



ANNOTATED AGENDA

Antioch City Council REGULAR MEETING

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

Date: Tuesday, February 23, 2021

Time: 5:30 P.M. – Closed Session

7:00 P.M. – Regular Meeting

Place: The City of Antioch, in response to the Executive Order of the Governor and the Order of the Health Officer of Contra Costa County concerning the Novel Coronavirus Disease, is making Antioch City Council meetings available via Comcast channel 24, AT&T U-verse channel 99, or live stream (at www.antiochca.gov).

If you wish to provide a written public comment, you may do so any of the following ways **by 5:00 p.m. the day of the Council Meeting**: (1) Fill out an online speaker card, located at https://www.antiochca.gov/speaker_card, or (2) Email the City Clerk's Department at cityclerk@ci.antioch.ca.us.

To provide oral public comments during the meeting, click the following link to register in advance to access the meeting via Zoom Webinar: <https://www.antiochca.gov/speakers>. You may also provide an oral public comment by dialing **(925) 776-3057**. Please see inside cover for detailed Speaker Rules.

*The City cannot guarantee that its network and/or the site will be uninterrupted. To ensure that the City Council receives your comments, you must submit your comments in writing **by 5:00 p.m. the day of the City Council Meeting**.*

Lamar Thorpe, Mayor

Monica E. Wilson, Mayor Pro Tem (Council Member District 4)

Tamisha Torres-Walker, Council Member District 1

Michael Barbanica, Council Member District 2

Lori Ogorchock, Council Member District 3

Ellie Householder, City Clerk

Lauren Posada, City Treasurer

Ron Bernal, City Manager

Thomas Lloyd Smith, City Attorney

Online Viewing: <https://www.antiochca.gov/government/city-council-meetings/>

Electronic Agenda Packet: <https://www.antiochca.gov/government/agendas-and-minutes/city-council/>

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

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. 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/>. Questions may be directed to the staff member who prepared the staff report, 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 Speaker Request form online **by 5:00 p.m. the day of the Council Meeting** at https://www.antiochca.gov/speaker_card. See the Speakers' Rules on the inside cover of this Agenda. The Council can only take action on items that are listed on the agenda. Comments regarding matters not on this Agenda, may be addressed during the "Public Comments" section.

5:30 P.M. ROLL CALL – CLOSED SESSION – for Council Members – *All Present*

PUBLIC COMMENTS for Closed Session – *None*

CLOSED SESSION:

- 1) CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION**
pursuant to Government Code section 54956.9: Oakhill Park Company, vs. the City of Antioch, Contra Costa County Superior Court.

No reportable action

- 2) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
pursuant to Government Code section 54956.9: Monika Helgemo v. City of Antioch, Contra Costa County Superior Court Case No. C20-00767.

No reportable action

- 3) PUBLIC EMPLOYEE PERFORMANCE EVALUATION: CITY ATTORNEY.** This closed session is authorized pursuant to Government Code section 54957.

No reportable action

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

PLEDGE OF ALLEGIANCE

1. PROCLAMATION

- In Honor of Daisy Pierson's 90th Birthday, February 15, 2021

Approved, 5/0

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

ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS

COUNCIL MEMBER BARBANICA REQUESTED A MOTION TO SUSPEND THE RULES AND MOVE AGENDA ITEMS #2-PRESENTATION, AND COUNCIL REGULAR AGENDA ITEMS #4, #5 AND #6, TO BE HEARD AS THE NEXT ORDER OF BUSINESS.

COUNCIL APPROVED, 5/0

2. **PRESENTATION** – Code Enforcement Update, presented by Code Enforcement Manager Curt Michael

COUNCIL REGULAR AGENDA

4. **POLICE CRIME PREVENTION COMMISSION APPOINTMENTS FOR ONE VACANCY EXPIRING JUNE 2024 AND ONE VACANCY EXPIRING OCTOBER 2024**

Reso. No 2021/19 adopted

Appointing Matthew H. Dawson to the term expiring June 2024,

5/0

And Willie Everett to the term expiring October 2024,

5/0

Recommended Action: It is recommended that the Mayor nominate, and Council appoint by resolution:

- 1) One Member to the Police Crime Prevention Commission for the vacancy expiring June 2024; and
- 2) One Member to the Police Crime Prevention Commission for the vacancy expiring October 2024.

ITEM #5 – DUE TO TECHNICAL DIFFICULTIES, ITEM #6 WAS MOVED BEFORE ITEM #5.

COUNCIL REGULAR AGENDA – Continued

6. UPDATE ON UNHOUSED STRATEGIES FOR THE CITY OF ANTIOCH

Received update with direction to staff to move forward with the Bridge Housing Program Request for Proposals – bring back to Council

Recommended Action: It is recommended that the City Council:

- 1) *Receive an update on Unhoused Strategies for the City of Antioch; and*
- 2) *Provide staff direction regarding:*
 - a) *A Bridge Housing Program Request for Proposals; and*
 - b) *Grant seeking to address Unhoused Strategies.*

5. RECEIVE REPORT ON UTILITY REVENUE REQUIREMENTS AND ADOPT RESOLUTION SETTING PUBLIC HEARING FOR SEWER CHARGE INCREASES FOR JUNE 8, 2021 AND AUTHORIZING DISTRIBUTION OF PROPOSITION 218 NOTICES

**Reso. No 2021/20 adopted
Setting Public Hearing date to June 8, 2021,
4/1-(Barbanica)**

Recommended Action: It is recommended that the City Council:

- 1) *Receive the report on Revenue Requirements, Cost of Service Allocations, and Rate Design for the Sewer Utilities; and*
- 2) *Adopt a resolution setting a Public Hearing on proposed Sewer Service Charge adjustments and authorize the distribution of Proposition 218 notices addressing proposed adjustments and notifying owners of the public hearing on this issue.*

9:48 P.M. ADJOURNED TO BREAK

9:57 P.M. RECONVENE. ROLL CALL for Council Members – All Present

COUNCIL MEMBER OGORCHOCK REQUESTED A MOTION TO SUSPEND THE RULES AND MOVE AGENDA ITEM #3-CONSENT CALENDAR TO BE HEARD AS THE NEXT ORDER OF BUSINESS.

COUNCIL APPROVED, 5/0

- 3. CONSENT CALENDAR for City /City Council Members acting as Housing Successor to the Antioch Development Agency**
- A. APPROVAL OF COUNCIL MINUTES FOR JANUARY 12, 2021**
Approved, 5/0
Recommended Action: It is recommended that the City Council approve the Minutes.
- B. APPROVAL OF COUNCIL MINUTES FOR JANUARY 26, 2021**
Approved, 5/0
Recommended Action: It is recommended that the City Council approve the Minutes.
- C. APPROVAL OF COUNCIL MINUTES FOR FEBRUARY 9, 2021**
Continued, 5/0
Recommended Action: It is recommended that the City Council continue the Minutes.
- D. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR FEBRUARY 12, 2021**
Continued, 5/0
Recommended Action: It is recommended that the City Council continue the Special Meeting Minutes.
- E. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR FEBRUARY 13, 2021**
Continued, 5/0
Recommended Action: It is recommended that the City Council continue the Special Meeting Minutes.
- F. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR FEBRUARY 16, 2021**
Continued, 5/0
Recommended Action: It is recommended that the City Council continue the Special Meeting Minutes.
- G. APPROVAL OF COUNCIL WARRANTS**
Approved, 5/0
Recommended Action: It is recommended that the City Council approve the warrants.
- H. APPROVAL OF HOUSING SUCCESSOR WARRANTS**
Approved, 5/0
Recommended Action: It is recommended that the City Council approve the warrants.

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

I. UPDATE TO THE EMERGENCY DECLARATION FOR MITIGATION AND REPAIRS TO THE WATER TANK HILLSIDE EROSION AT THE WATER TREATMENT PLANT

Received, 5/0

Recommended Action: It is recommended that the City Council receive this update to the declaration of emergency for mitigation and repairs to the water tank hillside erosion at the Water Treatment Plant.

J. RESOLUTION APPROVING THE FINAL MAP AND IMPROVEMENT PLANS FOR OAKLEY KNOLLS SUBDIVISION 9353 (DISCOVERY BUILDERS)

Reso. No 2021/21 adopted, 5/0

Recommended Action: It is recommended that the City Council adopt a resolution approving the final map and improvement plans for Oakley Knolls Subdivision 9353.

K. RESOLUTION ACCEPTING COMPLETED IMPROVEMENTS AND THE RELEASE OF BONDS FOR BLACK DIAMOND RANCH UNIT 4, TRACT NO. 9370 (P.W. 512-4)

Reso. No 2021/22 adopted, 5/0

Recommended Action: It is recommended that the City Council adopt a resolution accepting the completed improvements, authorizing the City Manager or designee to file a Notice of Completion for the Project and the release of bonds for Black Diamond Ranch Unit 4, Tract No. 9370.

L. SECOND AMENDMENT TO THE MAINTENANCE SERVICES AGREEMENT FOR MEDIAN LANDSCAPE IMPROVEMENTS/STAMPED CONCRETE INSTALLATION BID NO. 988-0307-19C

Reso. No 2021/23 adopted, 5/0

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

- 1) Approving the Second Amendment to the Maintenance Services Agreement ("Agreement") with J.J.R Construction, Inc., increasing the contract amount by \$440,000 for fiscal year 2020/21 for a total not to exceed amount of \$984,000 for fiscal year 2020/21 and extends the term of the Agreement to June 30, 2023; and
- 2) Authorizing and directing the City Manager or designee to execute the second amendment to the Agreement with J.J.R Construction, Inc., in a form approved by the City Attorney.

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

M. RESOLUTION AMENDING THE FISCAL YEAR 2020-21 BUDGET FOR THE INSTALLATION OF THE ENERGOV PERMITTING SOFTWARE SYSTEM FOR THE COMMUNITY DEVELOPMENT DEPARTMENT

Reso. No 2021/24 adopted, 5/0

Recommended Action: It is recommended that the City Council adopt a resolution amending the Fiscal Year 2020-21 budget to appropriate \$225,000 in Technology Fees in the General Fund for the installation of the EnerGov Permitting Software System for the Community Development Department.

N. RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH TRB & ASSOCIATES, INC. TO PROVIDE PERMIT TECHNICAL SUPPORT TO THE BUILDING DIVISION OF THE COMMUNITY DEVELOPMENT DEPARTMENT AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT

Reso. No 2021/25 adopted, 5/0

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

1) Approving an agreement with TRB & Associates, Inc., to provide contract services at the Community Development Technician level for the remainder of Fiscal Year 2020-21 in an amount not to exceed \$90,000, and

2) Authorizing the City Manager to execute the Agreement.

O. APPROVAL OF TREASURER'S REPORT FOR JANUARY 2021

Approved, 5/0

Recommended Action: It is recommended that the City Council receive and file the January 2021 Treasurer's Report.

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

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.*

Motioned to adjourn meeting at 12:44 a.m., 5/0



*IN HONOR OF
DAISY PIERSON'S 90TH BIRTHDAY
FEBRUARY 15, 2021*

WHEREAS, Daisy Pierson will be honored by friends and relatives on the occasion of her 90th birthday on February 15; and

WHEREAS, she is a devoted wife, mother, grandmother, great grandmother; and

WHEREAS, she has been a role model, community activist, and church leader for over 60 years, is still active in her church; and

WHEREAS, she's a former Boy Scout den mother and PTA President; and

WHEREAS, during a long and productive lifetime, she has demonstrated in countless ways her dedication to the welfare of others and has earned the respect and affection of people from all walks of life and all ages; and

WHEREAS, she has lived during the most eventful century of this world's history and in her quiet way, has been a force for good and a stabilizing influence on those around her during these turbulent years.

NOW, THEREFORE, I, LAMAR THORPE, Mayor of the City of Antioch, do hereby deem it an honor and pleasure to extend this Certificate of Recognition to Daisy Pierson on the occasion of her 90th Birthday, with sincere congratulations and best wishes for many more happy, productive years.


FEBRUARY 23, 2021

LAMAR THORPE, Mayor



CITY OF ANTIOCH CODE ENFORCEMENT DIVISION





**DO NOT ENTER
UNSAFE TO OCCUPY**

Code Enforcement/Building Division
P.O. Box 5007
Antioch, CA 94531

This building located at _____ has been found to be in violation of the California Health and Safety Code, section 17920.3 and is hereby declared to be **SUBSTANDARD, HAZARDOUS and/or UNSANITARY**. Per Section 1104.2 Uniform Housing Code: No person shall remain in or enter any building that has been so posted, except that entry may be made to repair, demolish or remove such building under permit. No person shall remove or deface any such notice after it is posted until the required repairs, demolition or removal have been completed and a certificate of occupancy issued pursuant to the provisions of the Building Code. Any person violating this subsection shall be guilty of a misdemeanor.

AMC 5-14.03 ENTERING ON PRIVATE PROPERTY OR BUSINESS PREMISES AFTER NOTIFICATION TO KEEP OFF. It shall be unlawful for any person to enter upon any private property or business premises in the city without the permission, express or implied, of the owner or lessee or other person in charge of such property or premises after having been notified by such owner, lessee, or other person in charge thereof to keep off or to keep away therefrom.

AMC 5-14.04 PENALTY. Any person who violates any provision of this chapter shall be guilty of a misdemeanor and punished according to §§ 1.2-0.1 et seq.

REASON FOR POSTING:

<input type="checkbox"/> Lack of hot and cold running water	<input type="checkbox"/> Lack of required electrical lighting
<input type="checkbox"/> Lack of adequate heating	<input type="checkbox"/> Lack of connection to required sewage disposal system
<input type="checkbox"/> Faulty weather protection	<input type="checkbox"/> Unsafe building due to inadequate maintenance
<input type="checkbox"/> All building or portions thereof occupied for living, sleeping, cooking, or dining purposes that were not designed for intended to be used for those occupancies.	
<input type="checkbox"/> Refer to the Notice and Order to Repair or Vacate for additional violations and corrections	



Dec 31, 2019 at 12:32 PM



MA 05:11:2019

DEFINITION OF CODE ENFORCEMENT:

“Code Enforcement is the prevention, detection, investigation and enforcement of violations of statutes or ordinances regulating public health, safety, and welfare, public works, business activities and consumer protection, building standards, land-use, or municipal affairs.”

—Excerpt from Code Enforcement – A Comprehensive Approach by Joseph M. Schilling and James B. Hare. © 1994, Solano Press Books, www.solano.com

HEALTH & SAFETY
HOUSING
BLIGHT
ELECTRICAL
PLUMBING

ZONING/LAND USE
PUBLIC NUISANCE
BUILDING
MECHANICAL
...AND MORE!

CODE ENFORCEMENT DIVISION CONTACT INFORMATION:

- Phone: (925)779-7042
- Email: CODEENFORCEMENTCOMPLAINTS@ci.antioch.ca.us
 - See,Click,Fix (smartphone application)

ADMINISTRATIVE NOTICES

Notice Of Violation (NOV)



NOTICE OF VIOLATION OF ANTIOCH MUNICIPAL CODE AND MAINTAINING A PUBLIC NUISANCE IN THE CITY OF ANTIOCH

To: _____
Location of property: _____
APN: _____ Date of Inspection: _____ Case #: _____
The property listed above has been found to be in violation of the City of Antioch's Municipal Code. The violation(s) marked below require immediate action by the property owner/resident. Failure to correct these violation(s) by the date indicated will result in further actions being taken by the City.

Antioch Municipal Code Section:

- ☐ 4-16.03 - Major automotive repairs in public view in a residential district.
- ☐ 5-1.202(A)(1)(a) - Property inadequately maintained, inoperable equipment, junk, rubbish, building materials, and/or containers in public view.
- ☐ 5-1.202(A)(2) - Overgrown, dead or decaying trees, weeds or other vegetation posing a risk of harm to the public and/or create visual blight.
- ☐ 5-1.202(B) - Building or structures which are broken, deteriorated, or in a state of disrepair including walls, fences, signs, retaining walls.
- ☐ 5-1.202(C)(1) - Vacant building, structure or other property that is unsecured.
- ☐ 5-1.202(D) - Outdoor parking or storage of inoperable, wrecked, dismantled, salvaged, abandoned vehicle, or parts thereof, including watercraft.
- ☐ 5-1.202(D)(2) - Parking on unimproved surface.
- ☐ 6-3.02 - Solid waste and recycling, mandatory service.
- ☐ 7-2.413(A)(2) - No encroachment of any nature which impedes/obstructs the public right-of-way or which impairs adequate sight distance.
- ☐ 8-1.02 - Building permits required to erect, construct, enlarge, alter, repair, move, improve, remove, convert or demolish any building.
- ☐ 9-5.1101 - Sight obstructions at intersections (and driveways).
- ☐ 9-5.1210 - Tree branches shall be trimmed at least 7 feet over the sidewalk and 14 feet over the street.
- ☐ 9-5.3030 - It shall be unlawful to keep or maintain any recreational vehicle as a temporary or permanent residence upon any lot or parcel.
- ☐ Other: _____
- ☐ Other: _____

Required Corrections: You must correct the violation(s) noted above by the deadline on this notice.

A re-inspection will be performed on or shortly after the deadline. If you fail to correct the violation(s) by the deadline on this notice, the City may issue Administrative Citations which carry fines ranging from \$100 to \$1,000 per violation for every day the violation(s) are permitted to remain. A re-inspection fee of \$200 will be added to each citation. In addition to citations, the City may take any other legal action(s) necessary to bring the property into compliance.

If you have questions regarding this notice, you may contact me at the number indicated below.

Notes:

The property owner is responsible for all costs involved with the City's investigation of this nuisance including citations, inspection fees, hearing costs, and any other cost incurred by the City if forced to abate this nuisance.

Correct violation(s) by: _____ Officer: _____
Request building permit(s) by: _____ Phone: 925-779- _____ Date: _____

Community Development Department - Code Enforcement
P.O. Box 5007 • 200 H Street • Antioch, CA 94531-5007 • Tel: 925-779-7042 • Fax: 925-779-7034 • www.ci.antioch.ca.us

Notice And Order (N&O)



NOTICE AND ORDER TO REPAIR OR VACATE (Antioch Municipal Code § 8-9.01 § 8-10.01 § 2-3.103)

To: _____
Location of property: _____
APN: _____ Date of Inspection: _____ Case #: _____
The property listed above has been found to be in violation of the Antioch Municipal Code, Uniform Housing Code and the Uniform Code for the Abatement of Dangerous Buildings. The conditions of the structure are substandard, dangerous and constitute a public nuisance as defined in the below codes. The violation(s) marked below require immediate action by the property owner. Failure to correct the violation(s) by the date indicated will result in further actions being taken by this department including a \$200.00 fee per re-inspection.

Sub-Standard Housing: Health & Safety Code 17920.3

- | | |
|---|---|
| <input type="checkbox"/> Lack of or improper water closet, lavatory, bathtub or shower in a dwelling unit 17920.3 (a-1) | <input type="checkbox"/> No connection to sewage disposal system 17920.3 (a-15) |
| <input type="checkbox"/> Lack of hot and cold running water to plumbing fixtures in a dwelling unit 17920.3 (a-5) | <input type="checkbox"/> Lack of adequate garbage and rubbish storage and removal facilities 17920.3 (a-16) |
| <input type="checkbox"/> Lack of adequate heating 17920.3 (a-8) | <input type="checkbox"/> Any nuisance 17920.3 (c) |
| <input type="checkbox"/> Lack of required electrical lighting 17920.3 (a-10) | <input type="checkbox"/> Wiring not in good/unsafe working condition 17920.3 (d) |
| <input type="checkbox"/> Dampness of habitable rooms 17920.3 (a-11) | <input type="checkbox"/> Plumbing not in good working condition 17920.3 (e) |
| <input type="checkbox"/> Infestation of insects, vermin, rodents 17920.3 (a-12) | <input type="checkbox"/> Weather protection and/or broken window/door 17920.3(g-2) |
| <input type="checkbox"/> Visible mold growth 17920.3 (a-13) | <input type="checkbox"/> Adequate exit facilities 17920.3(i) |
| <input type="checkbox"/> General dilapidation/improper maintenance 17920.3 (a-14) | <input type="checkbox"/> AMC 5-1.202(C)(1) Abandoned/unsecured or partially constructed buildings |
| <input type="checkbox"/> All buildings or portions thereof occupied for living, sleeping, cooking or dining purposes that were not designed or intended to be used for those occupancies. 17920.3 (j) | <input type="checkbox"/> Accumulation of weeds, junk, garbage, rodent harborage, debris, stagnant water, conditions which constitute fire, health or safety hazards 17920.3 (j) |
| <input type="checkbox"/> Other: _____ | <input type="checkbox"/> Other: _____ |

☐ YOU ARE HERBY ORDERED TO CORRECT NOTED VIOLATIONS OR VACATE AND PROPERLY SECURE THE STRUCTURE TO PREVENT UNAUTHORIZED ENTRY BY DATE: _____ TIME: _____

Correction(s):

☐ PRIOR TO ANY REPAIRS, PER AMC 8-1.01, YOU MUST CONTACT THE ANTIOCH BUILDING PLANNING DIVISION TO OBTAIN INFORMATION ON APPLYING FOR THE PROPER PERMITS (FILING THIS FORM WITH YOU). HAVE ALL REQUIRED PERMITS INSPECTED AND FINISHED BY THE BUILDING DIVISION.

The property owner is responsible for all costs involved with the City's investigation of this nuisance, including inspection fees, hearing costs, and any costs incurred by the City if forced to abate this nuisance.

Correct Violation(s) by: _____ Officer: _____
Request building permit(s) by: _____ Phone: 925-779- _____ Date: _____

Community Development Department
P.O. Box 5007 • 200 H Street • Antioch, CA 94531-5007 • Tel: 925-779-7042 • Fax: 925-779-7034 • www.ci.antioch.ca.us

FINES & FEES:

AMC 1-5.02: "In addition to the other remedies provided in this code and in state law for violations of this code, there is hereby established a procedure for the imposition of administrative fines and penalties, hereafter referred to as "fines." At the discretion of the relevant enforcement officer, this chapter may be used for the enforcement of any section or provision of this code."

ADMINISTRATIVE CITATION
City of Antioch

Citation #250000

☐ Code Enforcement – (925) 779-7042
☐ Police Department – (925) 779-6900
☐ Animal Control – (925) 779-6989

Date of Violation

Time

☐ AM

☐ PM

Day of Week

Location of Violation

Citation Issued To (owner/resident/business)

Address (if different than violation)

City

State

Zip

Driver's License

State

DOB

Vehicle License

State

Year

Make

Model

Color

You are being issued an Administrative Citation for the violation(s) listed below. Continued violation may result in additional Administrative Citations and/or legal action.

☐ 1st Violation – \$100.00/\$130.00
☐ 2nd Violation – \$500.00/\$700.00
☐ 3rd Violation – \$1,000.00/\$1,300.00

Refer to the back of this citation for information on paying the amount indicated.

Code Section	Description of Violation	Fine Amount
		\$
		\$
		\$
		\$
		\$
REINSPECTION FEE: \$		TOTAL DUE: \$

Notes:

Issuing Officer

ID number

Date

Case #

TO AVOID ADDITIONAL CITATIONS, YOU MUST CORRECT THE ABOVE VIOLATION(S) ON OR BEFORE:

Questions regarding payment of this citation, call the Finance Department, (925) 779-7055. Mail payment to:

City of Antioch
Finance Department
P.O. Box 5007
Antioch, CA 94531-5007

To pay in person, the Cashiers are located on the First Floor of City Hall, 200 H Street, Antioch, California, Monday – Friday – 8:00 a.m. – 4:30 p.m. except holidays

See Reverse Side

FINES & FEES CONT'D

CITY OF ANTIOCH MASTER FEE SCHEDULE

DESCRIPTION	FEE
CODE ENFORCEMENT: Code Enforcement (Municipal Code Violations) Code Compliance Re-Inspection	Set by courts \$ 233.00

AMC 1-5.06 FINES; AMOUNTS

- (1) \$100 for the first violation;
- (2) \$100 for a repeat violation of the same ordinance occurring within one year of the issuance of a notice of a violation when a citation was not issued;
- (3) \$500 for the second violation of the same ordinance occurring within one year of a citation;
- (4) \$1,000 for the third and subsequent violation of the same ordinance within one year of a citation.

Re-inspection fee

A re-inspection fee of \$233 is charged if any violations remain at the time of re-inspection.

Late payment fee

10% of the administrated fees

Failure to Pay Fines

The City will collect unpaid fines or fees by use of all available legal means, including but not limited to, collections, judgments, and special assessment liens on the property.

ABATEMENT BY CITY

If the City corrects a violation by abatement, the property owner will be billed \$2,005 per abatement plus actual staff cost at fully allocated hourly rate of on-site review plus actual cost of abatement.

- **Antioch Municipal Code authorizes the city to abate**
- **Abatement procedures vary depending on type of violation (junk/rubbish accumulation vs. inoperable vehicle)**
- **Court issued Abatement Warrant required for most abatements**

1	IN THE SUPERIOR COURT OF THE STATE OF CALIFORNIA	
2	IN AND FOR THE COUNTY OF CONTRA COSTA	
3		NO. 177-24
4	IN THE MATTER OF THE)
5	APPLICATION OF THE CITY OF)
6	ANTIOCH FOR INSPECTION AND)
7	ABATEMENT WARRANT FOR THE)
8	PROPERTY LOCATED AT)
9	APN 010002100 ANTIOCH,)
10	CALIFORNIA)
11	INSPECTION AND ABATEMENT	
12	WARRANT	
13	(C.C.P. SECTION 1822.50)	
14	THE PEOPLE OF THE STATE OF CALIFORNIA, TO THE CITY ATTORNEY FOR THE	
15	CITY OF ANTIOCH and duly authorized representatives:	
16	Upon good cause shown to the Court:	
17	YOU ARE COMMANDED TO CONDUCT an inspection and abatement of the premises known	
18	as APN 010002100 Antioch, California, including all yards pursuant to Code of Civil	
19	Procedure sections 1822.50 et seq. for the purpose of conducting an inspection and abatement.	
20	Proof, by declaration having been made this day before me by Curt Michael, that inspection	
21	and abatement is necessary in order to effect the regulatory provisions of Antioch Municipal Code	
22	(hereinafter "AMC") and that conditions of nonconformity with the AMC exist on the premises	
23	located at APN 010002100 Antioch, California.	
24	Proof, by declaration having been made this day before me by Curt Michael demonstrating	
25	sufficient facts or circumstances facts to establish that compliance with the AMC has been sought	
	and that the property owner has failed to correct the AMC violations at the premises located at	
	APN 010002100 Antioch, California and that there are circumstances reasonably justifying the	
	failure to further seek such compliance.	
	The inspection and abatement pursuant to this warrant may be made during the hours of 8:00	



During the ongoing COVID-19 Pandemic, the Antioch Code Enforcement division patrols shopping centers and commercial businesses parks for non-essential business activity, conduct educational outreach to non-essential businesses and monitor city parks for large gatherings. Businesses deemed non-essential by the County Health Officer and remain open during the COVID-19 Pandemic receive a Notice of Violation advising of the regulations and restrictions in Contra Costa County. Ongoing enforcement activity for COVID-19 related violations consist of continued education to non-essential businesses on the changing regulations and restrictions from the Contra Costa Health Officer.



**NOTICE OF VIOLATION
NON-ESSENTIAL BUSINESS**

DATE: _____

SUBJECT: NOTICE OF VIOLATION FOR NON-ESSENTIAL BUSINESS ACTIVITY

CASE #: _____

Dear Business Owner(s)/Operator(s):

The City of Antioch has been working closely with residents and businesses to ensure the health and safety of the public during the COVID-19 pandemic.

An inspection of your property on DATE: _____ found that it is not in compliance with the recent order of the Health Officer of the County of Contra Costa ("Order") regarding the Novel Coronavirus Disease 2019 ("COVID-19"). This Order prohibits businesses considered non-essential from operating. Failure to comply with any of the provisions of the Order constitutes an imminent threat and menace to public health, constitutes a public nuisance, and is punishable by fine, imprisonment, or both.¹ All residents are to heed any orders and guidance of state and local public health officials to control the spread of COVID-19.

The following non-essential business is operating in violation of Health and Safety Code 120175 pertaining to prevention of spread of communicable diseases:

BUSINESS NAME: _____

ADDRESS: _____

TYPE OF BUSINESS: _____

In accordance with Government Code section 8665, any person who violates or neglects to obey lawful order or regulation promulgated or issued, shall be guilty of a misdemeanor and, upon conviction thereof, shall be punishable by a fine of not to exceed one thousand dollars (\$1,000) or by imprisonment for not to exceed six months or by both such fine and imprisonment.

Immediately cease operations of the non-essential business and do not re-open until allowed by law.

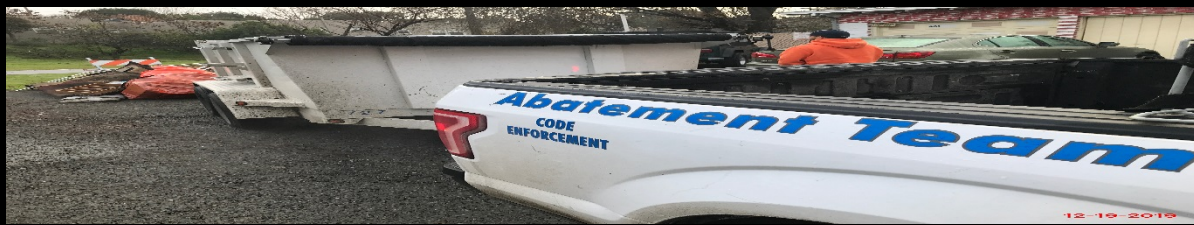
For more information on California's response to the COVID-19 virus, please visit the website below:

<https://covid19.ca.gov/stay-home-except-for-essential-needs/>

If you have any further questions or concerns about the matter, you may contact me at (925)779-6166.

Curt Michael
Code Enforcement Manager

¹ Health Officer of the County of Contra Costa Order No. HO-COVID 19-03
Community Development Department
Code Enforcement Division



(November 2019 – October 2020)

ILLEGAL DUMPING

5,853 cubic yards of illegally dumped debris removed from city sidewalks and streets



GRAFFITI

Abated graffiti from public property at 1,546 locations.



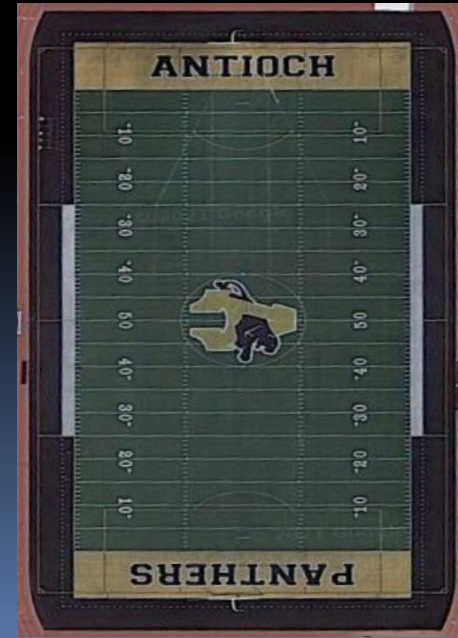
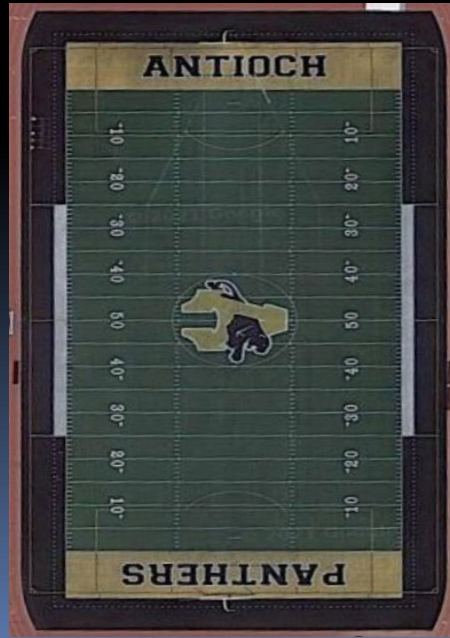
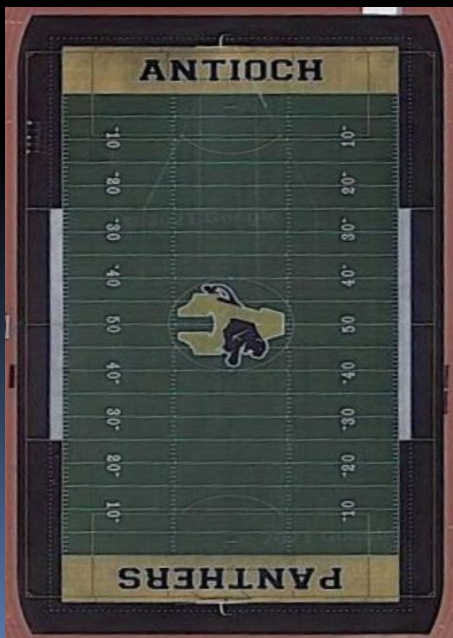
SHOPPING CARTS

Abated 1,411 abandoned shopping carts on public property





The Abatement Team removed junk/rubbish from city property equal to three football fields covered in garbage one-foot-deep



ENCAMPMENTS





24 HOUR NOTICE OF CLEAN-UP

The City of Antioch will be enforcing the Antioch Municipal Code (AMC) which requires the removal of accumulated junk, property and/or garbage including any temporary shelters in the vicinity of:

Any individual(s) residing or storing property within this area are in violation of the AMC and PC 647(e) and will need to immediately move off this site and remove any personal property they own.

On _____, at _____, the City of Antioch will conduct a clean-up of the area, including the removal of all individuals, personal property, temporary shelters, and junk and/or garbage from this area.

Individuals wishing to reclaim personal property collected by the City as part of this clean-up project may do so by contacting the Code Enforcement Division at 925-779-7042 or in person at 200 H Street, second floor between the hours of 8:00am and 11:30am Monday through Friday for a period of ninety (90) days from _____. If the property is not claimed by _____ it will be destroyed.

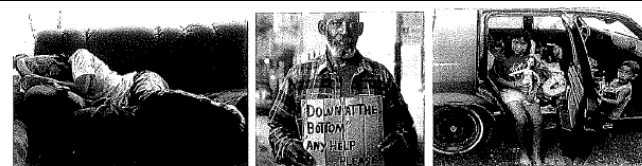
BE ADVISED

PC 647(e) Except as provided in subdivision (l), every person who commits any of the following acts is guilty of disorderly conduct, a misdemeanor: (e) Who lodges in any building, structure, vehicle, or place, whether public or private, without the permission of the owner or person entitled to the possession or in control of it.

AMC 9-5.2904

IT IS A MISDEMEANOR TO VIOLATE THE ZONING CODE OF THE CITY WHICH PROHIBITS LAND BE USED FOR ANY PURPOSE OTHER THAN AS PERMITTED.

AMC 5-1.202(A)(1)(a)
IT IS UNLAWFUL AND A PUBLIC
NUISANCE TO ALLOW ACCUMULATION
OF JUNK/RUBBISH.



HOMELESS? LOSING YOUR HOUSING?

CALL 211 or

Text 898211 with your zip code

FREE CONFIDENTIAL SERVICE AVAILABLE 24/7

Callers will be matched and referred to appropriate programs

WALK INTO A CARE CENTER

Coordinated Assessment Referral and Engagement (CARE) Centers can provide help with:

- Showers
- Food
- Laundry
- Case management
- Benefits enrollment
- Health care services
- Mental health services
- Substance use disorder services
- Housing search assistance
- Screening and referrals for housing /utility assistance

Please note not all services are available at all sites.

CONCORD

(Anka, next to Concord Adult Shelter)
2047-A Arnold Industrial Way
M-F, 8 am-5 pm

CONCORD

Specializing in Families and Seniors
(Monument Crisis Center)
1990 Market Street

Walk in hours: M-Th, 9 am-Noon & Tu, 5 pm-7 pm

RICHMOND

NEW LOCATION!
(GRIP)
165 22nd Street
M-F, 8 am-5 pm

WALNUT CREEK

NEW LOCATION!
(Trinity Center)
1271 S. California Blvd.
M-F, 8 am-5 pm



Contra Costa Council on Homelessness

cchealth.org/homeless/

CONTRA COSTA
HEALTH SERVICES

ADMINISTRATION



During 2020, the Code Enforcement Division continued participating in the Mattress Recycling Council (MRC) program operated by the State of California's Department of Resources Recycling and Recovery (Cal Recycle). During the year, Code Enforcement reported to MRC/CalRecycle nearly 1,200 collected mattresses, resulting in nearly \$18,000 back to the city in reimbursements! For information on recycling your mattress, visit: www.mattressrecyclingcouncil.org

During 2020, the Code Enforcement Division continued the neighborhood cleanup events to assist residents with debris removal. The City of Antioch and Republic Services partnered together to host 11 cleanup events in various neighborhoods, providing residents a no-cost way to legally dispose of unwanted items. Due to COVID-19, only 11 cleanup events were held in 2020 however, **over 152 tons of debris was collected and disposed of in a lawful manner as a result of these events.**





CITY OF ANTIOCH CODE ENFORCEMENT DIVISION



CONTACT INFORMATION:

Phone: (925)779-7042

Email: CODEENFORCEMENTCOMPLAINTS@ci.antioch.ca.us



See,Click,Fix (smartphone application)

**CITY COUNCIL MEETING
INCLUDING THE ANTIOCH CITY COUNCIL
ACTING AS SUCCESSOR AGENCY/HOUSING SUCCESSOR
TO THE ANTIOCH DEVELOPMENT AGENCY
ANTIOCH PUBLIC FINANCING AUTHORITY**

**Regular Meeting
7:00 P.M.**

**January 12, 2021
Meeting Conducted Remotely**

The City of Antioch, in response to the Executive Order of the Governor and the Order of the Health Officer of Contra Costa County concerning the Novel Coronavirus Disease (COVID-19), held Antioch City Council meetings via Comcast channel 24, AT&T U-verse channel 99, and live stream (at www.antiochca.gov). The City Council meeting was conducted utilizing Zoom Audio/Video Technology. Anyone wishing to make a public comment, may do so any of the following ways: (1) by filling out an online speaker card, located at https://www.antiochca.gov/speaker_card, (2) by emailing the City Clerk prior to or during the meeting at cityclerk@ci.antioch.ca.us or (3) by dialing (925) 776-3057 during the meeting.

6:15 P.M. - CLOSED SESSION

- 1. CONFERENCE WITH LABOR NEGOTIATORS** – This Closed Session with the City’s Labor Negotiators is authorized by California Government Code section 54957.6; City designated representatives: Nickie Mastay and Jeff Bailey; Employee organization: Treatment Plant Employees’ Association (TPEA).

Mayor Thorpe called the meeting to order at 7:03 P.M. and led a moment of silence in memory of Capitol Hill Police Officer, Brian Sicknick. City Clerk Householder called the roll.

Present: Council Members District 1 Torres-Walker, District 2 Barbanica, District 3 Ogorchock, Mayor Pro Tem (District 4) Wilson and Mayor Thorpe

PLEDGE OF ALLEGIANCE

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

City Attorney Smith reported the City Council had been in Closed Session and gave the following report: **#1 CONFERENCE WITH LABOR NEGOTIATORS**, no reportable action.

REPORT OUT OF CLOSED SESSION AGENDA ITEM NO. 1 FROM THE OCTOBER 13, 2020, REGULAR CITY COUNCIL MEETING: Tanicia Shamay Currie, Plaintiff, v. Mark Moraga, et al., Defendants. United States District Court Case No. 19-cv-07540-SK: City Attorney Smith reported the City Council was in Closed Session on October 13, 2020 and gave the following report: the former City Council by a 5/0 vote authorized the City Attorney to settle this case for \$67,000.

1. INTRODUCTION OF NEW CITY EMPLOYEES

City Manager Bernal introduced Agenda Item #2.

Chief Brooks introduced Erin Lewis, Vanessa Flores and Cathie Marlow, Police Records Technicians, who thanked Chief Brooks for the introduction and stated they looked forward to working for the City of Antioch.

Director of Public Works/City Engineer Samuelson introduced Christina Raposa, Public Works Technician, Phillis Guillory, Administrative Assistant II, Gage Dunwell, Collection Systems Supervisor, Rheanna Andelin, Public Works Technician and Brittney Briceno, Administrative Assistant, who thanked Director of Public Works/City Engineer Samuelson for the introduction and stated they looked forward to working for the City of Antioch.

Assistant City Manager Bayon Moore introduced Jazmin Ridley, Unhoused Resident Coordinator, who thanked Assistant City Manager Bayon Moore for the introduction and stated they looked forward to working for the City of Antioch.

Mayor Thorpe welcomed the new City employees to the City of Antioch.

City Manager Bernal thanked Council for giving staff the opportunity to introduce new employees.

2. PROCLAMATION

Human Trafficking Awareness Month, January 2021

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson, the Council unanimously approved the Proclamation.

Councilmember Wilson, Claudia Gonzalez representing Contra Costa County Alliance to End Abuse, Lucia Ray-Guillen representing Community Violence Solutions, Dana Filkowski representing the Contra Costa County District Attorney Office, Contra Costa Family Justice Center and Human Trafficking Task Force and Vanessa Russell representing Love Never Fails, thanked the City Council for the proclamation.

Mayor Thorpe thanked all the service providers for their comments.

3. ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS

Assistant City Manager Bayon Moore announced the following events:

- Dr. Martin Luther King, Jr. – Day of Service, 9:00 A.M. – 11:00 A.M. on January 18, 2021

- “Bridging the Gap” Roundtable Discussions, 5:30 P.M. – 7:00 P.M. on January 19, 2021, 10:00 A.M. – 11:30 A.M. on February 6, 2021 and 10:00 A.M. – 11:30 A.M. February 18, 2021

She described the registration process for anyone wishing to participate in the “Bridging the Gap” Roundtable Discussions.

Councilmember Wilson announced a seminar on sex and labor trafficking *A Deeper Look at California Crimes in Contra Costa Trends* would be held at the Family Justice Center from 10:00 A.M. – 12:00 P.M. on January 21, 2021. Registration information was provided.

ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS

City Clerk Householder announced the following Board and Commission openings:

- Police Crime Prevention Commission: Two (2) vacancies: deadline date is January 29, 2021
- Sales Tax Citizens’ Oversight Committee: Two (2) vacancies: deadline date is January 29, 2021

She reported applications were available online at the City’s website.

On motion by Councilmember Wilson, seconded by Councilmember Ogorchock, the City Council unanimously suspended the rules to move Agenda Items #5 *DELTA FAMILY PHARMS CANNABIS CULTIVATION* and #6 *CULTURE CLUB CANNABIS DISPENSARY*, to be heard as the next order of business.

PUBLIC HEARING

5. DELTA FAMILY PHARMS CANNABIS CULTIVATION (UP-20-05, AR-20-16)

Associate Planner Merideth presented the staff report dated January 12, 2021 recommending the City Council consider the Planning Commission’s recommendation to adopt the resolution to approve a Use Permit and Design Review (UP-20-05, AR-20-16) for a cannabis cultivation business subject to the conditions contained in the resolution.

Mayor Thorpe opened the public hearing.

Rick Hoke, owner and applicant for Delta Family Pharms Cannabis Cultivation, congratulated Council on their successful elections and stated he looked forward to working with them. He explained their business would be family owned and a majority of their employees would be Antioch residents. He gave a PowerPoint presentation of the projects floor plan, trays and sliding rack system, lighting, nutrients & nutrient pump as well as security and tax information.

Mayor Thorpe closed the public hearing.

In response to Council, Mr. Hoke explained their hiring practices and reported the Mosque next-door had no opposition to the project. He discussed their filtration and ventilation system as well as site security.

In response to Councilmember Wilson, City Attorney Smith explained that if the use permit were approved the next step would be to move into the Operating Agreement process which would be brought back to the City Council for approval.

RESOLUTION NO. 2021/01

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson, the City Council unanimously adopted the resolution to approve a Use Permit and Design Review (UP-20-05, AR-20-16) for a cannabis cultivation business subject to the conditions contained in the resolution.

6. CULTURE CLUB CANNABIS DISPENSARY (UP-20-04)

Planning Manager Morris presented the staff report dated January 12, 2021 recommending the City Council consider the Planning Commission's recommendation to adopt the resolution to approve a Use Permit (UP-20-04) for a cannabis dispensary with delivery subject to the conditions contained in the resolution.

Mayor Thorpe opened the public hearing.

Devon Julian, representing Culture Club Cannabis Dispensary, stated he appreciated Council's consideration of their application and he looked forward to doing business in Antioch.

Jason Jeremy and Joe O'Bryan voiced their opposition to the business at this location due to the lack of parking and security for the area. They also expressed concern that they were not notified of this project. Mr. O'Bryan added that he was awaiting a response from DMV regarding the impact of this project on his business.

Mayor Thorpe closed the public hearing.

In response to Council, Mr. Julian estimated 75-100 daily customers. He discussed their efforts to reduce the demand for parking, site security and hiring practices.

In response to Councilmember Ogorchock, Planning Manager Morris reported that they had not received any comments from the fire department regarding this application and if approved, the fire department would review and sign off on building permits. She confirmed that the project was required to have two-armed security guards.

Councilmember Ogorchock expressed concern for the lack of parking and circulation in the area. She noted that a similar project had required bollards in front of the business.

Mayor Thorpe reminded Council that if this project were approved, consideration of the Operating Agreement would come before Council prior to the business opening.

Councilmember Barbanica expressed concern over the lack of parking in the area and deliveries occurring within the storage facility.

Mayor Thorpe commented that that there was an interest by neighbors to have a discussion with Mr. Julian regarding parking.

Councilmember Ogorchock stated she did not believe this was a viable location for the business and supported tabling the item.

In response to Mayor Thorpe, City Attorney Smith explained that once the items of concern were addressed by the Planning Department, the project could come back to Council for consideration.

On motion by Councilmember Wilson, seconded by Councilmember Ogorchock, the City Council tabled this agenda item and send the item back to the Planning Division to address the outstanding issues and then bring it back to the City Council for consideration. The motion carried the following vote:

Ayes: Barbanica, Ogorchock, Wilson, Thorpe

Abstain: Torres-Walker

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica, the City Council suspended the rules to hear the *Consent Calendar* as the next order of business. The motion carried the following vote:

Ayes: Barbanica, Ogorchock, Wilson, Thorpe

Abstain: Torres-Walker

4. **CONSENT CALENDAR for City /City Council Members acting as Successor Agency/Housing Successor to the Antioch Development Agency/Antioch Public Financing Authority**
 - A. **APPROVAL OF COUNCIL MINUTES FOR DECEMBER 8, 2020**
 - B. **APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR DECEMBER 11, 2020**
 - C. **APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR DECEMBER 15, 2020**
 - D. **APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR DECEMBER 18, 2020**
 - E. **APPROVAL OF COUNCIL WARRANTS**
 - F. **APPROVAL OF SUCCESSOR AGENCY WARRANTS**

- G. APPROVAL OF HOUSING SUCCESSOR WARRANTS
- H. REJECTION OF CLAIMS: FELECIA SONNIER, PRISCILLA NEVAREZ AND ABDUL NEVAREZ
- I. APPROVAL OF TREASURER'S REPORT FOR OCTOBER 2020
- J. APPROVAL OF TREASURER'S REPORT FOR NOVEMBER 2020
- K. SA RESOLUTION NO. 2021/35 RECOGNIZED OBLIGATION PAYMENT SCHEDULE (2021-22) FOR THE SUCCESSOR AGENCY TO THE ANTIOCH DEVELOPMENT AGENCY OF THE CITY OF ANTIOCH
- L. CITY OF ANTIOCH COMPREHENSIVE ANNUAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2020
- M. ANTIOCH AREA PUBLIC FACILITIES FINANCING AGENCY – BASIC FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORTS FOR THE YEAR ENDED JUNE 30, 2020
- N. ANTIOCH PUBLIC FINANCING AUTHORITY – BASIC FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT FOR THE YEAR ENDED JUNE 30, 2020
- O. CITY OF ANTIOCH INDEPENDENT ACCOUNTANTS REPORTS OF AGREED-UPON PROCEDURES APPLIED TO APPROPRIATIONS LIMIT SCHEDULE FOR THE FISCAL YEARS ENDING JUNE 30, 2020 AND JUNE 30, 2021
- P. RESOLUTION NO. 2021/02 AWARD OF PROPOSAL NO. 946-1107-20G FOR LOCKBOX SERVICES
- Q. RESOLUTION NO. 2021/03 MUTUAL AID RESPONSE TO COVID-19 PANDEMIC – AGREEMENT WITH CONTRA COSTA COUNTY HEALTH SERVICES FOR USE OF CITY OF ANTIOCH FACILITIES (NICK RODRIGUEZ COMMUNITY CENTER AND ANTIOCH COMMUNITY CENTER)
- R. RESOLUTION NO. 2021/04 CONSIDERATION OF BIDS FOR THE CITY HALL INTERIOR MODIFICATIONS (P.W. 247-S)
- S. RESOLUTION NO. 2021/05 SECOND AMENDMENT TO EAST COUNTY WATER MANAGEMENT ASSOCIATION AGREEMENT (P.W. 704-1)
- T. RESOLUTION NO. 2021/06 ACCEPTING COMPLETED IMPROVEMENTS AND THE RELEASE OF BONDS FOR 2700 EMPIRE AVENUE, TRACT NO. 8412 (P.W. 664-1)

- U. UPDATE TO THE EMERGENCY DECLARATION FOR MITIGATION AND REPAIRS TO THE WATER TANK HILLSIDE EROSION AT THE WATER TREATMENT PLANT
- V. **RESOLUTION NO. 2021/07** APPROVING THE FINAL MAP AND IMPROVEMENT PLANS FOR PARK RIDGE UNIT 4 SUBDIVISION 9490 (DAVIDON HOMES) AND ANNEXING TO CITY WIDE LIGHTING AND LANDSCAPING DISTRICT 10 ZONE 1 (P.W. 674-4)

City Manager Bernal stated staff would like to pull item Q from the Consent Calendar.

