



ANNOTATED AGENDA

Antioch City Council SPECIAL AND REGULAR MEETING

Date: Tuesday, February 22, 2022

Time: 4:30 P.M. – Closed Session
6:00 P.M. – Special Meeting/Study Session
7:00 P.M. – Regular Meeting

Place: **Council Chambers**
200 'H' Street
Antioch, CA 94509

City Council meetings are televised live on Comcast channel 24, AT&T U-verse channel 99, or live stream (at www.antiochca.gov). Please see inside cover for detailed Speaker Rules.

PLEASE TURN OFF CELL PHONES BEFORE ENTERING COUNCIL CHAMBERS.

Lamar Thorpe, Mayor
Michael Barbanica, Mayor Pro Tem (District 2)
Tamisha Torres-Walker, Council Member District 1
Lori Ogorchock, Council Member District 3
Monica E. Wilson, Council Member District 4

Ellie Householder, City Clerk
Lauren Posada, City Treasurer
Cornelius Johnson, Interim City Manager
Thomas Lloyd Smith, City Attorney

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

SPEAKER RULES

Welcome to a meeting of the Antioch City Council. Your attendance is appreciated. The State Ralph M. Brown Act guarantees the public's right to address the City Council, within the framework of Speaker Rules. Because agendas encompass many business items, Speaker Rules enable the meeting to be efficiently conducted and concluded at a reasonable hour.

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

If you wish to speak, either during "public comments" or during an agenda item, fill out a Speaker Request Form and place in the Speaker Card Tray near the City Clerk. This will enable us to call upon you to speak. Important: Please identify if the comment is for Announcement of Community Events, Public Comment, or a specific Agenda Item Number on your Speaker Request Form. No one may speak more than once on an agenda item or during "public comments." *(Please see next page for additional information on public participation.)*

Each speaker is limited to not more than three minutes under Public Comments and three minutes on non-public hearing agenda items. During public hearings, each side is entitled to one "main presenter" who may have not more than 10 minutes; all other speakers during public hearing items, are entitled to a maximum of 5 minutes. These time limits may be modified depending on the number of speakers, number of items on the agenda, or circumstances. Groups who are here regarding an item may identify themselves by raising their hands at the appropriate time to show support for one of their speakers.

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

The "Consent Calendar" is a group of items which are determined to be routine. These items are usually considered all at once and approved without further discussion. If you are opposed to action which is recommended for an item on the "Consent Calendar," please submit a Speaker Request Form before the meeting, and place in the Speaker Card Tray near the City Clerk. This will enable the item to be removed from the "Consent Calendar" and call on you to speak.

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

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

The City Council meets regularly on the second and fourth Tuesdays of the month at 7:00 p.m., with Closed Sessions often occurring before or after the regular meeting. The City Council also holds adjourned meetings and study sessions on other days.

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. Please see the Speaker Rules on the inside cover of this Agenda for additional information on public participation.

**4:30 P.M. ROLL CALL – CLOSED SESSION – for Council Members – *Council Members District 3 Ogorchok, District 4 Wilson, and Mayor Pro Tem/ District 2 Barbanica*
(Council Member District 1 Torres-Walker arrived at 4:32 p.m.)
*(Mayor Thorpe – Absent)***

PUBLIC COMMENTS for Closed Session

CLOSED SESSION:

- 1) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION –** pursuant to California Government Code section 54956.9: Philadelphia Indemnity Insurance Company v. City of Antioch et al. Contra Costa County Superior Court Case No. Case No. MSC18-00327.

No reportable action

- 2) CONFERENCE WITH REAL PROPERTY NEGOTIATIONS –** pursuant to California Government Code section 54956.8: Property: Antioch Community Center Rooms 125, 126, and 127 (consisting of 474 square feet of office space) located at 4703 Lone Tree Way, Antioch CA 94531; Agency Negotiation: Cornelius Johnson, City Manager, and Thomas Lloyd Smith, City Attorney; Negotiating Parties: Jerry McNerney, United States Congressman; Under Negotiation: Price and Terms of Payment.

No reportable action

- 3) CONFERENCE WITH LABOR NEGOTIATORS –** pursuant to California Government Code section 54957.6; City designated representatives: Nickie Mastay, Jazzman Brown, and Jeff Bailey; Employee organizations: Antioch Police Officers' Association, Operating Engineers Local Union No. 3 (OE3), Confidential Unit, Management Unit, and Treatment Plant Employees' Association.

No reportable action

CLOSED SESSION – Continued

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

Direction provided to Administrative Services Director

4:33 P.M. ADJOURNED TO CLOSED SESSION

MAYOR THORPE ARRIVED AT 4:43 P.M.

6:00 P.M. ROLL CALL – SPECIAL MEETING/STUDY SESSION – for Council Members – *All Present*

PLEDGE OF ALLEGIANCE

SPECIAL MEETING/STUDY SESSION

SM-1. REDISTRICTING: RECEIPT OF PUBLIC INPUT AND SELECTION OF FINAL MAP

Received public comment and direction provided to staff to schedule an additional Study Session on March 8, 2022

Recommended Action: It is recommended that the City Council receive public comment and select the final redistricting map redefining the boundaries of all City Council electoral districts of the City.

7:01 P.M. ADJOURNED SPECIAL MEETING/STUDY SESSION

7:02 P.M. ROLL CALL – REGULAR MEETING – for Council Members – *All Present*

PLEDGE OF ALLEGIANCE

CITY ATTORNEY TO REPORT OUT ON CLOSED SESSION

1. PROCLAMATIONS

- California State Parent Teacher Association Day Local District 32nd PTA, February 17, 2022
- The National Association of Women in Construction (NAWIC) “Women in Construction Week”, March 6 – 12, 2022
- American Red Cross Month, March 2022

Approved, 5/0

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

COUNCIL MEMBER OGORCHOCK REQUESTED A MOTION TO SUSPEND THE RULES AND MOVE COUNCIL REGULAR AGENDA ITEM #10 TO BE HEARD BEFORE ITEM #9; APPROVED 5/0

ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS

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

2. **CONSENT CALENDAR**

A. APPROVAL OF COUNCIL MEETING MINUTES FOR JANUARY 25, 2022

Continued, 5/0

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

B. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR FEBRUARY 4, 2022

Continued, 5/0

Recommended Action: It is recommended that the City Council continue the Special Meeting Minutes.

C. APPROVAL OF COUNCIL MEETING MINUTES FOR FEBRUARY 8, 2022

Continued, 5/0

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

D. APPROVAL OF COUNCIL WARRANTS

Approved, 5/0

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

E. APPROVAL OF TREASURER'S REPORT FOR DECEMBER 2021

Received and filed, 5/0

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

F. REJECTION OF CLAIMS: BREANNA BUTSON; ANNE HANCOCK; RYAN KATZ; AND BRIAN LIM

Rejected, 5/0

Recommended Action: It is recommended that the City Council reject the claims submitted by Breanna Butson; Anne Hancock; Ryan Katz; and Brian Lim.

CONSENT CALENDAR – Continued

- G.** SECOND READING – ORDINANCE AMENDMENT TO TITLE 4: PUBLIC SAFETY, CHAPTER 2: DISASTER COUNCIL OF THE ANTIOCH MUNICIPAL CODE REGARDING COMPLIANCE WITH THE CALIFORNIA EMERGENCY SERVICES ACT (*Introduced on 02/08/2022*)

Ord No. 2205-C-S adopted, 5/0

Recommended Action: It is recommended that the City Council adopt the Ordinance amending Title 4: Public Safety, Chapter 2: Disaster Council of the Antioch Municipal Code regarding compliance with the California Emergency Services Act.

- H.** RESOLUTION APPROVING A THIRD AMENDMENT TO THE PROFESSIONAL SERVICES CONTRACT WITH 4LEAF, INC. TO PROVIDE SUPPORT TO THE BUILDING INSPECTION SERVICES DIVISION OF THE COMMUNITY DEVELOPMENT DEPARTMENT AND AUTHORIZING THE CITY MANAGER TO ENTER INTO THE AGREEMENT

Reso No. 2022/27 adopted, 5/0

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

- 1) Approving an amended agreement with 4 Leaf, Inc., to provide contract services at the Community Development Technician and Building Inspection Services Manager level for the remainder of Fiscal Year 2021/22 in the increased amount of \$200,000 for an amount not to exceed \$400,000.00, and
- 2) Authorizing the City Manager to execute the Amended Agreement.

- I.** USE AGREEMENT WITH CONGRESSMAN MCNERNEY'S OFFICE FOR OFFICE SPACE AT THE ANTIOCH COMMUNITY CENTER

Reso No. 2022/28 adopted, 5/0

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

- 1) Terminate the existing lease agreement between the City and Congressman McNerney's office for the lease of rooms 106-113, 123-124, and 129 at the Antioch Community Center in accordance with the early termination provisions of the lease; and
- 2) Enter into a new lease agreement with Congressman Jerry McNerney's office for office space at the Antioch Community Center Rooms 125, 126, and 127 for the term of March 1, 2022 to January 2, 2023 at a rate of \$200 per month for a total of \$2,000.

CONSENT CALENDAR – Continued

- J.** AUTHORIZATION TO RESPONSE TO GRAND JURY REPORT NO. 2106 “911 MENTAL HEALTH CRISIS RESPONSE: A NEW WAY TO PROTECT AND TO SERVE”

Reso No. 2022/29 adopted, 5/0

Recommended Action: It is recommended that the City Council adopt the resolution to approve the response to the Grand Jury Report No. 2106: 911 Mental Health Crisis Response: A New Way “To Protect and To Serve” and authorize the Mayor to sign it.

- K.** APPROVAL OF PURCHASE OF SEVEN (7) NEW-TO-FLEET CODE ENFORCEMENT VEHICLES UTILIZING STATE OF CALIFORNIA COOPERATIVE PURCHASING AGREEMENT CONTRACT NO. 1-18-23-23A WITH DOWNTOWN FORD SACRAMENTO, CALIFORNIA

Reso No. 2022/30 adopted, 5/0

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

- 1) Approving the purchase of seven (7) new-to-fleet Code Enforcement vehicles from Downtown Ford in Sacramento, CA in the amount not to exceed \$218,699.27; and
- 2) Authorizing the City Manager to execute the purchase of seven (7) Code Enforcement vehicles utilizing State of California Cooperative Purchasing Agreement Contract No. 1-18-23-23A with Downtown Ford of Sacramento, CA.

- L.** RESOLUTION ACCEPTING COMPLETED IMPROVEMENTS AND RELEASE OF BONDS FOR NELSON RANCH PHASE 1, TRACT 6893, OFF-TRACT WILD HORSE ROAD IMPROVEMENTS (P.W. 547-1)

Reso No. 2022/31 adopted, 5/0

Recommended Action: It is recommended that the City Council adopt a resolution accepting completed improvements and release of bonds for Nelson Ranch Phase 1, Tract 6893, Off-Tract Wild Horse Road Improvements (P.W. 547-1).

PUBLIC HEARING

3. TRANSITIONAL HOUSING ZONING OVERLAY DISTRICT ORDINANCE AMENDMENT AND ZONING MAP AMENDMENT

To March 8, 2022 for Adoption, 3/2 (Barbanica, Ogorchock)

Recommended Action: It is recommended that the City Council introduce, waive the first reading, and read by title only, the ordinance amending Title 9: Chapter 5 of the Antioch Municipal Code (Zoning Ordinance) to:

- 1) Create a Transitional Housing Overlay District; and
- 2) Amend the zoning of the parcels at 515 E. 18th Street (APN 065-143-018, 19) to include the Transitional Housing Zoning Overlay District.

4. NATURAL SUPPLEMENTS CANNABIS FACILITY (UP-20-01, AR-20-01)

Recommended Action: It is recommended that the City Council take the following actions:
Reso No. 2022/32 adopted, 4/1 (Ogorchock)

- 1) Adopt the resolution approving the Natural Supplements Initial Study/Mitigated Negative Declaration (IS/MND) and adopting the Mitigation Monitoring and Reporting Program (MMRP); and

Reso No. 2022/33 adopted, 4/1 (Ogorchock)

- 2) Adopt the resolution approving a Use Permit, and Design Review (UP-20-01, AR-20-01) for a cannabis operations facility, subject to conditions of approval.

5. PROPOSED ORDINANCE AMENDING SECTION 9-5.3843 E OF THE ANTIOCH MUNICIPAL CODE TO MODIFY THE DISTANCE BETWEEN NEW TOBACCO BUSINESSES AND SPECIFIED USES AND TO CLARIFY THE LIMIT ON NEW TOBACCO RETAILERS

To March 8, 2022 for Adoption, 5/0

Recommended Action: It is recommended that the City Council introduce, waive the first reading, and read by title only, the proposed amendment to the City's Municipal Code. The proposed amendment would:

- 1) Require new tobacco businesses to be at least 1,000 feet from schools and similar uses.
- 2) Clarify the City's existing ban on new tobacco retailers.

PUBLIC HEARING – Continued

6. PROPOSED ORDINANCE AMENDING SECTION 6-8.02 OF THE ANTIOCH MUNICIPAL CODE TO ADD THE DEFINITIONS OF CHARACTERIZING FLAVOR, CIGAR, AND LITTLE CIGAR (INCLUDING CIGARILLO) AND AMENDING SECTION 6-8.14 BOTH TO RESTRICT TOBACCO RETAILERS OR BUSINESSES FROM SELLING OR PROVIDING TOBACCO WITH CHARACTERIZING FLAVOR, SELLING OR PROVIDING ELECTRONIC CIGARETTES OR E-CIGARETTES, AND TO REGULATE THE SIZE AND PRICE OF SPECIFIED PACKAGES OF CIGARETTES, LITTLE CIGARS, AND CIGARS

To March 8, 2022 for Adoption, 3/2 (Torres-Walker, Barbanica)

Recommended Action: It is recommended that the City Council introduce, waive the first reading, and read by title only, the proposed amendment to the Antioch Municipal Code. The proposed amendment would:

- 1) Add the definition of “characterizing flavor”.
- 2) Prohibit the sale of tobacco or tobacco products with characterizing flavor.
- 3) Prohibit a tobacco retailer or business from selling, offering for sale, possessing with the intent to sell, offer in exchange for any form of consideration, or provide at no cost any electronic cigarette or e-cigarette for use with tobacco or tobacco products.
- 4) Add the definitions of “cigars” and “little cigars,” with the latter including cigarillos.
- 5) Prohibit a tobacco retailer or business from selling, offering for sale, possessing with the intent to sell, offering in exchange for any form of consideration, or providing at no cost:
 - a. Any package of fewer than twenty little cigars.
 - b. Any package of fewer than six cigars.
 - c. Any package of cigarettes, little cigars or cigars at a price that is less than ten dollars per package, including applicable fees and taxes.

COUNCIL REGULAR AGENDA

7. UNHOUSED RESIDENT SERVICES – OVERVIEW OF STATE OF CALIFORNIA HOMEKEY FINANCING

Direction provided to staff to look at all options including the Executive Inn and the Delta Fair Property

Recommended Action: It is recommended that the City Council discuss and provide staff direction regarding the potential pursuit of Homekey financing opportunities.

9:29 P.M. ADJOURNED TO BREAK

9:40 P.M. RECONVENED WITH ALL COUNCIL PRESENT

8. DISCUSSION ABOUT RECREATION VEHICLE STORAGE ON RESIDENTIAL PROPERTIES

Direction provided to staff to bring back an audit of permits

Recommended Action: It is recommended that the City Council provide direction regarding the storage of Recreational Vehicles on residential properties.

COUNCIL MEMBER OGORCHOCK HAD REQUESTED A MOTION TO SUSPEND THE RULES AND MOVE COUNCIL REGULAR AGENDA ITEM #10 TO BE HEARD PRIOR TO ITEM #9; APPROVED 5/0

10. DISCUSSION ITEM: POTENTIAL FORMATION OF A COMMUNITY RESOURCES AD HOC COMMITTEE

Direction provided to staff to bring back a resolution for adoption to form the “Public Safety and Community Resources” Ad Hoc Committee

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

- 1) Discuss and determine if the City Council seeks to form a Community Resources Ad Hoc Committee to assist in the formation of the City’s new department;
- 2) If so, determine the scope of activities for Community Resources Ad Hoc Committee; and
- 3) Provide direction to staff to draft a resolution to form the Community Resources Ad Hoc Committee.

COUNCIL REGULAR AGENDA – Continued

9. RESOLUTION APPROVING A NEW CLASS SPECIFICATION FOR COMMUNITY RESOURCES & PUBLIC SAFETY DIRECTOR, ASSIGNING A SALARY RANGE, AND ASSIGNING THE CLASSIFICATION TO THE MANAGEMENT (EXECUTIVE) BARGAINING UNIT

***Reso No. 2022/34 adopted, modifying the job title to
“Public Safety and Community Resources Director”,
4/1 (Ogorchock)***

Recommended Action: It is recommended that the City Council adopt a resolution approving the New Class Specification for Community Resources & Public Safety Director, assigning a salary range, and assigning the classification to the Management (Executive) Bargaining Unit.

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 11:05 p.m., 5/0

STAFF REPORT TO THE CITY COUNCIL

DATE: Special Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Thomas Lloyd Smith, City Attorney *7LS*

SUBJECT: Redistricting: Receipt of Public Input and Selection of Final Map

RECOMMENDED ACTION

It is recommended that the City Council receive public comment and select the final redistricting map redefining the boundaries of all City Council electoral districts of the City.

FISCAL IMPACT

None.

DISCUSSION

The City adopted its current district boundaries based on 2010 census data as required by law. The districts must now be redrawn using the 2020 census data and in compliance with the FAIR MAPS Act, which was adopted by the California legislature as AB 849 and took effect January 1, 2020.

Under the Act, the City Council shall draw and adopt boundaries using the following criteria in the listed order of priority (Elections Code 21621(c)):

1. Comply with the federal requirements of equal population and the Voting Rights Act
2. Be geographically contiguous
3. Undivided neighborhoods and “communities of interest” (socio-economic geographic areas that should be kept together)
4. Display easily identifiable boundaries
5. Be compact (do not bypass one group of people to get to a more distant group of people)
6. Shall not favor or discriminate against a political party

At its January 11, 2022 public hearing, the Council directed the inclusion of both Map “B” and Map “91”, which were presented at the January 25, 2022 and February 8, 2022 Public Hearings as Maps “B” and “91” respectively. On February 22, 2022, the Council has scheduled a Special Meeting to consider and designate a Final Redistricting Map for presentation and final selection by adoption of Resolution at its March 8, 2022 Regular

City Council meeting.

The Final Redistricting Map will comply with the federal requirements of equal population and the Voting Rights Act, and the California Fair Maps Act, in the following manner:

- (1) *The districts are geographically contiguous.* The districts are arrayed in a simple and logical form without any islands and minimal intrusions from the area of one district into another;
- (2) *To the extent practicable, the Final Redistricting Map respects the geographic integrity of local neighborhoods and local communities of interest.* The Council heard testimony about what constitute communities of interest in the public eye.
- (3) *The districts are easily identifiable and understandable by residents.* The districts in the Final Redistricting Map form a relatively simple pattern.
- (4) *To the extent practicable, the districts are geographically compact.* Their configurations for the most part are compact, simple shapes, with nearby populations included in the same districts.
- (5) *The districts are balanced in terms of total population and voting age population.* The districts are well within the one-person/one-vote deviations permitted under federal and state voting rights laws.
- (6) *The districts conform to concentration of minority voters.* The Final Redistricting Map creates one majority/minority Black voting district.

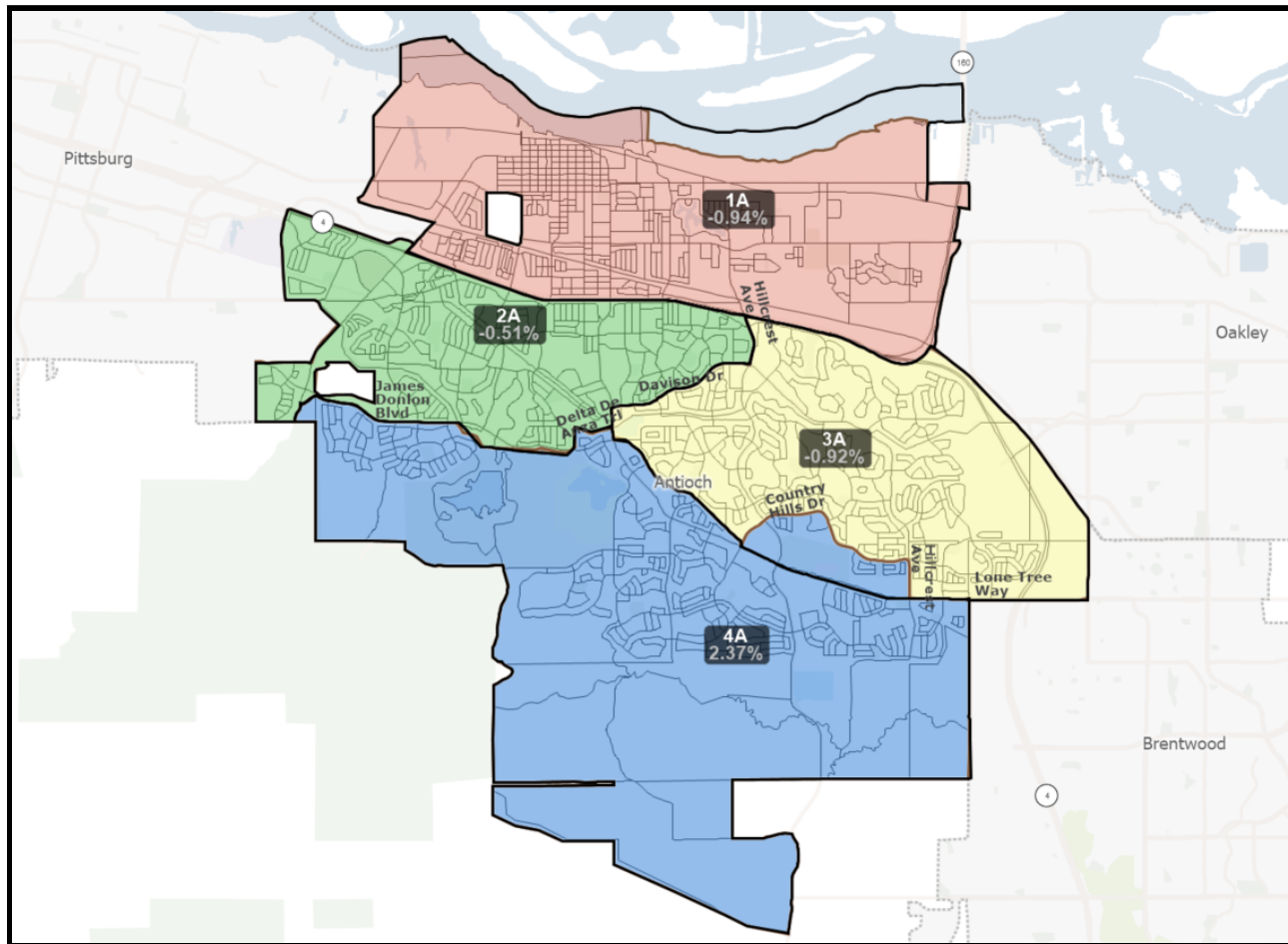
Before adopting a Final Redistricting Map of district boundaries, at least four hearings must be held for the public to provide input about the composition of City Council districts. These hearing requirements include at least: (1) one hearing before any maps are drawn, (2) two hearings after maps are drawn, and (3) one hearing or workshop to be held on a Saturday, Sunday, or after 6 p.m. on a weekday. The City Council redistricting public hearing dates include the following: Tuesday, October 12, 2021, Saturday, October 16, 2021, Tuesday, November 9, 2021, Tuesday, December 14, 2021, Tuesday, January 11, 2022, Tuesday, January 25, 2022 and Tuesday, February 8, 2022, and February 22, 2022.

ATTACHMENTS

- A. Draft Map A
- B. Finalist Draft Map B
- C. Finalist Draft Map 91
- D. Finalist Draft Map Demographics
- E. Public Map Submission #02082022512
- F. Public Map Submission #02082022516
- G. Public Map Submission #02142022521
- H. Draft Map 58

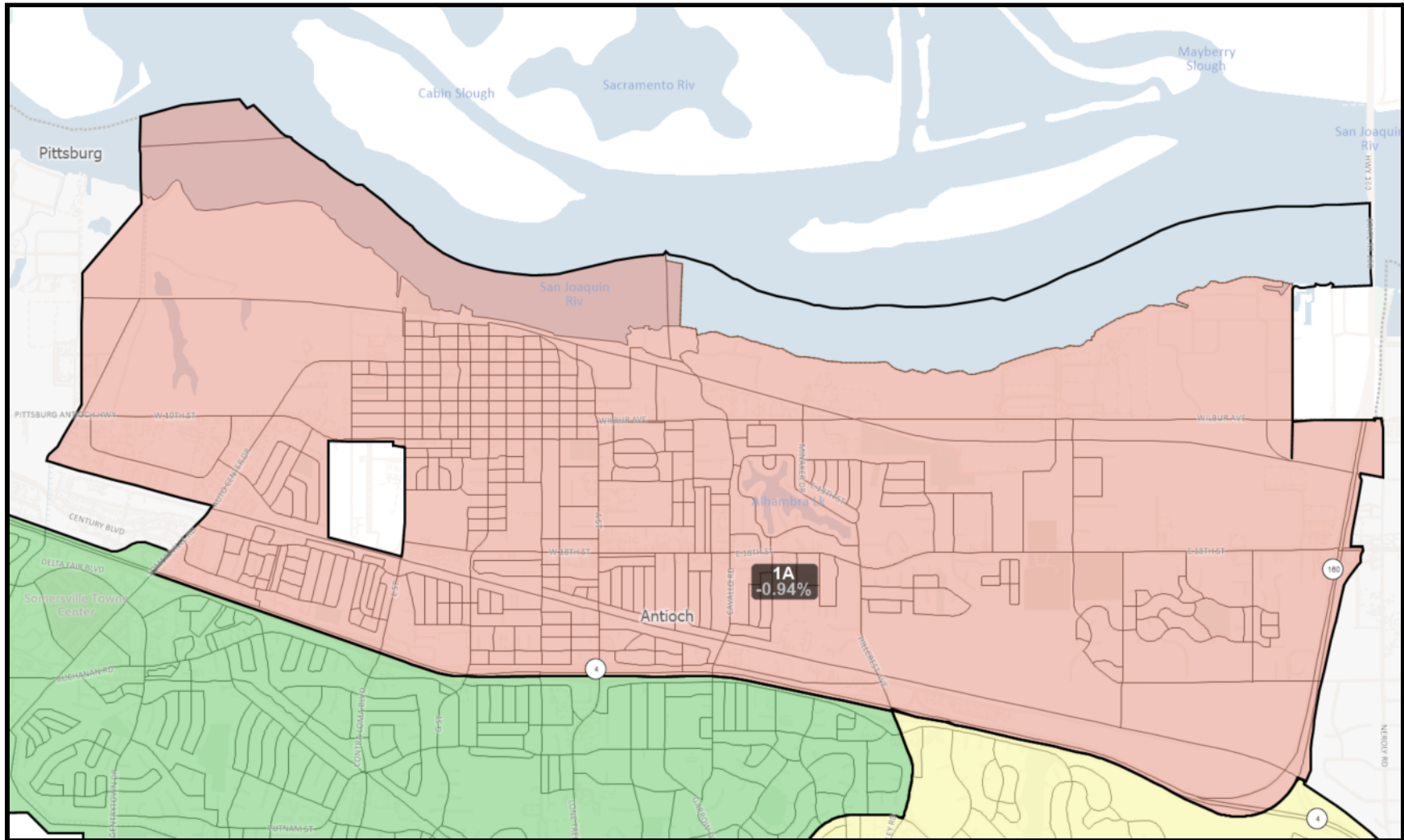
- I. Draft Map 87
- J. Public Map Submission #01102022503
- K. Public Map Submission #12142021491
- L. Public Map Submission #12172021495
- M. Public Map Submission#12202021499
- N. Finalist Draft Map Demographics 01-26-22

City of Antioch Redistricting:
Draft Map A
November 2, 2021

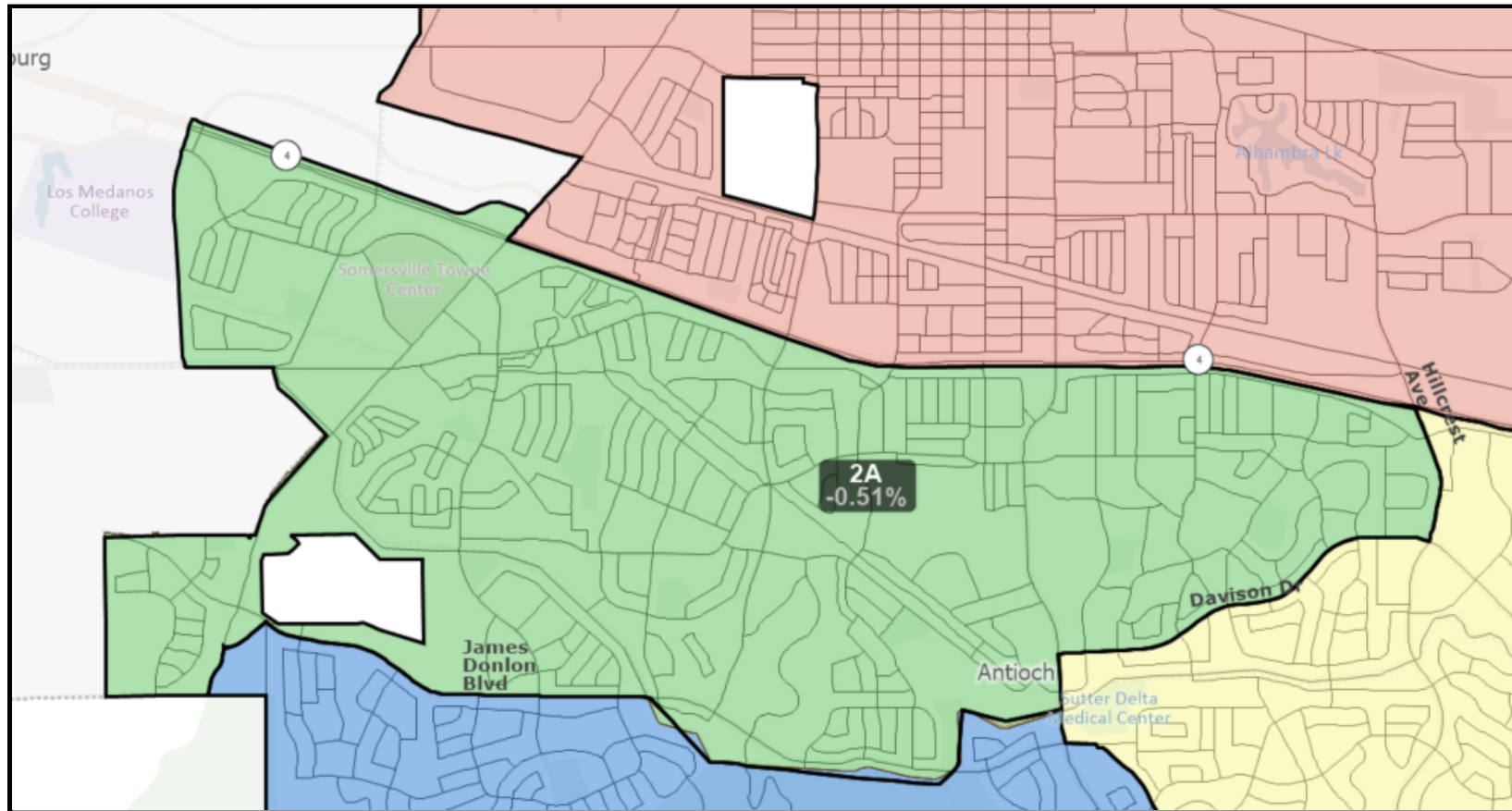


Current Antioch City Council boundaries are shown in **black** on this map. Proposed boundaries are shown in **brown** and filled in with color. Draft Map A only modifies the boundary between District 3 and 4.

