction contained in Measure "U", and

**WHEREAS**, the Antioch City Council has held an extensive series of public workshops to collect information relevant to the implementation of Measure "U" and to receive input from the public, and

**WHEREAS**, the workshops to date were held on January 19, 1999; March 2, 1999; March 30, 1999; April 6, 1999; April 20, 1999; May 4, 1999; June 1, 1999; July 6, 1999; August 3, 1999, and August 31, 1999, and

**WHEREAS**, public comments were solicited at these workshops from all interested parties, and

**WHEREAS**, the Antioch City Council through this workshop process has determined that certain actions are necessary, as contained in Attachment #1, to implement the intent of Measure "U" in order to maintain the quality of life of Antioch residents and protect their public health, safety and welfare.

**NOW, THEREFORE BE IT RESOLVED**, that the Antioch City Council hereby directs City staff to prepare the necessary implementing documents to carry out the policy direction as outlined in Attachment #1.

\* \* \* \* \*

**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 14<sup>th</sup> day of September, 1999 by the following vote:

**AYES:** Councilmembers Davis, Soliz, Freitas and Mayor Rocha

**NOES:** Councilmember Sudario

**ABSENT:** None

**ABSTAIN:** None

  
\_\_\_\_\_  
L. JOLENE MARTIN, City Clerk

## Attachment #1: Measure "U" Implementation Policies

Resolution No. 99/135  
Adopted September 14, 1999

This section contains a list of policies identified by the City Council to carry out the goals and purposes of Measure U. These policies are intended to provide the direction for City staff to prepare the necessary documents to implement these policies. These implementation documents will then be taken through the required procedures, and then brought to the City Council for action.

The policies are organized based on their applicability to three broad categories of projects, namely projects with development agreements, projects without development agreements, and new projects. There are also separate sections concerning exemptions, regional coordination, and administrative issues.

**I. Previously Approved Projects with Development Agreements:** The following policies, #1 through #3, shall be applicable to projects with existing development agreements.

Policy #1: Regional Traffic Fee: The City shall initiate an update of the East County Regional Traffic Fee to increase the fee from \$5000/unit to approximately \$10,000/unit with the exact amount determined through transportation analysis. This work shall be coordinated with the East County Regional Fee and Finance Authority. The City may decide to update the fee prior to other jurisdiction taking action if delays are experienced in implementing the fee at the regional level. In such a scenario any funds collected by the City in excess of the rate being collected by the other member jurisdictions of the Fee and Finance Authority shall be set aside specifically for the City of Antioch. If all other jurisdictions that constitute the East County Fee and Finance Authority have not implemented an update of the regional fee consistent with the City's action within one year of the City updating the regional fee, the City will review the fee. The fees collected to date and thereafter would be a benefit to Antioch local streets.

Policy #2: Prospective Homebuyer Information: In addition to the new homebuyer disclosures currently required by the City and the State, all developers shall provide information to all prospective buyers of new homes of a) the existing and projected congestion problems on regional roads in East County, and b) the status of any overcrowding at schools within the Antioch Unified School District, identifying which schools are impacted. Additionally, this information shall identify which schools the children of new residents would be attending. This notification shall at a minimum be attached to all literature and handouts provided in the model sales complexes, or otherwise distributed by the developer or their

agents to potential buyers. The City shall approve the content of this notification statement.

Policy #3: McBail Project: The McBail project, located in the East Lone Tree Specific Plan Area, will be subject to Policies #1, #2, #3, #4, and #5, but not to Policies #6, #7, and #8, due to the fact the McBail project already contains a development allocation system based on job creation.

**II. Previously Approved Projects without Development Agreements:** The following Policies #4 and #5 shall apply to all projects that have existing legally valid development entitlements, but do not have development agreements. In addition, all the preceding policies, with the exception of Policy #3, shall also apply to this category of projects. For the purposes of this section entitlements refers to projects that have valid unexpired tentative map approval prior to the approval by City Council of Measure U implementation documents.

Policy #4: Municipal Services Fee: Projects shall be subject to a "Municipal Services Fee" that is payable prior to issuance of building permits. The purpose of this fee is to ensure that new development generates sufficient revenue over the life of that development to pay for the cost of City services based on established service levels.

Policy #5: Economic Development Fee: Projects shall be subject to an "Economic Development Fee". The purpose of this fee is to fund activities to attract employment-generating uses to the City.

**III. New residential Projects that do not have Development Entitlements:** This section refers to all residential projects that do not have development entitlements prior to the approval by the City Council of Measure "U" implementation documents. The following Policies, #6, #7, and #8, shall apply to these projects in addition to the preceding Policies #1, #2, #4, #5 (Policy #3 would not apply).

Policy #6: School Mitigation: New projects shall be required to participate in a mitigation program to provide a closer link between the timing of new school construction and increases in student population. The City in conjunction with the Antioch Unified School District shall develop this program. The goal of this mitigation program shall be to phase the timing of school construction to coincide with the minimum student occupancy necessary for the School District to efficiently staff and run a school. It is currently estimated that this would occur at a 60% to 70% student occupancy level.

Policy #7: Job Creation: All new projects shall be required to participate in a mitigation program with the goal of ensuring that two jobs are created for every housing unit developed. These jobs must be created prior to the issuance of a



building permit for residential development. This may occur either through on site or off site job creation as determined by the City. In the case of off site job creation a fee may be required instead of actual job creation. Such a fee would be used by the City for economic development activities, and would need to be of an amount sufficient to facilitate both infrastructure construction and marketing to assure that the project's job creation goals are met. These jobs would have a minimum salary of \$12/hour plus benefits. Retail jobs would be excluded from qualifying in the "jobs to housing ratio." Office and manufacturing jobs would be targeted to meet this requirement.

Policy #8: Entitlements and Development Allocations: New projects shall be subject to entitlements and an allocation on a case by case basis based on a project's ability to meet specific criteria established by the City. These factors shall include such components as: a) the current capacity of the City's infrastructure, including regional roads and schools; b) job creation; c) providing a housing type currently under-represented in the City, such as higher end estate housing; and, d) providing significant amenities, such as a golf course or similar facilities.

For new residential growth that has no entitlements and no development agreements, the City shall establish an annual building cap of 500 units per year.

That this cap be reviewed every two years for possible modifications, either increased or decreased based on infrastructure conditions.

The allocation method shall include the following items:

1. Date of receipt of the development application
2. Project readiness
3. Assessments
4. The total number of units being built

**IV. Exemptions:** Exemptions to the previous policies shall be evaluated and proposed by staff in preparing the necessary implementation documents for approved and new projects. The number of exemptions shall be minimized and shall be subject to City Council approval. Such exemptions shall be considered for very small projects, for projects of an infill nature, and for projects that fill a special housing need, such as senior housing and for needed affordable housing projects.

## **V. Regional Coordination**

**#1. Regional Business Park:** Staff shall work with neighboring jurisdictions to develop a implementation program for the creation of an approximately 1000 acre East County Business Park. This shall include but not be limited to such

issues as coordinating land use designations, and development standards, and the construction of the necessary infrastructure.

#2. Delta 5 Principles: The City shall continue to work with the cities of Brentwood, Oakley, Pittsburg, and Contra Costa County to further refine and implement the draft principles for regional cooperation.

## **VI. Administrative Issues**

#1. Court Validation: As a result of legal issues raised in relation to the development agreements staff shall prepare the necessary documentation and take the necessary procedural steps to initiate a court validation process. This validation process shall include at a minimum Policies #1, #2, #3, #7, and #8 as identified in the previous sections.

#2. Annual Review: A process shall be established for the annual review of the Measure U implementation program. Changes as necessary may be made to carry out the goals and purposes of this program as part of this review process.

CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of September 24, 2019

**TO:** Honorable Mayor and Members of the City Council

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

**SUBJECT:** Fire Protection Facility Fee Ordinance Amendment

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**RECOMMENDED ACTION**

It is recommended that the City Council introduce an ordinance amending Title 3, Chapter 7, Fire Protection Facility Fees, to update the fees to correspond with fees recently adopted by the Contra Costa County Board of Supervisors and to make other minor changes.

**FISCAL IMPACT**

The City of Antioch currently collects a 1% administrative fee for the collection and retention of the Fire Protection Facility Fees. As this action will increase the amount of these fees, the City of Antioch will realize a corresponding increase in the value of the 1% administrative fee.

**DISCUSSION**

Background

The Antioch Municipal Code contains Title 3, Chapter 7, which is dedicated to the collection and use of Fire Protection Facility Fees. This fee is charged to new development and is used for the acquisition and construction of new fire protection facilities, including new fire stations and equipment. The fee is currently collected in the City of Antioch, the City of Pittsburg, and in unincorporated areas of Contra Costa County. Other cities within the Contra Costa County Fire Protection District (CCCFPD) have alternate arrangements for fire facility funding.

The Code describes the amount of the fee and the process to collect, retain, and distribute these fees to the CCCFPD. The current fee was last updated on July 10, 2007 and is described in the table below. The Code also includes provisions for updating these fees, which requires a request from the CCCFPD, and adoption of a corresponding ordinance by the City of Antioch.

On July 23, 2019, the Contra Costa County Board of Supervisors determined, as required by the Code, that the CCCFPD was "overextended" and approved a new Fire Protection

Facility Fee schedule. The new schedule was informed by a study from Willdan Financial Associates, which evaluated the current costs of delivering the necessary facilities. In its action, the Board of Supervisors delayed roll-out of the fee to November 1, 2019 in response to concerns by the development community about the severity of the increase. Due to the timing of the City of Antioch action, the new fee will be applied in November 2019.

### Analysis

Staff recommends that the City Council adopt an ordinance increasing the Fire Protection Facility Fee to correspond to the new fees adopted by Contra Costa County. The current and proposed fees are described in the following table:

Category	Current	Proposed	% Difference
Single-Family	\$591	\$951	+61%
Multi-Family	\$285	\$451	+58%
Per 1,000 sf of Office Space	\$376	\$568	+51%
Per 1,000 sf of Commercial Space	\$329	\$649	+97%
Per 1,000 sf of Industrial Space	\$219	\$379	+73%

The City of Antioch retains the ability, through the Code, to release the collected funds to the CCCFPD for projects directly benefitting the City of Antioch; these funds are not automatically delivered to the CCCFPD for general use. As such, this fee increase will better allow the City of Antioch to facilitate the construction of new fire stations in developing areas throughout the City.

In addition, staff is proposing a minor amendment to this chapter to replace "Rivertown Fire Protection District" with "Contra Costa County Fire Protection District" to reflect the name of the current entity serving the City of Antioch.

### Environmental

This project has been determined to be Categorically Exempt from the provisions of CEQA, under the general rule that it will have no potential to have an adverse impact on the environment.

### ATTACHMENTS

- A. Ordinance
- B. Willdan Fee Study

# ATTACHMENT "A"

ORDINANCE NO. \_\_\_\_\_

## AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH AMENDING TITLE 3, CHAPTER 7, FIRE PROTECTION FACILITY FEES, OF THE ANTIOCH MUNICIPAL CODE TO UPDATE THE FEES AND TEXT LANGUAGE

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

### SECTION 1:

The Contra Costa County Board of Supervisors determined on July 23, 2019 that the Contra Costa County Fire Protection District was overextended and adopted new fire protection facility fees. The Contra Costa County Fire Protection District, in accordance with Antioch Municipal Code Section 3-7.07 requested that that the City of Antioch amend its fire protection facility fees to correspond to Contra Costa County's new fees.

### SECTION 2:

The City Council determined on September 24, 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 3:

The following Sections are hereby amended as follows:

#### CHAPTER 7: FIRE PROTECTION FACILITIES FEES

##### Section

- 3-7.01 Title
- 3-7.02 Findings by the county; notices to the city
- 3-7.03 Concurrence by the city; findings by the Council
- 3-7.04 Payment of fees; uses
- 3-7.05 Fee schedule
- 3-7.06 Collection of fees
- 3-7.07 Amendments to the fee schedule
- 3-7.08 Failure to complete development
- 3-7.09 Failure to collect fees

##### 3-7.01 TITLE.

This chapter shall be known as the "Fire Protection Facilities Fees Law" of the city.  
(‘66 Code, § 3-7.01) (Ord. 658-C-S, passed 1-29-87)

##### 3-7.02 FINDINGS BY THE COUNTY; NOTICES TO THE CITY.

When the County Board of Supervisors finds, pursuant to County Ordinance Chapter 818-2, that the fire protection facilities of the RiverviewContra Costa County Fire Protection District are overextended, the county shall notify the Council of such finding.

('66 Code, § 3-7.02) (Ord. 658-C-S, passed 1-29-87)

### 3-7.03 CONCURRENCE BY THE CITY; FINDINGS BY THE COUNCIL.

Upon the receipt of such notice of findings from the county, the Council shall consider the matter and determine if the Council concurs with such findings. If the Council, by resolution, concurs with the county findings, then the powers authorized by this chapter shall become effective and shall be imposed.

('66 Code, § 3-7.03) (Ord. 658-C-S, passed 1-29-87)

### 3-7.04 PAYMENT OF FEES; USES.

Upon the adoption of the resolution referred to in § 3-7.03 of this chapter, developments shall pay fees for fire protection facilities as a condition of approval. The city and the RiverviewContra Costa County Fire Protection District shall enter into a binding agreement regarding how the collected fees will be used to provide fire protection facilities. Upon the execution of such agreement by both agencies, the fees which are collected shall be transferred to the RiverviewContra Costa County Fire Protection District and shall be used only for the purpose of providing fire protection facilities, as defined in County Ordinance Chapter 818-2.

('66 Code, § 3-7.04) (Ord. 658-C-S, passed 1-29-87)

### 3-7.05 FEE SCHEDULE.

The amount of fees imposed shall be as follows:

- (A) Per single-family dwelling unit, ~~\$594~~951;
- (B) Per multi-family dwelling unit, ~~\$285~~451;
- (C) Per 1,000 square feet of office space, ~~\$376~~568;
- (D) Per 1,000 square feet of commercial space, ~~\$329~~649; and
- (E) Per 1,000 square feet of industrial space, ~~\$219~~379.

The definition of single-family, multi-family, office, commercial, and industrial is found in § 3-9.03 of this code.