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica, the City Council approved the Council Consent Calendar with the exception of Item Q, which was removed for further discussion. The motion carried the following vote:

Ayes: Barbanica, Ogorchock, Wilson, Thorpe

Abstain: Torres-Walker

Item Q – Assistant City Manager Bayon Moore reported that since the staff report was posted Contra Costa County Health Services requested the following change:

- That the Nick Rodriguez Community Center and Antioch Community Center would be utilized for COVID-19 vaccination and testing.

Councilmember Ogorchock discussed the importance of providing vaccinations in the community and thanked Assistant City Manager Bayon Moore for facilitating the process.

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson, the City Council approved item Q with the following amendment to the resolution: *That the Nick Rodriguez Community Center and Antioch Community Center would be utilized for COVID-19 vaccination and testing.* The motion carried the following vote:

Ayes: Barbanica, Ogorchock, Wilson, Thorpe

Abstain: Torres-Walker

Mayor Thorpe declared a recess at 8:54 P.M. The meeting reconvened at 9:00 P.M. with all Councilmembers present.

PUBLIC COMMENTS

Due to the amount of speaker requests and in consultation with City Clerk Householder and the City Council, Mayor Thorpe reduced speaker times to one-minute.

The following public comment was made by an individual utilizing Zoom Audio/Video Technology.

Brendon spoke in support of police reform in Antioch including body-worn and dashboard cameras, independent investigations of civilian complaints and the establishment of a civilian oversight review board.

Shagoofa Khan expressed concern regarding comments made about Councilmember Torres-Walker on social media.

Lukas Carbone spoke in support of police reform including body-worn and dashboard cameras, independent investigations of civilian complaints and the establishment of a civilian oversight review board. He also expressed his support for Councilmember Torres-Walker and her family.

Elsie Mills welcomed Councilmember Torres-Walker and spoke to her positive attributes.

Kate Collins welcomed the newly elected City Council Members. She spoke in support of police reform in Antioch including body-worn cameras.

Moxie Marsh, Walnut Creek resident, spoke in support of Councilmember Torres-Walker.

Lynn Baskett spoke in support of Councilmember Torres-Walker and discussed the importance of police reform, accountability, and oversight.

Reverend Will McGarvey, representing Executive Director of the Interfaith Council of Contra Costa County and East County Shared Ministry Pittsburg and Antioch, spoke to negative interactions with police and in support of the establishment of a civilian oversight review board.

Dr. Cardenas Shackelford, representing Richmond NAACP, spoke in support Councilmember Torres-Walker, body-worn and dashboard cameras, and the establishment of a civilian police oversight commission.

Joshua Anijar, Executive Director of Contra Costa Central Labor Council, thanked the City Council for their leadership and spoke in support of body-worn and dashboard cameras, independent investigations of civilian complaints and the establishment of a civilian oversight review board.

Patricia Granados expressed concern regarding community members who participated in *Antioch Backs the Blue* facebook page.

Rose Strogatz, representing Search Contra Costa, spoke in support of Councilmember Torres-Walker and thanked her for her candor.

Jane Courant spoke in support of Councilmember Torres-Walker and police reforms.

Willie Mims, representing the East County NAACP and the Black Political Association, spoke in support of Councilmember Torres-Walker as well as body-worn and dashboard cameras for the Antioch Police Department (APD).

The following public comments were read into the record by Administrative Services Director Mastay and City Clerk Householder. In instances where a proper name was not provided, pseudonyms used identified the commenter.

Mrs. Lazano, Theresa Elser, Laura Young, Stacey Burgess, Kathie Campbell, Robert Graham, Laura Matejcek, Jessica Plummer, Margret McMullum, Sandra Hartrick, Jim Lanter, Michael Borders, Mark Shears, Stacy Herrera, Brian McCully, Mike Spence, Kelly Moore, Linda Riley, Margret Frise, Anonymous, Donna Allen, Rebecca Hernandez, Kevin Douglas, Anonymous, Terry, Katie Lamothe, Tom Lamothe, John Davis, Hrreled, Kathy Cabrera, Beverly Knight, Roy Ledford, Tim McCall, Sal Sbranti, Cynthia Novak, Larry Hernandez, Anonymous, Kathryn Fitzpatrick, Jesus Zuniga Jr., Nicole Cedano, Susan Williams, Michael Pohl, Pam Stenberg, Korina Anderson, Tom Hartrick, Kristen Vistalli, Denise Jones, Lori Lopez, Cynthia W., Mark Jordan, Sheilagh Driscoll, Manny Soliz, Ciara Selene, Kelly Teal, Dr. Jeffrey Klingler, Lisa Lacy, Antioch residents and Kerry Ingvarlsen, Nita Delnay, Sandy, Allison Johnson, Allison Norris, Tonya Sampson, Susan Kennedy, Anonymous, Johnny Rocket, Gerald Thomas and Jeananne Jordan provided written comment expressing concern for comments made by Councilmember Torres-Walker on social media and several supported censuring, reprimanding or removing her from the City Council. A few comments also expressed concern that Mayor Thorpe had traveled out of the country during a stay-at-home order.

Meg Keeley, SURJ Contra Costa County, provided written comment expressing concern regarding the actions taken by the APD during an incident involving Councilmember Torres-Walker's children.

Mark Long, Antioch resident, provided written comment asking if Councilmember Torres-Walker actions were going to be investigated, and if so, suggested an independent investigation be conducted.

Laqualla Pitts, Kathryn Wade, Marlen Flares, Tracey Davis-Watkins, Audrey Davis, Lacey Brown, Angelica Tripp and Kibibi Columbus, Antioch residents, Joan DeVries and Christy McNickel, representing SURJ Contra Costa, Jo Hoffman, Oakland resident, Marianne Callahan, Concord resident, Caroline Sandifer, Laura Wesely, Oakland resident, Andrea Graeser, Jeff McDonald, Contra Costa County resident, Caitlin Pambid, Amber Hatfield, Richmond resident, Athena Davis, Walnut Creek resident, McKenna, Tricia Blakemore, Walnut Creek resident, Dr. Carole Dorham-Kelly, Antioch resident representing Rubicon Programs, Adey Teshager, Richmond resident, Kevin McManimen, Michael James, William, Juanita Rangel, Pittsburg resident representing ACCE, Chala Bonner, Megan Zapanta, Richmond resident representing Asian Pacific Environmental Network, Kelley Ho, Michael Samson, Kris Register, Pittsburg resident, Karen Bee, Jaime Cader, Vallejo resident representing Alliance of Californians for Community Empowerment and Alexis Murillo provided written comment in support of

Councilmember Torres-Walker and advocated for police reform including body-worn and dashboard cameras, independent investigation into civilian complaints and the establishment of a civilian police oversight review board.

Emmya provided written comment in support of more accountability within the Antioch community and Police Department.

Antonia Ojeda, Antioch resident, provided written comment expressing concern regarding RVs and vehicles occupied by the homeless that were parking along Sunset Drive.

Alexis Parsons, Aliha Mughal, John Walton, Nadeen Green, Angelica, Antioch residents, and Asha Wagner, Concord resident, Zoe Davis-Watkins, Wayne Calhoon, Alexie Magsayo, Michelle Parmenter, Mark Misoshnik, Sister Snapped, Gabby Lazzeretti, Connie Moore, Black Panther Party Legacy Oakland, Maria Brown, Amber Martinez, Toyguitarsf, Kristina Sevvick, Mia Murphy, Aaron Orellana, DeWanda Joseph-White, El Cerrito resident, Amy Prindle, Walnut Creek resident, Jazz Allum, Professor Alexander Cameron and Zepatitis b. provided written comment in support of police reform including body-worn and dashboard cameras, independent investigation into civilian complaints, the establishment of a civilian police oversight review board, decryption of the APD scanner channel and budget reductions.

Velma Wilson provided written comment announcing the Antioch Unified School District would be honoring Reverend Dr. Martin King Jr. at a virtual event airing live on YouTube and Facebook at 1:00 P.M. on January 18, 2021. She recognized sponsors for the event.

Bernice Murguia-Gutierrez and Frank Sterling, Antioch residents, provided written comment discussing police misconduct in Antioch.

Gretchen Tofflemire, Antioch resident, provided written comment expressing concern regarding APD towing vehicles of unhoused residents and suggesting the City provide a location where they could legally park.

Connie Nism provided written comment expressing concern that Council voted to rescind the resolution approving the grant for School Resource Officers.

Justice Smith, Antioch resident, provided written comment questioning the participation of Councilmembers Ogorchock and Barbanica on a Facebook page.

Mike Moses, Antioch resident, provided written comment expressing concern for comments made by Councilmember Torres-Walker on social media and in support of body worn cameras.

Following discussion, Council agreed to continue with the public comments received prior to 11:04 P.M. this evening. Mayor Thorpe announced that they would not be accepting any new public comments at this time.

The following public comments were read into the record by City Clerk Householder and Administrative Services Director Mastay. In instances where a proper name was not provided, pseudonyms used identified the commenter.

Alan Cannot-Tango, Antioch resident former Police Chief and Chief Crooks provided written comment discussing police misconduct.

Mary Fletcher and Sherry Starks, Antioch residents and Concerned Citizen provided written comment expressing concern for comments made by Councilmember Torres-Walker on social media.

Michelle Kuslits, Antioch resident, provided written comment expressing concern for comments made by Councilmember Torres-Walker on social media and in support of body-worn cameras for APD.

Phillip Tripp, District One Resident and Alexis Medina, Antioch residents, Alliyah Thomas, Deborah Bayer, Richmond resident, Francisco Torres, Pittsburg resident and ACCE Community Organizer, Lucas Stuart-Chilcote, Danny Espinoza, representing Lift Up Contra Costa Campaign, Jane Fiischberg, Senior Advisor Rubicon Programs and Imeinhar provided written comment in support of Councilmember Torres-Walker. Several comments advocated for police reform including body-worn and dashboard cameras, independent investigation into civilian complaints and the establishment of a civilian police oversight review board.

Michael Kerr, Bay Point resident, Julia Knapp, Joshua Evans and Kathleen Harrison provided written comment in support of police reform including body-worn and dashboard cameras, independent investigation into civilian complaints and the establishment of a civilian police oversight review board.

Sean Wrong, Antioch resident, provided written comment discussing racism.

Mikey BurkSmolder, Antioch resident, provided written comment discussing police accountability.

Diane Nidson-Black, Antioch resident, provided written comment discussing the AUSD Board of Trustees.

Antioch Backs the Blue, Antioch resident, provided written comment on behalf of Nicole Cedano.

Antwon Webster, Antioch resident, provided written comment thanking the City Council for their service and requesting that they address blight occurring throughout Antioch.

Charles, Antioch resident, provided written comment expressing concern regarding freedoms being taken away by the government.

Lucas Stuart-Chilcote provided written comment thanking the City for hiring Jazmin Ridley, Unhoused Resident Coordinator.

Stephanie provided written comment expressing concern regarding marijuana cultivation occurring near schools, comments made by Councilmember Torres-Walker on social media and asking if Mayor Thorpe had been quarantined. She recognized new hires and expressed concern regarding the City's image.

Debra Vinson, Antioch resident, provided written comment suggesting Council reach out to clergy and other community leaders to develop a safety plan for children in Antioch.

Tanya Gentry, Antioch resident, provided written comment in support of body worn cameras for APD.

The following public comment was read into the record by Mayor Thorpe.

Debbie Blaisure provided written comment expressing concern for comments made by Councilmember Torres-Walker on social media.

The following public comment was read into the record by Administrative Services Director Mastay.

Nicole Cedan-ho Right provided written comment in support of the Antioch Police Department.

At the conclusion of public comments, Council agreed to continue with the remaining agenda items.

COUNCIL SUBCOMMITTEE REPORTS/COMMUNICATIONS

Councilmember Torres-Walker announced that she would be attending a Cannabis Standing Committee meeting with Councilmember Wilson.

Councilmember Ogorchock announced the Mayor/Councilmember Conference and CalCities Policy Committee meetings would be taking place in the near future. She congratulated Najee Harris for winning the 2020 Doak Walker Award. In response to public comments received this evening, she stated Council was held to a higher standard and needed to be cognitive of the language they used. She commented that several residents had indicated that the language used by Councilmember Torres-Walker was disrespectful of her title. She noted Council needed to decide if the behavior was acceptable of an elected official and good governance. She stated she believed their needed to be accountability and consequences, and she would be asking Council to add an agenda item to discuss any course of action deemed appropriate.

Councilmember Wilson reported that the Cannabis Standing Committee would be meeting on January 15, 2021, Delta Diablo on January 13, 2021, and Tri Delta was scheduled for later in the month.

MAYOR'S COMMENTS

Mayor Thorpe commented that given the recent incident at the Capitol Building on January 6, 2021, words mattered, and noted that the insurrection disgraced the fundamental values of the nation. He stated that Elected Official's roles were 24/7 and it was their responsibility to ensure that they held themselves accountable in maintaining and respecting the public's trust. He explained that what was said on social media and what groups they participated in, reflected all of them. He noted equally important was how other public voices conducted themselves in the public arena.

COUNCIL REGULAR AGENDA

7. CITY COUNCIL FORMATION OF A SESQUICENTENNIAL AD HOC COMMITTEE

City Manager Bernal introduced Regular Agenda Item #7.

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica, the City Council tabled this item. The motion carried the following vote:

Ayes: Barbanica, Ogorchock, Wilson, Thorpe

Abstain: Torres-Walker

8. CITY COUNCIL APPOINTMENT TO THE CITY/SCHOOL STANDING COMMITTEE

Mayor Thorpe nominated Councilmembers Ogorchock and Councilmember Torres-Walker to serve on the City/School Standing Committee.

On motion by Councilmember Wilson, seconded by Councilmember Barbanica, the City Council unanimously appointed Councilmembers Ogorchock and Torres-Walker to serve on the City/School Standing Committee.

9. CITY COUNCIL APPOINTMENT OF STANDBY CITY COUNCIL MEMBERS

City Manager Bernal presented the staff report dated January 12, 2021 recommending the City Council appoint the following nominees as Standby City Council Members:

Mayor Thorpe appointed the following nominees as Standby City Council Members: 1) Nicole Gardner, 2) Antonio Hernandez; and 3) Marie Arce.

On motion by Councilmember Wilson, seconded by Councilmember Barbanica, the City Council unanimously approved the appointments for Mayor Thorpe.

Councilmember Wilson appointed the following nominees as Standby City Council Members 1) Harry Thurston 2) Aliyah Thomas; and 3) Cornelius Johnson.

On motion by Councilmember Barbanica, seconded by Councilmember Torres-Walker, the City Council unanimously approved the appointments for Councilmember Torres-Walker.

Councilmember Torres-Walker paid her respects to the indigenous people of this land. She appointed the following nominees as Standby City Council Members 1) Tika Flow, 2) Kabibi Columbus; and 3) Angelica Tripp.

On motion by Councilmember Barbanica, seconded by Councilmember Ogorchock, the City Council unanimously approved the appointments for Councilmember Torres-Walker.

Councilmember Barbanica appointed the following nominees as Standby City Council Members 1) Kristine Barbanica, 2) William Barbanica II; and 3) Benjamin McCurdy.

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson, the City Council approved the appointments for Councilmember Barbanica. The motion carried the following vote:

Ayes: Torres-Walker, Ogorchock, Wilson, Thorpe

Abstain: Barbanica

Councilmember Ogorchock appointed the following nominees as Standby City Council Members 1) Donald Freitas, 2) Keith Archuletta; and 3) Tony Tiscareno.

On motion by Councilmember Barbanica, seconded by Councilmember Wilson, the City Council unanimously approved the appointments for Councilmember Ogorchock.

PUBLIC COMMENTS – None

STAFF COMMUNICATIONS – None

COUNCIL COMMUNICATIONS

Councilmember Ogorchock requested staff agendize a discussion on new norms for elected officials.

Councilmember Barbanica requested staff agendize consideration of body-worn and dash cameras for APD.

Mayor Thorpe responded that body-worn and dash cameras would be on a future agenda.

Councilmember Torres-Walker requested staff agendize consideration of civilian oversight of policing, as well as independent investigation into civilian complaints.

Mayor Thorpe responded that Council would be discussing those items at the February 23, 2021 City Council Study Session and announced the month of March would be dedicated to police reform.

Councilmember Torres-Walker requested staff agendaize consideration of access to healthy and affordable food options in District 1.

ADJOURNMENT

Mayor Thorpe led a moment of silence in memory of Tom Guarino.

On motion by Councilmember Councilmember Ogorchock, seconded by Councilmember Councilmember Barbanica, the City Council unanimously adjourned the meeting in memory of Tom Guarino at 11:56 P.M.

Respectfully submitted:

Kitty Eiden

KITTY EIDEN, Minutes Clerk

CITY COUNCIL MEETING

Regular Meeting
7:00 P.M.

January 26, 2021
Meeting Conducted Remotely

The City of Antioch, in response to the Executive Order of the Governor and the Order of the Health Officer of Contra Costa County concerning the Novel Coronavirus Disease (COVID-19), held Antioch City Council meetings via Comcast channel 24, AT&T U-verse channel 99, and live stream (at www.antiochca.gov). The City Council meeting was conducted utilizing Zoom Audio/Video Technology. Anyone wishing to make a public comment, may do so any of the following ways: (1) by filling out an online speaker card, located at https://www.antiochca.gov/speaker_card, (2) by emailing the City Clerk prior to or during the meeting at cityclerk@ci.antioch.ca.us or (3) by dialing (925) 776-3057 during the meeting.

Mayor Thorpe called the meeting to order at 7:02 P.M., and City Clerk Householder called the roll.

Present: Council Members District 1 Torres-Walker, District 2 Barbanica, District 3 Ogorchock, Mayor Pro Tem (District 4) Wilson and Mayor Thorpe

PLEDGE OF ALLEGIANCE

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

1. PROCLAMATIONS

Black History Month, February 2021

Teen Dating Violence Awareness Month, February 2021

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica, the Council unanimously approved the Proclamations.

Vanessa Russell representing Love Never Fails, Jacqlyn Jones and Tyler Gardner, Dozier-Libbey Medical High School students, discussed their efforts to raise awareness of human trafficking and dating violence. They thanked the City Council for the *Teen Dating Violence Awareness Month* proclamation.

Dr. Carrie Frazier, Anthony Randolph, representing Grace Arms of Antioch and Keith Archuleta thanked the City Council, Antioch Community Foundation, Arts and Cultural Foundation and community for their support of the annual Black History and Artifacts exhibit. They also thanked the City Council for the *Black History Month* proclamation. They announced Grace Arms of Antioch would be sponsoring the Black History and Artifacts exhibit virtual presentation from 12:00 P.M. – 4:30 P.M., February 6-27, 2021.

2. ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS

Assistant City Manager Bayon Moore announced the following events:

Virtual Strategic Planning and Visioning Workshop

- February 12, 2021 at 6:00 P.M.
- February 13, 2021 at 9:00 A.M.

She noted these meetings were available to the public via Comcast channel 24, AT&T U-verse channel 99, and live stream at www.antiochca.gov.

“Bridging the Gap” Roundtable Discussions

- Racial Disparities in Policing - Feb 6, 2021 from 10:00 A.M. - 11:30 A.M. - Registration Deadline February 3, 2021 at 12:00 P.M.
- Police – Community Engagement - Feb 18, 2021 from 10:00 A.M. - 11:30 A.M. – Registration Deadline February 15, 2021 at 12:00 P.M.

3. ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS

City Clerk Householder announced the following Board and Commission openings:

- Police Crime Prevention Commission: Two (2) vacancies: deadline date is January 29, 2021
- Sales Tax Citizens’ Oversight Committee: Two (2) vacancies: deadline date is January 29, 2021
- Planning Commission: One (1) vacancy: deadline date is January 17, 2021

She reported applications would be available at bit.ly/applyantioch, the City’s website, by emailing the City Clerk directly or by social media.

Mayor Thorpe thanked City Clerk Householder for her social media outreach efforts.

PUBLIC COMMENTS

Mayor Thorpe announced beginning in February, written public comments would be accepted until 5:00 P.M. the day of the meeting. He noted after 5:00 P.M., the public would be able to give public comments by calling in via zoom.

Andrew expressed concern regarding the removal of a homeless encampment and offered his services to help find transitional housing for the homeless.

The following public comments were read into the record by Administrative Services Director Mastay.

Jackie Hooke provided written comment expressing concern that an item had not been agendized to address comments made on social media by a Councilmember. She requested the City address homelessness in Antioch.

Sal Sbranti, Antioch resident, provided written comment expressing concern that an item had not been agendized to address comments made on social media by a Councilmember.

Robert Munton, Antioch resident, provided written comment reporting that he was a victim of a barking dog situation that remained unresolved due to an ineffective barking dog ordinance. He offered to assist the City in rewriting a more effective animal control ordinance.

Mark Long, Antioch resident, provided written comment expressing concern regarding homelessness in Antioch.

Kelly Teal, Antioch resident, provided written comment expressing concern that discussions regarding comments made on social media by a Councilmember and body-worn cameras for Antioch Police Department, had not been agendized.

Tracey Davis-Watkins provided written comment expressing disappointment that the *Bridging the Gap* community session lacked fair representation. She voiced her support of police reform.

Audrey Davis, Antioch resident, provided written comment in which she discussed her attendance at the *Bridging the Gap* community forum and requested the City provide data specific to Antioch.

Gretchen Davis, Antioch resident, provided written comment discussing the need for mental health services, affordable housing, and student support staff.

Karen Bee, Antioch resident, provided written comment requesting the City Council make a statement on race and social equity.

COUNCIL SUBCOMMITTEE REPORTS/COMMUNICATIONS

Councilmember Torres-Walker reported on her attendance at the Cannabis Standing Committee meeting.

Councilmember Barbanica reported on his attendance at CalCities Revenue and Taxation Committee meeting and training for new Councilmembers. He noted that he expected a Transitional Housing committee meeting would be held next week.

Councilmember Ogorchock reported on her attendance at policy committee meeting for Governance Transparency Labor Relations and training for new Councilmembers.

Councilmember Wilson reported on her attendance at Delta Diablo and Cannabis Standing Committee meetings.

Mayor Thorpe reported on his attendance at the Mayor's Conference, Contra Costa Transportation Authority (CCTA), State Highway 4 Bypass Authority and East Contra Costa County Regional Fee and Financing Authority (ECCRFFA) meetings.

Councilmember Barbanica added that Attorneys from CalCities recommended cities determine if they were operating under Roberts Rules of Order or Rosenberg's Rules of Order, which he noted was currently in progress by City Attorney Smith. He commented that CalCites was recommending a possible transition. He reported a new law was enacted addressing elected officials' interactions with each other on social media.

MAYOR'S COMMENTS

Mayor Thorpe discussed Black History Month and read a poem by Langston Hughes titled "I Too". He discussed segregation and the importance of building an inclusive community in which all residents were respected.

4. PRESENTATION

City Manager Bernal introduced Susun Kim representing Contra Costa Family Justice Center, who presented a PowerPoint presentation of their history, clients served and educational opportunities. Contact information was provided. She announced a mobile farmers market would be taking place at their East Center beginning February 23, 2021.

Councilmembers Ogorchock and Torres-Walker thanked Ms. Kim for the presentation.

In response to Councilmember Torres-Walker, Ms. Kim explained substantiated rates for child abuse cases and she offered to provide statistics for the African American/Black clients who received services in Antioch.

Mayor Thorpe thanked Ms. Kim for the presentation.

5. CONSENT CALENDAR

- A. APPROVAL OF COUNCIL MINUTES FOR DECEMBER 8, 2020**
- B. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR DECEMBER 11, 2020**
- C. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR DECEMBER 15, 2020**
- D. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR DECEMBER 18, 2020**
- E. APPROVAL OF COUNCIL MINUTES FOR JANUARY 12, 2021**
- F. APPROVAL OF COUNCIL WARRANTS**

- G. **RESOLUTION NO. 2021/08 CONSIDERATION OF BIDS FOR THE INSTALLATION OF CURB RAMPS AT VARIOUS LOCATIONS (P.W. 409-7)**
- H. **RESOLUTION NO. 2021/09 CONSIDERATION OF BIDS FOR THE PAVEMENT PLUGS AND LEVELING COURSES AT VARIOUS LOCATIONS (P.W. 709-1)**
- I. **RESOLUTION NO. 2021/10 AUTHORIZATION FOR THE CITY MANAGER TO EXECUTE A PIPELINE CROSSING AGREEMENT WITH UNION PACIFIC RAILROAD FOR THE BRACKISH WATER DESALINATION PROJECT (P.W. 694)**
- J. **RESOLUTION NO. 2021/11 FIRST AMENDMENT TO THE CONSULTANT SERVICES AGREEMENT WITH CONSTRUCTION TESTING SERVICES FOR MATERIAL TESTING AND SPECIAL INSPECTION SERVICES FOR THE BRACKISH WATER DESALINATION PROJECT (P.W. 694)**
- K. **UPDATE TO THE EMERGENCY DECLARATION FOR MITIGATION AND REPAIRS TO THE WATER TANK HILLSIDE EROSION AT THE WATER TREATMENT PLANT**
- L. **RESOLUTION NO. 2021/12 ACCEPTING COMPLETED IMPROVEMENTS AND THE RELEASE OF BONDS FOR WILDFLOWER STATION, TRACT NO. 9427 (P.W. 460-4)**
- M. **RESOLUTION NO. 2021/13 AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH TYLER TECHNOLOGIES, INC. TO PROVIDE A NEW PERMITTING SOFTWARE SYSTEM UPGRADE TO REPLACE CRW**
- N. **APPROVAL OF TREASURER'S REPORT FOR DECEMBER 2020**

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson, the City Council unanimously approved the Council Consent Calendar.

COUNCIL REGULAR AGENDA

6. SALES TAX CITIZENS' OVERSIGHT COMMITTEE APPOINTMENTS

City Clerk Householder announced that Councilmember Thorpe had nominated Dr. Kate Svyatets to a full-term vacancy on the Sales Tax Citizens' Oversight Committee expiring March 2024 and read her short biography.

In response to Councilmember Ogorchock, Mayor Thorpe explained that he nominated the two applicants which were the only two applications submitted by the deadline date. He noted what he brought forward was what Council could vote on. He explained that there was a partial-term appointment that he had not interviewed for yet.

City Clerk Householder added that there were two outstanding applications for the partial term that had not yet been forwarded to Mayor Thorpe for interviews. She added that there was a

report from the Sales Tax Citizen's Oversight Committee on April 1, 2021, so it was important to fill vacancies as soon as possible.

Councilmember Ogorchock stated as a Councilmember she believed they should be able to view all applications submitted.

Mayor Thorpe reiterated that he nominated the applicants and Council voted on those nominations.

In response to Councilmember Torres-Walker, Dr. Svyatets clarified that she chose to apply to the Sales Tax Citizens' Oversight Committee because it fit her experience and education. She stated she was honored to be considered.

RESOLUTION NO. 2021/14

On motion by Councilmember Wilson, seconded by Councilmember Torres-Walker, the City Council unanimously appointed by resolution Dr. Kate Svyatets to fill (1) one full-term vacancy on the Sales Tax Citizens' Oversight Committee expiring March 2024.

City Clerk Householder administered the Oath of Office to Dr. Kate Svyatets, thanked her for applying and stated she would be contacted this week to sign the Oath.

Dr. Kate Svyatets stated she was excited and honored to serve.

City Clerk Householder announced that Councilmember Thorpe had nominated Cortney Jones to a full-term vacancy on the Sales Tax Citizens' Oversight Committee expiring March 2024 and read her short biography.

In response to Councilmember Torres-Walker, Ms. Jones clarified that she understood the role of a committee member was to ensure Council's priorities were being met.

Councilmember Torres-Walker stated that she hoped in the process that the Committee was considering the communities priorities.

Mayor Thorpe stated during the interview process, he reminded Ms. Jones that in the past, the Committee had come forward with recommendations.

RESOLUTION NO. 2021/14

On motion by Councilmember Wilson, seconded by Councilmember Barbanica, the City Council unanimously appointed by resolution Cortney Jones to a full-term vacancy on the Sales Tax Citizens' Oversight Committee expiring March 2024.

City Clerk Householder administered the Oath of Office to Cortney L. Jones, thanked her for applying and stated she would be contacted this week to sign the Oath.

Councilmember Thorpe thanked those who participated in the interview process.

7. PROPOSED URGENCY ORDINANCE TO AMEND ARTICLE 3845(A) OF CHAPTER 5 OF TITLE 9 OF THE ANTIOCH MUNICIPAL CODE, TEMPORARILY PROHIBITING NEW RETAIL CANNABIS BUSINESSES IN THE CITY

City Attorney Smith presented the staff report dated January 26, 2021 recommending the City Council adopt the urgency ordinance to amend section 9-5.3845(A) of the Antioch Municipal Code.

Mayor Thorpe stated he requested this item after it had been discussed by the Cannabis Standing Committee and in an effort to address oversaturation.

The following public comments were read into the record by Administrative Services Director Mastay.

Christopher Bloom and Amber Norwood, representing Element 7, provided written comment stating that they had been working with the City for over a year and their application was close to completion. They requested the City allow businesses in progress the ability to retain their ability to move forward with their application.

City Attorney Smith clarified that the ordinance allowed applications deemed complete to move forward. He noted if Council wanted to move forward applications in progress, they could amend the ordinance reflecting that direction.

Director of Community Development Ebbs added that the only application in progress at this time was Element 7 and it was very close to completion.

In response to Councilmember Ogorchock, City Attorney Smith explained that the purpose of the urgency ordinance was to prevent an oversaturation of retail cannabis businesses and ensure those businesses and their social equity programs remained viable. He added that at this time the urgency ordinance could only be enacted for 45 days; however, it could be brought back prior to the expiration for consideration of an extension.

Mayor Thorpe stated this was a pause while the Cannabis Standing Committee looked to expanding into other areas of the City and the ordinance only affected retail cannabis operations.

ORDINANCE NO. 2192 -C-S

On motion by Councilmember Wilson, seconded by Councilmember Torres-Walker, the City Council unanimously approved adopted the urgency ordinance to amend section 9-5.3845(A) of the Antioch Municipal Code replacing language ‘deemed complete’ with “applications received and in progress”.

8. RESOLUTION APPROVING THE FOURTH AMENDMENT TO THE JOINT EXERCISE OF POWERS AGREEMENT FOR THE EAST CONTRA COSTA REGIONAL FEE AND FINANCING AUTHORITY AND APPROVING AND ADOPTING THE EAST CONTRA COSTA REGIONAL FEE PROGRAM UPDATE REPORT TO INCLUDE SAND CREEK ROAD FROM STATE ROUTE 4 TO DEER VALLEY ROAD

Director of Public Works/City Engineer Samuelson presented the staff report dated January 26, 2021 recommending the City Council adopt a resolution to: 1) Approve and authorize the Fourth Amendment to the Joint Exercise of Powers Agreement ("JEPA") for East Contra Costa Regional Fee and Financing Authority ("ECCRFFA"); and 2) Approve and adopt the ECCRFFA Program Update Report to include Sand Creek Road from State Route 4 to Deer Valley Road.

RESOLUTION NO. 2021/15

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson, the City Council unanimously adopted a resolution: 1) Approving and authorizing the Fourth Amendment to the Joint Exercise of Powers Agreement ("JEPA") for East Contra Costa Regional Fee and Financing Authority ("ECCRFFA"); and 2) Approving and adopting the ECCRFFA Program Update Report to include Sand Creek Road from State Route 4 to Deer Valley Road.

PUBLIC COMMENTS

The following public comments were read into the record by Administrative Services Director Mastay.

Stephanie provided written comment requesting a moratorium on any new businesses that compete with their neighbors, due to the impacts of COVID-19.

STAFF COMMUNICATIONS – None

COUNCIL COMMUNICATIONS

Councilmember Ogorchock requested staff agendize consideration of Antioch having a 211 service.

Councilmember Barbanica requested staff agendize the accounting details for the 2019 budget to assist the unhoused community.

Mayor Thorpe responded that the budget for the unhoused residents would be discussed at the Transitional Housing Committee meeting and an item on homelessness would be coming to Council in February.

Mayor Thorpe announced that Council would be reviewing the list of requested agenda items at a special meeting at 6:00 P.M. on February 16, 2021. He noted included in that discussion would be a previous request by Councilmember Ogorchock regarding Council's code of conduct.

ADJOURNMENT

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson, the City Council unanimously adjourned the meeting at 9:09 P.M.

Respectfully submitted:

Kitty Eiden

KITTY EIDEN, Minutes Clerk



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

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 February 9, 2021

RECOMMENDED ACTION

It is recommended that the City Council continue the Meeting Minutes of February 9, 2021.

FISCAL IMPACT

None

DISCUSSION

N/A

ATTACHMENT

None.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

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 Special Meeting Minutes of February 12, 2021

RECOMMENDED ACTION

It is recommended that the City Council continue the Special Meeting Minutes of February 12, 2021.

FISCAL IMPACT

None

DISCUSSION

N/A

ATTACHMENT

None.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

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 Special Meeting Minutes of February 13, 2021

RECOMMENDED ACTION

It is recommended that the City Council continue the Special Meeting Minutes of February 13, 2021.

FISCAL IMPACT

None

DISCUSSION

N/A

ATTACHMENT

None.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

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 Special Meeting Minutes of February 16, 2021

RECOMMENDED ACTION

It is recommended that the City Council continue the Special Meeting Minutes of February 16, 2021.

FISCAL IMPACT

None

DISCUSSION

N/A

ATTACHMENT

None.



CLAIMS BY FUND REPORT
FOR THE PERIOD OF
JANUARY 29 - FEBRUARY 11, 2021
FUND/CHECK#

100 General Fund

Non departmental

00392273	AFLAC	INSURANCE PREMIUM	5,539.86
00392294	BLUE SHIELD LIFE	INSURANCE PREMIUM	4,360.14
00392316	CONTRA COSTA WATER DISTRICT	TREATED WATER CAPACITY FEE	54,947.62
00392317	CONTRA COSTA WATER DISTRICT	CCWD FACILITY RESERVE CHARGES	271,607.00
00392323	DELTA DENTAL	INSURANCE PREMIUM	42,619.61
00392327	ECC REG FEE AND FIN AUTH	ECCRFFA-RTDIM	642,906.00
00392347	LAW OFFICE OF RUTHANN G ZIEGLER	LEGAL SERVICES RENDERED	2,860.00
00392369	RANEY PLANNING & MANAGEMENT INC	CONSULTING SERVICES	725.00
00392380	STANTEC CONSULTING SERVICES INC	CONSULTING SERVICES	4,437.75
00392391	TRUST, LYDIA RODELLA	STATE FEE REFUND	4.00
00392423	CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	50.00
00392424	CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	400.00
00392440	FELLOWSHIP CHURCH	DEPSOIT REFUND	5,029.75
00392442	GOODALE, JAMIE	CHECK REPLACEMENT	150.20
00392446	IPERMIT	SMIP FEE REFUND	2.74
00392451	LAW OFFICE OF RUTHANN G ZIEGLER	LEGAL SERVICES RENDERED	2,777.50
00392452	LEAGUE OF CALIF CITIES	ANNUAL MEMBERSHIP DUES	14,166.00
00392453	LINA	PAYROLL DEDUCTIONS	3,880.38
00392462	MISSION PEAK HOMES	DEPOSIT REFUND	4,067.20
00392463	MODUS INC	DEPOSIT REFUND	2,236.73
00392464	MUNICIPAL POOLING AUTHORITY	PAYROLL DEDUCTIONS	2,218.92
00392470	PARS	PAYROLL DEDUCTIONS	2,988.63
00392480	STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	100.00
00392481	STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	200.00
00392489	VIVINT SOLAR INC	CBSC FEE REFUND	2.49
00392525	CA BUILDING STANDARDS COMMISSION	CBSC FEE REMITTANCE	2,340.00
00392572	MUNICIPAL POOLING AUTHORITY	EAP PROGRAM	3,489.33
00938972	NATIONWIDE RETIREMENT SOLUTIONS	PAYROLL DEDUCTIONS	38,492.54
00938975	VANTAGEPOINT TRANSFER AGENTS	PAYROLL DEDUCTIONS	7,671.66
00938976	NATIONWIDE RETIREMENT SOLUTION	PAYROLL DEDUCTIONS	27,832.94
00938988	LSA ASSOCIATES INC	CONSULTING SERVICES	21,887.74

City Council

00392323	DELTA DENTAL	INSURANCE PREMIUM	127.35
00392515	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	450.03
00392578	PHOTOGRAPHY BY TISH	LOBBY PORTRAIT - T WALKER	576.38

City Attorney

00392289	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	44.79
00392304	COLE HUBER LLP	LEGAL SERVICES RENDERED	141.60
00392351	LEXISNEXIS	SUBSCRIPTION SERVICES	222.00
00392399	VERIZON WIRELESS	DATA SERVICES	51.75
00392410	ATKINSON ANDELSON LOYA RUUD	LEGAL SERVICES RENDERED	37,918.17
00392416	BEST BEST AND KRIEGER LLP	LEGAL SERVICES RENDERED	8,854.56
00392447	JACKSON LEWIS PC	LEGAL SERVICES RENDERED	472.50
00938805	CANON FINANCIAL SERVICES	COPIER LEASE	98.89

City Manager

00392400	VOLER STRATEGIC ADVSIORS INC	CONSULTING SERVICES	8,000.00
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CLAIMS BY FUND REPORT
FOR THE PERIOD OF
JANUARY 29 - FEBRUARY 11, 2021
FUND/CHECK#

00392474	RIDLEY, JAZMIN K	MILEAGE REIMBURSEMENT	45.02
00392493	ADETRONICS	FINGERPRINTING FEES	25.00
00392515	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	904.84
00392535	COSTCO	VARIOUS BUSINESS EXPENSES	128.74
00392547	FOCUS STRATEGIES	UNHOUSED RESIDENT COORDINATOR	2,621.25
00392595	TERI BLACK AND COMPANY LLC	PROFESSIONAL SERVICES	8,008.71
00938805	CANON FINANCIAL SERVICES	COPIER LEASE	98.90
City Clerk			
00392276	AMERICAN LEGAL PUBLISHING	ORDINANCE CERTIFICATION	2,937.92
00392402	WESTAMERICA BANK	COPIER LEASE	270.80
00392544	EIDEN, KITTY J	MINUTES CLERK	3,248.75
00392568	MAR/CAL	FORMS	3,399.78
City Treasurer			
00392441	GARDA CL WEST INC	ARMORED CAR PICKUP	164.34
00938992	PFM ASSET MGMT LLC	ADVISORY SERVICES	9,694.98
Human Resources			
00392295	BROGDON, CASEY AMON	EDUCATION REIMBURSEMENT	450.00
00392366	PETERSON, SAMANTHA GENOVEVA	EDUCATION REIMBURSEMENT	800.00
00392402	WESTAMERICA BANK	COPIER LEASE	270.80
00392435	EBBS, FORREST BRIAN	EDUCATION REIMBURSEMENT	1,000.00
00392439	FEDEX	SHIPPING	56.54
00392566	KOFF AND ASSOCIATES INC	PROFESSIONAL SERVICES	38,925.00
Economic Development			
00392283	ANTIOCH CHAMBER OF COMMERCE	GRANT ADMINISTRATION FEE	15,000.00
00392373	SAN FRANCISCO BUSINESS TIMES	MEDIA PURCHASE	9,900.00
00392412	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	255.00
00392496	ALLTEK RESTORATION INC	BUSINESS LICENSE FEE REBATE	100.00
00392497	AMERICAN PLUMBING INC	BUSINESS LICENSE FEE REBATE	100.00
00392503	ANTIOCH GLASS	BUSINESS LICENSE FEE REBATE	100.00
00392515	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	151.09
00392552	GRICELDAS BEAUTY SALON	BUSINESS LICENSE FEE REBATE	100.00
00392574	NGON NOODLE HOUSE	BUSINESS LICENSE FEE REBATE	100.00
00392600	VK NAILS	BUSINESS LICENSE FEE REBATE	100.00
00938805	CANON FINANCIAL SERVICES	COPIER LEASE	98.89
Finance Administration			
00392364	OFFICE DEPOT INC	OFFICE SUPPLIES	131.09
00392402	WESTAMERICA BANK	COPIER LEASE	342.57
00392413	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	110.00
Finance Accounting			
00392471	POSADA, LAUREN	SUPPLIES REIMBURSEMENT	91.41
00392510	BADAWI & ASSOCIATES	FISCAL YEAR 2020 AUDIT	6,500.30
00938973	SUPERION LLC	PROFESSIONAL SERVICES	17,930.28
Finance Operations			
00392364	OFFICE DEPOT INC	OFFICE SUPPLIES	20.81
00392394	UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	12.00
00392413	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	80.00
Non Departmental			
00392361	MUNICIPAL POOLING AUTHORITY	UNMET LIABILITY DEDUCTIBLE	44,569.48



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00392391	TRUST, LYDIA RODELLA	APPLICATION FEE REFUND	275.00
00392413	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	633.64
00392426	CONTRA COSTA COUNTY LIBRARY	QUARTERLY MAINTENANCE	51,067.69
00392452	LEAGUE OF CALIF CITIES	MEMBERSHIP DUES	14,166.00
00392576	PACIFIC CREDIT SERVICES	COLLECTIONS FEE - AR	598.00
00938857	RETIREE	MEDICAL AFTER RETIREMENT	1,820.54
00938894	MUNISERVICES LLC	SUTA SERVICES	10,556.19
00938990	MUNISERVICES LLC	STARS	250.00
Public Works Administration			
00392402	WESTAMERICA BANK	COPIER LEASE	299.06
Public Works Street Maintenance			
00392294	BLUE SHIELD LIFE	INSURANCE PREMIUM	1.93
00392323	DELTA DENTAL	INSURANCE PREMIUM	12.96
00392434	EAST BAY WELDING SUPPLY	SUPPLIES	152.27
00392438	FASTENAL CO	SUPPLIES	373.11
00392459	LOWES COMPANIES INC	SUPPLIES	986.66
00392482	SUBURBAN PROPANE	PROPANE	503.49
00392492	ZUMAR INDUSTRIES INC	EQUIPMENT	1,194.34
00392500	ANTIOCH ACE HARDWARE	SUPPLIES	13.71
00392502	ANTIOCH BUILDING MATERIALS	ASPHALT	579.99
00392511	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	4,647.91
00392545	FASTENAL CO	INDUSTRIAL SUPPLIES	180.12
00392560	INTERSTATE SALES	SUPLIES	2,333.58
00392573	NEXTEL SPRINT	CELL PHONES	97.09
00392575	NUTRIEN AG SOLUTIONS	PESTICIDES	2,359.80
00392580	RIGEL PRODUCTS AND SERVICE	REPAIR ESTIMATE FEE	150.00
00392586	SHERWIN WILLIAMS CO	SUPPLIES	279.55
00938968	HAMMONS SUPPLY COMPANY	SUPPLIES	198.05
00938970	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	14,402.27
Public Works-Signal/Street Lights			
00392314	CONTRA COSTA COUNTY	TRAFFIC SIGNAL MAINTENANCE	18,207.49
00392343	JAM SERVICES INC	ELECTRICAL EQUIPMENT	2,884.20
00392508	AT AND T MCI	PHONE	722.32
00938986	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	8,257.89
Public Works-Facilities Maintenance			
00392275	ALTA FENCE	REPAIR SERVICES	582.00
00392294	BLUE SHIELD LIFE	INSURANCE PREMIUM	0.52
00392305	COMBINATION LOCK AND SAFE	MAINTENANCE SERVICES	665.42
00392307	COMCAST	CONNECTION SERVICES	120.05
00392323	DELTA DENTAL	INSURANCE PREMIUM	3.46
00392399	VERIZON WIRELESS	DATA SERVICES	14.15
00392459	LOWES COMPANIES INC	SUPPLIES	2,818.26
00392473	RICKIES ROOF REPAIR	ROOF REPAIR	300.00
00392476	ROBINS LOCK AND KEY	MAINTENANCE SERVICES	258.50
00392508	AT AND T MCI	PHONE	45.76
00392511	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	326.78
00392536	CRYSTAL CLEAR LOGOS INC	SUPPLIES	276.05
00392554	HOME DEPOT, THE	SUPPLIES	724.70



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00392555	HONEYWELL INTERNATIONAL INC	REPAIR SERVICES	31,975.11
00938967	GRAINGER INC	SUPPLIES	8.66
00938970	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	4,696.08
00938971	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	3,600.00
Public Works-Parks Maint			
00392294	BLUE SHIELD LIFE	INSURANCE PREMIUM	1.93
00392323	DELTA DENTAL	INSURANCE PREMIUM	12.96
00392438	FASTENAL CO	SUPPLIES	2,169.16
00392475	ROBERTS AND BRUNE CO	PIPE FITTINGS	62.48
00392476	ROBINS LOCK AND KEY	MAINTENANCE SERVICES	392.75
00392498	AMERICAN PLUMBING INC	PLUMBING SERVICES	225.00
00392500	ANTIOCH ACE HARDWARE	SUPPLIES	56.65
00392508	AT AND T MCI	PHONE	135.64
00392546	FIRST VANGUARD RENTALS AND SALES	SUPPLIES	3,651.80
00392581	ROBINS LOCK AND KEY	REPAIR SERVICES	320.00
00938833	DEL CONTES LANDSCAPING INC	IRRIGATION REPAIR	4,160.00
00938966	DEL CONTES LANDSCAPING INC	PARK MAINTENANCE	76,800.00
00938970	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	678.84
00938982	DEL CONTES LANDSCAPING INC	PARK MAINTENANCE	63,650.00
00938986	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	678.16
00938994	SITEONE LANDSCAPE SUPPLY HOLDING	IRRIGATION PARTS	946.24
Public Works-Median/General Land			
00392280	ANTIOCH ACE HARDWARE	IRRIGATION PARTS	75.13
00392294	BLUE SHIELD LIFE	INSURANCE PREMIUM	1.93
00392323	DELTA DENTAL	INSURANCE PREMIUM	62.62
00392404	AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	3,586.80
00392409	AT AND T MCI	CONNECTION SERVICES	309.95
00392459	LOWES COMPANIES INC	SUPPLIES	98.43
00392477	SILVA LANDSCAPE	LANDSCAPE SERVICES	7,176.00
00392486	USA BLUEBOOK	SUPPLIES	103.71
00392508	AT AND T MCI	PHONE	201.70
00392581	ROBINS LOCK AND KEY	SUPPLIES	336.39
00392591	STEWARTS TREE SERVICE INC	TREE SERVICES	3,600.00
00938994	SITEONE LANDSCAPE SUPPLY HOLDING	IRRIGATION PARTS	1,213.28
PW-Work Alternative-Strt Maint			
00392573	NEXTEL SPRINT	CELL PHONE SERVICES	32.49
Police Administration			
00392287	AT AND T MOBILITY	CELL PHONE SERVICES	6,906.57
00392294	BLUE SHIELD LIFE	INSURANCE PREMIUM	12.88
00392311	CONTRA COSTA COUNTY	JAIL FEES	710.00
00392319	CSI FORENSIC SUPPLY	EVIDENCE SUPPLIES	1,093.81
00392323	DELTA DENTAL	INSURANCE PREMIUM	60.18
00392325	DUALHARE INC	VIDEO SERVICES	1,275.00
00392326	EAN SERVICES LLC	RENTAL CAR - T SMITH	627.02
00392333	GOODALE, JAMIE	EXPENSE REIMBURSEMENT	58.55
00392350	LEXISNEXIS	LEO DATABASE	252.50
00392362	NET TRANSCRIPTS	TRANSCRIPTION	289.13
00392367	PORAC	RESERVE UNIT DUES	24.00