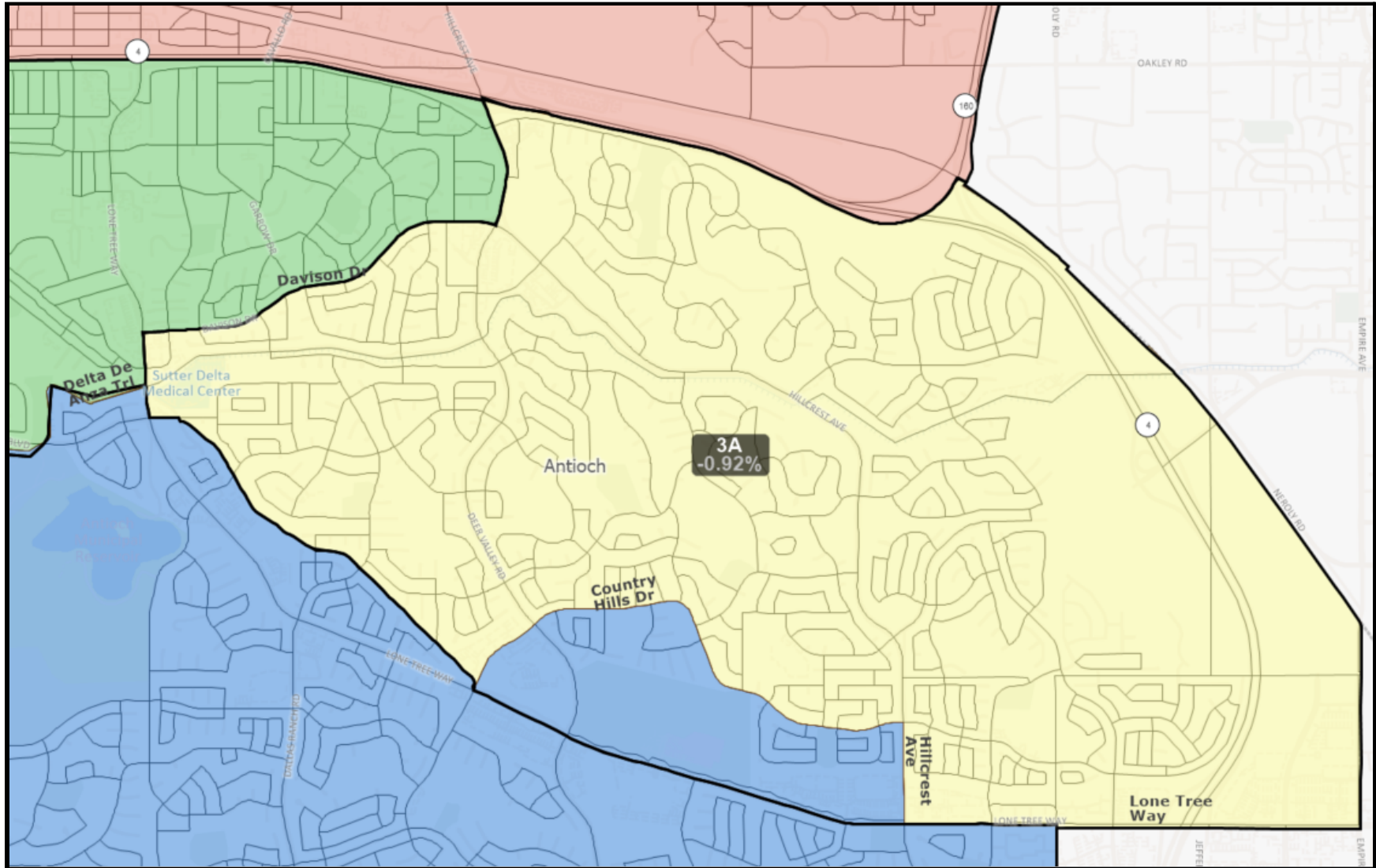
Draft Map A: District 1



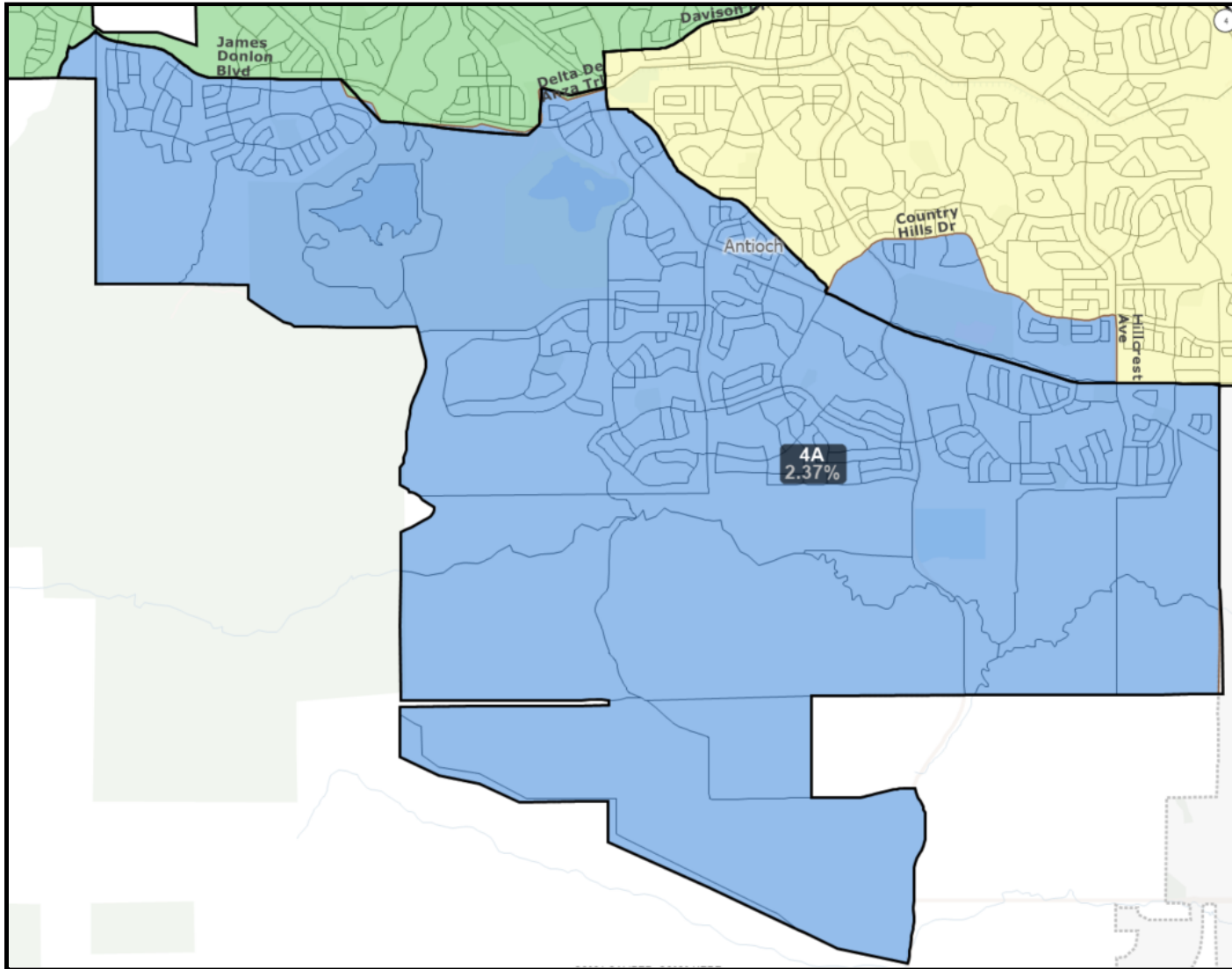
Draft Map A: District 2



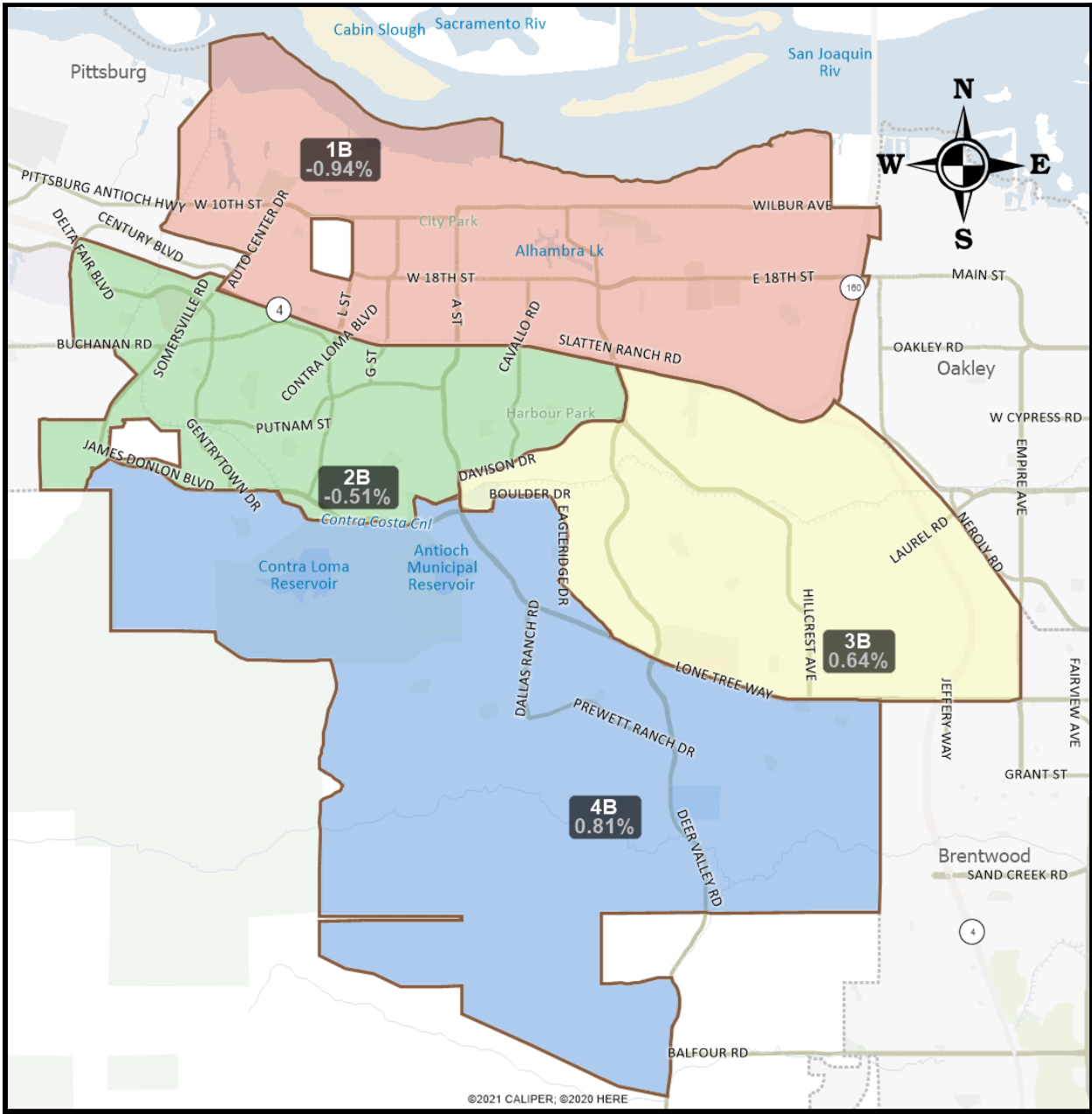
Draft Map A: District 3



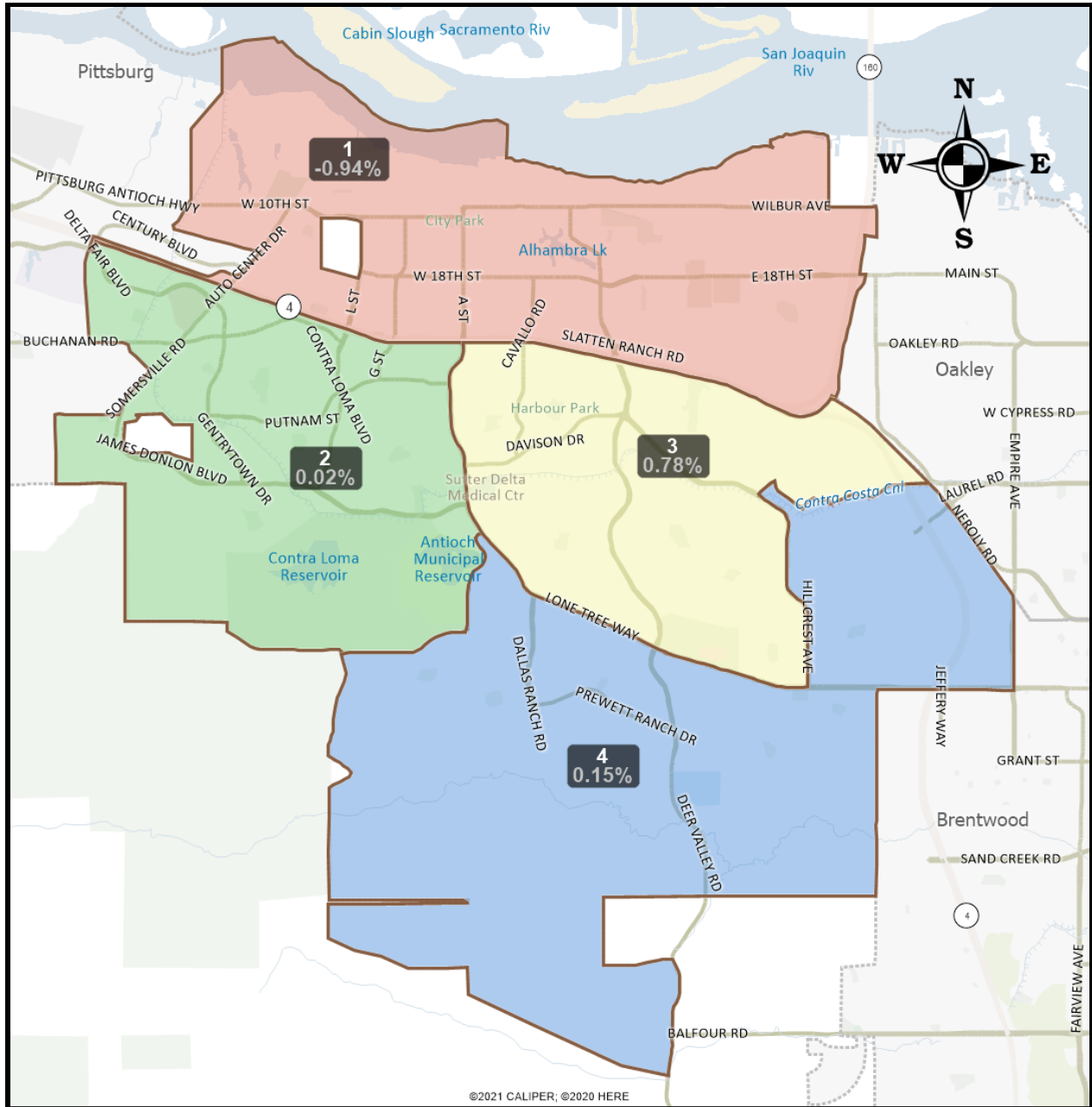
Draft Map A: District 4



City of Antioch Redistricting:
Finalist Draft Map B
January 26, 2022



City of Antioch Redistricting:
Finalist Draft Map 91
January 26, 2022



Draft Map 91 is based on Public Submission #12142021491.

ATTACHMENT D

**City of Antioch Redistricting:
Finalist Draft Map Demographics
January 26, 2022**

Draft Map B								
District	Population	CVAP	% Deviation	% Latino CVAP	% Black CVAP	% Asian CVAP	% Indigenous CVAP	% NH White CVAP
1B	28622	15694	-0.94%	26.42%	23.94%	5.96%	1.88%	40.59%
2B	28749	18752	-0.51%	26.53%	19.74%	7.96%	1.10%	42.32%
3B	29080	19268	0.64%	23.97%	20.15%	19.53%	0.28%	33.65%
4B	29129	20126	0.81%	24.88%	27.71%	16.48%	0.31%	26.25%

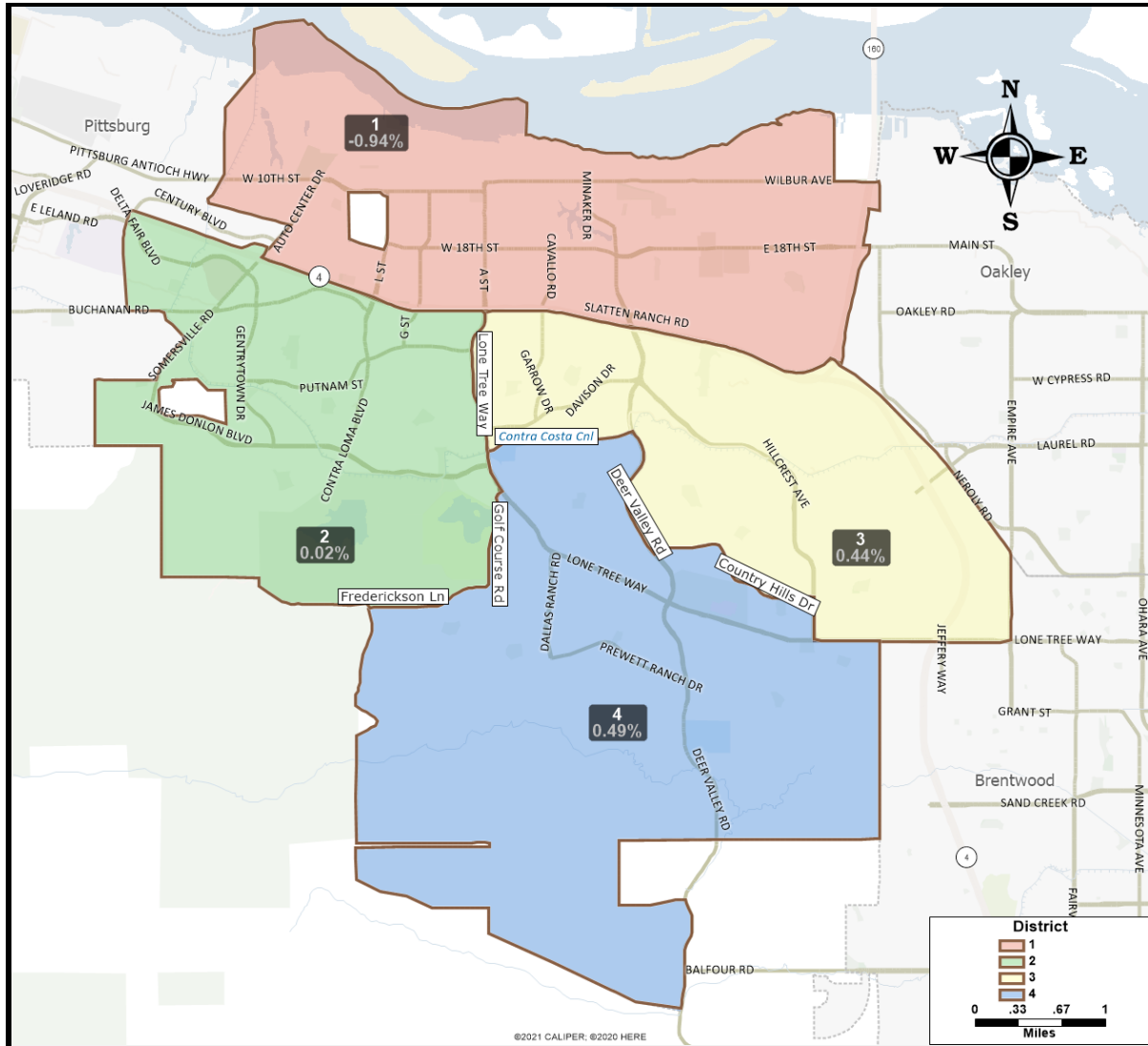
Draft Map 91								
District	Population	CVAP	% Deviation	% Latino CVAP	% Black CVAP	% Asian CVAP	% Indigenous CVAP	% NH White CVAP
1	28622	15694	-0.94%	26.42%	23.94%	5.96%	1.88%	40.59%
2	28900	18773	0.02%	27.60%	19.33%	9.67%	0.94%	39.53%
3	29119	20364	0.78%	23.84%	21.78%	13.38%	0.61%	38.40%
4	28939	19009	0.15%	24.01%	26.81%	21.21%	0.11%	23.47%

CVAP = Citizen Voting Age Population

Racial and ethnic characteristics of the Citizens Voting Age Population (CVAP) are tabulated according to Department of Justice standards.

Antioch Redistricting 2021-2022
February 14, 2022

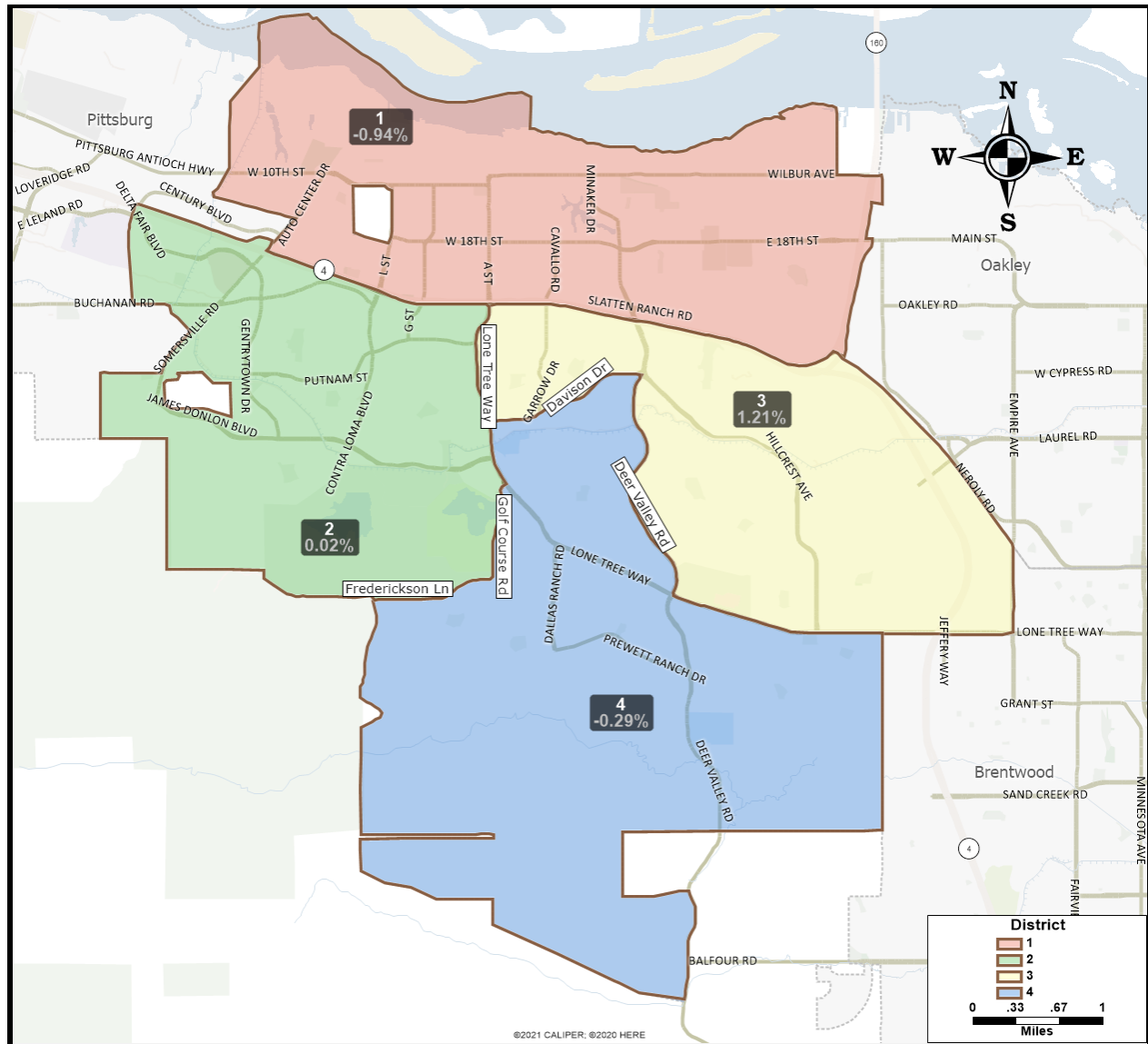
Public Map Submission #02082022512



User Comments: “Hopefully, this map will make everyone happy! It uses common sense boundary lines between districts. It uses Lone Tree Way as the boundary between Districts 2 and 3, and Districts 2 and 4. It uses the Delta DeAnza Trail/Contra Costa Canal between Lone Tree Way and Deer Valley Road as a boundary between Districts 3 and 4. It combines the Mira Vista Hills and all neighborhoods on both sides of James Donlon Blvd in District 2. It uses Deer Valley Road then Country Hills Drive between Deer Valley Road and Hillcrest Avenue, then Hillcrest Ave and Lone Tree Way as the boundary between Districts 3 and 4. The greatest population deviation between districts is 1.43% (between Districts 1 and 4). It's clear to each resident in which district they live, and it doesn't gerrymander to protect incumbents.”

Antioch Redistricting 2021-2022
February 14, 2022

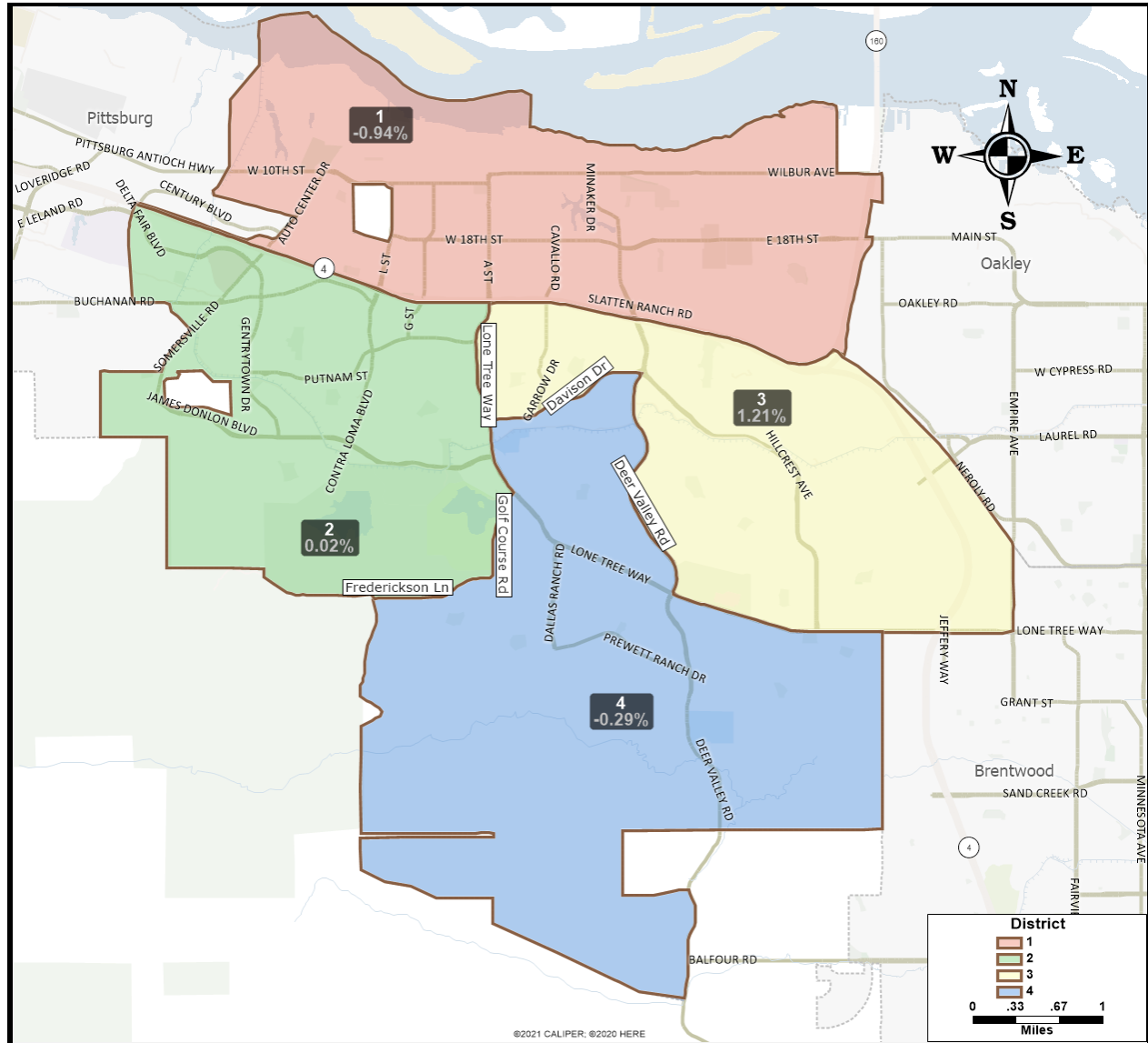
Public Map Submission #02082022516



User Comments: "This map keeps all neighborhoods together while using common sense boundary lines. The boundary line between Districts 2 and 3 is Lone Tree Way. The boundary between Districts 2 and 4 is Lone Tree Way and Golf Course Road. The boundary between Districts 3 and 4 is Davison Drive, Deer valley Road and Lone Tree Way. The greatest population deviation between districts is 2.15% (Districts 1 and 3)."

Antioch Redistricting 2021-2022
February 14, 2022

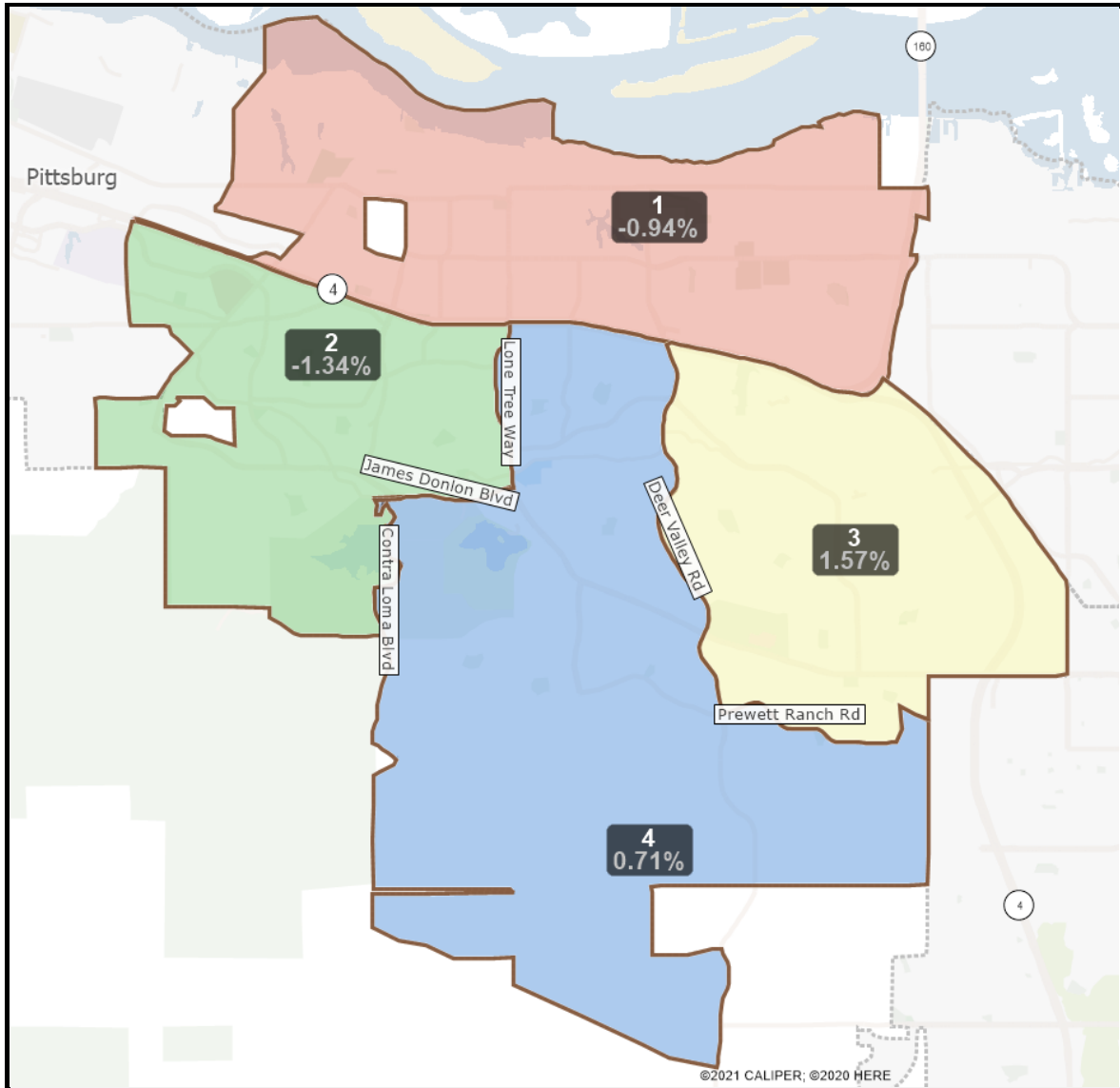
Public Map Submission #02142022521



User Comments: "As no consensus could be reached and Map A is really no better than B, I tried to take the elements of both B & 91 that people seemed to like and combine for a new map."