('66 Code, § 3-7.05) (Ord. 658-C-S, passed 1-29-87; Am. Ord. 1097-C-S, passed 7-10-07)

### 3-7.06 COLLECTION OF FEES.

The fees required by this chapter shall be imposed and collected at the time the building permit is issued, irrespective of whether a subdivision map has been approved prior to the adoption of this chapter. In cases where a building permit is not required, the payment shall be a condition precedent to the provision of water to the project by the city. Such fees shall be placed into an interest-bearing trust account, to be used for no other purpose. The City Manager and the Fire Chief of the RiverviewContra Costa County Fire Protection District shall administratively adopt procedures for the transfer of the funds from the city to the Fire Protection District. Such fees shall not be considered city "proceeds of taxes" under Article XIII B of the Constitution of the State. The city shall retain 1% of the amount of the fees collected to reimburse itself for the cost of administering this chapter.

('66 Code, § 3-7.06) (Ord. 658-C-S, passed 1-29-87)



### 3-7.07 AMENDMENTS TO THE FEE SCHEDULE.

The Council, by ordinance, may amend the fee schedule adopted by this chapter upon a request by the Riverview Contra Costa County Fire Protection District.

('66 Code, § 3-7.07) (Ord. 658-C-S, passed 1-29-87)

### 3-7.08 FAILURE TO COMPLETE DEVELOPMENT.

(A) If a final subdivision map, conditional use permit, development plan, or building permit is cancelled, voided, or lapses, and if the city still retains the fees collected for such project, and if the applicant so requests, the Council shall order that such fees be returned to the applicant.

(B) If a final subdivision map, parcel map, conditional use permit, development plan, or building permit is cancelled or voided, and if the Riverview Contra Costa County Fire Protection District still retains the fees transferred to it by the city, and if the applicant so requests, the Fire Protection District shall return to the applicant such fees.

('66 Code, § 3-7.08) (Ord. 658-C-S, passed 1-29-87)

### 3-7.09 FAILURE TO COLLECT FEES.

The city shall not be liable to the Riverview Contra Costa County Fire Protection District or to the county for any failure to collect a fee, for any miscalculation of any fee, or for any other failure or oversight in the administration of this chapter.

('66 Code, § 3-7.09) (Ord. 658-C-S, passed 1-29-87)

## SECTION 3:

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 4:

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 24<sup>th</sup> of September 2019, and passed and adopted at a regular meeting thereof, held on the 8<sup>th</sup> of October, 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**

# ATTACHMENT "B"

## FIRE FACILITIES IMPACT FEE STUDY

### CONTRA COSTA COUNTY FIRE PROTECTION DISTRICT

**JULY 25, 2017**



*Oakland Office*

1939 Harrison Street  
Suite 430  
Oakland, CA 94612  
Tel: (510) 832-0899  
Fax: (510) 832-0898

*Corporate Office*

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*Other Regional Offices*

Lancaster, CA  
Memphis, TN  
Orlando, FL  
Phoenix, AZ  
Sacramento, CA  
Seattle, WA

[www.willdan.com](http://www.willdan.com)

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# Fire Facilities Impact Fee Study

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This report summarizes an analysis of the need for fire facilities by the Contra Costa County Fire Protection District ("CCFPD"; "District") to accommodate new development. The report documents a reasonable relationship between new development and an impact fee for funding new facilities to serve that development.

## Introduction

The Contra Costa County Fire Protection District provides fire protection services to the Cities of Antioch, Clayton, Concord, Lafayette, Martinez, Pittsburg, Pleasant Hill, San Pablo, Walnut Creek and other unincorporated areas of Contra Costa County. The District covers an area of over 310 square miles. The District currently imposes an impact fee of \$591 per single-family dwelling unit, \$285 per multi-family dwelling unit, \$376, \$329 and \$219 per 1,000 square feet for office, commercial and industrial development, respectively in the unincorporated areas of the District, and within the cities of Antioch and Pittsburg.

As with most local agencies, the District's property tax revenue stream has diminished in terms of real dollars over time since the imposition of Proposition 13 in 1978. Consequently, the District must manage its resources carefully to properly serve the projected influx of new residents and businesses to the region.

As per the *Mitigation Fee Act* contained in Government Code Section 66000 et. seq., cities hold the legal authority to impose fees on behalf of the District within their city limits. In unincorporated areas, however, the County rather than the District has legal authority to impose impact fees. This report provides the necessary documentation for the jurisdictions to adopt a fire facilities impact fee for imposition within the District. It also provides a list of statutory findings pertaining to the imposition of the District fees.

The following sections of this report define and present the existing service population for the District, describe the existing inventory of fire protection facilities as well as a list of planned facilities and determine the proportional share of planned fire facilities – and corresponding impact fees – by land use type. Finally, this report provides a brief section on impact fee program implementation and addresses the list of findings required by the *Mitigation Fee Act*.

## Fire Facilities Service Population

The Contra Costa County Fire Protection District serves all structures including homes, businesses, schools, hospitals and other miscellaneous structures in its service area. Demand for the District's services and associated facilities is measured by its service population, or the number of residents and workers within its service area. Service population reasonably represents the need for fire facilities because people requesting medical assistance generate the most calls for service. Structural fire suppression is the second most important mission of the fire department after the protection of life.

**Table 1** provides estimates of the District's total service population in 2014 and 2040. 2014 is the most recent year for which demographic data for the District was available at the time of this study. Total service population is comprised of residents and employees working within the District.

**Table 1: Fire Facilities Service Population**

	A	B	C	$D = A + (B \times C)$
	Residents	Workers	Worker Demand Factor <sup>1</sup>	Service Population <sup>2</sup>
Existing (2014)	597,900	191,600	0.69	730,100
New Development (2014-2040) <sup>3</sup>	<u>121,100</u>	<u>59,400</u>	<u>0.69</u>	<u>162,100</u>
Total (2040)	719,000	251,000	0.69	892,200

<sup>1</sup> Workers are weighted at 0.69 of residents based on an survey of worker demand on fire services conducted in the City of Phoenix.

<sup>2</sup> Figures have been rounded.

<sup>3</sup> Resident projection based on 0.71% annual growth rate implied by ABAG Projections. Worker projection based on ABAG 2013 projections for cities of Antioch, Clayton, Concord, Lafayette, Martinez, Pittsburg, Pleasant Hill, San Pablo, Walnut Creek, and various unincorporated areas including Contra Costa Center, El Sobrante Pittsburg/Bay Point BART Station Area and North Richmond.

Sources: Final Report, 2nd Round EMS/Fire Services Municipal Service Review/Sphere of Influence Updates, Contra Costa LAFCo, ABAG Plan Bay Area 2013; Willdan Financial Services.

An estimate of existing residential population comes from the most recent Municipal Service Review for the District completed by Contra Costa County LAFCo. Existing employment, as well as projections for residential and employment categories were derived from the Association of Bay Area Governments' (ABAG) Plan Bay Area, 2013.

The specific 0.69 per worker weighting used here is derived from an extensive study carried out by planning staff in the City of Phoenix. Data from that study is used to calculate a per capita factor that is independent of land use patterns. It is reasonable to assume that relative demand for fire service between residents and workers does not vary substantially on a per capita basis across communities, enabling the use of this data in other communities in the documentation of a fire facilities impact fee.

The ratio of the worker per capita factor to the resident per capita factor is the worker demand factor shown in **Table 1**.

## Land Use Types

To ensure a reasonable relationship between each fee and the type of development paying the fee, the fee schedule distinguishes between different land use types. The land use types that impact fees have been calculated for are defined below.

- ♦ **Single family:** Detached and attached one-unit dwellings.
- ♦ **Multi-family:** All attached multi-family dwellings including duplexes and condominiums.
- ♦ **Commercial:** All commercial, retail, educational, and hotel/motel development.
- ♦ **Office:** All general, professional, and medical office development.
- ♦ **Industrial:** All manufacturing and warehouse development.

Some developments may include more than one land use type, such as a mixed-use development with both multi-family and commercial uses. In those cases, the facilities fee would be calculated separately for each land use type.

The District has the discretion to determine which land use type best reflects a development project's characteristics for purposes of imposing an impact fee and may adjust fees for special or unique uses to reflect the impact characteristics of the use.

## Occupant Densities

All fees in this report are calculated based on dwelling units or building square feet. Occupant density assumptions ensure a reasonable relationship between the size of a development project, the increase in service population associated with the project, and the amount of the fee.

Occupant densities (residents per dwelling unit or workers per building square foot) are the most appropriate characteristics to use for most impact fees. The fee imposed should be based on the land use type that most closely represents the probable occupant density of the development.

The average occupant density factors used in this report are shown in **Table 2**. The residential density factors are based on data for Contra Costa County from the US Census' 2011-2015 American Community Survey, Tables B25033 and B25024.

The nonresidential occupancy factors are based on occupancy factors found in the District's *Fire Facilities Impact Fee Study and Report, 2005*. This study uses those factors for consistency.

**Table 2: Occupant Density**

<u><i>Residential</i></u>		
Single Family	2.89	Residents per dwelling unit
Multi-family	1.37	Residents per dwelling unit
<u><i>Nonresidential</i></u>		
Retail	2.86	Employees per 1,000 square feet
Office	2.50	Employees per 1,000 square feet
Industrial	1.67	Employees per 1,000 square feet

Sources: US Census, 2011-2015 American Community Survey, Tables B25033 and B25024; Contra Costa County Fire Protection District *Fire Facilities Impact Fee Study and Report, 2005*; Willdan Financial Services.

## Existing Fire Facilities

The District's inventory of existing and planned fire facilities was used as the basis for calculating the District's facility standard. This standard is used to determine new development's fair share obligation for expanded facilities as growth occurs. The District's existing fire protection facilities described in this section currently serve the entire District.

**Tables 3 through 5** provide a detailed inventory of the District's land, buildings, vehicles, apparatus and special equipment. The estimated value of the District's inventory is based on unit cost assumptions. Unit costs reflected in Tables 3, 4 and 5 include the following:

- ♦ **Land cost per acre.** Estimated cost per acre based on sales comparison data from Loopnet.com.
- ♦ **Buildings.** Estimated replacement costs.

- ♦ **Apparatus/Vehicles/Equipment.** Estimated replacement cost of apparatus, vehicles and equipment carried on apparatus provided by the District.

**Table 3** highlights the District's existing inventory of land. The District currently serves the entire service area from a variety of stations, administrative space and training facilities. In total the District owns approximately \$40.1 million worth of land.

**Table 3: Existing Fire Station Land Inventory**

No.	Address	Acres	Cost per	Total Value
			Acre	
1	1330 Civic Dr., Walnut Creek	0.89	\$ 3,091,000	\$ 2,740,460
2	2012 Geary Rd., Pleasant Hill	1.00	2,329,000	2,329,000
3	1520 Rossmoor Pkwy., Walnut Creek	0.73	3,091,000	2,265,669
4	700 Hawthorne Dr., Walnut Creek	0.48	3,091,000	1,479,437
5	205 Boyd Rd., Pleasant Hill	1.62	2,329,000	3,772,595
6	2210 Willow Pass Rd., Concord	0.72	1,038,000	745,854
7	1050 Walnut Ave., Walnut Creek	0.85	3,091,000	2,634,588
8	4647 Clayton Rd., Concord	0.23	1,038,000	238,292
9	209 Center St., Pacheco	0.86	386,000	331,414
11	6500 Center Ave	1.00	1,038,000	1,038,000
12	1240 Shell Ave., Martinez	0.37	286,000	105,838
13	251 Church St., Martinez	0.42	286,000	120,152
14	521 Jones St., Martinez	0.41	286,000	118,182
15	3338 Mt. Diablo Blvd, Lafayette	0.76	167,000	126,515
16	4007 Los Arabis Dr., Lafayette	0.47	167,000	78,490
17	620 St. Mary's Rd., Lafayette	0.34	167,000	57,507
18	145 Sussex St., Clyde	0.05	167,000	7,763
19	1019 Garcia Ranch Rd., Briones <sup>1</sup>	1.00	167,000	-
22	Crystal Ranch Pkwy Concord <sup>1</sup>	0.74	1,038,000	-
69	4640 Appian Way, El Sobrante	0.38	796,000	303,470
70	13928 San Pablo Ave. San Pablo	0.60	796,000	477,600
81	315 West 10th St., Antioch	0.98	262,000	255,624
82	196 Bluerock Dr Antioch	0.71	262,000	186,020
83	2717 Gentrytown Dr., Antioch	0.71	262,000	186,455
84	1903 Railroad Av, Pittsburg	1.62	443,000	717,660
85	2331 Loveridge Road, Pittsburg	1.91	443,000	846,130
86	3000 Willow Pass Rd., Pittsburg	0.61	443,000	270,519
87	800 W. Leland Dr. Pittsburg	0.50	443,000	221,500
88	4288 Folsom Dr., Antioch	0.50	262,000	131,000
Admin Central	2010 Geary Rd., Pleasant Hill	1.50	2,329,000	3,493,500
Comm Center	2900 Dorothy Dr., Pleasant Hill	1.00	2,329,000	2,329,000
FPB East	2329 Loveridge Road, Pittsburg	0.85	443,000	376,550
Investigations	200 East 6th St., Pittsburg	0.51	1,038,000	530,795
Training	2945 Treat Blvd., Concord	12.00	1,038,000	12,456,000
Total Land Value				\$ 40,971,580

<sup>1</sup> These facilities are not owned by the District, so no value is included.

Sources: CCCFPD; Loopnet.com; Willdan Financial Services.

**Table 4** displays the District's current building inventory. No value is shown for stations 9, 16, 70 and 86 because those stations are being relocated or reconstructed and thus reflected in the list of planned facilities. No value is shown for Station 19 because that facility is not owned by the District. In total, the District owns approximately \$127 million in buildings.