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00392370	REINKE, LISA MARIE	TRAINING PER DIEM	330.00
00392372	SAN DIEGO POLICE EQUIPMENT CO	AMMUNITION	26,507.72
00392374	SDRTC	TRAINING - T CHANG 1/18-1/22	549.00
00392375	SDRTC	TRAINING - J HAMILTON 1/18-1/22	549.00
00392376	SDRTC	TRAINING - J HAMILTON 1/25-2/5	850.00
00392377	SDRTC	TRAINING - T CHANG 1/25-2/5	850.00
00392378	SDRTC	TRAINING - B PADILLA	850.00
00392386	THIRD DEGREE COMMUNICATIONS	TRAINING - B MILNER	375.00
00392387	THIRD DEGREE COMMUNICATIONS	TRAINING - J EWART	375.00
00392388	THIRD DEGREE COMMUNICATIONS	TRAINING - Q MURPHY	525.00
00392431	COSTCO	COSTCO MEMBERSHIP	120.00
00392439	FEDEX	SHIPPING	55.63
00392459	LOWES COMPANIES INC	SUPPLIES	326.11
00392488	VIGIL JR, JOSEPH	TRAINING PER DIEM	284.00
00392505	ARROWHEAD 24 HOUR TOWING	TOWING SERVICE	262.50
00392512	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	779.25
00392513	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	10.00
00392514	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	4,706.62
00392517	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	3,167.69
00392528	CONCORD UNIFORMS LLC	UNIFORMS	60.00
00392532	CONTRA COSTA FIRE EQUIPMENT	FIRE EXTINGUISHER	531.71
00392534	CORDICO PSYCHOLOGICAL CORP	PROFESSIONAL SERVICES	400.00
00392540	EAN SERVICES LLC	VEHICLE RENTAL TRAINING	727.86
00392548	GALLS LLC	VEST	1,301.20
00392558	INTERNATIONAL ASSOCIATION C.O.P.	MEMBERSHIP RENEWAL - MOREFIELD	190.00
00392559	INTERNATIONAL ASSOCIATION C.O.P.	MEMBERSHIP RENEWAL - BROOKS	190.00
00392579	REACH PROJECT INC	PROGRAM SERVICES	17,083.00
00392584	SAFESTORE INC	OFF-SITE EVIDENCE STORAGE	2,626.31
00938784	A AND B CREATIVE TROPHIES	PLAQUE	611.75
00938866	IMAGE SALES INC	ID CARDS	425.82
00938964	CANON FINANCIAL SERVICES	COPIER LEASE	1,907.18
00938987	IMAGE SALES INC	ID CARDS	75.61
00938989	MOBILE MINI LLC	EVIDENCE STORAGE	290.19
Police Community Policing			
00392294	BLUE SHIELD LIFE	INSURANCE PREMIUM	82.54
00392298	CALIF, STATE OF	EQUIPMENT	405.98
00392323	DELTA DENTAL	INSURANCE PREMIUM	293.20
00392379	SP PLUS CORPORATION	PARKING ENFORCEMENT	14,068.85
00392505	ARROWHEAD 24 HOUR TOWING	TOW SERVICES	147.50
00392513	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	360.00
00392518	BHALLA SERVICES INC	CAR WASHES	748.00
00392537	D TAC K9 LLC	K9 TRAINING	1,850.00
00392589	SP PLUS CORPORATION	PARKING ENFORCEMENT	16,931.15
Police Investigations			
00392312	CONTRA COSTA COUNTY	EVIDENCE PROCESSING	2,511.60
00392313	CONTRA COSTA COUNTY	LAB FEES	21,075.00
00392344	JEONG, JISEOK	EXPENSE REIMBURSEMENT	94.66
00392517	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	513.44

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00392539	DS WATERS OF AMERICA	WATER SERVICES	225.58
00392585	SEROLOGICAL RESEARCH INSTITUTE	DNA EVIDENCE SERVICES	3,305.00
00392592	STOMMEL INC	INSTALLATION CHARGES	4,483.84
00392593	T MOBILE USA INC	CELL ANALYSIS	1,479.00
00392594	T MOBILE USA INC	CELL ANALYSIS	240.00
Police Special Operations Unit			
00392517	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	209.94
00392541	EAN SERVICES LLC	VEHICLE RENTAL	702.63
00392597	TOYOTA FINANCIAL SERVICES	VEHICLE LEASE	1,164.89
Police Communications			
00392272	AEROTEK INC	DATA 911 MAINTENANCE	607.50
00392306	COMCAST	CONNECTION SERVICES	3,216.33
00392309	COMCAST	CONNECTION SERVICES	132.66
00392495	AEROTEK INC	DATA 911 SUPPORT	472.50
00392506	AT AND T MCI	LONG DISTANCE	51.49
00392508	AT AND T MCI	PHONE	1,981.81
00392517	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	32.76
00392523	BY YOUR SITE CONSULTING	DATA 911 SUPPORT	453.75
00392529	CONTRA COSTA COUNTY	RADIO SERVICES	135.00
00392530	CONTRA COSTA COUNTY	RADIO SERVICES	540.00
00392549	GLOBALSTAR USA	SATELITE PHONE	220.98
00392550	GLOBALSTAR USA	SATELITE PHONE	225.26
00392551	GLOBALSTAR USA	SATELITE PHONE	221.95
00392570	MOTOROLA SOLUTIONS INC	MOTORCYCLE RETROFIT	14,576.48
00938979	AMERICAN TOWER CORPORATION	RADIO TOWER	249.25
Office Of Emergency Management			
00392413	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	122.16
00392421	COLE SUPPLY CO INC	SUPPLIES	1,942.76
00392438	FASTENAL CO	SUPPLIES	525.30
00392459	LOWES COMPANIES INC	SUPPLIES	373.65
00392486	USA BLUEBOOK	SUPPLIES	47.69
00392508	AT AND T MCI	PHONE	217.24
00938967	GRAINGER INC	SUPPLIES	161.27
00938968	HAMMONS SUPPLY COMPANY	SUPPLIES	1,662.53
Police Facilities Maintenance			
00392305	COMBINATION LOCK AND SAFE	JAIL DOOR SERVICE	1,290.93
00392459	LOWES COMPANIES INC	SUPPLIES	91.91
00392460	M AND L OVERHEAD DOORS	ANIMAL SHELTER DOOR	5,226.81
00392508	AT AND T MCI	PHONE	8.96
00392517	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	780.16
00392555	HONEYWELL INTERNATIONAL INC	BOILER REPLACEMENT	49,408.38
00938971	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	3,680.00
Community Development Land Planning Services			
00392437	ECONOMIC AND PLANNING SYSTEMS	CONSULTANT SERVICES	2,856.25
00392446	IPERMIT	GP MAINT FEE REFUND	16.43
00392489	VIVINT SOLAR INC	GP MAINT FEE REFUND	14.87
00938963	BAY AREA NEWS GROUP - EAST BAY	LEGAL PUBLICATION	772.20

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CD Code Enforcement

00392298	CALIF, STATE OF	USE TAX ADJ	105.08
00392417	CACEO	WEBINAR REGISTRATION FEES	658.00
00392425	CCC CLERK RECORDER	RECORDING FEES	581.00
00392439	FEDEX	SHIPPING	155.03
00392487	VACANT PROPERTY SECURITY LLC	RENTAL EQUIPMENT	488.35
00392531	CCC CLERK RECORDER	RECORDING FEES	171.00
00392573	NEXTEL SPRINT	CELL PHONES	1,160.14

PW Engineer Land Development

00392303	COASTLAND CIVIL ENGINEERING	PROFESSIONAL SERVICES	27,357.50
00392399	VERIZON WIRELESS	DATA SERVICES	155.11
00392508	AT AND T MCI	PHONE	114.80
00392511	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	24.88
00392561	INTERWEST CONSULTING GROUP INC	PROFESSIONAL SERVICES	3,920.00
00392573	NEXTEL SPRINT	CELL PHONES	648.55
00938805	CANON FINANCIAL SERVICES	COPIER LEASE	98.89
00938940	TESTING ENGINEERS INC	PROFESSIONAL SERVICES	7,122.75
00938974	TESTING ENGINEERS INC	PROFESSIONAL SERVICES	6,609.00

Community Development Building Inspection

00392364	OFFICE DEPOT INC	OFFICE SUPPLIES	71.31
00392446	IPERMIT	ENERGY INSP FEE REFUND	275.99
00392483	TRB AND ASSOCIATES	CONSULTING SERVICES	13,515.00
00392489	VIVINT SOLAR INC	BLDG PERMIT FEE REFUND	252.06
00392573	NEXTEL SPRINT	CELL PHONES	378.38

Capital Imp. Administration

00392573	NEXTEL SPRINT	CELL PHONES	247.71
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209 RMRA Fund

Streets

00938963	BAY AREA NEWS GROUP - EAST BAY	LEGAL PUBLICATION	432.00
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212 CDBG Fund

CDBG

00392414	BAY AREA CRISIS NURSERY	CDBG SERVICES	2,654.02
00392420	CANCER SUPPORT COMMUNITY	CDBG SERVICES	2,513.87
00392422	CONTRA COSTA CHILD CARE COUNCIL	CDBG SERVICES	6,750.95
00392429	CCC SENIOR LEGAL SERVICES	CDBG SERVICES	3,787.65
00392432	COURT APPOINT. SPECIAL ADVOCATES	CDBG SERVICES	3,530.37
00392436	ECHO HOUSING	CDBG SERVICES	6,868.47
00392454	LIONS CENTER - VISUALLY IMPAIRED	CDBG SERVICES	2,340.90
00392461	MEALS ON WHEELS SENIOR OUTREACH	CDBG SERVICES	4,999.58
00392468	OPPORTUNITY JUNCTION	CDBG SERVICES	17,500.13
00392527	CHOICE OF AGING	CDBG SERVICES	1,754.95
00938963	BAY AREA NEWS GROUP - EAST BAY	LEGAL PUBLICATION	269.10

214 Animal Control Fund

Animal Control

00392389	TONY LA RUSSA'S ANIMAL RESCUE	PROFESSIONAL SERVICES	70.00
00392479	STARLINE SUPPLY COMPANY	OPERATING SUPPLIES	70.30
00392491	ZOETIS LLC	VETERINARY SUPPLIES	168.79
00392516	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	898.38



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00392542	EAST BAY VETERINARY EMERGENCY	VETERINARY SERVICES	524.73
00392602	ZOETIS LLC	VETERINARY SUPPLIES	278.38
00938865	IDEXX LABORATORIES INC	VETERINARY SUPPLIES	307.76
219	Recreation Fund		
	Nick Rodriguez Community Cent		
00392402	WESTAMERICA BANK	COPIER LEASE	270.80
00392459	LOWES COMPANIES INC	SUPPLIES	64.20
00938971	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	500.00
	Senior Programs		
00392318	COSTCO	VARIOUS BUSINESS EXPENSES	1,646.54
00392323	DELTA DENTAL	INSURANCE PREMIUM	86.42
00392418	CALIF DEPARTMENT OF JUSTICE	FINGERPRINTING FEES	147.00
00392484	TRI DELTA TRANSIT	BUS TICKET BOOKS	2,750.00
00392508	AT AND T MCI	PHONE	201.92
00392555	HONEYWELL INTERNATIONAL INC	HVAC SERVICES	12,256.88
00938971	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	2.00
	Recreation Sports Programs		
00392508	AT AND T MCI	PHONE	22.88
00392564	KENNEDY, KEAYNA	SPORTS PROGRAM REFUND	43.20
00392598	URQUIDES, MONICA	PROGRAM REFUND	43.20
00938968	HAMMONS SUPPLY COMPANY	SUPPLIES	14.52
	Recreation-Comm Center		
00392273	AFLAC	INSURANCE PREMIUM	339.17
00392299	CASEY PRINTING INC	PRINTING SERVICES	5,442.53
00392305	COMBINATION LOCK AND SAFE	MAINTENANCE SERVICES	216.39
00392306	COMCAST	CONNECTION SERVICES	50.01
00392393	UNIQUE PEST CONTROL	BIRD PEST CONTROL	400.00
00392418	CALIF DEPARTMENT OF JUSTICE	FINGERPRINTING FEES	24.50
00392433	DELHOMME, NICOLE	DEPOSIT REFUND	371.20
00392459	LOWES COMPANIES INC	SUPPLIES	66.28
00392508	AT AND T MCI	PHONE	68.36
00392555	HONEYWELL INTERNATIONAL INC	HVAC SERVICES	22,542.90
00392569	MEZA, ROSA	CLASS REFUND	371.20
00392598	URQUIDES, MONICA	CLASS REFUND	32.00
00938848	GRAINGER INC	SUPPLIES	328.26
00938966	DEL CONTES LANDSCAPING INC	PARK MAINTENANCE	2,682.50
00938982	DEL CONTES LANDSCAPING INC	PARK MAINTENANCE	2,682.50
00938985	GRAINGER INC	SUPPLIES	323.84
00938986	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	915.30
	Recreation Water Park		
00392318	COSTCO	VARIOUS BUSINESS EXPENSES	786.53
00392340	HORRICK, JEFFRY	AQUATIC FEE REFUND	118.00
00392395	UNIVAR SOLUTIONS USA INC	CHEMICALS	750.46
00392418	CALIF DEPARTMENT OF JUSTICE	FINGERPRINTING FEES	24.50
00392449	KNORR SYSTEMS INC	CHEMICALS	683.15
00392459	LOWES COMPANIES INC	SUPPLIES	577.84
00392508	AT AND T MCI	PHONE	68.64
00392555	HONEYWELL INTERNATIONAL INC	HVAC SERVICES	5,397.02



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00392565	KNORR SYSTEMS INC	CHEMICALS	1,004.29
00392567	LINCOLN EQUIPMENT INC	CHEMICALS	716.60
00392573	NEXTEL SPRINT	CELL PHONES	32.49
00938966	DEL CONTES LANDSCAPING INC	PARK MAINTENANCE	4,639.17
00938971	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	500.00
00938982	DEL CONTES LANDSCAPING INC	PARK MAINTENANCE	4,639.17
00938985	GRAINGER INC	SUPPLIES	70.51
221	Asset Forfeiture Fund		
Non departmental			
00392332	GILLARD, AMIRA	ASSET FORFEITURE	393.00
00392563	JOHNSON, ANTHONY	ASSET FORFEITURE	132.00
222	Measure C/J Fund		
Streets			
00938963	BAY AREA NEWS GROUP - EAST BAY	LEGAL PUBLICATION	444.60
226	Solid Waste Reduction Fund		
Solid Waste			
00392465	NORTHERN CALIFORNIA RECYCLING	BAY ROC MEMBERSHIP	1,000.00
229	Pollution Elimination Fund		
Channel Maintenance Operation			
00392294	BLUE SHIELD LIFE	INSURANCE PREMIUM	0.44
00392323	DELTA DENTAL	INSURANCE PREMIUM	9.03
00392459	LOWES COMPANIES INC	SUPPLIES	30.31
00392500	ANTIOCH ACE HARDWARE	FENCE REPAIR	35.35
00392501	ANTIOCH ACE HARDWARE	SUPPLIES	122.10
00392533	CONTRA COSTA HEALTH SERVICES	ROUTINE INSPECTION	248.75
00392573	NEXTEL SPRINT	CELL PHONES	32.49
238	PEG Franchise Fee Fund		
Non Departmental			
00392384	SWATT MIERS ARCHITECTS	COUNCIL CHAMBER PROJECT	1,865.00
251	Lone Tree SLLMD Fund		
Lonetree Maintenance Zone 1			
00392323	DELTA DENTAL	INSURANCE PREMIUM	3.37
00392508	AT AND T MCI	PHONE	134.08
00392596	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	346.20
Lonetree Maintenance Zone 2			
00392323	DELTA DENTAL	INSURANCE PREMIUM	17.69
00392508	AT AND T MCI	PHONE	158.52
Lonetree Maintenance Zone 3			
00392323	DELTA DENTAL	INSURANCE PREMIUM	11.43
00392508	AT AND T MCI	PHONE	89.89
Lonetree Maintenance Zone 4			
00392596	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	553.92
252	Downtown SLLMD Fund		
Downtown Maintenance			
00392459	LOWES COMPANIES INC	SUPPLIES	88.85
00392520	BNSF RAILWAY COMPANY INC	LEASE PAYMENT	4,565.07
00392596	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	346.20



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254 Hillcrest SLLMD Fund

Hillcrest Maintenance Zone 1

00392323	DELTA DENTAL	INSURANCE PREMIUM	7.52
00392500	ANTIOCH ACE HARDWARE	SUPPLIES	35.15
00392508	AT AND T MCI	PHONE	70.04
00392521	BOETHING TREELAND FARMS	LANDSCAPE SERVICES	9,595.15
00392587	SILVA LANDSCAPE	LANDSCAPE SERVICES	3,229.20
00392596	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	900.12

Hillcrest Maintenance Zone 2

00392323	DELTA DENTAL	INSURANCE PREMIUM	9.03
00392508	AT AND T MCI	PHONE	181.40
00392587	SILVA LANDSCAPE	LANDSCAPE SERVICES	3,588.00
00392596	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	1,232.48

Hillcrest Maintenance Zone 4

00392323	DELTA DENTAL	INSURANCE PREMIUM	6.02
00392508	AT AND T MCI	PHONE	352.37
00392596	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	692.40

255 Park 1A Maintenance District Fund

Park 1A Maintenance District

00392477	SILVA LANDSCAPE	LANDSCAPE SERVICES	368.00
00392508	AT AND T MCI	PHONE	22.88
00392596	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	900.12

256 Citywide 2A Maintenance District Fund

Citywide 2A Maintenance Zone 3

00392323	DELTA DENTAL	INSURANCE PREMIUM	1.81
00392477	SILVA LANDSCAPE	LANDSCAPE SERVICES	828.00
00392596	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	13.84

Citywide 2A Maintenance Zone 4

00392323	DELTA DENTAL	INSURANCE PREMIUM	1.50
00392477	SILVA LANDSCAPE	LANDSCAPE SERVICES	3,588.00
00392500	ANTIOCH ACE HARDWARE	SUPPLIES	57.92
00392521	BOETHING TREELAND FARMS	LANDSCAPE SERVICES	4,176.00
00938931	SITEONE LANDSCAPE SUPPLY HOLDING IRRIGATION CONTROLLER PARTS		2,607.90
00938994	SITEONE LANDSCAPE SUPPLY HOLDING IRRIGATION CONTROLLER PARTS		35.75

Citywide 2A Maintenance Zone 5

00392323	DELTA DENTAL	INSURANCE PREMIUM	1.81
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Citywide 2A Maintenance Zone 6

00392406	APEX GRADING	LANDSCAPE SERVICES	16,465.00
00392596	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	830.88

Citywide 2A Maintenance Zone 8

00392323	DELTA DENTAL	INSURANCE PREMIUM	6.02
00392596	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	69.24

Citywide 2A Maintenance Zone 9

00392323	DELTA DENTAL	INSURANCE PREMIUM	4.51
00392477	SILVA LANDSCAPE	LANDSCAPE SERVICES	4,968.00
00392508	AT AND T MCI	PHONE	232.45
00392596	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	207.72



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257 SLLMD Administration Fund

SLLMD Administration

00392418	CALIF DEPARTMENT OF JUSTICE	FINGERPRINTING FEES	32.00
00392459	LOWES COMPANIES INC	SUPPLIES	495.39
00392467	OCCUPATIONAL HEALTH CENTERS CA	PRE-EMPLOYMENT MEDICAL EXAM	432.00
00392507	AT AND T MCI	PHONE	103.85
00392511	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	90.00
00392573	NEXTEL SPRINT	CELL PHONES	84.03
00392596	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	830.88

311 Capital Improvement Fund

Non departmental

Parks & Open Space

00392384	SWATT MIERS ARCHITECTS	COUNCIL CHAMBER PROJECT	85,392.68
00938963	BAY AREA NEWS GROUP - EAST BAY	LEGAL PUBLICATION	460.80

Streets

00392345	JOES LANDSCAPE AND CONCRETE INC	SIDEWALK REPAIR PROJECT	27,892.12
00392562	JOES LANDSCAPE AND CONCRETE INC	SIDEWALK REPAIR PROJECT	45,151.08

417 2015 Ref Bond (02 Lease Rev) Fund

Non Departmental

00392403	WILLDAN FINANCIAL SERVICES	2015A CONTINUING DISCLOSURE	100.00
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570 Equipment Maintenance Fund

Non departmental

00392444	HUNT AND SONS INC	FUEL	45,760.21
00392556	HUNT AND SONS INC	FUEL	7,844.33

Equipment Maintenance

00392274	ALL STAR FORD	AUTO PARTS	2,068.00
00392284	ANTIOCH MUFFLER	LABOR	100.00
00392291	BILL BRANDT FORD	PARTS	178.21
00392294	BLUE SHIELD LIFE	INSURANCE PREMIUM	3.22
00392298	CALIF, STATE OF	PARTS	205.38
00392315	CONTRA COSTA FIRE EQUIPMENT	FIRE EXTINGUISHER	243.20
00392323	DELTA DENTAL	INSURANCE PREMIUM	21.61
00392382	STOMMEL INC	MAINTENANCE SERVICES	47.50
00392390	TRED SHED, THE	PARTS	1,151.01
00392401	WALNUT CREEK FORD	AUTO PARTS	112.21
00392511	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	3,821.27
00392519	BILL BRANDT FORD	AUTO REPAIR PARTS	138.02
00392543	EAST BAY WELDING SUPPLY	CYLINDER RENTAL	14.75
00392588	SOUTHERN COUNTIES LUBRICANTS LLC	OIL	2,344.37
00392601	W K HYDRAULICS INC	HYDRAULIC PUMP	150.00
00938798	BIG SKY ENVIRONMENTAL SOLUTIONS	USED TIRE DISPOSAL/ FILTER FEE	519.00
00938978	A1 TRANSMISSION	AUTO REPAIR SERVICES	2,265.57

573 Information Services Fund

Non departmental

00392413	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	1,118.96
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Information Services

00392508	AT AND T MCI	PHONE	22.88
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Network Support & PCs

00392308	COMCAST	CONNECTION SERVICES	138.04
00392508	AT AND T MCI	PHONE	280.61
00938983	DIGITAL SERVICES	WEBSITE MAINTENANCE	4,225.00
00938991	ODIN SYSTEMS INC	SUPPORT SERVICES	6,044.00

Telephone System

00392408	AT AND T MCI	LONG DISTANCE LINES	36.24
00392507	AT AND T MCI	PHONE	734.48
00392508	AT AND T MCI	PHONE	2,231.40

GIS Support Services

00392294	BLUE SHIELD LIFE	INSURANCE PREMIUM	2.32
00392323	DELTA DENTAL	INSURANCE PREMIUM	15.55
00392342	INTERWEST CONSULTING GROUP INC	GIS SERVICES	7,023.32
00392399	VERIZON WIRELESS	EQUIPMENT	2,164.67
00392511	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	1,775.49
00392577	PETERS, BRANDON W L	EXPENSE REIMBURSEMENT	229.39

577 Post Retirement Medical-Police Fund

Non Departmental

00392293	RETIREE	MEDICAL AFTER RETIREMENT	1,484.28
00392297	RETIREE	MEDICAL AFTER RETIREMENT	813.64
00392322	RETIREE	MEDICAL AFTER RETIREMENT	1,158.82
00392331	RETIREE	MEDICAL AFTER RETIREMENT	1,158.82
00392348	RETIREE	MEDICAL AFTER RETIREMENT	505.96
00392352	RETIREE	MEDICAL AFTER RETIREMENT	670.64
00392353	RETIREE	MEDICAL AFTER RETIREMENT	203.41
00392354	RETIREE	MEDICAL AFTER RETIREMENT	1,402.92
00392357	RETIREE	MEDICAL AFTER RETIREMENT	1,402.92
00392363	RETIREE	MEDICAL AFTER RETIREMENT	1,418.76
00392383	RETIREE	MEDICAL AFTER RETIREMENT	192.00
00938785	RETIREE	MEDICAL AFTER RETIREMENT	505.96
00938786	RETIREE	MEDICAL AFTER RETIREMENT	1,972.46
00938790	RETIREE	MEDICAL AFTER RETIREMENT	995.12
00938792	RETIREE	MEDICAL AFTER RETIREMENT	1,484.28
00938793	RETIREE	MEDICAL AFTER RETIREMENT	1,548.23
00938796	RETIREE	MEDICAL AFTER RETIREMENT	1,484.28
00938797	RETIREE	MEDICAL AFTER RETIREMENT	1,377.34
00938806	RETIREE	MEDICAL AFTER RETIREMENT	1,484.28
00938811	RETIREE	MEDICAL AFTER RETIREMENT	994.14
00938813	RETIREE	MEDICAL AFTER RETIREMENT	879.00
00938816	RETIREE	MEDICAL AFTER RETIREMENT	556.94
00938818	RETIREE	MEDICAL AFTER RETIREMENT	623.74
00938832	RETIREE	MEDICAL AFTER RETIREMENT	1,377.34
00938834	RETIREE	MEDICAL AFTER RETIREMENT	1,627.28
00938840	RETIREE	MEDICAL AFTER RETIREMENT	1,377.34
00938841	RETIREE	MEDICAL AFTER RETIREMENT	879.00
00938842	RETIREE	MEDICAL AFTER RETIREMENT	1,484.28
00938856	RETIREE	MEDICAL AFTER RETIREMENT	181.48
00938859	RETIREE	MEDICAL AFTER RETIREMENT	505.96



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00938860	RETIREE	MEDICAL AFTER RETIREMENT	1,484.28
00938861	RETIREE	MEDICAL AFTER RETIREMENT	266.57
00938862	RETIREE	MEDICAL AFTER RETIREMENT	1,484.28
00938874	RETIREE	MEDICAL AFTER RETIREMENT	181.48
00938875	RETIREE	MEDICAL AFTER RETIREMENT	1,321.55
00938876	RETIREE	MEDICAL AFTER RETIREMENT	1,484.28
00938879	RETIREE	MEDICAL AFTER RETIREMENT	212.28
00938891	RETIREE	MEDICAL AFTER RETIREMENT	1,627.28
00938893	RETIREE	MEDICAL AFTER RETIREMENT	670.64
00938895	RETIREE	MEDICAL AFTER RETIREMENT	238.25
00938905	RETIREE	MEDICAL AFTER RETIREMENT	1,484.28
00938906	RETIREE	MEDICAL AFTER RETIREMENT	556.94
00938908	RETIREE	MEDICAL AFTER RETIREMENT	505.96
00938910	RETIREE	MEDICAL AFTER RETIREMENT	1,077.46
00938913	RETIREE	MEDICAL AFTER RETIREMENT	263.82
00938922	RETIREE	MEDICAL AFTER RETIREMENT	594.83
00938933	RETIREE	MEDICAL AFTER RETIREMENT	1,484.28
00938935	RETIREE	MEDICAL AFTER RETIREMENT	813.64
00938941	RETIREE	MEDICAL AFTER RETIREMENT	505.96
00938942	RETIREE	MEDICAL AFTER RETIREMENT	1,484.28
00938946	RETIREE	MEDICAL AFTER RETIREMENT	263.82
00938957	RETIREE	MEDICAL AFTER RETIREMENT	505.96
00938958	RETIREE	MEDICAL AFTER RETIREMENT	670.64
00938960	RETIREE	MEDICAL AFTER RETIREMENT	18.06
00938962	RETIREE	MEDICAL AFTER RETIREMENT	670.64
00938980	RETIREE	MEDICAL AFTER RETIREMENT	609.00
00938993	RETIREE	MEDICAL AFTER RETIREMENT	2,968.56

578 Post Retirement Medical-Misc Fund

Non Departmental

00392290	RETIREE	MEDICAL AFTER RETIREMENT	211.69
00392324	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00392330	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00392334	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00392336	RETIREE	MEDICAL AFTER RETIREMENT	709.38
00392337	RETIREE	MEDICAL AFTER RETIREMENT	566.38
00392368	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00392371	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00392398	RETIREE	MEDICAL AFTER RETIREMENT	100.00
00938787	RETIREE	MEDICAL AFTER RETIREMENT	238.25
00938789	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938791	RETIREE	MEDICAL AFTER RETIREMENT	566.38
00938801	RETIREE	MEDICAL AFTER RETIREMENT	211.69
00938803	RETIREE	MEDICAL AFTER RETIREMENT	211.69
00938807	RETIREE	MEDICAL AFTER RETIREMENT	211.69
00938808	RETIREE	MEDICAL AFTER RETIREMENT	566.38
00938809	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938812	RETIREE	MEDICAL AFTER RETIREMENT	566.38
00938819	RETIREE	MEDICAL AFTER RETIREMENT	330.38



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00938824	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938825	RETIREE	MEDICAL AFTER RETIREMENT	211.69
00938828	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938831	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938836	RETIREE	MEDICAL AFTER RETIREMENT	566.38
00938837	RETIREE	MEDICAL AFTER RETIREMENT	566.38
00938838	RETIREE	MEDICAL AFTER RETIREMENT	566.38
00938839	RETIREE	MEDICAL AFTER RETIREMENT	181.48
00938846	RETIREE	MEDICAL AFTER RETIREMENT	709.38
00938847	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938849	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938850	RETIREE	MEDICAL AFTER RETIREMENT	125.39
00938855	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938858	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938869	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938870	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938873	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938878	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938882	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938884	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938885	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938888	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938890	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938901	RETIREE	MEDICAL AFTER RETIREMENT	181.48
00938902	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938903	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938907	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938912	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938916	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938921	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938923	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938927	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938938	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938944	RETIREE	MEDICAL AFTER RETIREMENT	48.08
00938945	RETIREE	MEDICAL AFTER RETIREMENT	181.48
00938947	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938949	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938956	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938959	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938961	RETIREE	MEDICAL AFTER RETIREMENT	566.38
579	Post Retirement Medical-Mgmt Fund		
Non Departmental			
00392302	RETIREE	MEDICAL AFTER RETIREMENT	870.90
00392329	RETIREE	MEDICAL AFTER RETIREMENT	93.96
00392335	RETIREE	MEDICAL AFTER RETIREMENT	211.69
00392338	RETIREE	MEDICAL AFTER RETIREMENT	202.28
00392339	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00392349	RETIREE	MEDICAL AFTER RETIREMENT	330.38



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00392355	RETIREE	MEDICAL AFTER RETIREMENT	467.23
00392356	RETIREE	MEDICAL AFTER RETIREMENT	731.38
00392397	RETIREE	MEDICAL AFTER RETIREMENT	1,972.46
00938788	RETIREE	MEDICAL AFTER RETIREMENT	566.38
00938794	RETIREE	MEDICAL AFTER RETIREMENT	566.38
00938795	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938799	RETIREE	MEDICAL AFTER RETIREMENT	181.48
00938800	RETIREE	MEDICAL AFTER RETIREMENT	174.48
00938802	RETIREE	MEDICAL AFTER RETIREMENT	151.69
00938804	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938810	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938814	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938815	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938817	RETIREE	MEDICAL AFTER RETIREMENT	709.38
00938821	RETIREE	MEDICAL AFTER RETIREMENT	619.50
00938822	RETIREE	MEDICAL AFTER RETIREMENT	151.69
00938823	RETIREE	MEDICAL AFTER RETIREMENT	168.56
00938826	RETIREE	MEDICAL AFTER RETIREMENT	538.92
00938827	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938829	RETIREE	MEDICAL AFTER RETIREMENT	446.98
00938830	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938835	RETIREE	MEDICAL AFTER RETIREMENT	238.25
00938843	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938844	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938845	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938851	RETIREE	MEDICAL AFTER RETIREMENT	383.40
00938852	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938853	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938854	RETIREE	MEDICAL AFTER RETIREMENT	181.48
00938863	RETIREE	MEDICAL AFTER RETIREMENT	355.47
00938864	RETIREE	MEDICAL AFTER RETIREMENT	400.00
00938868	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938871	RETIREE	MEDICAL AFTER RETIREMENT	696.38
00938872	RETIREE	MEDICAL AFTER RETIREMENT	1,972.46
00938877	RETIREE	MEDICAL AFTER RETIREMENT	870.90
00938880	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938881	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938883	RETIREE	MEDICAL AFTER RETIREMENT	1,484.28
00938886	RETIREE	MEDICAL AFTER RETIREMENT	50.71
00938887	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938889	RETIREE	MEDICAL AFTER RETIREMENT	1,321.55
00938892	RETIREE	MEDICAL AFTER RETIREMENT	206.97
00938896	RETIREE	MEDICAL AFTER RETIREMENT	238.25
00938897	RETIREE	MEDICAL AFTER RETIREMENT	151.69
00938898	RETIREE	MEDICAL AFTER RETIREMENT	1,972.46
00938899	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938900	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938904	RETIREE	MEDICAL AFTER RETIREMENT	93.69



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00938909	RETIREE	MEDICAL AFTER RETIREMENT	670.64
00938911	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938914	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938915	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938917	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938918	RETIREE	MEDICAL AFTER RETIREMENT	151.69
00938919	RETIREE	MEDICAL AFTER RETIREMENT	870.90
00938920	RETIREE	MEDICAL AFTER RETIREMENT	211.69
00938924	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938925	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938926	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938928	RETIREE	MEDICAL AFTER RETIREMENT	238.25
00938929	RETIREE	MEDICAL AFTER RETIREMENT	619.50
00938930	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938932	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938934	RETIREE	MEDICAL AFTER RETIREMENT	446.38
00938936	RETIREE	MEDICAL AFTER RETIREMENT	239.58
00938937	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938939	RETIREE	MEDICAL AFTER RETIREMENT	566.38
00938943	RETIREE	MEDICAL AFTER RETIREMENT	418.26
00938948	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938950	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938951	RETIREE	MEDICAL AFTER RETIREMENT	330.38
00938952	RETIREE	MEDICAL AFTER RETIREMENT	211.69
00938953	RETIREE	MEDICAL AFTER RETIREMENT	1,972.46
00938954	RETIREE	MEDICAL AFTER RETIREMENT	93.69
00938955	RETIREE	MEDICAL AFTER RETIREMENT	1,833.44
580	Loss Control Fund		
	Human Resources		
00392499	ANNUVIA	AED EQUIPMENT	217.30
611	Water Fund		
	Non departmental		
00392282	ANTIOCH AUTO PARTS	SUPPLIES	129.13
00392292	BISHOP CO	SUPPLIES	728.48
00392341	IDN WILCO	SUPPLIES	1,467.11
00392421	COLE SUPPLY CO INC	SUPPLIES	3,614.56
00392438	FASTENAL CO	SUPPLIES	86.43
00938967	GRAINGER INC	SUPPLIES	2,635.21
00938968	HAMMONS SUPPLY COMPANY	SUPPLIES	116.42
	Water Supervision		
00392399	VERIZON WIRELESS	DATA SERVICES	356.04
00392511	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	260.93
00392573	NEXTEL SPRINT	CELL PHONES	103.67
	Water Production		
00392279	ANIMAL DAMAGE MANAGEMENT	PEST CONTROL	425.00
00392281	ANTIOCH ACE HARDWARE	PARTS	58.27
00392284	ANTIOCH MUFFLER	TRUCK REPAIR	1,043.17
00392285	APPLIED TECHNOLOGY GROUP INC	RADIOS	4,104.10



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00392286	ARAMARK UNIFORM SERVICES	ARAMARK SERVICES	66.59
00392301	CITY OF BRENTWOOD	GROUNDWATER SERVICES	6,208.89
00392328	ENVIRONMENTAL RESOURCE ASSOC	ANNUAL PROFICIENCY TESTING	2,316.31
00392341	IDN WILCO	SUPPLIES	446.81
00392346	KAPSCH TRAFFICOM USA INC	PROFESSIONAL SERVICES	4,940.00
00392394	UNITED PARCEL SERVICE	SHIPPING	61.87
00392396	US BANK	COPIER	286.28
00392405	ALL PRO GLASS INC	DOOR REPAIR	375.00
00392407	ARAMARK UNIFORM SERVICES	SUPPLIES	135.88
00392416	BEST BEST AND KRIEGER LLP	LEGAL SERVICES RENDERED	663.52
00392430	CONTRA COSTA WATER DISTRICT	RAW WATER	919,005.66
00392443	HARRINGTON INDUSTRIAL PLASTICS	PARTS	411.97
00392448	KARL NEEDHAM ENTERPRISES INC	CENTRIFUGE RENTAL	17,500.00
00392450	KORALEEN ENTERPRISES	SUPPLIES	96.75
00392459	LOWES COMPANIES INC	SUPPLIES	802.99
00392466	OCCUPATIONAL HEALTH CENTERS CA	PRE-EMPLOYMENT MEDICAL EXAM	1,621.00
00392472	REINHOLDT ENGINEERING CONSTR	UNDERGROUND FUEL TANK SERVICE	1,000.00
00392500	ANTIOCH ACE HARDWARE	SUPPLIES	48.02
00392504	ARAMARK UNIFORM SERVICES	SUPPLIES	125.65
00392507	AT AND T MCI	PHONE	133.36
00392508	AT AND T MCI	PHONE	855.53
00392522	BORGES AND MAHONEY	SUPPLIES	389.50
00392545	FASTENAL CO	SUPPLIES	149.40
00392553	GUALCO GROUP INC, THE	PROFESSIONAL SERVICES	4,000.00
00392556	HUNT AND SONS INC	FUEL	313.01
00392557	INDUSTRIAL SOLUTIONS SERVICES INC	CHEMICALS	6,117.45
00392573	NEXTEL SPRINT	CELL PHONES	80.23
00392599	US BANK	COPIER	206.53
00938820	CONSOLIDATED ELECTRICAL DIST INC	PARTS	2,388.42
00938965	CHEMTRADE CHEMICALS US LLC	CHEMICALS	11,835.04
00938967	GRAINGER INC	SUPPLIES	939.70
00938970	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	645.30
00938971	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	250.00
00938984	EUROFINS EATON ANALYTICAL INC	WATER TESTING AND ANALYSIS	95.00
00938985	GRAINGER INC	SUPPLIES	589.32
Water Distribution			
00392277	AMERICAN WATER WORKS ASSOC	CERTIFICATE RENEWAL - SCHATZ	100.00
00392278	AMERICAN WATER WORKS ASSOC	CERTIFICATE RENEWAL - B BROOKS	100.00
00392288	BACKFLOW DISTRIBUTORS INC	BACKFLOW PARTS	7,221.78
00392296	C AND J FAVALORA TRUCKING INC	FULTON YARD RECYCLING PROJECT	7,097.50
00392306	COMCAST	CONNECTION SERVICES	1,016.33
00392320	CWEA SFBS	CERTIFICATE RENEWAL - A REYES	96.00
00392321	CWEA SFBS	CERTIFICATE RENEWAL - AR	91.00
00392323	DELTA DENTAL	INSURANCE PREMIUM	120.36
00392358	MT DIABLO LANDSCAPE CENTERS	SUPPLIES	175.55
00392360	MUNICIPAL MAINT EQUIPMENT INC	MAINTENANCE SERVICES	13,429.25
00392365	PACE SUPPLY CORP	SUPPLIES	600.88
00392381	SWRCB	CERTIFICATE RENEWAL - SCHATZ	80.00

CITY OF
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00392385	SYAR INDUSTRIES INC	ASPHALT	2,040.90
00392392	TYLER TECHNOLOGIES	MONTHLY WEBSITE	340.00
00392394	UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	12.00
00392399	VERIZON WIRELESS	DATA SERVICES	1,154.45
00392421	COLE SUPPLY CO INC	SUPPLIES	11.25
00392438	FASTENAL CO	SUPPLIES	5,536.70
00392459	LOWES COMPANIES INC	SUPPLIES	2,590.18
00392469	PACE SUPPLY CORP	SUPPLIES	6,882.38
00392475	ROBERTS AND BRUNE CO	PIPE FITTINGS	28,201.89
00392485	TYLER TECHNOLOGIES	PROFESSIONAL SERVICES	69.00
00392490	WEBSOFT DEVELOPERS INC	ANNUAL SUBSCRIPTION	16,900.00
00392500	ANTIOCH ACE HARDWARE	SUPPLIES	41.05
00392508	AT AND T MCI	PHONE	22.88
00392509	BACKFLOW DISTRIBUTORS INC	BACKFLOW MATERIALS AND PARTS	5,800.02
00392511	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	1,016.41
00392524	C AND J FAVALORA TRUCKING INC	FULTON YARD RECYCLING PROJECT	21,237.50
00392571	MT DIABLO LANDSCAPE CENTERS INC	SUPPLIES	138.06
00392573	NEXTEL SPRINT	CELL PHONES	289.54
00392576	PACIFIC CREDIT SERVICES	COLLECTIONS FEE - WATER	379.58
00392583	RT LAWRENCE CORP	MONTHLY LOCKBOX PROCESSING	402.52
00392590	SWRCB	CERTIFICATE RENEWAL - L OLSON	80.00
00938867	INFOSEND INC	PRINT & MAIL SERVICES	5,484.93
00938967	GRAINGER INC	SUPPLIES	1,519.60
00938968	HAMMONS SUPPLY COMPANY	SUPPLIES	346.43
00938970	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	452.96
00938981	BADGER METER INC	METER REGISTERS	8,761.89
00938986	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	8,539.09
00938989	MOBILE MINI LLC	STORAGE CONTAINER	306.21
Public Buildings & Facilities			
00392300	CDM SMITH INC	CONSULTING SERVICES	92,466.00
00392419	CALIFORNIA TRENCHLESS INC	WATER MAIN PROJECT	514,956.00
00392459	LOWES COMPANIES INC	SUPPLIES	19.60
00392526	CALIFORNIA TRENCHLESS INC	WATER MAIN PROJECT	388,980.00
621	Sewer Fund		
Swr-Wastewater Administration			
00392281	ANTIOCH ACE HARDWARE	PARTS	237.29
00392296	C AND J FAVALORA TRUCKING INC	FULTON YARD RECYCLING PROJECT	7,097.50
00392306	COMCAST	CONNECTION SERVICES	1,016.33
00392323	DELTA DENTAL	INSURANCE PREMIUM	111.33
00392359	MUNICIPAL FINANCIAL SERVICES	WATER & SEWER RATES EVALUATION	2,640.00
00392385	SYAR INDUSTRIES INC	ASPHALT	2,040.91
00392392	TYLER TECHNOLOGIES	MONTHLY WEBSITE	340.00
00392399	VERIZON WIRELESS	DATA SERVICES	2,478.29
00392438	FASTENAL CO	SUPPLIES	1,524.21
00392459	LOWES COMPANIES INC	SUPPLIES	498.34
00392469	PACE SUPPLY CORP	SUPPLIES	943.70
00392475	ROBERTS AND BRUNE CO	PIPE FITTINGS	7,579.49
00392485	TYLER TECHNOLOGIES	PROFESSIONAL SERVICES	69.00

CITY OF
ANTIOCH
CALIFORNIA

CLAIMS BY FUND REPORT
FOR THE PERIOD OF
JANUARY 29 - FEBRUARY 11, 2021
FUND/CHECK#

00392494	ADVANCED TRENCHLESS INC	SEWER MAIN REPAIR	174,270.50
00392508	AT AND T MCI	PHONE	45.76
00392511	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	783.69
00392524	C AND J FAVALORA TRUCKING INC	FULTON YARD RECYCLING PROJECT	21,237.50
00392536	CRYSTAL CLEAR LOGOS INC	SUPPLIES	813.14
00392538	DKF SOLUTIONS GROUP LLC	TRAINING	2,997.50
00392573	NEXTEL SPRINT	CELL PHONES	197.04
00392582	ROMANO, THEODORE CONRAD	EXPENSE REIMBURSEMENT	40.00
00392583	RT LAWRENCE CORP	LOCKBOX PROCESSING	402.52
00938867	INFOSEND INC	PRINT AND MAIL SERVICES	5,484.92
00938967	GRAINGER INC	SUPPLIES	23.73
00938969	HOYA SAFETY	SAFETY GLASSES - PORTER	322.75
00938970	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	452.97
00938977	A AND B CREATIVE TROPHIES	NAME PLATES	32.78
00938986	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	1,946.92
631	Marina Fund		
Marina Administration			
00392294	BLUE SHIELD LIFE	INSURANCE PREMIUM	1.03
00392307	COMCAST	CONNECTION SERVICES	270.99
00392323	DELTA DENTAL	INSURANCE PREMIUM	6.91
00392459	LOWES COMPANIES INC	SUPPLIES	121.40
00392555	HONEYWELL INTERNATIONAL INC	HVAC SERVICES	2,167.68
00938971	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	1,300.00
752	Storm Drain Deposits Fund		
Non departmental			
00392310	CONTRA COSTA COUNTY	DRAINAGE FEE	486.94
00392411	BALLESTEROS, JOSE	RAINAGE FEE REFUND	178.56



AS HOUSING SUCCESSOR TO
THE ANTIOCH DEVELOPMENT AGENCY
CLAIMS BY FUND REPORT
FOR THE PERIOD OF
JANUARY 14 - FEBRUARY 11, 2021

227 **Housing Fund**
Housing

00392415	BAY AREA LEGAL AID	CDBG SERVICES	7,104.31
00392427	CONTRA COSTA CRISIS CENTER	CDBG SERVICES	2,499.89
00392428	CONTRA COSTA HEALTH SERVICES	CDBG SERVICES	7,504.13
00392445	INTERFAITH COUNCIL OF CONTRA COSTA COUNTY	CDBG SERVICES	2,320.50
00392455	LOAVES AND FISHES OF CONTRA COSTA	CDBG SERVICES	2,499.96
00392478	STAND FOR FAMILIES FREE OF VIOLENCE	CDBG SERVICES	685.56

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Shaun Connelly, Distribution Superintendent

APPROVED BY: John Samuelson, Public Works Director/City Engineer ^{JS}

SUBJECT: Update to the Emergency Declaration for Mitigation and Repairs to the Water Tank Hillside Erosion at the Water Treatment Plant

RECOMMENDED ACTION

It is recommended that the City Council receive this update to the declaration of emergency for mitigation and repairs to the water tank hillside erosion at the Water Treatment Plant.

FISCAL IMPACT

None.

DISCUSSION

On December 8, 2020, the City Council adopted Resolution No. 2020/181 approving a declaration of emergency for mitigation and repairs to the hillside erosion at the City's Water Treatment Plant (WTP). The emergency project was necessitated by a contractor that damaged the City's one-half million-gallon water tank. As required by Antioch Municipal Code Section 3-4.28.B.2, updates will be provided to the City Council until the repairs are complete.