Antioch Redistricting 2021
December 13, 2021

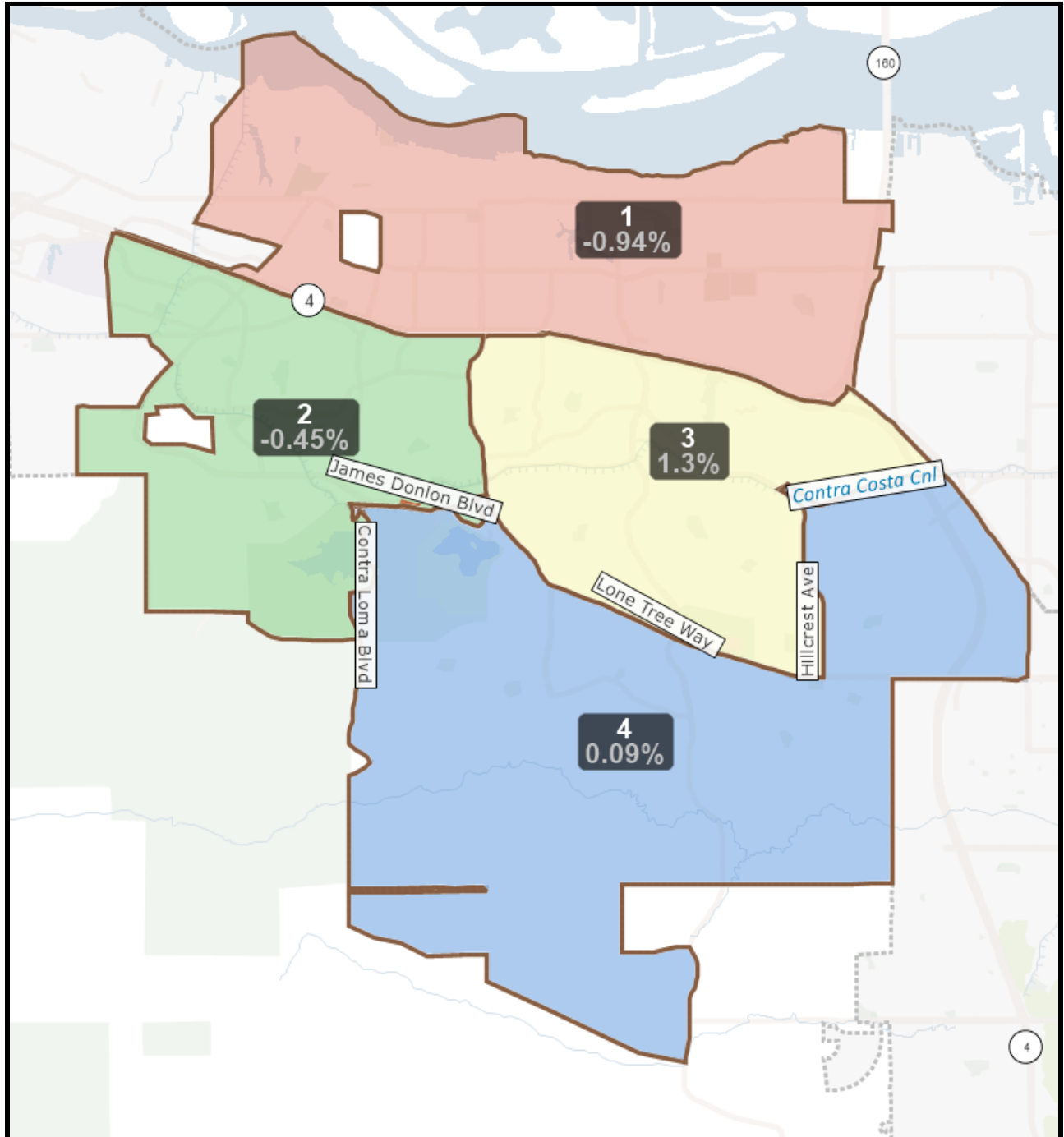
Draft Map 58



Draft Map 58 is based on Public Map Submission #11212021458.

Antioch Redistricting 2021
December 17, 2021

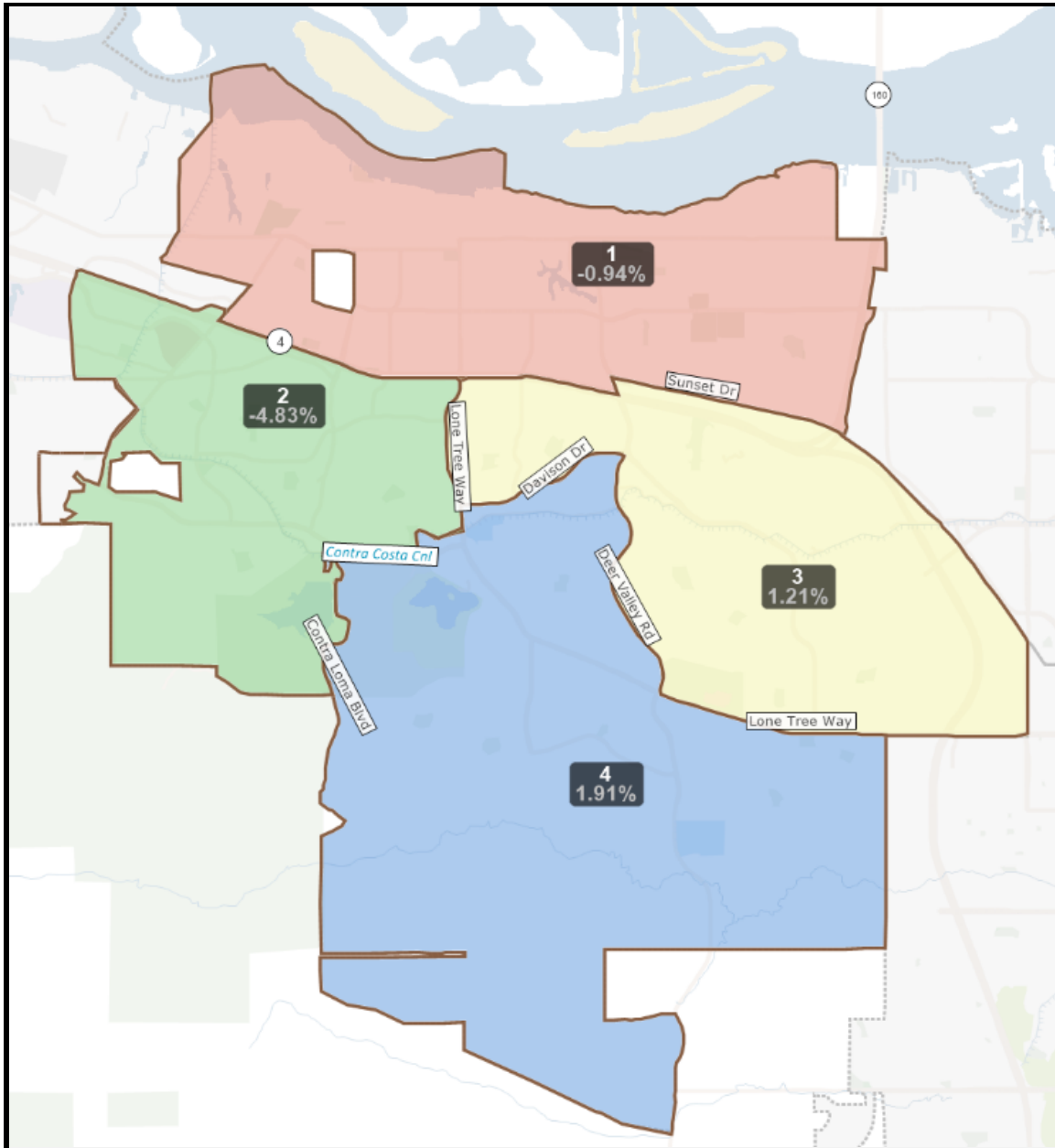
Draft Map 87



Draft Map 87 is based on Public Map Submission #12142021487.

Antioch Redistricting 2021-2022
January 11, 2022

Public Map Submission #01102022503

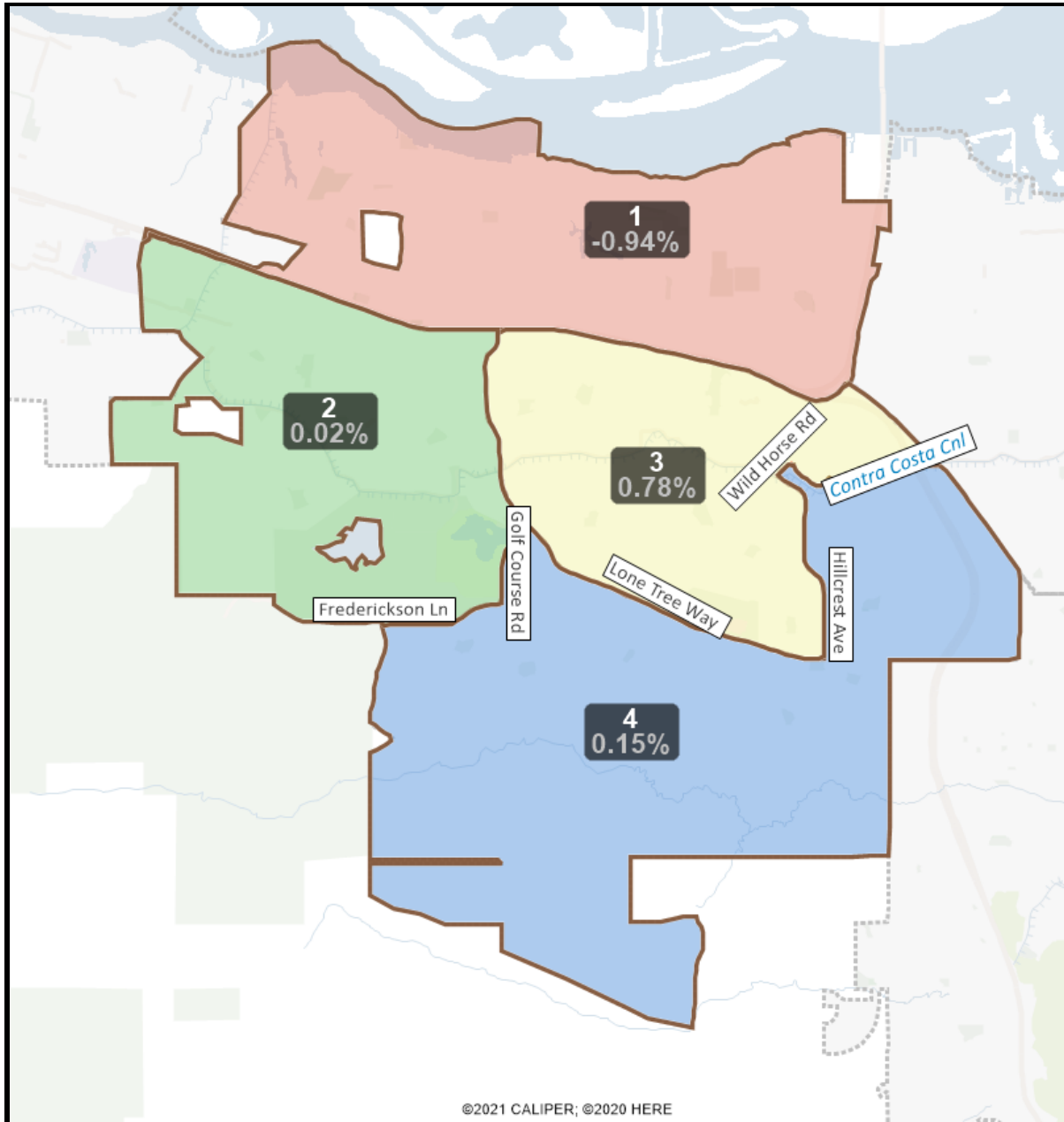


User Comments: None.

As drawn, this map currently does not have all census blocks assigned (see District 2).

Antioch Redistricting 2021-2022
December 17, 2021

Public Map Submission #12142021491

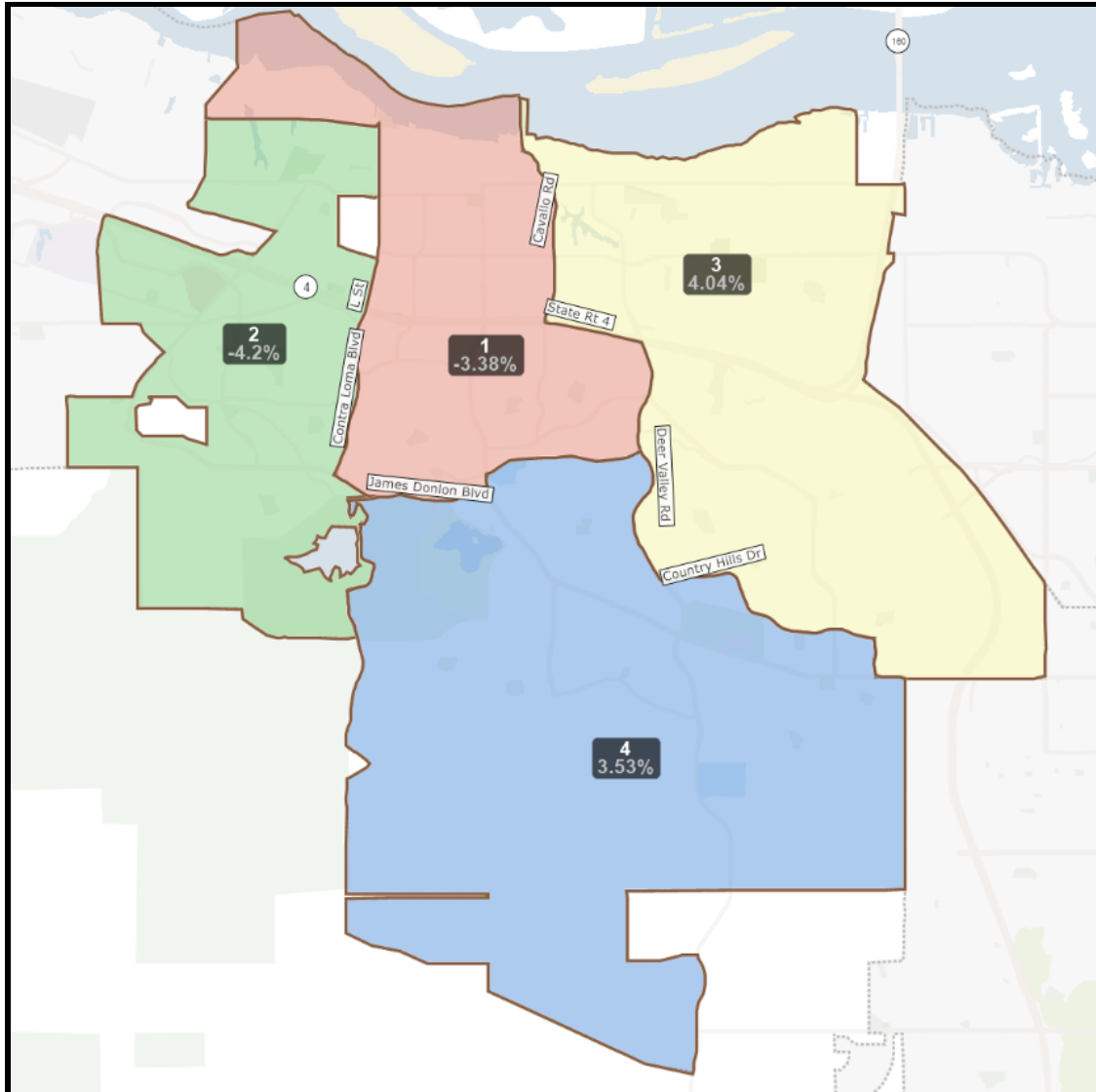


User Comments: None.

As drawn, this map currently does not have all census blocks assigned (see District 2).

Antioch Redistricting 2021-2022
January 3, 2022

Public Map Submission #12172021495

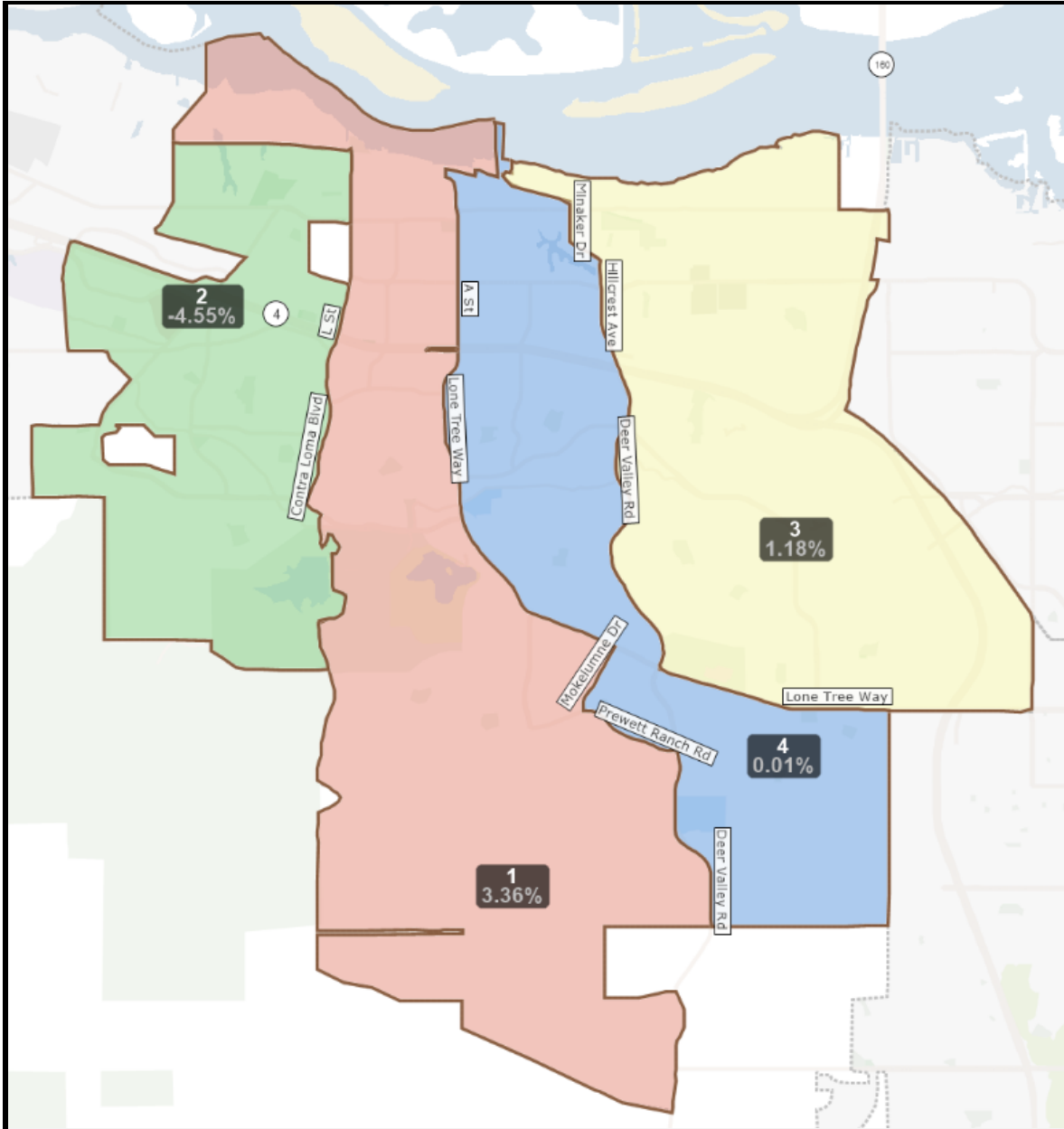


User Comments: "It results in three council members representing the waterfront instead of just one. It also serves to more unify the city between older parts and newer parts instead of dividing it like the current districts do with just one district north of Highway 4. It also combines the Mira Vista Hills area south of James Donlon Blvd. with the older areas north of James Donlon Blvd. and the newer area west of Somersville Road which is more of a Community of Interest."

As drawn, this map currently does not have all census blocks assigned (see District 2).

Antioch Redistricting 2021-2022
January 3, 2022

Public Map Submission #12202021499



User Comments: "This map gives each council member a portion of both sides of Highway 4 and a share of the waterfront using major city streets as boundary lines."

As drawn, this map currently does not have all census blocks assigned (see District 1).

**City of Antioch Redistricting:
Finalist Draft Map Demographics
January 26, 2022**

Draft Map B								
District	Population	CVAP	% Deviation	% Latino CVAP	% Black CVAP	% Asian CVAP	% Indigenous CVAP	% NH White CVAP
1B	28622	15694	-0.94%	26.42%	23.94%	5.96%	1.88%	40.59%
2B	28749	18752	-0.51%	26.53%	19.74%	7.96%	1.10%	42.32%
3B	29080	19268	0.64%	23.97%	20.15%	19.53%	0.28%	33.65%
4B	29129	20126	0.81%	24.88%	27.71%	16.48%	0.31%	26.25%

Draft Map 91								
District	Population	CVAP	% Deviation	% Latino CVAP	% Black CVAP	% Asian CVAP	% Indigenous CVAP	% NH White CVAP
1	28622	15694	-0.94%	26.42%	23.94%	5.96%	1.88%	40.59%
2	28900	18773	0.02%	27.60%	19.33%	9.67%	0.94%	39.53%
3	29119	20364	0.78%	23.84%	21.78%	13.38%	0.61%	38.40%
4	28939	19009	0.15%	24.01%	26.81%	21.21%	0.11%	23.47%

CVAP = Citizen Voting Age Population

Racial and ethnic characteristics of the Citizens Voting Age Population (CVAP) are tabulated according to Department of Justice standards.



IN HONOR OF
CALIFORNIA STATE PARENT TEACHER ASSOCIATION DAY
LOCAL DISTRICT 32ND PTA
FEBRUARY 17, 2022

WHEREAS, the Thirty-Second (32nd) District Parent Teacher Association (PTA) includes 125 units and 6 councils in Contra Costa County, including the City of Antioch;

WHEREAS, the 32nd District PTA, including its local unit and council, connects families, schools, and communities, is part of the foundation of the public education system and a trusted messenger to millions of members, parents, families, educators, and allied agencies throughout the State;

WHEREAS, the PTA has been instrumental in establishing programs and services to improve children's lives, including school nutrition programs, child labor laws, public health services, the juvenile justice system, the creation of kindergarten, the advancement of family engagement, and the growth of arts in education;

WHEREAS, the PTA is the nation's largest volunteer-led child-advocacy association working to drive improvements in the education, health, and well-being of all children and families;

WHEREAS, the founders of the PTA, Phoebe Apperson Hearst, Alice McLellan Birney, and Selena Sloan Butler, were women of imagination and courage who understood the power of individual action, worked beyond the accepted barriers of their day, and acted to literally change the world;

WHEREAS, founded as the National Congress of Mothers, the PTA celebrates the 125th Anniversary of its founding on February 17, 2022; and

WHEREAS, today, California has local PTAs throughout the state and its members represent the ethnic diversity of the nation and come from the ranks of all families who, together, continue to serve as the conscience of the country for children and youth.

NOW, THEREFORE, I, LAMAR A. THORPE, Mayor of the City of Antioch, do hereby honor and congratulate the Parent Teacher Association on its 125th Anniversary and encourage all Antioch residents to celebrate this commemorative event.

FEBRUARY 22, 2022

LAMAR A. THORPE, Mayor

1.01
02-22-22



IN HONOR OF
THE NATIONAL ASSOCIATION OF WOMEN IN CONSTRUCTION
(NAWIC)

“WOMEN IN CONSTRUCTION WEEK”

MARCH 6-12, 2022

WHEREAS, the City of Antioch has distinguished itself for years as the voice of women in construction in our community;

WHEREAS, the work performed by the NAWIC Sacramento Chapter #63 has benefited the City of Antioch and the greater Bay Area region through community development and educational programs;

WHEREAS, the NAWIC Sacramento Chapter #63 has unceasingly promoted the employment and advancement of women in the construction industry;

WHEREAS, the construction community, represented by NAWIC Sacramento Chapter #63, has been a driving force in fostering community development through renovation and beautification projects, promotion of skilled trades careers, and a positive vision of the future; and

WHEREAS, the NAWIC Sacramento Chapter #63 has sought to achieve successful results for the City of Antioch and surrounding areas in a cooperative spirit with other organizations.

NOW, THEREFORE, I, LAMAR A. THORPE, Mayor of the City of Antioch, do proudly proclaim the week of March 6-12, 2022, as “Women in Construction Week,” and encourage our citizens to congratulate the organization on its many accomplishments.

FEBRUARY 22, 2022

LAMAR A. THORPE, Mayor

1.02
02-22-22



AMERICAN RED CROSS MONTH

MARCH 2022

WHEREAS, in times of crisis, people in the City of Antioch come together to care for one another and this humanitarian spirit is part of the foundation of our community, exemplified by American Red Cross volunteers and donors;

WHEREAS, March is American Red Cross Month, a special time to honor the kindness of our volunteers and neighbors who aid families in need every day as they carry out the organization's 140-year mission of preventing and alleviating suffering;

WHEREAS, despite the ongoing challenges presented by the COVID-19 pandemic, people have stepped up to help others in need whether it was responding to this year's record-breaking wildfires, horrific tornadoes, extreme winter storm cold waves, or summer heat waves, volunteers continued to roll up their sleeves to give blood when our country faced a severe blood shortage;

WHEREAS, last year in Contra Costa County, 518 families affected by 130 devastating home fires relied on the American Red Cross and our partners for comfort and hope, providing emotional support, addressing immediate needs and helping families recover with emergency financial assistance and community resources, making 108 households safer by helping residents create a fire evacuation plan through its Sound the Alarm program;

WHEREAS, Contra Costa County residents donated 17,277 units of lifesaving blood, hosted 788 blood drives, and provided 8,486 local community members with classes to learn skills like first aid and CPR that save lives; 910 military members and their families also received support and services; and humanitarian aid was provided internationally;

WHEREAS, Red Cross volunteers deployed 552 times, dedicating 61,930 volunteers hours to assist neighbors in California and around the country during 41 different disaster relief operations of all sizes, including wildfires in Oregon and California and Hurricane Ida;

WHEREAS, the work of the American Red Cross to prevent and alleviate human suffering, is vital to strengthening our community's resilience; and

WHEREAS, we dedicate the month of March to all those who continue to advance the noble legacy of American Red Cross founder Clara Barton, who lived by her words, "You must never think of anything except the need, and how to meet it" and we ask others to join in this commitment to give back in our community.

NOW, THEREFORE, I, LAMAR A. THORPE, Mayor of the City of Antioch, by virtue of the authority vested in me by the laws of Antioch and California, do hereby proclaim March 2022 as "American Red Cross Month" and I encourage all Americans to reach out and support its humanitarian mission.

FEBRUARY 22, 2022

LAMAR A. THORPE, Mayor

1.03
02-22-22



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

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 January 25, 2022

RECOMMENDED ACTION

It is recommended that the City Council continue the Meeting Minutes of January 25, 2022.

FISCAL IMPACT

None

DISCUSSION

N/A

ATTACHMENT

None.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

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 4, 2022

RECOMMENDED ACTION

It is recommended that the City Council continue the Special Meeting Minutes of February 4, 2022.

FISCAL IMPACT

None

DISCUSSION

N/A

ATTACHMENT

None.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

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 8, 2022

RECOMMENDED ACTION

It is recommended that the City Council continue the Meeting Minutes of February 8, 2022.

FISCAL IMPACT

None

DISCUSSION

N/A

ATTACHMENT

None.

CITY OF
ANTIOCH
CALIFORNIA

CLAIMS BY FUND REPORT
FOR THE PERIOD OF
JANUARY 29 - FEBRUARY 14, 2022
FUND/CHECK#

100 General Fund

Non Departmental

00398726	ANTIOCH FAMILY CHIROPRACTIC	DUPLICATE BUS LIC STATE FEE	4.00
00398750	CONTRA COSTA COUNTY	PAYROLL	50.00
00398779	JAMES AND DONNA MILLER TRUST	DUPLICATE BUS LIC STATE FEE	4.00
00398780	JAMES AND DONNA MILLER TRUST	DUPLICATE BUS LIC STATE FEE	4.00
00398781	JAMES AND DONNA MILLER TRUST	DUPLICATE BUS LIC STATE FEE	4.00
00398784	LIFE INSURANCE CO OF NORTH AMERICA	PAYROLL	3,978.13
00398792	MUNICIPAL POOLING AUTHORITY	PAYROLL	1,972.01
00398793	MUNICIPAL POOLING AUTHORITY	PAYROLL	3.00
00398797	PARS	PAYROLL	3,898.48
00398810	STATE OF CALIFORNIA	PAYROLL	200.00
00398811	STATE OF CALIFORNIA	PAYROLL	200.00
00398815	SYCAMORE SMOKE AND MORE	DUPLICATE BUS LIC STATE FEE	4.00
00398823	VINTAGE INVESTMENT PROPERTIES LLC	DUPLICATE BUS LIC STATE FEE	4.00
00398832	AMERICAN SIGN INSTALLATION COMPANY	REFUND CBSC FEE	2.12
00398898	STANTEC CONSULTING SERVICES INC	CONSULTING SERVICES	787.50
00941812	NATIONWIDE RETIREMENT SOLUTIONS	PAYROLL	39,673.46
00941817	VANTAGEPOINT TRANSFER AGENTS	PAYROLL	8,147.59
00941818	NATIONWIDE RETIREMENT SOLUTION	PAYROLL	27,600.50

City Attorney

00398896	SHRED IT INC	SHRED SERVICES	416.50
00941822	CANON FINANCIAL SERVICES	COPIER LEASE	124.21

City Manager

00398820	URBAN STRATEGIES COUNCIL	HEALTH SERVICES	50,000.00
00398831	AMBIUS	PLANT SERVICE	322.24
00398837	BANK OF AMERICA	BUSINESS EXPENSE	334.16
00941822	CANON FINANCIAL SERVICES	COPIER LEASE	124.23

City Clerk

00398767	EIDEN, KITTY J	MINUTES CLERK	1,675.00
00398896	SHRED IT INC	SHRED SERVICES	208.25
00941821	BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	495.00

City Treasurer

00398877	LOOMIS ARMORED LLC	ARMORED CAR PICKUP	224.57
00941836	PFM ASSET MANAGEMENT LLC	ADVISORY SERVICES	10,313.99

Human Resources

00398847	CALIF DEPARTMENT OF JUSTICE	PREEMPLOYMENT SERVICES	49.00
00398874	EMPLOYEE	RETIREMENT GIFT	250.00
00398896	SHRED IT INC	SHRED SERVICES	416.50

Economic Development

00398732	BANK OF AMERICA	BUSINESS EXPENSE	237.44
00398862	FDI GLOBAL LLC	INTERNATIONAL MAGAZINE AD	2,500.00
00941822	CANON FINANCIAL SERVICES	COPIER LEASE	124.21

Finance Accounting

00398733	BANK OF AMERICA	BUSINESS EXPENSE	760.00
00398740	CASTRO, JOSEPHINE A	EXPENSE REIMBURSEMENT	39.03
00398836	BADAWI & ASSOCIATES	AUDITING SERVICES FY2021	6,043.00
00398847	CALIF DEPARTMENT OF JUSTICE	PREEMPLOYMENT SERVICES	245.00



CLAIMS BY FUND REPORT
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00398896	SHRED IT INC	SHRED SERVICES	208.26
Finance Operations			
00398829	ACCONTEMPS	TEMP SERVICES	961.47
Non Departmental			
00398722	AMERICAN STAR HOME II ICF/DD-N	OVERPAID BUS LIC TAX	412.74
00398726	ANTIOCH FAMILY CHIROPRACTIC	DUPLICATE BUS LIC RENEWAL	421.13
00398733	BANK OF AMERICA	BUSINESS EXPENSE	13.98
00398763	DOUBLE DRAGON RESTAURANT INC	INCORRECT LIC BUS TAX	387.13
00398775	HARRISON INDUSTRIAL SERVICES INC	OVERPAID BUS LIC TAX	212.50
00398779	JAMES AND DONNA MILLER TRUST	DUPLICATE BUS LIC RENEWAL	260.00
00398780	JAMES AND DONNA MILLER TRUST	DUPLICATE BUS LIC RENEWAL	310.00
00398781	JAMES AND DONNA MILLER TRUST	DUPLICATE BUS LIC RENEWAL	260.00
00398796	PARS	ACTUARIAL SERVICES	1,495.00
00398804	ROCABADO, JAVIER G	MURAL	4,365.34
00398815	SYCAMORE SMOKE AND MORE	DUPLICATE BUS LIC TAX	569.65
00398823	VINTAGE INVESTMENT PROPERTIES LLC	DUPLICATE BUS LIC RENEWAL	260.00
00398885	PACIFIC CREDIT SERVICES	AR COLLECTIONS FEE	1,294.00
00941820	AVENU	STARS Q3 FY21	250.00
Public Works Administration			
00398731	BANK OF AMERICA	BUSINESS EXPENSE	14.00
Public Works Street Maintenance			
00398856	DU ALL SAFETY LLC	STREETS FORKLIFT TRAINING	770.00
00941811	LEES BUILDING MAINTENANCE	SANITIZING SERVICE	157.50
00941827	HOYA SAFETY	SAFETY GLASSES-NORTHAM	241.00
Public Works-Signal/Street Lights			
00398748	CONTRA COSTA COUNTY	TRAFFIC SIGNAL MAINTENANCE	24,334.17
00398762	DC ELECTRIC GROUP INC	STREET LIGHT MAINTENANCE	25,829.09
00398873	JAM SERVICES INC	LIGHTS	16,736.88
00398887	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,653.41
00398888	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	75.66
00398899	STATE OF CALIFORNIA	TRAFFIC SIGNAL MAINTENANCE	2,551.03
Public Works-Facilities Maintenance			
00398721	AMERICAN PLUMBING INC	PLUMBING SERVICES	155.00
00398765	DREAM RIDE ELEVATOR	ELEVATOR SERVICE	334.62
00398798	PEPPER INVESTMENTS INC	PUBLIC WORKS	885.00
00398802	REAL PROTECTION INC	FIRE ALARM SYSTEM TEST	1,501.34
00398887	PACIFIC GAS AND ELECTRIC CO	GAS	358.30
00398890	PEPPER INVESTMENTS INC	SANITIZING SERVICE	150.00
00941811	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	4,407.50
00941826	GRAINGER INC	SUPPLIES	321.35
Public Works-Parks Maint			
00398719	ALTA FENCE	FENCE REPAIR	5,160.00
00398731	BANK OF AMERICA	BUSINESS EXPENSE	60.00
00398854	DC ELECTRIC GROUP INC	ELECTRICAL SERVICES	785.00
00398867	GATES AND ASSOCIATES INC	LANDSCAPE ENHANCEMENTS	1,983.00
00398887	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	250.00
00398903	TERRACARE ASSOCIATES	LANDSCAPE SERVICES	97,711.25