**Table 4: Existing Fire Station Building Inventory**

No.	Address	Building Size	Replacement Cost per Sq.		Total Value
				Ft.	
1	1330 Civic Dr., Walnut Creek	4,240	\$	700	\$ 2,968,000
2	2012 Geary Rd., Pleasant Hill	3,324		700	2,326,800
3	1520 Rossmoor Pkwy., Walnut Creek	5,532		700	3,872,400
4	700 Hawthorne Dr., Walnut Creek	2,691		700	1,883,700
5	205 Boyd Rd., Pleasant Hill	3,384		700	2,368,800
6	2210 Willow Pass Rd., Concord	6,590		700	4,613,000
7	1050 Walnut Ave., Walnut Creek	4,550		700	3,185,000
8	4647 Clayton Rd., Concord	2,246		700	1,572,200
9	209 Center St., Pacheco	2,215		-	-
10	2955 Treat Blvd., Concord	4,540		700	3,178,000
11	6500 Center Ave	5,600		700	3,920,000
12	1240 Shell Ave., Martinez	4,000		700	2,800,000
13	251 Church St., Martinez	3,663		700	2,564,100
14	521 Jones St., Martinez	8,500		700	5,950,000
15	3338 Mt. Diablo Blvd, Lafayette	7,500		700	5,250,000
16	4007 Los Arabis Dr., Lafayette	2,268		-	-
17	620 St. Mary's Rd., Lafayette	2,784		700	1,948,800
18	145 Sussex St., Clyde	924		700	646,800
19	1019 Garcia Ranch Rd., Briones <sup>1</sup>	1,800		700	-
22	Crystal Ranch Pkwy Concord	5,500		700	3,850,000
69	4640 Appian Way, El Sobrante	7,835		700	5,484,500
70	13928 San Pablo Ave. San Pablo	3,904		-	-
81	315 West 10th St., Antioch	10,000		700	7,000,000
82	196 Bluerock Dr Antioch	5,600		700	3,920,000
83	2717 Gentrytown Dr., Antioch	3,090		700	2,163,000
84	1903 Railroad Av, Pittsburg	7,500		700	5,250,000
85	2331 Loveridge Road, Pittsburg	7,000		700	4,900,000
86	3000 Willow Pass Rd., Pittsburg	2,968		-	-
87	800 W. Leland Dr. Pittsburg	5,600		700	3,920,000
88	4288 Folsom Dr., Antioch	5,500		700	3,850,000
Admin Central	2010 Geary Rd., Pleasant Hill	7,793		700	5,455,100
Comm Center	2900 Dorothy Dr., Pleasant Hill	4,136		700	2,895,200
FPB East	2329 Loveridge Road, Pittsburg	7,000		700	4,900,000
Investigations	200 East 6th St., Pittsburg	5,836		700	4,085,200
Shop	2951 Treat Blvd., Concord	6,000		700	4,200,000
Training	2945 Treat Blvd., Concord	4,800		700	3,360,000
EMS - Admin Building	2945 Treat Blvd., Concord	2,300		700	1,610,000
Training Classrooms #2 and #3	2945 Treat Blvd., Concord	3,000		700	2,100,000
Training Classroom #4	2945 Treat Blvd., Concord	2,000		700	1,400,000
Shop Annex	2951 Treat Blvd., Concord	3,100		700	2,170,000
Warehouse	2955 Treat Blvd., Concord	7,750		700	5,425,000
Total Building Value					\$ 126,985,600

<sup>1</sup> This building is not owned by the District, so no value is included.

Sources: CCCFPD; Willdan Financial Services.

**Table 5** displays the inventory and estimated value of existing apparatus and vehicle cost estimates including the fire fighting, emergency medical, and communications equipment needed to stock each vehicle. In total the District owns approximately \$58 million worth of fire protection vehicles, apparatus and equipment.

**Table 5: Apparatus, Vehicle and Equipment Inventory**

Type	Average Replacement Cost	No. of Units	Total Value
Private Passenger Vehicles (Sedans, Compact SUVs)	\$ 22,000	27	\$ 594,000
Pick-Up Trucks, Vans, And Suvs	35,000	37	1,295,000
Battalion Chief Vehicles (Pickup + Buildup)	60,000	20	1,200,000
Ambulances And Other Rescue Vehicles	175,000	6	1,050,000
Heavy Rescue	675,000	1	675,000
Utility Vehicle (Dozer Tender)	50,000	1	50,000
Tractor (Dozer Transport)	200,000	1	200,000
Type I Fire Engines	725,000	35	25,375,000
Type II Fire Engines	400,000	5	2,000,000
Type III Fire Engines	400,000	12	4,800,000
Type IV Fire Engines	250,000	-	-
Ladder Trucks (Straight Truck)	1,100,000	2	2,200,000
Ladder Trucks (Tractor Drawn Aerial)	1,250,000	3	3,750,000
Quints	1,100,000	5	5,500,000
Water Tenders/Tankers	250,000	2	500,000
Mobile Command Unit	956,900	1	956,900
Breathing Support Units--Self Propelled	800,000	1	800,000
Trailers, Including Non-Self Propelled BSU's	15,000	13	195,000
Gems	4,000	2	8,000
Fork Lifts	12,000	2	24,000
Scissor Lifts	8,000	1	8,000
Burn Trainers	120,000	2	240,000
Fire Simulator	500,000	1	500,000
Box Van	40,000	1	40,000
Dozer	204,000	1	204,000
Dump Truck	430,000	1	430,000
Backhoe	100,000	1	100,000
Trench Rescue Unit	100,000	1	100,000
Antique/Parade Fire Truck	10,000	1	10,000
Fireboat 85	550,000	1	550,000
Support Equipment	n/a	n/a	5,600,000
Total			\$ 58,954,900

Source: Contra Costa County Fire Protection District.

**Table 6** summarizes the estimated value of the District's existing inventory of fire facilities, as shown in Tables 3, 4 and 5. The District currently owns the equivalent of approximately \$226.9 million in fire protection facilities, apparatus and equipment to meet the needs of its existing service population.

**Table 6: Estimated Total Value of Existing Inventory**

Category	Value
Land	\$ 40,971,580
Buildings	126,985,600
Vehicles and Equipment	58,954,900
Total Value - Existing Inventory	\$ 226,912,080

Sources: Tables 3, 4 and 5.

## Fire Facilities to Accommodate New Development

**Table 7** identifies the District's preliminary planned facilities. These facilities were identified by the District in its Capital Improvement Plan as facilities needed to serve new development. Currently the District anticipates the relocation and construction of several stations necessary to serve development as it occurs in the County. The County also anticipates purchasing several apparatus and various special equipment. Further, the District plans to procure property for a regional training center, and to construct an emergency responder complex. In total, the District has identified \$66.6 million in planned fire protection facilities.

**Table 7: Planned Fire Facilities**

	Amount	Unit Cost	Total Cost
Rebuild Station 16	3,880 sq. ft.	\$ 1,343	\$ 5,212,000
Relocate and Construct Station 70	12,855 sq. ft.	864	11,108,000
Relocate and Construct Station 86	11,000 sq. ft.	720	7,923,750
Relocate and Construct Station 9	11,000 sq. ft.	720	7,923,750
Construct Station 89	11,000 sq. ft.	720	7,923,750
Type 1 Engine including Equipment	1 Engine	806,600	806,600
Type 3 Engine including Equipment	1 Engine	480,500	480,500
Personal Protective Equipment (PPE):	9 PPE	6,500	58,500
Self-Contained Breathing Apparatus (SCBA):	8 SCBA	5,000	40,000
Procure Property for Regional Training Center	n/a		125,000
Emergency Responder Complex			25,000,000
Total			\$ 66,601,850

Note: Costs rounded to the nearest hundred.

Source: CCCFPD Five-Year CIP (FY 15/16 through FY 19/20).



## Fire Facility Standards

The fire facilities impact fees calculated in this report are based on a system facilities standard approach. The system standard approach calculates the level of investment that will be achieved in the District once all planned facilities are built and the service population has increased. This per capita facility standard is calculated by dividing the total investment in existing and planned facilities, by the service population at the planning horizon, and is displayed in **Table 8**.

**Table 8: Fire Protection Facilities System Standard**

Value of Existing Facility Inventory	[A]	\$ 226,912,080
Value of Planned Facilities	[B]	66,601,850
Total System Value (2040)	[C = A + B]	\$ 293,513,930
Future Service Population (2040)	[D]	892,200
Facility Standard per Resident	[E = C / D]	\$ 329
Facility Standard per Worker <sup>1</sup>	[F = E x 0.69]	227

<sup>1</sup> Based on a per capita demand factor of 0.69 per worker relative to a resident.

Sources: Tables 1, 6 and 7; Willdan Financial Services.

The projected impact fee revenue from new development within the District is shown in **Table 9**. The bottom line of Table 9 shows that to complete future facilities as currently planned there is a need for \$13.3 million in revenue from non-fee funding sources. To complete the planned facilities that represent an increase in facility standards, the District will need to identify an additional \$13.3 million by the planning horizon.

**Table 9: Projected Impact Fee Revenue - System Standard**

Total Cost of Planned Facilities	[A]	\$ 66,601,850
Facilities Value per Capita	[B]	\$ 329
Service Population Growth (2014 - 2040)	[C]	162,100
Total Projected Fire Facilities Impact Fee Revenue	[D = B x C]	\$ 53,330,900
Non-Impact Fee Revenue Needed	[E = A - D]	\$ 13,270,950

Sources: Tables 1, 7 and 8; Willdan Financial Services.

## Alternative Funding Sources

The District recognizes that non-fee revenues will be needed to fund a portion of the planned facility costs. The District has already begun taking steps to develop alternative revenue sources to fund fire facilities, particularly the District is investigating establishing a community facilities district (CFD). Other sources of revenue include, but are not limited to General Fund revenue, special taxes, grants and assessment districts. General Fund revenue is derived from the District's share of the constitutionally imposed one percent property tax rate. Any new or increased special tax would require two-thirds voter approval. Any new or increased assessment would require a majority property owner approval. Any new or increased property-related charge or fee would require a majority voter approval.

## Fee Schedule

**Table 10** shows the maximum justified fire protection facilities fee schedule. The cost per capita is converted to a fee per unit of new development based on dwelling unit and employment densities (persons per dwelling unit or employees per 1,000 square feet of nonresidential building space) from Table 2. The total fee includes a two percent (2%) percent administrative charge to fund costs that include: a standard overhead charge applied for legal, accounting, and administrative support, and fee program administrative costs including revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analyses.

In Willdan's experience with impact fee programs, two percent of the base fee adequately covers the cost of fee program administration. It should be reviewed and adjusted during comprehensive impact fee updates to ensure that revenue generated from the charge sufficiently covers, but does not exceed, the administrative costs associated with the fee program.

**Table 10: Fire Protection Facilities Fee - System Standard**

	A	B	C = A x B		D = C x 0.02	E = C + D	F = E / 1,000
Land Use	Cost Per Capita	Density	Base Fee <sup>1</sup>	Admin Charge <sup>1, 2</sup>	Total Fee <sup>1</sup>	Fee per Sq. Ft.	
<u><b>Residential</b></u>							
Single Family	\$ 329	2.89	\$ 951	\$ 19	\$ 970		
Multi-family	329	1.37	451	9	460		
<u><b>Nonresidential</b></u>							
Commercial	\$ 227	2.86	\$ 649	\$ 13	\$ 662	\$	0.66
Office	227	2.50	568	11	579		0.58
Industrial	227	1.67	379	8	387		0.39

<sup>1</sup> Fee per dwelling unit, per 1,000 square feet of nonresidential, or per room for hotel.

<sup>2</sup> Administrative charge of 2.0 percent for (1) legal, accounting, and other administrative support and (2) impact fee program administrative costs including revenue collection, revenue and cost accounting, mandated public reporting, and fee justification analyses.  
square feet per dwelling unit, respectively.

Sources: Tables 2 and 8.

## Program Implementation

The fire facilities impact fee would be collected at time of building permit issuance. Because the District does not have the statutory authority to adopt a fee, it must rely on the City Councils or County Board of Supervisors for the authority within each respective jurisdiction. In addition, to implement the fee the District, in cooperation with the County and cities, should:

- Seek to acquire the necessary property for new stations through purchase or dedication and maintain an updated master plan indicating fire facility standards and the types of facilities anticipated to accommodate growth;
- Identify funding sources to complement impact fee revenues to fully fund planned facilities;
- Maintain an annual Capital Improvement Program budget or another accounting mechanism to indicate where fees are being expended to accommodate growth;
- Maintain records on use of the administrative charge to justify the amount;
- Comply with the annual and five-year reporting requirements of *Government Code* Section 66001 and 66006; and
- Identify appropriate inflation indexes in the fee ordinance and allow an automatic inflation adjustment to the fee annually.

Typically, an inflation index can be based on the District's recent capital project experience or from any reputable published source. Willdan recommends using the local Construction Cost Index of the Engineering News Record. The District may also elect to use separate indexes for land and construction. Calculating the land index may require use of a property appraiser every several years. To calculate the fee increase, total planned facility costs represented by land or construction, as appropriate, should weight each index.

## Mitigation Fee Act Findings

To guide the widespread imposition of development impact fees, the State Legislature adopted the *Mitigation Fee Act* (the *Act*) with Assembly Bill 1600 in 1988 and subsequent amendments. The *Act* is contained in *California Government Code* Section 66000 *et seq.* and establishes requirements for the imposition and administration of impact fee programs. The *Act* became law in January 1988 and requires local governments to document the five findings explained in the sections below when adopting an impact fee. For the fire facilities impact fee to be adopted by the County of Contra Costa (County) on behalf of the Contra Costa County Fire Protection District, the findings are summarized here and supported in detail by the report that follows. All statutory references are to the *Act*.

### Purpose of Fee

For the first finding the District must:

*Identify the purpose of the fee. (§66001(a)(1))*

The purpose of the Contra Costa County Fire Protection District fire facilities impact fee is to provide a funding source from new development for capital improvements to serve that development. The fee advances a legitimate interest of the District, County and cities by assuring that new development within the District is provided with adequate fire protection facilities and services.

### Use of Fee Revenues

For the second finding the District must:

*Identify the use to which the fee is to be put. If the use is financing public facilities, the facilities shall be identified. That identification may, but need not, be made by reference to a capital improvement plan as specified in Section 65403 or 66002, may be made in applicable general or specific plan requirements, or may be made in other public documents that identify the public facilities for which the fee is charged. (§66001(a)(2))*

The fire facilities impact fee will fund expanded facilities to serve new development. All planned facilities will be located within the Contra Costa County Fire Protection District boundaries:

- Land for fire station and other related structures;
- Fire stations including furniture and other equipment;
- Fire apparatus including equipped engines, trucks and other vehicles;
- Medical response, hazardous materials, training, and other specialized fire fighting equipment.
- Potential financing costs associated with the above.

Planned fire facilities are preliminarily identified in this report. Additional planning may be provided in the District's capital improvement plan and annual budgets. This report provides a preliminary description and cost estimate for planned facilities. Other planning documents may provide additional details and proposed timing for construction/acquisition of the facility.