The contractor's construction bond, certificate of liability insurance and all other required documentation have been received by the City. Staff received the executed agreement from the contractor, Pearson Exploration on Friday, February 5, 2021. Work commenced on Monday, February 8, 2021 and as of the writing of this report work is expected to be completed by March 5, 2021, weather permitting. As an interim measure, City staff installed three-foot-tall commercial grade erosion control fencing and will continue to monitor the situation on a regular basis until repairs have been completed.

Staff will invoice the repair costs to the responsible party once the repairs are complete.

ATTACHMENTS

None

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Vicky Lau, Junior Engineer

APPROVED BY: John Samuelson, Public Works Director/City Engineer. JS

SUBJECT: Resolution Approving the Final Map and Improvement Plans for Oakley Knolls Subdivision 9353 (Discovery Builders)

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution approving the final map and improvement plans for Oakley Knolls Subdivision 9353.

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 April 10, 2018 the City Council adopted Resolution No. 2018/48 approving a Vesting Tentative Map and Final Development Plan for the Oakley Knolls subdivision development of 28 single-family homes on 5.56-acres. The project site is located on Oakley Road at the southern terminus of Honeynut Street, Assessor's Parcel Number (APN: 051-430-001 to 018) (Attachment 'B').

The subject final map is also 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. 2021/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
APPROVING THE FINAL MAP AND IMPROVEMENT PLANS FOR OAKLEY
KNOLLS SUBDIVISION 9353 (DISCOVERY BUILDERS)**

WHEREAS, Discovery Builders has filed with the City Engineer a final map entitled "Oakley Knolls Subdivision 9353" and has requested approval of said final map;

WHEREAS, on April 10, 2018 the City Council adopted Resolution No. 2018/48 approving a Vesting Tentative Map and Final Planned Development for the Oakley Knolls 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;

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 Oakley Knolls Subdivision 9353, and improvement plans relating thereto, are hereby approved.

BE IT FURTHER RESOLVED by the City Council of the City of Antioch that all street and other easements offered for dedication on said final map are hereby accepted.

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

* * * * *

RESOLUTION NO. 2021/**

February 23, 2021

Page 2

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 23rd day of February 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

**ELIZABETH HOUSEHOLDER
CITY CLERK OF THE CITY OF ANTIOCH**

ATTACHMENT "B"

VICINITY MAP



CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Vicky Lau, Junior Engineer

APPROVED BY: John Samuelson, Public Works Director/City Engineer ^{JS}

SUBJECT: Resolution Accepting Completed Improvements and the Release of Bonds for Black Diamond Ranch Unit 4, Tract No. 9370, P.W. 512-4

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution accepting the completed improvements, authorizing the City Manager or designee to file a Notice of Completion for the Project and the release of bonds for Black Diamond Ranch Unit 4, Tract No. 9370, P.W. 512-4.

FISCAL IMPACT

Upon satisfactory completion of the one-year warranty period, the City accepts responsibility for maintenance of the improvements. Upon recordation of a notice of completion and the start of the warranty period, the City accepts responsibility for maintenance of landscape improvements.

DISCUSSION

On July 24, 2018, City Council adopted Resolution No. 2018/91, approving the vesting tentative map for the subdivision Black Diamond Ranch Unit 4, containing 9 single-family homes on 21.07-acres. The project site is located along Country Side Way and Torgensen Court, adjacent to the western boundary with the City of Pittsburg, Assessor's Parcel Number (APN: 089-160-010) (Attachment 'C').

On August 27, 2019, City Council adopted Resolution 2019/135, annexing the subdivision into Street Light and Maintenance District 2-A Zone 10, allocating funding for maintenance costs and entering into a Subdivision Improvement Agreement with the subdivision ensuring the construction of improvements.

City of Antioch Public Works Inspectors have inspected and approved the completion of the final punch-list items for improvements. The warranty period for improvements shall begin upon the date of recordation of a notice of completion. The City of Antioch shall assume responsibility for maintenance upon expiration of the one-year warranty period; except for landscape improvements, which the City shall assume maintenance

responsibilities immediately upon recordation of a Notice of Completion (Attachment 'B') with Contra Costa County and the start of the warranty period.

ATTACHMENTS

- A. Resolution
- B. Notice of Completion
- C. Vicinity Map

ATTACHMENT "A"

RESOLUTION NO. 2021/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
ACCEPTING COMPLETED IMPROVEMENTS AND THE RELEASE OF BONDS FOR
BLACK DIAMOND RANCH UNIT 4, TRACT NO. 9370, P.W. 512-4**

WHEREAS, on July 24, 2018 the City Council adopted Resolution 2018/91 approving the vesting tentative map for the Black Diamond Ranch Unit 4, Tract No. 9370, P.W. 512-4;

WHEREAS, on August 27, 2019, the City Council adopted Resolution 2019/135 entering into a Subdivision Improvement Agreement with Black Diamond Ranch Unit 4 subdivision and annexing the subdivision into Street Light and Maintenance District 2-A Zone 10;

WHEREAS, the City received a request from the Developer to accept the completed improvements;

WHEREAS, the City has accepted and acquired all necessary Rights-of-Way required for the maintenance of improvements;

WHEREAS, improvements consisting of paving, curb, gutter, storm drain facilities, sanitary sewer, water mains, and landscaping have been constructed and dedicated for public use; and

WHEREAS, the completed improvements have been constructed and inspected in accordance with the Standards Specifications and Subdivision Regulations of the City of Antioch, to the satisfaction of the City Engineer.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby authorizes the City Manager or designee to accept improvements, file a Notice of Completion for the Project, and approve the release of bonds for Black Diamond Ranch Unit 4 subdivision 9370, P.W. 512-4;

BE IT FURTHER RESOLVED that the accepted improvements shall be maintained by the City of Antioch in accordance with standard City maintenance policies upon satisfactory completion of the one-year warranty period; and

BE IT FURTHER RESOLVED that the accepted landscape improvements shall be maintained by the City of Antioch upon the start date of the warranty period.

* * * * *

RESOLUTION NO. 2021/**

February 23, 2021

Page 2

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 23rd day of February 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

**ELIZABETH HOUSEHOLDER
CITY CLERK OF THE CITY OF ANTIOCH**

ATTACHMENT "B"

**RECORDED AT THE REQUEST
OF:**
CITY OF ANTIOCH, CA

WHEN RECORDED MAIL TO:
CITY OF ANTIOCH
DEVELOPMENT ENGINEERING
DIVISION
P.O. BOX 5007
ANTIOCH, CA 94531

THIS SPACE FOR RECORDER'S USE

**NOTICE OF COMPLETION FOR
BLACK DIAMOND RANCH UNIT 4, TRACT NO. 9370, (P.W. 512-4)
IN THE CITY OF ANTIOCH**

NOTICE IS HEREBY GIVEN:

1. That the interest or estate stated in paragraph 3 herein the real property herein described is owned by: City of Antioch, 200 H Street, Antioch, California 94509.
2. That the full name and address of the Owner of said interest or estate, if there is only one Owner, and that the full names and addresses of all the co-owners who own said interest or estate as tenants in common, as joint tenants, or otherwise, if there is more than one owner, are set forth in the preceding paragraph.
3. That the nature of the stated owner, or if more than one owner, then of the stated owner and co-owners is: In fee.
4. That on February 23, 2021 the work and improvements hereinafter described was completed.
5. The project is located along Country Side Way and Torgensen Court, adjacent to the western boundary with the City of Pittsburg (APN: 089-160-010).
6. The surety for said project was Lexon Insurance Company.
7. This project consisted of all public improvements including paving, curb, gutter, storm drain facilities, sewer mains, water mains, and landscaping which have been installed and completed in the subdivision by the developer to the satisfaction of the City Engineer.

**THE UNDERSIGNED STATES UNDER PENALTY OF
PERJURY THAT THE ABOVE IS TRUE AND CORRECT**

Date

John Samuelson, P.E.
Public Works Director/City Engineer
City of Antioch

ATTACHMENT "C"

VICINITY MAP



CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Carlos Zepeda, Deputy Public Works Director

APPROVED BY: John Samuelson, Public Works Director/City Engineer ^{JS}

SUBJECT: Second Amendment to the Maintenance Services Agreement for Median Landscape Improvements/Stamped Concrete Installation Bid No. 988-0307-19C

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution:

1. Approving the Second Amendment to the Maintenance Services Agreement ("Agreement") with J.J.R Construction, Inc increasing the contract amount by \$440,000.00 for fiscal year 2020/21 for a total not to exceed amount of \$984,000.00 for fiscal year 2020/21 and extends the term of the Agreement to June 30, 2023.
2. Authorizing and directing the City Manager or designee to execute the second amendment to the Agreement with J.J.R Construction, Inc in a form approved by the City Attorney.

FISCAL IMPACT

Adoption of this resolution will increase the existing Agreement amount by \$444,000.00 for fiscal year 2020/21 for a total contract amount of \$984,000.00 for fiscal year 2020/21. Funding for these services will be primarily from Gas Tax funds.

DISCUSSION

In Fiscal Year 2019, the City of Antioch established a Capital Improvements Program (CIP) project for Median Island Improvements to enhance and revitalize its medians within arterial streets. In addition to work performed in the Median Island CIP contract agreement, funds were used to install stamped concrete on the Hillcrest Avenue/E. 18th Street Median Landscape CIP.

L

Agenda Item #

The Department of Public Works published the Median Colored Stamped Concrete Installation request for bid on February 21, 2019; the bid closed on March 7, 2019. The City received two responsive bids. The lowest responsive bidder was J.J.R. Construction, Inc.

Amendment No. 1 to this agreement was established on September 24, 2019 to increase stamped concrete work by 12,000 square footage, in the amount of \$282,500 per fiscal year in an amount not to exceed \$540,000.00 per fiscal year.

Approval of Amendment No. 2 will allow for additional installations of stamped concrete and extend the current agreement by two years at the original bid prices. Amendment No. 2 will increase the contract amount by \$440,000 for fiscal year 2020/21 to an amount not to exceed \$984,000 for fiscal year 2020/21. The remaining two fiscal years will remain at the amount not to exceed \$540,000 per fiscal year.

ATTACHMENTS

- A. Resolution
- B. Amendment No. 2

ATTACHMENT "A"

RESOLUTION NO. 2021/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH APPROVING
THE SECOND AMENDMENT TO THE MAINTENANCE SERVICES AGREEMENT
AND AUTHORIZING AND DIRECTING THE CITY MANAGER OR DESIGNEE TO
EXECUTE THE SECOND AMENDMENT TO THE AGREEMENT WITH
J.J.R CONSTRUCTION INC.
BID NO. 988-0307-19C**

WHEREAS, the City is renovating and replanting landscaping within roadway medians as part of the Capital Improvement Program;

WHEREAS, on March 26, 2019 by Resolution No. 2019/44, the City of Antioch and J.J.R. Construction Inc., entered into a Maintenance Services Agreement ("Agreement") for Median Landscape Improvements and Stamped Concrete Installation Services in the amount of \$257,500;

WHEREAS, on September 24, 2019 by Resolution No. 2019/150, the City Council of the City of Antioch approved the First Amendment of the Agreement in the amount of \$282,500 per fiscal year bringing the total compensation to an amount not to exceed \$540,000 per fiscal year increasing the total amount of stamped concrete to be installed: and

WHEREAS, the City has considered approving the Second Amendment to the Agreement to increase the amount of stamped concrete to be installed which increases the contract by \$444,000 for fiscal year 2020/21 for a total amount of \$984,000 for fiscal year 2020/21 and extends the term of the Agreement to June 30, 2023.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby:

1. Approves the Second Amendment to the Agreement with J.J.R. Construction, Inc in substantially the form attached as Attachment "B" to the staff report, to increase the amount of stamped concrete to be installed in the amount of \$444,000 for fiscal year 2020/21 for a total contract amount \$984,000 for fiscal year 2020/21; and extends the contract through June 30, 2023; and
2. Authorizes and directs the City Manager to execute the Second Amendment to the Agreement with J.J.R. Construction, Inc in a form approved by the City Attorney.

RESOLUTION NO. 2021/**

February 23, 2021

Page 2

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 23rd day of February 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

**ELIZABETH HOUSEHOLDER
CITY CLERK OF THE CITY OF ANTIOCH**

**AMENDMENT NO. 2
TO MAINTENANCE & TRADE SERVICES AGREEMENT FOR
MEDIAN LANDSCAPE IMPROVEMENTS/STAMPED CONCRETE INSTALLATION
BID NO. 988-0307-19C**

This Second Amendment to the Maintenance and Trade Services Agreement for median landscape improvements/stamped concrete installation services is entered into this 23rd day of February 2021, by and between the CITY OF ANTIOCH, a municipal corporation ("**City**") and J.J.R. Construction, Inc., ("**Contractor**") whose address is 1120 Ninth Avenue, San Mateo, CA, 94402.

R E C I T A L S

WHEREAS, on March 26, 2019, by Resolution No. 2019/44, J.J.R. Construction Inc., entered into a Maintenance and Trade Services Agreement ("Agreement") with Purchase Order No. P200130, for median landscape improvements and stamped concrete installation services in the amount of \$257,500;

WHEREAS, on September 24, 2019, by Resolution No. 2019/150, the City and J.J.R. Construction Inc. entered into an agreement by means of Amendment No.1 which increased the contract purchase order amount by \$282,500 in order to increase by 12,000 square feet the total amount of stamped concrete to be installed: and

WHEREAS, the City wishes again to increase the square footage of stamped concrete to be installed and extend by two years the length of the contract according to the prices outlined in Exhibit A of the bid submittal sheet labeled Section III Bid Submittal Worksheet and terms outlined in Exhibit A Construction Details Section C—7 Yearly Contract: Contract Extension page A-5.

NOW, THEREFORE, THE PARTIES DO MUTUALLY AGREE AS FOLLOWS:

1. Section 1 "SERVICES" – This section shall be amended to read as follows:

The work will consist of providing services for the City of Antioch to perform MEDIAN LANDSCAPE IMPROVEMENTS/STAMPED CONCRETE INSTALLATION as described further in Exhibit A, Specifications, which is hereby attached and incorporated by reference into this Agreement. The Scope of Services specified in Exhibit A of the Agreement, Bid No. 988-0307-19C, Section III Bid Submittal Worksheet, is amended to include the construction of an additional 12,000 square feet of stamped concrete at the prices listed under items 1-4 of Section III of the Agreement, necessary for the completion of the project.

2. Section 2. "COMPENSATION" – This section shall be amended to read as follows:

The total compensation for contract year 2021 of the agreement is an amount not to exceed \$984,000.00, which is an increase of \$444,000.00 above the current yearly total contract amount in order to fund extra work described in Section 1 above. The details of this work are set forth in Exhibit A of the Agreement, which is attached and hereby incorporated by reference into this Agreement. Contract years 2022 and 2023 of the agreement will remain an amount not to exceed \$540,000 per contract year.

3. Section 3. "Term" – This section shall be amended to read as follows:

The term of this Agreement will expire on June 30, 2023. All other terms and conditions of the Agreement shall remain in full force and effect.

CITY OF ANTIOCH:

J.J.R. CONSTRUCTION, INC.

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

By: _____
Carlos Raposo, Principal

ATTEST:

Elizabeth Householder,
City Clerk of the City of Antioch

APPROVED AS TO FORM:

Thomas Lloyd Smith, City Attorney


CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

TO: Honorable Mayor and Members of the City Council

PREPARED BY: Wilma Van Hook, Administrative Analyst III

SUBMITTED BY: Forrest Ebbs, Community Development Director 

SUBJECT: Resolution Amending the FY 2020-21 Budget for the Installation of the EnerGov Permitting Software System for the Community Development Department

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution amending the FY2020-21 budget to appropriate \$225,000 in Technology Fees in the General Fund for the installation of the EnerGov Permitting Software System for the Community Development Department.

FISCAL IMPACT

The Building Inspection Services Division collects a Technology Fee with each building permit issued. The fee was established to support technology related to issuance of permits, plan review and public access. The budget amendment would allocate these funds to the FY 2020-21 installation cost of the software.

DISCUSSION

On January 26, 2021, the City Council adopted Resolution No. 2021/13 approving a contract with Tyler Technologies for Ener-Gov permitting software. Due to a technical issue, the adopted resolution did not contain language specifically amending the FY 2020-21 budget to include funds in the amount of \$225,000 for the initiation of this project. The total cost of the new permitting software is \$800,000. The balance of the cost of this project will be addressed in the FY 21-23 budget, as will an increase of the Technology Fee with the upcoming Master Fee Schedule review. The January 26, 2021 staff report and approved contract are available at:

<https://www.antiochca.gov/fc/government/agendas/CityCouncil/2021/agendas/012621/012621.pdf>

ATTACHMENT

A. Resolution

RESOLUTION NO. 2021-**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
AMENDING THE FY2020-21 BUDGET TO FUND THE INITIATION OF NEW
PERMITTING SOFTWARE FOR THE COMMUNITY DEVELOPMENT DEPARTMENT**

WHEREAS, on January 26, 2021, the City Council adopted a resolution directing the City Manager to enter into a contract with Tyler Technologies, Inc. for the purposes of provide EnerGov Permitting Software System for the contracted amount of \$800,000; and

WHEREAS, the resolution was not accompanied by a request to amend the FY 2020-21 budget to account for anticipated expenses in FY 2020-21;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby:

1. Approves committing the City of Antioch's Technology Fee to fund the EnerGov Permitting Software System; and
2. Amends the FY2020-21 budget in the amount of \$225,000 for implementation of the EnerGov Permitting Software System.

* * * * *

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 23rd day of February 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

**ELIZABETH HOUSEHOLDER
CITY CLERK OF THE CITY OF ANTIOCH**


CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

TO: Honorable Mayor and Members of the City Council

PREPARED BY: Wilma Van Hook, Administrative Analyst III

APPROVED BY: Forrest Ebbs, Community Development Director 

SUBJECT: Resolution Approving a Professional Services Agreement with TRB & Associates, Inc. to Provide Permit Technical Support to the Building Division of the Community Development Department and Authorizing the City Manager to Execute the Agreement

RECOMMENDED ACTION

It is recommended that the City Council adopt the resolution:

1. Approving an agreement with TRB & Associates, Inc., in substantially the form attached hereto as Exhibit 1 to Attachment A, to provide contract services at the Community Development Technician level for the remainder of FY 2020-21 in an amount not to exceed \$90,000, and
2. Authorizing the City Manager to execute the Agreement.

FISCAL IMPACT

The Building Inspection Services Division collects revenue through intake of every Building Permit. These funds are budgeted to offset many costs associated with the day-to-day operations of the Building Inspection Service Division of the Community Development Department. Funding for this contract will be applied to the existing FY 2020-21 General Fund Building Division budget.

DISCUSSION

COVID-19 regulations introduced new protocols in the Community Development Department that resulted in need for additional assistance in issuance of Building Permits. Higher than usual Building Permit intake over the last few months has necessitated additional assistance to keep up with the steady flow of applications. Current processing has averaged issuance of more than 350 permits monthly.

Additionally, beginning in 2020, the California Building Code requires that all newly constructed homes include solar panels, which are often permitted under separate Building Permits. This new requirement, in addition to a general increase in building permit applications, created additional workload for the Building Inspection Services Division that necessitated additional temporary staffing at the Community Development Technician level.

The Community Development Department recognizes this need for additional help in the Building Inspection Services Division is not a temporary need. A request for additional permanent staffing is anticipated in the upcoming FY 2021-2023 budget.

This proposed contract was sole sourced. The Community Development Department currently uses TRB and Associates to provide a permit technician under a former contract. The permit technician provided by TRB and Associates has obtained the necessary experience to work within the Building Inspection Services and has unique expertise. Consistent with Administrative Memo No. 86, Section 9.1(B)(4), the requested professional services depend on this specific background and experience of this vendor. An alternative vendor would require substantial training and oversight, which would impact operations.

City staff consulted with OE3, the organization representing the Community Development Technician classification, to discuss this temporary contract staffing. Both parties are in agreement on the limited duration of this staffing and staff does not anticipate use of contract staffing if a full-time Community Development Technician is approved in the FY 2022-23 budget and the position is filled.

Council approval is requested to enter into this contract with TRB and Associates to aide in needed assistance in the Building Inspection Services Division of the Community Development Department, so that the City may keep up with current demand and continue to provide essential services to the community in an effective and efficient manner.

ATTACHMENT

A. Resolution with TRB Contract

RESOLUTION NO. 2021-**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH TRB & ASSOCIATES, INC. TO PROVIDE PERMIT TECHNICIAN STAFFING FOR THE COMMUNITY DEVELOPMENT DEPARTMENT AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT

WHEREAS, the recent COVID-19 pandemic modified Community Development Department operations and increased workload;

WHEREAS, building permit applications have greatly increased necessitating additional support;

WHEREAS, TRB & Associates has unique and specific background and experience due to the current placement of a permit technician with the Building Inspection Services Division and the training and expertise, specific to the City of Antioch, that the current permit technician has acquired that are required for this position; and

WHEREAS, contract support for the Building Inspection Services Division is now requested to sustain business operations.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby:

1. Approves an agreement with TRB & Associates, Inc., in substantially the form attached as Exhibit 1, to provide contract services at the Community Development Technician level for the remainder of FY2020-21 in an amount not to exceed \$90,000, and
2. Authorizes the City Manager to execute the Agreement in a form approved by the City Attorney.

* * * * *

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of Antioch, County of Contra Costa, State of California, at a regular meeting of said City Council held on the 23rd day of February 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

**ELIZABETH HOUSEHOLDER
CITY CLERK OF THE CITY OF ANTIOCH**

**CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF ANTIOCH AND
TRB & ASSOCIATES, INC.**

THIS AGREEMENT ("**Agreement**") is made and entered into this 9th day of February, 2021 ("**Effective Date**") by and between the City of Antioch, a municipal Corporation with its principle place of business at 200 H Street, Antioch, CA 94509 ("**City**") and TRB & Associates, Inc. with its principle place of business at 3180 Crow Canyon Place, Suite 216, San Ramon, CA 94583 ("**Consultant**"). City and Consultant individually are sometimes referred to herein as "**Party**" and collectively as "**Parties**."

SECTION 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Consultant shall furnish all technical and professional services including labor, material, equipment, transportation, supervision and expertise to provide to City the services described in the Scope of Work attached as Exhibit A attached hereto and incorporated herein at the time and place and in the manner specified therein ("**Services**"). In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

1.1 Term of Services. The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2021, the date of completion specified in Exhibit A, and Consultant shall complete the Services described in Exhibit A prior to that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Consultant to complete the Services required by this Agreement shall not affect the City's right to terminate the Agreement, under Section 8.

1.2 Standard of Performance. Consultant represents that it is experienced in providing these services to public clients and is familiar with the plans and needs of City. Consultant shall perform all Services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Consultant is engaged in the geographical area in which Consultant practices its profession.

1.3 Assignment of Personnel. Consultant shall assign only competent personnel to perform Services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

1.4 Time. Consultant shall devote such time to the performance of Services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Section 1.1 above and to satisfy Consultant's obligations hereunder.

SECTION 2. COMPENSATION. City hereby agrees to pay Consultant a sum not to exceed ninety thousand dollars (\$90,000) notwithstanding any contrary indications that may be contained in Consultant's proposal, for Services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for Services rendered pursuant to this Agreement at the time and in the manner set forth below. The payments specified below shall be the only payments from City to Consultant for Services rendered pursuant to this Agreement. Except as

specifically authorized by City, Consultant shall not bill City for duplicate services performed by more than one person.

Consultant and City acknowledge and agree that compensation paid by City to Consultant under this Agreement is based upon Consultant's estimated costs of providing the Services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the Parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

2.1 Invoices. Consultant shall submit invoices, not more often than once a month during the term of this Agreement, based on the cost for Services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain the following information:

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;
- A Task Summary containing the original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
- At City's option, for each work item in each task, a copy of the applicable time entries or time sheets shall be submitted showing the name of the person doing the work, the hours spent by each person, a brief description of the work, and each reimbursable expense;
- The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services; and,
- The Consultant's signature.

2.2 Payment Schedule.

2.2.1 City shall make incremental payments, based on invoices received, for Services satisfactorily performed, in accordance with the requirements of this Agreement, and for authorized reimbursable costs incurred. City shall have thirty (30) days from the receipt of an invoice that complies with all of the requirements of Section 2.1 to pay Consultant.

2.3 Total Payment. City shall pay for the Services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering Services pursuant to this Agreement, unless expressly provided for in Section 2.5.

In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.

2.4 Hourly Fees. Fees for work performed by Consultant on an hourly basis shall not exceed the amount of \$85/hr.

2.5 Reimbursable Expenses. Reimbursable expenses are not included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.6 Payment of Taxes. Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

2.7 Authorization to Perform Services. The Consultant is not authorized to perform any Services or incur any costs whatsoever under the terms of this Agreement until Consultant receives authorization to proceed from the Contract Administrator.

SECTION 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the Services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

SECTION 4. INSURANCE REQUIREMENTS. Before beginning any work under this Agreement, Consultant, at its own cost and expense, shall procure insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work by the Consultant and its agents, representatives, employees, and subcontractors. Consultant shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects to the City. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's proposal. Consultant shall not allow any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence thereof to City. Verification of the required insurance shall be submitted and made part of this Agreement prior to execution. Insurers shall have an AM Best rating of no less than A:VII unless otherwise accepted by the City in writing:

4.1 Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$2,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. If Consultant's services include work within 50 feet of a railroad right of way, the Consultant shall have removed any exclusion on their liability policy limiting

coverage for work near a railroad, or shall provide a Railroad Protective Liability policy in favor of the City. Limits for such coverage shall be no less than \$5,000,000.

4.2 Automobile Liability Insurance. ISO Form Number CA 00 01 covering any auto (Code 1), or if Consultant has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.

4.3 Workers' Compensation Insurance. as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.

4.4 Professional Liability (Errors and Omissions): Insurance appropriate to the Consultant's profession, with limit no less than \$1,000,000 per occurrence or claim, \$2,000,000 aggregate.

4.5 Other Insurance Provisions. Unless otherwise specified below, all insurance policies are to contain, or be endorsed to contain, the following provisions:

4.5.1 Additional Insured Status. The City, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. CGL coverage can be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used). This requirement shall only apply to the CGL and Automobile Liability Insurance policies specified above.

4.5.2 Primary Coverage. For any claims related to this contract, the Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Consultant's insurance and shall not contribute with it. This requirement shall only apply to the CGL and Automobile Liability Insurance policies specified above.

4.5.3 Notice of Cancellation. Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City.

4.5.4 Waiver of Subrogation. Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer. This requirement shall only apply to the CGL, Automobile Liability and Workers' Compensation/Employer's Liability Insurance policies specified above.

4.5.5 Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require the Consultant to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

4.5.6 Claims made policies. If any of the required policies provide claims-made coverage:

4.5.6.1 The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.

4.5.6.2 Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work.**

4.5.6.3 If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

4.6 Certificate of Insurance and Endorsements. Consultant shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

4.7 Subcontractors. Consultant shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated in this Agreement, including but not limited to naming additional insureds.

4.8 Higher Limits. If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

4.9 Special Risks or Circumstances. City reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage or other special circumstances.

4.10 Remedies. In addition to any other remedies City may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option exercise, any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Consultant's breach:

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due to Consultant under the Agreement;
- Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or,
- Terminate this Agreement.

SECTION 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES.

5.1 To the fullest extent permitted by law, Consultant shall defend (with counsel reasonably acceptable to City), indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's services or this Agreement, including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant, the City, its officials, officers, employees, agents, or volunteers.

5.1.1 Acceptance by City of insurance certificates and endorsements required under this Agreement does not relieve Consultant from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any damages or claims for damages whether or not such insurance policies shall have been determined to apply.

5.2 By execution of this Agreement, Consultant acknowledges and agrees to the provisions of this Section and that it is a material element of consideration, and that these provisions survive the termination of this Agreement.

SECTION 6. STATUS OF CONSULTANT.

6.1 Independent Contractor. At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. City shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Section 1.3; however, otherwise City shall not have the right to control the manner or means by which Consultant accomplishes services rendered pursuant to this Agreement. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including, but not limited to, eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.

6.2 Consultant Not Agent. Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

SECTION 7. LEGAL REQUIREMENTS.

7.1 Governing Law. The laws of the State of California shall govern this Agreement.

7.2 Compliance with Applicable Laws. Consultant and any subcontractors shall comply with all laws applicable to the performance of the Services.

7.3 Other Governmental Regulations. To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.

7.4 Licenses and Permits. Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid business licenses from City.

7.5 Nondiscrimination and Equal Opportunity. Consultant shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, sexual orientation or any other legally protected status, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement. Consultant shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any Services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Consultant thereby.

Consultant shall include the provisions of this Section in any subcontract approved by the Contract Administrator or this Agreement.

7.6 California Labor Code Requirements. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects ("Prevailing Wage Laws"). If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Section 1777.1). The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Section 1771.4.

If the services are being performed as part of an applicable "public works" or "maintenance" project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the full term of this Agreement and require the same of any subconsultants, as applicable.

Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

This Agreement may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant's sole responsibility to comply with all applicable registration and labor compliance requirements. Any stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor that affect Consultant's performance of services, including any delay, shall be Consultant's sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Consultant caused delay and shall not be compensable by the City. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor.

SECTION 8. TERMINATION AND MODIFICATION.

8.1 Termination. City may cancel this Agreement at any time and without cause upon written notification to Consultant.

Consultant may cancel this Agreement only for cause upon thirty (30) days' written notice to City and shall include in such notice the reasons for cancellation.

In the event of termination, Consultant shall be entitled to compensation for Services performed satisfactorily to the effective date of termination; City, however, may condition payment of such compensation upon Consultant delivering to City any or all documents, photographs, computer software, video and audio tapes, and other materials provided to Consultant or prepared by or for Consultant or the City in connection with this Agreement.

8.2 Extension. City may, in their sole and exclusive discretion, extend the end date of the term of this Agreement beyond that provided for in Section 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if City grants such an extension, City shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

8.3 Amendments. The parties may amend this Agreement only by a writing signed by all the Parties.

8.4 Assignment and Subcontracting. City and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.

8.5 Survival. All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement.

8.6 Options upon Breach by Consultant. If Consultant materially breaches any of the terms of this Agreement, City's remedies shall include, but not be limited to, the following:

8.6.1 Immediately terminate the Agreement;

8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement; and/or

8.6.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant in which case the City may charge Consultant the difference between the cost to have a different consultant complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

SECTION 9. KEEPING AND STATUS OF RECORDS.

9.1 Records Created as Part of Consultant's Performance. All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, drawings, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use.

9.2 Confidentiality. All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be kept confidential by Consultant. Such materials shall not, without the prior written permission of City, be used by Consultant for any purpose other than the performance of this Agreement nor shall such materials be disclosed publicly. Nothing furnished to Consultant, which is generally known, shall be deemed confidential. Consultant shall not use the City's name or logo or photographs pertaining to the Services under this Agreement in any publication without the prior written consent of the City.

9.3 Consultant's Books and Records. Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for Services or expenditures and disbursements charged to the City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to the Consultant..

9.4 Inspection and Audit of Records. Any records or documents that Section 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds Ten Thousand

Dollars (\$10,000.00), the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under the Agreement.

9.5 Intellectual Property. The City shall have and retain all right, title and interest, including copyright, patent, trade secret or other proprietary rights in all plans, specifications, studies, drawings, estimates, materials, data, computer programs or software and source code, enhancements, documents and any other works of authorship fixed in any tangible medium or expression, including but not limited to physical drawings or other data magnetically or otherwise recorded on computer media ("Intellectual Property") prepared or developed by or on behalf of Consultant under this Agreement. Consultant further grants to City a non-exclusive and perpetual license to copy, use, modify or sub-license any and all Intellectual Property otherwise owned by Consultant which is the basis or foundation for any derivative, collective, insurrectional or supplemental work created under this Agreement.

SECTION 10. MISCELLANEOUS PROVISIONS.

10.1 Venue. In the event either party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Contra Costa or in the United States District Court for the Northern District of California.

10.2 Severability. If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

10.3 No Implied Waiver of Breach. The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.

10.4 Successors and Assigns. The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.

10.5 Use of Recycled Products. Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

10.6 Conflict of Interest. Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

Consultant shall not employ any official of City in the work performed pursuant to this Agreement. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Section 1090 *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous twelve (12) months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of City in the previous twelve months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of Government Code § 1090 *et. seq.*, the entire Agreement is void and Consultant will not be entitled to any

compensation for Services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code Section 1090 and, if applicable, will be disqualified from holding public office in the State of California.

10.7 Inconsistent Terms. If the terms or provisions of this Agreement conflict with or are inconsistent with any term or provision of any Exhibit attached hereto, then the terms and provisions of this Agreement shall prevail.

10.8 Solicitation. Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

10.9 Contract Administration. This Agreement shall be administered by Wilma Van Hook ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

10.10 Notices. Any written notice to Consultant shall be sent to:

Any written notice to City shall be sent to:

TRB & Associates
Attn: Shelley Loughran
3180 Crow Canyon Place, Suite 216
San Ramon, CA 94583

Community Development Department
Attn: Wilma Van Hook
City of Antioch
P. O. Box 5007
Antioch, CA 94531-5007

City of Antioch
P. O. Box 5007
Antioch, CA 94531-5007
Attn: City Attorney

10.11 Integration. This Agreement, including all exhibits and other attachments, represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral.

CITY:

CITY OF ANTIOCH

Rowland E. Bernal, Jr. City Manager

CONSULTANT:

TRB & Associates, Inc.

By: _____

Name: _____

Attest:

Ellie Householder, MPP

Approved as to Form:

Thomas Lloyd Smith, City Attorney

Title: _____

By: _____

Name: _____

Title: _____

[Two signatures are required for a corporation or one signature with the corporate bylaws indicating that one person can sign on behalf of the corporation]



January 29, 2021

Attn: Wilma Van Hook
 Sr. Administrative Analyst
 City of Antioch Community Development Department
 Via email – wvanhook@antiochca.gov

Subject: Proposal to Provide Senior Permit Technician Services to the City of Antioch Building Division

Dear Ms. Van Hook:

TRB and Associates, Inc. (TRB) is pleased to submit this Proposal to Provide onsite Permit Technician Services to the City of Antioch Building Division for its consideration. We look forward to the prospect of continuing to assist the Antioch Building Division on this assignment. The following sections include information about our firm, services provided, proposed staff and cost.

1. FIRM OVERVIEW AND SERVICE MODEL

TRB + Associates is a San Ramon based Code Compliance Services firm which provides Plan Review, Inspection, Delegate Chief Building Official, Technician, and CASp support services to municipal Building and Building Departments. Our corporation, which comprises of over 50 team members, was established in 2006 and has been a growing business since its founding. We specialize and serve exclusively in the building standards codes and Building standards compliance verification role.

Throughout our engagement, the company Principal, **Todd Bailey, PE, LEED AP, CASp, MBA**, will serve in the role of **Lead/Project Manager** for services provided to the Division. Under Todd's direction, TRB is committed to maintaining regular communication with Division staff to ensure that our team is kept apprised of interpretations and policies, and to enhance our ability to quickly respond to any issues that may arise during this contract.

Permit Technician Services

It is understood that the City is interested in extending our onsite permit technician assignment. It is also understood that TRB staff would continue to work at the City's offices as an extension of City staff under the supervision of the Chief Building Official. To confirm, our designated technician has the knowledge, skills and abilities to perform the following functions:

- Reviewing application and construction documents for completeness and compliance with requirements; routing plans to appropriate staff for processing. Coordinating the plan checking process, monitoring and assuring that all necessary documentation and reviews are completed.
- Preparing and issuing permits in compliance with current Building Department standards, development conditions, improvement standards, construction specifications, and city ordinances.
- Performing various administrative, reporting, billing and accounts receivable tasks.
- Establishing and maintaining good working relations with the public, development community, city staff, and others contacted during course of work; serving as a liaison to multiple agencies.
- Managing a wide range of duties in an effective manner, including timely plan processing and routing and coordinating with discipline managers (e.g., Planning, Engineering and Building).
- Responding and assisting in the resolution of development related inquiries and complaints. Evaluating alternative solutions and developing and presenting recommendations to supervisors and staff.
- Performing data entry and coordinating routing of various permits and plans; use specialized database/permit tracking programs.

Corporate Office
 3180 Crow Canyon Place, Suite 216
 San Ramon, CA 94583
 Tel: 925.866.2633

Silicon Valley Office
 1265 El Camino Real, Suite 209
 Santa Clara, CA 95050
 Tel: 408.642.1068

www.TRBplus.com

2. KEY PERSONNEL

The following team members proposed for this project have a high level of expertise and many years of experience in the municipal industry. Please note that a full resume for our proposed staff member is included in this proposal.

Samira Hilley – Permit Technician *Senior Permit Technician*

Samira is a seasoned permit technician with over 6 years of industry-related experience. She is skilled in the application of jurisdictional practices and regulatory compliance provisions. Her recent experience includes working as a permit technician for the City of Antioch where she issues all manner of permits and is training staff to perform permit technician duties.

Todd Bailey, P.E., CASp, LEED AP, MBA – Principal-In-Charge *Project Manager*

Todd is a registered professional engineer with over 25 years of experience in the Architecture/Building/Construction industry encompassing project management, plan review, building design, structural and architectural building code interpretation, permit center administration, and litigation support. He has extensive experience working with architects, engineers, contractors, building Divisions and other regulatory authorities to ensure compliance to adopted Building Code and Building Standards.

3. FAMILIARITY WITH THE CITY OF ANTIOCH

We are well familiar with City of Antioch as we currently provide permit technician support services to the City's Building Division.

4. COMPANY DIFFERENTIATORS

Responsiveness. Providing Quality Work. Industry Investment. Our company takes great pride in promoting these attributes. We believe we set ourselves apart from other competing organizations because of these traits.

- **Responsiveness.** We understand the work we do entails providing accurate and highly-responsive services, interfacing with permit applicants and Division staff. We have a solid track record of being there when we are needed.
- **Providing Quality Work.** Getting the job done right is paramount. Our company invests in training its staffmembers and employs a rigorous quality control program as part of its service delivery model.
- **Industry Investment.** Our staff are committed to the industry, as evidenced by their involvement in industry organizations such as ICC, CALBO, ASCE, and SEAONC.

PRICE

We are proposing to provide the cited services on an hourly basis at \$85.00 per hour. We will invoice the Antioch Building Division on a monthly interval for services provided.

OUR COMMITMENT

With TRB, the City of Antioch Building Division will continue to receive an experienced, local team who takes pride in providing outstanding service. We look forward to the opportunity to work with Building Division staff on this assignment. If you have questions or need any additional information, please do not hesitate to contact me by phone at (925) 866-2633 or by email at tbailey@trbplus.com. I look forward to hearing your feedback soon.

Sincerely,

TRB + ASSOCIATES, INC.




Todd Bailey, PE, LEED AP, CASp, MBA
ICC Certified Plans Examiner
Principal / Project Manager

Enclosure: Resume

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021
TO: Honorable Mayor and Members of the City Council
SUBMITTED BY: Lauren Posada, City Treasurer 
SUBJECT: Approval of Treasurer's Report for January 2021

RECOMMENDED ACTION

It is recommended that the City Council receive and file the January 2021 Treasurer's Report.

FISCAL IMPACT

There is no fiscal impact of this action.

DISCUSSION

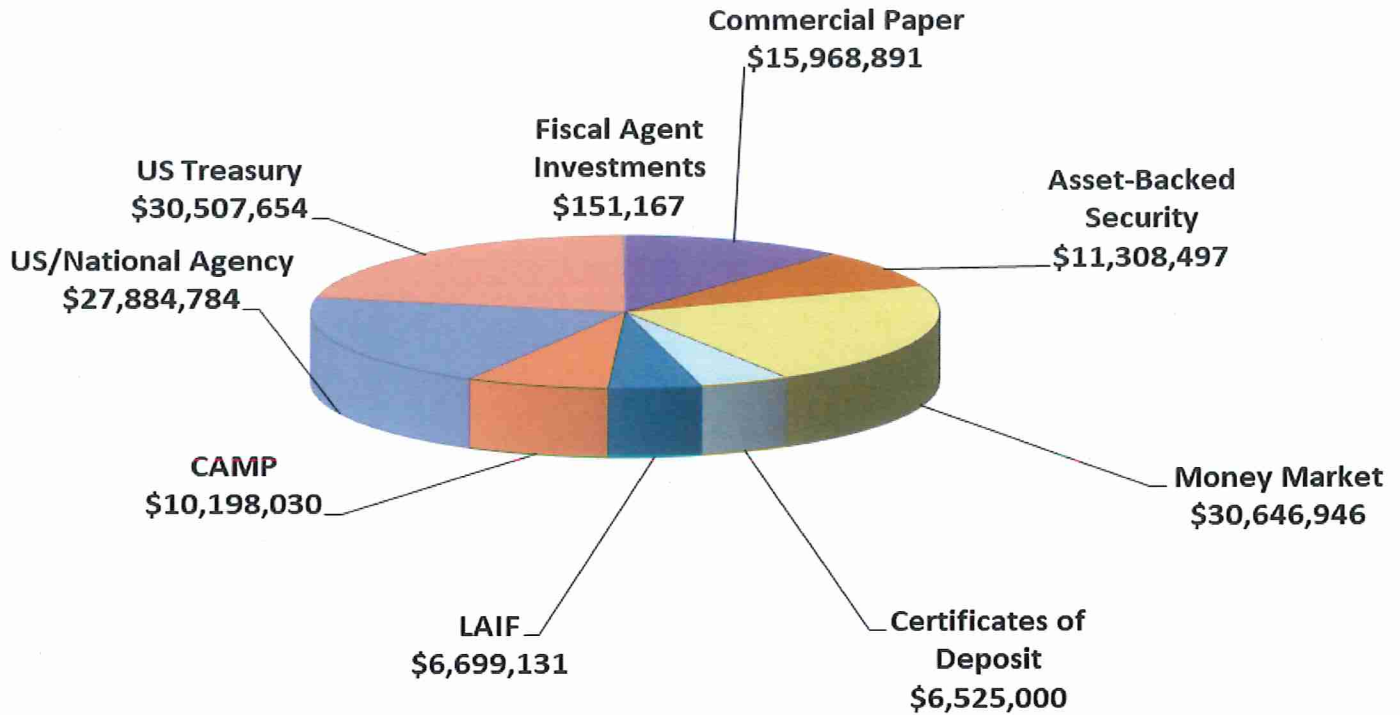
The City's *Statement of Investment Policy* (Policy) requires that the City Treasurer render, at least quarterly, an investment report to the City Council. The Policy also requires a monthly report of investment transactions to City Council. A monthly Treasurer's Report is provided with both reporting provisions of the Policy.

ATTACHMENTS

A. City Treasurer's Report

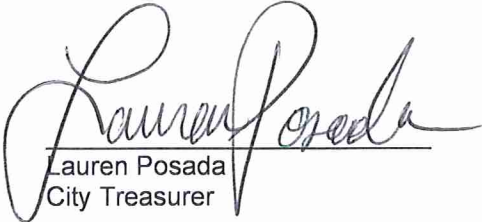
**CITY OF ANTIOCH
SUMMARY REPORT ON THE CITY'S INVESTMENTS**

JANUARY 31, 2021



Total of City and Fiscal Agent Investments = \$139,890,100

All City investments are shown above and conform to the City Investment Policy. All investment transactions during this period are included in this report. As Treasurer of the City of Antioch and Finance Director of the City of Antioch, we hereby certify that sufficient investment liquidity and anticipated revenue are available to meet the next six (6) months' estimated expenditures.