CITY OF
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Public Works-Median/General Land

00398717	AL FRESCO LANDSCAPING INC	LANDSCAPE ENHANCEMENT	13,824.00
00398813	STEWARTS TREE SERVICE INC	TREE TRIMMING SERVICES	1,912.50
00398872	HORIZON	SUPPLIES	141.25
00398887	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	58.76

PW-Work Alternative-Strt Maint

00398770	FURBER SAW INC	TOOLS	4,279.09
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Police Administration

00398745	CONCORD UNIFORMS LLC	UNIFORMS	134.77
00398746	CONCORD UNIFORMS LLC	UNIFORMS	294.84
00398747	CONCORD UNIFORMS LLC	UNIFORMS	603.13
00398749	CONTRA COSTA COUNTY	RANGE FIREARMS	370.00
00398758	CRANDELL, ASHLEY MARIE	TRAINING PER DIEM	370.00
00398759	CSI FORENSIC SUPPLY	EQUIPMENT	28.45
00398760	CSI FORENSIC SUPPLY	EQUIPMENT	752.90
00398761	CSI FORENSIC SUPPLY	EQUIPMENT	116.06
00398766	EAN SERVICES LLC	RENTAL CAR SERVICE	850.06
00398772	GREEN, ROBERT A	MEAL ALLOWANCE	46.00
00398785	LOS ANGELES COUNTY	TRAINING	1,998.00
00398794	OFFICE DEPOT INC	SUPPLIES	527.99
00398801	R GIORDANO CONSULTING/INVESTIGATIONS	INVESTIGATOR	4,356.25
00398806	SAFESTORE INC	OFF-SITE EVIDENCE STORAGE	2,731.81
00398838	BANK OF AMERICA	BUSINESS EXPENSE	2,911.38
00398852	CONTRA COSTA FIRE EQUIPMENT	APD FIRE EXT	445.90
00398865	FORZA FORENSICS LLC	TRAINING A.CRANDELL	595.00
00398878	LOS ANGELES COUNTY	TRAINING BLUMBERG	875.00
00398880	NIEVES, DIANE GUADALUPE	TRAINING PER DIEM	370.00
00398892	REACH PROJECT INC	JANUARY 2022 SERVICES	17,083.00
00398894	SAFFOLD, DARRYL	EXPENSE REIMBURSEMENT	108.70
00398895	SDRTC	TRAINING D.NIEVES	517.00
00398897	SOUZA MELLONE, MICHAEL C	TRAINING PER DIEM	370.00
00941819	A AND B CREATIVE TROPHIES	RETIREMENT PLAQUE	91.37
00941830	IMAGE SALES INC	ID CARDS	86.87
00941834	MOBILE MINI LLC	EVIDENCE STORAGE	139.82

Police Community Policing

00398729	ARROWHEAD 24 HOUR TOWING INC	TOW SERVICES	287.50
00398889	PCP MOTOR SPORTS	MOTORCYCLE EQUIPMENT	15,764.90

Police Investigations

00398718	ALHAMBRA	WATER	65.40
00398816	TRANSUNION RISK & DATA SOLUTIONS	LE DATABASE	184.20
00398848	CALLYO	DIGITAL FORENSICS	3,410.00

Police Special Operations Unit

00398766	EAN SERVICES LLC	RENTAL VEHICLES	4,339.82
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Police Communications

00398744	COMCAST	CABLE	139.01
00398771	GLOBALSTAR USA	MONTHLY ACTIVITY	666.64

Police Facilities Maintenance

00398765	DREAM RIDE ELEVATOR	ELEVATOR SERVICE	320.00
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CITY OF
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00398787	M AND L OVERHEAD DOORS	TRANSMITTERS/REMOTES	285.20
00398798	PEPPER INVESTMENTS INC	SANITIZING SERVICE	572.00
00398800	QUALITY SOUND	AV SYSTEM REPAIR	360.00
00398805	ROCHESTER MIDLAND CORP	RESTROOM MAINTENANCE	1,736.33
00941805	CLUB CARE INC	GYM MAINTENANCE	565.01
00941811	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	4,500.00
00941835	ODIN SYSTEMS INC	CAMERA MAINTENANCE	3,500.00
Youth Network Services			
00398782	JOHNSON, TASHA YVETTE	EXPENSE REIMBURSEMENT	394.57
00398855	DELTA ONE SECURITY INC	SECURITY SERVICES	288.00
00398868	GRACE ARMS OF ANTIOCH	BASKETBALL PROGRAM	5,595.00
Community Development Land Planning Services			
00398882	OFFICE DEPOT INC	OFFICE SUPPLIES	40.89
00941821	BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	1,860.30
CD Code Enforcement			
00398739	CACEO	MEMBERSHIP DUES-JG	95.00
00398751	CONTRA COSTA COUNTY	RECORDING FEES	160.00
00398764	DOUGLAS CONSTRUCTION	ABATEMENT SERVICES	270.00
00398794	OFFICE DEPOT INC	OFFICE SUPPLIES	367.53
00398822	VACANT PROPERTY SECURITY LLC	EQUIPMENT RENTAL	816.54
PW Engineer Land Development			
00398742	COASTLAND CIVIL ENGINEERING	PROFESSIONAL SERVICES	21,235.00
00398794	OFFICE DEPOT INC	SUPPLIES	7.01
00398882	OFFICE DEPOT INC	OFFICE SUPPLIES	141.01
00941806	COMPUTERLAND	ADOBE LICENSE-VILLAGRANA	284.64
Community Development Building Inspection			
00398794	OFFICE DEPOT INC	OFFICE SUPPLIES	387.65
00398832	AMERICAN SIGN INSTALLATION COMPANY	REFUND ENERGY INSP FEE	145.14
00398882	OFFICE DEPOT INC	OFFICE SUPPLIES	159.12
00398905	TYLER TECHNOLOGIES INC	ENERGOV SOFTWARE	11,863.13
Capital Imp. Administration			
00398794	OFFICE DEPOT INC	SUPPLIES	44.16
00398882	OFFICE DEPOT INC	OFFICE SUPPLIES	79.36
00941806	COMPUTERLAND	ADOBE LICENSE-ARGAND	142.32
209	RMRA Fund		
Streets			
00398845	BKF ENGINEERS INC	PROFESSIONAL SERVICES	4,497.60
213	Gas Tax Fund		
Streets			
00398737	BOETHING TREELAND FARMS	NURSERY SUPPLIES	3,294.22
00398776	HORIZON	IRRIGATION SUPPLIES	5,330.56
00398887	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	745.80
214	Animal Services Fund		
Animal Services			
00398786	LOUIE, JENNIFER	EXPENSE REIMBURSEMENT	450.00
00398859	EAST BAY VETERINARY EMERGENCY	VETERINARY SERVICES	417.58
00398871	HILLS PET NUTRITION	ANIMAL FOOD	733.30
00398879	MWI VETERINARY SUPPLY CO	VETERINARY SUPPLIES	2,014.11

CITY OF
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CLAIMS BY FUND REPORT
FOR THE PERIOD OF
JANUARY 29 - FEBRUARY 14, 2022
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00398902	TAYLOR HOUSEMAN	WASHER SERVICE	257.44
00941829	IDEXX LABORATORIES INC	LAB SERVICES	863.08
219	Recreation Fund		
Non Departmental			
00398752	CONTRA COSTA HEALTH SERVICES	PERMIT RENEWAL	1,356.67
00398753	CONTRA COSTA HEALTH SERVICES	PERMIT RENEWAL	976.00
00398754	CONTRA COSTA HEALTH SERVICES	PERMIT RENEWAL	701.36
00398755	CONTRA COSTA HEALTH SERVICES	PERMIT RENEWAL	488.00
00398777	HUB INTERNATIONAL OF CA INSURANCE	JAN-22 EVENT INSURANCE	870.82
00398790	MOZZETTI, VICTORIA	INSURANCE REFUND	129.00
00398828	YOUNG, LOREN	DEPOSIT REFUND	500.00
00398860	EMERALD HPC INTERNATIONAL LLC	DEPOSIT REFUND	200.00
Nick Rodriguez Community Cent			
00398757	COSTCO	BUSINESS EXPENSE	1,080.50
00398798	PEPPER INVESTMENTS INC	PEST CONTROL SERVICE	222.00
00941811	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	500.00
Senior Programs			
00398864	FLANAGAN, RHONDA FAYE	EXPENSE REIMBURSEMENT	44.65
00941811	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	3.00
Recreation Sports Programs			
00398730	BANK OF AMERICA	BUSINESS EXPENSE	85.32
00398735	BIG SKY LOGOS AND EMBROIDERY	PROGRAM SUPPLIES	349.44
00398755	CONTRA COSTA HEALTH SERVICES	PERMIT RENEWAL	244.00
00398847	CALIF DEPARTMENT OF JUSTICE	PREEMPLOYMENT SERVICES	113.00
Recreation-Comm Center			
00398730	BANK OF AMERICA	BUSINESS EXPENSE	531.99
00398743	COLE SUPPLY CO INC	CLEANING SUPPLIES	1,612.45
00398754	CONTRA COSTA HEALTH SERVICES	PERMIT RENEWAL	350.64
00398757	COSTCO	CAMP SUPPLIES	16.66
00398788	MAX MARTIAL ARTS LLC	CONTRACTOR PAYMENT	915.00
00398842	BIG SKY LOGOS AND EMBROIDERY	STAFF SHIRTS	392.60
00398846	CABRAL, MONSERRAT	EXPENSE REIMBURSEMENT	158.00
00398847	CALIF DEPARTMENT OF JUSTICE	PREEMPLOYMENT SERVICES	354.00
00398857	DUGAND, KARINA	CONTRACTOR PAYMENT	558.00
00398877	LOOMIS ARMORED LLC	ARMORED CAR PICKUP	221.42
00398887	PACIFIC GAS AND ELECTRIC CO	GAS	9,278.57
00398906	UNIQUE PEST CONTROL	BIRD CONTROL JAN-22	200.00
Recreation Water Park			
00398719	ALTA FENCE	TRASH ENCLOSURE REPAIR	4,464.00
00398730	BANK OF AMERICA	BUSINESS EXPENSE	745.00
00398752	CONTRA COSTA HEALTH SERVICES	HEALTH PERMIT RENEWAL	678.33
00398753	CONTRA COSTA HEALTH SERVICES	HEALTH PERMIT RENEWAL	488.00
00398790	MOZZETTI, VICTORIA	R7696 RENT REFUND	505.00
00398798	PEPPER INVESTMENTS INC	PEST CONTROL SERVICE	543.00
00398809	SPECTRUM AQUATICS	REPLACEMENT PARTS	1,099.03
00941811	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	500.00
00941823	CONSOLIDATED ELECTRICAL DIST INC	LIGHT POLE	15,738.15



CLAIMS BY FUND REPORT
FOR THE PERIOD OF
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FUND/CHECK#

221	Asset Forfeiture Fund		
	Non Departmental		
00398803	RICHARDS, DEJON	ASSET FORFEITURE	2,050.00
222	Measure C/J Fund		
	Streets		
00398717	AL FRESCO LANDSCAPING INC	LANDSCAPE ENHANCEMENT	5,376.00
226	Solid Waste Reduction Fund		
	Solid Waste		
00398844	BISHOP CO	SUPPLIES	592.54
00941821	BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	207.90
229	Pollution Elimination Fund		
	Channel Maintenance Operation		
00398719	ALTA FENCE	FENCE REPAIR	273.00
00398798	PEPPER INVESTMENTS INC	PEST CONTROL SERVICE	1,050.00
238	PEG Franchise Fee Fund		
	Non Departmental		
00398720	AMAZON CAPITAL SERVICES INC	LASER PRINTER	203.97
00398901	SWATT MIERS ARCHITECTS	PROFESSIONAL SERVICES	46,660.63
251	Lone Tree SLLMD Fund		
	Lonetree Maintenance Zone 2		
00398900	STEWARTS TREE SERVICE INC	TREE SERVICES	2,150.00
252	Downtown SLLMD Fund		
	Downtown Maintenance		
00398841	BIG B LUMBER	LUMBER	299.70
00398900	STEWARTS TREE SERVICE INC	TREE SERVICES	5,300.00
254	Hillcrest SLLMD Fund		
	Hillcrest Maintenance Zone 2		
00398900	STEWARTS TREE SERVICE INC	TREE SERVICES	1,300.00
00941823	CONSOLIDATED ELECTRICAL DIST INC	SUPPLIES	968.00
255	Park 1A Maintenance District Fund		
	Park 1A Maintenance District		
00398719	ALTA FENCE	FENCE REPAIR	2,039.00
00398887	PACIFIC GAS AND ELECTRIC CO	GAS	64.09
256	Citywide 2A Maintenance District Fund		
	Citywide 2A Maintenance Zone 4		
00398900	STEWARTS TREE SERVICE INC	TREE SERVICES	975.00
311	Capital Improvement Fund		
	Non Departmental		
00398727	ANTIOCH UNIFIED SCHOOL DISTRICT	MELLO ROOS REMAINING FUND	31,658.90
	Parks & Open Space		
00398789	MERCOZA	CITY HALL PLAZA PROJECT	35,880.00
00398830	ALLSTEEL INC	FURNITURE	22,709.05
00398901	SWATT MIERS ARCHITECTS	PROFESSIONAL SERVICES	7,866.31
00941800	ALTURA COMMUNICATION SOLUTIONS LLC	PROFESSIONAL SERVICES	2,110.00
00941821	BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	424.80
570	Equipment Maintenance Fund		
	Equipment Maintenance		
00398725	ANTIOCH AUTOMOTIVE SUPPLY INC	AUTO REPAIR PARTS	1,541.19

CITY OF
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CALIFORNIA

CLAIMS BY FUND REPORT
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00398736	BILL BRANDT FORD	AUTO REPAIR PARTS	1,311.11
00398741	CHUCKS BRAKE AND WHEEL SERVICE INC	AUTO REPAIR PARTS	342.74
00398783	LES SCHWAB TIRES OF CALIFORNIA	TIRES	1,419.15
00398791	MUNICIPAL MAINT EQUIPMENT INC	PARTS	218.18
00398795	OREILLY AUTO PARTS	AUTO PARTS	1,228.56
00398814	STOMMEL INC	PARTS	181.09
00398818	UNICO GLASS LLC	AUTO GLASS	498.76
00398824	W K HYDRAULICS INC	EQUIPMENT REPAIR	150.00
00398825	WALNUT CREEK FORD	AUTO REPAIR PARTS	2,664.05
00398835	ANTIOCH AUTOMOTIVE SUPPLY INC	SUPPLIES	1,210.46
00398839	BAY AREA AIR QUALITY MANAGEMENT DIST	ANNUAL PERMIT RENEWAL	357.00
00398843	BILL BRANDT FORD	LABOR	304.80
00398849	CHUCKS BRAKE AND WHEEL SERVICE INC	BATTERY REPLACEMENTS	324.86
00398858	EAST BAY TIRE CO	TIRES	2,067.35
00398883	OREILLY AUTO PARTS	AUTO PARTS	813.10
00398904	TRED SHED, THE	TIRES	1,827.84
00398908	WALNUT CREEK FORD	AUTO REPAIR PARTS	380.21
00941799	A1 TRANSMISSION	AUTO REPAIR PARTS	5,105.44
00941802	BIG SKY ENVIRONMENTAL SOLUTIONS	DISPOSAL SERVICES	496.50
00941809	KIMBALL MIDWEST	AUTO REPAIR PARTS	409.70
00941826	GRAINGER INC	SUPPLIES	219.36
00941832	KIMBALL MIDWEST	SUPPLIES	648.02
573	Information Services Fund		
Non Departmental			
00398733	BANK OF AMERICA	BUSINESS EXPENSE	1,132.17
Network Support & PCs			
00398720	AMAZON CAPITAL SERVICES INC	HEATER	111.78
00941800	ALTURA COMMUNICATION SOLUTIONS LLC	ANNUAL MAINTENANCE	61,098.22
00941807	DIGITAL SERVICES	WEBSITE MAINTENANCE	4,875.00
GIS Support Services			
00398799	PETERS, BRANDON W L	EXPENSE REIMBURSEMENT	614.52
00398891	PRECOR HOME FITNESS	CITY EXERCISE EQUIPMENT	2,229.74
577	Post Retirement Medical-Police Fund		
Non Departmental			
00941810	RETIREE	MEDICAL AFTER RETIREMENT	1,546.42
578	Post Retirement Medical-Misc Fund		
Non Departmental			
00398774	RETIREE	MEDICAL AFTER RETIREMENT	324.48
00941833	RETIREE	MEDICAL AFTER RETIREMENT	648.76
579	Post Retirement Medical-Mgmt Fund		
Non Departmental			
00941814	RETIREE	MEDICAL AFTER RETIREMENT	87.69
00941815	RETIREE	MEDICAL AFTER RETIREMENT	175.38
00941824	RETIREE	MEDICAL AFTER RETIREMENT	465.88
611	Water Fund		
Non Departmental			
00398731	BANK OF AMERICA	BUSINESS EXPENSE	977.89
00398835	ANTIOCH AUTOMOTIVE SUPPLY INC	SUPPLIES	2,176.34



CLAIMS BY FUND REPORT
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Water Production

00398724	ANTIOCH ACE HARDWARE	PARTS	348.86
00398728	ARAMARK UNIFORM SERVICES	UNIFORM SERVICES	156.26
00398738	BURLINGAME ENGINEERS INC	EQUIPMENT SUPPLIES	2,446.26
00398756	CONTRA COSTA WATER DISTRICT	RAW WATER	708,278.75
00398768	FISHER SCIENTIFIC COMPANY	LAB SUPPLIES	553.25
00398773	HACH CO	LAB SUPPLIES	2,304.16
00398794	OFFICE DEPOT INC	OFFICE CHAIR	501.58
00398808	SNS AUTOMATION	COMMUNICATION SUPPORT	2,990.00
00398812	SWRBC	ANNUAL PERMIT FEE	704.00
00398819	UNIVAR SOLUTIONS USA INC	CHEMICALS	3,534.89
00398821	US BANK	COPIER	94.54
00398833	ANIMAL DAMAGE MANAGEMENT	PEST CONTROL SERVICE	425.00
00398840	BAY AREA BARRICADE	TRAFFIC BARRIERS	256.82
00398850	CITY OF BRENTWOOD	GROUNDWATER SUPPORT	5,808.81
00398853	CSI METRICS LLC	PROGRAMMING SUPPORT	2,137.32
00398861	ENVIRONMENTAL RESOURCE ASSOCIATES	LAB SUPPLIES	368.89
00398869	GUALCO GROUP INC, THE	PROFESSIONAL SERVICES	4,000.00
00398870	HACH CO	LAB SUPPLIES	467.92
00398875	KARL NEEDHAM ENTERPRISES INC	EQUIPMENT RENTAL	20,060.49
00398887	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	54.18
00398888	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,941.92
00398907	UNIVAR SOLUTIONS USA INC	CHEMICALS	8,619.54
00941811	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	300.00
00941813	PETERSON TRACTOR CO	GENERATOR	4,417.81
00941816	THATCHER COMPANY OF CALIFORNIA INC	CHEMICALS	9,177.00
00941823	CONSOLIDATED ELECTRICAL DIST INC	SUPPLIES	1,329.40
00941825	EUROFINS EATON ANALYTICAL INC	TESTING SERVICES	885.00
00941826	GRAINGER INC	SUPPLIES	430.38
00941828	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	951.00
00941838	THATCHER COMPANY OF CALIFORNIA INC	CHEMICALS	6,118.00

Water Distribution

00398716	ACCOUNTEMPS	TEMP SERVICES	574.70
00398719	ALTA FENCE	FULTON SHIPYARD FENCE	25,068.00
00398724	ANTIOCH ACE HARDWARE	TOOLS	111.56
00398731	BANK OF AMERICA	BUSINESS EXPENSE	4,030.95
00398807	SHRED IT INC	SHRED SERVICE	75.51
00398817	TYLER TECHNOLOGIES INC	INCODE CONTENT MANAGER	5,328.75
00398834	ANTIOCH ACE HARDWARE	SUPPLIES	13.82
00398856	DU ALL SAFETY LLC	FORKLIFT TRAINING	770.00
00398876	LOGRASSO, JOHN A	EXPENSE REIMBURSEMENT	83.00
00398881	OCCUPATIONAL HEALTH CENTERS	DOT PHYSICAL REBILL	32.00
00398882	OFFICE DEPOT INC	OFFICE SUPPLIES	76.87
00398884	PACE SUPPLY CORP	SUPPLIES	8,075.81
00398885	PACIFIC CREDIT SERVICES	COLLECTIONS FEE	102.70
00398893	ROBERTS AND BRUNE CO	SUPPLIES	28,613.45
00398905	TYLER TECHNOLOGIES INC	SOFTWARE ENHANCEMENT	13,376.73
00941801	BADGER METER INC	WATER METER PARTS	6,439.48




CLAIMS BY FUND REPORT
FOR THE PERIOD OF
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00941808	INFOSEND INC	PRINT & MAIL SERVICES	1,095.31
00941811	LEES BUILDING MAINTENANCE	SANITIZING SERVICE	157.50
00941826	GRAINGER INC	SUPPLIES	947.66
00941831	INFOSEND INC	PRINT & MAIL SERVICES	2,494.79
Public Buildings & Facilities			
00398734	BARTLE WELLS ASSOCIATES INC	WATER RATES CONSULTING	13,398.00
00941804	CAROLLO ENGINEERS INC	PROFESSIONAL SERVICES	139,410.05
00941837	SHIMMICK CONSTRUCTION INC	BRACKISH WATER PROJECT	3,404,124.43
617	APFA Brackish Water LOC Fund		
Water Systems			
00398827	WILLDAN FINANCIAL SERVICES	PROFESSIONAL SERVICES	950.00
621	Sewer Fund		
Swr-Wastewater Administration			
00398716	ACCONTEMPPS	TEMP SERVICES	574.70
00398719	ALTA FENCE	FULTON SHIPYARD FENCE	25,068.00
00398723	AMS DOT NET INC	INSTALL NEW FIBER	414.00
00398778	JACK DOHENY SUPPLIES INC	REPAIR PARTS	2,152.92
00398826	WECO INDUSTRIES INC	SEWER CAMERA & HOSE	972.09
00398840	BAY AREA BARRICADE	TRAFFIC CONES	128.41
00398856	DU ALL SAFETY LLC	TRAINING	385.00
00398863	FIRST VANGUARD RENTALS AND SALES	SUPPLIES	588.59
00398882	OFFICE DEPOT INC	OFFICE SUPPLIES	91.01
00398884	PACE SUPPLY CORP	SUPPLIES	3,293.19
00398905	TYLER TECHNOLOGIES INC	SOFTWARE ENHANCEMENT	13,376.72
00941803	CANON FINANCIAL SERVICES	PRINTER	215.33
00941808	INFOSEND INC	PRINT AND MAIL SERVICES	1,095.31
00941811	LEES BUILDING MAINTENANCE	SANITIZING SERVICE	157.50
00941831	INFOSEND INC	PRINT AND MAIL SERVICES	2,494.79
631	Marina Fund		
Non Departmental			
00398866	GALLUP, ROBERT	DEPOSIT REFUND	230.00
Marina Administration			
00398731	BANK OF AMERICA	BUSINESS EXPENSE	750.00
00398798	PEPPER INVESTMENTS INC	PEST CONTROL SERVICE	125.00
00398851	COMCAST	CONNECTION SERVICES	398.96
00941811	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	1,300.00
00941821	BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	188.10

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022
TO: Honorable Mayor and Members of the City Council
SUBMITTED BY: Lauren Posada, City Treasurer 
SUBJECT: Approval of Treasurer's Report for December of 2021

RECOMMENDED ACTION

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

FISCAL IMPACT

There is no fiscal impact of this action.

DISCUSSION

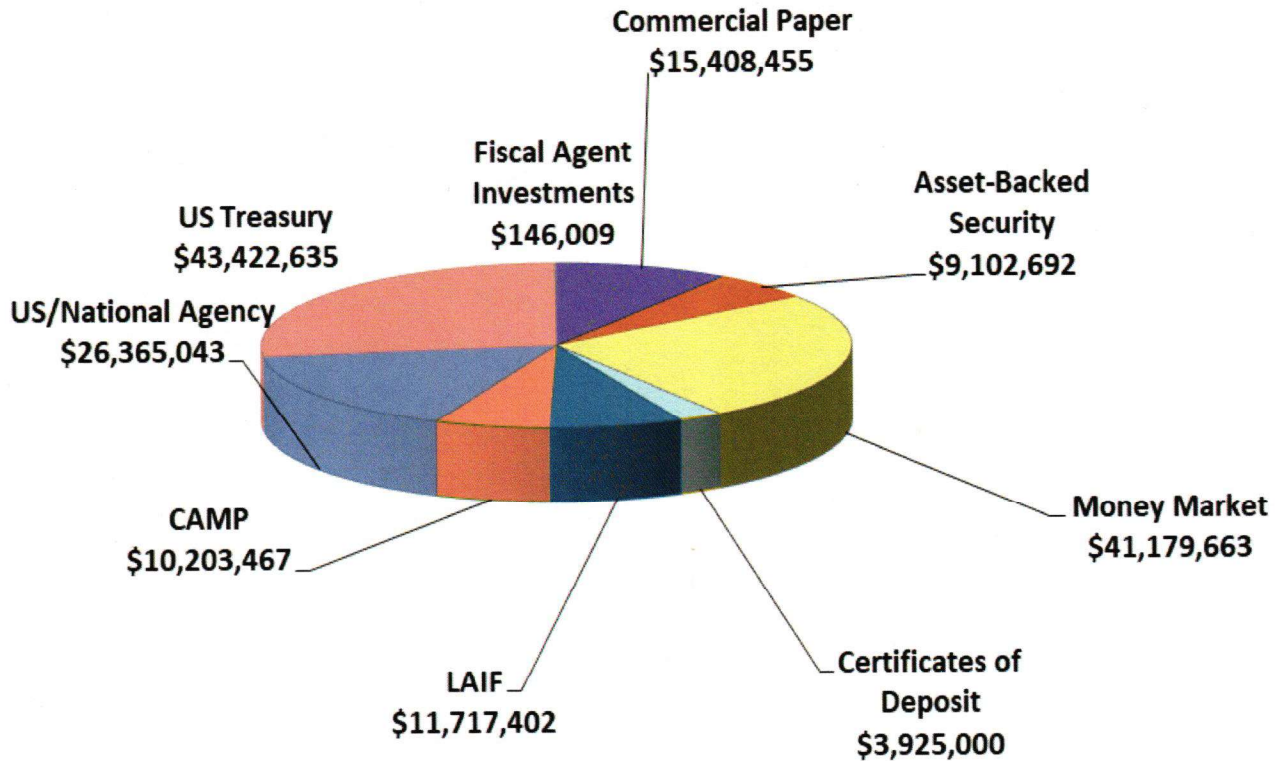
The City's *Statement of Investment Policy* (Policy) requires that the City Treasurer render, at least quarterly, an investment report to the City Council. The Policy also requires a monthly report of investment transactions to City Council. A monthly Treasurer's Report is provided with both reporting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

ATTACHMENTS

A. City Treasurer's Report

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

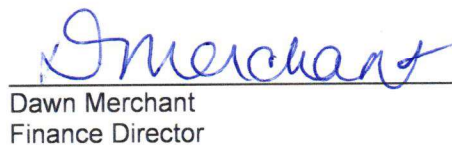
December 31, 2021



Total of City and Fiscal Agent Investments = \$161,470,366

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	146,008
	<u><u>\$146,009</u></u>

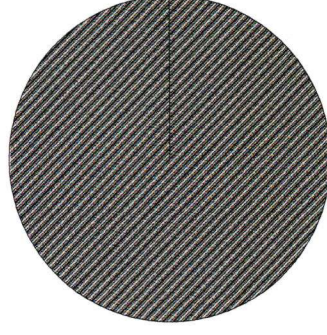


Account Statement - Transaction Summary

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

City of Antioch - City of Antioch - 6090-001

CAMP Pool		Asset Summary	
		December 31, 2021	November 30, 2021
Opening Market Value	10,203,030.64		
Purchases	436.10	10,203,466.74	10,203,030.64
Redemptions	0.00		
Unsettled Trades	0.00		
Change in Value	0.00		
Closing Market Value	\$10,203,466.74	\$10,203,466.74	\$10,203,030.64
Cash Dividends and Income	436.10		
Asset Allocation			



CAMP Pool
100.00%

Managed Account Summary Statement

For the Month Ending December 31, 2021

CITY OF ANTIOCH, CA - 04380500

Transaction Summary - Managed Account		Cash Transactions Summary - Managed Account	
Opening Market Value			
	\$98,490,117.50		
Maturities/Calls	(522,725.43)	Maturities/Calls	0.00
Principal Dispositions	0.00	Sale Proceeds	480,741.14
Principal Acquisitions	0.00	Coupon/Interest/Dividend Income	48,834.99
Unsettled Trades	0.00	Principal Payments	522,725.43
Change in Current Value	(219,952.74)	Security Purchases	(506,271.03)
		Net Cash Contribution	(546,030.53)
		Reconciling Transactions	0.00
Closing Market Value	\$97,747,439.33		

Earnings Reconciliation (Cash Basis) - Managed Account		Cash Balance	
Interest/Dividends/Coupons Received	49,696.25		
Less Purchased Interest Related to Interest/Coupons	(4,319.53)	Closing Cash Balance	\$0.00
Plus Net Realized Gains/Losses	7,579.28		
Total Cash Basis Earnings	\$52,956.00		

Earnings Reconciliation (Accrual Basis)		Total
Ending Amortized Value of Securities	98,223,825.20	
Ending Accrued Interest	198,094.53	
Plus Proceeds from Sales	0.00	
Plus Proceeds of Maturities/Calls/Principal Payments	522,725.43	
Plus Coupons/Dividends Received	48,834.99	
Less Cost of New Purchases	0.00	
Less Beginning Amortized Value of Securities	(98,762,270.42)	
Less Beginning Accrued Interest	(176,199.15)	

Total Accrual Basis Earnings **\$55,010.58**

Portfolio Summary and Statistics

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

CITY OF ANTIOCH, CA - 04380500

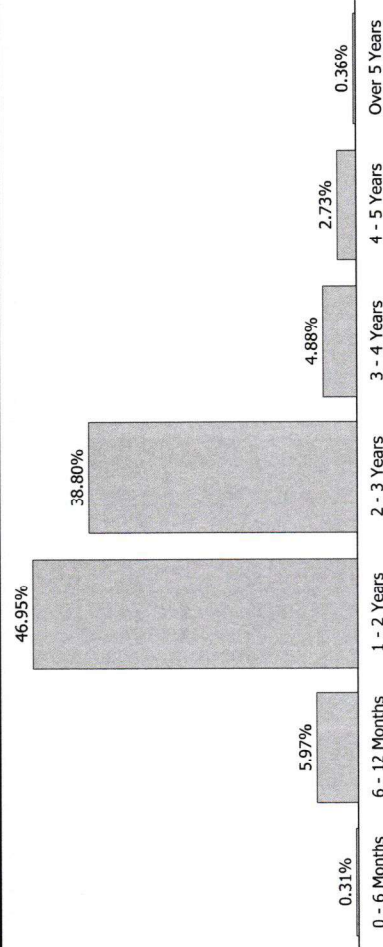
Account Summary

Description	Par Value	Market Value	Percent
U.S. Treasury Bond / Note	43,230,000.00	43,119,874.93	44.10
Supra-National Agency Bond / Note	2,925,000.00	2,902,162.32	2.97
Municipal Bond / Note	2,735,000.00	2,721,065.35	2.78
Federal Agency Mortgage-Backed Security	331,400.33	349,100.01	0.36
Federal Agency Commercial	1,365,668.18	1,376,321.90	1.41
Mortgage-Backed Security			
Federal Agency Bond / Note	19,000,000.00	18,902,772.00	19.34
Corporate Note	14,751,000.00	14,895,417.05	15.24
Certificate of Deposit	3,925,000.00	3,954,041.08	4.05
Bank Note	425,000.00	440,465.75	0.45
Asset-Backed Security	9,103,544.17	9,086,218.94	9.30
Managed Account Sub-Total	97,791,612.68	97,747,439.33	100.00%
Accrued Interest		198,094.53	
Total Portfolio	97,791,612.68	97,945,533.86	

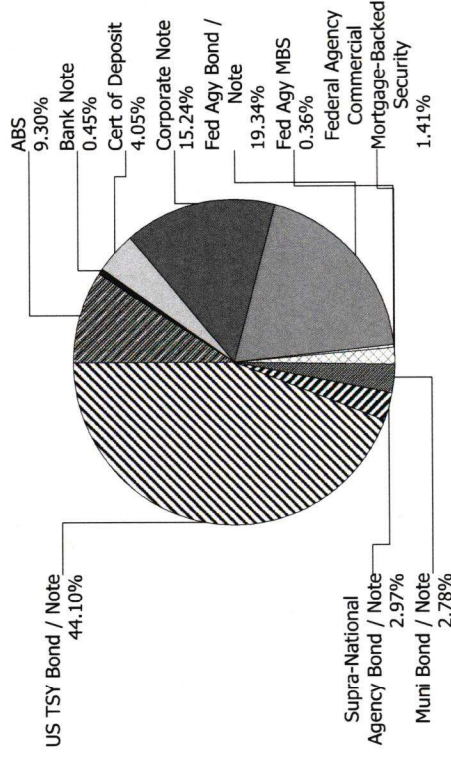
Unsettled Trades

0.00 0.00 0.00

Maturity Distribution



Sector Allocation



Characteristics

Yield to Maturity at Cost	0.66%
Yield to Maturity at Market	0.81%
Weighted Average Days to Maturity	748