## Benefit Relationship

For the third finding the District must:

*Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed. (§66001(a)(3))*

The District will restrict fee revenues to the acquisition of land, construction of public buildings, and the purchase of related equipment, furnishings, vehicles, and services that will serve new development and the additional residents and workers associated with that new development as part of a district-wide network of fire protection facilities and services. Thus, there is a reasonable relationship between the use of fee revenues and the residential and nonresidential types of new development that will pay the fee.

## Burden Relationship

For the fourth finding the District must:

*Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed. (§66001(a)(4))*

Service population provides an indicator of the demand for the facilities needed to accommodate growth. Service population is calculated based on residents associated with residential development and employment associated with nonresidential development. To calculate a single per capita standard, one worker is weighted less than one resident based on an analysis of the relative demand for fire facilities by land use type.

The need for the fee is based on the facility standards identified in this report and the growth in district-wide service population projected through 2040. Facilities standards represent the level of service that the District plans to provide its residents and businesses in 2040. Standards are based on the District's total existing and planned facilities allocated across the District's total service population in 2040.

See the *Fire Facilities Service Population* section, for a description of how service population and growth projections are calculated. Facility standards are described in the *Fire Facility Standards* section.

## Proportionality

For the fifth finding the District must:

*Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed. (§66001(b))*

This reasonable relationship between the fire facility impact fee for a specific development project and

the cost of the facilities attributable to that project is based on the estimated size of the service population that the project will accommodate. The total fee for a specific project is based on its size as measured by dwelling units or building square feet. The fee schedule converts the estimated service population that a development project will accommodate into a fee based on the size of the project. Larger projects of a certain land use type will have a higher service population and pay a higher fee than smaller projects of the same land use type. Thus, the fee schedule ensures a reasonable relationship between the public facility fee for a specific development project and the cost of the facilities attributable to that project.

See the *Fee Schedule* section for a description of how service population is determined for different types of land uses. The *Fee Schedule* section also presents the fire facilities impact fee schedule.

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of September 24<sup>th</sup>, 2019

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Lizeht Zepeda, Economic Program Manager <sup>LZ</sup>

**APPROVED BY:** Kwame P. Reed, Economic Director

**SUBJECT:** Economic Development Commission (EDC) appointments for four (4) full-term vacancies expiring June 2023

---

**RECOMMENDED ACTION**

It is recommended that the Mayor nominate and City Council appoint by resolution four (4) candidates to fill the full-term vacancies to the Economic Development Commission expiring June 2023.

**FISCAL IMPACT**

This action has no direct fiscal impact.

**DISCUSSION**

The Economic Development Commission (“EDC”) was created in 2001. Its function is to address economic development issues within the City and to make recommendations to the City Council regarding policies, development strategies and planning activities designed to enhance the City's economic base and create quality jobs. The EDC consists of seven members holding 4-year terms. Commissioners must be either a City resident or owner/operator of a business located in the City to serve on EDC.

There are four (4) full-term vacancies with an expiring term of June 2023. The City Clerk's Office announced the vacancies and solicited applications. Six applications were received. The Antioch Chamber of Commerce (“Chamber”) represents one Commission seat per the Antioch Municipal Code.

Mayor Wright has interviewed the six following applicants:

- Timothy Barrow
- Daniel Herzberg
- Rick Fuller
- Kelly Kalfsbeek

- Tracey Nicks
- Vicki Robinson

**ATTACHMENTS**

- A. Resolution
- B. Applications



**ATTACHMENT A**

**RESOLUTION NO. 2019/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPOINTING [INSERT NAME OF APPOINTEES AFTER APPOINTMENT] TO  
THE ECONOMIC DEVELOPMENT COMMISSION FOR THE FOUR (4) FULL-  
TERM VACANCIES, ENDING IN JUNE 2023**

**WHEREAS**, Antioch Municipal Code Section 2-5.201 requires that the Mayor nominate candidates for membership on all boards and commissions and requires that the City Council approve, by a majority vote, the appointment of said nominee;

**WHEREAS**, there are currently four (4) full-term vacancies on the Economic Development Commission ending in June 2023;

**WHEREAS**, the City Clerk's Office announced the vacancies and solicited applications for four (4) full-term vacancies;

**WHEREAS**, one Commission seat is reserved for the Antioch Chamber of Commerce ("Chamber") representative per the Antioch Municipal Code;

**WHEREAS**, Rick Fuller has reapplied for the one Commission seat reserved for a Chamber representative;

**WHEREAS**, Mayor Sean Wright considered six applications and interviewed the interested applicants; and

**WHEREAS**, Mayor Sean Wright has nominated [insert name of appointee after appointment] to the Economic Development Commission.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Antioch hereby approves the Mayor's nomination of [insert name of appointee after appointment] and appoint to serve on the Economic Development Commission, for the four (4) full-term vacancies, ending in June 2023.

\* \* \* \* \*

**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 24th day of September 2019, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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

## Attachment B

### EDC Applications



**APPLICATION DEADLINE: 5:00 p.m. Friday, July 12, 2019**

## **ECONOMIC DEVELOPMENT COMMISSION - Commissioner**

**4-year term ending June 2023**

Print Your Name TIMOTHY PAUL BARTON

Address [REDACTED] City Antioch

ZIP Code 94531 Phone (H) [REDACTED] (W) [REDACTED] (C) [REDACTED]

E-Mail Address [REDACTED]

Employer TREB + Associates

Address 3180 Crow Canyon Place, Ste 216 City SAN RAMON

Occupation Inspection Services

Years lived in the City of Antioch 10+ yrs.

List the three (3) main reasons for your interest in this Appointment:

- 1) Experience working as a Economic Development Commissioner & Chairperson w/ City of Hayward.
- 2) Commitment to City of Antioch Economic Development.
- 3) Contribution to the Success of City of Antioch.

Have you attended any meetings of this commission? no.

Have you had any previous City community service on this commission? (If yes, please explain) \_\_\_\_\_

What skills/knowledge do you have that would be helpful in serving on the commission for which you are applying? Chairman-Economic Development Commissioner w/ City of Hayward.

Please indicate any further information or comments you wish to make that would be helpful in reviewing your application:

*City Planning/Zoning/BlDG + Hsg/Real Est  
Experience for the past 28 years.  
Commitment to the future economic  
well being of the City of Antioch.  
Looking forward to serving on the Commission.*

Please read the attached general information regarding boards and commission so you are aware of the duties, time and frequency of meetings. Can you attend meetings for this commission at the designated times? YES.

**\*\*Please attach your resume (Recommended to enhance your application).**

**Please note that this completed application is available for public review.**

Deliver or mail to: Antioch City Clerk  
200 "H" Street  
P.O. Box 5007  
Antioch, CA 94531-5007

Or email to: [cityclerk@ci.antioch.ca.us](mailto:cityclerk@ci.antioch.ca.us)

  
Signature

7/10/2019  
Date

# TIM BARROW



## Education

### **U.C. Extension at Berkeley**

Construction Management

### **University of California, Berkeley**

B.A., African American Studies, Social Sciences, Urban Planning

### **Chabot College, Hayward**

A.S., Inspection-Construction.

Certification-Inspection (Building & Housing)

Certification- Inspection (Public Works)

### **Skyline College, San Bruno**

A.A., Public Administration

## Professional Experience

### **TRB + Associates**

3180 Crow Canyon Place, Suite 216

San Ramon, CA 94583

### **Inspection Services Consultants**

June 2019-Present

**Inspection Consultant** for local jurisdictions (City of Antioch) performing investigations and compliance with planning, zoning, land use, health & safety codes, building & housing codes, HQS codes, municipal laws, working with property owners, inspections of rental properties, property ownership, field investigations and inspections, investigate codes and construction activity, prepare written reports, oral and written communications with the public and public officials charged with the enforcement of laws. Prepare and testify before Boards, Commissions and Courts as expert testimony.

### **Excel Realty & Mortgage**

7901 Stoneridge Drive, Suite 120

Pleasanton, CA 94588

### **Realtor**

March 2019 – Present

Realtor providing Residential & Commercial properties service.

**My Brother's Keeper (MBK)**

**Principal/CEO**

**Apprenticeship Training Programs**

**June 2017- Present**

Principal/CEO, San Francisco Bay Area creating Local and Global apprenticeship programs for unskilled to skilled craft persons, in the construction trades industry. Creating upward mobility for youth and adults, in the San Francisco Bay Area/BVHP community for construction industry jobs. Mentorship in job readiness with vocational apprenticeship training programs. Working with General Contractors, Subcontractors and local organizations in providing a skilled workforce for the future. PowerPoint presentations to private and public agencies and collaboration with Northern California Apprenticeship Programs and program participation requirements.

**T.B. Penick & Sons, Inc.**

**Project Manager/Asst. Superintendent**

December 2017 – January 2019

**BGI/Nibbi Brothers**

**Project Manager**

Alice Griffith, Phase I and II (Blocks 2 and 4)

January 2015 – May 2017

**San Francisco Housing Authority**

**Project Manager/Program Manager/Property Manager**

April 2007 – January 2015

2010-2015-Property Manager II, Public Housing Operations

2010-Program Manager II, Section 8, HQS Inspections Department

2009 -2010-Property Manager II, Public Housing Operations

2007-2009-Project Manager, Housing Development Division/Modernization & Construction Department

**RIA, LTD., Property Inspections, Hayward**

**Project Manager**

2001 to 2007

**The Presidio Trust**

**Building Inspector/Interim Permitting Supervisor**

1999- 2001

**ARA Engineering, Oakland**

**Project Engineer**

2000

**Contra Costa County Building Inspection Department, Martinez**

**Building Inspector**

1998-1999

**B&R, Inc. Construction Management**

**Project Engineer**

1997

**Housing Authority, City of Alameda**

**Housing Inspector**

1997

**Housing Authority of Contra Costa County**

**Consultant/Unit Inspection**

1996

**Housing Authority, County of Alameda**

**Housing Specialist/Unit Inspector**

1994-1996

**City of Oakland, Office of Planning & Building Department**

**Supervising Planning Investigator**

1989-1994

**City of Oakland, City Planning/Zoning Department**

**Planning Investigator**

1985-1989

**Selected Project Construction Experience**

**Alta Potrero**

**Project Manager/Asst. Superintendent-** Market rate mixed use project, San Francisco, 7-story, 172 units including 29 on-site Below Market Rate units with ground floor retail spaces. The units will consist of one, two three, four bedroom units and penthouse units. Hiring local craft persons in accordance with subcontractor's contract compliance First Source/City Build program.

**RAD/Westbrook Apartments/BVHP**

**Project Manager/Community Liaison-** Redevelopment and major upgrades to existing affordable multi-family residential property in BVHP southeast section of San Francisco, Workforce management; hiring and training pre-apprenticeship programs, subcontractor hiring requirements and community participation. Local hire retention and contract hiring compliance issues with First Source/City Build program.

**Alice Griffith**

**Project Manager-** Alice Griffith, Phase I and II, San Francisco, Phase I and II (Blocks 2 and 4) consisting of two buildings of new construction of affordable housing in San Francisco, a total of 184 units, Experienced workforce development professional with successful track record of collaborating with various public/private entities to develop work programs aimed at increasing BVHP residents' workers and SBE/LBE participation opportunities in accordance with interagency MOU commitments in the Master Development Agreement; OCII, CB, SFHA, MOH, OEWD, BVHP employment and contracting policy. These efforts resulted in an increase of over 183+ local residents placed on the project in the first year of the program. Managed over 1,374 unskilled and skilled craft persons. Meetings with OCII/City Build, Community organizations, Community Partners and Trade Partners at the beginning of each construction phase to present resource loaded staffing plans indicating manpower required for each construction trade scope of work. Community liaison and communicate effectively with identified members of the community surrounding the construction projects. Received outstanding marks for engagement of community participation from CCSF/OCII staff members. Acted as lead representative for city-wide strategic planning meetings regarding local hire activities, as well as acted as lead liaison to various trade unions, contractors and community based organizations



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JUL 02 2019

CITY OF ANTIOCH  
CITY CLERK

APPLICATION DEADLINE: 5:00 p.m. Friday, July 12, 2019

## ECONOMIC DEVELOPMENT COMMISSION - Commissioner

4-year term ending June 2023

Print Your Name Rick Fuller

Address [REDACTED] City Antioch

ZIP Code 94531 Phone (H) [REDACTED] (W) [REDACTED] (C) [REDACTED]

E-Mail Address [REDACTED]

Employer Rick Fuller Inc

Address (see Above) City Antioch

Occupation Real Estate

Years lived in the City of Antioch Over 20 years

List the three (3) main reasons for your interest in this Appointment:

- 1) Improve Antioch's economy
- 2) Bring more jobs to Antioch & reduce Hwy 4 traffic/commute
- 3) Reduce Crime, blight & homelessness through economic development

Have you attended any meetings of this commission? yes

Have you had any previous City community service on this commission? (If yes, please explain) EDC Commission (current)

What skills/knowledge do you have that would be helpful in serving on the commission for which you are applying?

Over 15 years as a Real Estate Broker  
Over 20 year resident of Antioch  
& Business, Home and Commercial Property Owner in Antioch



Please indicate any further information or comments you wish to make that would be helpful in reviewing your application:

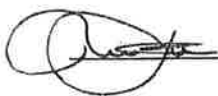
Looking forward to continuing my service with the  
EDC.

Please read the attached general information regarding boards and commission so you are aware of the duties, time and frequency of meetings. Can you attend meetings for this commission at the designated times? yes

**\*\*Please attach your resume (Recommended to enhance your application).**  
**Please note that this completed application is available for public review.**

Deliver or mail to: Antioch City Clerk  
200 "H" Street  
P.O. Box 5007  
Antioch, CA 94531-5007

Or email to: [cityclerk@ci.antioch.ca.us](mailto:cityclerk@ci.antioch.ca.us)



Signature

7/2/15

Date



RECEIVED

JUL 12 2019

CITY OF ANTIOCH  
CITY CLERK

APPLICATION DEADLINE: 5:00 p.m. Friday, July 12, 2019

## ECONOMIC DEVELOPMENT COMMISSION – Commissioner

4-year term ending June 2023

Print Your Name Daniel Herzberg

Address [REDACTED] City Antioch

ZIP Code 94531 Phone (H) [REDACTED]

E-Mail Address [REDACTED]

Employer Optimum Business Solutions

Address 254 Crescent Drive #141 City Pleasant Hill

Occupation Business Consultant

Years lived in the City of Antioch 11

List the three (3) main reasons for your interest in this Appointment:

See attached.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you attended any meetings of this commission? Yes

Have you had any previous City community service on this commission? (If yes, please explain) No

\_\_\_\_\_

\_\_\_\_\_

What skills/knowledge do you have that would be helpful in serving on the commission for which you are applying? See attached

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please indicate any further information or comments you wish to make that would be helpful in reviewing your application:

See attached


Please read the attached general information regarding boards and commission so you are aware of the duties, time and frequency of meetings. Can you attend meetings for this commission at the designated times? Yes

**\*\*Please attach your resume (Recommended to enhance your application).**

**Please note that this completed application is available for public review.**

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P.O. Box 5007  
Antioch, CA 94531-5007

Or email to: [cityclerk@ci.antioch.ca.us](mailto:cityclerk@ci.antioch.ca.us)

  
Signature

7/12/19  
Date

**List the three (3) main reasons for your interest in this Appointment:**

I want to help the city to grow the economic base through attracting a range of small, medium, and large businesses.