Lauren Posada
City Treasurer


Dawn Merchant
Finance Director

**Summary of Fiscal Agent Balances by
Debt Issue**

	<u>Amount</u>
Antioch Public Financing Authority 2015 Bonds	1
Antioch Development Agency 2009 Tax Allocation Bonds	151,165
	<u><u>\$151,167</u></u>



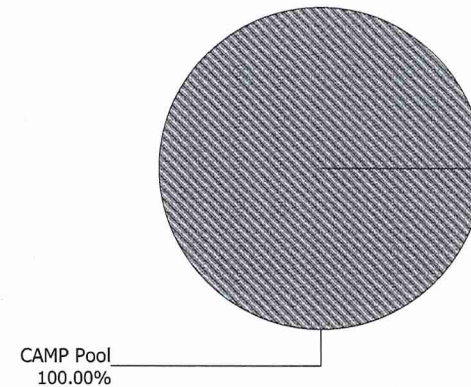
Account Statement - Transaction Summary

For the Month Ending **January 31, 2021**

City of Antioch - City of Antioch - 6090-001

CAMP Pool	
Opening Market Value	10,196,995.52
Purchases	1,034.31
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$10,198,029.83
Cash Dividends and Income	1,034.31

Asset Summary		
	January 31, 2021	December 31, 2020
CAMP Pool	10,198,029.83	10,196,995.52
Total	\$10,198,029.83	\$10,196,995.52
Asset Allocation		





Managed Account Summary Statement

For the Month Ending **January 31, 2021**

CITY OF ANTIOCH, CA - 04380500

Transaction Summary - Managed Account

Opening Market Value	\$94,082,186.72
Maturities/Calls	(696,757.69)
Principal Dispositions	(226,503.00)
Principal Acquisitions	248,004.00
Unsettled Trades	195,000.00
Change in Current Value	(64,196.53)
Closing Market Value	\$93,537,733.50

Cash Transactions Summary - Managed Account

Maturities/Calls	0.00
Sale Proceeds	228,171.75
Coupon/Interest/Dividend Income	160,682.84
Principal Payments	696,757.69
Security Purchases	(251,554.00)
Net Cash Contribution	(834,058.28)
Reconciling Transactions	0.00

Earnings Reconciliation (Cash Basis) - Managed Account

Interest/Dividends/Coupons Received	162,351.59
Less Purchased Interest Related to Interest/Coupons	(3,550.00)
Plus Net Realized Gains/Losses	1,811.42
Total Cash Basis Earnings	\$160,613.01

Cash Balance

Closing Cash Balance \$0.00

Earnings Reconciliation (Accrual Basis)

	Total
Ending Amortized Value of Securities	92,194,825.97
Ending Accrued Interest	289,469.36
Plus Proceeds from Sales	228,171.75
Plus Proceeds of Maturities/Calls/Principal Payments	696,757.69
Plus Coupons/Dividends Received	160,682.84
Less Cost of New Purchases	(446,554.00)
Less Beginning Amortized Value of Securities	(92,681,617.09)
Less Beginning Accrued Interest	(334,454.75)
Total Accrual Basis Earnings	\$107,281.77



Portfolio Summary and Statistics

For the Month Ending **January 31, 2021**

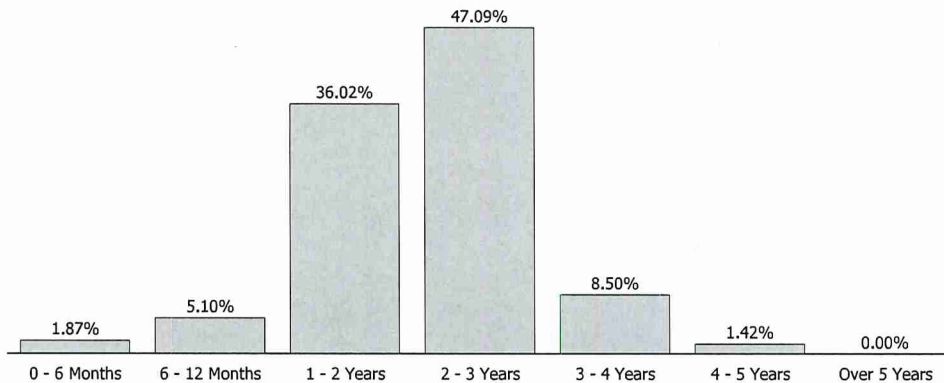
CITY OF ANTIOCH, CA - 04380500

Account Summary

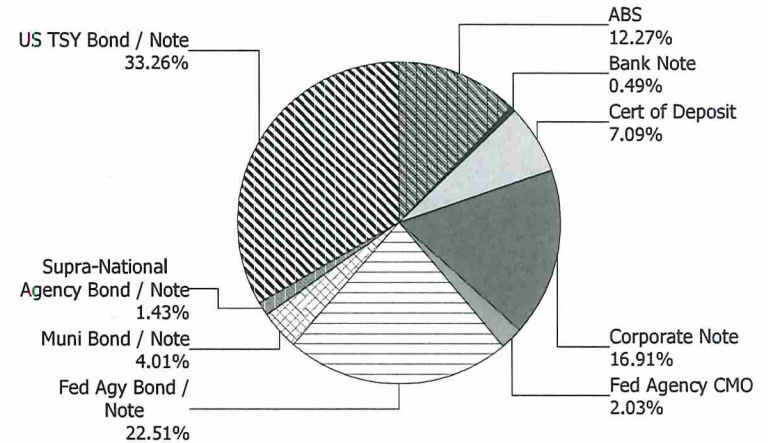
Description	Par Value	Market Value	Percent
U.S. Treasury Bond / Note	30,475,000.00	31,119,152.46	33.26
Supra-National Agency Bond / Note	1,335,000.00	1,340,337.60	1.43
Municipal Bond / Note	3,670,000.00	3,746,457.80	4.01
Federal Agency Collateralized Mortgage Obligation	1,856,440.94	1,895,070.21	2.03
Federal Agency Bond / Note	21,000,000.00	21,058,620.94	22.51
Corporate Note	15,320,000.00	15,819,378.13	16.91
Certificate of Deposit	6,525,000.00	6,628,067.46	7.09
Bank Note	425,000.00	455,756.83	0.49
Asset-Backed Security	11,309,494.16	11,474,892.07	12.27
Managed Account Sub-Total	91,915,935.10	93,537,733.50	100.00%
Accrued Interest		289,469.36	
Total Portfolio	91,915,935.10	93,827,202.86	

Unsettled Trades **195,000.00** **195,840.45**

Maturity Distribution



Sector Allocation



Characteristics

Yield to Maturity at Cost	1.37%
Yield to Maturity at Market	0.43%
Weighted Average Days to Maturity	768



Managed Account Issuer Summary

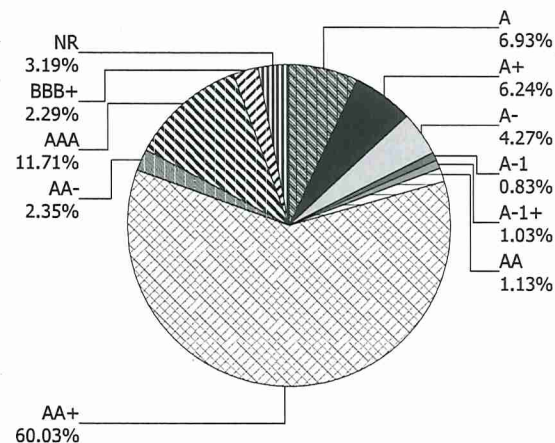
For the Month Ending **January 31, 2021**

CITY OF ANTIOCH, CA - 04380500

Issuer Summary

Issuer	Market Value of Holdings	Percent
3M COMPANY	256,222.50	0.27
ADOBE INC	334,110.40	0.36
ALLY AUTO RECEIVABLES TRUST	220,765.95	0.24
AMAZON.COM INC	476,425.48	0.51
AMERICAN HONDA FINANCE	820,766.70	0.88
APPLE INC	513,407.43	0.55
BANK OF AMERICA CO	828,167.58	0.89
BMW VEHICLE OWNER TRUST	195,846.46	0.21
BRISTOL-MYERS SQUIBB CO	689,706.05	0.74
CALIFORNIA DEPARTMENT OF WATER RESOURCES	449,847.00	0.48
CALIFORNIA EARTHQUAKE AUTHORITY	192,411.10	0.21
CAPITAL ONE FINANCIAL CORP	818,622.64	0.88
CAPITAL ONE PRIME AUTO REC TRUST	227,455.48	0.24
CARMAX AUTO OWNER TRUST	964,017.81	1.03
CATERPILLAR INC	687,492.46	0.73
CHEVRON CORPORATION	583,157.04	0.62
CITIGROUP INC	712,681.40	0.76
CLOROX COMPANY	362,875.80	0.39
COMCAST CORP	329,730.00	0.35
CREDIT AGRICOLE SA	778,573.53	0.83
CREDIT SUISSE GROUP RK	726,282.53	0.78
DEERE & COMPANY	605,501.20	0.65
DISCOVER FINANCIAL SERVICES	339,339.99	0.36
DNB ASA	904,690.50	0.97
EXXON MOBIL CORP	231,132.60	0.25
FANNIE MAE	6,400,509.29	6.83
FIFTH THIRD AUTO TRUST	271,629.75	0.29
FLORIDA STATE BOARD OF ADMIN FIN CORP	241,683.40	0.26
FORD CREDIT AUTO LEASE TRUST	163,322.01	0.17
FORD CREDIT AUTO OWNER TRUST	596,723.29	0.64
FREDDIE MAC	16,553,181.86	17.69
GENERAL DYNAMICS CORP	347,434.10	0.37

Credit Quality (S&P Ratings)





Managed Account Issuer Summary

For the Month Ending **January 31, 2021**

CITY OF ANTIOCH, CA - 04380500

Issuer	Market Value of Holdings	Percent
GM FINANCIAL AUTO LEASING TRUST	309,875.22	0.33
GM FINANCIAL SECURITIZED TERM	662,242.40	0.71
GOLDMAN SACHS GROUP INC	698,951.13	0.75
HARLEY-DAVIDSON MOTORCYCLE TRUST	584,960.53	0.63
HOME DEPOT INC	232,308.00	0.25
HONDA AUTO RECEIVABLES	771,720.31	0.83
HONEYWELL INTERNATIONAL	615,101.67	0.66
HYUNDAI AUTO RECEIVABLES	788,360.22	0.84
IBM CORP	660,871.40	0.71
INTER-AMERICAN DEVELOPMENT BANK	669,762.07	0.72
INTL BANK OF RECONSTRUCTION AND DEV	670,575.53	0.72
JP MORGAN CHASE & CO	825,933.60	0.88
LOS ANGELES COMMUNITY COLLEGE DISTRICT	235,660.35	0.25
MERCEDES-BENZ AUTO LEASE TRUST	192,306.10	0.21
MERCEDES-BENZ AUTO RECEIVABLES	316,735.43	0.34
MORGAN STANLEY	734,262.28	0.78
NATIONAL RURAL UTILITIES CO FINANCE CORP	177,541.18	0.19
NEW JERSEY TURNPIKE AUTHORITY	195,840.45	0.21
NEW YORK & NEW JERSEY PORT AUTHORITY	519,409.50	0.56
NEW YORK ST URBAN DEVELOPMENT CORP	855,852.00	0.91
NISSAN AUTO LEASE TRUST	296,801.68	0.32
NISSAN AUTO RECEIVABLES	1,055,383.89	1.12
NORDEA BANK ABP	820,875.20	0.88
PACCAR FINANCIAL CORP	662,795.21	0.71
PEPSICO INC	317,935.29	0.34
PFIZER INC	236,466.22	0.25
PNC FINANCIAL SERVICES GROUP	455,756.83	0.49
ROYAL BANK OF CANADA	960,755.90	1.03
SKANDINAVISKA ENSKILDA BANKEN AB	821,000.00	0.88
SOCIETE GENERALE	887,810.00	0.95
STATE OF CONNECTICUT	103,869.00	0.11
STATE OF MARYLAND	477,674.25	0.51
STATE OF WASHINGTON	474,210.75	0.51



Managed Account Issuer Summary

For the Month Ending **January 31, 2021**

CITY OF ANTIOCH, CA - 04380500

Issuer	Market Value of Holdings	Percent
SUMITOMO MITSUI FINANCIAL GROUP INC	728,079.80	0.78
THE BANK OF NEW YORK MELLON CORPORATION	642,184.10	0.69
TOYOTA MOTOR CORP	1,425,680.35	1.51
TRUIST FIN CORP	829,086.40	0.89
UNILEVER PLC	125,290.63	0.13
UNITED STATES TREASURY	31,119,152.46	33.26
US BANCORP	416,613.38	0.45
VERIZON OWNER TRUST	1,288,301.49	1.37
VOLKSWAGEN AUTO LEASE TURST	222,869.79	0.24
VOLKSWAGEN OF AMERICA	355,427.48	0.38
WORLD OMNI AUTO REC TRUST	271,730.70	0.29
Total	\$93,537,733.50	100.00%



Managed Account Detail of Securities Held

For the Month Ending **January 31, 2021**

CITY OF ANTIOCH, CA - 04380500

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 01/15/2019 2.500% 01/15/2022	9128285V8	275,000.00	AA+	Aaa	01/29/19	01/31/19	274,602.54	2.55	322.86	274,871.93	281,273.44
US TREASURY NOTES DTD 01/31/2017 1.875% 01/31/2022	912828V72	3,425,000.00	AA+	Aaa	01/07/19	01/09/19	3,362,654.30	2.50	177.40	3,404,701.40	3,485,472.49
US TREASURY NOTES DTD 02/15/2019 2.500% 02/15/2022	9128286C9	2,800,000.00	AA+	Aaa	03/01/19	03/05/19	2,796,937.50	2.54	32,336.96	2,798,923.30	2,869,562.64
US TREASURY NOTES DTD 04/15/2019 2.250% 04/15/2022	9128286M7	1,050,000.00	AA+	Aaa	05/01/19	05/03/19	1,050,738.28	2.23	7,074.52	1,050,299.97	1,077,070.26
US TREASURY NOTES DTD 07/31/2017 1.875% 07/31/2022	9128282P4	800,000.00	AA+	Aaa	07/01/19	07/03/19	802,718.75	1.76	41.44	801,318.26	821,250.00
US TREASURY NOTES DTD 07/31/2017 1.875% 07/31/2022	9128282P4	3,375,000.00	AA+	Aaa	06/03/19	06/05/19	3,377,768.55	1.85	174.81	3,376,309.77	3,464,648.44
US TREASURY NOTES DTD 08/31/2017 1.625% 08/31/2022	9128282S8	1,350,000.00	AA+	Aaa	08/02/19	08/05/19	1,347,310.55	1.69	9,332.53	1,348,619.32	1,382,062.50
US TREASURY NOTES DTD 08/31/2017 1.625% 08/31/2022	9128282S8	1,700,000.00	AA+	Aaa	10/03/19	10/04/19	1,713,945.31	1.34	11,752.07	1,707,563.56	1,740,375.00
US TREASURY NOTES DTD 10/15/2019 1.375% 10/15/2022	912828YK0	450,000.00	AA+	Aaa	12/20/19	12/20/19	446,343.75	1.67	1,852.85	447,795.60	459,632.79
US TREASURY NOTES DTD 10/15/2019 1.375% 10/15/2022	912828YK0	1,000,000.00	AA+	Aaa	10/31/19	11/04/19	996,289.06	1.50	4,117.45	997,858.28	1,021,406.20
US TREASURY NOTES DTD 10/15/2019 1.375% 10/15/2022	912828YK0	3,150,000.00	AA+	Aaa	12/02/19	12/04/19	3,127,851.56	1.63	12,969.95	3,136,850.69	3,217,429.53
US TREASURY NOTES DTD 01/15/2020 1.500% 01/15/2023	912828Z29	1,200,000.00	AA+	Aaa	02/03/20	02/05/20	1,205,906.25	1.33	845.30	1,203,917.35	1,232,250.00
US TREASURY NOTES DTD 02/01/2016 1.750% 01/31/2023	912828P38	1,500,000.00	AA+	Aaa	01/02/20	01/06/20	1,506,093.75	1.61	72.51	1,503,962.84	1,548,750.00
US TREASURY NOTES DTD 02/15/2020 1.375% 02/15/2023	912828Z86	4,250,000.00	AA+	Aaa	03/02/20	03/04/20	4,323,876.96	0.78	26,995.58	4,300,987.44	4,358,242.40



Managed Account Detail of Securities Held

For the Month Ending January 31, 2021

CITY OF ANTIOCH, CA - 04380500

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 11/15/2020 0.250% 11/15/2023	91282CAW1	4,150,000.00	AA+	Aaa	12/01/20	12/03/20	4,153,890.63	0.22	2,235.50	4,153,673.88	4,159,726.77
Security Type Sub-Total		30,475,000.00					30,486,927.74	1.53	110,301.73	30,507,653.59	31,119,152.46
Supra-National Agency Bond / Note											
INTER-AMERICAN DEVEL BK CORPORATE NOTES DTD 04/24/2020 0.500% 05/24/2023	4581X0DM7	665,000.00	AAA	Aaa	04/17/20	04/24/20	664,773.90	0.51	618.82	664,830.78	669,762.07
INTL BK RECON & DEVELOP CORPORATE NOTES DTD 11/24/2020 0.250% 11/24/2023	459058JM6	670,000.00	AAA	Aaa	11/17/20	11/24/20	668,559.50	0.32	311.74	668,650.27	670,575.53
Security Type Sub-Total		1,335,000.00					1,333,333.40	0.42	930.56	1,333,481.05	1,340,337.60
Municipal Bond / Note											
CA ST EARTHQUAKE AUTH TXBL REV BONDS DTD 11/24/2020 1.327% 07/01/2022	13017HAJ5	190,000.00	NR	NR	11/13/20	11/24/20	190,000.00	1.33	210.11	190,000.00	192,411.10
NY ST URBAN DEV CORP TXBL REV BONDS DTD 12/23/2020 0.480% 03/15/2023	650036DR4	215,000.00	AA+	NR	12/16/20	12/23/20	215,000.00	0.48	108.93	215,000.00	215,103.20
CT ST TXBL GO BONDS DTD 06/11/2020 2.000% 07/01/2023	20772KJV2	100,000.00	A	A1	05/29/20	06/11/20	100,597.00	1.80	166.67	100,471.17	103,869.00
PORT AUTH OF NY/NJ TXBL REV BONDS DTD 07/08/2020 1.086% 07/01/2023	73358W4V3	255,000.00	A+	Aa3	07/02/20	07/08/20	255,000.00	1.09	1,561.58	255,000.00	259,704.75
PORT AUTH OF NY/NJ TXBL REV BONDS DTD 07/08/2020 1.086% 07/01/2023	73358W4V3	255,000.00	A+	Aa3	07/07/20	07/09/20	256,494.30	0.89	1,561.58	256,209.74	259,704.75
WA ST T/E GO BONDS DTD 04/29/2020 5.000% 07/01/2023	93974EHJ8	425,000.00	AA+	Aaa	04/23/20	04/29/20	477,517.25	1.03	1,770.83	464,909.48	474,210.75
LOS ANGELES CCD, CA TXBL GO BONDS DTD 11/10/2020 0.444% 08/01/2023	54438CYH9	235,000.00	AA+	Aaa	10/30/20	11/10/20	235,000.00	0.44	234.77	235,000.00	235,660.35



Managed Account Detail of Securities Held

For the Month Ending January 31, 2021

CITY OF ANTIOCH, CA - 04380500

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Municipal Bond / Note											
MD ST TXBL GO BONDS DTD 08/05/2020 0.410% 08/01/2023	574193TP3	475,000.00	AAA	Aaa	07/23/20	08/05/20	475,000.00	0.41	952.11	475,000.00	477,674.25
CA ST DEPT WTR RES WTR SYS TXBL REV BNDS DTD 08/06/2020 0.414% 12/01/2023	13067WRA2	450,000.00	AAA	Aa1	07/30/20	08/06/20	450,000.00	0.41	310.50	450,000.00	449,847.00
NY ST URBAN DEV CORP TXBL REV BONDS DTD 12/23/2020 0.620% 03/15/2024	650036DS2	640,000.00	AA+	NR	12/16/20	12/23/20	640,000.00	0.62	418.84	640,000.00	640,748.80
NJ TPK AUTH -B-TXBL MUNICIPAL BONDS DTD 02/04/2021 0.897% 01/01/2025	646140DN0	195,000.00	A+	A2	01/22/21	02/04/21	195,000.00	0.90	0.00	195,000.00	195,840.45
FL ST BOARD OF ADMIN TXBL REV BONDS DTD 09/16/2020 1.258% 07/01/2025	341271AD6	235,000.00	AA	Aa3	09/03/20	09/16/20	235,000.00	1.26	246.36	235,000.00	241,683.40
Security Type Sub-Total		3,670,000.00					3,724,608.55	0.78	7,542.28	3,711,590.39	3,746,457.80
Federal Agency Collateralized Mortgage Obligation											
FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/01/2021	3136B1XP4	71,274.04	AA+	Aaa	04/11/18	04/30/18	72,691.75	2.93	211.45	71,520.40	71,418.10
FHLMC MULTIFAMILY STRUCTURED P DTD 11/01/2015 2.716% 06/01/2022	3137BLUR7	375,000.00	AA+	Aaa	03/13/19	03/18/19	374,533.45	2.76	848.75	374,806.77	381,397.33
FHLMC MULTIFAMILY STRUCTURED P DTD 12/01/2012 2.355% 07/01/2022	3137AVXN2	360,000.00	AA+	Aaa	06/12/19	06/17/19	361,321.88	2.23	706.50	360,613.30	366,910.01
FHLMC MULTIFAMILY STRUCTURED P DTD 05/01/2013 2.510% 11/01/2022	3137B1BS0	375,000.00	AA+	Aaa	08/13/19	08/16/19	381,210.94	1.98	784.38	378,378.16	385,433.85
FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/01/2022	3136AEGO4	198,558.73	AA+	Aaa	09/11/19	09/16/19	199,795.94	2.08	377.26	199,263.90	202,518.71
FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/01/2022	3136AEGO4	263,025.84	AA+	Aaa	09/04/19	09/09/19	266,471.75	1.86	499.75	264,978.23	268,271.52
FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	52,670.72	AA+	Aaa	12/07/18	12/17/18	52,670.56	3.20	140.59	52,670.64	53,992.76



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Federal Agency Collateralized Mortgage Obligation											
FHMS KJ27 A1 DTD 11/01/2019 2.092% 07/01/2024	3137FQ3V3	160,911.61	AA+	Aaa	11/20/19	11/26/19	160,907.77	2.09	280.52	160,908.76	165,127.93
Security Type Sub-Total		1,856,440.94					1,869,604.04	2.26	3,849.20	1,863,140.16	1,895,070.21
Federal Agency Bond / Note											
FREDDIE MAC NOTES DTD 04/20/2020 0.375% 04/20/2023	3137EAE08	2,200,000.00	AA+	Aaa	04/17/20	04/20/20	2,194,500.00	0.46	2,314.58	2,195,941.55	2,210,995.60
FREDDIE MAC NOTES DTD 05/07/2020 0.375% 05/05/2023	3137EAER6	950,000.00	AA+	Aaa	06/03/20	06/04/20	950,760.00	0.35	851.04	950,587.31	954,837.40
FREDDIE MAC NOTES DTD 05/07/2020 0.375% 05/05/2023	3137EAER6	1,655,000.00	AA+	Aaa	05/05/20	05/07/20	1,654,304.90	0.39	1,482.61	1,654,476.61	1,663,427.26
FANNIE MAE NOTES DTD 05/22/2020 0.250% 05/22/2023	3135G04Q3	925,000.00	AA+	Aaa	06/03/20	06/04/20	922,003.00	0.36	443.23	922,673.31	927,145.08
FANNIE MAE NOTES DTD 05/22/2020 0.250% 05/22/2023	3135G04Q3	1,750,000.00	AA+	Aaa	05/20/20	05/22/20	1,744,732.50	0.35	838.54	1,745,959.18	1,754,058.25
FREDDIE MAC NOTES DTD 06/26/2020 0.250% 06/26/2023	3137EAES4	1,620,000.00	AA+	Aaa	06/24/20	06/26/20	1,615,269.60	0.35	393.75	1,616,220.00	1,623,910.68
FANNIE MAE NOTES DTD 07/10/2020 0.250% 07/10/2023	3135G05G4	1,375,000.00	AA+	Aaa	10/07/20	10/08/20	1,374,505.00	0.26	200.52	1,374,562.13	1,378,078.62
FANNIE MAE NOTES DTD 07/10/2020 0.250% 07/10/2023	3135G05G4	1,795,000.00	AA+	Aaa	07/08/20	07/10/20	1,791,140.75	0.32	261.77	1,791,866.78	1,799,019.01
FREDDIE MAC NOTES DTD 08/21/2020 0.250% 08/24/2023	3137EAEV7	700,000.00	AA+	Aaa	08/25/20	08/26/20	698,936.00	0.30	777.78	699,090.78	701,645.70
FREDDIE MAC NOTES DTD 08/21/2020 0.250% 08/24/2023	3137EAEV7	1,275,000.00	AA+	Aaa	08/19/20	08/21/20	1,273,699.50	0.28	1,416.67	1,273,893.75	1,277,997.53
FREDDIE MAC NOTES DTD 09/04/2020 0.250% 09/08/2023	3137EAEW5	735,000.00	AA+	Aaa	09/02/20	09/04/20	735,134.22	0.24	750.31	735,115.90	736,563.35
FREDDIE MAC NOTES DTD 09/04/2020 0.250% 09/08/2023	3137EAEW5	1,165,000.00	AA+	Aaa	09/02/20	09/04/20	1,164,615.55	0.26	1,189.27	1,164,668.02	1,167,477.95



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Federal Agency Bond / Note											
FREDDIE MAC NOTES DTD 09/04/2020 0.250% 09/08/2023	3137EAEW5	1,300,000.00	AA+	Aaa	10/07/20	10/08/20	1,299,584.00	0.26	1,327.08	1,299,629.31	1,302,765.10
FREDDIE MAC NOTES DTD 11/05/2020 0.250% 11/06/2023	3137EAEZ8	2,000,000.00	AA+	Aaa	11/03/20	11/05/20	1,998,200.00	0.28	1,194.45	1,998,344.53	2,003,412.00
FREDDIE MAC NOTES DTD 12/04/2020 0.250% 12/04/2023	3137EAF2	1,555,000.00	AA+	Aaa	12/02/20	12/04/20	1,553,460.55	0.28	615.52	1,553,543.50	1,557,287.41
Security Type Sub-Total		21,000,000.00					20,970,845.57	0.33	14,057.12	20,976,572.66	21,058,620.94
Corporate Note											
AMERICAN HONDA FINANCE CORP NOTES DTD 10/10/2018 3.375% 12/10/2021	02665WCP4	250,000.00	A-	A3	10/03/18	10/10/18	249,880.00	3.39	1,195.31	249,967.64	256,555.25
TOYOTA MOTOR CREDIT CORP BONDS DTD 01/09/2017 2.600% 01/11/2022	89236TDP7	345,000.00	A+	A1	12/28/18	12/31/18	339,172.95	3.19	498.33	343,189.25	352,734.90
NATIONAL RURAL UTIL COOP CORP NOTE DTD 02/05/2020 1.750% 01/21/2022	63743HET5	175,000.00	A	A2	01/22/20	02/05/20	174,846.00	1.79	136.11	174,923.86	177,541.18
PACCAR FINANCIAL CORP NOTE DTD 03/01/2019 2.850% 03/01/2022	69371RP75	170,000.00	A+	A1	02/22/19	03/01/19	169,850.40	2.88	2,018.75	169,946.36	174,662.76
HOME DEPOT INC DTD 12/06/2018 3.250% 03/01/2022	437076BV3	225,000.00	A	A2	11/27/18	12/06/18	224,383.50	3.34	3,046.88	224,794.85	232,308.00
3M COMPANY BONDS DTD 02/22/2019 2.750% 03/01/2022	88579YBF7	250,000.00	A+	A1	02/12/19	02/22/19	249,882.50	2.77	2,864.58	249,958.13	256,222.50
PFIZER INC CORP BONDS DTD 03/11/2019 2.800% 03/11/2022	717081ER0	230,000.00	A+	A2	03/04/19	03/11/19	229,986.20	2.80	2,504.44	229,994.93	236,466.22
US BANCORP (CALLABLE) NOTE DTD 03/02/2012 3.000% 03/15/2022	91159HHC7	105,000.00	A+	A1	07/24/19	07/26/19	107,086.35	2.22	1,190.00	105,845.70	108,010.88
US BANCORP (CALLABLE) NOTE DTD 03/02/2012 3.000% 03/15/2022	91159HHC7	300,000.00	A+	A1	07/24/19	07/26/19	305,925.00	2.22	3,400.00	302,401.68	308,602.50



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Corporate Note											
JOHN DEERE CAPITAL CORP DTD 03/07/2019 2.950% 04/01/2022	24422EUT4	275,000.00	A	A2	03/04/19	03/07/19	274,868.00	2.97	2,704.17	274,950.07	283,557.18
GOLDMAN SACHS GROUP INC (CALLABLE) NOTE DTD 01/26/2017 3.000% 04/26/2022	38141GWC4	175,000.00	BBB+	A2	02/13/19	02/15/19	173,078.50	3.36	1,385.42	174,260.07	176,090.60
PACCAR FINANCIAL CORP CORP NOTES DTD 05/10/2019 2.650% 05/10/2022	69371RP83	400,000.00	A+	A1	05/03/19	05/10/19	399,784.00	2.67	2,385.00	399,908.75	412,326.80
MORGAN STANLEY CORP NOTES DTD 05/19/2017 2.750% 05/19/2022	61744YAH1	375,000.00	BBB+	A1	04/05/19	04/09/19	372,513.75	2.97	2,062.50	373,966.98	386,601.00
BRANCH BANKING & TRUST (CALLABLE) CORP N DTD 03/18/2019 3.050% 06/20/2022	05531FBG7	800,000.00	A-	A3	03/11/19	03/18/19	799,976.00	3.05	2,778.89	799,989.84	829,086.40
AMERICAN HONDA FINANCE DTD 06/27/2019 2.200% 06/27/2022	02665WCY5	550,000.00	A-	A3	06/24/19	06/27/19	549,494.00	2.23	1,142.78	549,764.08	564,211.45
IBM CORP NOTES DTD 07/30/2012 1.875% 08/01/2022	459200HG9	325,000.00	A	A2	10/30/19	11/01/19	323,966.50	1.99	3,046.88	324,437.96	332,735.00
HONEYWELL INTERNATIONAL (CALLABLE) NOTE DTD 08/08/2019 2.150% 08/08/2022	438516BT2	165,000.00	A	A2	07/30/19	08/08/19	164,833.35	2.19	1,704.77	164,915.91	169,457.31
HONEYWELL INTERNATIONAL CORPORATE NOTES DTD 08/19/2020 0.483% 08/19/2022	438516CC8	445,000.00	A	A2	08/17/20	08/19/20	445,000.00	0.48	967.21	445,000.00	445,644.36
BANK OF NY MELLON CORP CORP NOTES DTD 08/23/2019 1.950% 08/23/2022	06406RAK3	175,000.00	A	A1	09/03/19	09/05/19	175,483.00	1.85	1,497.71	175,253.32	179,598.30
BANK OF NY MELLON CORP CORP NOTES DTD 08/23/2019 1.950% 08/23/2022	06406RAK3	250,000.00	A	A1	08/20/19	08/23/19	249,920.00	1.96	2,139.58	249,958.54	256,569.00
CATERPILLAR FINANCIAL SERVICES CORP NOTE DTD 09/06/2019 1.900% 09/06/2022	14913Q3A5	420,000.00	A	A3	09/03/19	09/06/19	419,416.20	1.95	3,214.17	419,689.99	430,883.46



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Corporate Note											
APPLE INC DTD 09/11/2019 1.700% 09/11/2022	037833DL1	225,000.00	AA+	Aa1	09/04/19	09/11/19	224,961.75	1.71	1,487.50	224,979.51	230,312.03
CLOROX COMPANY CORP NOTE (CALLABLE) DTD 09/13/2012 3.050% 09/15/2022	189054AT6	350,000.00	A-	Baa1	05/07/20	05/11/20	366,002.00	1.07	4,032.78	360,437.91	362,875.80
CATERPILLAR FINL SERVICE DTD 01/13/2020 1.950% 11/18/2022	14913Q3C1	250,000.00	A	A3	01/09/20	01/13/20	249,885.00	1.97	988.54	249,927.57	256,609.00
BANK OF NY MELLON CORP NOTES DTD 01/28/2020 1.850% 01/27/2023	06406RAM9	200,000.00	A	A1	01/21/20	01/28/20	199,860.00	1.87	41.11	199,907.31	206,016.80
ADOBE INC CORP NOTE DTD 02/03/2020 1.700% 02/01/2023	00724PAA7	100,000.00	A	A2	01/22/20	02/03/20	99,863.00	1.75	850.00	99,908.58	102,803.20
ADOBE INC CORP NOTE DTD 02/03/2020 1.700% 02/01/2023	00724PAA7	225,000.00	A	A2	01/23/20	02/03/20	224,948.25	1.71	1,912.50	224,965.47	231,307.20
JPMORGAN CHASE & CO BONDS DTD 03/22/2019 3.207% 04/01/2023	46647PBB1	800,000.00	A-	A2	03/15/19	03/22/19	800,000.00	3.21	8,552.00	800,000.00	825,933.60
EXXON MOBIL CORPORATION CORPORATE NOTES DTD 04/15/2020 1.571% 04/15/2023	30231GBL5	225,000.00	AA	Aa1	05/11/20	05/13/20	227,902.50	1.12	1,040.79	227,184.36	231,132.60
PEPSICO INC CORPORATE NOTES DTD 05/01/2020 0.750% 05/01/2023	713448EY0	215,000.00	A+	A1	04/29/20	05/01/20	214,574.30	0.82	403.13	214,681.60	217,609.89
CHEVRON CORP CORPORATE NOTES DTD 05/11/2020 1.141% 05/11/2023	166764BV1	130,000.00	AA	Aa2	05/07/20	05/11/20	130,000.00	1.14	329.62	130,000.00	132,303.86
APPLE INC CORPORATE NOTES DTD 05/11/2020 0.750% 05/11/2023	037833DV9	280,000.00	AA+	Aa1	05/04/20	05/11/20	279,238.40	0.84	466.67	279,423.41	283,095.40
GENERAL DYNAMICS CORP NOTES DTD 05/11/2018 3.375% 05/15/2023	369550BD9	325,000.00	A	A2	05/11/20	05/13/20	347,642.75	1.02	2,315.63	342,040.42	347,434.10
AMAZON.COM INC CORPORATE NOTES DTD 06/03/2020 0.400% 06/03/2023	023135BP0	475,000.00	AA-	A2	06/01/20	06/03/20	474,335.00	0.45	306.11	474,482.58	476,425.48



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Corporate Note											
PACCAR FINANCIAL CORP CORPORATE NOTES DTD 06/08/2020 0.800% 06/08/2023	69371R082	75,000.00	A+	A1	06/01/20	06/08/20	74,895.75	0.85	88.33	74,918.41	75,805.65
CHEVRON CORP DTD 06/24/2013 3.191% 06/24/2023	166764AH3	425,000.00	AA	Aa2	02/25/20	02/27/20	446,560.25	1.62	1,393.85	440,516.98	450,853.18
JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 06/04/2020 0.700% 07/05/2023	24422EVH9	220,000.00	A	A2	06/01/20	06/04/20	219,819.60	0.73	111.22	219,858.37	221,703.02
TOYOTA MOTOR CREDIT CORP CORPORATE NOTES DTD 05/26/2020 1.350% 08/25/2023	89236THA6	500,000.00	A+	A1	05/20/20	05/26/20	499,815.00	1.36	2,925.00	499,854.15	512,492.00
UNILEVER CAPITAL CORP CORPORATE NOTES DTD 09/14/2020 0.375% 09/14/2023	904764BJ5	125,000.00	A+	A1	09/08/20	09/14/20	124,840.00	0.42	178.39	124,860.46	125,290.63
PEPSICO INC CORPORATE NOTES DTD 10/07/2020 0.400% 10/07/2023	713448FB9	100,000.00	A+	A1	10/05/20	10/07/20	99,943.00	0.42	126.67	99,949.09	100,325.40
JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 10/09/2020 0.400% 10/10/2023	24422EVJ5	100,000.00	A	A2	10/06/20	10/09/20	99,884.00	0.44	124.44	99,896.17	100,241.00
CITIGROUP INC CORP NOTES DTD 10/25/2013 3.875% 10/25/2023	172967HD6	325,000.00	BBB+	A3	10/02/20	10/06/20	356,525.00	0.66	3,358.33	353,185.73	354,792.75
BRISTOL-MYERS SQUIBB CO (CALLABLE) CORP DTD 11/13/2020 0.537% 11/13/2023	110122DT2	425,000.00	A+	A2	11/09/20	11/13/20	425,000.00	0.54	494.49	425,000.00	425,282.20
GOLDMAN SACHS GROUP INC CORPORATE NOTES DTD 11/19/2020 0.627% 11/17/2023	38141GXL3	275,000.00	BBB+	A2	11/16/20	11/19/20	275,000.00	0.63	344.85	275,000.00	275,330.83
IBM CORP NOTES DTD 02/12/2014 3.625% 02/12/2024	459200HU8	300,000.00	A	A2	10/02/20	10/06/20	329,799.00	0.62	5,105.21	326,926.22	328,136.40



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Corporate Note											
GOLDMAN SACHS CORP NOTES DTD 03/03/2014 4.000% 03/03/2024	38141GVM3	225,000.00	BBB+	A2	01/21/21	01/25/21	248,004.00	0.67	3,700.00	247,861.87	247,529.70
COMCAST CORP (CALLABLE) CORPORATE NOTES DTD 10/05/2018 3.700% 04/15/2024	20030NCR0	300,000.00	A-	A3	05/07/20	05/11/20	328,677.00	1.20	3,268.33	323,243.89	329,730.00
MORGAN STANLEY CORP NOTES DTD 04/24/2018 3.737% 04/24/2024	61744YAO1	325,000.00	BBB+	A1	10/02/20	10/06/20	349,755.25	1.52	3,272.47	347,501.30	347,661.28
CITIGROUP INC CORPORATE NOTES DTD 05/14/2020 1.678% 05/15/2024	172967MR9	50,000.00	BBB+	A3	10/02/20	10/06/20	51,235.50	0.98	177.12	51,124.80	51,126.95
CITIGROUP INC CORPORATE NOTES DTD 05/14/2020 1.678% 05/15/2024	172967MR9	300,000.00	BBB+	A3	05/07/20	05/14/20	300,000.00	1.68	1,062.74	300,000.00	306,761.70
BANK OF AMERICA CORP NOTES DTD 07/23/2018 3.864% 07/23/2024	06051GHL6	100,000.00	A-	A2	09/28/20	10/01/20	108,415.00	1.58	85.87	107,700.28	108,138.60
BANK OF AMERICA CORP NOTES DTD 07/23/2018 3.864% 07/23/2024	06051GHL6	225,000.00	A-	A2	08/21/20	08/25/20	245,362.50	1.47	193.20	243,165.01	243,311.85
BRISTOL MYERS SQUIBB CO CORP NOTES (CALL DTD 01/26/2020 2.900% 07/26/2024	110122CM8	245,000.00	A+	A2	10/05/20	10/07/20	265,259.05	0.69	98.68	263,513.61	264,423.85
BANK OF AMERICA CORP CORPORATE NOTES DTD 10/21/2020 0.810% 10/24/2024	06051GJH3	475,000.00	A-	A2	10/16/20	10/21/20	475,000.00	0.81	1,068.75	475,000.00	476,717.13
Security Type Sub-Total		15,320,000.00					15,562,349.05	1.77	91,787.80	15,530,132.97	15,819,378.13
Certificate of Deposit											
CREDIT AGRICOLE CIB NY CERT DEPOS DTD 04/04/2019 2.830% 04/02/2021	22535CDU2	775,000.00	A-1	P-1	04/03/19	04/04/19	775,000.00	2.83	18,338.01	775,000.00	778,573.53
ROYAL BANK OF CANADA NY CD DTD 06/08/2018 3.240% 06/07/2021	78012UEE1	950,000.00	A-1+	P-1	06/07/18	06/08/18	950,000.00	3.24	4,617.00	950,000.00	960,755.90



Managed Account Detail of Securities Held

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CITY OF ANTIOCH, CA - 04380500

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Certificate of Deposit											
CREDIT SUISSE NEW YORK CERT DEPOS DTD 08/07/2020 0.520% 02/01/2022	22549L6F7	725,000.00	A+	Aa3	08/05/20	08/07/20	725,000.00	0.52	1,864.06	725,000.00	726,282.53
SOCIETE GENERALE NY CERT DEPOS DTD 02/19/2020 1.800% 02/14/2022	83369XDL9	875,000.00	A	A1	02/14/20	02/19/20	875,000.00	1.80	7,306.25	875,000.00	887,810.00
SUMITOMO MITSUI BANK NY CERT DEPOS DTD 07/14/2020 0.700% 07/08/2022	86565CKU2	725,000.00	A	A1	07/10/20	07/14/20	725,000.00	0.70	338.33	725,000.00	728,079.80
NORDEA BANK ABP NEW YORK CERT DEPOS DTD 08/29/2019 1.850% 08/26/2022	65558TLL7	800,000.00	AA-	Aa3	08/27/19	08/29/19	800,000.00	1.84	6,536.67	800,000.00	820,875.20
SKANDINAV ENSKILDA BANK LT CD DTD 09/03/2019 1.860% 08/26/2022	83050PDR7	800,000.00	A+	Aa2	08/29/19	09/03/19	800,000.00	1.85	6,572.00	800,000.00	821,000.00
DNB BANK ASA/NY LT CD DTD 12/06/2019 2.040% 12/02/2022	23341VZT1	875,000.00	AA-	Aa2	12/04/19	12/06/19	875,000.00	2.03	3,024.58	875,000.00	904,690.50
Security Type Sub-Total		6,525,000.00					6,525,000.00	1.91	48,596.90	6,525,000.00	6,628,067.46
Bank Note											
PNC BANK NA CORP NOTES DTD 06/08/2018 3.500% 06/08/2023	69353RFL7	425,000.00	A	A2	03/06/20	03/10/20	454,818.00	1.28	2,189.93	438,758.39	455,756.83
Security Type Sub-Total		425,000.00					454,818.00	1.28	2,189.93	438,758.39	455,756.83
Asset-Backed Security											
MBALT 2018-B A3 DTD 11/20/2018 3.210% 09/15/2021	58769LAC6	66,944.71	AAA	NR	11/15/18	11/20/18	66,943.21	3.21	95.51	66,944.38	67,002.14
GMALT 2019-1 A3 DTD 02/21/2019 2.980% 12/20/2021	36256UAD0	78,952.83	AAA	Aaa	02/13/19	02/21/19	78,940.43	2.99	71.89	78,948.96	79,231.27
FORDL 2019-A A3 DTD 02/25/2019 2.900% 05/15/2022	34532FAD4	162,552.55	AAA	NR	02/20/19	02/25/19	162,539.83	2.90	209.51	162,547.48	163,322.01
NALT 2019-B A3 DTD 07/24/2019 2.270% 07/15/2022	65478LAD1	295,000.00	AAA	Aaa	07/16/19	07/24/19	294,983.24	2.27	297.62	294,991.84	296,801.68



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CITY OF ANTIOCH, CA - 04380500

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Asset-Backed Security											
VWALT 2019-A A3 DTD 10/04/2019 1.990% 11/21/2022	92867XAD8	220,000.00	AAA	NR	10/01/19	10/04/19	219,996.52	1.99	133.77	219,998.00	222,869.79
HART 2018-B A3 DTD 12/12/2018 3.200% 12/15/2022	44933AAC1	173,461.65	AAA	Aaa	12/04/18	12/12/18	173,459.57	3.20	246.70	173,460.68	175,685.22
HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	465,523.24	AAA	Aaa	11/20/18	11/28/18	465,453.65	3.16	653.80	465,490.36	472,270.95
TOYOTA AUTO RECEIVABLES OWNER DTD 11/07/2018 3.180% 03/15/2023	89231PAD0	235,957.25	AAA	Aaa	10/31/18	11/07/18	235,906.21	3.19	333.49	235,932.45	239,327.85
HAROT 2019-1 A3 DTD 02/27/2019 2.830% 03/20/2023	43814WAC9	104,765.34	AAA	NR	02/19/19	02/27/19	104,762.53	2.83	107.06	104,763.87	106,502.46
VALET 2018-2 A3 DTD 11/21/2018 3.250% 04/20/2023	92869BAD4	349,694.31	AAA	Aaa	11/15/18	11/21/18	349,679.62	3.25	347.27	349,686.94	355,427.48
CARMAX AUTO OWNER TRUST DTD 07/25/2018 3.130% 06/15/2023	14313FAD1	205,828.33	AAA	NR	07/18/18	07/25/18	205,800.28	3.13	286.33	205,814.76	209,154.45
HYUNDAI AUTO RECEIVABLES TRUST DTD 04/10/2019 2.660% 06/15/2023	44932NAD2	296,970.74	AAA	NR	04/03/19	04/10/19	296,931.65	2.66	351.09	296,948.62	301,298.91
NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	587,384.38	AAA	Aaa	12/04/18	12/12/18	587,271.84	3.22	840.61	587,325.31	597,905.79
HAROT 2019-3 A3 DTD 08/27/2019 1.780% 08/15/2023	43815NAC8	190,000.00	AAA	Aaa	08/20/19	08/27/19	189,998.42	1.78	150.31	189,998.99	192,946.90
GMALT 2020-3 A3 DTD 09/29/2020 0.450% 08/21/2023	362569AC9	230,000.00	AAA	Aaa	09/22/20	09/29/20	229,977.97	0.45	31.63	229,980.58	230,643.95
ALLYA 2019-1 A3 DTD 02/13/2019 2.910% 09/15/2023	02004WAC5	217,265.69	NR	Aaa	02/05/19	02/13/19	217,239.45	2.91	281.00	217,250.71	220,765.95
CARMAX AUTO OWNER TRUST DTD 10/24/2018 3.360% 09/15/2023	14315EAC4	227,939.98	AAA	NR	10/17/18	10/24/18	227,937.90	3.36	340.39	227,938.87	232,764.76
FORDO 2019-A A3 DTD 03/22/2019 2.780% 09/15/2023	34533FAD3	587,053.46	NR	Aaa	03/19/19	03/22/19	586,954.66	2.78	725.34	586,995.80	596,723.29



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Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Asset-Backed Security											
NAROT 2019-A A3 DTD 02/13/2019 2.900% 10/15/2023	65479KAD2	449,607.14	NR	Aaa	02/05/19	02/13/19	449,539.03	2.90	579.49	449,567.75	457,478.10
MBALT 2020-B A3 DTD 09/23/2020 0.400% 11/15/2023	58769EAC2	125,000.00	AAA	NR	09/15/20	09/23/20	124,993.66	0.40	22.22	124,994.38	125,303.96
COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	223,941.08	AAA	Aaa	05/21/19	05/30/19	223,895.71	2.51	249.82	223,912.77	227,455.48
GMCAR 2019-1 A3 DTD 01/16/2019 2.970% 11/16/2023	36256XAD4	287,804.04	NR	Aaa	01/08/19	01/16/19	287,772.18	2.97	356.16	287,785.66	292,263.39
FIFTH THIRD AUTO TRUST DTD 05/08/2019 2.640% 12/15/2023	31680YAD9	267,275.83	AAA	Aaa	04/30/19	05/08/19	267,217.09	2.65	313.60	267,239.27	271,629.75
HDMOT 2019-A A3 DTD 06/26/2019 2.340% 02/15/2024	41284WAC4	376,139.33	NR	Aaa	06/19/19	06/26/19	376,110.22	2.34	391.18	376,120.28	381,279.91
GMCAR 2019-2 A3 DTD 04/17/2019 2.650% 02/16/2024	36257FAD2	364,432.28	AAA	Aaa	04/09/19	04/17/19	364,402.62	2.65	402.39	364,413.64	369,979.01
CARMX 2019-2 A3 DTD 04/17/2019 2.680% 03/15/2024	14316LAC7	265,000.00	AAA	NR	04/09/19	04/17/19	264,972.92	2.68	315.64	264,982.82	270,848.55
VZOT 2019-C A1A DTD 10/08/2019 1.940% 04/22/2024	92348AAA3	555,000.00	AAA	NR	10/01/19	10/08/19	554,957.21	1.94	328.99	554,969.65	566,444.10
VZOT 2020-A A1A DTD 01/29/2020 1.850% 07/22/2024	92348TAA2	215,000.00	AAA	Aaa	01/21/20	01/29/20	214,974.82	1.85	121.53	214,980.50	219,270.89
COMET 2019-A2 A2 DTD 09/05/2019 1.720% 08/15/2024	14041NFU0	800,000.00	AAA	NR	08/28/19	09/05/19	799,798.56	1.73	611.56	799,856.00	818,622.64
HDMOT 2020-A A3 DTD 01/29/2020 1.870% 10/15/2024	41284UAD6	200,000.00	AAA	Aaa	01/21/20	01/29/20	199,956.38	1.87	166.22	199,965.73	203,680.62
TAOT 2020-C A3 DTD 07/27/2020 0.440% 10/15/2024	89237VAB5	320,000.00	AAA	Aaa	07/21/20	07/27/20	319,975.36	0.44	62.58	319,978.38	321,125.60
DCENT 2019-A3 A DTD 10/31/2019 1.890% 10/15/2024	254683CM5	330,000.00	NR	Aaa	10/24/19	10/31/19	329,929.12	1.89	277.20	329,947.08	339,339.99



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CITY OF ANTIOCH, CA - 04380500

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Asset-Backed Security											
BMWOT 2020-A A3 DTD 07/15/2020 0.480% 10/25/2024	09661RAD3	195,000.00	AAA	NR	07/08/20	07/15/20	194,985.28	0.48	15.60	194,987.17	195,846.46
CARMX 2020-1 A3 DTD 01/22/2020 1.890% 12/16/2024	14315XAC2	245,000.00	AAA	NR	01/14/20	01/22/20	244,951.93	1.89	205.80	244,962.03	251,250.05
HART 2020-B A3 DTD 07/22/2020 0.480% 12/16/2024	44933FAC0	310,000.00	AAA	NR	07/14/20	07/22/20	309,941.97	0.48	66.13	309,948.97	311,376.09
MBART 2020-1 A3 DTD 06/23/2020 0.550% 02/18/2025	58769VAC4	315,000.00	AAA	NR	06/16/20	06/23/20	314,975.40	0.55	77.00	314,978.63	316,735.43
VZOT 2020-B A DTD 08/12/2020 0.470% 02/20/2025	92290BAA9	500,000.00	NR	Aaa	08/04/20	08/12/20	499,895.00	0.47	71.81	499,905.99	502,586.50
WOART 2020-B A3 DTD 06/24/2020 0.630% 05/15/2025	98163WAC0	270,000.00	AAA	NR	06/16/20	06/24/20	269,978.83	0.63	75.60	269,981.46	271,730.70
Security Type Sub-Total		11,309,494.16					11,308,000.27	2.16	10,213.84	11,308,496.76	11,474,892.07
Managed Account Sub-Total		91,915,935.10					92,235,486.62	1.37	289,469.36	92,194,825.97	93,537,733.50
Securities Sub-Total		\$91,915,935.10					\$92,235,486.62	1.37%	\$289,469.36	\$92,194,825.97	\$93,537,733.50
Accrued Interest											\$289,469.36
Total Investments											\$93,827,202.86

Bolded items are forward settling trades.