Managed Account Issuer Summary

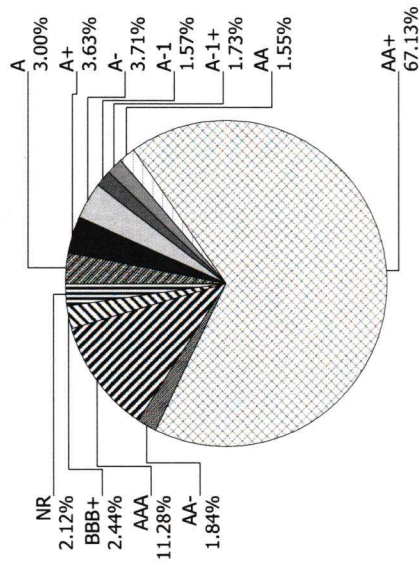
For the Month Ending December 31, 2021

CITY OF ANTIOCH, CA - 04380500

Issuer Summary

Issuer	Market Value of Holdings	Percent
ADOBE INC	328,580.53	0.34
ALLY AUTO RECEIVABLES TRUST	61,200.44	0.06
AMAZON.COM INC	1,279,964.17	1.31
AMERICAN EXPRESS CO	412,698.40	0.42
AMERICAN HONDA FINANCE	321,294.68	0.33
APPLE INC	280,463.96	0.29
ASTRAZENECA PLC	490,475.70	0.50
BANK OF AMERICA CO	810,556.58	0.83
BMW FINANCIAL SERVICES NA LLC	377,082.25	0.39
BMW VEHICLE OWNER TRUST	178,872.26	0.18
BRISTOL-MYERS SQUIBB CO	163,149.17	0.17
BURLINGTON NORTHERN SANTA FE	236,212.65	0.24
CALIFORNIA DEPARTMENT OF WATER RESOURCES	445,324.50	0.46
CALIFORNIA EARTHQUAKE AUTHORITY	190,604.20	0.19
CAPITAL ONE FINANCIAL CORP	841,613.41	0.86
CARMAX AUTO OWNER TRUST	1,112,796.98	1.14
CATERPILLAR INC	468,728.58	0.48
CHARLES SCHWAB	298,626.60	0.31
CHEVRON CORPORATION	569,004.52	0.58
CITIGROUP INC	700,223.30	0.72
COMCAST CORP	318,842.10	0.33
CREDIT SUISSE GROUP RK	724,839.05	0.74
DEERE & COMPANY	722,822.07	0.74
DISCOVER FINANCIAL SERVICES	260,927.14	0.27
DNB ASA	887,441.63	0.91
EXXON MOBIL CORP	461,632.06	0.47
FANNIE MAE	6,447,424.81	6.60
FIFTH THIRD AUTO TRUST	82,845.80	0.08
FLORIDA STATE BOARD OF ADMIN FIN CORP	234,041.20	0.24
FORD CREDIT AUTO OWNER TRUST	171,324.38	0.18
FREDDIE MAC	14,180,769.10	14.50
GENERAL DYNAMICS CORP	336,469.58	0.34

Credit Quality (S&P Ratings)



Managed Account Issuer Summary

For the Month Ending December 31, 2021

CITY OF ANTIOCH, CA - 04380500

Issuer	Market Value of Holdings	Percent
GM FINANCIAL CONSUMER AUTOMOBILE TRUST	365,975.85	0.37
GM FINANCIAL LEASING TRUST	588,322.36	0.60
GOLDMAN SACHS GROUP INC	760,669.28	0.78
GOOGLE INC	499,647.28	0.51
HARLEY-DAVIDSON MOTORCYCLE TRUST	226,649.01	0.23
HONDA AUTO RECEIVABLES	467,551.27	0.48
HYUNDAI AUTO RECEIVABLES	791,831.53	0.81
IBM CORP	474,164.10	0.49
INTER-AMERICAN DEVELOPMENT BANK	1,577,122.40	1.61
INTL BANK OF RECONSTRUCTION AND DEV	1,325,039.92	1.36
JP MORGAN CHASE & CO	878,496.38	0.90
KUBOTA CREDIT OWNER TRUST	552,847.04	0.57
LOS ANGELES COMMUNITY COLLEGE DISTRICT	233,707.50	0.24
MERCEDES-BENZ AUTO LEASE TRUST	124,753.38	0.13
MERCEDES-BENZ AUTO RECEIVABLES	314,990.01	0.32
MERCK & CO INC	235,159.88	0.24
MORGAN STANLEY	510,686.15	0.52
NESTLE SA	536,123.04	0.55
NEW JERSEY TURNPIKE AUTHORITY	192,260.25	0.20
NEW YORK ST URBAN DEVELOPMENT CORP	849,751.45	0.87
NISSAN AUTO RECEIVABLES	294,951.09	0.30
NORDEA BANK ABP	807,676.00	0.83
PACCAR FINANCIAL CORP	335,690.12	0.34
PEPSICO INC	214,973.34	0.22
PNC FINANCIAL SERVICES GROUP	440,465.75	0.45
SKANDINAVISKA ENSKILDA BANKEN AB	807,727.20	0.83
STATE OF CONNECTICUT	101,806.00	0.10
STATE OF MARYLAND	473,570.25	0.48
SUMITOMO MITSUI FINANCIAL GROUP INC	726,357.20	0.74
TARGET CORP	370,916.35	0.38
THE BANK OF NEW YORK MELLON CORPORATION	428,958.95	0.44
Toyota Lease Owner Trust	248,810.04	0.25
TOYOTA MOTOR CORP	1,116,645.28	1.14

Managed Account Issuer Summary

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

CITY OF ANTIOCH, CA - 04380500

Issuer	Market Value of Holdings	Percent
UNILEVER PLC	173,865.65	0.18
UNITED STATES TREASURY	43,119,874.93	44.10
UNITEDHEALTH GROUP INC	320,810.10	0.33
VERIZON OWNER TRUST	1,152,868.97	1.18
VOLKSWAGEN AUTO LEASE TURST	65,508.42	0.07
VOLKSWAGEN OF AMERICA	45,060.89	0.05
WORLD OMNI AUTO REC TRUST	598,302.92	0.61
Total	\$97,747,439.33	100.00%

Managed Account Detail of Securities Held

For the Month Ending December 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 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	1,325.89	448,981.22	453,656.25
US TREASURY NOTES DTD 10/15/2019 1.375% 10/15/2022	912828YK0	875,000.00	AA+	Aaa	12/02/19	12/04/19	868,847.65	1.63	2,578.13	873,311.93	882,109.38
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	8,315.22	1,202,082.30	1,213,125.00
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	10,985.05	1,502,147.22	1,520,859.30
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	22,072.86	4,278,097.92	4,294,492.40
US TREASURY NOTES DTD 08/01/2016 1.250% 07/31/2023	912828S92	464,000.00	AA+	Aaa	05/26/21	05/28/21	475,001.88	0.16	2,427.17	471,981.21	468,640.00
US TREASURY NOTES DTD 09/30/2021 0.250% 09/30/2023	91282CDA6	2,500,000.00	AA+	Aaa	10/01/21	10/06/21	2,498,632.81	0.28	1,596.84	2,498,797.10	2,482,422.00
US TREASURY N/B NOTES DTD 10/31/2021 0.375% 10/31/2023	91282CDD0	3,350,000.00	AA+	Aaa	11/01/21	11/03/21	3,340,316.41	0.52	2,151.59	3,341,102.29	3,331,156.25
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	1,347.03	4,152,467.32	4,115,633.02
US TREASURY NOTES DTD 01/15/2021 0.125% 01/15/2024	91282CBE0	3,175,000.00	AA+	Aaa	02/02/21	02/03/21	3,159,915.04	0.18	1,833.39	3,171,484.01	3,134,816.57
US TREASURY NOTES DTD 02/15/2021 0.125% 02/15/2024	91282CBM2	950,000.00	AA+	Aaa	02/23/21	02/25/21	947,328.13	0.22	448.54	948,091.52	937,679.64
US TREASURY NOTES DTD 02/15/2021 0.125% 02/15/2024	91282CBM2	2,200,000.00	AA+	Aaa	03/01/21	03/03/21	2,190,460.94	0.27	1,038.72	2,193,148.50	2,171,468.64
US TREASURY NOTES DTD 05/01/2017 2.000% 04/30/2024	912828X70	750,000.00	AA+	Aaa	04/01/21	04/05/21	787,236.33	0.37	2,569.06	778,234.51	770,273.40
US TREASURY N/B NOTES DTD 06/15/2021 0.250% 06/15/2024	91282CCG4	246,000.00	AA+	Aaa	06/22/21	06/24/21	244,568.20	0.45	28.72	244,819.79	242,386.88

For the Month Ending December 31, 2021

Managed Account Detail of Securities Held

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 N/B NOTES DTD 06/15/2021 0.250% 06/15/2024	91282CCG4	2,750,000.00	AA+	Aaa	07/01/21	07/07/21	2,732,167.97	0.47	321.09	2,735,123.37	2,709,609.37
US TREASURY N/B NOTES DTD 07/15/2021 0.375% 07/15/2024	91282CCL3	520,000.00	AA+	Aaa	08/05/21	08/09/21	519,939.06	0.38	900.81	519,947.31	513,500.00
US TREASURY N/B NOTES DTD 07/15/2021 0.375% 07/15/2024	91282CCL3	900,000.00	AA+	Aaa	08/09/21	08/10/21	899,050.78	0.41	1,559.10	899,178.53	888,750.00
US TREASURY N/B NOTES DTD 07/15/2021 0.375% 07/15/2024	91282CCL3	4,350,000.00	AA+	Aaa	08/04/21	08/06/21	4,355,097.66	0.33	7,535.66	4,354,395.19	4,295,625.00
US TREASURY N/B NOTES DTD 08/15/2021 0.375% 08/15/2024	91282CCT6	1,100,000.00	AA+	Aaa	09/01/21	09/03/21	1,098,796.88	0.41	1,558.08	1,098,930.93	1,085,390.68
US TREASURY N/B NOTES DTD 09/15/2021 0.375% 09/15/2024	91282CCX7	2,000,000.00	AA+	Aaa	10/01/21	10/06/21	1,991,875.00	0.51	2,237.57	1,992,532.56	1,971,562.40
US TREASURY NOTES DTD 10/31/2019 1.500% 10/31/2024	912828YM6	3,000,000.00	AA+	Aaa	05/04/21	05/06/21	3,109,570.31	0.44	7,707.18	3,088,929.12	3,046,875.00
US TREASURY NOTES DTD 11/30/2019 1.500% 11/30/2024	912828YV6	800,000.00	AA+	Aaa	06/15/21	06/17/21	829,093.75	0.44	1,054.95	824,529.12	812,500.00
US TREASURY NOTES DTD 11/30/2019 1.500% 11/30/2024	912828YV6	1,750,000.00	AA+	Aaa	06/02/21	06/07/21	1,814,941.41	0.42	2,307.69	1,804,322.06	1,777,343.75
Security Type Sub-Total		43,230,000.00					43,508,951.55	0.51	83,900.34	43,422,635.03	43,119,874.93
Supra-National Agency Bond / Note											
INTL BK OF RECON AND DEV NOTE DTD 04/20/2021 0.126% 04/20/2023	459058JV6	665,000.00	AAA	Aaa	04/13/21	04/20/21	663,623.45	0.23	165.25	664,106.19	661,238.76
INTER-AMERICAN DEVEL BK 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	341.74	664,897.90	663,951.30
INTL BK RECON & DEVELOP 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	172.15	669,089.66	663,801.16
INTER-AMERICAN DEVEL BK NOTES DTD 09/23/2021 0.500% 09/23/2024	4581X0DZ8	925,000.00	AAA	Aaa	09/15/21	09/23/21	924,315.50	0.52	1,259.03	924,377.95	913,171.10

Managed Account Detail of Securities Held

For the Month Ending December 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
Supra-National Agency Bond / Note											
Security Type Sub-Total		2,925,000.00					2,921,272.35	0.41	1,938.17	2,922,471.70	2,902,162.32
Municipal Bond / Note											
CA ST EARTHQUAKE AUTH TXBL REV BONDS	13017HAJ5	190,000.00	NR	NR	11/13/20	11/24/20	190,000.00	1.33	1,260.65	190,000.00	190,604.20
NY ST URBAN DEV CORP TXBL REV BONDS	650036DR4	215,000.00	AA+	NR	12/16/20	12/23/20	215,000.00	0.48	303.87	215,000.00	214,653.85
CT ST TXBL GO BONDS	20772KJ2	100,000.00	A+	Aa3	05/29/20	06/11/20	100,597.00	1.80	1,000.00	100,292.34	101,806.00
LOS ANGELES CCD, CA TXBL GO BONDS	54438CYH9	235,000.00	AA+	Aaa	10/30/20	11/10/20	235,000.00	0.44	434.75	235,000.00	233,707.50
MD ST TXBL GO BONDS	574193TP3	475,000.00	AAA	Aaa	07/23/20	08/05/20	475,000.00	0.41	811.46	475,000.00	473,570.25
CA ST DEPT WTR RES WTR SYS TXBL REV BONDS	13067WRA2	450,000.00	AAA	Aa1	07/30/20	08/06/20	450,000.00	0.41	155.25	450,000.00	445,324.50
NY ST URBAN DEV CORP TXBL REV BONDS	650036DS2	640,000.00	AA+	NR	12/16/20	12/23/20	640,000.00	0.62	1,168.36	640,000.00	635,097.60
NJ TURNPIKE AUTHORITY TXBL REV BONDS	646140DN0	195,000.00	A+	A2	01/22/21	02/04/21	195,000.00	0.90	874.58	195,000.00	192,260.25
FL ST BOARD OF ADMIN TXBL REV BONDS	341271AD6	235,000.00	AA	Aa3	09/03/20	09/16/20	235,000.00	1.26	1,478.15	235,000.00	234,041.20
Security Type Sub-Total		2,735,000.00					2,735,597.00	0.69	7,487.07	2,735,292.34	2,721,065.35
Federal Agency Mortgage-Backed Security											
FN BM4614	3140J9DU2	331,400.33	AA+	Aaa	08/03/21	08/17/21	353,148.48	2.35	828.50	352,441.43	349,100.01

Managed Account Detail of Securities Held

For the Month Ending December 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
Security Type Sub-Total			331,400.33					353,148.48	2.35	828.50	352,441.43	349,100.01
Federal Agency Commercial Mortgage-Backed Security												
FHLMC MULTIFAMILY STRUCTURED P	DTD 11/01/2015 2.716% 06/01/2022	3137BLUR7	295,669.79	AA+	Aaa	03/13/19	03/18/19	295,301.93	2.76	669.20	295,622.35	296,855.87
FHLMC MULTIFAMILY STRUCTURED P	DTD 12/01/2012 2.355% 07/01/2022	3137AVXN2	346,952.23	AA+	Aaa	06/12/19	06/17/19	348,226.20	2.23	680.89	347,159.97	349,290.20
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	376,609.66	379,543.22
FNA 2013-M7 A2	DTD 05/01/2013 2.280% 12/01/2022	3136AEGO4	120,597.09	AA+	Aaa	09/11/19	09/16/19	121,348.53	2.08	229.13	120,811.24	121,296.76
FNA 2013-M7 A2	DTD 05/01/2013 2.280% 12/01/2022	3136AEGO4	159,751.99	AA+	Aaa	09/04/19	09/09/19	161,844.90	1.86	303.53	160,344.89	160,678.82
FHMS KP05 A	DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	11,017.80	AA+	Aaa	12/07/18	12/17/18	11,017.77	3.20	29.41	11,017.79	11,298.41
FHMS K127 A1	DTD 11/01/2019 2.092% 07/01/2024	3137FO3V3	56,679.28	AA+	Aaa	11/20/19	11/26/19	56,677.92	2.09	98.81	56,678.54	57,358.62
Security Type Sub-Total			1,365,668.18					1,375,628.19	2.22	2,795.35	1,368,244.44	1,376,321.90
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	1,627.08	2,197,619.18	2,196,046.60
FREDDIE MAC NOTES	DTD 05/07/2020 0.375% 05/05/2023	3137EAE06	950,000.00	AA+	Aaa	06/03/20	06/04/20	950,760.00	0.35	554.17	950,348.96	947,858.70
FREDDIE MAC NOTES	DTD 05/07/2020 0.375% 05/05/2023	3137EAE06	1,655,000.00	AA+	Aaa	05/05/20	05/07/20	1,654,304.90	0.39	965.41	1,654,689.02	1,651,269.63
FANNIE MAE NOTES	DTD 05/22/2020 0.250% 05/22/2023	3135G0403	925,000.00	AA+	Aaa	06/03/20	06/04/20	922,003.00	0.36	250.52	923,598.45	921,120.55
FANNIE MAE NOTES	DTD 05/22/2020 0.250% 05/22/2023	3135G0403	1,750,000.00	AA+	Aaa	05/20/20	05/22/20	1,744,732.50	0.35	473.96	1,747,565.89	1,742,660.50

For the Month Ending December 31, 2021

Managed Account Detail of Securities Held

CITY OF ANTIOCH, CA - 04380500

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Federal Agency Bond / Note										
FREDDIE MAC NOTES DTD 06/26/2020 0.250% 06/26/2023	3137EAE54	AA+	Aaa	06/24/20	06/26/20	1,615,269.60	0.35	56.25	1,617,662.88	1,612,031.22
FANNIE MAE NOTES DTD 07/10/2020 0.250% 07/10/2023	3135G05G4	AA+	Aaa	10/07/20	10/08/20	1,374,505.00	0.26	1,632.81	1,374,726.64	1,367,438.87
FANNIE MAE NOTES DTD 07/10/2020 0.250% 07/10/2023	3135G05G4	AA+	Aaa	07/08/20	07/10/20	1,791,140.75	0.32	2,131.57	1,793,043.94	1,785,129.30
FREDDIE MAC NOTES DTD 08/21/2020 0.250% 08/24/2023	3137EAEV7	AA+	Aaa	08/25/20	08/26/20	698,936.00	0.30	617.36	699,415.92	695,501.10
FREDDIE MAC NOTES DTD 08/21/2020 0.250% 08/24/2023	3137EAEV7	AA+	Aaa	08/19/20	08/21/20	1,273,699.50	0.28	1,124.48	1,274,289.34	1,266,805.58
FREDDIE MAC NOTES DTD 09/04/2020 0.250% 09/08/2023	3137EAEW5	AA+	Aaa	09/02/20	09/04/20	735,134.22	0.24	576.77	735,075.11	729,676.40
FREDDIE MAC NOTES DTD 09/04/2020 0.250% 09/08/2023	3137EAEW5	AA+	Aaa	09/02/20	09/04/20	1,154,615.55	0.26	914.20	1,164,784.86	1,156,561.90
FREDDIE MAC NOTES DTD 09/04/2020 0.250% 09/08/2023	3137EAEW5	AA+	Aaa	10/07/20	10/08/20	1,299,584.00	0.26	1,020.14	1,299,759.77	1,290,584.10
FREDDIE MAC NOTES DTD 12/04/2020 0.250% 12/04/2023	3137EAF2	AA+	Aaa	12/02/20	12/04/20	1,553,460.55	0.28	291.56	1,554,013.06	1,540,087.55

Security Type Sub-Total	19,000,000.00	18,972,645.57	0.33	12,236.28	18,986,593.02	18,902,772.00
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Corporate Note										
BANK OF NY MELLON CORP NOTES (CALLABLE) DTD 01/28/2020 1.850% 01/27/2023	0640GRAM9	A	A1	01/21/20	01/28/20	199,860.00	1.87	1,582.78	199,950.01	202,429.40
ADOBE INC CORP NOTE DTD 02/03/2020 1.700% 02/01/2023	00724PAA7	A+	A2	01/22/20	02/03/20	99,863.00	1.75	708.33	99,950.41	101,101.70
ADOBE INC CORP NOTE DTD 02/03/2020 1.700% 02/01/2023	00724PAA7	A+	A2	01/23/20	02/03/20	224,948.25	1.71	1,593.75	224,981.27	227,478.83

Managed Account Detail of Securities Held For the Month Ending December 31, 2021

CITY OF ANTIOCH, CA - 04380500

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note										
EXXON MOBIL CORPORATION CORPORATE NOTES	30231GBL5	AA-	Aa2	05/11/20	05/13/20	227,902.50	1.12	746.23	226,275.79	227,567.93
DTD 04/15/2020 1.571% 04/15/2023										
PEPSICO INC CORPORATE NOTES	713448EY0	A+	A1	04/29/20	05/01/20	214,574.30	0.82	268.75	214,811.45	214,973.34
DTD 05/01/2020 0.750% 05/01/2023										
CHEVRON CORP CORPORATE NOTES	166764BV1	AA-	Aa2	05/07/20	05/11/20	130,000.00	1.14	206.01	130,000.00	130,798.07
DTD 05/11/2020 1.141% 05/11/2023										
APPLE INC CORPORATE NOTES	037833DV9	AA+	Aaa	05/04/20	05/11/20	279,238.40	0.84	291.67	279,655.72	280,463.96
DTD 05/11/2020 0.750% 05/11/2023										
GENERAL DYNAMICS CORP NOTES	369550BD9	A-	A3	05/11/20	05/13/20	347,642.75	1.02	1,401.56	334,952.62	336,469.58
DTD 05/11/2018 3.375% 05/15/2023										
AMAZON.COM INC CORPORATE NOTES	023135BP0	AA	A1	06/01/20	06/03/20	474,335.00	0.45	147.78	474,685.42	473,449.13
DTD 06/03/2020 0.400% 06/03/2023										
PACCAR FINANCIAL CORP CORPORATE NOTES	69371RO82	A+	A1	06/01/20	06/08/20	74,895.75	0.85	38.33	74,950.21	75,079.58
DTD 06/08/2020 0.800% 06/08/2023										
CHEVRON CORP	166764AH3	AA-	Aa2	02/25/20	02/27/20	446,560.25	1.62	263.70	434,580.36	438,206.45
DTD 06/24/2013 3.191% 06/24/2023										
JOHN DEERE CAPITAL CORP CORPORATE NOTES	24422EVH9	A	A2	06/01/20	06/04/20	219,819.60	0.73	752.89	219,911.88	219,844.02
DTD 06/04/2020 0.700% 07/05/2023										
TOYOTA MOTOR CREDIT CORP CORPORATE NOTES	89236THA6	A+	A1	05/20/20	05/26/20	149,944.50	1.36	708.75	149,971.88	151,267.20
DTD 05/26/2020 1.350% 08/25/2023										
GOLDMAN SACHS GROUP INC CORPORATE NOTES	38141GXL3	BBB+	A2	11/16/20	11/19/20	275,000.00	0.63	210.74	275,000.00	274,255.58
DTD 11/19/2020 0.627% 11/17/2023										
JOHN DEERE CAPITAL CORP CORPORATE NOTES	24422EVN6	A	A2	03/01/21	03/04/21	379,730.20	0.48	779.00	379,808.13	374,679.62
DTD 03/04/2021 0.450% 01/17/2024										

Managed Account Detail of Securities Held For the Month Ending **December 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
Corporate Note											
IBM CORP NOTES DTD 02/12/2014 3.625% 02/12/2024	459200HU8	150,000.00	A-	A3	11/16/21	11/18/21	158,691.00	0.99	2,099.48	158,222.37	158,054.70
IBM CORP NOTES DTD 02/12/2014 3.625% 02/12/2024	459200HU8	300,000.00	A-	A3	10/02/20	10/06/20	329,799.00	0.62	4,198.96	318,794.79	316,109.40
ALPHABET INC CORP NOTES DTD 04/27/2016 3.375% 02/25/2024	02079KAB3	475,000.00	AA+	Aa2	11/30/21	12/02/21	501,951.50	0.80	5,610.94	500,959.42	499,647.28
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	2,950.00	241,080.47	238,545.45
CHARLES SCHWAB CORP NOTES (CALLABLE) DTD 03/18/2021 0.750% 03/18/2024	808513BN4	300,000.00	A	A2	03/16/21	03/18/21	299,850.00	0.77	643.75	299,889.55	298,626.60
MORGAN STANLEY CORP NOTES (CALLABLE) DTD 04/22/2021 0.731% 04/05/2024	61772BAA1	175,000.00	BBB+	A1	04/19/21	04/22/21	175,000.00	0.73	305.60	175,000.00	174,392.40
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	2,343.33	316,421.87	318,842.10
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	2,260.37	341,121.47	336,293.75
AMAZON.COM INC CORPORATE NOTES DTD 05/12/2021 0.450% 05/12/2024	023135BW5	815,000.00	AA	A1	05/10/21	05/12/21	813,810.10	0.50	499.19	814,064.15	806,515.04
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	107.21	50,811.47	50,483.70
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	643.23	300,000.00	302,902.20
UNITEDHEALTH GROUP INC (CALLABLE) CORP N DTD 05/19/2021 0.550% 05/15/2024	91324PEB4	325,000.00	A+	A3	05/17/21	05/19/21	324,662.00	0.59	228.40	324,732.26	320,810.10

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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
Corporate Note											
CATERPILLAR FINL SERVICE CORPORATE NOTES	14913R2L0	475,000.00	A	A2	05/10/21	05/17/21	474,363.50	0.50	261.25	474,496.49	468,728.58
DTD 05/17/2021 0.450% 05/17/2024											
ASTRAZENECA FINANCE LLC (CALLABLE) CORP	04636NAC7	495,000.00	A-	A3	05/25/21	05/28/21	494,955.45	0.70	317.63	494,964.31	490,475.70
DTD 05/28/2021 0.700% 05/28/2024											
JOHN DEERE CAPITAL CORP CORPORATE NOTES	24422EVO9	130,000.00	A	A2	06/07/21	06/10/21	129,837.50	0.49	39.00	129,867.98	128,298.43
DTD 06/10/2021 0.450% 06/07/2024											
TARGET CORP CORPORATE NOTES	87612EBD7	350,000.00	A	A2	11/23/21	11/29/21	371,924.00	1.04	6,125.00	371,158.40	370,916.35
DTD 06/26/2014 3.500% 07/01/2024											
BANK OF AMERICA CORP NOTES	06051GHL6	100,000.00	A-	A2	09/28/20	10/01/20	108,415.00	1.58	1,695.87	105,710.79	104,210.60
DTD 07/23/2018 3.864% 07/23/2024											
BANK OF AMERICA CORP NOTES	06051GHL6	225,000.00	A-	A2	08/21/20	08/25/20	245,362.50	1.47	3,815.70	238,465.57	234,473.85
DTD 07/23/2018 3.864% 07/23/2024											
BRISTOL MYERS SQUIBB CO CORP NOTES (CALL)	110122CM8	156,000.00	A+	A2	10/05/20	10/07/20	168,899.64	0.69	1,947.83	164,615.59	163,149.17
DTD 01/26/2020 2.900% 07/26/2024											
AMERICAN EXPRESS CO CORP NOTES (CALLABLE)	025816CG2	400,000.00	BBB+	A3	11/19/21	11/23/21	414,320.00	1.14	4,194.44	413,732.13	412,698.40
DTD 07/30/2019 2.500% 07/30/2024											
PACCAR FINANCIAL CORP CORPORATE NOTES	6937IRR40	265,000.00	A+	A1	08/03/21	08/09/21	264,856.90	0.52	522.64	264,875.83	260,610.54
DTD 08/09/2021 0.500% 08/09/2024											
AMERICAN HONDA FINANCE CORPORATE NOTES	02665WDY4	325,000.00	A-	A3	09/07/21	09/09/21	324,785.50	0.77	758.33	324,808.46	321,294.68
DTD 09/09/2021 0.750% 08/09/2024											
UNILEVER CAPITAL CORP (CALLABLE) CORPORA	904764BNG	175,000.00	A+	A1	08/09/21	08/12/21	175,000.00	0.63	422.98	175,000.00	173,865.65
DTD 08/12/2021 0.626% 08/12/2024											

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Corporate Note											
BMW US CAPITAL LLC CORPORATE NOTES DTD 08/12/2021 0.750% 08/12/2024	05565EBU8	205,000.00	A	A2	08/09/21	08/12/21	204,981.55	0.75	593.65	204,983.94	202,571.78
GOLDMAN SACHS GROUP INC CORPORATE NOTES DTD 06/10/2021 0.657% 09/10/2024	38141GYE8	250,000.00	BBB+	A2	06/07/21	06/10/21	250,000.00	0.66	506.44	250,000.00	247,868.25
TOYOTA MOTOR CREDIT CORP CORPORATE NOTES DTD 09/13/2021 0.625% 09/13/2024	89236TJN6	250,000.00	A+	A1	09/08/21	09/13/21	249,882.50	0.64	468.75	249,894.29	246,437.50
NESTLE HOLDINGS INC CORP NOTES (CALLABLE) DTD 09/14/2021 0.606% 09/14/2024	641062AU8	545,000.00	AA-	Aa3	09/07/21	09/14/21	545,000.00	0.61	981.64	545,000.00	536,123.04
BANK OF AMERICA CORP (CALLABLE) CORPORAT 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	716.06	475,000.00	471,872.13
MERCK & CO INC CORP NOTES DTD 02/10/2015 2.750% 02/10/2025	58933YAR6	225,000.00	A+	A1	03/09/21	03/11/21	240,104.25	1.00	2,423.44	236,767.79	235,159.88
TOYOTA MOTOR CREDIT CORP CORP NOTES DTD 02/13/2020 1.800% 02/13/2025	89236TGT6	350,000.00	A+	A1	09/23/21	09/27/21	359,698.50	0.96	2,415.00	358,944.61	355,235.30
JPMORGAN CHASE & CO CORP NOTES (CALLABLE) DTD 02/16/2021 0.563% 02/16/2025	46647PBY1	295,000.00	A-	A2	02/09/21	02/16/21	295,000.00	0.56	622.82	295,000.00	290,600.08
EXXON MOBIL CORP CORPORATE NT (CALLABLE) DTD 03/06/2015 2.709% 03/06/2025	30231GAF9	225,000.00	AA-	Aa2	03/26/21	03/30/21	238,932.00	1.10	1,947.09	236,066.99	234,064.13
BURLINGTON NORTH SANTA FE CORP NOTES (CAL) DTD 03/09/2015 3.000% 04/01/2025	12189LAV3	225,000.00	AA-	A3	03/05/21	03/09/21	242,156.25	1.08	1,687.50	238,488.70	236,212.65

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Corporate Note										
BANK OF NY MELLON (CALLABLE) CORP NOTES	06406RAN7	A	A1	03/09/21	03/11/21	230,337.00	1.01	670.00	229,265.26	226,529.55
DTD 04/24/2020 1.600% 04/24/2025										
CITIGROUP INC CORPORATE NOTES	172967MX6	BBB+	A3	04/28/21	05/04/21	350,917.00	0.91	572.25	350,764.80	346,837.40
DTD 05/04/2021 0.981% 05/01/2025										
JPMORGAN CHASE & CO CORPORATE NOTES	46647PCH7	A-	A2	05/24/21	06/01/21	595,000.00	0.82	408.57	595,000.00	587,896.30
DTD 06/01/2021 0.824% 06/01/2025										
Security Type Sub-Total						15,075,478.89	0.89	65,704.61	14,983,454.90	14,895,417.05
Certificate of Deposit										
SUMITOMO MITSUBI BANK NY CERT DEPOS	86565CKU2	A-1	P-1	07/10/20	07/14/20	725,000.00	0.70	2,495.21	725,000.00	726,357.20
DTD 07/14/2020 0.700% 07/08/2022										
NORDEA BANK ABP NEW YORK CERT DEPOS	65558TLL7	A-1+	P-1	08/27/19	08/29/19	800,000.00	1.84	5,262.22	800,000.00	807,676.00
DTD 08/29/2019 1.850% 08/26/2022										
SKANDINAV ENSKILDA BANK LT CD	83050PDR7	A-1	P-1	08/29/19	09/03/19	800,000.00	1.85	5,290.67	800,000.00	807,727.20
DTD 09/03/2019 1.860% 08/26/2022										
DNB BANK ASA/NY LT CD	23341VZT1	A-1+	P-1	12/04/19	12/06/19	875,000.00	2.03	1,487.50	875,000.00	887,441.63
DTD 12/06/2019 2.040% 12/02/2022										
CREDIT SUISSE NEW YORK CERT DEPOS	22552G3C2	A+	A1	03/19/21	03/23/21	725,000.00	0.59	3,374.47	725,000.00	724,839.05
DTD 03/23/2021 0.590% 03/17/2023										
Security Type Sub-Total						3,925,000.00	1.45	17,910.07	3,925,000.00	3,954,041.08
Bank Note										
PNC BANK NA CORP NOTES	69353RFL7	A	A2	03/06/20	03/10/20	454,818.00	1.28	950.35	425,000.00	440,465.75
DTD 06/08/2018 3.500% 06/08/2023										
Security Type Sub-Total						454,818.00	1.28	950.35	425,000.00	440,465.75
Asset-Backed Security										