I want to help provide jobs to local residents, to allow people to both live and work here in our community.

I want to help create a stronger foundation for the city to improve other aspects of the community, including schools, lifestyle, culture, and greater constructive civic engagement.

**What skills/knowledge do you have that would be helpful in serving on the commission for which you are applying?**

I have been a small business owner for 25 years, with several small businesses in Silicon Valley and Antioch. I have owned a mortgage and real estate company, educational consulting company, and a business consulting company.

My experience with the mortgage and real estate company, in which I managed 13 active agents, and within which I worked with residential but also commercial properties, gives me insight into those markets and issues in both Silicon Valley and East Contra Costa County.

My educational consulting company experience gives me perspective about the impact on youth and the connection between the local economy, the schools, college attendance, and young adults motivation to remain or return to the community after their formal education. I have personally helped several thousand local youth do well in school and gain access to top colleges over the past 11 years.

My business consulting has focused on working with small businesses and startups in terms of executive coaching and business strategy. I also consult with small and medium sized businesses on areas in which they can become more profitable by accessing specialized tax programs and grants, mitigating their costs, and reducing their business risk and liability. I am actively engaged in the Bay Area Startup scene, frequently attending events and consulting to startups, investors, trainers, and consultants.

I also have a Masters in Social Work from the University of Michigan, which gives me knowledge about community organizing and the impact of policies on communities, and the particular needs every community has in the areas of community development.

**Please indicate any further information or comments you wish to make that would be helpful in reviewing your application:**

Originally from San Francisco, I attended UC Berkeley, University of Oregon, and University of Michigan. After Michigan, I moved to Burlingame, where I lived for 10 years. I moved to Antioch from Burlingame 11 years ago. I love this place and this community.

I have been frustrated at the pace of change, while I have observed other communities growing rapidly and often dramatically, especially SF and Silicon Valley. While Antioch grew too quickly for own good in the early 2000s, I have found that since 2008 that Antioch has been more preoccupied with security and policing, rather than economic development and proactive planning and prevention. I want to help the city grow in a more effective way.

I have been involved in improving the community in different ways. I lobbied Contra Loma and the City of Antioch Public Works to install dog poop bag dispensers, and they were eventually installed.

I have at occasionally been involved with the Chamber of Commerce, and was a member several years ago.

I proposed to the Mayor Wright ways to promote greater technical business skills to be taught in the schools. Not sure what happened with this.

I proposed to the Mayor Wright strategies for promoting greater youth volunteerism . Not sure what happened with this.

In the past couple years I worked with Lizeht Zepeda and Public Works to create an app for the city that would go beyond simply reporting issues for the city to address, but would actually provide a dynamic vehicle for announcements and resources, and communication from residents to the our representatives and city departments. After creating a plan for this, I provided it to Ron Bernal and never heard back from him.

Last June I gave a free workshop co-sponsored by the city on tapping into business development incentives, that would be available to retain existing businesses and attract new businesses, at no additional cost to the City of Antioch. I would like to offer this workshop again.

I have spoken with Kwame Reed several times about economic development in the city, as well as numerous conversations about ways to spur economic development with Lizeht Zepeda.

I have offered to connect the Antioch Parks with tax incentives that are going unclaimed, especially for the Water Park. I don't think they have still been claimed and it has been about 2 years, since I initiated this.

I believe it would be the job of people on the Economic Development commission to be involved in actively promoting the city and recruiting companies to set up or move to Antioch. We are within an hour of the largest business incubation region in the world, and should be capitalizing on this. If I join the commission I will commit to approaching at least 10 new businesses to

setup their operations in Antioch per year, and suggest the other members do the same. If we each did this we could be having conversations with 70 new businesses each year.



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JUL 09 2019

CITY OF ANTIOCH  
CITY CLERK

APPLICATION DEADLINE: 5:00 p.m. Friday, July 12, 2019

## ECONOMIC DEVELOPMENT COMMISSION - Commissioner

4-year term ending June 2023

Print Your Name Kelly Kalfsbeek

Address [REDACTED] City Antioch

ZIP Code 94509 Phone (H) [REDACTED]

E-Mail Address [REDACTED]

Employer Contra Costa County Employment & Human Services Dept (EHS D)

Address 2500 Bakes Ave. Ste B City Concord

Occupation Social Services Program Assistant

Years lived in the City of Antioch 23

List the three (3) main reasons for your interest in this Appointment;

1. Help bring businesses/employers who provide sustainable wages to the city/residents
2. Support, retain & expand existing businesses & their owners.
3. Improve quality of life for all residents of Antioch

Have you attended any meetings of this commission? Yes

Have you had any previous City community service on this commission? (If yes, please explain) I recently served on the Commission from 2018-2019.

I was appointed to fill a vacant position for a partial term. I was a member of Subcommittee A focused on business retention & expansion.

What skills/knowledge do you have that would be helpful in serving on the commission for which you are applying? My previous/current involvement

with the commission has given me insight into our current policies, procedures & future plans for economic development in the city & surrounding areas. I'm also co-chair of the East County Workforce Innovation Network (WIN) & I do a lot of community outreach due to my position w/ Contra Costa County EHS D. I'm also involved w/ in Antioch Chamber & many other service organizations, CBOS & entities in East County. I attend meetings regarding NWI,

as well as continue to be involved in activities hosted by Workforce Development Board, East Bay Leadership Council & other Boards & Comm.

Please indicate any further information or comments you wish to make that would be helpful in reviewing your application:

After being appointed to the commission in 2018 I have attended all meetings, participated in sub committees and worked diligently to expand my knowledge of the economic needs of our area. I feel there is much more to be done and I am willing to put in the work required to help, support and encourage our city and its residents to thrive. This is an exciting time in Antioch. Opportunity truly lies here and I would love to see that result in prosperity that improves the lives of all our residents & businesses. I am proud to be a resident of Antioch and look forward to the opportunity to be a part of team that helps to bring continued hope, growth & positivity to Antioch. A true win-win situation!

Please read the attached general information regarding boards and commission so you are aware of the duties, time and frequency of meetings. Can you attend meetings for this commission at the designated times? Yes

**\*\*Please attach your resume (Recommended to enhance your application).**

**Please note that this completed application is available for public review.**

Deliver or mail to: Antioch City Clerk  
200 "H" Street  
P.O. Box 5007  
Antioch, CA 94531-5007

Or email to: [cityclerk@ci.antioch.ca.us](mailto:cityclerk@ci.antioch.ca.us)



Signature

7/4/19.

Date



**Kelly S. Kalfsbeek**

Phone [REDACTED]

**OBJECTIVE:**

**To obtain a volunteer position on the Economic Development Commission for the City of Antioch.**

**EXPERIENCE:**

**Business Services Representative, Workforce Development Board of Contra Costa County, 3/16-7/17** Outreach to businesses and employers to assess needs, develop relationships and promote workforce services programs. Collaborated with partners to provide services such as job placement of eligible individuals, customized training development, small business development services, rapid response and other services needed to stabilize and grow business in Contra Costa County. Monthly reporting, providing data to partners and businesses. Preparing reports for management, record keeping. Maintaining database and CRMs. Posting jobs and acting as a liaison between employers, partners, educators, Small Business Development Center and Career Centers/AJCC. Proficiency in EXCEL, PowerPoint, Salesforce, CalJOBS, Econovue.

**MPA, Contra Costa County EHSD, 11/14-3/16** <sup>8/17-present</sup> Determine eligibility to CW/CF?MC programs through intake. Refer clients to WTW and other social services. Maintaining accurate records. Reviewing IEVS/MEDS. Clearing apps through MEDS system. Coordinating with other workers. Prioritizing workload to stay on task. Strong attention to detail and excellent communication skills. Preparing reports. As part of Speaker's Bureau, performed public outreach to inform about Medi-Cal and other County programs

**EW Specialist, MCSC, 2/12-10/14** Determine ongoing eligibility for CF clients. Incl. processing SAR7's, RC's and all related tasks For CF eligibility. Incl. Answering phones, problem solving, client correspondence. Completing RC's in person and by phone. Completed assignments from SSWFI and other depts. Assist co-workers and being shadowed by EW's in OJT. Active member of Social Committee and performed community outreach for HCR through Speaker's Bureau.

**Business Owner/Operator, Bright Sun Pool and Spa Service & Repair, 8/94-4/11** Performed all duties required to run Pool/Spa Service and Repair Business. Incl. A/R & A/P, billing, inventory control, marketing/advertising, parts ordering, tax prep, record keeping, client correspondence, estimating, interviewing and hiring of personnel, quality control.

**Crew Leader Assistant, U.S.Census, 3/10-7/10** Concord, CA  
Assisted Crew Leader in training and auditing crew of enumerators. Conducted personal

interviews to obtain required info. Scheduled workload & reported to crew leader.

**Customer Service, AP/A/R, Farwest Equipment** Concord, CA  
Interacted with Sales, Parts and Service Departments of this tractor dealership. I worked closely with customers to ensure their satisfaction.

**Inventory Control Supervisor, TMC** Pleasant Hill, CA  
Duties included ordering private label products for clients, calculating truck loads for shipment, shipping, tracking and dispatching.

**Operations Supervisor, JC Penney Distribution Center** Reno, NV  
Responsibilities included: hiring, training and supervising 35 employees for Shipping Dept., Order takers, Packing & Receiving depts. Responsible for hiring, training providing quarterly performance reviews for employees. Scheduling for dept., coordinating with other Supervisors and reporting to Dept. Manager. Team Leader for Quality Circles. Preparing reports and presenting to management.

**Quality Control Supervisor, Quaker State Oil** Oakland, CA  
Responsible for interviewing, hiring and training Quality Control Associates for Quaker State Oil and placing them in the Service Departments of Automobile Dealerships throughout the East Bay and San Francisco area. Completed performance reviews, provided training materials and support and reported to District Manager. Acted as liaison between Service Dept. Managers and Quality Control Associates. Assessed needs of Service Dept. Managers and screened candidates.

***EDUCATION : BS Business Management, University of Nevada Reno***

**References:**

1. **Patience Ofodu, (510) 453-6950. Email: [Pofodu@ehsd.cccounty.us](mailto:Pofodu@ehsd.cccounty.us)**
2. **Jamie Pulido, 2231 Newport Dr., Discovery Bay, CA 94505, (925) 584-9656  
Email: [jamiapulido@prodigy.net](mailto:jamiapulido@prodigy.net)**
3. **Janeen Lawson, 2263 Cambridge Ct., Discovery Bay, CA 94505, (925) 787-5538  
Email: [chachaneen@gmail.com](mailto:chachaneen@gmail.com)**



RECEIVED

JUL 09 2019

CITY OF ANTIOCH  
CITY CLERK

APPLICATION DEADLINE: 5:00 p.m. Friday, July 12, 2019

## ECONOMIC DEVELOPMENT COMMISSION - Commissioner

4-year term ending June 2023

Print Your Name Tracey Nick  
Address [REDACTED] City Antioch  
ZIP Code 94531 Phone (H) N/A (W) N/A (C) [REDACTED]  
E-Mail Address [REDACTED]  
Employer (Retired) Contra Costa County  
Address [REDACTED] City [REDACTED]  
Occupation Business and Economic Development Coordinator  
Years lived in the City of Antioch 25

List the three (3) main reasons for your interest in this Appointment:

To research economic development programs and activities that support businesses and workers. To assist in the crafting of policies that support business and workforce attraction, development, growth and retention. To advise and consent on economic development issues that address and support the city's economic vitality interests.  
Have you attended any meetings of this commission? Yes

Have you had any previous City community service on this commission? (If yes, please explain)

Yes. I have served on the Economic Development Commission since December 2017. To date, I've researched Cannabis Industry Workforce Trends, organized economic development priorities, formulated supply and demand goals and discovered economic development incentives for businesses.

What skills/knowledge do you have that would be helpful in serving on the commission for which you are applying? Research and development, policy making, workforce development, business outreach and engagement, program design, proposal development, strategic planning, volunteerism, and board management.

Please indicate any further information or comments you wish to make that would be helpful in reviewing your application:

In my future role of Economic Development Commissioner, I will continue working toward the goal of economic vitality by researching programs, making policy, and advising & consenting on the city's economic development interests.

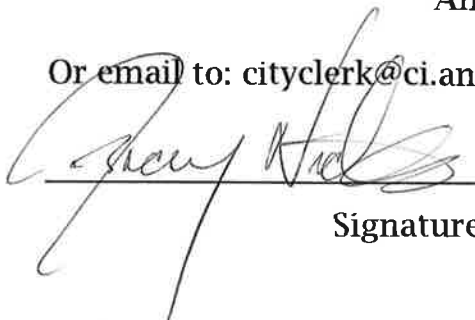
Please read the attached general information regarding boards and commission so you are aware of the duties, time and frequency of meetings. Can you attend meetings for this commission at the designated times? yes

**\*\*Please attach your resume (Recommended to enhance your application).**

**Please note that this completed application is available for public review.**

Deliver or mail to: Antioch City Clerk  
200 "H" Street  
P.O. Box 5007  
Antioch, CA 94531-5007

Or email to: [cityclerk@ci.antioch.ca.us](mailto:cityclerk@ci.antioch.ca.us)

  
Signature

July 9, 2019  
Date

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## TRACEY L. NICKS



### Profile

Over 25 years of formal training and work experience in economic development, workforce development and career counseling. Driven by a sincere desire to support individual, home, business and community economic vitality.