Managed Account Security Transactions & Interest

For the Month Ending January 31, 2021

CITY OF ANTIOCH, CA - 04380500

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
BUY										
01/21/21	01/25/21	GOLDMAN SACHS CORP NOTES DTD 03/03/2014 4.000% 03/03/2024	38141GVM3	225,000.00	(248,004.00)	(3,550.00)	(251,554.00)			
01/22/21	02/04/21	NJ TPK AUTH -B-TXBL MUNICIPAL BONDS DTD 02/04/2021 0.897% 01/01/2025	646140DN0	195,000.00	(195,000.00)	0.00	(195,000.00)			
Transaction Type Sub-Total				420,000.00	(443,004.00)	(3,550.00)	(446,554.00)			
INTEREST										
01/01/21	01/01/21	FL ST BOARD OF ADMIN TXBL REV BONDS DTD 09/16/2020 1.258% 07/01/2025	341271AD6	235,000.00	0.00	862.25	862.25			
01/01/21	01/01/21	CT ST TXBL GO BONDS DTD 06/11/2020 2.000% 07/01/2023	20772KJV2	100,000.00	0.00	1,111.11	1,111.11			
01/01/21	01/01/21	WA ST T/E GO BONDS DTD 04/29/2020 5.000% 07/01/2023	93974EHJ8	425,000.00	0.00	10,625.00	10,625.00			
01/01/21	01/01/21	CA ST EARTHQUAKE AUTH TXBL REV BONDS DTD 11/24/2020 1.327% 07/01/2022	13017HAJ5	190,000.00	0.00	259.13	259.13			
01/01/21	01/25/21	FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/01/2022	3136AEGQ4	464,258.70	0.00	900.40	900.40			
01/01/21	01/25/21	FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/01/2021	3136B1XP4	181,874.57	0.00	539.56	539.56			
01/01/21	01/25/21	FHLMC MULTIFAMILY STRUCTURED P DTD 11/01/2015 2.716% 06/01/2022	3137BLUR7	375,000.00	0.00	848.75	848.75			
01/01/21	01/25/21	FHLMC MULTIFAMILY STRUCTURED P DTD 12/01/2012 2.355% 07/01/2022	3137AVXN2	360,000.00	0.00	706.50	706.50			
01/01/21	01/25/21	FHMS KJ27 A1 DTD 11/01/2019 2.092% 07/01/2024	3137FO3V3	161,202.33	0.00	281.03	281.03			
01/01/21	01/25/21	FHLMC MULTIFAMILY STRUCTURED P DTD 05/01/2013 2.510% 11/01/2022	3137B1BS0	375,000.00	0.00	784.38	784.38			
01/01/21	01/25/21	FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	52,741.84	0.00	140.78	140.78			



Managed Account Security Transactions & Interest

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Transaction Type		Security Description	CUSIP	Par	Principal	Accrued	Total	Realized G/L	Realized G/L	Sale
Trade	Settle				Proceeds	Interest		Cost	Amort Cost	Method
INTEREST										
01/05/21	01/05/21	JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 06/04/2020 0.700% 07/05/2023	24422EVH9	220,000.00	0.00	902.61	902.61			
01/08/21	01/08/21	SUMITOMO MITSUI BANK NY CERT DEPOS DTD 07/14/2020 0.700% 07/08/2022	86565CKU2	725,000.00	0.00	2,509.31	2,509.31			
01/10/21	01/10/21	FANNIE MAE NOTES DTD 07/10/2020 0.250% 07/10/2023	3135G05G4	3,170,000.00	0.00	3,962.50	3,962.50			
01/11/21	01/11/21	TOYOTA MOTOR CREDIT CORP BONDS DTD 01/09/2017 2.600% 01/11/2022	89236TDP7	345,000.00	0.00	4,485.00	4,485.00			
01/15/21	01/15/21	NALT 2019-B A3 DTD 07/24/2019 2.270% 07/15/2022	65478LAD1	295,000.00	0.00	558.04	558.04			
01/15/21	01/15/21	COMET 2019-A2 A2 DTD 09/05/2019 1.720% 08/15/2024	14041NFU0	800,000.00	0.00	1,146.67	1,146.67			
01/15/21	01/15/21	HDMOT 2019-A A3 DTD 06/26/2019 2.340% 02/15/2024	41284WAC4	400,000.00	0.00	780.00	780.00			
01/15/21	01/15/21	CARMAX AUTO OWNER TRUST DTD 10/24/2018 3.360% 09/15/2023	14315EAC4	243,918.06	0.00	682.97	682.97			
01/15/21	01/15/21	CARMX 2019-2 A3 DTD 04/17/2019 2.680% 03/15/2024	14316LAC7	265,000.00	0.00	591.83	591.83			
01/15/21	01/15/21	US TREASURY NOTES DTD 01/15/2020 1.500% 01/15/2023	912828Z29	1,200,000.00	0.00	9,000.00	9,000.00			
01/15/21	01/15/21	NAROT 2019-A A3 DTD 02/13/2019 2.900% 10/15/2023	65479KAD2	482,288.05	0.00	1,165.53	1,165.53			
01/15/21	01/15/21	MBALT 2018-B A3 DTD 11/20/2018 3.210% 09/15/2021	58769LAC6	143,445.60	0.00	383.72	383.72			
01/15/21	01/15/21	FORDL 2019-A A3 DTD 02/25/2019 2.900% 05/15/2022	34532FAD4	198,758.55	0.00	480.33	480.33			
01/15/21	01/15/21	CARMX 2020-1 A3 DTD 01/22/2020 1.890% 12/16/2024	14315XAC2	245,000.00	0.00	385.88	385.88			
01/15/21	01/15/21	MBART 2020-1 A3 DTD 06/23/2020 0.550% 02/18/2025	58769VAC4	315,000.00	0.00	144.38	144.38			
01/15/21	01/15/21	FIFTH THIRD AUTO TRUST DTD 05/08/2019 2.640% 12/15/2023	31680YAD9	285,000.00	0.00	627.00	627.00			



Managed Account Security Transactions & Interest

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CITY OF ANTIOCH, CA - 04380500

Transaction Type		Security Description	CUSIP	Par	Principal	Accrued	Total	Realized G/L	Realized G/L	Sale
Trade	Settle				Proceeds	Interest		Cost	Amort Cost	Method
INTEREST										
01/15/21	01/15/21	FORDO 2019-A A3 DTD 03/22/2019 2.780% 09/15/2023	34533FAD3	630,000.00	0.00	1,459.50	1,459.50			
01/15/21	01/15/21	NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	635,279.07	0.00	1,704.67	1,704.67			
01/15/21	01/15/21	CARMAX AUTO OWNER TRUST DTD 07/25/2018 3.130% 06/15/2023	14313FAD1	223,355.32	0.00	582.59	582.59			
01/15/21	01/15/21	HYUNDAI AUTO RECEIVABLES TRUST DTD 04/10/2019 2.660% 06/15/2023	44932NAD2	321,614.44	0.00	712.91	712.91			
01/15/21	01/15/21	MBALT 2020-B A3 DTD 09/23/2020 0.400% 11/15/2023	58769EAC2	125,000.00	0.00	41.67	41.67			
01/15/21	01/15/21	HART 2020-B A3 DTD 07/22/2020 0.480% 12/16/2024	44933FAC0	310,000.00	0.00	124.00	124.00			
01/15/21	01/15/21	ALLYA 2019-1 A3 DTD 02/13/2019 2.910% 09/15/2023	02004WAC5	234,448.56	0.00	568.54	568.54			
01/15/21	01/15/21	HART 2018-B A3 DTD 12/12/2018 3.200% 12/15/2022	44933AAC1	193,161.53	0.00	515.10	515.10			
01/15/21	01/15/21	HAROT 2019-3 A3 DTD 08/27/2019 1.780% 08/15/2023	43815NAC8	190,000.00	0.00	281.83	281.83			
01/15/21	01/15/21	WOART 2020-B A3 DTD 06/24/2020 0.630% 05/15/2025	98163WAC0	270,000.00	0.00	141.75	141.75			
01/15/21	01/15/21	TAOT 2020-C A3 DTD 07/27/2020 0.440% 10/15/2024	89237VAB5	320,000.00	0.00	117.33	117.33			
01/15/21	01/15/21	COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	230,000.00	0.00	481.08	481.08			
01/15/21	01/15/21	FORDL 2018-B A3 DTD 09/21/2018 3.190% 12/15/2021	34531LAD2	10,329.21	0.00	27.46	27.46			
01/15/21	01/15/21	TOYOTA AUTO RECEIVABLES OWNER DTD 11/07/2018 3.180% 03/15/2023	89231PAD0	257,616.90	0.00	682.68	682.68			
01/15/21	01/15/21	HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	511,787.90	0.00	1,347.71	1,347.71			
01/15/21	01/15/21	HDMOT 2020-A A3 DTD 01/29/2020 1.870% 10/15/2024	41284UAD6	200,000.00	0.00	311.67	311.67			



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For the Month Ending January 31, 2021

CITY OF ANTIOCH, CA - 04380500

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
INTEREST										
01/15/21	01/15/21	NATIONAL RURAL UTIL COOP CORP NOTE DTD 02/05/2020 1.750% 01/21/2022	63743HET5	175,000.00	0.00	1,531.25	1,531.25			
01/15/21	01/15/21	DCENT 2019-A3 A DTD 10/31/2019 1.890% 10/15/2024	254683CM5	330,000.00	0.00	519.75	519.75			
01/15/21	01/15/21	US TREASURY NOTES DTD 01/15/2019 2.500% 01/15/2022	9128285V8	275,000.00	0.00	3,437.50	3,437.50			
01/16/21	01/16/21	GMCAR 2019-2 A3 DTD 04/17/2019 2.650% 02/16/2024	36257FAD2	391,838.61	0.00	865.31	865.31			
01/16/21	01/16/21	GMCAR 2019-1 A3 DTD 01/16/2019 2.970% 11/16/2023	36256XAD4	311,805.12	0.00	771.72	771.72			
01/18/21	01/18/21	HAROT 2019-1 A3 DTD 02/27/2019 2.830% 03/20/2023	43814WAC9	113,305.27	0.00	267.21	267.21			
01/20/21	01/20/21	VALET 2018-2 A3 DTD 11/21/2018 3.250% 04/20/2023	92869BAD4	384,018.73	0.00	1,040.05	1,040.05			
01/20/21	01/20/21	VZOT 2020-A A1A DTD 01/29/2020 1.850% 07/22/2024	92348TAA2	215,000.00	0.00	331.46	331.46			
01/20/21	01/20/21	VZOT 2020-B A DTD 08/12/2020 0.470% 02/20/2025	92290BAA9	500,000.00	0.00	195.83	195.83			
01/20/21	01/20/21	GMALT 2019-1 A3 DTD 02/21/2019 2.980% 12/20/2021	36256UAD0	110,644.43	0.00	274.77	274.77			
01/20/21	01/20/21	VWALT 2019-A A3 DTD 10/04/2019 1.990% 11/21/2022	92867XAD8	220,000.00	0.00	364.83	364.83			
01/20/21	01/20/21	VZOT 2019-C A1A DTD 10/08/2019 1.940% 04/22/2024	92348AAA3	555,000.00	0.00	897.25	897.25			
01/20/21	01/20/21	GMALT 2020-3 A3 DTD 09/29/2020 0.450% 08/21/2023	362569AC9	230,000.00	0.00	86.25	86.25			
01/23/21	01/23/21	BANK OF AMERICA CORP NOTES DTD 07/23/2018 3.864% 07/23/2024	06051GHL6	325,000.00	0.00	6,279.00	6,279.00			
01/25/21	01/25/21	BMWOT 2020-A A3 DTD 07/15/2020 0.480% 10/25/2024	09661RAD3	195,000.00	0.00	78.00	78.00			
01/26/21	01/26/21	BRISTOL MYERS SQUIBB CO CORP NOTES (CALL DTD 01/26/2020 2.900% 07/26/2024	110122CM8	245,000.00	0.00	3,552.50	3,552.50			



Managed Account Security Transactions & Interest

For the Month Ending January 31, 2021

CITY OF ANTIOCH, CA - 04380500

Transaction Type		Security Description	CUSIP	Par	Principal	Accrued	Total	Realized G/L	Realized G/L	Sale
Trade	Settle				Proceeds	Interest		Cost	Amort Cost	Method
INTEREST										
01/27/21	01/27/21	BANK OF NY MELLON CORP NOTES DTD 01/28/2020 1.850% 01/27/2023	06406RAM9	200,000.00	0.00	1,850.00	1,850.00			
01/31/21	01/31/21	US TREASURY NOTES DTD 01/31/2017 1.875% 01/31/2022	912828V72	3,425,000.00	0.00	32,109.38	32,109.38			
01/31/21	01/31/21	US TREASURY NOTES DTD 02/01/2016 1.750% 01/31/2023	912828P38	1,500,000.00	0.00	13,125.00	13,125.00			
01/31/21	01/31/21	US TREASURY NOTES DTD 07/31/2017 1.875% 07/31/2022	9128282P4	4,175,000.00	0.00	39,140.63	39,140.63			
Transaction Type Sub-Total				30,792,692.79	0.00	160,682.84	160,682.84			
PAYDOWNS										
01/01/21	01/25/21	FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/01/2022	3136AEGO4	1,523.81	1,523.81	0.00	1,523.81	(19.96)	0.00	
01/01/21	01/25/21	FHMS KJ27 A1 DTD 11/01/2019 2.092% 07/01/2024	3137FO3V3	290.72	290.72	0.00	290.72	0.01	0.00	
01/01/21	01/25/21	FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	71.12	71.12	0.00	71.12	0.00	0.00	
01/01/21	01/25/21	FNA 2018-M5 A2 DTD 04/01/2018 3.560% 09/01/2021	3136B1XP4	110,600.53	110,600.53	0.00	110,600.53	(2,199.95)	0.00	
01/01/21	01/25/21	FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/01/2022	3136AEGO4	1,150.32	1,150.32	0.00	1,150.32	(7.17)	0.00	
01/15/21	01/15/21	TOYOTA AUTO RECEIVABLES OWNER DTD 11/07/2018 3.180% 03/15/2023	89231PAD0	21,659.65	21,659.65	0.00	21,659.65	4.68	0.00	
01/15/21	01/15/21	HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	46,264.66	46,264.66	0.00	46,264.66	6.92	0.00	
01/15/21	01/15/21	FORDL 2018-B A3 DTD 09/21/2018 3.190% 12/15/2021	34531LAD2	10,329.21	10,329.21	0.00	10,329.21	0.87	0.00	
01/15/21	01/15/21	NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	47,894.69	47,894.69	0.00	47,894.69	9.18	0.00	
01/15/21	01/15/21	FORDO 2019-A A3 DTD 03/22/2019 2.780% 09/15/2023	34533FAD3	42,946.54	42,946.54	0.00	42,946.54	7.23	0.00	
01/15/21	01/15/21	MBALT 2018-B A3 DTD 11/20/2018 3.210% 09/15/2021	58769LAC6	76,500.89	76,500.89	0.00	76,500.89	1.71	0.00	



Managed Account Security Transactions & Interest

For the Month Ending January 31, 2021

CITY OF ANTIOCH, CA - 04380500

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
PAYDOWNS											
	01/15/21	01/15/21	HYUNDAI AUTO RECEIVABLES TRUST DTD 04/10/2019 2.660% 06/15/2023	44932NAD2	24,643.70	24,643.70	0.00	24,643.70	3.24	0.00	
	01/15/21	01/15/21	ALLYA 2019-1 A3 DTD 02/13/2019 2.910% 09/15/2023	02004WAC5	17,182.87	17,182.87	0.00	17,182.87	2.08	0.00	
	01/15/21	01/15/21	CARMAX AUTO OWNER TRUST DTD 10/24/2018 3.360% 09/15/2023	14315EAC4	15,978.08	15,978.08	0.00	15,978.08	0.15	0.00	
	01/15/21	01/15/21	COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	6,058.92	6,058.92	0.00	6,058.92	1.23	0.00	
	01/15/21	01/15/21	HDMOT 2019-A A3 DTD 06/26/2019 2.340% 02/15/2024	41284WAC4	23,860.67	23,860.67	0.00	23,860.67	1.85	0.00	
	01/15/21	01/15/21	CARMAX AUTO OWNER TRUST DTD 07/25/2018 3.130% 06/15/2023	14313FAD1	17,526.99	17,526.99	0.00	17,526.99	2.39	0.00	
	01/15/21	01/15/21	HART 2018-B A3 DTD 12/12/2018 3.200% 12/15/2022	44933AAC1	19,699.88	19,699.88	0.00	19,699.88	0.24	0.00	
	01/15/21	01/15/21	FIFTH THIRD AUTO TRUST DTD 05/08/2019 2.640% 12/15/2023	31680YAD9	17,724.17	17,724.17	0.00	17,724.17	3.90	0.00	
	01/15/21	01/15/21	FORDL 2019-A A3 DTD 02/25/2019 2.900% 05/15/2022	34532FAD4	36,206.00	36,206.00	0.00	36,206.00	2.83	0.00	
	01/15/21	01/15/21	NAROT 2019-A A3 DTD 02/13/2019 2.900% 10/15/2023	65479KAD2	32,680.91	32,680.91	0.00	32,680.91	4.95	0.00	
	01/16/21	01/16/21	GMCAR 2019-2 A3 DTD 04/17/2019 2.650% 02/16/2024	36257FAD2	27,406.33	27,406.33	0.00	27,406.33	2.23	0.00	
	01/16/21	01/16/21	GMCAR 2019-1 A3 DTD 01/16/2019 2.970% 11/16/2023	36256XAD4	24,001.08	24,001.08	0.00	24,001.08	2.66	0.00	
	01/18/21	01/18/21	HAROT 2019-1 A3 DTD 02/27/2019 2.830% 03/20/2023	43814WAC9	8,539.93	8,539.93	0.00	8,539.93	0.23	0.00	
	01/20/21	01/20/21	GMALT 2019-1 A3 DTD 02/21/2019 2.980% 12/20/2021	36256UAD0	31,691.60	31,691.60	0.00	31,691.60	4.98	0.00	
	01/20/21	01/20/21	VALET 2018-2 A3 DTD 11/21/2018 3.250% 04/20/2023	92869BAD4	34,324.42	34,324.42	0.00	34,324.42	1.44	0.00	
Transaction Type Sub-Total					696,757.69	696,757.69	0.00	696,757.69	(2,162.08)	0.00	
SELL											



Managed Account Security Transactions & Interest

For the Month Ending **January 31, 2021**

CITY OF ANTIOCH, CA - 04380500

Transaction Type		Security Description	CUSIP	Par	Principal	Accrued	Total	Realized G/L	Realized G/L	Sale
Trade	Settle				Proceeds	Interest		Cost	Amort Cost	Method
SELL										
01/21/21	01/25/21	GOLDMAN SACHS GROUP INC (CALLABLE) NOTE DTD 01/26/2017 3.000% 04/26/2022	38141GWC4	225,000.00	226,503.00	1,668.75	228,171.75	3,973.50	2,469.16	FIFO
Transaction Type Sub-Total				225,000.00	226,503.00	1,668.75	228,171.75	3,973.50	2,469.16	
Managed Account Sub-Total					480,256.69	158,801.59	639,058.28	1,811.42	2,469.16	
Total Security Transactions					\$480,256.69	\$158,801.59	\$639,058.28	\$1,811.42	\$2,469.16	


Bolded items are forward settling trades.

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Powell Meads, Police Lieutenant

APPROVED BY: Tammany Brooks, Chief of Police 

SUBJECT: POLICE CRIME PREVENTION COMMISSION APPOINTMENTS
FOR ONE VACANCY EXPIRING JUNE 2024 AND ONE
VACANCY EXPIRING OCTOBER 2024.

RECOMMENDED ACTION

It is recommended that the Mayor nominate, and the Council appoint by resolution:

- 1) One member to the Police Crime Prevention Commission for a vacancy expiring June 2024; and
- 2) One member to the Police Crime Prevention Commission for the vacancy expiring October 2024.

FISCAL IMPACT

There is no fiscal impact as all positions are voluntary.

DISCUSSION

The Antioch Police Crime Prevention Commission makes recommendations to the City Council relative to crime prevention and reports on programs. Commissioners are involved in public presentations, coordination of various Neighborhood Watch groups, and special community events such as National Night Out. The Commission consists of 7 members, who each serve a 4-year term. **Applicants must not be a full-time police officer.** The Commission meets on the third Monday evening of the month barring holidays at which time the meeting will be held the following Wednesday.

Currently there are (2) vacancies on the Antioch Police Crime Prevention Commission. The term of one commissioner expired in June 2020 and one expired in October 2020.

As a result of advertising, three applicants were interviewed by Mayor Lamar Thorpe and Police Chief Tammany Brooks for the vacancies, and two are being considered for appointment:

Matthew Dawson
Willie Everett

The appointments will be seated at the regularly scheduled Antioch Police Crime Prevention Commission meeting on March 15, 2021.

ALTERNATIVE

The Council could keep the positions vacant and continue the recruitment for additional applications. This alternative is not recommended.

ATTACHMENTS

- A. Resolution
- B. Applications of the listed applicants.

RESOLUTION NO. 2021/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
APPOINTING [INSERT NAME OF APPOINTEE AFTER APPOINTMENT] TO THE
POLICE CRIME PREVENTION COMMISSION FOR THE (1) ONE FULL-TERM
VACANCY, ENDING IN June 2024 AND (1) ONE FULL-TERM VACANCY, ENDING
IN OCTOBER 2024**

WHEREAS, there is currently (1) one vacancy on the Police Crime Prevention Commission ending in June 2024 and (1) one vacancy on the Police Crime Prevention Commission ending in October 2024;

WHEREAS, the City Clerk's Office made announcement of the vacancies and solicited applications for both vacancies;

WHEREAS, Mayor Lamar Thorpe considered three applications received and interviewed each of the interested applicants;

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; and

WHEREAS, Mayor Lamar Thorpe has nominated [insert name of appointee(s) after appointment] to the Police Crime Prevention Commission.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Antioch hereby approves the Mayor's nominations of [insert name of appointee(s) after appointment] and appoints them to serve on the Police Crime Prevention Commission, as Commissioners, with one term ending in June 2024 and one term ending in October of 2024.

* * * * *

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 23rd day of February 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

**ELIZABETH HOUSEHOLDER
CITY CLERK OF THE CITY OF ANTIOCH**



RECEIVED

OCT 04 2020

CITY OF ANTIOCH
CITY CLERK

APPLICATION DEADLINE: 5:00 p.m. Friday, October 16, 2020

APPLICATION FOR COMMUNITY SERVICE

POLICE CRIME PREVENTION COMMISSION - One (1) Full-term vacancy

Print your name: Matthew H Dawson

Address: Whitehaven Ct City: Antioch

ZIP Code 94509 Phone (H) _____ (W) _____ (C) _____

E-mail address: _____

Employer: Amazon.com

Address: 207 Boren Ave N City: Seattle

Occupation: Sr. Manager, Global Security Operations

Years lived in the City of Antioch: 30

List the three (3) main reasons for your interest on this appointment:

1. Help Make our community safer through proactive community policing alternatives.
2. Help businesses flourish through the Business Watch programs.
3. Get involved with my community to help raise awareness of the outstanding policing the APD does within our community and help bridge the gap between Law Enforcement and Citizens.

Have you attended any meetings of this commission? No due to COVID being virtual.

Have you had any previous city community service on this commission? (If yes, please explain) None

What skills/Knowledge do you have that would be beneficial in serving on the Police Crime Prevention Commission? In my professional life, I have been within the Security/Loss Prevention community at all levels of leadership. I understand the challenges businesses face when it comes to crime prevention. I speak their language and my unique experiences can help APD strengthen the Business Watch Program to help drive more businesses to our amazing community.

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

I was born and raised in Antioch. I have lived here all of my life with the exception of a few years during college and some work relocations. I have owned a home in Antioch the entire time though and have always returned to our community. I believe in our town that has now become the second largest municipality in Contra Costa County. We need leadership at all levels to help serve our communities needs. I feel it is my time to stand up and give back to the city that has given me so much. I would be honored to be considered for this vacancy on the commission in which I feel my experience within the private sector makes me uniquely qualified to assist with.

The Commission meets on the third Monday of the month in the Antioch Police Department's Community Room (300 "L" Street) at 7:00 p.m., barring holidays in which case meetings will be held the following Wednesday. Can you attend the meetings at the designated time? Yes I am able.

PLEASE ATTACH YOUR RESUME (*Recommended to enhance your application*).

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Email completed application with resume to: cityclerk@ci.antioch.ca.us. You can also mail/deliver to:

Office of the City Clerk
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007



Signature

September 9, 2020

Date

MATTHEW H. DAWSON, CFI

EXPERIENCE SUMMARY

Highly trained Field Loss Prevention Program and Project Manager working in the Loss Prevention field over twelve years with global unit responsibilities. Trained in Customer Service Standards and Practices, Shortage & Inventory Control Methods, Financial Budgeting & Planning, and Physical Building Security. Professionally trained in Loss Prevention Techniques & Philosophies, Investigations & Interviews, Closed Circuit Television Systems, Access Control, Intrusion Detection Systems and Safety/OSHA programs. Highly energetic and motivated person that works best in a team environment.

EXPERIENCE

May 2016-Present	Amazon	San Francisco Bay Area
<i>Sr. Program Manager, Global Security Operations</i>		
January 2013-May 2016	CVS Health	San Francisco Bay Area
<i>Regional Manager, Loss Prevention (Field & Logistics)</i>		
May 2012-January 2013	Goodwill Southern California	Los Angeles, Ca
<i>Corporate Loss Prevention Investigator</i>		
July 2011-May 2012	Saks Fifth Avenue	Beverly Hills, Ca
<i>Manager of Asset Protection-West Coast Flagship</i>		
August 2007-July 2011	Macy's Inc.	Glendale, Ca
<i>Multi-Unit Loss Prevention Manager</i>		Hawaii & Guam Locations

EDUCATION

2001-2005	California State University, Stanislaus	Turlock, Ca
■ B.A., Criminal Justice w/ concentration in Law Enforcement		
2006-2011	Wicklander/Zuluaski & Associates	Various Locations
■ 2011 Certified Forensic Interviewer		
■ 2006 Basic & Advanced Interview & Interrogation Techniques		

MEMBERSHIPS & CERTIFICATIONS

CISA, Center For Interviewer Standards & Assessment, CFI Certification
Vice Chairman, West Coast CFI/IAI Chapter
BAORCA, Bay Area Org. Retail Crime Assoc.
Phi Delta Theta, California Tau Chapter
PADI Master Scuba Diver Trainer
Emergency First Response Instructor (CPR, AED, First Aid)

PROFESSIONAL ACCOMPLISHMENTS

May 2016-Present

Amazon

- Manage physical security design build standards program to ensure Amazon buildings of all types are consistent and secure across the globe and meet all local regulations globally. Standards include Access Control, CCTV, and Intrusion Detection Systems.
- Manage security device testing and innovative security strategies for the worldwide organization. Obtained Six Sigma certification and completed several Continuous Improvement projects resulting in significant cost savings across network builds.
- Manage new business units coming into the global security operations system and design security standards and processes for the business units consistent with Amazon standards.
- Technical resource for field teams and Value-Added Resellers to troubleshoot Access Control and Intrusion systems.
- Versed in technical installation and troubleshooting Lenel Access Control Technologies, Bosch Systems (Access Control, Intrusion, Video), Cisco Video Solutions, 3VR Video Systems, Sensormatic Systems, Checkpoint Systems, Ceia Metal Detection, Garrett Metal Detection, and Voti X-Ray solutions.
- Obtained Six Sigma certification and completed several Continuous Improvement projects resulting in significant cost savings across network builds.

January 2013-May 2016

CVS Health

- Managed Logistics Loss Prevention & Safety Programs for the Largest & Fourth Largest Volume Distribution Centers within the CVS Supply Chain (Indianapolis, Indiana & Patterson, California).
- Managed several chain wide Lean Process Improvement & 5S Projects. Projects included Assumed Receipts Process Improvement, Controlled Substance Shipping Procedures, and Logistics Loss Prevention On-Boarding & Training Program.
- Managed Field Loss Prevention programs in the San Francisco Bay Area and Northern California for over 80+ Stores (Over 1/2 Billion in Sales Annually).
- Served on the 2014 National Loss Prevention Leadership Committee for CVS Health.
- Named Elite Leader award winner in 2013 for Logistics Leadership and in 2014 for Field Leadership.

May 2012- January 2013

Goodwill Southern California

- Managed Loss Prevention, Workplace Violence, & Threat Assessment Investigations for 110 Retail Locations/Attended Donation Centers, 4 Corporate Campuses, & 6 Work source Development Centers throughout Los Angeles, San Bernardino, and Riverside Counties.

July 2011- May 2012

Saks Fifth Avenue

- Managed largest branch store and West Coast Flagship location (\$250 Million in Sales Annually).
- Managed a team of Asset Protection Executives, Internal Investigations Team, External Theft and Fraud Investigations team, & Armed Physical Security Team.
- Served on National Corporate Physical Security Committee.

August 2007-July 2011

Macy's Inc.

- Managed locations spanning multiple islands throughout Hawaii & Guam.
- Reduced Shortage from 2.95% to 0.83% in Assigned Locations with over \$1.5 Million of measurable reduction of loss during tenure.
- Served as District Manager In Charge of District Training and Compliance.
- Directly responsible for the development and promotion of five Direct Reports to Executive level positions.
- Awarded Store of the Year in 2009, Regional LP Manager of the year in 2008 for outstanding leadership and in 2007 for best Regional shortage performance.

CITY OF
ANTIOCH

RECEIVED

OCT 14 2020

CITY OF ANTIOCH
CITY CLERK

APPLICATION DEADLINE: 5:00 p.m. Friday, October 16, 2020

APPLICATION FOR COMMUNITY SERVICE

POLICE CRIME PREVENTION COMMISSION - One (1) Full-term vacancy

Print your name: Willie Everett
Address: Vista Grande Dr City: Antioch
ZIP Code 94531 Phone (H) _____ (W) _____
E-mail address: _____

Employer: AC TRANSIT
Address: 1600 Franklin St City: Oakland
Occupation: Senior Supervisor
Years lived in the City of Antioch: One

List the three (3) main reasons for your interest on this appointment:

Serve my community in which I live.
Build a working relationship with local law
enforcement.
Learn more about neighborhood watch group programs.

Have you attended any meetings of this commission? No

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 beneficial in serving on the Police Crime Prevention Commission? Effective communicator, very
organized, good at conflict resolution. I
am very knowledgeable of microsoft office
products, Document preparation, and storing
sensitive information.

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

I love my Antioch community, but see some room for improvement to reduce crime. I just recently learned of property vandalism, and vehicle break-ins that have taken place inside my apartment complex grounds. I would love to be a part of the ongoing policing of our great community. I am excited to be granted this opportunity to apply.

The Commission meets on the third Monday of the month in the Antioch Police Department's Community Room (300 "I" Street) at 7:00 p.m., barring holidays in which case meetings will be held the following Wednesday. Can you attend the meetings at the designated time? Yes.

PLEASE ATTACH YOUR RESUME (Recommended to enhance your application).

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Email completed application with resume to: cityclerk@ci.antioch.ca.us. You can also mail/deliver to:

Office of the City Clerk
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007

Willie Smith

Signature

10/14/20

Date

Vista Grande Dr

Phone

Willie Everett

**Current
Position Held** **Senior Supervisor AC Transit**

**Work
experience** **March 2018 -December 2018**
Southwest Airlines Station Services Team Lead

- Supervising Administrative Team, workforce scheduling
- Oversight of asset and PPE inventory controls
- Handling station and office audits
- Oversight of Culture Committee funds and events

November 2017-March 2018

Southwest Airlines Station Services Administrator

- Handling badging applications
- Handling accountable documents, daily deposits, office audits
- Handling issuing of asset equipment and PPE equipment

August 2016-November 2017

Southwest Airlines Customer Support & Services

- Customer relations, booking, cancelling and modifying reservations
- Managing Rapid Rewards accounts, Handling escalated baggage calls
- Handling Funds management calls, Expired LUV Vouchers & Travel Credit

October 2013 – October 2016

Chicago Transit Authority

Senior Manager Communication Power Control Center (Transit Operations)

- Monitor both Rail and Bus Related incidents.
- Work in conjunction with City Agencies to address Bus and Rail emergencies.

May 2013 – October 2013 Chicago Transit Authority

Acting General Manager 103rd Street Bus Garage

- Monitor the work performance of Transportation Manager I.
- Review Incident/Accident Evaluation make necessary corrections.
- Review daily discipline and check for progression being followed.
- Investigates violations of rules, regulations, and operating procedures by operating personnel and determine the appropriate corrective action to decrease volume of complaints.

June 2011 – May 2013 Chicago Transit Authority

Transportation Manager II /Communication Power Control Center

- Work with various computer software programs including Excel, Word, File maker Pro.
- Adjust schedules when there are manpower shortages.
- Responsible while on duty, for field notification via the Integrated Resource Paging system.
- Responsible for monitoring Power and Way incidents, Security matters, and two-way communication.
- Continuous observation of all disciplines in the Control Center with suggestions for improvement in our process of obtaining and passing information on

October 2008 – June 2011 Chicago Transit Authority

Transportation Manager II /Chicago Avenue/Kedzie Bus Garage

- Monitor the work performance of Transportation Manager I.
- Review Incident/Accident Evaluation make necessary corrections.
- Review daily discipline and check for progression being followed.
- garage and service related issues.
- Prepare various reports for the General Manager, using Excel, Word, and PowerPoint.

October 2007-October 2008 Chicago Transit Authority

Transportation Manager I /Communication Power Control Center

- Monitor both Rail and Bus Related incidents.
- Work in conjunction with City Agencies to address Bus and Rail emergencies.
- Investigates violations of rules, regulations, and operating procedures by operating personnel and determine the appropriate corrective action to decrease volume of complaints.

June 2007-October 2007 Chicago Transit Authority

Transportation Manager I Bus service Management (West Region)

- Maintaining the smooth operation of CTA's fleet of Buses.
- Work in conjunction with City Agencies to address Bus and Rail emergencies.
- Communicate and monitor Bus Service Supervisor's Daily to ensure optimum performance during their tour of duty.
- Coordinate bus re-routes, bus substitutions, bus shuttles, and crowd control during special events.
- Responsible for checking Bus Service Supervisor's Service checks to ensure the quality and accuracy of the reports made.
- Responsible for handling Customer Complaints specifically directed towards delays in service. Ensuring that a Supervisor is assigned to routes with excessive delays.
- Responsible for posting of customer alerts where service will be cut, re-routed, or revised so the customer will experience little or no impact.

March 2007-June 2007 Chicago Transit Authority

Bus Incident Commander for Three Track Operations

- Implement supplemental service when there were gaps in service, due to passengers changing riding patterns.
- Coordinate additional requests for buses with the assistance of Bus Service Management personnel and the Control Center.
- Report any unusual riding patterns to the Vice President of Bus Operations. Make suggestions for next business day to minimize service delays, proactive plan to address changes in riding patterns.

2005- 2007 Chicago Transit Authority

Transportation Manager I

- Maintaining the smooth operation of the CTA's fleet of Buses.
- Give guidance to operators in all cases and supply details to mobile field supervisors who are directed to provide back-up assistance.
- Assist in reduction of absenteeism, interview employees upon return from absence to ascertain reason for absence and return employee to work.
- Supervises and counsels assigned employees regarding work assignments, performance and procedures.
- Investigates violations of rules, regulations, and operating procedures by operating personnel and determine the appropriate corrective action to decrease volume of complaints.

1997- 2005 Chicago Transit Authority

BUS CONTROLLER

- Maintaining the smooth operation of the CTA's fleet of Buses.
- Give guidance to operators in all cases and supply details to mobile field supervisors who are directed to provide back-up assistance.
- Communicate with Bus Operators when service disruptions occur and dispatch mobile field supervisors and advise point supervisors to assist.

1997-1999 Chicago Transit Authority

BUS GARAGE CLERK

- Prepared and issued bus assignments in a timely manner.
- Input and retrieved data utilizing the Data Ease Software.
- Used Lotus 1-2-3, Microsoft Excel, Access, Word and PowerPoint software applications.
- Prepared Run Guides for issuance to Operators.

1996-1999 Chicago Transit Authority

BUS SERVICE SUPERVISOR

- Check adherence of Bus Operators schedule and make adjustments to restore disrupted service.
- Constantly check routes for possible over or under scheduling of service.
- Troubleshoot buses and try to correct minor mechanical defects.

1988-1996

BUS OPERATOR

- Safely operate one of CTA's buses.
- Monitor all bulletins and keep updated as to the service changes and reroutes.
- Remain knowledgeable as to the streets and main attractions within the authority's service area to give info or directions to customers.

**Education 1999 - 2002 South Suburban College
Harvey, Illinois**

Business Administration

1985-1987
Illinois

Kennedy King College

Chicago,

- Business Administration

References ▪ Available upon request

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Scott Buenting, Project Manager *SB*

APPROVED BY: John Samuelson, Public Works Director/City Engineer *JS*

SUBJECT: Receive Report on Utility Revenue Requirements and Adopt Resolution Setting Public Hearing for Sewer Charge Increases for June 8, 2021 and Authorizing Distribution of Proposition 218 Notices

RECOMMENDED ACTION

It is recommended that the City Council:

1. Receive the attached report on Revenue Requirements, Cost of Service Allocations, and Rate Design for the Sewer Utilities; and
2. Adopt a resolution setting a Public Hearing on proposed Sewer Service Charge adjustments and authorize the distribution of Proposition 218 notices addressing proposed adjustments and notifying owners of the public hearing on this issue.

FISCAL IMPACT

The proposed adjustments will ensure adequate Sewer Enterprise funds for the City's projected operations and capital expenditures.

DISCUSSION

Background

The City operates its own wastewater collection system to serve all sanitary sewer collection needs. The City's collection system does not provide treatment services, but instead serves to convey the wastewater via three primary drainage basins. From these basins, the wastewater is transported to a regional wastewater treatment facility operated by Delta Diablo. The City's collection system is composed of approximately 300 miles of pipeline, an estimated 6,050 manhole structures and approximately 30,650 residential and commercial sewer lateral connections. The City routinely performs maintenance on the system. Maintenance activities include root foaming, manhole rehabilitation, infiltration control, spot repairs and larger trunk line cleaning. Personnel assist in staffing an alternative work shift and 24-hour Stand-by program, responding to emergency after hour calls for service 365 days/year.

The City's last sewer rate study along with associated rates for five fiscal years was adopted in 2015. The rates, fees and charges adopted for this period were designed to provide adequate funding for the Sewer Enterprise and System Improvement funds to develop and maintain the City's wastewater collections infrastructure.

This *Evaluation of Sewer Enterprise Funds Cash Flow and Rates* study analyzes the adequacy of the revenues from rates to meet the projected expenditures of Sewer Enterprise funds to determine whether revenues will be adequate to cover operating and maintenance costs as well as needed capital costs and meeting target reserve levels. Sewer Service Charges were developed for the five-year period fiscal year 21/22 through fiscal year 25/26.

Sewer Service Charges – Proposed Rate Structure

Each residential customer category has a different volume of wastewater discharge that reflects differences in indoor water use discharged into the sanitary sewer.

The sewer rate structure has two, unit cost components:

1. A monthly account charge which is the same for all accounts and dwelling units; and
2. A quantity rate for the volume of wastewater discharge. Residential accounts are assigned to one of three categories: single family, multiple family (two, three or four dwelling units) and apartment and mobile homes.

Sewer Service Charges	Current FY21	Recommended Five-Year Rate Structure				
		FY22	FY23	FY24	FY25	FY26
<i>effective dates ></i>	7/1/2019	7/1/2021	7/1/2022	7/1/2023	7/1/2024	7/1/2025
Unit Costs						
Account/Dwelling Unit Charge, \$/month	\$4.44	\$4.60	\$4.95	\$5.30	\$5.70	\$6.15
Volume Rate, \$/HCF	\$1.20	\$1.31	\$1.42	\$1.54	\$1.68	\$1.82
Uniform Charges						
<i>Residential, \$/month</i>						
<i>per Account/Dwelling Unit</i>						
Single Family	\$14.00	\$15.00	\$16.05	\$17.20	\$18.45	\$19.80
Multiple Family	\$12.70	\$13.40	\$14.35	\$15.40	\$16.50	\$17.70
Apartment/Mobile Home	\$11.10	\$11.95	\$12.90	\$13.95	\$15.10	\$16.35
Nonresidential						
Account Charge, \$/month	\$4.44	\$4.60	\$4.95	\$5.30	\$5.70	\$6.15
Volume Rate, \$/HCF *	\$1.20	\$1.31	\$1.42	\$1.54	\$1.68	\$1.82
* 1 HCF = approximately 748 Gallons						

The unit cost components and the volume of wastewater discharge for each residential customer category are used to calculate a different uniform monthly charge for each residential customer category. Monthly charges for individual nonresidential accounts are the sum of the monthly account charge component plus the quantity rate component times the volume of wastewater discharge. The volume of wastewater discharge for nonresidential accounts is equal to metered water use (water use for irrigation or fire protection is not included).

Implementation of the proposed increases requires the City to notify property owners of a public hearing to review proposed increases a minimum of 45 days prior to the public hearing consistent with Proposition 218. The public hearing to consider the sewer service charge adjustments is proposed for June 8, 2021. The public hearing must consider all protests to the proposed sewer service charge adjustments. At the conclusion of the public hearing, the Council may adopt revised sewer service charge adjustments assuming that the total protests received represent less than the majority of properties. The notices include the proposed increases for the next five fiscal years. Draft notices are provided for Council approval as Attachment D.

Staff's Recommended Timeline

- February 23, 2021: Council accepts draft report and authorizes mailing of the Proposition 218 Notice of Public Hearing on proposed adjustments and increases to sewer charges.
- May 25, 2021: First reading/introduction of Municipal Code Amendments.
- June 8, 2021:
 - Council adopts amendments to the Municipal Code.
 - Council accepts the Draft study on Sewer Rates and conducts Public Hearing.
 - Council votes on adopting Resolution Authorizing Sewer Rate Increases
- July 1, 2021: New sewer rates are implemented.

ATTACHMENTS

- A: Resolution Declaring the Intention to Increase the City's Sewer Rates
- B: PowerPoint Presentation
- C: Preliminary Draft *Evaluation of Sewer Enterprise Funds Cash Flow and Rates* from Municipal Financial Services
- D: Copy of Proposed Notice of Public Hearing

ATTACHMENT "A"

RESOLUTION NO. 2021/**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH DECLARING THE INTENTION TO AMEND THE MASTER FEE RESOLUTION AND INCREASE THE AMOUNTS OF THE CITY'S SEWER SERVICE CHARGES AND SETTING PUBLIC HEARING

WHEREAS the Antioch Municipal Code provides for the collection and remitting of sewer service charges;

WHEREAS in compliance with Article XIID of the California State Constitution and the Proposition 218 Omnibus Implementation Act, the City of Antioch is hereby notifying all affected property owners of the proposed sewer service charge changes;

WHEREAS the City engaged the services of Municipal Financial Services to provide a report on revenue requirements, cost of service allocations, and rate design for the sewer utilities; and

WHEREAS in February of this year staff presented findings from the Municipal Financial Services report to Council seeking direction for consideration of future rate adjustments.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Antioch as follows:

1. Notice is hereby given that a Public Hearing will be held on June 8, 2021 at 7:00 p.m. via Zoom. The Zoom meeting instructions will be available on the City of Antioch's website at the following link: <https://www.antiochca.gov/government/agendas-and-minutes/city-council/>. The City Council will conduct the public hearing on the proposed sewer service charge adjustments. At the time of the public hearing the City Council will hear and consider all protests and objections concerning these matters and will consider and may adopt the proposed increased charges.
2. Customers-of-Record, as defined under Proposition 218 may comment on the proposed fees in writing prior to or orally during the public hearing. Consistent with the provisions of Proposition 218, a notice will be mailed to all customers-of-record of the City's Municipal Sewer System to the current billing address as they appear on the application for sewer service. If you are a customer-of-record and wish to protest fees as described in the Notice, then you must submit a written protest with the Public Works Department, 1201 West 4th Street, Antioch 94509, P.O. Box 5007, Antioch, California, 94531-5007 at any time prior to the conclusion of the public hearing on June 8, 2021. Only one protest will be counted per parcel.

RESOLUTION NO. 20201/**

February 23, 2021

Page 2

3. The City Clerk is hereby directed to publish the Resolution of Intention two times as a public hearing notice in the Contra Costa times, as required by law.

A copy of the report on Evaluation of Sewer Enterprise Funds Cash Flow and Rates for sewer utilities is available for inspection at City Hall, 200 H Street, Antioch.

The meeting facility is accessible to the handicapped. Auxiliary aides will be made available, upon request in advance, for persons with hearing or vision disabilities.

* * * * *

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 23rd day of February, 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ELIZABETH HOUSEHOLDER
CITY CLERK OF THE CITY OF ANTIOCH

A2

Evaluation of Sewer Enterprise Funds Cash Flow and Sewer Service Charges



ATTACHMENT "B"

FEBRUARY 23, 2021

MUNICIPAL FINANCIAL SERVICES

City of Antioch | 1

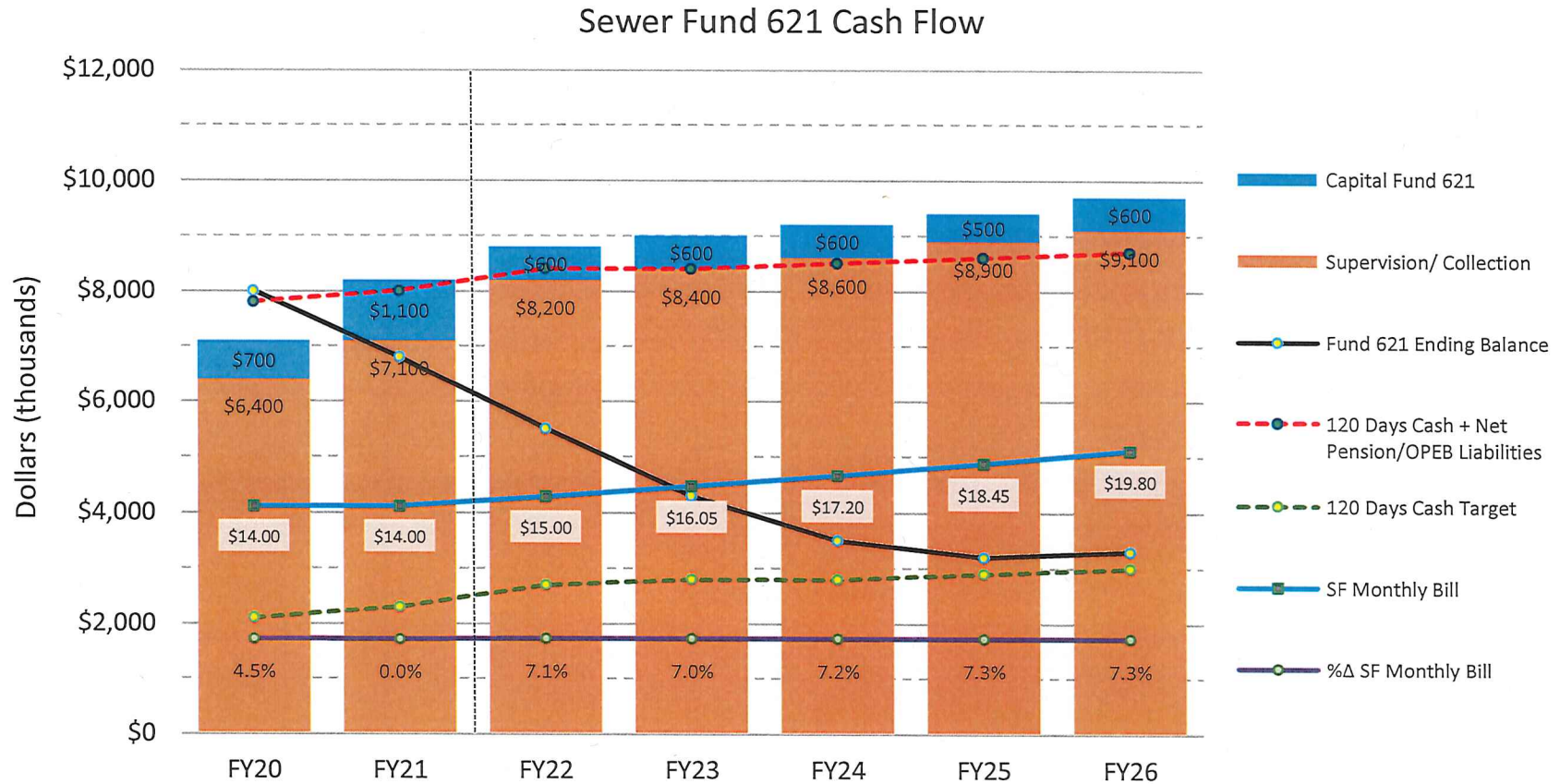
Items Impacting Cash Flow and Charges

- **Changes in Customer Characteristics**
 - Decrease in average wastewater discharge per Single Family account from ~197 gallons per day (gpd) to ~184 gpd over the next five fiscal years
 - Decrease in average wastewater discharge per Multiple Family account from ~167 gallons per day (gpd) to ~156 gpd over the next five fiscal years
 - Increase in the number of Single Family accounts of 330 per fiscal year for the next five fiscal years
- **Use of Fund Balance to Lower Rate Increases**
 - The Fund 621 balance is decreased by ~\$3,500,000 (from ~\$6,700,000 to ~\$3,200,000) over the next five fiscal years

Sewer Enterprise Cash Flow FY22 – FY26

	<i>\$ thousands</i>	
Beginning Balance, July 1, 2021	6,760	
Expenditures		
Supervision/Collection	43,170	94%
Capital Expenses	2,980	6%
Total Expenditures	46,150	100%
Revenues		
Charges for Services	41,660	98%
Investment Income and Other	1,020	2%
Total Revenues	42,680	100%
Net Revenues	(3,470)	
Ending Balance, June 30, 2026	3,290	
Ending Balance 120 Day Target	3,000	
<i>Net Pension/OPEB Liabilities</i>	(5,670)	
Ending Balance less NP/OPEB, June 30, 2026	(2,380)	

Sewer Enterprise Cash Flow FY21 – FY26



B4

Recommended Sewer Rates

	Current FY21	Recommended Five-Year Rate Plan				
		FY22	FY23	FY24	FY25	FY26
<i>effective dates ></i>	7/1/2019	7/1/2021	7/1/2022	7/1/2023	7/1/2024	7/1/2025
<i>Residential, \$/month per Dwelling Unit</i>						
Single Family	\$14.00	\$15.00	\$16.05	\$17.20	\$18.45	\$19.80
Multiple Family	\$12.70	\$13.40	\$14.35	\$15.40	\$16.50	\$17.70
Apartment/Mobile Home	\$11.10	\$11.95	\$12.90	\$13.95	\$15.10	\$16.35
<i>Nonresidential</i>						
Account Charge, \$/month	\$4.44	\$4.60	\$4.95	\$5.30	\$5.70	\$6.15
Volume Rate, \$/HCF *	\$1.20	\$1.31	\$1.42	\$1.54	\$1.68	\$1.82

* 1 HCF = approximately 748 Gallons

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END OF PRESENTATION

QUESTIONS ???