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Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	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	92867VAD8	AAA	NR	10/01/19	10/04/19	65,402.78	1.99	39.77	65,403.52	65,508.42
HAROT 2018-4 A3	DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	AAA	Aaa	11/20/18	11/28/18	69,774.31	3.16	98.01	69,782.12	69,987.94
TOYOTA AUTO RECEIVABLES OWNER	DTD 11/07/2018 3.180% 03/15/2023	89231PAD0	AAA	Aaa	10/31/18	11/07/18	43,984.22	3.19	62.18	43,991.11	44,130.27
HAROT 2019-1 A3	DTD 02/27/2019 2.830% 03/20/2023	43814WAC9	AAA	NR	02/19/19	02/27/19	27,860.55	2.83	28.47	27,861.07	28,026.51
VALET 2018-2 A3	DTD 11/21/2018 3.250% 04/20/2023	92869BAD4	AAA	Aaa	11/15/18	11/21/18	44,955.28	3.25	44.64	44,956.61	45,060.89
CARMAX AUTO OWNER TRUST	DTD 07/25/2018 3.130% 06/15/2023	14313FAD1	AAA	NR	07/18/18	07/25/18	32,258.16	3.13	44.88	32,261.25	32,351.10
HYUNDAI AUTO RECEIVABLES TRUST	DTD 04/10/2019 2.660% 06/15/2023	44932NAD2	AAA	NR	04/03/19	04/10/19	74,915.12	2.66	88.58	74,921.56	75,252.28
NAROT 2018-C A3	DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	AAA	Aaa	12/04/18	12/12/18	146,465.18	3.22	209.65	146,484.21	147,165.05
HAROT 2019-3 A3	DTD 08/27/2019 1.780% 08/15/2023	43815NAC8	AAA	Aaa	08/20/19	08/27/19	99,612.51	1.78	78.81	99,613.00	100,110.76
GMALT 2020-3 A3	DTD 09/29/2020 0.450% 08/21/2023	362569AC9	AAA	Aaa	09/22/20	09/29/20	229,977.97	0.45	31.63	229,987.55	229,969.43
ALLYA 2019-1 A3	DTD 02/13/2019 2.910% 09/15/2023	02004WAC5	NR	Aaa	02/05/19	02/13/19	60,886.27	2.91	78.76	60,890.90	61,200.44
CARMAX AUTO OWNER TRUST	DTD 10/24/2018 3.360% 09/15/2023	14315EAC4	AAA	NR	10/17/18	10/24/18	68,461.62	3.36	102.24	68,462.03	68,955.23
FORDO 2019-A A3	DTD 03/22/2019 2.780% 09/15/2023	34533FAD3	NR	Aaa	03/19/19	03/22/19	170,234.28	2.78	210.37	170,252.05	171,324.38
NAROT 2019-A A3	DTD 02/13/2019 2.900% 10/15/2023	65479KAD2	NR	Aaa	02/05/19	02/13/19	146,834.72	2.90	189.28	146,848.46	147,786.04

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Asset-Backed Security										
COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	AAA	Aaa	05/21/19	05/30/19	75,228.15	2.51	83.94	75,237.00	75,721.41
MBALT 2020-B A3 DTD 09/23/2020 0.400% 11/15/2023	58769EAC2	AAA	NR	09/15/20	09/23/20	124,993.66	0.40	22.22	124,996.23	124,753.38
GMCAR 2019-1 A3 DTD 01/16/2019 2.970% 11/16/2023	36256XAD4	NR	Aaa	01/08/19	01/16/19	72,424.11	2.97	89.63	72,429.02	72,735.89
FIFTH THIRD AUTO TRUST DTD 05/08/2019 2.640% 12/15/2023	31680YAD9	AAA	Aaa	04/30/19	05/08/19	82,383.15	2.65	96.68	82,393.59	82,845.80
BMWLT 2021-1 A3 DTD 03/10/2021 0.290% 01/25/2024	05591RAC8	AAA	Aaa	03/02/21	03/10/21	174,994.45	0.29	8.46	174,996.02	174,510.47
HDMOT 2019-A A3 DTD 06/26/2019 2.340% 02/15/2024	41284WAC4	NR	Aaa	06/19/19	06/26/19	102,469.99	2.34	106.58	102,474.30	102,872.78
GMCAR 2019-2 A3 DTD 04/17/2019 2.650% 02/16/2024	36257FAD2	AAA	Aaa	04/09/19	04/17/19	118,863.14	2.65	131.26	118,868.56	119,581.09
CARMX 2019-2 A3 DTD 04/17/2019 2.680% 03/15/2024	143161AC7	AAA	NR	04/09/19	04/17/19	118,205.21	2.68	140.81	118,211.88	119,318.53
TLOT 2021-A A3 DTD 04/21/2021 0.390% 04/22/2024	89238EAC0	AAA	Aaa	04/13/21	04/21/21	249,970.83	0.39	29.79	249,977.61	248,810.04
VZOT 2019-C A1A DTD 10/08/2019 1.940% 04/22/2024	92348AAA3	AAA	NR	10/01/19	10/08/19	434,747.56	1.94	257.73	434,764.06	437,737.59
GMALT 2021-2 A3 DTD 05/26/2021 0.340% 05/20/2024	380144AC9	AAA	NR	05/18/21	05/26/21	359,943.48	0.35	37.40	359,954.89	358,352.93
VZOT 2020-A A1A DTD 01/29/2020 1.850% 07/22/2024	92348TAA2	AAA	Aaa	01/21/20	01/29/20	214,974.82	1.85	121.53	214,985.64	216,478.88
HDMOT 2020-A A3 DTD 01/29/2020 1.870% 10/15/2024	41284UAD6	AAA	Aaa	01/21/20	01/29/20	122,947.52	1.87	102.21	122,958.48	123,776.23
TAOT 2020-C A3 DTD 07/27/2020 0.440% 10/15/2024	89237VAB5	AAA	Aaa	07/21/20	07/27/20	319,975.36	0.44	62.58	319,983.72	319,575.01

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Security Type/Description Dated Date/Coupon/Maturity	CUSIP	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	AAA	NR	07/08/20	07/15/20	178,929.86	0.48	14.32	178,934.48	178,872.26
CARMX 2020-1 A3 DTD 01/22/2020 1.890% 12/16/2024	14315XAC2	AAA	NR	01/14/20	01/22/20	225,385.68	1.89	189.36	225,403.22	227,516.74
HART 2020-B A3 DTD 07/22/2020 0.480% 12/16/2024	44933FAC0	AAA	NR	07/14/20	07/22/20	309,941.97	0.48	66.13	309,961.02	309,932.67
MBART 2020-1 A3 DTD 06/23/2020 0.550% 02/18/2025	58769VAC4	AAA	NR	06/16/20	06/23/20	314,975.40	0.55	77.00	314,983.46	314,990.01
VZOT 2020-B A DTD 08/12/2020 0.470% 02/20/2025	92290EAA9	NR	Aaa	08/04/20	08/12/20	499,895.00	0.47	71.81	499,927.21	498,652.50
WOART 2020-B A3 DTD 06/24/2020 0.630% 05/15/2025	98163WAC0	AAA	NR	06/16/20	06/24/20	269,978.83	0.63	75.60	269,985.42	270,172.04
KCOT 2021-1A A3 DTD 04/14/2021 0.620% 08/15/2025	50117TAC5	NR	Aaa	04/06/21	04/14/21	209,957.03	0.62	57.87	209,964.14	208,026.65
HART 2021-A A3 DTD 04/28/2021 0.380% 09/15/2025	449331AC7	AAA	NR	04/20/21	04/28/21	199,978.96	0.38	33.78	199,982.22	198,038.88
KCOT 2021-2A A3 DTD 07/28/2021 0.560% 11/17/2025	50117XAE2	NR	Aaa	07/20/21	07/28/21	349,986.81	0.56	87.11	349,988.13	344,820.39
HAROT 2021-4 A3 DTD 11/24/2021 0.880% 01/21/2026	43815GAC3	NR	Aaa	11/16/21	11/24/21	269,943.08	0.89	66.00	269,944.50	269,426.06
CARMX 2021-2 A3 DTD 04/21/2021 0.520% 02/17/2026	14314OAC8	AAA	NR	04/13/21	04/21/21	224,951.51	0.52	52.00	224,958.52	223,086.24
HART 2021-C A3 DTD 11/17/2021 0.740% 05/15/2026	44935FAD6	AAA	NR	11/09/21	11/17/21	209,953.13	0.75	69.07	209,954.42	208,607.70
CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	AAA	Aaa	07/21/21	07/28/21	444,926.80	0.55	108.78	444,933.25	441,569.14
DCENT 2021-A1 A1 DTD 09/27/2021 0.580% 09/15/2026	254683CP8	AAA	Aaa	09/20/21	09/27/21	264,943.26	0.58	68.31	264,946.26	260,927.14

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Asset-Backed Security												
COPAR 2021-1 A3	DTD 10/27/2021 0.770% 09/15/2026	14044CAC6	270,000.00	AAA	Aaa	10/19/21	10/27/21	269,994.90	0.77	92.40	269,995.09	267,975.70
GMCAR 2021-4 A3	DTD 10/21/2021 0.680% 09/16/2026	362554AC1	175,000.00	AAA	Aaa	10/13/21	10/21/21	174,995.54	0.68	49.58	174,995.72	173,658.87
WOART 2021-D A3	DTD 11/03/2021 0.810% 10/15/2026	98163KAC6	330,000.00	AAA	NR	10/26/21	11/03/21	329,955.05	0.81	118.80	329,956.52	328,130.88
COMET 2021-A3 A3	DTD 11/30/2021 1.040% 11/16/2026	14041NFY2	500,000.00	AAA	NR	11/18/21	11/30/21	499,931.10	1.04	447.78	499,932.32	497,916.30
Security Type Sub-Total			9,103,544.17					9,102,368.31	1.12	4,343.79	9,102,692.34	9,086,218.94
Managed Account Sub-Total			97,791,612.68					98,424,908.34	0.66	198,094.53	98,223,825.20	97,747,439.33
Securities Sub-Total			\$97,791,612.68					\$98,424,908.34	0.66%	\$198,094.53	\$98,223,825.20	\$97,747,439.33
Accrued Interest												\$198,094.53
Total Investments												\$97,945,533.86

Managed Account Security Transactions & Interest

For the Month Ending December 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
BUY									
11/30/21	12/02/21 ALPHABET INC CORP NOTES	02079KAB3	475,000.00	(501,951.50)	(4,319.53)	(506,271.03)			
	DTD 04/27/2016 3.375% 02/25/2024								
Transaction Type Sub-Total									
			475,000.00	(501,951.50)	(4,319.53)	(506,271.03)			
INTEREST									
12/01/21	12/01/21 CA ST DEPT WTR RES SYS TXBL	13067WRA2	450,000.00	0.00	931.50	931.50			
	REV BNDS								
	DTD 08/06/2020 0.414% 12/01/2023								
12/01/21	12/01/21 JPMORGAN CHASE & CO CORPORATE	46647PCH7	595,000.00	0.00	2,451.40	2,451.40			
	NOTES								
	DTD 06/01/2021 0.824% 06/01/2025								
12/01/21	12/25/21 FHLMC MULTIFAMILY STRUCTURED P	3137BIBS0	375,000.00	0.00	784.38	784.38			
	DTD 05/01/2013 2.510% 11/01/2022								
12/01/21	12/25/21 FHMS KP05 A	3137FKK39	11,047.52	0.00	29.49	29.49			
	DTD 12/01/2018 3.203% 07/01/2023								
12/01/21	12/25/21 FN BM4614	3140J9DU2	339,770.80	0.00	849.43	849.43			
	DTD 10/01/2018 3.000% 03/01/2033								
12/01/21	12/25/21 FHLMC MULTIFAMILY STRUCTURED P	3137BLUR7	350,413.98	0.00	793.10	793.10			
	DTD 11/01/2015 2.716% 06/01/2022								
12/01/21	12/25/21 FNA 2013-M7 A2	3136AEG04	300,680.94	0.00	633.33	633.33			
	DTD 05/01/2013 2.280% 12/01/2022								
12/01/21	12/25/21 FHMS KJ27 A1	3137FO3V3	56,882.08	0.00	99.16	99.16			
	DTD 11/01/2019 2.092% 07/01/2024								
12/01/21	12/25/21 FHLMC MULTIFAMILY STRUCTURED P	3137AVXN2	347,953.88	0.00	682.86	682.86			
	DTD 12/01/2012 2.355% 07/01/2022								
12/02/21	12/02/21 DNB BANK ASA/NY LT CD	23341VZT1	875,000.00	0.00	9,073.75	9,073.75			
	DTD 12/06/2019 2.040% 12/02/2022								
12/03/21	12/03/21 AMAZON.COM INC CORPORATE NOTES	023135BP0	475,000.00	0.00	950.00	950.00			
	DTD 06/03/2020 0.400% 06/03/2023								
12/04/21	12/04/21 FREDDIE MAC NOTES	3137EAF2	1,555,000.00	0.00	1,943.75	1,943.75			
	DTD 12/04/2020 0.250% 12/04/2023								
12/07/21	12/07/21 JOHN DEERE CAPITAL CORP	24422EVO9	130,000.00	0.00	287.63	287.63			
	CORPORATE NOTES								
	DTD 06/10/2021 0.450% 06/07/2024								

Managed Account Security Transactions & Interest

For the Month Ending December 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
INTEREST											
	12/08/21	12/08/21	PNC BANK NA CORP NOTES	69353RFL7	425,000.00	0.00	7,437.50	7,437.50			
			DTD 06/08/2018 3.500% 06/08/2023								
	12/08/21	12/08/21	PACCAR FINANCIAL CORP CORPORATE NOTES	69371RO82	75,000.00	0.00	300.00	300.00			
			DTD 06/08/2020 0.800% 06/08/2023								
	12/15/21	12/15/21	CARMAX AUTO OWNER TRUST	14315EAC4	80,720.05	0.00	226.02	226.02			
			DTD 10/24/2018 3.360% 09/15/2023								
	12/15/21	12/15/21	HAROT 2019-3 A3	43815NAC8	111,229.20	0.00	164.99	164.99			
			DTD 08/27/2019 1.780% 08/15/2023								
	12/15/21	12/15/21	HDMOT 2019-A A3	41284WAC4	121,009.17	0.00	235.97	235.97			
			DTD 06/26/2019 2.340% 02/15/2024								
	12/15/21	12/15/21	WOART 2021-D A3	98163KAC6	330,000.00	0.00	311.85	311.85			
			DTD 11/03/2021 0.810% 10/15/2026								
	12/15/21	12/15/21	NAROT 2018-C A3	65478NAD7	178,928.48	0.00	480.12	480.12			
			DTD 12/12/2018 3.220% 06/15/2023								
	12/15/21	12/15/21	HART 2021-C A3	44935FAD6	210,000.00	0.00	120.87	120.87			
			DTD 11/17/2021 0.740% 05/15/2026								
	12/15/21	12/15/21	HAROT 2018-4 A3	43815AAC6	97,203.61	0.00	255.97	255.97			
			DTD 11/28/2018 3.150% 01/15/2023								
	12/15/21	12/15/21	WOART 2020-B A3	98163WACO	270,000.00	0.00	141.75	141.75			
			DTD 06/24/2020 0.630% 05/15/2025								
	12/15/21	12/15/21	HART 2020-B A3	44933FAC0	310,000.00	0.00	124.00	124.00			
			DTD 07/22/2020 0.480% 12/16/2024								
	12/15/21	12/15/21	COPAR 2019-1 A3	14042WAC4	85,790.75	0.00	179.45	179.45			
			DTD 05/30/2019 2.510% 11/15/2023								
	12/15/21	12/15/21	MBALT 2020-B A3	58769EAC2	125,000.00	0.00	41.67	41.67			
			DTD 09/23/2020 0.400% 11/15/2023								
	12/15/21	12/15/21	CARMX 2019-2 A3	14316LAC7	131,266.18	0.00	293.16	293.16			
			DTD 04/17/2019 2.680% 03/15/2024								
	12/15/21	12/15/21	COPAR 2021-1 A3	14044CAC6	270,000.00	0.00	173.25	173.25			
			DTD 10/27/2021 0.770% 09/15/2026								
	12/15/21	12/15/21	ALLYA 2019-1 A3	02004WAC5	71,796.72	0.00	174.11	174.11			
			DTD 02/13/2019 2.910% 09/15/2023								

Managed Account Security Transactions & Interest

For the Month Ending December 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
INTEREST											
	12/15/21	12/15/21	HYUNDAI AUTO RECEIVABLES TRUST DTD 04/10/2019 2.660% 06/15/2023	44932NAD2	90,337.96	0.00	200.25	200.25			
	12/15/21	12/15/21	HDMOT 2020-A A3 DTD 01/29/2020 1.870% 10/15/2024	41284UAD6	134,056.99	0.00	208.91	208.91			
	12/15/21	12/15/21	US TREASURY N/B NOTES DTD 06/15/2021 0.250% 06/15/2024	91282CCG4	2,996,000.00	0.00	3,745.00	3,745.00			
	12/15/21	12/15/21	CARMX 2020-1 A3 DTD 01/22/2020 1.890% 12/16/2024	14315XAC2	240,264.07	0.00	378.42	378.42			
	12/15/21	12/15/21	FIFTH THIRD AUTO TRUST DTD 05/08/2019 2.640% 12/15/2023	31680YAD9	95,381.98	0.00	209.84	209.84			
	12/15/21	12/15/21	TOYOTA AUTO RECEIVABLES OWNER DTD 11/07/2018 3.180% 03/15/2023	89231PAD0	57,833.33	0.00	153.26	153.26			
	12/15/21	12/15/21	CARMX 2021-2 A3 DTD 04/21/2021 0.520% 02/17/2026	14314OAC8	225,000.00	0.00	97.50	97.50			
	12/15/21	12/15/21	MBART 2020-1 A3 DTD 06/23/2020 0.550% 02/18/2025	58769VAC4	315,000.00	0.00	144.38	144.38			
	12/15/21	12/15/21	TAOT 2020-C A3 DTD 07/27/2020 0.440% 10/15/2024	89237VAB5	320,000.00	0.00	117.33	117.33			
	12/15/21	12/15/21	DCENT 2021-A1 A1 DTD 09/27/2021 0.580% 09/15/2026	254683CP8	265,000.00	0.00	128.08	128.08			
	12/15/21	12/15/21	FORDO 2019-A A3 DTD 03/22/2019 2.780% 09/15/2023	34533FAD3	202,621.20	0.00	469.41	469.41			
	12/15/21	12/15/21	KCOT 2021-2A A3 DTD 07/28/2021 0.560% 11/17/2025	50117XAE2	350,000.00	0.00	163.33	163.33			
	12/15/21	12/15/21	CARMX AUTO OWNER TRUST DTD 07/25/2018 3.130% 06/15/2023	14313FAD1	45,350.10	0.00	118.29	118.29			
	12/15/21	12/15/21	HART 2018-B A3 DTD 12/12/2018 3.200% 12/15/2022	44933AAC1	8,112.75	0.00	21.63	21.63			
	12/15/21	12/15/21	CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	445,000.00	0.00	203.96	203.96			
	12/15/21	12/15/21	KCOT 2021-1A A3 DTD 04/14/2021 0.620% 08/15/2025	50117TAC5	210,000.00	0.00	108.50	108.50			
	12/15/21	12/15/21	HART 2021-A A3 DTD 04/28/2021 0.380% 09/15/2025	44933LAC7	200,000.00	0.00	63.33	63.33			

Managed Account Security Transactions & Interest

For the Month Ending December 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
INTEREST											
	12/15/21	12/15/21	NAROT 2019-A A3	65479KAD2	169,207.28	0.00	408.92	408.92			
			DTD 02/13/2019 2.900% 10/15/2023								
	12/16/21	12/16/21	GMCAR 2019-2 A3	36257FAD2	135,443.66	0.00	299.10	299.10			
			DTD 04/17/2019 2.650% 02/16/2024								
	12/16/21	12/16/21	GMCAR 2021-4 A3	362554AC1	175,000.00	0.00	99.17	99.17			
			DTD 10/21/2021 0.680% 09/16/2026								
	12/16/21	12/16/21	GMCAR 2019-1 A3	36256XAD4	88,645.63	0.00	219.40	219.40			
			DTD 01/16/2019 2.970% 11/16/2023								
	12/18/21	12/18/21	HAROT 2019-1 A3	43814WAC9	33,087.77	0.00	78.03	78.03			
			DTD 02/27/2019 2.830% 03/20/2023								
	12/20/21	12/20/21	VZOT 2019-C A1A	92348AAA3	492,023.67	0.00	795.44	795.44			
			DTD 10/08/2019 1.940% 04/22/2024								
	12/20/21	12/20/21	VZOT 2020-A A1A	92348TAA2	215,000.00	0.00	331.46	331.46			
			DTD 01/29/2020 1.850% 07/22/2024								
	12/20/21	12/20/21	VALET 2018-2 A3	92869BAD4	66,539.36	0.00	180.21	180.21			
			DTD 11/21/2018 3.250% 04/20/2023								
	12/20/21	12/20/21	VZOT 2020-B A	92290BAA9	500,000.00	0.00	195.83	195.83			
			DTD 08/12/2020 0.470% 02/20/2025								
	12/20/21	12/20/21	GMALT 2020-3 A3	362569AC9	230,000.00	0.00	86.25	86.25			
			DTD 09/29/2020 0.450% 08/21/2023								
	12/20/21	12/20/21	TLOT 2021-A A3	89238EAC0	250,000.00	0.00	81.25	81.25			
			DTD 04/21/2021 0.390% 04/22/2024								
	12/20/21	12/20/21	GMALT 2021-2 A3	380144AC9	360,000.00	0.00	102.00	102.00			
			DTD 05/26/2021 0.340% 05/20/2024								
	12/20/21	12/20/21	VWALT 2019-A A3	92867XAD8	92,015.95	0.00	152.59	152.59			
			DTD 10/04/2019 1.990% 11/21/2022								
	12/21/21	12/21/21	HAROT 2021-4 A3	43815GAC3	270,000.00	0.00	178.20	178.20			
			DTD 11/24/2021 0.880% 01/21/2026								
	12/24/21	12/24/21	CHEVRON CORP	166764AH3	425,000.00	0.00	6,780.88	6,780.88			
			DTD 06/24/2013 3.191% 06/24/2023								
	12/25/21	12/25/21	BMWOT 2020-A A3	09661RAD3	192,723.05	0.00	77.09	77.09			
			DTD 07/15/2020 0.480% 10/25/2024								
	12/25/21	12/25/21	BMWLT 2021-1 A3	05591RAC8	175,000.00	0.00	42.29	42.29			
			DTD 03/10/2021 0.290% 01/25/2024								

Managed Account Security Transactions & Interest

For the Month Ending December 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
INTEREST											
	12/26/21	12/26/21	FREDDIE MAC NOTES DTD 06/26/2020 0.250% 06/26/2023	3137EAE54	1,620,000.00	0.00	2,025.00	2,025.00			
Transaction Type Sub-Total					20,444,338.11	0.00	48,834.99	48,834.99			
PAYDOWNS											
	12/01/21	12/25/21	FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/01/2022	3136AEG04	11,585.75	11,585.75	0.00	11,585.75	(151.79)	0.00	
	12/01/21	12/25/21	FHMS K127 A1 DTD 11/01/2019 2.092% 07/01/2024	3137FO3V3	202.80	202.80	0.00	202.80	0.00	0.00	
	12/01/21	12/25/21	FHLMC MULTIFAMILY STRUCTURED P DTD 11/01/2015 2.716% 06/01/2022	3137BLUR7	54,744.19	54,744.19	0.00	54,744.19	68.11	0.00	
	12/01/21	12/25/21	FHLMC MULTIFAMILY STRUCTURED P DTD 12/01/2012 2.355% 07/01/2022	3137AVXN2	1,001.65	1,001.65	0.00	1,001.65	(3.68)	0.00	
	12/01/21	12/25/21	FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/01/2022	3136AEG04	8,746.11	8,746.11	0.00	8,746.11	(54.49)	0.00	
	12/01/21	12/25/21	FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	29.72	29.72	0.00	29.72	0.00	0.00	
	12/01/21	12/25/21	FN BM4614 DTD 10/01/2018 3.000% 03/01/2033	3140J9DU2	8,370.47	8,370.47	0.00	8,370.47	(549.31)	0.00	
	12/15/21	12/15/21	NAROT 2018-C A3 DTD 12/12/2018 3.220% 06/15/2023	65478NAD7	32,435.23	32,435.23	0.00	32,435.23	6.21	0.00	
	12/15/21	12/15/21	CARMAX AUTO OWNER TRUST DTD 07/25/2018 3.130% 06/15/2023	14313FAD1	13,087.54	13,087.54	0.00	13,087.54	1.78	0.00	
	12/15/21	12/15/21	COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	10,547.36	10,547.36	0.00	10,547.36	2.14	0.00	
	12/15/21	12/15/21	HAROT 2018-4 A3 DTD 11/28/2018 3.160% 01/15/2023	43815AAC6	27,418.87	27,418.87	0.00	27,418.87	4.10	0.00	
	12/15/21	12/15/21	FIFTH THIRD AUTO TRUST DTD 05/08/2019 2.640% 12/15/2023	31680VAD9	12,980.71	12,980.71	0.00	12,980.71	2.85	0.00	
	12/15/21	12/15/21	HDMOT 2020-A A3 DTD 01/29/2020 1.870% 10/15/2024	41284UAD6	11,082.65	11,082.65	0.00	11,082.65	2.42	0.00	
	12/15/21	12/15/21	HART 2018-B A3 DTD 12/12/2018 3.200% 12/15/2022	44933AAC1	8,112.75	8,112.75	0.00	8,112.75	0.10	0.00	

Managed Account Security Transactions & Interest

For the Month Ending December 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											
	12/15/21	12/15/21	FORDO 2019-A A3	34533FAD3	32,358.27	32,358.27	0.00	32,358.27	5.45	0.00	
			DTD 03/22/2019 2.780% 09/15/2023								
	12/15/21	12/15/21	CARMX 2019-2 A3	14316LAC7	13,048.89	13,048.89	0.00	13,048.89	1.33	0.00	
			DTD 04/17/2019 2.680% 03/15/2024								
	12/15/21	12/15/21	CARMX 2020-1 A3	14315XAC2	14,834.16	14,834.16	0.00	14,834.16	2.91	0.00	
			DTD 01/22/2020 1.890% 12/16/2024								
	12/15/21	12/15/21	TOYOTA AUTO RECEIVABLES OWNER	89231PAD0	13,839.60	13,839.60	0.00	13,839.60	2.99	0.00	
			DTD 11/07/2018 3.180% 03/15/2023								
	12/15/21	12/15/21	HYUNDAI AUTO RECEIVABLES TRUST	44932NAD2	15,412.97	15,412.97	0.00	15,412.97	2.03	0.00	
			DTD 04/10/2019 2.660% 06/15/2023								
	12/15/21	12/15/21	NAROT 2019-A A3	65479KAD2	22,350.32	22,350.32	0.00	22,350.32	3.39	0.00	
			DTD 02/13/2019 2.900% 10/15/2023								
	12/15/21	12/15/21	HAROT 2019-3 A3	43815NAC8	11,615.86	11,615.86	0.00	11,615.86	0.10	0.00	
			DTD 08/27/2019 1.780% 08/15/2023								
	12/15/21	12/15/21	ALLYA 2019-1 A3	02004WAC5	10,903.09	10,903.09	0.00	10,903.09	1.32	0.00	
			DTD 02/13/2019 2.910% 09/15/2023								
	12/15/21	12/15/21	HDMOT 2019-A A3	41284WAC4	18,531.24	18,531.24	0.00	18,531.24	1.43	0.00	
			DTD 06/26/2019 2.340% 02/15/2024								
	12/15/21	12/15/21	CARMAX AUTO OWNER TRUST	14315EAC4	12,257.80	12,257.80	0.00	12,257.80	0.11	0.00	
			DTD 10/24/2018 3.360% 09/15/2023								
	12/16/21	12/16/21	GMCAR 2019-1 A3	36256XAD4	16,213.50	16,213.50	0.00	16,213.50	1.79	0.00	
			DTD 01/16/2019 2.970% 11/16/2023								
	12/16/21	12/16/21	GMCAR 2019-2 A3	36257FAD2	16,570.85	16,570.85	0.00	16,570.85	1.35	0.00	
			DTD 04/17/2019 2.650% 02/16/2024								
	12/18/21	12/18/21	HAROT 2019-1 A3	43814WAC9	5,226.48	5,226.48	0.00	5,226.48	0.14	0.00	
			DTD 02/27/2019 2.830% 03/20/2023								
	12/20/21	12/20/21	VALET 2018-2 A3	92869BAD4	21,582.19	21,582.19	0.00	21,582.19	0.91	0.00	
			DTD 11/21/2018 3.250% 04/20/2023								
	12/20/21	12/20/21	VWALT 2019-A A3	92867XAD8	26,612.14	26,612.14	0.00	26,612.14	0.42	0.00	
			DTD 10/04/2019 1.990% 11/21/2022								
	12/20/21	12/20/21	VZOT 2019-C A1A	92348AAA3	57,242.59	57,242.59	0.00	57,242.59	4.41	0.00	
			DTD 10/08/2019 1.940% 04/22/2024								
	12/25/21	12/25/21	BMWOT 2020-A A3	09661RAD3	13,779.68	13,779.68	0.00	13,779.68	1.04	0.00	
			DTD 07/15/2020 0.480% 10/25/2024								

Managed Account Security Transactions & Interest

For the Month Ending **December 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
Transaction Type Sub-Total					522,725.43	522,725.43	0.00	522,725.43	(640.44)	0.00	
SELL											
11/30/21	12/02/21	US TREASURY NOTES	912828YK0		475,000.00	479,879.88	861.26	480,741.14	8,219.72	5,892.05	FIFO
		DTD 10/15/2019 1.375% 10/15/2022									
Transaction Type Sub-Total					475,000.00	479,879.88	861.26	480,741.14	8,219.72	5,892.05	
Managed Account Sub-Total						500,653.81	45,376.72	546,030.53	7,579.28	5,892.05	
Total Security Transactions						\$500,653.81	\$45,376.72	\$546,030.53	\$7,579.28	\$5,892.05	



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

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

SUBJECT: REJECTION OF CLAIMS: BREANNA BUTSON, ANNE HANCOCK, RYAN KATZ, BRIAN LIM

RECOMMENDED ACTION

It is recommended that the City Council reject the claims submitted by Breanna Butson, Anne Hancock, Ryan Katz and Brian Lim.

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

ATTACHMENTS

None.

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: John Fortner, Police Lieutenant

APPROVED BY: Anthony Morefield, Chief of Police *Ambsed*

SUBJECT: Second Reading – Ordinance Amendment to Title 4: Public Safety, Chapter 2: Disaster Council of the Antioch Municipal Code regarding compliance with the California Emergency Services Act

RECOMMENDED ACTION

It is recommended that the City Council adopt the Ordinance amending Title 4: Public Safety, Chapter 2: Disaster Council of the Antioch Municipal Code, attached hereto as Exhibit A, regarding compliance with the California Emergency Services Act.

FISCAL IMPACT

There is no fiscal impact associated with the municipal code.

DISCUSSION

The adoption of an ordinance requires two separate readings. The subject ordinance was introduced at the February 8, 2022 City Council meeting. The ordinance will become effective 30 days following adoption of the second reading of the ordinance.

ATTACHMENTS

- A. Ordinance (final)
- B. Ordinance (redline version)

EXHIBIT A

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH ADDING A NEW SECTION 4-2.08 OF THE ANTIOCH MUNICIPAL CODE, WHICH CLARIFIES THE CITY'S AND ITS EMERGENCY COUNCIL'S DUTY, AUTHORITY, AND RESPONSIBILITY UNDER, AND IN COMPLIANCE WITH, THE CALIFORNIA EMERGENCY SERVICES ACT AND RENUMBERING AND EDITING CERTAIN EXISTING SECTIONS UNDER TITLE 4 CHAPTER 2

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

SECTION 1:

The City Council is committed to emergency preparedness and planning in compliance with the California Emergency Services Act.

SECTION 2:

The global COVID-19 pandemic and disastrous fires in California highlight the importance of continually reviewing, clarifying, and updating the City's emergency preparedness and planning to support the safety of the City of Antioch.

SECTION 3:

Consistent with the California Emergency Services Act, the City Council wishes to express its commitment to emergency preparedness and compliance with the relevant statutes by clarifying and updating its ordinance to further support an efficient response in the event of a local emergency.

SECTION 4:

Title 4: Public Safety, Chapter 2: Disaster Council is amended to add a new section 4-2.08 and to renumber the existing sections 4-2.08 through 4-2.10 to become sections 4-2.09 through 4-2.11 to accommodate the newly added section 4-2.08 as follows:

§ 4-2.08 COMPLIANCE WITH THE CALIFORNIA EMERGENCY SERVICES ACT

The Disaster Council shall comply with the California Emergency Services Act to the extent applicable to a local governing body or political subdivision. The Disaster Council shall be designated as the local governing body and political subdivision with powers, authorities, duties, and discretions under the California Emergency Services Act (Government Code sections 8630 through 8634) to respond to a proclaimed local emergency. Pursuant to California Government Code section 8655, the Disaster Council shall not be liable for any claims based on the exercise or performance, or the failure to exercise or perform, a discretionary function or duty on the part of the Disaster Council in response to a proclaimed local emergency or in compliance with the California Emergency Services Act.

§ 4-2.09 EMERGENCY PLAN.

The Disaster Council shall be responsible for the development of the Emergency Plan, which plan shall provide for the effective mobilization of all the resources of the city, both public and private, to meet any condition constituting a local emergency, state of emergency, or state of war emergency and shall provide for the organization, powers and duties, services, and staff of the Emergency Organization. Such plan shall include compliance with the Standardized Emergency Management System pursuant to Cal. Gov't Code §§ 8607 et seq. and shall take effect upon adoption by resolution of the City Council.