### Skills

Board Management  
Workforce Development  
Business Outreach & Engagement  
Program Design  
Research  
Proposal Development  
Strategic Planning  
Volunteer Work

### Economic Development Commissioner, City of Antioch, Antioch, CA, 2017-Present

Provide economic development advice and recommendations to the Antioch City Council, Economic Development Commission, and staff. Review and recommend programs, policies, regulations, marketing, development strategies and planning activities designed to enhance the City's economic base and create quality jobs. Craft economic development goals designed to address challenges and meet business & workforce needs within the city of Antioch.

### Workforce Services Specialist (Business and Economic Development Coordinator), Workforce Development Board of Contra Costa, Pleasant Hill, CA, 2006-2012

Crafted goals to attain economic vitality through various local and regional economic partnerships. Managed and participated in local and regional knowledge sharing activities designed to help attain competitive advantage for workers and businesses (EC2, DIA). Secured funding to improve workforce and entrepreneur skills. Recommended Economic Development direction to Board.

### Workforce Analyst (Labor Market Information), Workforce Development Board of Contra Costa County, Concord, CA, 1999-2006

Managed the collection and dissemination of occupational data for East Bay Counties (Alameda and Contra Costa). Informed and recommended education and training program design, career counseling, human resource management, economic development and workforce development program planning.

### Labor Market Information Specialist, Private Industry Council of Contra Costa County, Concord, CA, 1996-1999

Managed the collection and dissemination of occupational data to inform workforce development partners. Ensured all project deliverables were met on time.

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### **Career Counselor, Right Management, Fayetteville, NC, 1992-1995**

Assisted military personnel transitioning into mainstream careers. Developed and delivered career search workshop topics (job search, resume writing, and interviewing techniques).

### **Education**

Troy State University, Dothan, AL - Master of Science Degree, Counseling and Psychology (Emphasis: Career Counseling), 1992

San Francisco State University, San Francisco, CA - Bachelor of Arts Degree, Home Economics (Emphasis: Life Skills Management), 1990

Brooks College, Long Beach, CA - Associate of Arts Degree, Fashion Merchandising (Emphasis: Retail Business Management), 1984

### **Research and Scholarly Contributions**

Economic Development Business Incentives Research, City of Antioch Economic Development Commission, 2018-2019

Report and Recommendations on Commercial Non-Medical Marijuana Uses Within the City of Antioch (Proposition 64) - ADDENDUM, 2018

Report and Recommendations on Commercial Non-Medical Marijuana Uses Within the City of Antioch (Proposition 64), 2018

Diablo Innovation Alliance, Regional Innovation Clusters Strategic Action Plan, Clean Energy and Water Technology Clusters, 2011

Manufacturing Industry Sector Study of Small Manufacturers in Contra Costa County, 2005

Workforce Population Survey of East County Residents (Partnership: City Economic Development, County Redevelopment and County Workforce Development Board), Antioch, Bay Point, Brentwood, Byron, Oakley and Pittsburg, 2005

Human Resources Services for Small Business Study and Project Design, 2004

Self-Sufficiency Standard Policy for Contra Costa County Workforce Training, 2002

Labor Market Information, Occupational Outlook Report, 1997-2004

### **Achievements, Awards and Memberships**

City of Antioch Focus Areas Priorities Subcommittee, Strategic Objectives Subcommittee and Supply and Demand Subcommittee, 2018-2019

City of Antioch Commercial Non-Medical Marijuana Uses Subcommittee, 2018

City of Antioch Economic Development Commission, 2017

East County Leadership, 2009

Family Economic Security Partnership, 2008-2009

Bay Area Quality Family Child Care Association, 2008-2009

Entrepreneur Development Training, 2008

New Birth Church Business Development and Community Relations, 2007-2011

Economic Development Practitioner Training, 2006

Manager of the Year - Contra Costa County, 2005

Business Services Training, 2004

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RECEIVED

JUL 11 2019

CITY OF ANTIOCH  
CITY CLERK

**APPLICATION DEADLINE: 5:00 p.m. Friday, July 12, 2019**

**ECONOMIC DEVELOPMENT COMMISSION – Commissioner**

**4-year term ending June 2023**

Print Your Name Vicki Robinson

Address 4 [REDACTED] City Antioch

ZIP Code 94531 Phone (H) [REDACTED] (W) [REDACTED] (C) [REDACTED]

E-Mail Address [REDACTED]

Employer Higgins Chapel

Address 1310 A Street City Antioch

Occupation Funeral Assistant

Years lived in the City of Antioch 11 +

List the three (3) main reasons for your interest in this Appointment:

The ability to help make Antioch the best East Bay City, attracting Businesses and Jobs.

Looking for ways to serve the public and give back to our community.

I want to have a voice in the decision making of local issues.

I want to learn more about Economic Development, how ideas are formulated by City Officials.

Have you attended any meetings of this commission? Yes

Have you had any previous City community service on this commission? (If yes, please explain) I have served with the Contra Costa Veterans Stand Up Coalition

and currently working with the Delta Veterans Group on the Banner Program.

What skills/knowledge do you have that would be helpful in serving on the commission for which you are applying? The ability to analyze and interpret information making for the betterment of Organizations and the people being served by those organizations.



Please indicate any further information or comments you wish to make that would be helpful in reviewing your application:

I am ready to assist members of the Commission and the City of Antioch to improve and increase our economic prosperity by bringing in corporations and businesses other than retail that will provide jobs in our City. I would like to share and hear new ideas or plans that are best for our city.

It takes Team Work to make our dreams work and I am a team player.

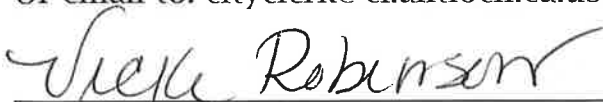
Please read the attached general information regarding boards and commission so you are aware of the duties, time and frequency of meetings. Can you attend meetings for this commission at the designated times? Yes

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Or email to: [cityclerk@ci.antioch.ca.us](mailto:cityclerk@ci.antioch.ca.us)



Signature

July 11, 2019

Date



# 2020-25 Consolidated Plan Needs Assessment



# Antioch Demographics

## Race

Race	% of Population
White alone, non Hispanic or Latinx	29.7%
Black or African American	20.1%
American Indian and Alaska Native	0.8%
Asian	10.9%
Native Hawaiian and other Pacific Islanders	1.0%
Two or more races	9.0%
Hispanic or Latino	33.3%

*U.S Census. 2017 American Community Survey, 5 year estimates*

## Age

Age	% of Population
Under 5 years	6.4%
Under 18 years	25.9%
18-64	56.9%
Person 65 +	10.8%

*U.S Census. 2017 American Community Survey, 5 year estimates*

# Low Income Households in Antioch

City of Antioch - Low Income Households Table				
	Extremely Low Income (0-30%)	Very Low Income (30%-50%)	Low Income (50%-80%)	Total
<b>Total Households</b>	<b>5,725</b>	<b>4,340</b>	<b>4,895</b>	<b>14,960</b>
<b>1 Person per Household Salary</b>	\$26,050	\$43,400	\$69,000	
<b>2 Persons per Household Salary</b>	\$29,750	\$49,600	\$78,850	
<b>3 Persons per Household Salary</b>	\$33,450	\$55,800	\$88,700	
<b>4 Persons per Household Salary</b>	\$37,150	\$61,950	\$98,550	
<b>5 Persons per Household Salary</b>	\$40,150	\$66,950	\$106,450	

U.S Census. 2017 American Community Survey, 5 year estimates. 2011-2015 CHAS

# Community Outreach Methods

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1400 Survey Respondents



4 Community Meetings



7 Focus Groups

# Survey on Needs

## 347 respondents from the City of Antioch (25% of total)

- White – 63%
- Black – 19%
- Asian – 6%
- Hawaiian/Pacific Islander – 1%
- Native American – 1%
- Other/Multi Racial – 12%
- Hispanic (subset of above) – 16%

## HELP CREATE THE FUTURE OF YOUR COMMUNITY



*Nos gustaría escuchar sus opiniones*

 Sponsored by the cities of Antioch, Concord, Pittsburg, Walnut Creek, and the County of Contra Costa on behalf of all other cities in the County 

Every five years YOU have the opportunity to help identify your city's greatest needs, and determine how over \$60 million in federal funds will be spent to help address those needs.

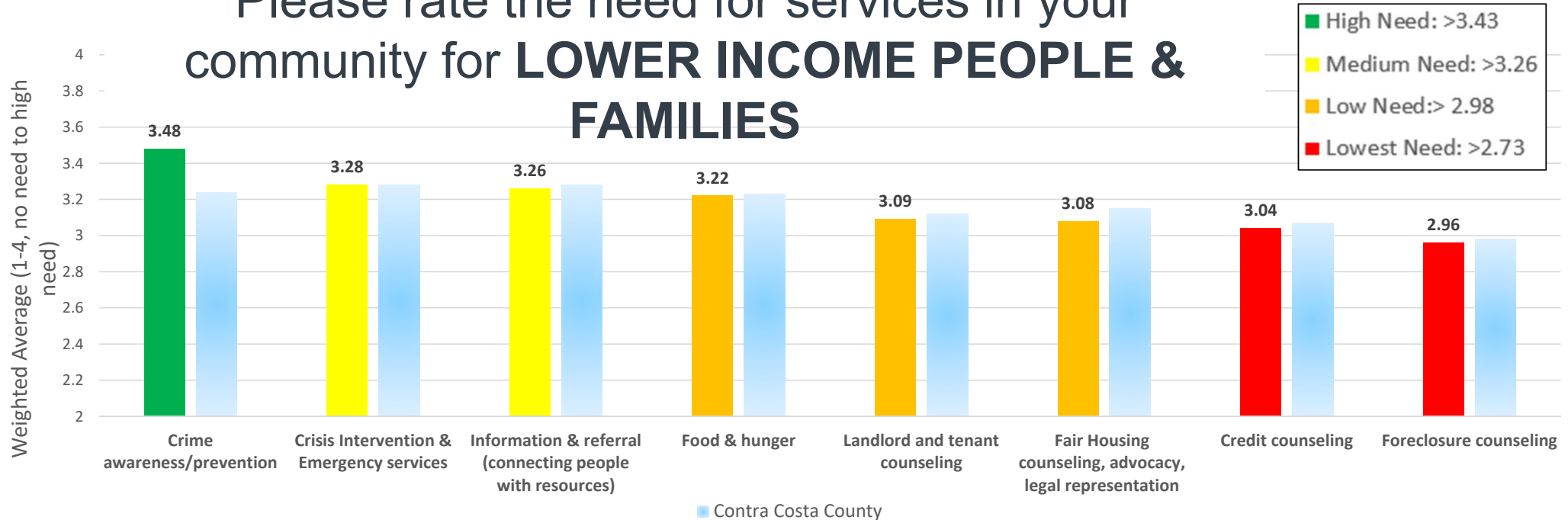
Take a quick 10-minute survey and make your voice COUNT! Links to the surveys in both English and Spanish are below. Take a photo of these links and share with friends!

# Families and General Need



<b>Total Households Table</b> <b>by Percentage of HUD Area Median Family Income (HAMFI)</b>					
	Total	0-30%	30-50%	50-80%	>80%
<b>Small Family Households (2 persons, neither person 62 years or over, or 3 or 4 persons)</b>	16,570	2,570	1,845	2,115	10,040
<b>Large Family Households (5 or more persons)</b>	4,975	550	840	930	2,655
<b>Household contains at least one person 62-74 years of age but no one age 75 or older</b>	6,360	860	945	915	3,640
<b>Household contains at least one person age 75 or older</b>	2,175	595	610	525	445
<b>Households with one or more children 6 years old or younger</b>	6,900	1,360	1,235	1,195	3,110
<i>Data Source: 2009-2013 CHAS    NOTE: * Data in cells marked with an asterisk are for combined &gt;80% HAMFI data</i>					

# Please rate the need for services in your community for **LOWER INCOME PEOPLE & FAMILIES**



According to residents, **the greatest needs of lower income people and families are:**

- 1. Crime awareness and prevention**
- 2. Crisis intervention and emergency services**
- 3. Information and referral, connecting people with resources**



# Family Support and General Focus Group



# Focus Group on Family and General Needs

## Discrimination and Immigration

Enforcement of anti-discrimination laws and ordinances

More Bilingual legal services

More cultural awareness trainings

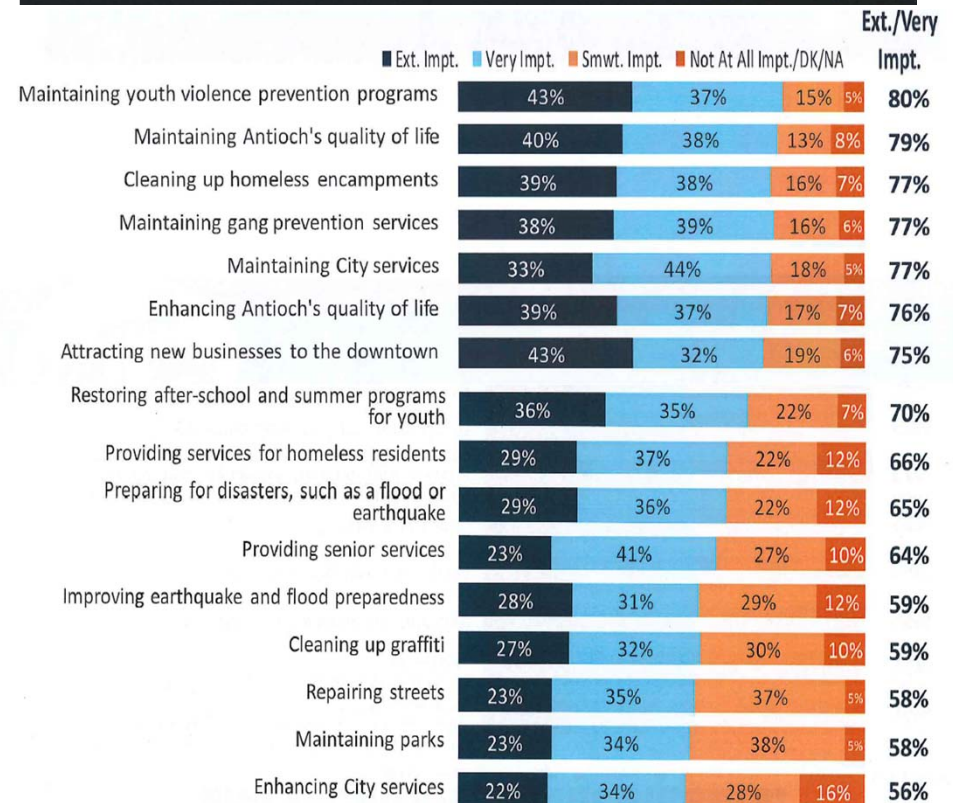
## Income

Employment development and vocational training

## Antioch Community Issues Survey

*Key Findings*

Survey Conducted October 18-24, 2017



# Seniors and Disabled



- **Contra Costa County** has one of the **fastest growing populations of older adults in the US**, a trend expected to continue 15-20 years
  - 2017 Older Adult Population: **231,404**
  - 2033 Older Adult Population: **262,657**
    - **+13% Increase**
- **Antioch** increase larger than CCC average:
  - 2017 Older Adult Population: 18,168
  - 2033 Older Adult Population: 24,397
    - **+34% Increase**