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ATTACHMENT "C"



PRELIMINARY DRAFT
Evaluation of Sewer Enterprise Funds Cash Flow and Rates

Prepared for
City of Antioch, California
February 10, 2021

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List of Abbreviations

AMC	Antioch Municipal Code
CAFR	Comprehensive Annual Financial Report
CIP	Capital Improvement Program
City	City of Antioch
DSC	debt service coverage
FY	Fiscal year (July 1 to June 30)
ENR	Engineering News Record
FY22	July 1, 2021 to June 30, 2022
gpd	gallons per day
HCF	Hundred Cubic Feet (equal to ~ 748.1 gallons)
mgd	million gallons per day
NPL	Net Pension Liability
O&M	Operation and maintenance
OPEB	Other post-employment benefits
SSMP	Sewer System Management Plan
SWRCB	State Water Resources Control Board

Executive Summary

The City of Antioch, in conjunction with Municipal Financial Services, has analyzed the adequacy of revenues from sewer rates to meet projected expenditures of the sewer enterprise funds to determine whether revenues will be adequate to cover operating and maintenance costs as well as needed capital costs while meeting target reserve levels.

The quality and safety of the City's local wastewater collections system is essential to the community's health, safety and financial integrity. In this study, projected sewer funds' cash flow is evaluated for the six-year period Fiscal Year 2020 – 21 (FY21) and FY26 to ensure the City meets its quality, safety, maintenance, and financial objectives. Actual cash flow for FY20 (the fiscal year proceeding the projections) is included for reference.

A *Water and Sewer Rates and Capacity Charges Study* was completed in May 2015 (2015 Rate Study). Based on findings and recommendations in the 2015 Rate Study, the City Council approved Resolution No. 2015/26 which adopted water and sewer rate increases to be effective July 1st of 2015, 2016, 2017, 2018, and 2019 (2015 Five-Year Rate Plan). Rates for the final fiscal year of the rate plan, FY20, which were implemented July 1, 2019, remain in effect for FY21.¹

Revenue Required from Sewer Service Charges

Sewer service charges were developed to generate sufficient revenues to cover operating and maintenance expenditures and capital expenditures, fund payment of net pension and OPEB (other post-employment benefits) liabilities and meet target reserve levels.² A summary of the projected five-year expenditures, revenues, and fund balances for the sewer operating fund (Fund 621) are shown in the adjacent table for FY22 – FY26 (values are rounded from those listed in other tables in this report).

	\$ thousands	
Beginning Balance, July 1, 2021	6,760	
Expenditures		
Supervision/Collection	43,170	94%
Capital Expenses	2,980	6%
Total Expenditures	46,150	100%
Revenues		
Charges for Services	41,660	98%
Investment Income and Other	1,020	2%
Total Revenues	42,680	100%
Net Revenues	(3,470)	
Ending Balance, June 30, 2026	3,290	
Ending Balance 120 Day Target	3,000	
Net Pension/OPEB Liabilities	(5,670)	
Ending Balance less NP/OPEB, June 30, 2026	(2,380)	

The approximate projected amount of revenues from rates (Charges for Services) for the five-year period is approximately \$41,660,000.

Projected expenditures are approximately \$46,150,000. The FY26 Ending Balance is approximately \$3,290,000. The 120 Days Cash Target Ending Balance is approximately

\$3,000,000. The FY26 Ending Balance exceeds the target by \$290,000. The City plans to use the amount in excess of the target as a reserve to fund the \$5,670,000 Net Pension and OPEB liabilities.

¹ The City's sewer service charges are governed by Chapter 4 of Title 6 of the Antioch Municipal Code. The term "sewer service charges" and "sewer rates" are used interchangeably in this report.

² With implementation of GASB 68 in FY15, City is now required to book Net Pension Liability and OPEB liability to the enterprise funds, decreasing net position by the amount of the liability.

Recommended Sewer Service Charges for FY22 – FY26

Based on evaluation of the sewer enterprise funds cash flow for FY22 – FY26 using projected expenditures and revenues it is recommended that current monthly Single Family sewer rates be increased by \$1.00 per month for FY22 (from \$14.00 to \$15.00). Single Family rates for each of the following four fiscal years would increase by an additional \$1.05, \$1.15, \$1.25, and \$1.35 per month. The FY26 Single Family rate would be \$19.80 per month.

Current and recommended sewer service charges for all customer classes are listed in the table below.

Table ES-1. Current and Recommended Sewer Service Charges						
	Current FY21	Recommended Five-Year Rate Plan				
	FY22	FY23	FY24	FY25	FY26	
<i>effective dates ></i>	7/1/2019	7/1/2021	7/1/2022	7/1/2023	7/1/2024	7/1/2025
<i>Residential, \$/month per Dwelling Unit</i>						
Single Family	\$14.00	\$15.00	\$16.05	\$17.20	\$18.45	\$19.80
Multiple Family	\$12.70	\$13.40	\$14.35	\$15.40	\$16.50	\$17.70
Apartment/Mobile Home	\$11.10	\$11.95	\$12.90	\$13.95	\$15.10	\$16.35
<i>Nonresidential</i>						
Account Charge, \$/month	\$4.44	\$4.60	\$4.95	\$5.30	\$5.70	\$6.15
Volume Rate, \$/HCF *	\$1.20	\$1.31	\$1.42	\$1.54	\$1.68	\$1.82
* 1 HCF = approximately 748 Gallons						

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Section 1

Introduction

This section describes the organization of the report, rate-making objectives, the rate-setting process, and a general description of the sewer system.

1.1 Organization of the Report

This report is divided into four sections. This introduction provides an overview of the study objectives.

Section 2 discusses characteristics of customers and their use of the sewer system. The number and type of connections to the system and wastewater discharge projected for FY21 – FY26 is developed in this section.

Section 3 describes the evaluation of sewer enterprise cash flows.

Section 4 describes the limitations of the study document.

1.2 Rate-Making Objectives

There are numerous rate-making objectives that must be considered when developing rates and rate structures.

Revenue sufficiency. Generate sufficient revenue to fund operating costs, capital costs and bonded debt, and maintain adequate reserves.

Revenue stability. Recover revenue from fixed and variable charges that will cover fixed and variable costs (barring water shortages when rationing may be required).

Administrative efficiency. Enable efficient implementation and ongoing administration, including monitoring and updating.

Affordability. Be as affordable as possible while maintaining the utilities sound financial position and credit rating.

Customer acceptance. Be as simple as possible to facilitate customer understanding and acceptance.

Fairness. Provide for each customer class to pay its proportionate share of the required revenue in compliance with legal rate-making requirements.

Economic development. Operation of the enterprise must be competitive with local jurisdictions to retain and attract economic development.

1.3 Source Data

Information and data for the development of rates and preparation of this report comes from many documents provided by the City. The list of documents, and the key information and data from each used in this study, are summarized below.

City of Antioch Fiscal Year 2019-20 Actual Expenditures and Fiscal Year 2020-23 Annual Operating Budgets. This document shows the recommended FY 2019-21 Annual Operating Budget and Five-Year Capital Improvement Program for the water and wastewater enterprise funds for two fiscal years. The City provided a mid-year update of the FY20 budget and actual values for FY19. Enterprise funds are funded primarily from fees and other user charges.

City of Antioch Municipal Code. Ordinances relating to the sewer enterprise are codified in Title 6: Sanitation and Health, Chapter 4: Sewer System.

Utility Billing System data. Monthly water use data for each of the City's metered accounts, for the time period July 2016 through June 2017, were provided in an Excel file. Each account record had descriptive information of the account's customer class, meter size and elevation pressure zone. The City also generated special reports for January 2021, such as the *Multiple Unit Report*, which listed sewer accounts with multiple dwelling units connected to the collection system.

1.4 Antioch Sewer Utility

The sewer collection activity is primarily responsible for maintaining an estimated 300 miles of sanitary sewer system lines and approximately 31,000 residential and commercial sewer lateral connections. This program also performs root foaming, manhole rehabilitation, infiltration control, spot repairs and cleaning of larger trunk lines. Employees in this activity provide a comprehensive program of televising, archiving and benchmarking the overall condition of the sewer system infrastructure. Data from these activities are used to establish maintenance requirements, the need for repairs and development of Capital Improvement Projects. Personnel also assist in staffing an alternative work shift and 24-hour Stand-by system that responds to emergency after hour calls for service.

Pursuant to State Water Resources Control Board Order 2006-0003, Statewide General Discharge Requirements of Sanitary Sewer Systems, the City of Antioch has developed and implemented a Sewer System Management Plan (SSMP). The goal of the SSMP is to minimize the frequency and severity of sanitary sewer overflows. The SSMP covers the management, planning, design, and operation and maintenance of the agency's sanitary sewer system.

Wastewater from the City is collected through the City's sewer system and is discharged into Delta Diablo's conveyance system. There are three main connection points between the City system and the Delta Diablo system:

- Bridgehead Pump Station, in the northwest section of the City: Wastewater from the southern part of the City, including Roddy Ranch and Ginocchio future development focus areas, is transported through the Lone Tree Interceptor to the Bridgehead Pump Station.
- Fulton Shipyard (Antioch) Pump Station, in the north section of the City: Sewage from the central and northern parts of the City is collected at the Fulton Shipyard Pump Station. Sewage from the Bridgehead Pump Station is conveyed to the Fulton Shipyard Pump Station through a Delta Diablo - owned and operated force main and gravity conveyance system. Sewage from the Fulton Shipyard Pump Station is pumped into the Antioch Interceptor and conveyed to the Delta Diablo Wastewater Treatment Plant.
- Pittsburg-Antioch Interceptor, in the northeast section of the City: In addition to sewage from Pittsburg, sewage from the eastern part of Antioch is conveyed to the Delta Diablo Wastewater Treatment Plant through the Pittsburg-Antioch Interceptor.

Delta Diablo was originally formed in 1976 to protect the health of the public and the environment by collecting and effectively treating wastewater in the communities of Antioch, Bay Point and Pittsburg. Treated effluent is discharged into New York Slough, a section of the San Joaquin River. For Fiscal Year 2020-21, Delta Diablo charges Antioch residents \$403.10 annually on their property taxes.

Section 2

User Characteristics

The purpose of this section is to summarize the number of residential and nonresidential sewer accounts and dwelling units (multiple family dwellings, apartments and mobile home parks) and their corresponding wastewater discharge characteristics. The data used in this section comes from the City's utility billing system.

2.1 Fiscal Year 2020 – 21 Wastewater Discharge and Accounts/Units

The estimated number of sewer accounts and dwelling units (multiple family, apartment, and mobile home) and wastewater discharge characteristics for FY21, by customer class, are shown in the figures below.

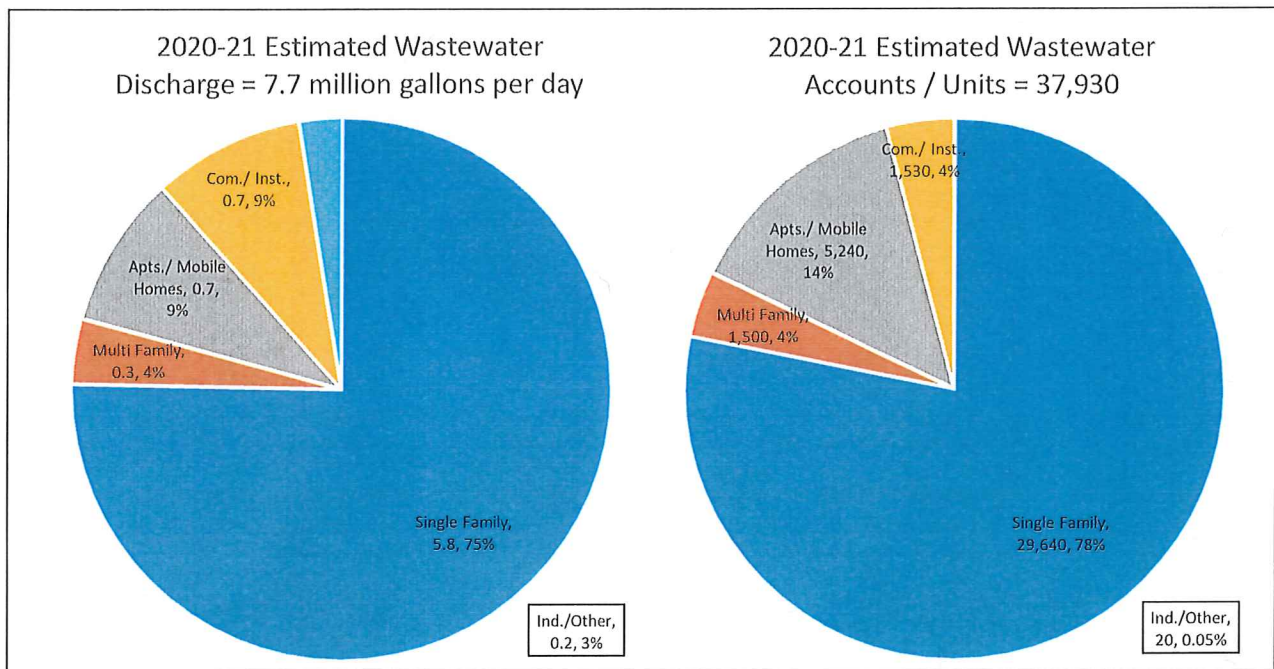


Figure 2-1. Fiscal Year 2020 – 21 Wastewater Discharge and Accounts/Units

2.2 Projected FY22 – FY26 Wastewater Accounts/Units

Projected growth in accounts is based on recent growth in the number of new connections to the sewer system in the City's wastewater service area. The number of Single Family accounts connected to the City's sewer system is projected to increase by 330 accounts per year from FY22 to FY26. The number of accounts in the other customer classes are projected to remain approximately at current levels.

Wastewater discharge per Single Family account and per Multiple Family unit is projected to continue to decrease from current levels. The continued decrease reflects the ongoing reduction in indoor water use resulting from use of more water efficient plumbing fixture devices and changes in water use habits. Wastewater discharge per unit for Apartments and Mobile Homes is projected to remain approximately at current levels. The table below shows projected wastewater discharge per account/unit for residential customer classes.

Table 2-1. Projected Wastewater Discharge per Account/Unit for Residential Customer Classes

Customer Class	FY21	FY22	FY23	FY24	FY25	FY26
	HCF* / gpd	HCF* / gpd	HCF* / gpd	HCF* / gpd	HCF* / gpd	HCF* / gpd
Single Family	8.00 / 197	7.90 / 194	7.70 / 189	7.70 / 189	7.60 / 187	7.50 / 184
Multi Family	6.80 / 167	6.71 / 165	6.53 / 161	6.53 / 161	6.44 / 158	6.35 / 156
Apt./Mobile Homes	5.60 / 138	5.60 / 138	5.60 / 138	5.60 / 138	5.60 / 138	5.60 / 138

* HCF = hundred cubic feet; all values are per month

2.3 Projected FY21 – FY26 Wastewater Discharge

Projected wastewater discharge for FY21 – FY26 is calculated by multiplying the number of accounts and units by the average wastewater discharge per account or unit. Wastewater discharge is shown in HCF (hundred cubic feet). One HCF equals approximately 748 gallons. Projected wastewater discharge, in HCF for each customer class for FY21 to FY26 is shown in the table below.

Table 2-2. Projected FY21 – FY26 Wastewater Discharge

Item	FY21	FY22	FY23	FY24	FY25	FY26
Accounts/Units						
Single Family	29,636	29,966	30,296	30,626	30,956	31,286
Multi Family	1,498	1,498	1,498	1,498	1,498	1,498
Apartments/Mobile Homes	5,237	5,237	5,237	5,237	5,237	5,237
Commercial/Institutional	1,525	1,525	1,525	1,525	1,525	1,525
Industrial	13	13	13	13	13	13
Other	10	10	10	10	10	10
Total	37,919	38,249	38,579	38,909	39,239	39,569
Average Wastewater Discharge HCF/mo						
Single Family	8.00	7.90	7.80	7.70	7.60	7.50
Multi Family	6.80	6.71	6.62	6.53	6.44	6.35
Apartments/Mobile Homes	5.60	5.60	5.60	5.60	5.60	5.60
Commercial/Institutional	19	19	19	19	19	19
Industrial	571	571	571	571	571	571
Other	60	60	60	60	60	60
Wastewater Discharge, HCF						
Single Family	2,845,056	2,840,777	2,835,706	2,829,842	2,823,187	2,815,740
Multi Family	122,237	120,619	119,001	117,383	115,765	114,148
Apartments/ Mobile Homes	351,926	351,926	351,926	351,926	351,926	351,926
Commercial/ Institutional	356,122	356,122	356,122	356,122	356,122	356,122
Industrial	89,058	89,058	89,058	89,058	89,058	89,058
Other	7,149	7,149	7,149	7,149	7,149	7,149
Total	3,771,548	3,765,651	3,758,962	3,751,481	3,743,208	3,734,143
Total HCF, rounded	3,772,000	3,766,000	3,759,000	3,751,000	3,743,000	3,734,000
Total, million gallons	2,821	2,817	2,812	2,806	2,800	2,794
Total, gallons per day	7,730,000	7,718,000	7,704,000	7,689,000	7,672,000	7,653,000

Section 3

Sewer Enterprise Funds Cash Flow and Unit Costs

Revenue from sewer service charges must adequately fund sewer utility operations, capital costs, reserves, and bonded debt related to the provision of sewer service (if any). The City established Sewer Fund 621 as a Public Works Enterprise Fund that accounts for the revenues and expenditures related to providing sewer service. A separate fund, the Sewer System Improvements Fund 622, is set up to track the development fees collected from developers to fund offsite or oversize sewer system facilities.

3.1 Sewer Fund 621 Projected Cash Flow

Projected cash flow for FY20 – FY26 is shown in the table below. Evaluation of the number of days cash (target fund balance) are included in the table. The target ending fund balance is 120 days of operating expenses. In FY26, the target ending fund balance is approximately \$3,000,000.

Table 3-1. Sewer Fund 621 Projected Cash Flow								
All Dollars are x\$1000 Category	Actual FY20	Budget FY21	Projected					FY22 - FY26 Total
			FY22	FY23	FY24	FY25	FY26	
Beginning Balance, July 1	\$7,810	\$7,990	\$6,760	\$5,480	\$4,290	\$3,470	\$3,170	
Revenues								
Charges for Services	\$6,590	\$6,530	\$7,060	\$7,640	\$8,270	\$8,970	\$9,720	\$41,660
Interest	\$370	\$100	\$170	\$160	\$140	\$130	\$120	\$720
Other	\$350	\$350	\$300	\$0	\$0	\$0	\$0	\$300
Total Revenues	\$7,310	\$6,980	\$7,530	\$7,800	\$8,410	\$9,100	\$9,840	\$42,680
Expenses								
Supervision	\$6,400	\$7,070	\$8,190	\$8,360	\$8,610	\$8,870	\$9,140	\$43,170
Capital	\$730	\$1,140	\$620	\$630	\$620	\$530	\$580	\$2,980
Total Expenditures	\$7,130	\$8,210	\$8,810	\$8,990	\$9,230	\$9,400	\$9,720	\$46,150
Net Revenues	\$180	(\$1,230)	(\$1,280)	(\$1,190)	(\$820)	(\$300)	\$120	(\$3,470)
Ending Balance, June 30	\$7,990	\$6,760	\$5,480	\$4,290	\$3,470	\$3,170	\$3,290	
Net Pension/OPEB Liabilities	\$5,670	\$5,670	\$5,670	\$5,670	\$5,670	\$5,670	\$5,670	
Ending Balance without NPL/OPEB	\$13,660	\$12,430	\$11,150	\$9,960	\$9,140	\$8,840	\$8,960	
Days Cash								
Operating Expenses	\$6,400	\$7,070	\$8,190	\$8,360	\$8,610	\$8,870	\$9,140	
120 Days Cash Target	\$2,100	\$2,320	\$2,690	\$2,750	\$2,830	\$2,920	\$3,000	
Evaluation								
Ending Cash Balance	\$7,990	\$6,760	\$5,480	\$4,290	\$3,470	\$3,170	\$3,290	
Calculated Days Cash	460	349	244	187	147	130	131	

Source: All data provided by the City.

* With implementation of GASB68 in FY15, City is now required to book NPL to fund, decreasing net position by the amount of the liability.

From FY21 through FY25, fund balance is being used to attenuate increases in revenue required from sewer service charges. As a result, increases in sewer service charges are kept lower than if the fund balance was not reduced. In FY26, the fund balance increases as revenues exceed expenditures.

3.2 Sewer Fund 622 Projected Cash Flow

Projected cash flow for FY20 – FY26 is shown in the table below. Revenues for Fund 622 are from sewer capacity charges and interest earnings on fund balance.

Table 3-2. Sewer Fund 622 Projected Cash Flow								
All Dollars are x\$1000	Actual	Budget	Projected					FY22 - FY26
Category	FY20	FY21	FY22	FY23	FY24	FY25	FY26	Total
Beginning Balance, July 1	\$1,730	\$2,540	\$1,480	\$2,250	\$3,050	\$3,870	\$4,720	
Revenues								
Charges for Services	\$750	\$900	\$910	\$930	\$940	\$960	\$980	\$4,720
Interest	\$70	\$40	\$20	\$30	\$40	\$50	\$70	\$210
Total Revenues	\$820	\$940	\$930	\$960	\$980	\$1,010	\$1,050	\$5,870
Expenses								
Capital	\$10	\$2,000	\$160	\$160	\$160	\$160	\$160	\$800
Total Expenditures	\$10	\$2,000	\$160	\$160	\$160	\$160	\$160	\$2,800
Net Revenues	\$810	(\$1,060)	\$770	\$800	\$820	\$850	\$890	\$3,070
Ending Balance, June 30	\$2,540	\$1,480	\$2,250	\$3,050	\$3,870	\$4,720	\$5,610	\$3,070

Source: All data provided by the City.

3.3 Sewer Service Charges Allocation of Costs

The annual amount of revenue required from Sewer Service Charges is allocated between revenue to be recovered from a charge that is the same for all dwelling units and accounts and a charge that is the same for each HCF of wastewater discharge. Revenue recovered from dwelling units and accounts is divided by the total number of dwelling units and accounts to yield a unit cost (\$/dwelling unit-account). Revenue recovered from HCF is divided by HCF of wastewater discharge to yield a unit cost (\$/HCF).

The percent of total expenditures allocated to the account/unit charge is 30 percent. The other 70 percent is allocated to the unit cost for wastewater discharge. Percent and dollar allocations for FY22 – FY26 are summarized in the table below.

Table 3-3. Sewer Service Charges Allocation of Costs							
Category		FY22	FY23	FY24	FY25	FY26	Total
Operating Expenses (x\$000)							
Supervision	from Table 3-1	\$8,194	\$8,361	\$8,612	\$8,870	\$9,136	\$43,173
Capital Expenses	from Table 3-1	\$624	\$634	\$622	\$532	\$583	\$2,995
Add / (Use) Fund Balance		(\$1,760)	(\$1,360)	(\$960)	(\$440)	(\$10)	(\$4,530)
Net Operating Expenses		\$7,058	\$7,635	\$8,274	\$8,962	\$9,709	\$41,638
Allocation, %							
Accounts/Units Allocation %		30%	30%	30%	30%	30%	
Flow Allocation %		70%	70%	70%	70%	70%	
Allocation Summary, \$							
Accounts-Units		\$2,117	\$2,291	\$2,482	\$2,689	\$2,913	\$12,491
Flow		\$4,941	\$5,345	\$5,792	\$6,273	\$6,796	\$29,147
Total		\$7,058	\$7,635	\$8,274	\$8,962	\$9,709	\$41,638
Allocation Summary, %							
Accounts		30%	30%	30%	30%	30%	30%
Flow		70%	70%	70%	70%	70%	70%

3.4 Sewer Service Charges Unit Costs of Service

Unit costs of service are calculated by dividing the allocated net expenditures shown in Table 3-3 by the amount of use (accounts/units or wastewater discharge flow). Unit costs of service for FY22 – FY26 are summarized in the table below.

Table 3-4. Sewer Service Charges Unit Costs of Service							
Cost Category		FY22	FY23	FY24	FY25	FY26	Total
Allocation Summary (x\$000)							
Accounts-Units	<i>from Table 3-3</i>	\$2,117	\$2,291	\$2,482	\$2,689	\$2,913	\$12,491
Flow	<i>from Table 3-3</i>	\$4,941	\$5,345	\$5,792	\$6,273	\$6,796	\$29,147
Total		\$7,058	\$7,635	\$8,274	\$8,962	\$9,709	\$41,638
Account/Unit Cost							
Cost Allocation (x\$000)		\$2,117	\$2,291	\$2,482	\$2,689	\$2,913	
Accounts/Dwelling Units	<i>from Table 2-2</i>	38,249	38,579	38,909	39,239	39,569	
Unit Cost, \$/Account-Unit/month (not rounded)		\$4.61	\$4.95	\$5.32	\$5.71	\$6.13	
Flow Unit Cost							
Cost Allocation (x\$000)		\$4,941	\$5,345	\$5,792	\$6,273	\$6,796	
Flow, HCF x1000	<i>from Table 2-2</i>	3,766	3,759	3,751	3,743	3,734	
Unit Cost, \$/HCF (not rounded)		\$1.31	\$1.42	\$1.54	\$1.68	\$1.82	

The same unit costs are used to develop sewer service charges for all customer classes.

The amount of revenue required from each customer class is the unit cost for accounts-units times the number of accounts-units *plus* the unit cost for per HCF of wastewater discharge times the wastewater discharge for each customer class.

3.5 Sewer Service Charges Revenue by Customer Class

Calculation of the revenue required from sewer service charges for each customer class for FY22– FY26 using the unit costs is shown in the table below.

Table 3-5. Sewer Service Charges Revenue by Customer Class						
Category		FY22	FY23	FY24	FY25	FY26
Unit Costs						
Acct-Unit, \$/Acct-Unit/month (not rounded)	<i>from Table 3-4</i>	\$4.61	\$4.95	\$5.32	\$5.71	\$6.13
Flow, \$/HCF (not rounded)	<i>from Table 3-4</i>	\$1.31	\$1.42	\$1.54	\$1.68	\$1.82
Revenue Required from Charges						
<i>Account/Dwelling Unit Costs</i>						
Number of Accounts/Dwelling Units						
Single Family	<i>from Table 2-2</i>	29,966	30,296	30,626	30,956	31,286
Multi Family	<i>from Table 2-2</i>	1,498	1,498	1,498	1,498	1,498
Apartments/Mobile Homes	<i>from Table 2-2</i>	5,237	5,237	5,237	5,237	5,237
Commercial/Institutional	<i>from Table 2-2</i>	1,525	1,525	1,525	1,525	1,525
Industrial	<i>from Table 2-2</i>	13	13	13	13	13
Other	<i>from Table 2-2</i>	10	10	10	10	10
Total		38,249	38,579	38,909	39,239	39,569
Revenue Required						
Single Family		\$1,658,867	\$1,798,724	\$1,953,786	\$2,121,061	\$2,302,983
Multi Family		\$82,927	\$88,939	\$95,565	\$102,641	\$110,269
Apartments/Mobile Homes		\$289,911	\$310,929	\$334,094	\$358,832	\$385,499
Commercial/Institutional		\$84,421	\$90,542	\$97,287	\$104,491	\$112,256
Industrial		\$720	\$772	\$829	\$891	\$957
Other		\$554	\$594	\$638	\$685	\$736
Total		\$2,117,400	\$2,290,500	\$2,482,200	\$2,688,600	\$2,912,700
<i>Flow Costs</i>						
Wastewater Discharge						
Single Family		2,840,777	2,835,706	2,829,842	2,823,187	2,815,740
Multi Family		120,619	119,001	117,383	115,765	114,148
Apartments/Mobile Homes		351,926	351,926	351,926	351,926	351,926
Commercial/Institutional		356,122	356,122	356,122	356,122	356,122
Industrial		89,058	89,058	89,058	89,058	89,058
Other		7,149	7,149	7,149	7,149	7,149
Total		3,765,651	3,758,962	3,751,481	3,743,208	3,734,143
Revenue Required						
Single Family		\$3,727,148	\$4,031,812	\$4,368,909	\$4,731,498	\$5,124,767
Multi Family		\$158,254	\$169,196	\$181,225	\$194,016	\$207,754
Apartments/Mobile Homes		\$461,734	\$500,370	\$543,329	\$589,808	\$640,521
Commercial/Institutional		\$467,239	\$506,335	\$549,807	\$596,840	\$648,158
Industrial		\$116,846	\$126,623	\$137,494	\$149,256	\$162,089
Other		\$9,380	\$10,164	\$11,037	\$11,981	\$13,011
Total		\$4,940,600	\$5,344,500	\$5,791,800	\$6,273,400	\$6,796,300
Revenue Requirement Summary						
Single Family		\$5,386,016	\$5,830,536	\$6,322,695	\$6,852,559	\$7,427,750
Multi Family		\$241,181	\$258,135	\$276,789	\$296,657	\$318,022
Apartments/Mobile Homes		\$751,645	\$811,299	\$877,423	\$948,640	\$1,026,020
Commercial/Institutional		\$551,660	\$596,877	\$647,094	\$701,331	\$760,414
Industrial		\$117,565	\$127,395	\$138,323	\$150,147	\$163,046
Other		\$9,933	\$10,758	\$11,675	\$12,666	\$13,747
Total		\$7,058,000	\$7,635,000	\$8,274,000	\$8,962,000	\$9,709,000

3.6 Sewer Service Charges by Customer Class

The amount of revenue required from each customer class is recovered by a uniform charge for each residential customer class and by a combination of a uniform charge and a flow-based charge for nonresidential customers. Calculation of sewer service charges for each customer class for FY22 – FY26 are summarized in the table below.

Note that recommended sewer service charges for the nonresidential customer class are rounded values (to the nearest \$0.05 for the account charge and \$0.01 for the HCF rate) while the unit costs shown in Table 3-3 are not rounded.

Table 3-6. Sewer Service Charges by Customer Class

Category		FY22	FY23	FY24	FY25	FY26
Revenue Required						
Single Family	<i>from Table 3-5</i>	\$5,386,016	\$5,830,536	\$6,322,695	\$6,852,559	\$7,427,750
Multi Family	<i>from Table 3-5</i>	\$241,181	\$258,135	\$276,789	\$296,657	\$318,022
Apartments/Mobile Homes	<i>from Table 3-5</i>	\$751,645	\$811,299	\$877,423	\$948,640	\$1,026,020
Commercial/Institutional	<i>from Table 3-5</i>	\$551,660	\$596,877	\$647,094	\$701,331	\$760,414
Industrial	<i>from Table 3-5</i>	\$117,565	\$127,395	\$138,323	\$150,147	\$163,046
Other	<i>from Table 3-5</i>	\$9,933	\$10,758	\$11,675	\$12,666	\$13,747
Total		\$7,058,000	\$7,635,000	\$8,274,000	\$8,962,000	\$9,709,000
Sewer Service Charges						
Single Family						
Cost Allocation	<i>from Table 3-5</i>	\$5,386,016	\$5,830,536	\$6,322,695	\$6,852,559	\$7,427,750
Number of Dwelling Units	<i>from Table 2-2</i>	29,966	30,296	30,626	30,956	31,286
Rate, \$/dwelling unit/month (rounded to \$0.05)		\$15.00	\$16.05	\$17.20	\$18.45	\$19.80
Multiple Family						
Cost Allocation	<i>from Table 3-5</i>	\$241,181	\$258,135	\$276,789	\$296,657	\$318,022
Number of Dwelling Units	<i>from Table 2-2</i>	1,498	1,498	1,498	1,498	1,498
Rate, \$/dwelling unit/month (rounded to \$0.05)		\$13.40	\$14.35	\$15.40	\$16.50	\$17.70
Apartments/Mobile Homes						
Cost Allocation	<i>from Table 3-5</i>	\$751,645	\$811,299	\$877,423	\$948,640	\$1,026,020
Number of Dwelling Units	<i>from Table 2-2</i>	5,237	5,237	5,237	5,237	5,237
Rate, \$/dwelling unit/month (rounded to \$0.05)		\$11.95	\$12.90	\$13.95	\$15.10	\$16.35
Nonresidential						
Account Rate						
Account Cost Allocation	<i>from Table 3-5</i>	\$85,695	\$91,907	\$98,755	\$106,067	\$113,949
Number of Accounts	<i>from Table 2-2</i>	1,548	1,548	1,548	1,548	1,548
Rate, \$/account/month (rounded to \$0.05)		\$4.60	\$4.95	\$5.30	\$5.70	\$6.15
Flow Rate						
Cost Allocation	<i>from Table 3-5</i>	\$593,464	\$643,123	\$698,338	\$758,078	\$823,259
Wastewater Discharge, HCF	<i>from Table 2-2</i>	452,329	452,329	452,329	452,329	452,329
Rate, \$/HCF (rounded to \$0.01)		\$1.31	\$1.42	\$1.54	\$1.68	\$1.82

Section 4

Recommended Sewer Service Charges

Recommended sewer service charges for residential and nonresidential customer classes are presented in this section. A survey of Single Family monthly wastewater bills for six other nearby municipalities which provide sewer service is included.

4.1 Recommended Sewer Service Charges

Recommended uniform charges for Residential users are based on unit costs applicable to all users. The unit costs are used to calculate monthly bills for Nonresidential users.

Based on evaluation of the sewer enterprise funds cash flow for FY22 – FY26 using projected expenditures and revenues it is recommended that current monthly Single Family sewer rates be increased by \$1.00 per month for FY22 (from \$14.00 to \$15.00). Single Family rates for each of the following four fiscal years would increase by an additional \$1.05, \$1.15, \$1.25, and \$1.35 per month. The FY26 Single Family rate would be \$19.80 per month.

Recommended sewer service rates and charges for FY22 – FY26 are listed in the table below.

Table 4-1. Recommended Sewer Service Charges											
	Current FY21	Recommended Five-Year Rate Plan									
		FY22	FY23	FY24	FY25	FY26	FY22	FY23	FY24	FY25	FY26
effective dates >	7/1/2019	7/1/2021	7/1/2022	7/1/2023	7/1/2024	7/1/2025					
<i>Residential, \$/month</i>											
<i>per Dwelling Unit</i>											
Single Family	\$14.00	\$15.00	\$16.05	\$17.20	\$18.45	\$19.80	7%	7%	7%	7%	7%
Multiple Family	\$12.70	\$13.40	\$14.35	\$15.40	\$16.50	\$17.70	6%	7%	7%	7%	7%
Apartment/Mobile Home	\$11.10	\$11.95	\$12.90	\$13.95	\$15.10	\$16.35	8%	8%	8%	8%	8%
<i>Nonresidential</i>											
Account Charge, \$/month	\$4.44	\$4.60	\$4.95	\$5.30	\$5.70	\$6.15	4%	8%	7%	8%	8%
Volume Rate, \$/HCF *	\$1.20	\$1.31	\$1.42	\$1.54	\$1.68	\$1.82	9%	8%	8%	9%	8%
* 1 HCF = approximately 748 Gallons											

4.2 Survey of Single Family Monthly Wastewater Bills

Delta Diablo provides wastewater conveyance and wastewater treatment services to the City of Antioch and the City of Pittsburg. To calculate annual wastewater bills for these two cities, Delta Diablo wastewater charges must be added to the wastewater charges for each city.

The City of Antioch's current and recommended sewer service charges and the current wastewater treatment charges from Delta Diablo for FY21 were compared to the sewer service charges and wastewater treatment charges for other agencies. Results of the survey are shown in the table below.

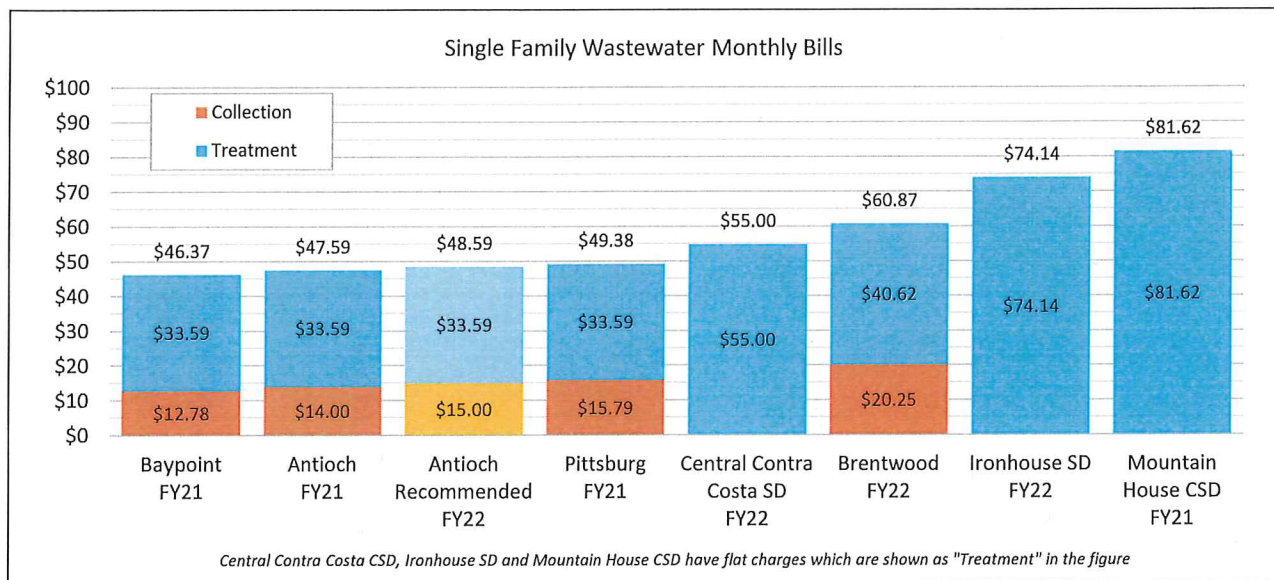


Figure 4-1. Survey of Single Family Monthly Wastewater Bills



Section 5

Limitations

This document was prepared solely for the City of Antioch in accordance with professional standards at the time the services were performed and in accordance with the contract between the City of Antioch and Municipal Financial Services. This document is governed by the specific scope of work authorized by the City of Antioch in an Agreement dated January 29, 2014 and subsequent amendments to the Agreement; it is not intended to be relied upon by any other party. We have relied on information or instructions provided by the City of Antioch and, unless otherwise expressly indicated, have made no independent investigation as to the validity, completeness, or accuracy of such information.

Appendix A: reserved

Appendix B: reserved



City of Antioch
Notice of Public Hearing on Proposed Sewer Rate Increases
 Tuesday, February 23, 2021 at 7:00 p.m.
 Via Zoom

Para los clientes de habla hispana, una versión de este aviso en español está disponible en el sitio web de la Ciudad de Antioch en www.antiochca.gov y www.antiochwater.com. Anuncios en español también están disponibles en el Alcaldía, en la calle H numero 200, y en la Biblioteca Pública en el 501 West 18th Street, y en la Biblioteca de el Centro Comunitario de Antioch en 4703 Lone Tree Way, Antioch.

Public Hearing and Protests

The City of Antioch wishes to notify you of a Public Hearing of the City Council on June 8, 2021 at 7:00 p.m. via Zoom. The Zoom meeting instructions will be available on the City of Antioch's website at the following link: <https://www.antiochca.gov/government/agendas-and-minutes/city-council/> to discuss Sewer rate increases for fiscal years (FY) 2021/22 through 2025/26. The City Council may take action to implement increases at this meeting.

The City will accept public comments at the Public Hearing. Written protests may be submitted before or at this Public Hearing. Written protests may be hand delivered to the Public Works Department Office, 1201 West 4th Street, Antioch, CA or mailed to the Public Work's Office at P.O. box 5007, Antioch, CA 94531-5007; or personally submitted at the City Council meeting prior to the close of the public hearing. To be valid, protests must be in writing, state opposition to the proposed rate increase and include customer's name, address, and account number from your mailing label. Protests must be signed by the property owner or by the tenant directly responsible for payment of the fees subject to the proposed increase. Only one protest will be counted per parcel. Oral comments at the public hearing will not qualify as formal protests unless accompanied by a valid written protest. The meeting facility is accessible to the handicapped. Auxiliary aides will be made available, upon request in advance, for persons with hearing or vision disabilities.

Need for Rate Increases

The proposed increases are necessary to maintain the financial stability and structural integrity of the City's Sewer Enterprise Program, and to address new Federal and State regulatory mandates, as well as increasing costs affecting Sewer operations. Utility fee calculations are based on the cost of operation and maintenance expenses (including labor, utilities, supplies and materials), capital expenditures for infrastructure, and adequate reserves for meeting capital and operational needs. This rate increase addresses the rising costs of maintaining the wastewater collection system; and the need to meet increasing mandates from both Federal and State agencies. The City is committed to proactively improving and maintaining our aging systems while providing excellent services at all levels within our programs. The City is recommending annual rate adjustments in monthly commodity and service charges for both programs.

Sewer Service Charges – Proposed Rate Structure: The sewer rate structure has two, unit cost components: 1) a monthly account charge which is the same for all accounts and dwelling units; and 2) a quantity rate for the volume of

Sewer Service Charges	Current FY21	Recommended Five-Year Rate Plan				
		FY22	FY23	FY24	FY25	FY26
<i>effective dates ></i>	7/1/2019	7/1/2021	7/1/2022	7/1/2023	7/1/2024	7/1/2025
Unit Costs						
Account/Dwelling Unit Charge,\$/month	\$4.44	\$4.60	\$4.95	\$5.30	\$5.70	\$6.15
Volume Rate, \$/HCF	\$1.20	\$1.31	\$1.42	\$1.54	\$1.68	\$1.82
Uniform Charges						
<i>Residential, \$/month</i>						
<i>per Account/Dwelling Unit</i>						
Single Family	\$14.00	\$15.00	\$16.05	\$17.20	\$18.45	\$19.80
Multiple Family	\$12.70	\$13.40	\$14.35	\$15.40	\$16.50	\$17.70
Apartment/Mobile Home	\$11.10	\$11.95	\$12.90	\$13.95	\$15.10	\$16.35
Nonresidential						
Account Charge,\$/month	\$4.44	\$4.60	\$4.95	\$5.30	\$5.70	\$6.15
Volume Rate, \$/HCF *	\$1.20	\$1.31	\$1.42	\$1.54	\$1.68	\$1.82

* 1 HCF = approximately 748 Gallons

wastewater discharge. Residential accounts are assigned to one of three categories: single family, multiple family (two, three or four dwelling units) and apartment and mobile homes. Each residential customer category has a different volume of wastewater discharge that reflects differences in indoor water use discharged into the sanitary sewer. The unit cost components and the volume of wastewater discharge for

each residential customer category are used to calculate a different uniform monthly charge for each residential customer category. Monthly charges for individual nonresidential accounts are the sum of the monthly account charge component plus the quantity rate component times the volume of wastewater discharge. The volume of wastewater discharge for nonresidential accounts is equal to metered water use (water use for irrigation or fire protection is not included).


If approved, the new rates and charges will go in effect on July 1, 2021.

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 23, 2021

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Jazmin Ridley, Unhoused Resident Coordinator
Rosanna Bayon Moore Assistant City Manager 

APPROVED BY: Ron Bernal, City Manager

SUBJECT: Update on Unhoused Strategies for the City of Antioch

RECOMMENDED ACTION

It is recommended that the City Council:

1. Receive an update on Unhoused Strategies for the City of Antioch; and
2. Provide staff direction regarding a) a Bridge Housing Program Request for Proposals; and b) grant seeking to address Unhoused Strategies.

DISCUSSION

Over the last 2 years, the City of Antioch has sought to identify opportunities to play a more active part in responding to the needs of unhoused residents and community concerns about homeless encampments. A body of work has since been developed and is currently in progress with key technical support, stakeholder input and new staffing of a part time position of Unhoused Resident Coordinator.

The City of Antioch engaged Focus Strategies in February of 2020 to provide technical assistance and research various options to address the needs of unhoused residents within City limits. In July of 2020, Focus Strategies was specifically tasked with conducting a feasibility study to examine various dimensions of a potential motel Bridge Housing Program. They continue to provide quality support and guidance as the City works toward developing a City framework of short term and long term strategies.

The Transitional Housing Ad Hoc Committee comprised of Mayor Lamar Thorpe and Council Member Mike Barbanica set dates for two community sessions on February 12, 2021 and February 19, 2021 with local stakeholders. An update of current efforts to date

was provided by City staff and Focus Strategies, including the results of the Motel Bridge Housing Program.

FISCAL IMPACT

The fiscal impact is not known at this time.