§ 4-2.10 EXPENDITURES.

Any expenditures made in connection with emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the city.

§ 4-2.11 VIOLATIONS; PENALTY.

(A) The following violations are misdemeanors punishable according to division (B):

(1) Willfully obstruct, hinder, or delay any member of the Emergency Organization in the enforcement of any lawful rule or regulation issued pursuant to the provisions of this chapter or in the performance of any duty imposed upon him by virtue of the provisions of this chapter;

(2) Do any act forbidden by any lawful rule or regulation issued pursuant to the provisions of this chapter if such act is of such a nature as to give, or be likely to give, assistance to the enemy, or to imperil the lives or property of inhabitants of the city, or to prevent, hinder, or delay the defense or protection thereof; or

(3) Wear, carry, or display, without authority, any means of identification specified by the Emergency Agency of the state.

(B) Any person who violates any of the provisions of this chapter during an emergency, shall be deemed guilty of a misdemeanor and punished according to §§ 1-2.01 et seq.

SECTION 5: Severability.

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

SECTION 6. CEQA.

The above amendments to the City's Municipal Code are not considered a project under the California Environmental Quality Act under the common sense exemption (CEQA Guidelines §15061(b)(3) because the proposed amendments will not have a direct or reasonably foreseeable indirect physical change or effect on the environment.

SECTION 7:

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

* * * * *

I HEREBY CERTIFY that the forgoing ordinance was introduced and adopted at a regular meeting of the City Council of the City of Antioch, held on the ____ of ____ 2022, and passed and adopted at a regular meeting thereof, held on the ____ day of ____ 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Lamar A. Thorpe
Mayor of the City of Antioch

ATTEST:

Elizabeth Householder
City Clerk of the City of Antioch

EXHIBIT A

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH ADDING A NEW SECTION 4-2.08 OF THE ANTIOCH MUNICIPAL CODE, WHICH CLARIFIES THE CITY'S AND ITS EMERGENCY COUNCIL'S DUTY, AUTHORITY, AND RESPONSIBILITY UNDER, AND IN COMPLIANCE WITH, THE CALIFORNIA EMERGENCY SERVICES ACT AND RENUMBERING AND EDITING CERTAIN EXISTING SECTIONS UNDER TITLE 4 CHAPTER 2

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

SECTION 1:

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SECTION 3:

Consistent with the California Emergency Services Act, the City Council wishes to express its commitment to emergency preparedness and compliance with the relevant statutes by clarifying and updating its ordinance to further support an efficient response in the event of a local emergency.

SECTION 4:

Title 4: Public Safety, Chapter 2: Disaster Council is amended to add a new section 4-2.08 and to renumber the existing sections 4-2.08 through 4-2.10 to become sections 4-2.09 through 4-2.11 to accommodate the newly added section 4-2.08 as follows:

§ 4-2.08 COMPLIANCE WITH THE CALIFORNIA EMERGENCY SERVICES ACT

The Disaster Council shall comply with the California Emergency Services Act to the extent applicable to a local governing body or political subdivision. The Disaster Council shall be designated as the local governing body and political subdivision with powers, authorities, duties, and discretions under the California Emergency Services Act (Government Code sections 8630 through 8634) to respond to a proclaimed local emergency. Pursuant to California Government Code section 8655, the Disaster Council shall not be liable for any claims based on the exercise or performance, or the failure to exercise or perform, a discretionary function or duty on the part of the Disaster Council in response to a proclaimed local emergency or in compliance with the California Emergency Services Act.

§ 4-2.089 EMERGENCY PLAN.

The Disaster Council shall be responsible for the development of the Emergency Plan, which plan shall provide for the effective mobilization of all the resources of the city, both public and private, to meet any condition constituting a local emergency, state of emergency, or state of war emergency and shall provide for the organization, powers and duties, services, and staff of the Emergency Organization. Such plan shall include compliance with the Standardized Emergency Management System pursuant to Cal. Gov't Code §§ 8607 et seq. and shall take effect upon adoption by resolution of the City Council.

§ 4-2.1009 EXPENDITURES.

Any expenditures made in connection with emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the city.

§ 4-2.110 VIOLATIONS; PENALTY.

(A) The following violations are misdemeanors punishable according to division (B):

(1) Willfully obstruct, hinder, or delay any member of the Emergency Organization in the enforcement of any lawful rule or regulation issued pursuant to the provisions of this chapter or in the performance of any duty imposed upon him by virtue of the provisions of this chapter;

(2) Do any act forbidden by any lawful rule or regulation issued pursuant to the provisions of this chapter if such act is of such a nature as to give, or be likely to give, assistance to the enemy, or to imperil the lives or property of inhabitants of the city, or to prevent, hinder, or delay the defense or protection thereof; or

(3) Wear, carry, or display, without authority, any means of identification specified by the Emergency Agency of the state.

(B) Any person who violates any of the provisions of this chapter during an emergency, shall be deemed guilty of a misdemeanor and punished according to §§ [1-2.01](#) et seq.

SECTION 5: Severability.

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

SECTION 6. CEQA.

The above amendments to the City's Municipal Code are not considered a project under the California Environmental Quality Act under the common sense exemption (CEQA Guidelines §15061(b)(3) because the proposed amendments will not have a direct or reasonably foreseeable indirect physical change or effect on the environment.

SECTION 7:

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

* * * * *

I HEREBY CERTIFY that the forgoing ordinance was introduced and adopted at a regular meeting of the City Council of the City of Antioch, held on the ____ of ____ 2022, and passed and adopted at a regular meeting thereof, held on the ____ day of ____ 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Lamar A. Thorpe
Mayor of the City of Antioch

ATTEST:

Elizabeth Householder
City Clerk of the City of Antioch

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

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

SUBJECT: Resolution Approving a Third Amendment to the Professional Services Contract with 4Leaf, Inc. to provide support to the Building Inspection Services Division of the Community Development Department and Authorizing the City Manager to enter into the Agreement

RECOMMENDED ACTION

It is recommended that the City Council adopt the resolution:

1. Approving an amended agreement with 4 Leaf, Inc., in substantially the form attached as Attachment A, to provide contract services at the Community Development Technician and Building Inspection Services Manager level for the remainder of fiscal year 2021/22 in the increased amount of \$200,000 for an amount not to exceed \$400,000.00, and
2. Authorizing the City Manager to execute the Amended 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. Funding for this contract will be offset by salary savings in the FY2021-22 General Fund Building Division budget.

DISCUSSION

The Building Inspection Services Division presently has two budgeted Community Development Technicians, three budgeted Building Inspectors, and one budgeted Building Inspection Services Manager. Of these six positions, three are presently vacant, including one Community Development Technician, one Building Inspector, and the Building Inspection Services Manager.

To maintain necessary building inspection services, the Community Development Department maintains a Professional Service Agreement with 4Leaf, Inc. (4Leaf) for building inspection, technician, and plan check services. That agreement is currently used to provide two contract Building Inspectors and one contract Permit Technician.

As the City continues to recruit for its vacancies, the Building Inspection Services Division must maintain the ability to provide building inspection services. Construction activity is very high in the City of Antioch and the demand for inspection services has risen significantly in the past two years.

The proposed extension will extend the contract to the end of Fiscal Year 2021/2022 and will add \$200,000 to the contract. The use of contract staff will be reduced as the budgeted positions are filled.

ATTACHMENT

A. Resolution

RESOLUTION NO. 2022/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH APPROVING
THE THIRD AMENDMENT TO PROFESSIONAL SERVICES CONTRACT WITH
4LEAF, INC. TO PROVIDE BUILDING INSPECTION AND TECHNICIAN STAFFING
FOR THE COMMUNITY DEVELOPMENT DEPARTMENT AND AUTHORIZING THE
CITY MANAGER TO ENTER INTO THE AGREEMENT**

WHEREAS, the Community Development Department has current vacancies in the Community Development Technician, Building Inspector, and Building Inspection Services Manager classifications;

WHEREAS, the Building Inspection Services Division continues to experience extremely high demands for building permits which require significant numbers of inspections;

WHEREAS, the Building Inspection and supportive technician positions are essential to the operation of the Community Development Department;

WHEREAS, 4Leaf, Inc. has been providing a contract Permit Technician to provide the services of a Community Development Technician and two Building Inspectors under an existing Professional Services Agreement that have each acquired unique and specific skills related to the operation of the City of Antioch Building Inspection Services Division; and

WHEREAS, continued contract support for the Building Inspection Services Division is now requested to sustain business operations and reduce the potential for City business interruptions.

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

1. Approves a third amendment to the agreement with 4Leaf, Inc., in substantially the form attached as Exhibit 1, to provide continued contract services at the Community Development Technician, Building Inspector, and Building Inspection Services Manager levels for the remainder of fiscal year 2021/2022 in an amount of \$200,000.00 for an amount not to exceed \$400,000, and
2. Authorizes the City Manager to execute the Third Amendment to the Agreement in a form approved by the City Attorney.

* * * * *

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 22nd day of February, 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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

EXHIBIT A SCOPE OF SERVICES

Consultant has 3 key tasks:

1. Provide On-Call personnel to the Public Works and/or Building Department including construction inspectors, building inspectors, building officials, fire inspectors/plans examiners, permit technicians, on-site plans examiners/engineers, civil engineers, code enforcement personnel, and other positions as listed in Exhibit B on an as-needed basis.
2. Provide Building, Fire, and/or Civil Plan Review as-needed.
3. Provide Building Inspection Management Services.

Services

1. Provide On-Call Building, Planning, & Public Works Support Staff (As-needed)

- 4LEAF will provide Building, Planning, and Public Works Department support staff to include construction inspectors, building inspectors, permit technicians, on-site plans examiners/engineers, code enforcement personnel, etc. on an on-call basis for the City of Antioch.
- 4LEAF will provide interim staff within one business day and full-time staff within two business days. 4LEAF will provide staff from their database of qualified personnel. For requests made with less than 24 hours notice, 4LEAF will make every effort possible to secure suitable candidates.
- These positions vary from full-time staff, idle staff (temporarily in-between assignments), and pre-qualified staff which include personnel who are available subject to client demand.

2. Plan Review Services

- The Consultant shall review all plans and supporting documents submitted for projects for which a Building Permit is requested. If, after the initial review the documents are found to be in substantial compliance with the State Building Codes and local ordinances, the plans and documents shall be stamped as reviewed and acceptable for construction. If corrections are found to be needed a report shall be prepared by the Consultant specifying the needed corrections and transmitted to the applicant. When plans and supporting documents are deemed acceptable for permit issuance, the applicant shall deliver the Building Permit application and all supporting documents to the Consultant (or City Hall) for permit processing.
- City shall collect direct from the applicant costs for plan review at time of submittal of plans and documents. Building permit fees shall be paid prior to issuance of the Building Permit. City shall mark/stamp permits PAID upon receipt of funds by applicant.

EXHIBIT A SCOPE OF SERVICES

- Plan Reviews will be subject to the following turn-around times (Turn-Around Times may vary with the complexity and magnitude of the projects):

Residential.....Up to 10 Days
Multi-Family.....Up to 10 Days
Commercial.....Up to 10 Days
Industrial.....Up to 10 Days

Plan Review is generally performed at the Consultant's corporate headquarters in Pleasanton, CA and an employed courier is available at all times for pick-up and delivery for plan review services. If for any reason site technical support is required, Consultant is capable of complying on an as-needed basis for all aspects of this support. Plans may be digitally uploaded into our free proprietary software EZ Plan Review or pick-up of hard plans are available. All plan review requests can be made by emailing pickup@4leafinc.com.

- All on-call requests should be made directly to 4LEAF management. 4LEAF's recruiting manager, will handle the placement of all 4LEAF staff. 4LEAF's designated managers are:

Raylee Glasser, Project Manager
2126 Rheem Drive
Pleasanton, CA 94588
(925) 462-5959 – Office
(925) 462-5958 – Fax
(925) 708-4209 – Cell
rglasser@4leafinc.com

Mike Leontiades, Project Manager
2126 Rheem Drive
Pleasanton, CA 94588
(925) 462-5959 – Office
(925) 462-5958 – Fax
(925) 681-8842 – Cell
mleontiades@4leafinc.com

3. Building Inspection Management Services

- Assist the Community Development Department for activities related to ensuring compliance with building standards, including plan check, building inspection, technology, and service delivery. Duties may also include approving plans and specifications; coordinates assigned with activities with other divisions, departments, and outside agencies (including consultants).
- Participate in the development of goals, objectives, policies, and priorities for assigned programs including recommendation of policies and procedures.
- Evaluate and monitor efficiency and effectiveness of service delivery methods and provide recommendations for appropriate service and staffing levels.
- Provide assistance to the Community Development Director for a variety of organizational studies as assigned. These studies may include investigations and operational studies. Other duties include recommendation of modifications to building inspection (may include performing building inspections) and department programs, perform services including policies, technology infrastructure, & procedures (may include counter assistance).

Fee Schedule

2021-2022 FEE SCHEDULE & BASIS OF CHARGES

For the City of Antioch

NATURE OF SERVICES	COST STRUCTURE
As-Needed Building, Planning, and Fire Services Plan Review	Plan Review Percentage Cost: 70% *Fee includes initial review and two (2) rechecks. Plan Review Hourly Cost: \$110 Non-Structural Review, \$140 Structural Review CASp Review: \$155/hour

Fee Structure for Building Personnel

Building Official.....	\$145/hour
Senior Combination Building Inspector (Building Inspector III).....	\$120/hour
Commercial Building Inspector (Building Inspector II)	\$95/hour
Residential Building Inspector (Building Inspector I).....	\$85/hour
Training Building Inspector	\$75/hour
Code Enforcement.....	\$90/hour
CASp Review/Inspection.....	\$155/hour
Plans Examiner (Structural)	\$140/hour
Plans Examiner (Non-Structural)	\$110/hour
Senior Permit Technician	\$75/hour
Permit Technician	\$68/hour
Clerk/Administrator.....	\$60/hour
Public Works Inspector.....	\$147/hour
Building Inspection Services Manager	\$160/hour
Assistant Building Inspection Services Manager	\$120/hour
Project Inspector / Inspector of Record	\$125/hour
OSHDP/DSA Certified Inspector.....	\$135/hour
Senior Planner	\$150/hour
Associate Planner	\$120/hour
Off-Site Project Manager	\$160/hour
Principal-in-Charge	\$185/hour
Hourly overtime charge per inspector.....	1.5 x hourly rate
Mileage (for inspections performed within the City)	IRS Rate + 20%

Fee Structure for Fire Personnel

Project Manager	\$175/hour
Fire Protection Engineer (FPE).....	\$155/hour
Fire Plans Examiner	\$110/hour
Fire Inspector.....	\$105/hour
Hazardous Materials Inspector.....	\$130/hour
Fire Chief.....	\$175/hour
Fire Marshal.....	\$155/hour
Fire Prevention Officer	\$130/hour

Fee Schedule

Basis of Charges


Rates are inclusive of “tools of the trade” such as forms, telephones, and consumables.

- All invoicing will be submitted monthly.
- Staff Augmentation work (excluding plan review) is subject to 4-hour minimum charges unless stated otherwise. Services billed in 4-hour increments.
- Most plan reviews will be done in 10 business days or less and 5 business days or less for re-checks. This is not inclusive of holidays or the day of the pick-up of plans.
- Expedited reviews will be billed at 2x the hourly rates listed.
- All plan review services will be subject to 2-hour minimum fee.
- 4LEAF assumes that these rates reflect the 2021-2022 contract period. 3% escalation for 2023 and 2024 is negotiable per market conditions.
- Overtime and Premium time will be charged as follows:
 - *Regular time (work begun after 5AM or before 4PM)..... 1 x hourly rate*
 - *Nighttime (work begun after 4PM or before 5AM) 1.125 x hourly rate*
 - *Overtime (over 8 hours M-F or Saturdays) 1.5 x hourly rate*
 - *Overtime (over 8 hours Sat or 1st 8 hours Sun) 2 x hourly rate*
 - *Overtime (over 8 hours Sun or Holidays) 3 x hourly rate*
- Overtime will only be billed with prior authorization of the designated City personnel.
- All work with less than 8 hours’ rest between shifts will be charged the appropriate overtime rate.
- Mileage, driven during the course of inspections will be charged at cost plus 20%.
- Payment due on receipt. All payments over 30 days will be assessed a 1.5% interest charge.
- Client shall pay attorneys’ fees, or other costs incurred in collecting delinquent amounts.
- Client agrees that 4LEAF’s liability will be limited to the value of services provided.

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Brad Helfenberger, Parks and Recreation Director 

APPROVED BY: Cornelius Johnson, Interim City Manager

SUBJECT: Use Agreement with Congressman McNerney's Office for Office Space at the Antioch Community Center

RECOMMENDED ACTION

It is recommended that the City Council adopt the resolution authorizing the City Manager to:

1. Terminate the existing lease agreement between the City and Congressman McNerney's office for the lease of rooms 106-113, 123-124, and 129 at the Antioch Community Center in accordance with the early termination provisions of the lease; and
2. Enter into a new lease agreement with Congressman Jerry McNerney's office for office space at the Antioch Community Center Rooms 125, 126, and 127 for the term of March 1, 2022 through January 2, 2023 at a rate of \$200 per month for a total of \$2,000.

FISCAL IMPACT

This action will result in a reduction of Recreation Fund revenue in the amount of \$28,000 for the period of March 1, 2022 through January 2, 2023.

DISCUSSION

The Antioch City Council created a new City department as part of the FY 2021-2023 two-year budget. The Department of Community Resources & Public Safety requires office space to co-locate City staff. The office space currently occupied by Congressman McNerney was identified as an ideal location for this purpose. After discussions with the Congressman McNerney's office, they have agreed to relocate to a smaller section of the Antioch Community Center, allowing them to continue operations without disruption. The new lease agreement will replace the agreement currently in place.

ATTACHMENTS

- A. Resolution
- B. Draft Lease Agreement
- C. Delineated Office Space Plans

RESOLUTION NO. 2022/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
AUTHORIZING THE CITY MANAGER TO TERMINATE THE EXISTING LEASE AND
ENTER INTO A NEW LEASE AGREEMENT WITH THE OFFICE OF UNITED STATES
CONGRESSMAN MCNERNEY FOR THE USE OF OFFICE SPACE AT THE
ANTIOCH COMMUNITY CENTER**

WHEREAS, the City of Antioch entered into an agreement with the Office of United States Congressman Jerry McNerney for the use of office space at the Antioch Community Center in 2013 with a term extending until January 2, 2023;

WHEREAS, the City of Antioch has created the Department of Community Resources & Public Safety, which needs additional office space;

WHEREAS, the space currently leased by Congressman McNerney at the Antioch Community Center has been identified as an ideal location for the new Department of Community Resources & Public Safety;

WHEREAS, Congressman McNerney's office has agreed to move from its existing space to a rooms 125, 126, and 127 (consisting of 474 square feet of office space) allowing both activities to operate; and

WHEREAS, the City and Congressman McNerney's office seek to terminate their existing lease agreement and enter into a new lease agreement to achieve the desired changes.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch authorizes the City Manager to:

1. Terminate the existing lease agreement between the City and Congressman McNerney's office for the lease of rooms 106-113, 123-124, and 129 at the Antioch Community Center 4703 Lone Tree Way Antioch, CA 94531 for \$3,000 per month with a term ending on January 2, 2023, in accordance with the early termination provisions of the lease.
2. Enter into a lease agreement with Congressman Jerry McNerney's office for office space at the Antioch Community Center Rooms 125, 126, and 127 (consisting of 474 square feet of office space) located at 4703 Lone Tree Way, Antioch CA 94531 for the term of March 1, 2022 to January 2, 2023 at a rate of \$200 per month for a total of \$2,000. The form of the lease shall be approved by the City Attorney.

* * * * *

RESOLUTION NO. 2022/**

February 22, 2022

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 22nd day of February, 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ELIZABETH HOUSEHOLDER
CITY CLERK OF THE CITY OF ANTIOCH

District Office Lease – Instructions

NO LEASE OR ATTACHMENT CAN BE SIGNED BEFORE THEY HAVE BEEN APPROVED BY THE ADMINISTRATIVE COUNSEL.

The term for a District Office Lease for the 117th Congress may not commence prior to January 3, 2021.

Members should endeavor to lease space through the last day of a congressional term rather than the last day of a calendar year. For the 117th Congress, leases should end on January 2, 2023, not December 31, 2022.

- A. The preamble has three blank lines to be filled in: (1) Landlord's name; (2) Landlord's address; and (3) Member/Member-Elect's name.
- B. Section 1 has three blank lines to be filled in: (1) square footage of the leased office (optional); (2) street address of the leased office; and (3) city, state and ZIP code of the leased office.
- C. Section 2 confirms that all amenities identified in the District Office Lease Attachment accompanying the Lease are to be provided by Lessor.
- D. Section 3 has two blank lines to be filled in: (1) date lease begins (must be on or after January 3, 2021); and (2) date lease ends (must be on or before January 2, 2023).
- E. Section 4 has one blank line for the monthly rent amount (write "zero" if no rent is to be paid).
- F. Section 5 has one blank line – the number of days' notice required for either party to terminate the lease before the end of the term. A standard period is 30 days, but any figure is acceptable. If the lease may not be terminated early, enter "N/A" in this blank.
- G. Sections 1–9, other than filling in the blanks, may not be altered or deleted.
- H. Section 11 has space provided to list any additional lease provisions.
- I. Prior to either party signing a lease, the Member/Member-Elect must submit the proposed lease, accompanied by a copy of the District Office Lease Attachment for the 117th Congress, to the Administrative Counsel for review and approval. If the proposed terms and conditions of the lease are determined to be in compliance with applicable law and House Rules and Regulations, the Administrative Counsel will notify the Member/Member-Elect that (s)he may proceed with the signing of the lease. Please submit the proposed lease and District Office Lease Attachment either by e-mail in PDF form (leases@mail.house.gov) or fax (202-226-0357).
- J. **The Member/Member-Elect is required to personally sign the documents. A signed and dated District Office Lease Attachment must accompany this lease.** Once signed by both parties, the Lease and the District Office Lease Attachment must be submitted to the Administrative Counsel for final approval. They may be sent by email in PDF form or faxed to 202-226-0357.
- K. If approved, Administrative Counsel will send the forms to Finance so that payment can begin. If there are errors on the form, the Member office will be contacted and required to correct them.

U.S. House of Representatives

Washington, D.C. 20515

District Office Lease

(Page 1 of 3 – 117th Congress)

Pursuant to 2 U.S.C.A. § 4313, and the Regulations of the Committee on House Administration (as modified from time to time by Committee Order) relating to office space in home districts, _____
City of Antioch _____, 200 H Street, Antioch, CA, 94509

(Landlord's name) (Landlord's street address, city, state, ZIP code)
("Lessor"), and Office of Congressman Jerry McNerney, a Member/Member-Elect of the U.S. House of Representatives ("Lessee"), agree as follows:

1. **Location.** Lessor shall lease to Lessee 474 square feet of office space located at 4703 Lone Tree Way, Rooms 125, 126, 127
(Office street address)
in the city, state and ZIP code of Antioch, CA 94531.
(Office city, state and ZIP)
2. **Lease Amenities.** Lessee shall be entitled to receive and Lessor shall be required to provide the amenities selected in Section A of the District Office Lease Attachment ("Attachment") accompanying this Lease.
3. **Term.** Lessee shall have and hold the leased premises for the period beginning March 1, 2022 and ending January 2, 2023. The term of this District Office Lease ("Lease") may not exceed two (2) years and may not extend beyond January 2, 2023, which is the end of the constitutional term of the Congress to which the Member is elected.
4. **Rent.** The monthly rent shall be \$200.00, and is payable in arrears on or before the last day of each calendar month. Rent payable under this Lease shall be prorated on a daily basis for any fraction of a month of occupancy.
5. **Early Termination.** This Lease may be terminated by either party giving 30 days' prior written notice to the other party. The commencement date of such termination notice shall be the date such notice is delivered or, if mailed, the date such notice is postmarked.
6. **Payments.** During the term of this Lease, rent payments under Section 4 of this Lease shall be remitted to the Lessor by the Chief Administrative Officer of the U.S. House of Representatives (the "CAO") on behalf of the Lessee.
7. **District Office Lease Attachment for 117th Congress.** The District Office Lease Attachment attached hereto is incorporated herein by reference, and this Lease shall have no force or effect unless and until accompanied by an executed District Office Lease Attachment for the 117th Congress.
8. **Counterparts.** This Lease may be executed in any number of counterparts and by facsimile copy, each of which shall be deemed to be an original but all of which together shall be deemed to be one and the same instrument.
9. **Section Headings.** The section headings of this Lease are for convenience of reference only and shall not be deemed to limit or affect any of the provisions hereof.

U.S. House of Representatives

Washington, D.C. 20515

District Office Lease

(Page 2 of 3 – 117th Congress)

10. **Modifications.** Any amendments, additions or modifications to this Lease inconsistent with Sections 1 through 9 above shall have no force or effect to the extent of such inconsistency.
11. **Other.** Additionally, the Lessor and the Lessee agree to the following:

[Signature page follows.]

U.S. House of Representatives

Washington, D.C. 20515

District Office Lease

(Page 3 of 3 – 117th Congress)

IN WITNESS WHEREOF, the parties have duly executed this District Office Lease as of the later date written below by the Lessor or the Lessee.

Print Name of Lessor/Landlord/Company

Print Name of Lessee

By: _____
Lessor Signature
Name:
Title:

Lessee Signature

Date

Date

This District Office Lease must be accompanied with an executed District Office Lease Attachment.

District Office Lease Attachment- Instructions

The District Office Lease Attachment must accompany *every* Lease or Amendment submitted for a Member/Member-Elect's District Office.

NO LEASE, AMENDMENT OR ATTACHMENT CAN BE SIGNED BEFORE THEY HAVE BEEN APPROVED BY THE ADMINISTRATIVE COUNSEL.

The term of a District Office Lease or Amendment for the 117th Congress may not commence prior to January 3, 2021.

Members should endeavor to lease space through the last day of a congressional term rather than the last day of a calendar year. For the 117th Congress, leases should end on January 2, 2023, not December 31, 2022.

A few things to keep in mind:

- A. The Member/Member-Elect is required to personally sign the documents.
- B. The Lessor must complete the amenities checklist in Section A ("Lease Amenities"), including both the "required amenities" and "optional amenities" portions.
- C. The Member/Member-Elect must indicate in Section A ("Lease Amenities") whether the proposed leased space will serve as a flagship district office.
- D. Section B ("Additional Terms and Conditions") of the Attachment **SHALL NOT** have any provisions deleted or changed.
- E. Even if rent is zero, an Attachment is still required.
- F. **Prior to either party signing a Lease or Amendment, the Member/Member-Elect must submit the proposed Lease or Amendment, accompanied by a copy of the Attachment, to the Administrative Counsel for review and approval.** If the Administrative Counsel determines that the proposed terms and conditions of the Lease or Amendment are in compliance with applicable law and House Rules and Regulations, the Administrative Counsel will notify the Member/Member-Elect that (s)he may proceed with the execution of the Lease or Amendment. Please submit the proposed Lease or Amendment and Attachment either by e-mail in PDF form (leases@mail.house.gov) or by fax (202-226-0357).
- G. Once signed by both parties, the Lease or Amendment along with the Attachment must be submitted to the Administrative Counsel for final approval. They may be sent by email in PDF form (leases@mail.house.gov) or by fax (202-226-0357).
- H. Without a properly signed and submitted Attachment, the Lease or Amendment cannot be approved by the Administrative Counsel and payments will not be made. The parties agree that any charges for default, early termination or cancellation of the Lease or Amendment which result from actions taken by or on behalf of the Lessee shall be the sole responsibility of the Lessee, and are not reimbursable from the Member's Representational Allowance.
- I. **Lessor shall provide a copy of any assignment, estoppel certificate, notice of a bankruptcy or foreclosure, or notice of a sale or transfer of the leased premises to the Administrative Counsel by e-mail in PDF form (leases@mail.house.gov).**

U.S. House of Representatives

Washington, D.C. 20515

District Office Lease Attachment

(Page 1 of 5 – 117th Congress)

SECTION A
(Lease Amenities)

Section A sets forth the amenities provided by the Lessor to be included in the Lease and designates whether the leased space will be the Member/Member-Elect's flagship (primary) office. Except as noted below, the amenities listed are not required for all district offices.

To be completed by the Lessor (required amenities):

☒ * **High-Speed Internet Available Within the Leased Space.**

Please list any internet providers known to provide service to the property:

☒ * **Interior Wiring CAT 5e or Better within Leased Space.**

To be completed by the Lessor (optional amenities):

☐ Amenities are separately listed elsewhere in the Lease.

(The below checklist can be left blank if the above box is checked.)

The Lease includes (please check and complete all that apply):

☒ Lockable Space for Networking Equipment.

☒ Telephone Service Available.

☒ Parking. ☐ Assigned Parking Spaces

☒ 20 Unassigned Parking Spaces

☐ General Off-Street Parking on an As-Available Basis

☒ Utilities. Includes: Power/Water/Sewer

☐ Janitorial Services. Frequency: _____

☒ Trash Removal. Frequency: weekly

☐ Carpet Cleaning. Frequency: _____

☒ Window Washing. ☐ Window Treatments.*exterior

☐ Tenant Alterations Included In Rental Rate.

☒ After Hours Building Access.

☐ Office Furnishings. Includes: _____

☐ Cable TV Accessible. If checked, Included in Rental Rate: ☐ Yes ☐ No

☒ Building Manager. ☒ Onsite ☐ On Call Contact Name: Brad Helfenberger

Phone Number: 925-779-7078 Email Address: bhelfenberger@antiochca.gov

To be completed by the Member/Member-elect (required):

- ☐ The leased space will serve as my flagship (primary) District Office.
☒ The leased space will NOT serve as my flagship (primary) District Office.

*Send completed forms to: Administrative Counsel, 217 Ford House Office Building, Washington, D.C. 20515.
Copies may also be faxed to 202-226-0357.*

District Office Lease Attachment

(Page 2 of 5 – 117th Congress)

SECTION B (Additional Lease Terms)

1. **Incorporated District Office Lease Attachment.** Lessor (Landlord) and Lessee (Member/Member-Elect of the U.S. House of Representatives) agree that this District Office Lease Attachment (“Attachment”) is incorporated into and made part of the Lease (“Lease”) and, if applicable, District Office Lease Amendment (“Amendment”) to which it is attached.
2. **Performance.** Lessor expressly acknowledges that neither the U.S. House of Representatives (the “House”) nor its Officers are liable for the performance of the Lease. Lessor further expressly acknowledges that payments made by the Chief Administrative Officer of the House (the “CAO”) to Lessor to satisfy Lessee’s rent obligations under the Lease – which payments are made solely on behalf of Lessee in support of his/her official and representational duties as a Member of the House – shall create no legal obligation or liability on the part of the CAO or the House whatsoever. Lessee shall be solely responsible for the performance of the Lease and Lessor expressly agrees to look solely to Lessee for such performance.
3. **Modifications.** Any amendment to the Lease must be in writing and signed by the Lessor and Lessee. Lessor and Lessee also understand and acknowledge that the Administrative Counsel for the CAO (“Administrative Counsel”) must review and give approval of any amendment to the Lease prior to its execution.
4. **Compliance with House Rules and Regulations.** Lessor and Lessee understand and acknowledge that the Lease shall not be valid, and the CAO will not authorize the disbursement of funds to the Lessor, until the Administrative Counsel has reviewed the Lease to determine that it complies with the Rules of the House and the Regulations of the Committee on House Administration, and approved the Lease by signing the last page of this Attachment.
5. **Payments.** The Lease is a fixed term lease with monthly installments for which payment is due in arrears on or before the end of each calendar month. In the event of a payment dispute, Lessor agrees to contact the Office of Finance of the House at 202-225-7474 to attempt to resolve the dispute before contacting Lessee.
6. **Void Provisions.** Any provision in the Lease purporting to require the payment of a security deposit shall have no force or effect. Furthermore, any provision in the Lease purporting to vary the dollar amount of the rent specified in the Lease by any cost of living clause, operating expense clause, pro rata expense clause, escalation clause, or any other adjustment or measure during the term of the Lease shall have no force or effect.
7. **Certain Charges.** The parties agree that any charge for default, early termination or cancellation of the Lease which results from actions taken by or on behalf of the Lessee shall be the sole responsibility of the Lessee, and shall not be paid by the CAO on behalf of the Lessee.
8. **Death, Resignation or Removal.** In the event Lessee dies, resigns or is removed from office during the term of the Lease, the Clerk of the House may, at his or her sole option, either: (a)

District Office Lease Attachment

(Page 3 of 5 – 117th Congress)

terminate the Lease by giving thirty (30) days' prior written notice to Lessor; or (b) assume the obligation of the Lease and continue to occupy the premises for a period not to exceed sixty (60) days following the certification of the election of the Lessee's successor. In the event the Clerk elects to terminate the Lease, the commencement date of such thirty (30) day termination notice shall be the date such notice is delivered to the Lessor or, if mailed, the date on which such notice is postmarked.