***Projected Residents by Age Category, 2033***

<b>Antioch</b>	<b>60 to 64</b>	<b>65 to 69</b>	<b>70 to 74</b>	<b>75 to 79</b>	<b>80 to 84</b>	<b>85 +</b>
	5,699	5,464	5,331	3,842	2,529	1,513

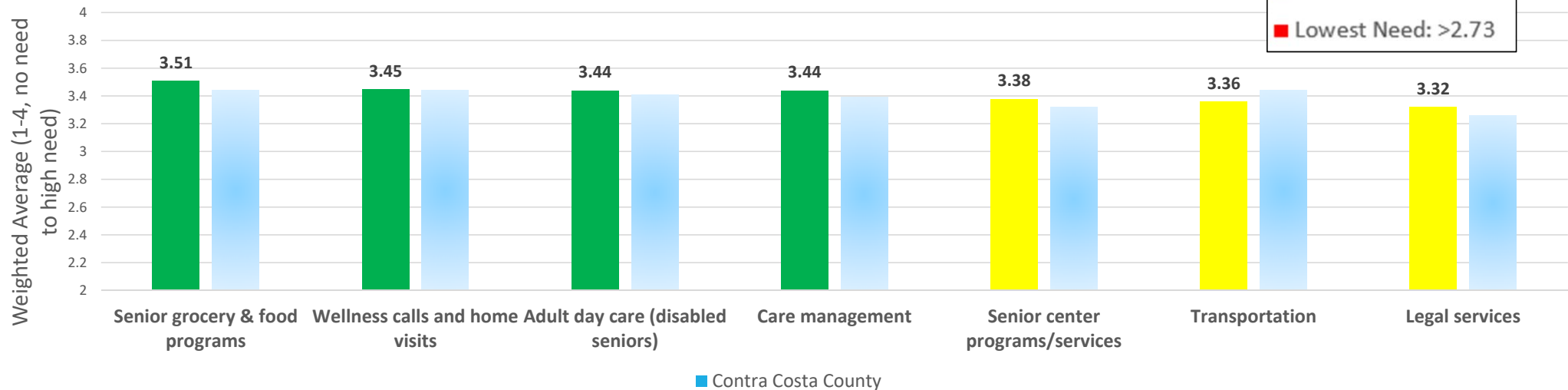
- **Pittsburg** to see an increase of **+33%**
- **Oakley** to see an increase of **+68%**
- **Brentwood** to see an increase of **+20%**

## Aging and Disability

<b>Disability Type</b>	<b>Antioch % of population</b>	<b>CCC % of population</b>
All with Disability	25.40%	23.21%
Hearing	3.11%	3.1%
Vision	2.27%	1.9%
Cognitive	5.77%	4.6%
Ambulatory	6.75%	5.9%
Self-care	2.69%	2.4%
Independent living	4.81%	5.2%

*2020-2025 Analysis of Impediments to Fair Housing Choice—CCC*

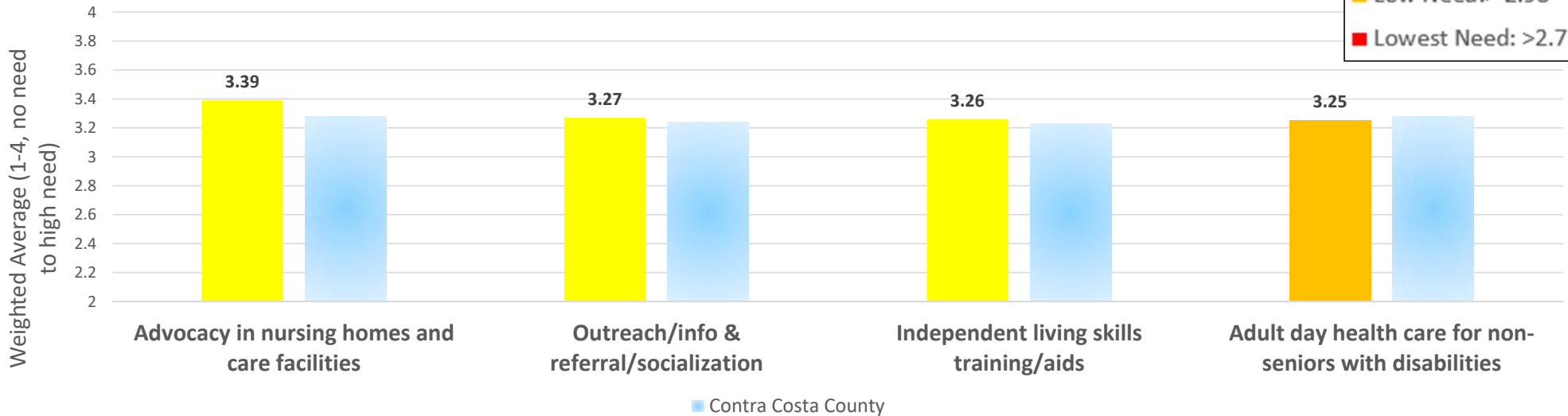
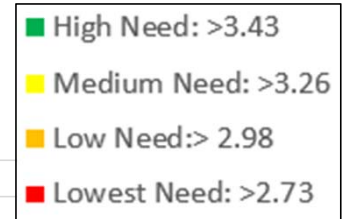
## Please rate the need for services for lower income **SENIORS**



According to Antioch residents, **the greatest needs of seniors are:**

- 1. Senior grocery & food programs**
- 2. Wellness calls and home visits**
- 3. Adult day care (disabled seniors)**
- 4. Care Management**

## Please rate the need for services for **PERSONS WITH DISABILITIES**



According to Antioch residents, the greatest needs of persons with disabilities are:

- 1. Advocacy in nursing homes and care facilities**
- 2. Outreach, information & referral, socialization**
- 3. Independent living skills training**



# Seniors and Disabled Focus Group

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LIONS CENTER for the  
VISUALLY IMPAIRED



# Focus Group on Seniors and Disabled Needs

## Transportation

Countywide  
mobility  
management plan

Have link be  
available to all  
people age 75+

Bring transportation  
services to seniors

## Health and Wellness

Mobile health  
services go to  
homes

Coordinate existing  
caregiver program

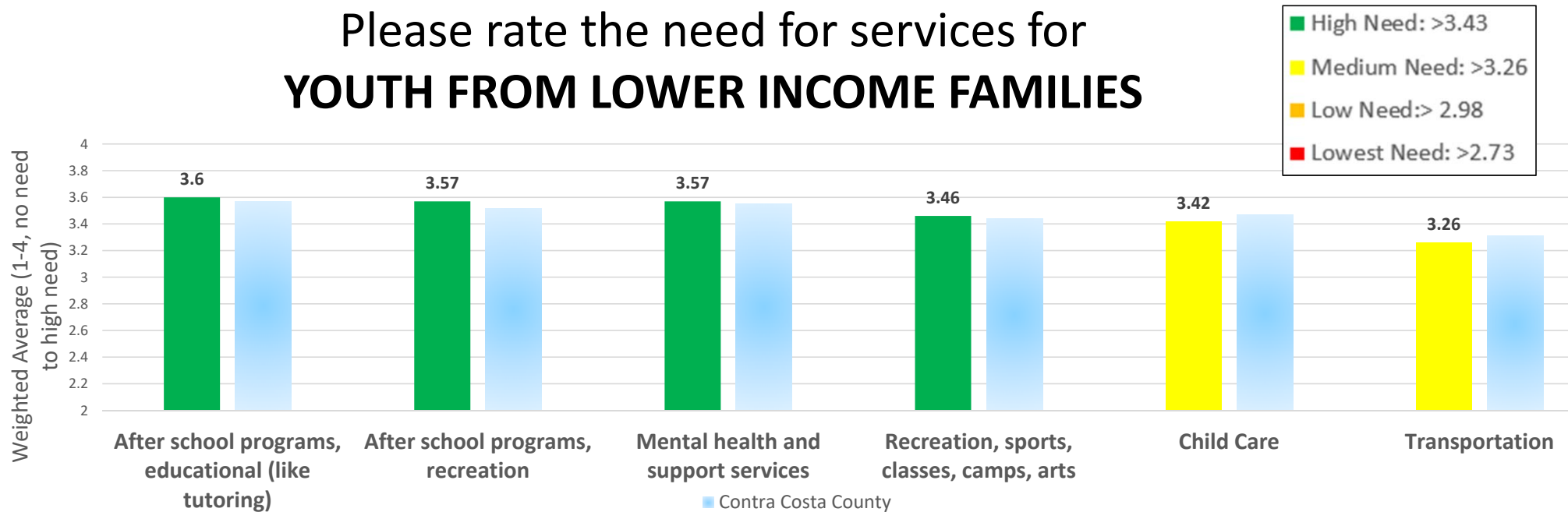


# Youth



- **7,138** children in Antioch are **under 5 years old**, **6.4% of the City**
- **21,729** youth of Antioch are between **5 and 18 years old**, **19.5% of the City**

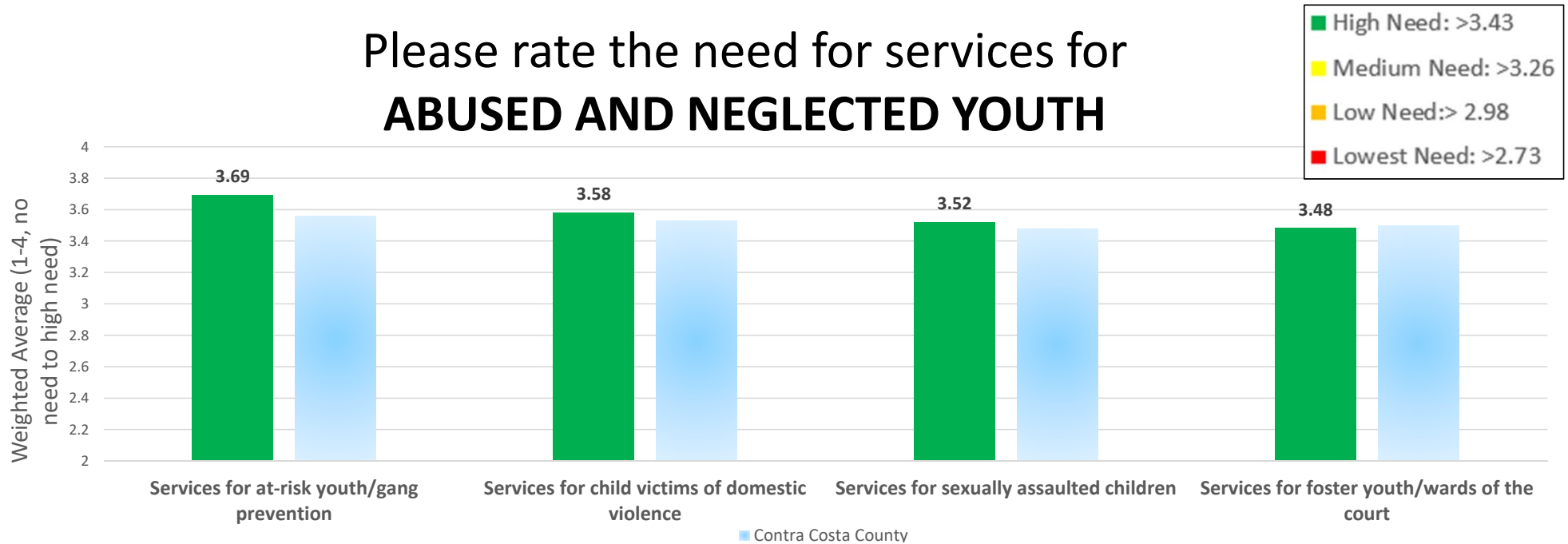
## Please rate the need for services for **YOUTH FROM LOWER INCOME FAMILIES**



According to residents, the greatest needs of youth from lower income families are:

- 1. After school programs: education**
- 2. After school programs: recreation**
- 3. Mental health and support services**
- 4. Recreation, sports, classes, camps, art**

## Please rate the need for services for **ABUSED AND NEGLECTED YOUTH**



According to residents, the greatest needs of abused and neglected youth are:

- 1. Services for at risk youth/gang prevention**
- 2. Services for child victims of domestic violence**
- 3. Services for sexually assaulted children**
- 4. Services for foster youth/wards of the court**

# Youth Focus Group

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# Focus Group on Youth Needs

## Mental Health

More certified trauma training for teachers

## Childcare

More funds for childcare providers that serve low income or are using TIC or employing youth

City funded summer youth employment programs. Ex: youth employed at a child care program