ATTACHMENTS

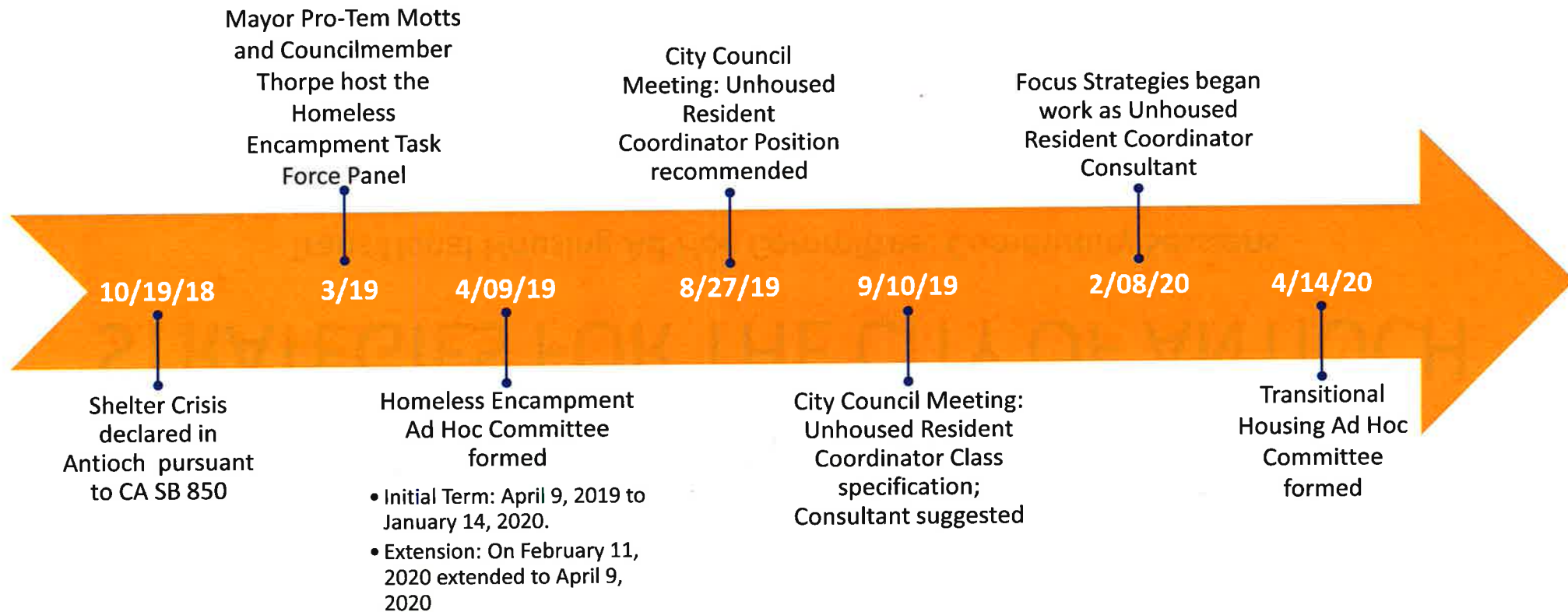
Introduction to the Unhoused Strategies for Antioch; Focus Strategies Memorandum
Re: Cost Estimate and Feasibility Considerations of Developing a Bridge Housing
Program in a Leased Motel, Dated February 17, 2021.

INTRODUCTION TO THE UNHOUSED STRATEGIES FOR THE CITY OF ANTIOCH

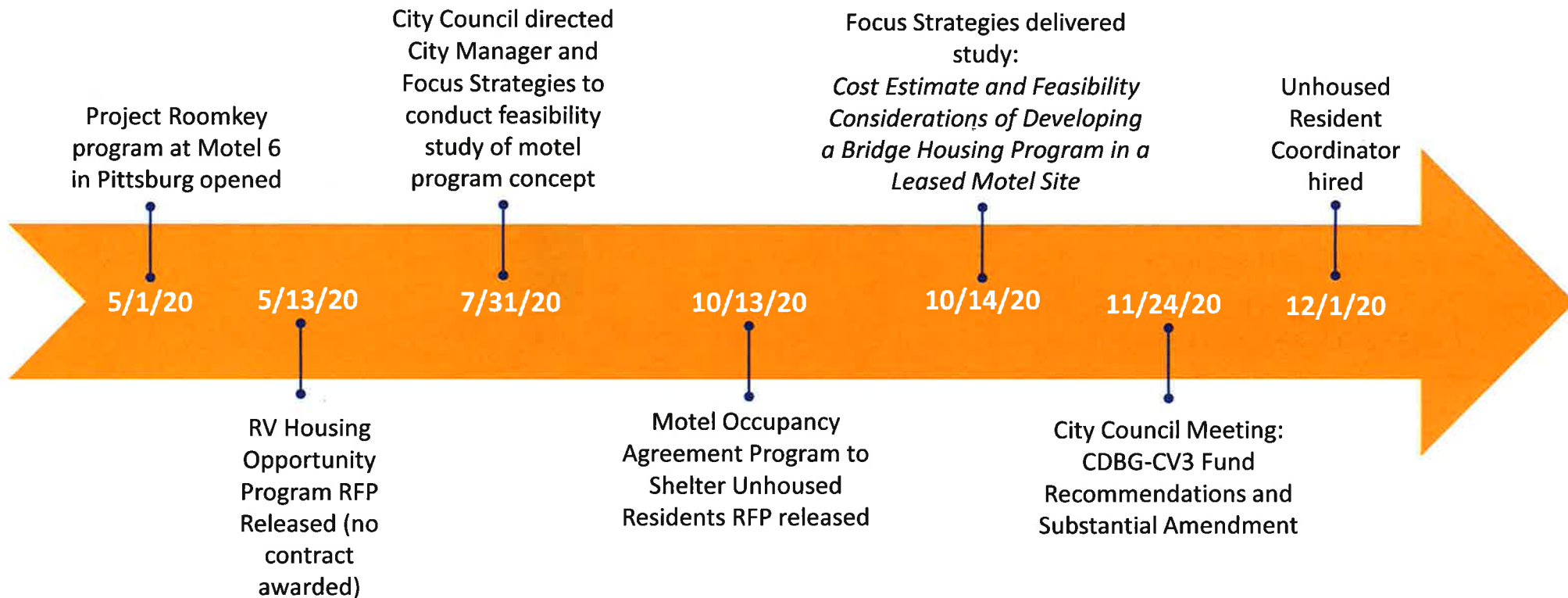
Transitional Housing Ad Hoc Committee: Community Sessions
February 12, 2021 and February 19, 2021



HISTORY

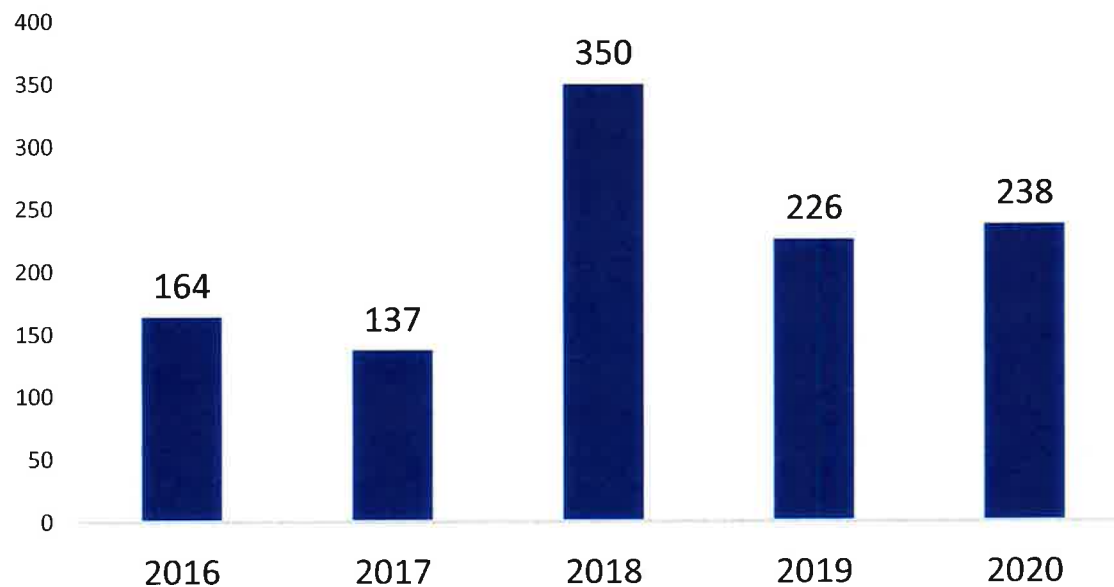


HISTORY, CONTINUED



HOMELESSNESS IN ANTIOCH

Number of Unsheltered People Identified in Antioch,
PIT 2016-2020

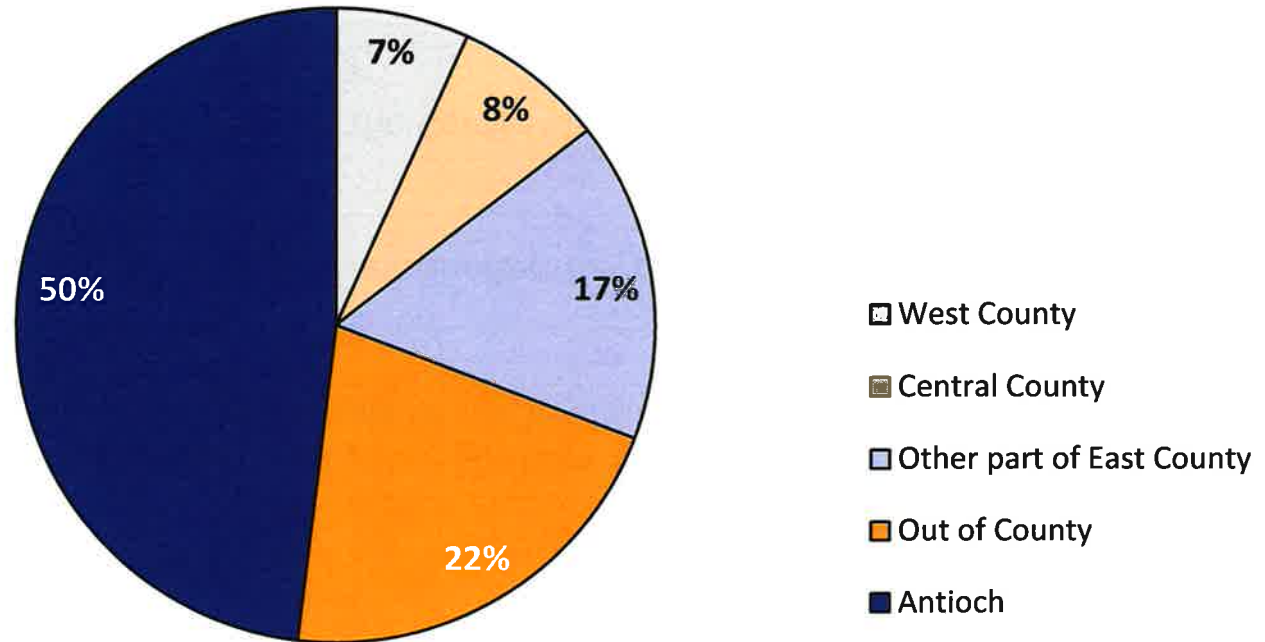


2021 PIT has been cancelled
due to COVID-19

- Other methods such as
CORE data and HMIS
will be used

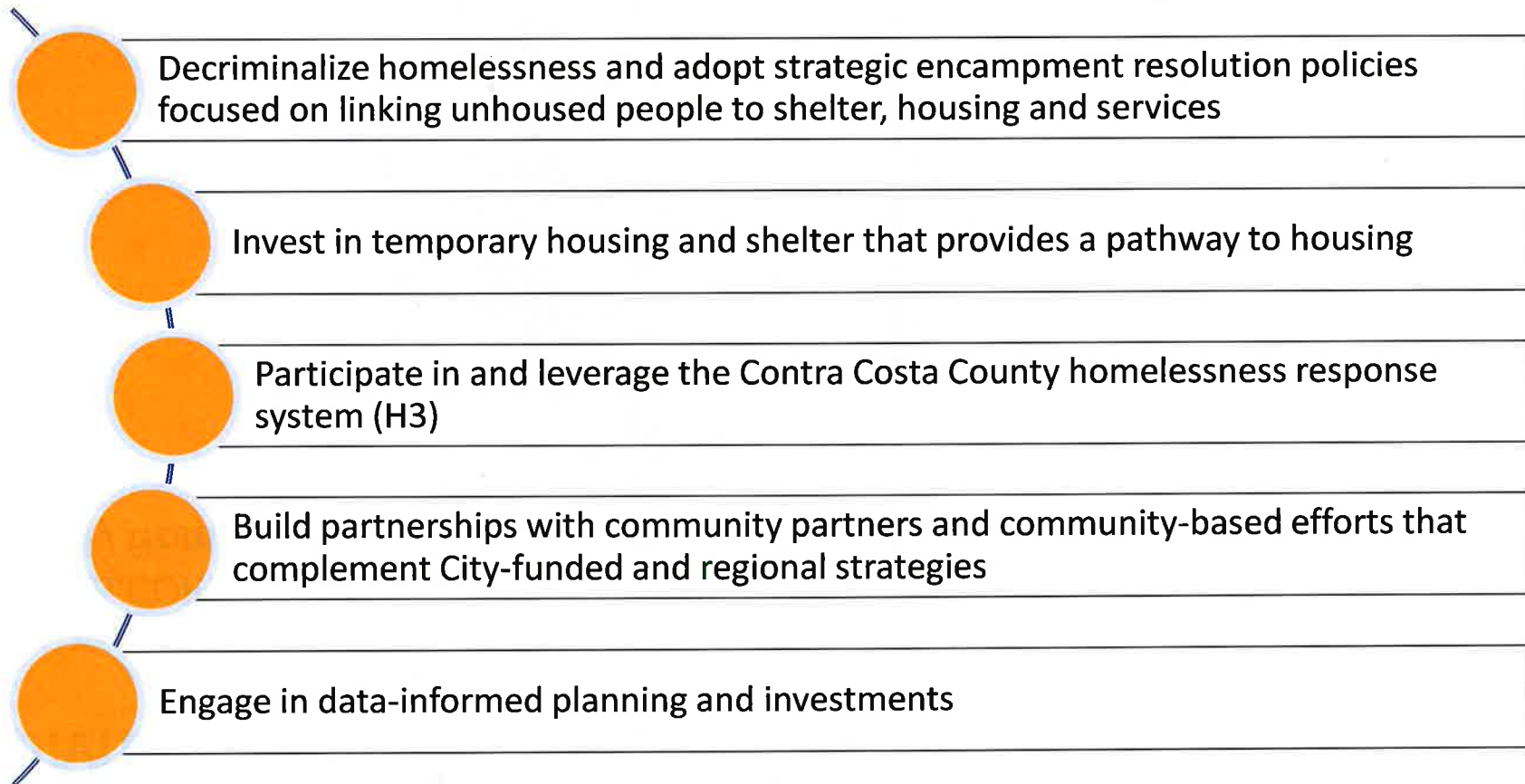
HOMELESSNESS IN ANTIOCH

Based on CORE* interaction in 2019, half of all people served by CORE in Antioch were originally from the city of Antioch and over 75% were from Contra Costa County.

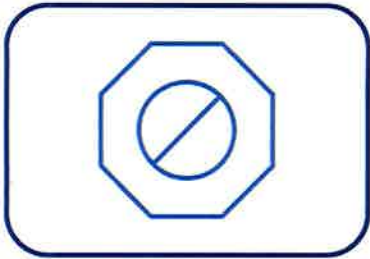


*CORE or The Coordinated Outreach Referral, Engagement team is the Contra Costa County appointed outreach team

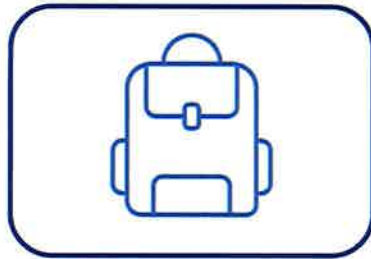
CITY OF ANTIOCH GOALS



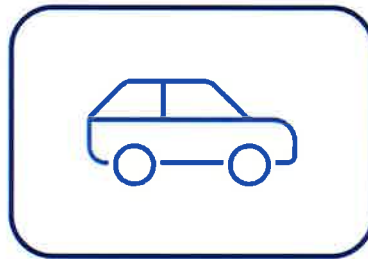
UNHOUSED RESIDENT PROGRAM OPTIONS



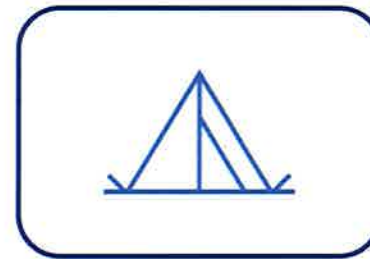
Homelessness
Prevention Services



Street Outreach
Services (CORE)



Safe Parking Sites



Sanctioned/Safe
Sleep Encampments



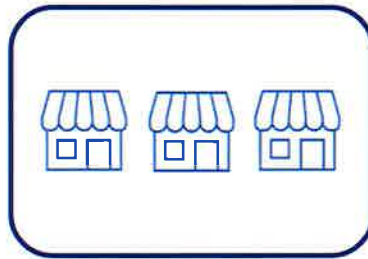
Housing Problem
Solving Services



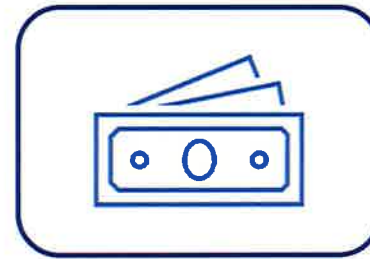
Motel Vouchers



**Motel Temporary
Housing Program**



Tiny Homes



Rapid Re-Housing
Rental Assistance



Permanent Housing
Vouchers

MOTEL HOUSING PROGRAM FEASIBILITY STUDY

- In 2020, Focus Strategies conducted a feasibility study looking at temporary program options that could be operated out of a motel site. The models researched included:
 - **Emergency Shelter**
 - **Bridge Housing (or Housing-Focused Shelter)**
 - **Bridge Housing with Additional Trailers On-Site**
- Study looked at feasibility of operating a 30-bed year-round program
- City administered; Service provider/Community-based organization operated

MOTEL HOUSING PROGRAM FEASIBILITY STUDY

Feasibility Considerations

Cost: Upfront or one-time costs as well as ongoing annual expenses

Impact on Homelessness: Includes factors such as the number of people to be served, accessibility of program access, and stable housing outcomes

City Capacity: Contract management, provider collaboration, and administrative functions

Availability and Interest of Partners: Successful outcomes will require program operation by qualified entities and coordination with the County's homelessness response system

MOTEL HOUSING PROGRAM FEASIBILITY STUDY

Annual Cost Estimates <i>(Excludes cost of master leasing motel rooms)</i>		
Emergency Shelter in a motel (non-congregate) setting	Bridge Housing in a motel setting	Bridge Housing in a motel setting with trailers on-site for expanded capacity
\$450,000	\$735,000	\$858,000

MOTEL HOUSING PROGRAM FEASIBILITY STUDY



Additional Considerations		
Impact on Homelessness	City Capacity	Availability and Interest of Partners
<ul style="list-style-type: none">• A 30-bed program can serve approximately 90 people per year (assuming each bed turns over on average in four months)• Most recent PIT found 238 people experiencing homelessness, so a 30-bed program could have an impact on the overall numbers of people who are unsheltered• Goal of the bridge housing model is that people exit the motel into housing and do not return to homelessness	City staff time dedicated to contract management, provider collaboration, and administrative functions is significant; could impact capacity to engage in other efforts to reduce homelessness	Success will depend on interest and capacity of qualified entities to operate program and achieve positive housing outcomes

MOTEL HOUSING PROGRAM FEASIBILITY STUDY



Recommended Model from Options Researched

Bridge Housing in a non-congregate setting with strong recommendation to closely coordinate with the County's homelessness response system and affordable, subsidized, and public housing options.



ADDITIONAL HOUSING PROGRAMS EXPLORED

Program Type		Potential Benefits	Concerns/Considerations
	Prevention	<ul style="list-style-type: none"> Prevents those who are housed from entering homelessness Can keep people stable in their homes 	<ul style="list-style-type: none"> Does not address unsheltered homelessness or encampments
	Street Outreach (City CORE Team)	<ul style="list-style-type: none"> Leverages County resources and linkages to Coordinated Entry/regional programs Provides direct service to people who are unhoused in navigating available resources 	<ul style="list-style-type: none"> Does not provide immediate overnight shelter accommodation Does not increase capacity of interim housing resources in region



ADDITIONAL HOUSING PROGRAMS EXPLORED

Program Type		Potential Benefits	Concerns/Considerations
	Safe Parking Sites	<ul style="list-style-type: none"> • Offers a place for people to stay safely • With support and wraparound services, can be a centralized location to receive services that will lead to permanent housing 	<ul style="list-style-type: none"> • Costly for a temporary program that doesn't house people • Does not address encampments • Difficulty in accommodating RV's • Targets those with running cars only
	Sanctioned/ Safe Sleep Encampments	<ul style="list-style-type: none"> • Opportunity to partner with stakeholders to supply showers, food, charging stations, and minor vehicle repair • Can promote a sense of community 	<ul style="list-style-type: none"> • Not a solution, residents will still be homeless and without shelter • Spaces need to be maintained and Staffed 24/7 • Many unhoused will not be willing to go because of strict rules <ul style="list-style-type: none"> • Alcohol or drug ordinances may create barriers • They may feel isolated if their families or pets cannot join them



ADDITIONAL HOUSING PROGRAMS EXPLORED

Program Type		Potential Benefits	Concerns/Considerations
	Housing Problem Solving	<ul style="list-style-type: none">• Can be given as an immediate resource• Accessible for everyone• Leverages mainstream and personal resource networks	<ul style="list-style-type: none">• Some people may not have personal connections that can be leveraged and/or mainstream linkages may not be sufficient for gaining permanent housing
	Motel Vouchers	<ul style="list-style-type: none">• Temporary shelter• Cheaper than leasing a motel as money will be spent per instance• Can be given as an immediate resource• Accessible for everyone	<ul style="list-style-type: none">• Very short term• Contingent on availability and allowance for pets and belongings• Can be easily abused and used for other activities

ADDITIONAL HOUSING PROGRAMS EXPLORED

Program Type		Potential Benefits	Concerns/Considerations
	Motel Housing Program	<ul style="list-style-type: none"> • With 90-180-day average lengths of stay, the program can serve 60-120 people per year • Leasing the hotel gives full access to rooms on site • Gives the City a place to direct those who have been abated as they await services that lead to permanent housing 	<ul style="list-style-type: none"> • Without supportive services, results may be temporary, and people will return to homelessness • Can be costly as rooms will need to be paid for even when they are not in use
	Tiny Homes	<ul style="list-style-type: none"> • Offers privacy and shelter • Can be designed as transitional housing or permanent housing • Can accommodate families 	<ul style="list-style-type: none"> • Maintenance can be costly • If structured as transitional housing, may be difficult to transition to permanent housing • Difficulty garnering public buy in • Is a low-density solution that doesn't maximize housing land use • May require residents pay rent

ADDITIONAL HOUSING PROGRAMS EXPLORED

Program Type		Potential Benefits	Concerns/Considerations
	Rapid Rehousing	<ul style="list-style-type: none">• Would meet the goal of permanent housing• Offers privacy and shelter in a housing unit that participant can stay in after program exit	<ul style="list-style-type: none">• Is more costly than some interventions like street outreach or motel vouchers• Must have supportive services to be successful
	Permanent Housing Vouchers	<ul style="list-style-type: none">• Would meet the goal of permanent housing• Addresses those who are on the street with long term solutions	<ul style="list-style-type: none">• Because of cost, can help fewer people, despite having a longer impact• Must have supportive services to be successful

CONCLUSION

- A strategic framework or action plan can inform investment of City resources and produce most impactful results for people who are unhoused
- Temporary solutions can address short term outcomes
- There needs to be a strategy that will lead people to permanent housing



MEMORANDUM

Date: February 17, 2021

To: Lamar Thorpe, Mayor, City of Antioch
Mike Barbanica, Council Member, City of Antioch
Ron Bernal, City Manager, City of Antioch

From: Kate Bristol, Director of Consulting, Focus Strategies

Topic: Cost Estimate and Feasibility Considerations of Developing a Bridge Housing Program in a Leased Motel Site

A. Background

The number of people in the City of Antioch who are experiencing homelessness has been increasing over the past several years and encampments are becoming more numerous and more visible. In early 2019, the City Council convened a Homeless Encampment Task Force Committee to better understand this issue and develop solutions. As part of the work of the Task Force, the City engaged Focus Strategies, a West Coast-based consulting firm that helps local communities develop and implement strategies to reduce homelessness.

In 2020, the Encampment Task Force was re-named the Transitional Housing Ad Hoc Committee and began to explore the possibility of creating a temporary housing program by master leasing one or more hotels. On July 31, 2020, the City Council voted to direct the City Manager to work with Focus Strategies to develop a program model, cost estimate, and feasibility analysis of the motel program concept. This memo and attached budget estimate represent the result of that work.

B. Shelter Program Models

The overall objective of the motel program, as articulated by the City Council, is to create a place where people who are living in encampments or other unsheltered locations (outside

on the streets, in vehicles) can come inside, receive assistance with immediate needs, and also receive services and support to transition to housing. To develop a proposed program model and cost estimate, Focus Strategies researched three different shelter models that are in common use in the Bay Area and throughout California.

1. Emergency Shelter Model

A traditional emergency shelter typically provides a safe space where people can come inside and receive food, hygiene, a place to sleep, and access to a limited number of social services. The shelter staff may provide residents with some assistance to identify a plan for where they will go when they leave the shelter, but this is not the primary focus of the services. The role of shelter staff is typically to assist with basic needs and ensure the environment is safe and rules are followed. Traditional shelters typically are operated in congregate settings, where participants sleep in a shared spaces. This type of shelter usually does not show strong results on measures relating to the rate of exit to permanent housing. Many of the guests will stay for a period of time and then return to living outside.

2. Bridge Housing or Housing-Focused Shelter Model

By contrast to a traditional emergency shelter, a bridge housing program is a shelter that integrates a robust supportive services component that ensures all residents have access to the assistance they need to navigate to a housing solution or other next step on their pathway to housing. In this approach, the goal is to minimize the number of people who leave the shelter and return to homelessness. These programs typically have much stronger results than traditional shelter as measured by the number of residents who leave the shelter and enter housing, thereby ending their episode of homelessness.

The Bridge Housing model is known by a variety of names, including a service-enriched shelter, housing-focused shelter, or Navigation Center. The term Navigation Center was coined in San Francisco in 2015 to describe a low-barrier, high-service temporary place for people who would not go into, or could not successfully remain in, traditional shelter. Many communities now use the term Navigation Center. The State of California recently defined a "Low-Barrier Navigation Center" in State Law AB101 to mean: *"A Housing First, low-barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing."* In Contra Costa County, the Health, Housing and Homelessness (H3) program has adopted the term



“Care Center” for service-enriched and housing-focused shelters they have developed as part of the countywide homelessness response system. For the purpose of this analysis, we have chosen to describe this model as Bridge Housing, though the other names would also apply.

Bridge Housing programs typically have most or all of the following features:

- The program is targeted to serve people living outside and is often specifically targeted to or reserved for persons previously living in encampments.
- Entry/access to open beds may be offered in a different way from other shelters in the community, often through invitations issued by dedicated outreach teams, not by self-referral.
- Program has low/no barriers to entry - including no requirements to be sober, no background checks, and no income requirements.
- Program accommodates current household configurations and permits people to have their pets, partners, and/or a significant amount of personal possessions with them.
- No curfews or required “lights out” - meaning people assigned a bed may come and go at will and are allowed to be awake in certain areas 24 hours a day.
- There are high levels of supportive services offered and low staff to participant ratios.
- Services are individualized and solution focused - centered significantly on the “navigation” aspect to help participants on a path to their next destination.
- There are typically no program compliance requirements other than basic behavior expectations and the expectation to engage in some sort of individualized service directed toward housing.
- There may be caps on permitted length of stay - most programs anticipate stays of approximately three to four months and may cap stays at six months.

In our scan of available information on Bridge Housing program budgets, annual costs per bed typically range from \$21,600 to \$50,000 (\$62-\$137 per night), excluding startup costs and funding for housing subsidies to help residents exit to housing.



3. Non-Congregate Shelter Model

Master leasing of hotels to provide emergency shelter for people experiencing homelessness has recently become widespread in the State of California as communities have developed strategies to provide isolation, quarantine, and shelter-in-place options for people who are unhoused and who have contracted COVID-19 or who have been exposed or are particularly vulnerable due to age and/or underlying health conditions. In March 2020, the State of California's Department of Social Services (CDSS) launched Project Roomkey, which provides funding to local governments to lease motel and hotel rooms as non-congregate shelter options for people experiencing homelessness. The majority of the costs of these rooms are reimbursable through FEMA, though a local match is required. Locally, Contra Costa County's H3 program has leased 599 rooms in 5 different hotels through Project Roomkey.

The Project Roomkey hotels located throughout the State offer a different type of shelter than what is typically available, because residents have their own private room rather than the dormitory-style setting offered by most shelters. Additionally, entry barriers tend to be low since the objective is to ensure that the most vulnerable individuals are able to come inside and help prevent the spread of the virus. Services have tended to be focused on ensuring people are safe, have access to food and other necessities, and are able to shelter in place. Most Project Roomkey hotels do not offer intensive case management or help with housing navigation.

In recent months, many communities have begun to explore converting Project Roomkey hotels into permanent, service-enriched shelter. To facilitate this process, the State of California has launched Homekey, which makes funding available to purchase master leased motels and convert them to either permanent shelter programs and/or permanent supportive housing. In September 2020, Contra Costa County was awarded \$17.4 million from the Homekey program to convert one of the five Roomkey motels into a permanent, service enriched shelter. The Motel 6 in Pittsburgh is a 174 room motel that will transition from being a shelter dedicated primarily to providing a place for people to shelter in place to temporary housing with on-site healthcare and behavioral health services, meals, and assistance connecting with the services they need to regain housing. It will become an East County Care Center, dramatically expanding the inventory of shelter available in East County.



C. Cost Estimates for Antioch Motel Program

In developing the program model and estimated program budget for the City of Antioch's motel program, Focus Strategies has drawn upon information relating to all three models described above. In particular, we have reviewed information about H3's Project Roomkey program and the expanded program that is being rolled out at the Motel 6 in Pittsburgh as it transitions to a permanent shelter. Below we provide cost estimates for three options:

1. The recommended service model – Bridge Housing for 30 individuals operated in a non-congregate motel setting;
2. A variation on option 1 that, in addition to utilizing rooms in a motel, adds 5 trailers to the hotel site that also operate as Bridge Housing; and
3. A traditional emergency shelter for 30 individuals operated in a non-congregate motel setting, which is included for comparison purposes but is not recommended.

The cost estimates developed for the feasibility study reflect the operating costs of the programs. This includes estimated staffing, program, and administrative expenses for a contracted entity to run the program on an annual basis. The cost of leasing the motel rooms from a motel owner is *not* included in any of these estimates, and the model that includes utilization of trailers does not include the initial one-time costs such as transportation of the trailers or utility connections.

1. Recommended Model: Bridge Housing

If the City of Antioch chooses to move forward with the planned master leasing of a motel to provide temporary housing for people experiencing homelessness, Focus Strategies strongly recommends implementing the Bridge Housing Model described above. While a traditional shelter program would cost less, it will not yield the results that the City is seeking to achieve. To ensure that people who enter the shelter do not cycle back into homelessness, it is essential that the program provide intensive case management and housing navigation services.

A detailed budget for operating a 30-bed Bridge Housing program is attached as Appendix A. We developed these cost estimates based upon our review of Bridge Housing services budgets, as well as budgets for non-congregate shelter programs that operate in motels. The overall program objective is to provide temporary housing for people who are living in encampments or other outdoor locations in the City of Antioch. The model envisions that there are very low barriers to entry, and that each resident receives intensive support to



develop and implement a plan to transition to housing. Should this project move forward, it is anticipated that the City would issue an RFP and enter into a contract with an experienced service provider to deliver these services.

The total annual estimated cost for the supportive services is \$735,000, which comes out to \$67 per room per night, and is aligned with what we see as the lower end of the range of costs in Navigation Center operating budgets.¹

The breakdown of costs includes:

- \$445,000 for 7.0 FTE staff. The primary cost is for program staff salaries and benefits. A robust staffing structure is required to ensure the program is successful in providing needed support and helps residents transition from homelessness to housing. This estimate includes 1.5 FTE Case Managers and 1.5 FTE Housing Navigators. This is based on a case load of 1:20 people, which is considered a minimum standard when working with people who are unsheltered and typically have significant service needs. The staffing budget also includes 3.0 peer counselors who will be on-site during evenings, nights, and weekends to ensure the program is safe and secure and also to engage with clients and provide service connections after hours. Given that many of the residents will need significant time to build trust and rapport with staff, it is important to have services staff available 24/7. The remainder of the staff positions are for supervision and program support.
- \$114,000 for meals delivered by a contracted food program. This estimate assumes that the program will provide residents with 2 meals a day and that 80% of residents will sign up for meals (the remainder will choose to purchase and prepare their own food).
- \$92,000 for other program costs (transportation assistance for clients, office costs, travel and mileage for staff, insurance, and miscellaneous other costs).
- \$30,000 for damage claims. The hotel owner will be responsible for regular maintenance and repair, but the City will need to cover damages to rooms or to the property. This estimate assumes the costs of damages beyond what the motel owner and the owner's insurance will cover.

¹ Note that the \$68 per room per night is only for services and program operations and does not include the master leasing costs.



- \$54,000 for administration and overhead for the service provider.

It is important to note that the services budget does not include any costs for providing rental assistance or direct financial assistance for housing for residents to exit the shelter. The selected service provider will need to have significant expertise and experience in understanding existing housing programs in the region and how to access them, including connecting residents to the County's Coordinated Entry system for referral to long-term and short-term housing assistance. Should these housing resources not materialize, many people will need a longer stay than four months and the per person investment will be much higher.

The importance of coordination with the County's homelessness response system and affordable, subsidized, and public housing options countywide cannot be overstated.

2. Bridge Housing Program with Addition of Governor's Trailers to the Motel Property

The City has asked Focus Strategies to develop a second program estimate that assumes the five trailers the City received from the State of California in early 2020 are added to the motel site and operated using the same Bridge Housing program model. We have developed a second cost estimate that assumes there would be between five and ten additional residents served in the program (one to two individuals per trailer). This addition would raise the cost of the services budget by \$123,000 to cover additional services staff and program expenses, as well as the costs of maintenance and repair for the trailers. This estimate does not include any capital for infrastructure costs to provide sanitation, water, and electricity for the trailers at the motel site. This model would make good use of the trailers as a resource, but adds complication and costs, which is why we recommended the motel option without the trailers. However, if the City is committed to working through the complexity of adding the trailers and identifying resources to support them, this model would work. Appendix B provides the detailed budget for this option.

3. Traditional Emergency Shelter Budget

A detailed budget for a 30-bed emergency shelter operated in a motel facility is attached as Appendix C. The costs for this program model are significantly lower, estimated at \$450,000 annually. This program budget has a much lower level of services staffing – though there is still 1.0 FTE Case Manager and 3.0 Peer Counselors to cover evening, nights, and weekends and ensure the program is safe and secure. This model would not include Peer Counselor staffing during weekday business hours and would leverage motel staffing to support participant needs that may arise. This budget also assumes that some of the direct services



costs (meals, bus passes) can be leveraged from partnerships with community-based non-profits or donations. As noted above, Focus Strategies recommends that the City does not move forward with this model, as it is unlikely to result in reductions in homelessness. While it will provide a safe place for people to go, it will not provide the robust service component needed to support them to transition to housing. In other words, this approach would still require the investment of valuable City resources but would likely not contribute to a visible or meaningful impact on homelessness in Antioch. In fact, it would likely just move resources and problem-solving efforts to a different location.

Cost Estimate Summary:

Shelter Model	Estimated Annual Services Cost*
Traditional shelter model (30 motel rooms)	\$450,000
Bridge Housing model (30 motel rooms) - recommended	\$735,000
Bridge Housing model (30 motel rooms plus 5 trailers)	\$858,000

**Note, this does not include the cost of master leasing the motel rooms.*

D. Feasibility Considerations

In determining whether to move forward with the motel project, the City should consider the following feasibility questions:

1. Cost. The planned project will obligate the City to an annual expenditure of between \$450,000 and \$858,000 for the services and program operating costs, excluding the costs of master leasing. In determining feasibility, the City should consider how this cost aligns with available resources and whether these activities are allowable uses for the funding sources the City is considering using. The City Council has considered tapping into City reserves for this project. We would caution against investing in an ongoing project that will require an annual investment using a one-time funding source. Identifying a regular and ongoing resource for this project would be more prudent.
2. Impact on Homelessness. In considering feasibility, the City should also weigh the impact of the proposed project on homelessness in Antioch. The 2020 Contra Costa County Point-in-Time Count found a total of 238 unsheltered individuals living in Antioch. A 30 bed temporary housing program serving approximately 90 individuals in a year could have a significant impact on unsheltered homelessness, provided the



program is accessible for people who are living in encampments (i.e. does not have high barriers to entry) and is successful in helping clients exit the shelter into housing and not subsequently return to homelessness.

3. City Capacity: Another critical feasibility issue is the City's capacity to oversee and manage the program. While the model contemplates that the City will engage a highly experienced service provider for day-to-day program operations, there will still be significant work involved in managing that contract, including negotiating and executing the contract, contract monitoring, invoicing, and other administrative functions. In addition, there will be additional work involved in problem solving on program operations in collaboration with the service provider, particularly during the startup phase, to ensure the program is running smoothly and to address concerns from neighbors and the broader community. The City recently hired a part-time Unhoused Resident Services Coordinator. This position increases the City's capacity to undertake this work though there is a risk that the launch and ongoing operation of the motel program could end up consuming a large proportion of the Coordinator's time and take away focus from other work on reducing homelessness in Antioch.
4. Availability and Interest of Partners. A final issue to consider is whether the City will be successful in identifying a service provider partner that has the needed expertise and is interested in undertaking this project. An earlier RFP issued for the trailer program did not elicit any proposals from qualified entities. Focus Strategies recommends that should the City decide to pursue the motel program, some initial outreach should be conducted to engage potential partners and develop some interest before the RFP is issued.

In conclusion, the motel program the City is contemplating has the potential to make a significant impact on the number of people in the community who are experiencing homelessness. Focus Strategies would advise, however, that the City weigh the potential benefits against the projected costs and in relation to the City's capacity to manage a program of this size and complexity.



Appendix A: Services Budget for Bridge Housing Program

	Units Per Month	Unit Cost	FTE	Salary	Annual Program Cost	Notes and Assumptions
Salaries & Benefits						
Program Director			0.10	\$ 86,256.00	\$ 8,625.60	Oversees budget, staffing, fundraising, invoices
Program Supervisor			0.50	\$ 63,744.00	\$ 31,872.00	Primary responsibility for day to day program operations and staff
Program Assistant			0.50	\$ 40,512.00	\$ 20,256.00	Project support including conducting intakes and clerical tasks
Case Manager			1.50	\$ 45,000.00	\$ 67,500.00	Assumes a 1:20 case management ratio
Housing Case Manager			1.50	\$ 45,000.00	\$ 67,500.00	Assumes a 1:20 case management ratio
Peer Counselors			3.00	\$ 37,440.00	\$ 112,320.00	Coverage for evening, nights, weekend
Data Analyst			0.25	\$ 57,984.00	\$ 14,496.00	Maintains HMIS and data entry responsibility
Overtime					\$ 10,000.00	Non-exempt positions
Subtotal Salaries			7.35		\$ 332,569.60	
Benefits - 35%					\$ 112,899.36	Includes health, dental, payroll taxes, etc.
Total Salaries & Benefits					\$ 445,468.96	
Financial Assistance						
Clipper Passes	20	\$ 60.00			\$ 14,400.00	Monthly pass
Senior/Disabled Day Passes	200	\$ 1.75			\$ 4,200.00	10 people; 20 trips/month
Program Supplies	30	\$ 50.00			\$ 18,000.00	Gift Cards, necessities, clothes, etc.
Total Financial Assistance					\$ 36,600.00	
Start Up Costs						
Establishing Office		\$ 4,000.00			\$ 4,000.00	Two (2) rooms used as services space; includes furniture and equipment
Total Start Up Costs					\$ 4,000.00	
Operational Expenses						
Phone & Internet	7.35	\$ 100.00			\$ 8,820.00	
Cleaning Supplies					\$ 1,200.00	To support residents to clean own rooms
Cleaning Contract					\$ 12,000.00	To supplement cleaning by residents
Laundry Supplies					\$ 3,000.00	For residents to do own laundry (includes costs of coin-op)
Pest Management					\$ 5,000.00	Pest treatment and/or preventative measures
Office Supplies					\$ 1,500.00	
Meals		\$ 13.00			\$ 113,880.00	Cost for 2 meals per day per resident; assume 80% take-up rate
Pet Supplies					\$ 1,000.00	
Travel & Mileage					\$ 3,600.00	Staff mileage costs
Training					\$ 1,000.00	
Damage Claims					\$ 30,000.00	Repairs - damage to units, appliances, furniture
Insurance					\$ 15,000.00	General liability, vehicle, etc.
Total Operational Expenses					\$ 196,000.00	
Indirect Expenses						
10% Indirect					\$ 53,818.90	
Total Indirect Expenses					\$ 53,818.90	
Total Budget					\$ 735,887.86	

Assumptions:

Program capacity of 30 adults at a point in time

Does not include flexible housing funds to support with security deposits, application fees, first/last month rent, etc.



Appendix B: Services Budget for Bridge Housing Program Including Trailers

	Units Per Month	Unit Cost	FTE	Salary	Annual Program Cost	Notes and Assumptions
Salaries & Benefits						
Program Director			0.10	\$ 86,256.00	\$ 8,625.60	Oversees budget, staffing, fundraising, invoices
Program Supervisor			0.50	\$ 63,744.00	\$ 31,872.00	Primary responsibility for day to day program operations and staff
Program Assistant			0.50	\$ 40,512.00	\$ 20,256.00	Project support including conducting intakes and clerical tasks
Case Manager			2.00	\$ 45,000.00	\$ 90,000.00	Assumes a 1:20 case management ratio
Housing Case Manager			2.00	\$ 45,000.00	\$ 90,000.00	Assumes a 1:20 case management ratio
Peer Counselors			3.00	\$ 37,440.00	\$ 112,320.00	Coverage for evening, nights, weekend
Data Analyst			0.25	\$ 57,984.00	\$ 14,496.00	Maintains HMIS and data entry responsibility
Overtime					\$ 10,000.00	Non-exempt positions
Subtotal Salaries			8.35		\$ 377,569.60	
Benefits - 35%					\$ 128,649.36	Includes health, dental, payroll taxes, etc.
Total Salaries & Benefits					\$ 506,218.96	
Financial Assistance						
Clipper Passes	25	\$ 60.00			\$ 18,000.00	Monthly pass
Senior/Disabled Day Passes	200	\$ 1.75			\$ 4,200.00	10 people; 20 trips/month
Program Supplies	38	\$ 50.00			\$ 22,800.00	Gift Cards, necessities, clothes, etc.
Total Financial Assistance					\$ 45,000.00	
Start Up Costs						
Establishing Office		\$ 4,000.00			\$ 4,000.00	Two (2) rooms used as services space; includes furniture and equipment
Total Start Up Costs					\$ 4,000.00	
Operational Expenses - Program						
Phone & Internet	8.35	\$ 100.00			\$ 10,020.00	
Cleaning Supplies					\$ 1,500.00	To support residents to clean own rooms
Cleaning Contract					\$ 15,000.00	To supplement cleaning by residents
Pest Management					\$ 5,000.00	Pest treatment and/or preventative measures
Laundry Supplies					\$ 3,800.00	For residents to do own laundry (includes costs of coin-op)
Office Supplies					\$ 1,500.00	
Meals		\$ 13.00			\$ 144,248.00	Cost for 2 meals per day per resident; assume 80% take-up rate
Pet Supplies					\$ 1,000.00	
Travel & Mileage					\$ 3,600.00	Staff mileage costs
Training					\$ 1,000.00	
Damage Claims					\$ 30,000.00	Repairs - damage to hotel units, appliances, furniture
Insurance					\$ 15,000.00	General liability, vehicle, etc.
Total Operational Expenses					\$ 231,668.00	
Operational Expenses -Trailers						
Maintenance and Repairs					\$ 30,000.00	
Utilities (water, gas, electricity)					\$ 24,000.00	
Hookups (one-time)	5	\$ 3,000.00			\$ 15,000.00	No site modifications needed (i.e. able to link to existing sewer system, etc.)
Furnishings, bedding	5	\$ 250.00			\$ 1,250.00	
Kitchen items	5	\$ 250.00			\$ 1,250.00	
Total Trailer Expenses					\$ 71,500.00	
Indirect Expenses						
10% Indirect					\$ 71,413.90	
Total Indirect Expenses					\$ 71,413.90	
Total Budget					\$ 858,300.86	

Assumptions:

Program capacity of 38 adults at a point in time (30 in hotel; 8 in trailers)
 Does not include flexible housing funds to support with security deposits, application fees, first/last month rent, etc.
 Does not include estimate for contingency costs related to trailer onsite set up and connections



Appendix C: Services Budget for Emergency Shelter						
	Units Per Month	Unit Cost	FTE	Salary	Annual Program Cost	Notes and Assumptions
Salaries & Benefits						
Program Director			0.10	\$ 86,256.00	\$ 8,625.60	Oversees budget, staffing, fundraising, invoices
Program Supervisor			0.50	\$ 63,744.00	\$ 31,872.00	Primary responsibility for day to day program operations and staff
Program Assistant			0.25	\$ 40,512.00	\$ 10,128.00	Project support including conducting intakes and clerical tasks
Case Manager			1.00	\$ 45,000.00	\$ 45,000.00	Assumes a 1:20 case management ratio
Peer Counselors			3.00	\$ 37,440.00	\$ 112,320.00	Coverage for evening, nights, weekend
Data Analyst			0.25	\$ 57,984.00	\$ 14,496.00	Maintains HMIS and data entry responsibility
Overtime					\$ 10,000.00	Non-exempt positions
Subtotal Salaries			5.10		\$ 232,441.60	
Benefits - 35%					\$ 77,854.56	Includes health, dental, payroll taxes, etc.
Total Salaries & Benefits					\$ 310,296.16	
Financial Assistance						
Clipper Passes	20	\$ 60.00			\$ -	Monthly pass - <i>donated</i>
Senior/Disabled Day Passes	200	\$ 1.75			\$ -	10 people; 20 trips/month - <i>donated</i>
Program Supplies	30	\$ 50.00			\$ 18,000.00	Gift Cards, necessities, clothes, etc.
Total Financial Assistance					\$ 18,000.00	
Start Up Costs						
Establishing Office		\$ 4,000.00			\$ 4,000.00	Two (2) rooms used as services space; includes furniture and equipment
Total Start Up Costs					\$ 4,000.00	
Operational Expenses						
Phone & Internet	5.10	\$ 100.00			\$ 6,120.00	
Cleaning Supplies					\$ 1,200.00	To support residents to clean own rooms
Cleaning Contract					\$ 12,000.00	To supplement cleaning by residents
Laundry Supplies					\$ 3,000.00	For residents to do own laundry (includes costs of coin-op)
Pest Management					\$ 5,000.00	Pest treatment and/or preventative measures
Office Supplies					\$ 1,500.00	
Meals		\$ 13.00			\$ -	<i>Delivered or provided off site - provided in-kind</i>
Pet Supplies					\$ 1,000.00	
Travel & Mileage					\$ 3,600.00	Staff mileage costs
Training					\$ 1,000.00	
Damage Claims					\$ 30,000.00	Repairs - damage to units, appliances, furniture
Insurance					\$ 15,000.00	General liability, vehicle, etc.
Total Operational Expenses					\$ 79,420.00	
Indirect Expenses						
10% Indirect					\$ 38,171.62	
Total Indirect Expenses					\$ 38,171.62	
Total Budget					\$ 449,887.78	
Assumptions:						
Program capacity of 30 adults at a point in time						
Does not include flexible housing funds to support with security deposits, application fees, first/last month rent, etc.						