## Education

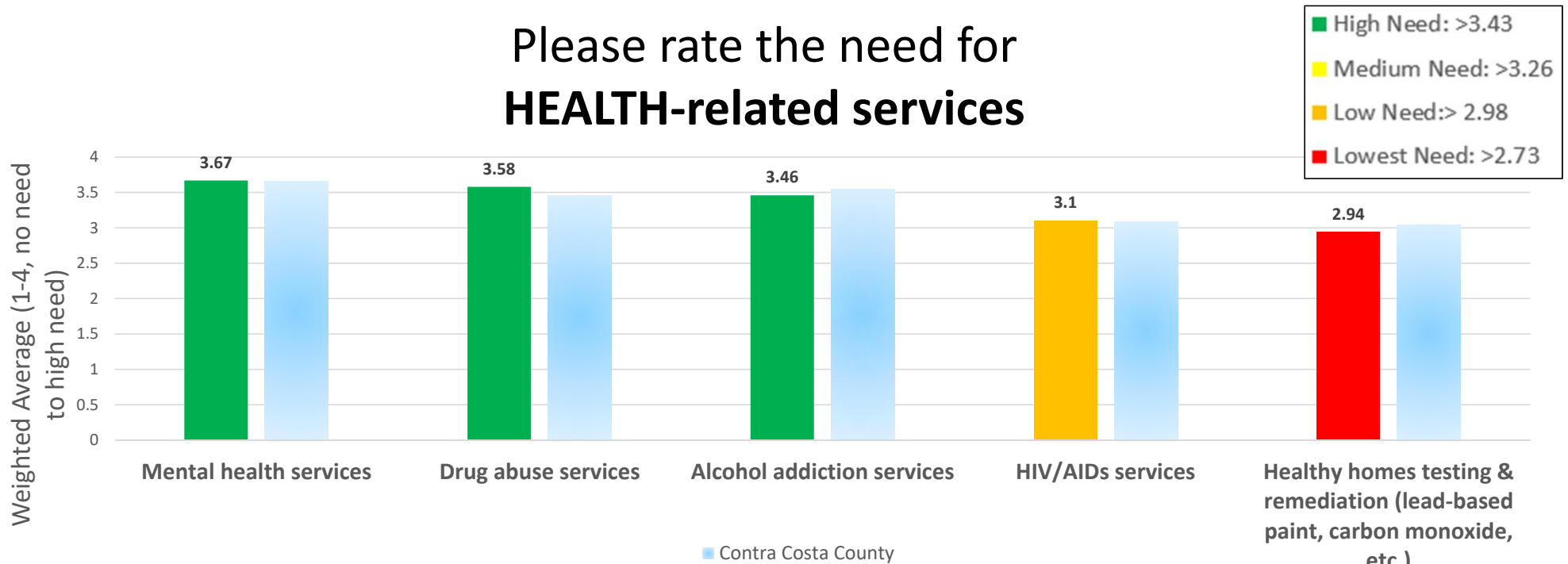
Funded summer internship program for youth

Classes offered at school related to: cooking, cleaning, sewing, job training, budgeting

## Transportation

Bus, BART vouchers for school age youth

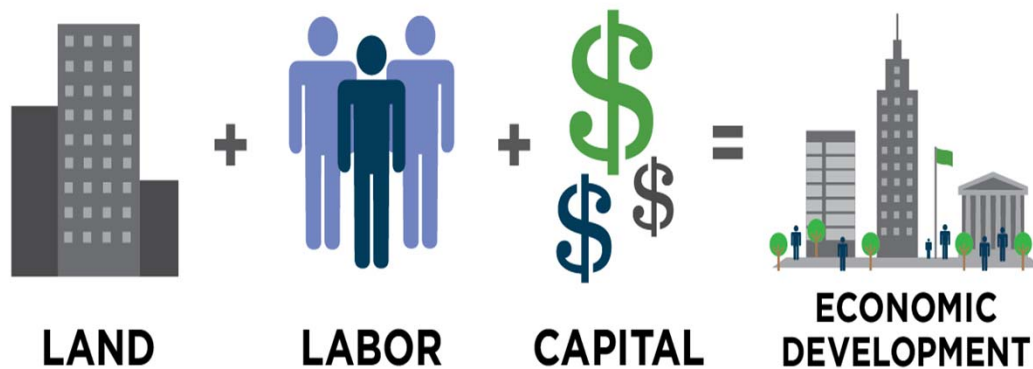
## Please rate the need for **HEALTH-related services**



According to residents, the greatest needs for health-related services are:

- 1. Mental health services**
- 2. Drug abuse services**
- 3. Alcohol addiction services**

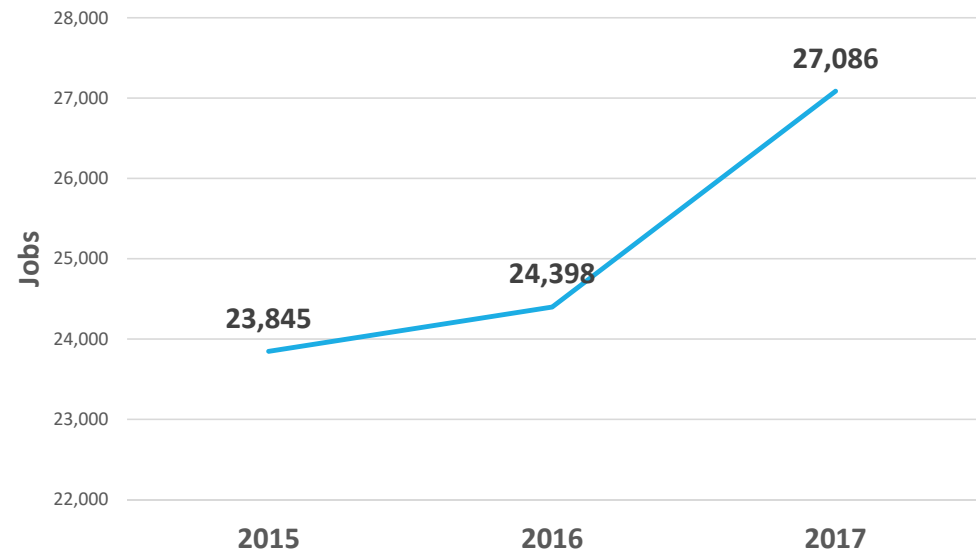
# Economic Development



## Leading Occupations in Antioch

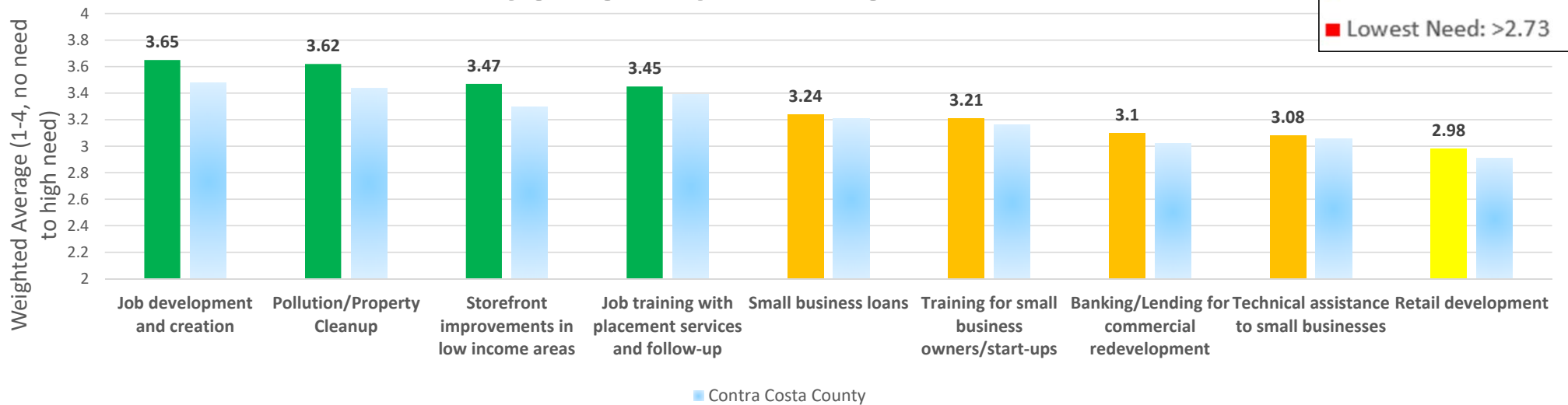
Occupation	Number of Jobs	% of Total Jobs	2016 Median Hourly Earning
Registered Nurses	1,052	3.9%	\$57.36
Retail Salespersons	1,047	3.9%	\$11.98
Cashiers	949	3.5%	\$11.60
Food Preparation & Serving Workers including Fast Food	848	3.1%	\$11.12
Personal Care Aides	566	2.1%	\$22.26

## Antioch Job Growth





## Please rate the following needs for **ECONOMIC DEVELOPMENT**



According to Antioch residents, the greatest needs for Economic Development are:

- 1. Job development and creation**
- 2. Pollution and property cleanup**
- 3. Storefront improvements in low income areas**
- 4. Job training with placement services and follow up**

# Economic Development

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# Focus Group on Economic Development Needs

## Financial Needs

Individual  
development  
accounts

Business  
Improvement  
Districts

## Education

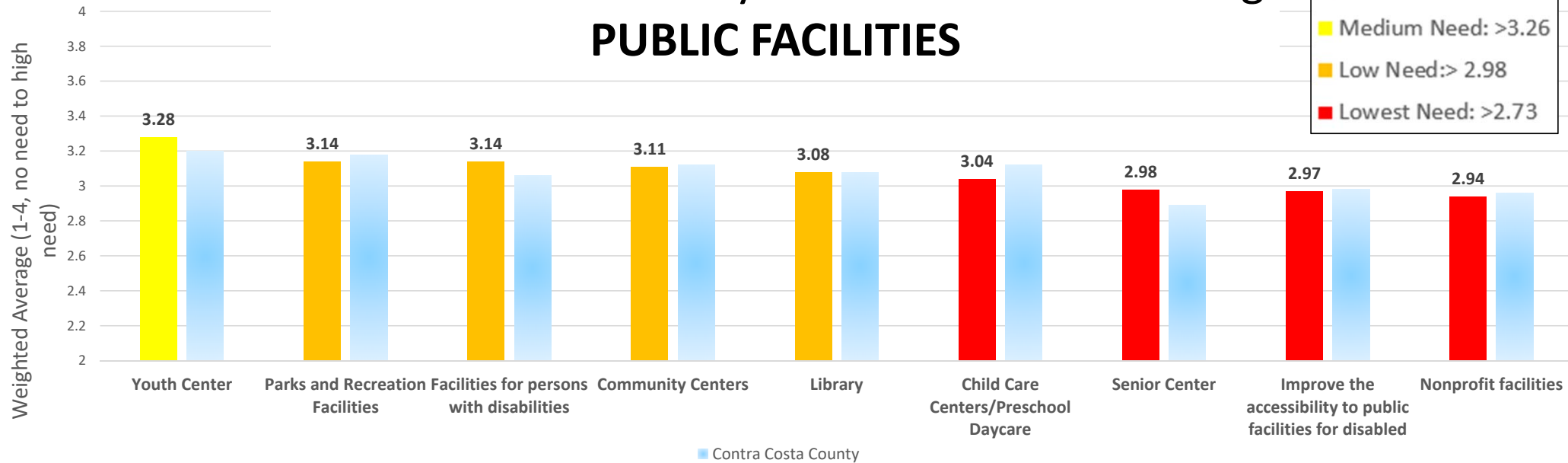
Basic job skills-digital  
literacy, communications,  
numeracy, then specific  
career skills

Training stipends  
for job training  
participants

# Infrastructure/Public Facilities



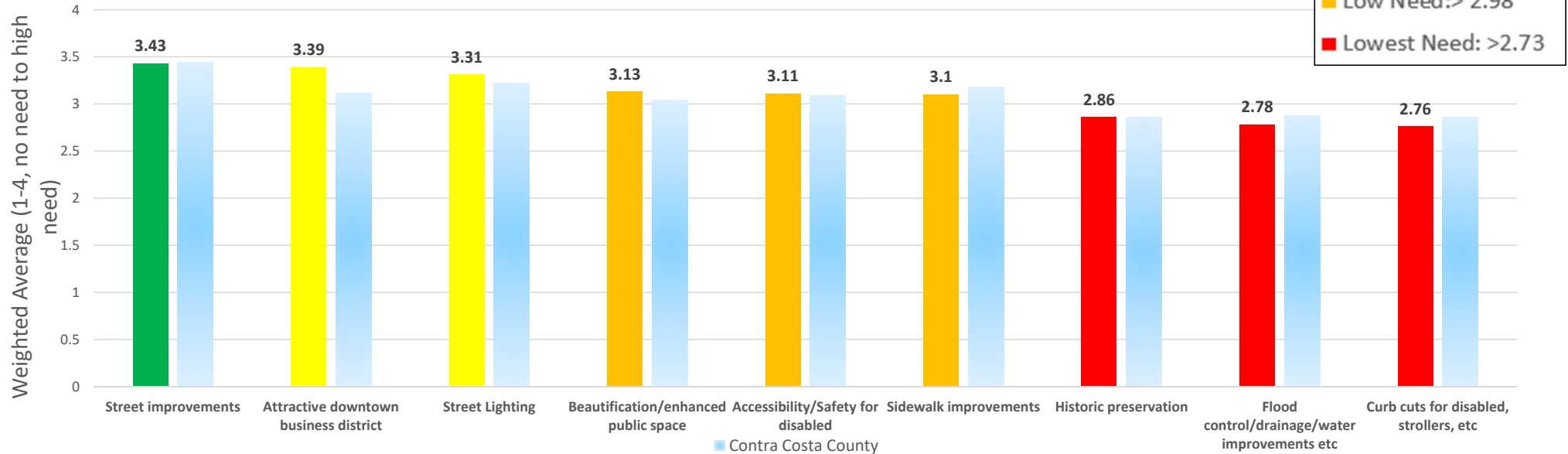
## Please rate the needs you have for the following **PUBLIC FACILITIES**



According to Antioch residents, the greatest needs for public facilities are:

- 1. Youth center**
- 2. Parks and recreation facilities**
- 3. Facilities for persons with disabilities**

## Please rate the needs for the following **PUBLIC INFRASTRUCTURE**



According to Antioch residents, the greatest needs for public infrastructure are:

- 1. Street improvements**
- 2. Attractive downtown business district**
- 3. Street lighting**

"Thanks for letting me share in this survey 😊. Fascinating."

"We really need law enforcement for **dumping** and **littering** major problem in Antioch"

"Lots to do, but we can do it!"

"Creating **businesses** and **local employment opportunities** in Antioch is VITAL. Currently, most Antioch residents commute to other areas."

"Thanks for asking these questions, surveying the community, and considering the needs of all community members. Just adding that our **roads need a lot of maintenance.**"

"I would like to see all Bus stops covered for those waiting for the bus."

"I hope to really see the changes"

"Affordable youth programs. Park and recreation options very limited and pricey."

"City should keep its properties including streets and vacant land in nice condition."

"Lure **big businesses** to alleviate commutes. Maybe a signing incentive or bonus."

"Ayuda a los ninos, mujeres y ancianos es una prioridad."  
"Help for **children**, **women** and the **elderly** is a priority."

"Convert abandoned stores to something useful for the community. Something like a **nature area/ community garden** for the residents. Teach people the gardening skills and home growing vegetables."

"Thanks for asking for our input when we have the chance to make a difference!"