9. **Term.** The term of the Lease may not exceed the constitutional term of the Congress to which the Lessee has been elected. The Lease may be signed by the Member-Elect before taking office. Should the Member-Elect not take office to serve as a Member of the 117th Congress, the Lease will be considered null and void.
10. **Early Termination.** If either Lessor or Lessee terminates the Lease under the terms of the Lease, the terminating party agrees to promptly file a copy of any termination notice with the Office of Finance, U.S. House of Representatives, O'Neill Federal Building, Suite 3220, Attn: Jason Washington, Washington, D.C. 20515, and with the Administrative Counsel by e-mail at leases@mail.house.gov.
11. **Assignments.** Lessor shall provide thirty (30) days prior written notice to Lessee before assigning any of its rights, interests or obligations under the Lease, in whole or in part, by operation of law or otherwise. Lessor shall promptly file a copy of any such assignment notice with the Administrative Counsel by e-mail at leases@mail.house.gov. Lessee and the House shall not be responsible for any misdirected payments resulting from Lessor's failure to file an assignment notice in accordance with this section.
12. **Sale or Transfer of Leased Premises.** Lessor shall provide thirty (30) days prior written notice to Lessee in the event (a) of any sale to a third party of any part of the leased premises, or (b) Lessor transfers or otherwise disposes of any of the leased premises, and provide documentation evidencing such sale or transfer in such notice. Lessor shall promptly file a copy of any such sale or transfer notice with the Administrative Counsel by e-mail at leases@mail.house.gov.
13. **Bankruptcy and Foreclosure.** In the event (a) Lessor is placed in bankruptcy proceedings (whether voluntarily or involuntarily), (b) the leased premises is foreclosed upon, or (c) of any similar occurrence, Lessor agrees to promptly notify Lessee in writing. Lessor shall promptly file a copy of any such notice with the Office of Finance, U.S. House of Representatives, O'Neill Federal Building, Suite 3220, Attn: Jason Washington, Washington, D.C. 20515, and with the Administrative Counsel by e-mail at leases@mail.house.gov.
14. **Estoppel Certificates.** Lessee agrees to sign an estoppel certificate relating to the leased premises (usually used in instances when the Lessor is selling or refinancing the building) upon the request of the Lessor. Such an estoppel certificate shall require the review of the Administrative Counsel, prior to Lessee signing the estoppel certificate. Lessor shall promptly provide a copy of any such estoppel certificate to the Administrative Counsel by e-mail at leases@mail.house.gov.

District Office Lease Attachment

(Page 4 of 5 – 117th Congress)

15. **Maintenance of Common Areas.** Lessor agrees to maintain in good order, at its sole expense, all public and common areas of the building including, but not limited to, all sidewalks, parking areas, lobbies, elevators, escalators, entryways, exits, alleys and other like areas.
16. **Maintenance of Structural Components.** Lessor also agrees to maintain in good order, repair or replace as needed, at its sole expense, all structural and other components of the premises including, but not limited to, roofs, ceilings, walls (interior and exterior), floors, windows, doors, foundations, fixtures, and all mechanical, plumbing, electrical and air conditioning/heating systems or equipment (including window air conditioning units provided by the Lessor) serving the premises.
17. **Lessor Liability for Failure to Maintain.** Lessor shall be liable for any damage, either to persons or property, sustained by Lessee or any of his or her employees or guests, caused by Lessor's failure to fulfill its obligations under Sections 15 and 16.
18. **Initial Alterations.** Lessor shall make any initial alterations to the leased premises, as requested by Lessee and subject to Lessor's consent, which shall not be unreasonably withheld. The cost of such initial alterations shall be included in the annual rental rate.
19. **Federal Tort Claims Act.** Lessor agrees that the Federal Tort Claims Act, 28 U.S.C. §§ 2671-80, satisfies any and all obligations on the part of the Lessee to purchase private liability insurance. Lessee shall not be required to provide any certificates of insurance to Lessor.
20. **Limitation of Liability.** Lessor agrees that neither Lessee nor the House nor any of the House's officers or employees will indemnify or hold harmless Lessor against any liability of Lessor to any third party that may arise during or as a result of the Lease or Lessee's tenancy.
21. **Compliance with Laws.** Lessor shall be solely responsible for complying with all applicable permitting and zoning ordinances or requirements, and with all local and state building codes, safety codes and handicap accessibility codes (including the Americans with Disabilities Act), both in the common areas of the building and the leased space of the Lessee.
22. **Electronic Funds Transfer.** Lessor agrees to accept monthly rent payments by Electronic Funds Transfer and agrees to provide the Office of Finance, U.S. House of Representatives, with all banking information necessary to facilitate such payments.
23. **Refunds.** Lessor shall promptly refund to the CAO, without formal demand, any payment made to the Lessor by the CAO for any period for which rent is not owed because the Lease has ended or been terminated.
24. **Conflict.** Should any provision of this Attachment be inconsistent with any provision of the attached Lease or attached Amendment, the provisions of this Attachment shall control, and those inconsistent provisions of the Lease or the Amendment shall have no force and effect to the extent of such inconsistency.

District Office Lease Attachment

(Page 5 of 5 – 117th Congress)

25. **Construction.** Unless the clear meaning requires otherwise, words of feminine, masculine or neuter gender include all other genders and, wherever appropriate, words in the singular include the plural and vice versa.
26. **Fair Market Value.** The Lease or Amendment is entered into at fair market value as the result of a bona fide, arms-length, marketplace transaction. The Lessor and Lessee certify that the parties are not relatives nor have had, or continue to have, a professional or legal relationship (except as a landlord and tenant).
27. **District Certification.** The Lessee certifies that the office space that is the subject of the Lease is located within the district the Lessee was elected to represent unless otherwise authorized by Regulations of the Committee on House Administration.
28. **Counterparts.** This Attachment may be executed in any number of counterparts and by facsimile copy, each of which shall be deemed to be an original but all of which together shall be deemed to be one and the same instrument.
29. **Section Headings.** The section headings of this Attachment are for convenience of reference only and shall not be deemed to limit or affect any of the provisions hereof.

IN WITNESS WHEREOF, the parties have duly executed this District Office Lease Attachment as of the later date written below by the Lessor or the Lessee.

Print Name of Lessor/Landlord

Print Name of Lessee

By: _____
Lessor Signature
Name:
Title:

Lessee Signature

Date

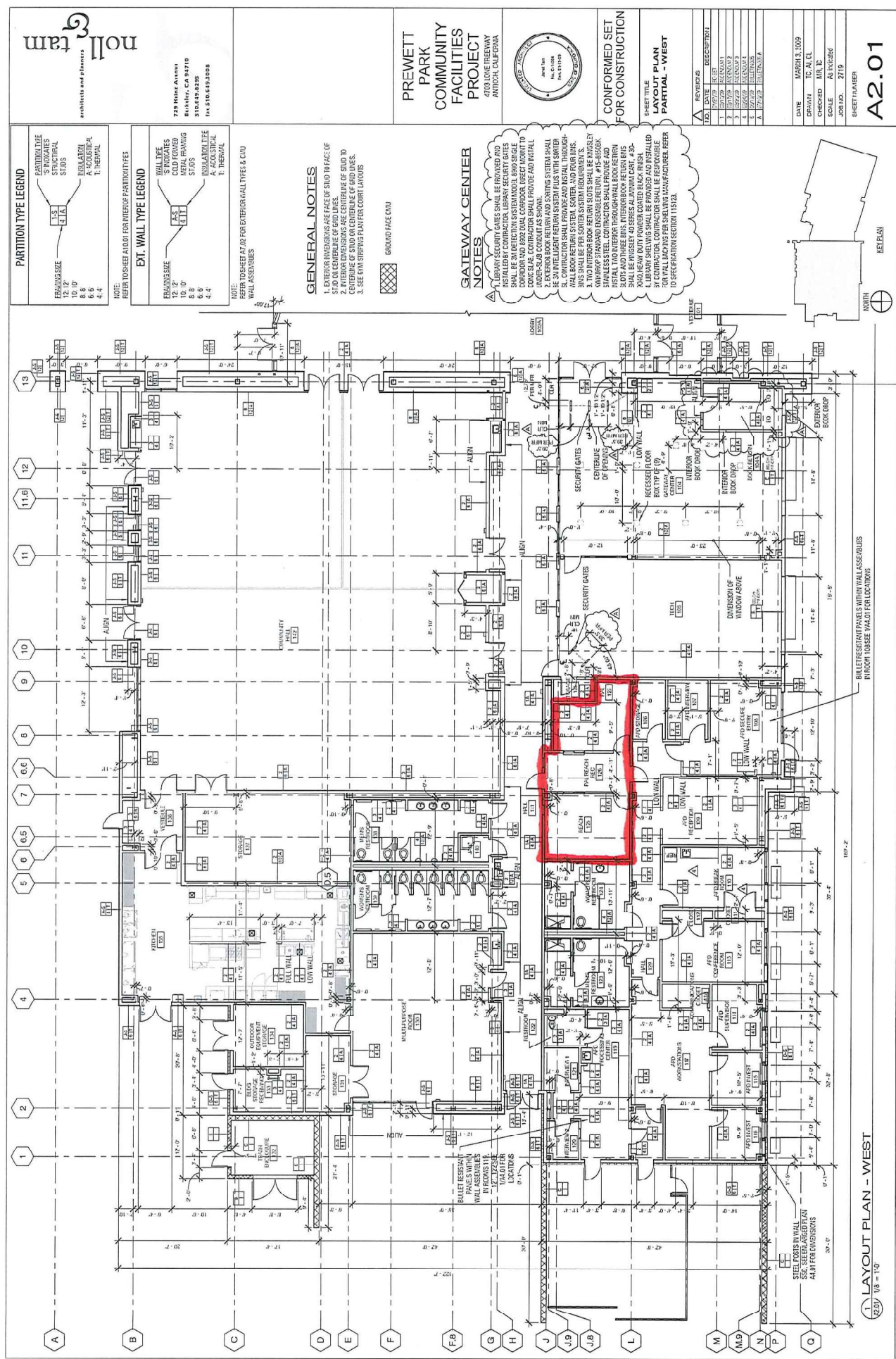
Date

From the Member's Office, who is the point of contact for questions?
Name Nicole Damasco Phone (202) 225-1947 E-mail Nicole.Damasco @mail.house.gov

This District Office Lease Attachment and the attached Lease or Amendment have been reviewed and are approved, pursuant to Regulations of the Committee on House Administration.

Signed _____ Date January 2, 20____.
(Administrative Counsel)

*Send completed forms to: Administrative Counsel, 217 Ford House Office Building, Washington, D.C. 20515.
Copies may also be faxed to 202-226-0357.*





STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Cornelius H. Johnson, Interim City Manager *CHJ*

SUBJECT: Authorization to Response to Grand Jury Report No. 2106 "911 Mental Health Crisis Response: A New Way To Protect and To Serve"

RECOMMENDED ACTION

It is recommended that the City Council adopt the resolution to approve the attached response to the Grand Jury report: 911 Mental Health Crisis Response: A new Way "To Protect and To Serve" (Attachment B, Exhibit 1) and authorize the Mayor to sign it.

FISCAL IMPACT

Responding to the Grand Jury report required the utilization of staff time. Fiscal impacts of implementing the recommendations in the report are not yet identified.

DISCUSSION

Early in California's history, the California Constitution established grand juries in each county. The California Penal Code § 933(c) includes provisions on the formation of grand juries and the powers and duties of grand juries. With respect to public agencies, grand juries are authorized to "investigate and report upon the operations, accounts, and records of the officers, departments, functions and the method or systems of performing the duties of any such city or joint powers agency and make such recommendations as it may deem proper and fit." (Cal. Penal Code § 925a) Within 90 days after the grand jury submits a report regarding the operations of any public agency, the governing body of the public agency shall comment to the presiding judge of the superior court findings and recommendations pertaining to matters under the control the governing body.

In November 2021, the City of Antioch and other public agencies in the Contra Costa County received the attached Grand Jury report: 911 Mental Health Crisis Response: A New Way "To Protect and To Serve." The attached report was not just submitted to the City of Antioch but was distributed county-wide.

ATTACHMENTS

- A. Council Resolution
- B. Civil Grand Jury Report - Mental Health Crisis Response
- C. City Response to Grand Jury Report (Exhibit 1)

ATTACHMENT A

RESOLUTION NO. 2022/##

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH AUTHORIZING THE MAYOR TO FORWARD A RESPONSE TO GRAND JURY REPORT NO. 2106-911 MENTAL HEALTH CRISIS RESPONSE: A NEW WAY “TO PROTECT AND TO SERVE”

WHEREAS, the City of Antioch received a Grand Jury Report No. 2106 911 Mental Health Crisis Response: A New Way “To Protect and To Serve”;

WHEREAS, a written response to the Grand Jury is required under California Penal Code § 933.05 (b); and

WHEREAS, a written response to the Grand Jury has been drafted and reviewed by the City Council.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby approves the written response to the Grand Jury (Exhibit 1) and authorizes the Mayor to sign the written responses to the Grand Jury Report No. 2106 - Mental Health Crisis Response: A New Way “To Protect and To Serve”, which is attached to this Resolution as Exhibit 1.”

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch, at a regular meeting thereof, held on the 8th day of February 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ELIZABETH HOUSEHOLDER
CITY CLERK OF THE CITY OF ANTIOCH



November 30, 2021

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

Dear City Council of Antioch:

Attached is a copy of Grand Jury Report No. 2106, 911 Mental Health Crisis Response: A New Way "To Protect and To Serve" prepared by the 2020-2021 Contra Costa County Civil Grand Jury.

In accordance with California Penal Code Section 933 et seq., we are submitting this report to you as the officer, agency, or department responsible for responding to the report. Please respond to the Findings and Recommendations as they apply to your agency. Please also confirm in writing that the person responding to the report is authorized to do so. As the responding person or person responding on behalf of an entity, please indicate one of the following actions with respect to each finding:

- (1) You agree with the finding.
- (2) You disagree with the finding.
- (3) You partially disagree with the finding.

(Pen. Code, § 933.05(a).) In the cases of both (2) and (3) above, please specify the portion of the finding that is disputed, and include an explanation of the reasons therefor.

In addition, Section 933.05(b) requires you to reply to each recommendation by stating one of the following actions:

1. The recommendation has been implemented, with a summary describing the implemented action.
2. The recommendation has not yet been implemented, but will be implemented in the future, with a time frame for implementation.
3. The recommendation requires further analysis. This response should explain the scope and parameters of the analysis or study, and a time frame for the matter to be prepared for discussion. This time frame shall not exceed six months from the date of the publication of the Grand Jury Report.

4. The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation thereof.

The Penal Code also prescribes the obligations of a governing board or elected county official with regard to responding to the grand jury's findings and recommendations. Specifically, if the report contains one or more recommendations directed to you as an elected county official, or to the governing board of which you are a member, you must respond to these recommendations and to the supporting findings, as directed in the report.

After reviewing the response to ensure that it includes the above-noted mandated items, please send (1) a hard copy of the response to the Grand Jury at P.O. Box 431, Martinez, CA 94553; and (2) an electronic copy by e-mail to ctadmin@contracosta.courts.ca.gov. The response must be submitted to the Grand Jury no later than **March 4, 2022**.

Finally, please note that this report is provided at least two working days before it is released publicly. Section 933.05 specifies that no officer, agency, department, or governing body of a public agency shall disclose any contents of the report prior to its public release.

Please immediately confirm receipt of this letter and the attached report by responding via e-mail to ctadmin@contracosta.courts.ca.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Samil Beret", is written over a horizontal line.

Samil Beret, Foreperson
2020-2021 Contra Costa County Civil Grand Jury

cc: Ron Bernal, City Manager

A REPORT BY

THE 2020-2021 CONTRA COSTA COUNTY CIVIL GRAND JURY

725 Court Street
Martinez, California 94553

Report 2106

911 Mental Health Crisis Response:

A New Way "To Protect and To Serve"

APPROVED BY THE GRAND JURY

Date 11/30/2021



SAMIL BERET
GRAND JURY FOREPERSON

APPROVED FOR FILING

Date 11/30/21



JILL FANNIN
JUDGE OF THE SUPERIOR COURT

Contra Costa County Grand Jury Report 2106

911 Mental Health Crisis Response
A new way “to Protect and to Serve”

To: Contra Costa County Board of Supervisors
Antioch City Council
Contra Costa County Department of Health Services

SUMMARY

On June 2, 2019, Miles Hall, a 23-year-old man diagnosed with a mental illness, was shot and killed by Walnut Creek Police officers during a mental health crisis in which his family called 911 for help managing a serious episode. The family stated, “We had no option but to turn to the police to get Miles help when he was in crisis.” (<http://justiceformileshall.org>)

The decision by 911 dispatchers to dispatch an armed law enforcement officer to the scene of a non-criminal, mental health related call is an important issue. There is a belief at one end of the spectrum that only sworn police officers have the training and experience to properly handle such calls, even though they may not be responding to an actual crime. At the other end of the spectrum is the belief the police should never respond to such calls because they may exacerbate the situation. While their training is extensive, it is not heavily weighted towards de-escalation or mental health crisis management, and uniformed officers may be a trigger to the person in crisis. Those in the middle believe that some hybrid system would be appropriate. There is little consensus as to what any system should look like.

Although there are several agencies in Contra Costa County (County) that are attempting to address this issue, their efforts have not been coordinated and sufficient resources have not been allocated. The County has not effectively communicated the availability of resources to the community – programs are difficult to identify and access. The County Department of Health Services (DHS) is working on a program to greatly expand its mental health crisis response teams; however, this expansion is still in the planning stage with implementation and funding unresolved.

The 2020-2021 Civil Grand Jury is recommending a pilot program that would have non-police mental health specialists respond in a timelier manner to the scene of mental

health crisis calls. The Grand Jury is recommending that DHS partner with a city to develop a pilot program within one year from the date of this report.

METHODOLOGY

The Grand Jury reviewed the following documents, records, and materials for this investigation:

- Internet research on mental health responders' programs in San Francisco, Oakland, New York City, Eugene, Oregon and Olympia, Washington
- 911 dispatcher data from the Contra Costa County Sheriff's Department and city police departments throughout Contra Costa County
- Data from DHS and the Mobile Crisis Response Team (MCRT) within DHS regarding both its existing program and planned expansion
- Newspaper articles, both from the Bay Area and nationwide, regarding existing and proposed programs to address the issue of 911 mental health responses
- Articles and published professional reports on community response models
- California Assembly Bill 988, establishing mental health crisis hotlines
- National Suicide Hotline Designation Act of 2020 (S-2661)
- California Police Officer Standards and Training (POST) on de-escalation, and crisis intervention.

The Grand Jury conducted the following interviews after its initial internet research:

- A director of the Portland, Oregon, Street Response program (PSR)
- A director of the Denver, Colorado, Support Team Assisted Response (STAR) program
- 911 dispatchers in Contra Costa County
- City officials within Contra Costa County
- Individuals in the Contra Costa County DHS and its MCRT

BACKGROUND

In the past few years, Contra Costa County has experienced many instances where police officers have responded to situations for which their training had not prepared them. Many of those instances resulted in escalations that led to injuries and sometimes death at the hands of a law enforcement officer, which is tragic not only for the victims, but their families, the officers involved, and the community. In addition to the Miles Hall

incident, there have been other recent Contra Costa County incidents with tragic outcomes:

- 2018: Laudemere Arboleda, a 33-year-old man with mental health issues, was contacted by Danville Police officers for loitering. According to news reports, when he attempted to drive away, he was shot and killed at the scene. That Danville city police officer has since been charged with voluntary manslaughter for his death. The family has stated to reporters that Mr. Arboleda suffered from mental health problems.
- 2020: Angelo Quinto died during a struggle with Antioch police officers as he was having a mental health crisis in a bedroom of his home. A wrongful death lawsuit is pending.
- 2021: The same Danville police officer who has been charged with manslaughter for the death of Mr. Arboleda was also involved in an incident in which Tyrell Wilson, who suffered mental health problems from a previous traumatic brain injury, was shot and killed. He was reportedly throwing rocks off an overpass.

These and other tragic events have resulted in public protests, lawsuits, and public discussion on how to reform police procedures throughout the County. None have yet resulted in a program that would change the system in a meaningful and lasting way.

The only responders currently available 24/7 in Contra Costa County are Police, Sheriff, and Fire Department staff – regardless of the nature of the emergency.

In 2015, the Washington Post began an ongoing nationwide tally of all police officer-involved shooting deaths. Resources included police reports, news accounts, and social media. The tally indicated that at least 25% of people who are shot and killed by police officers suffered from acute mental illness at the time of their death. People with untreated mental illness were 16 times more likely to be fatally shot during an encounter with police than the general population. As of 2020, the continuing Washington Post study found that the deaths remained at approximately 25%.

(<https://www.washingtonpost.com/graphics/investigations/police-shootings-database/>)

An online article in the Monitor On Psychology (Vol. 52, No. 5, print page 30, July/August 2021), states that in the U.S., "It's estimated that at least 20% of police calls for service involve a mental health or substance use crisis, and ... that demand is growing."

Three Concerns

- **Police Response:** Many of the non-criminal mental health 911 calls are made by people who do not necessarily want a uniformed police officer to respond but feel that they have no alternative. Some of their concerns are fear of arrest because of outstanding warrants, immigration status, lack of trust in law enforcement, or past experiences with law enforcement. (See The Community Responder Model by the Center for American Progress, October 2020.)
- **Training / De-escalation:** Officers who have completed de-escalation courses should be involved in the training of other officers and dispatchers to identify mental health crises present in a 911 call. Training police officers in mental health de-escalation techniques, while important, does not replace the need for mental health professionals.
- **Staff resources:** Police Department officials interviewed said that their limited resources would be better spent responding to actual crime in progress 911 calls than non-criminal mental health related calls.

With these concerns in mind, the Grand Jury began an investigation to find alternatives to a police response to mental health crises in Contra Costa County. Programs that have demonstrated success in similar communities around the country were examined in depth to take the program features that were well received in other communities and apply them to a pilot program in this County. When that pilot program is successful, it can be expanded to the entire County.

DISCUSSION

In 2019, the city managers in the County asked the County Health Services Department for help to improve the current MCRT program. MCRT was created to provide same day intervention for adults who are experiencing mental health crises. The Team includes licensed mental health clinicians, community support workers, and a family nurse-practitioner. The MCRT goal is to prevent acute psychiatric crises resulting in involuntary hospitalizations. The Team tries to de-escalate crises and connect clients to mental health resources. MCRTs are accessed by calling 1-833-443-2672 for adults and 1-877-441-1089 for Seneca, a program for children 17 and younger which was created in 1985.

MCRT is *not* an emergency service. Service coverage is Monday through Friday 7 a.m. - 11:30 p.m. Five teams are based out of Martinez and cover the entire County. Difficulty in accessing services, long response times and limited services hours have limited the community use of this service. The County Health Department recognizes this problem and with city managers acting as a catalyst has embarked on an aggressive and thorough expansion of the current program.

The expansion plans include 32 teams, 24/7 coverage and three regional locations to decrease response times. The response target is 30 minutes rather than "same day". MCRT will become available as an emergency service.

The plan stipulates routing of calls from multiple sources including 911 through a hub (Miles Hall Community Crisis Hub). Trained dispatchers at the hub will triage (prioritize) and direct specialized teams to the perceived level of risk. Level I, low intensity calls, will be routed to a team consisting of a peer support worker and an Emergency Medical Technician (EMT). Level II calls will be routed to a team with a professional clinician, a peer support worker and possibly an EMT. For a Level III, the highest intensity call, a law enforcement officer will be included in the team.

The MCRT service will be greatly expanded to include alternate destinations such as peer-operated temporary housing/care locations, crisis intervention services and sobering centers. Current 24/7 destination options for mental health crisis victims are the County Hospital Psychiatric Emergency Service, County Jail or remaining in place.

DHS has included mental health crisis victims and their families, community representatives (caregivers), law enforcement and city managers in the expansion planning process. It has reviewed existing program models in other cities including one from the United Kingdom. Plans include extensive use of communication and GPS technology. Funding and city-county cost sharing issues and a pilot rollout are still being explored.

During interviews, DHS indicated that it is receptive to the idea of a pilot program prior to a countywide implementation of their proposed expansion but has planned their expansion to be an "opt-in" for each city as some are planning their own crisis response measures. DHS has also expressed that it has found the city of Antioch, among others, to be an acceptable city should a pilot program be established.

The Grand Jury focused on identifying factors that would give a pilot project the tools needed for success and longevity that could then be expanded to a countywide program. The model programs examined share certain qualities that allowed a transition from successful pilot projects to permanent programs.

Model Programs

The Grand Jury investigated the four existing programs outlined below that have had a significant degree of success.

Eugene, Oregon – Crisis Assistance Helping Out On The Streets (CAHOOTS):

The CAHOOTS program was started in 1989. It is one of the oldest and most successful programs of its kind in the country. The program's response teams consist of a medic (nurse, paramedic or EMT) and a crisis worker who has substantial training and experience in the mental health field, as well as peer responders with similar life

experiences to those in crisis. The team responds to non-criminal calls such as mental health crises, expressed suicide ideation, and disturbances of the peace in which it is believed that de-escalation techniques would be possible. They also handle non-emergency medical situations.

The program website cites a 2016 study in the American Journal of Preventative Medicine that found between 20% and 50% of fatal encounters with police agencies involved an individual with a mental illness. CAHOOTS records in 2019 show that out of a total of approximately 24,000 calls, police backup was requested only 150 times. In 2017, CAHOOTS teams answered 17% of the Eugene Police Department's entire call volume.

The calls come through the city's 911 call center and the dispatchers are trained to triage calls and refer the appropriate ones to CAHOOTS response teams. Upon arrival, the team assesses the situation to confirm whether an actual police response is needed. If it is, the CAHOOTS team immediately calls the police and stays on the scene to advise the responding police officer of their assessment.

Portland, Oregon – Portland Street Response (PSR):

The program began as a pilot program in 2019 and was modeled after the CAHOOTS program. It was intentionally begun as a program in a limited geographical section of the city that, because of its success, has expanded and will continue to expand significantly in the next few years. PSR started with a community outreach program to both educate the citizens about the program and identify their concerns. The community quickly embraced the program.

PSR teams respond to calls through the 911 dispatch center and a separate non-emergency phone line. PSR responds instead of a police officer to various types of mental health related calls: substance abuse / drunk in public, disturbing the peace and/or loitering, welfare checks and suicidal risk. PSR does not respond to crimes, instances where people are identified as being armed with a weapon, or situations that threaten the lives of others.

PSR's response time is approximately 20 minutes, and they typically stay at the scene for at least an hour. PSR currently handles upwards of 80,000 calls per year and plans an expansion next year to ten mobile units. The expansion would include additional teams of medics and peer support specialists with specialized training in de-escalation and behavioral health. These teams will be dispatched on calls 24/7. In its two years of existence, PSR has significantly increased the ability of the police department to focus on criminally related 911 calls.

Denver, CO – Support Team Assisted Response (STAR):

This program began its operational phase in June 2016 as a pilot program in downtown Denver. It started as a program in which police officers and mental health professionals responded jointly to a request for assistance. The program has since evolved so that only the STAR team responds without police participation. As with the Portland PSR program, a significant community outreach effort describing services provided occurred

before the outset of the program. The outreach was directed not only at the citizens but also to non-governmental organizations, mental health professionals and civic leaders.

Calls originate through the 911 dispatch center, which in turn calls STAR responders. During the past year 30% of calls to police resulted in law enforcement calling the STAR responders to handle the situations, freeing the police to respond to criminally related calls. The program is run by a private non-profit organization through contracts with the city and county.

STAR personnel respond to calls regarding suicide/crisis intervention, welfare checks, and minor public disturbances not involving weapons or danger of bodily harm to others. During the first year of operation, STAR responded to 1,400 calls and the responders developed a good working relationship with law enforcement. The responders can call for a police officer if a situation escalates or they arrive to a scene different than that which was described to STAR in the initial call.

The program is transitioning from the city's Safety (Police) Department to its Public Health Department. STAR personnel determined that not being associated with the Police Department allowed more trust to be built with the communities served. Staff in this program work 3, 13-hour shifts per week, with a 4-hour period to be used for paperwork associated with documenting encounters and medical billing.

Olympia, Washington - Crisis Response Unit (CRU):

CRU started in April 2019 with a staff of six responders operating seven days a week, 7 a.m. to 8:40 p.m. Monday through Thursday, and 10 a.m. to 8:40 p.m. Friday through Sunday. After two years, the CRU has developed into a valuable option for crisis assistance. Responding unit members can provide a variety of services, including grief counseling, housing crisis assistance, substance abuse support, transportation to services, and referrals and connections to resources. CRU never restrains individuals against their will or takes them into custody.

Time, training, and trust have overcome initial police resistance to civilian access of their 911 communication system. Much of the day-to-day activity by CRU members is spent in the community including visiting homeless encampments, building relationships, and increasing the likelihood that they will be called when needed. Callers have increasingly requested CRU because it has become established and trusted in the community. In the second quarter of 2020 Olympia Police Department reported more than 500 contacts between CRU and community members - 175 of which were initiated by CRU members during their community outreach efforts. Police were only on scene for 86 of the total number of contacts.

Successful Program Aspects

The Grand Jury's review of CAHOOTS, PSR, STAR, and CRU found these common aspects:

1. All involved parties, including community leaders, actively work together from the outset to implement a working program.
2. Each program started as a pilot program and then expanded to include more people and a larger geographical area.
3. All participating agencies have an equal place at the table with a designated liaison person. These people meet regularly to discuss concerns regarding the day-to-day operation of the pilot program and adjustments that need to be made to ensure the ongoing acceptance by the community.
4. In all programs, the participants spoke unanimously about the importance of communication and trust. The trust needs to be a link between agencies and, critically, between law enforcement and mental health responders who are on the front lines of the effort. The people interviewed emphasized that communication and trust did not come overnight. It had to be developed and nurtured over time and after many joint responses by police and mental health responders to 911 calls.
5. Flexibility and adaptability have contributed to their longevity.
6. They all developed an effective public awareness campaign to educate the community about the services and benefits of a non-police mental health response program.

Pilot Program Development and Implementation

As with the programs studied, Contra Costa County is remarkably diverse, containing 19 cities and towns as well as unincorporated areas that vary greatly in their demographic composition and civic challenges. The need for a mental health professional response to non-criminal 911 calls is a countywide issue.

There are several components shared by the existing programs that are vital to include in a County pilot program. The CAHOOTS program has been in operation and constantly adapting to changing circumstances for over 30 years. The other programs were originally modeled after it and changed to fit the different demographics and needs of the various communities. Some of the most important distinguishing features are:

- A large and very visible effort should be made to educate the public about the program and exactly what will happen when citizens call either 911 or a special mental health response number regarding a non-crime related crisis.
- The number of responders and mobile units must be sufficient to provide reasonable response times given the size of the geographical area that they will be covering and the number of citizens they are serving. Long response times (over the 30 minutes proposed by DHS) will not inspire trust by the callers or community at large, and people may lose confidence that someone will quickly respond to their emergency.

- Initially, the mental health responders are dispatched to work on-scene in conjunction with law enforcement. As stated above, people emphasized that a relationship between civilian and law enforcement responders takes time to develop and comes to fruition only when trust develops. Law enforcement must trust that the mental health responders will accurately assess and deal with an emergency call without their assistance. Once that happens, the program can evolve into one in which only civilian mental health professionals are dispatched to an appropriate scene and these responders can rely on law enforcement when deemed necessary.
- There should be training of law enforcement and professional mental health responders in the rules and protocols of the program and other resources available. The training must ensure that all participants know their individual roles and how those roles fit into the program. The current DHS expansion plan addresses this important feature.
- A communication system must be put into place so that 911 calls can be dispatched seamlessly to either law enforcement or an alternative crisis response team, which is also addressed by the DHS expansion plan.

The current MCRT program's days and hours of operation are limited, and calls go to voicemail during published hours of operation because of understaffing and underfunding. Teams are in Martinez, resulting in long response times of 60-80 minutes due to traffic and congestion. County 911 dispatchers are often unable to determine if a responder is available for any given call, even if they believe that the call may be appropriate for an MCRT response. The planned expansion of the program addresses these concerns but lacks necessary resources to implement them, especially countywide. DHS is attempting to implement an expanded version of its current MCRT program throughout the County with far fewer resources than the other successful programs required. A major advantage of using a pilot program is that it would be easier to demonstrate success on a small scale and thereby justify additional funding for expansion.

DHS stated that, given funding and staffing goals, implementation of a countywide expansion may take at least a year. The programs that the Grand Jury researched were consistent in stating the importance of initiating a pilot program in a community that is manageable for viable mobile response, in both land area and population density. Success in those areas enabled the programs to then be expanded to include more neighborhoods or districts and more effectively address the needs of the communities they serve.

DHS also stated that its efforts to educate the community about the programs currently available have not been effective and need improvement. As shown in the programs mentioned, a pilot project in a single city would give the County the opportunity to determine best practices to communicate program features and benefits through various public awareness campaigns.

Funding

The four programs researched successfully navigated funding challenges which are two-fold: startup and continuing operations. The goal in each case was to demonstrate program effectiveness to justify further funding for continued operations and expansion. The County already has a budget for its MCRT program which could be augmented by additional sources of funding such as those outlined below that are used by other programs.

The CAHOOTS Program was initially funded through the Eugene Police Department budget in 1989 as a single shift operation. It has grown considerably over the years and now offers 24/7 service with overlapping two-van coverage and is funded through a contract with the city and operated by a non-profit organization. Their current annual budget is about \$2.1 million. In a May 2021 press release, a cost analysis reported savings to the city of \$2.2 million in officer wages alone, with additional savings resulting from reduced ambulance and emergency room utilization. Police and CAHOOTS leaders have estimated overall savings to the city to be \$8.5 million annually.

Another source of long-term funding currently being addressed is the Eugene community safety payroll tax which became effective in January 2021.

As a direct result of this program's effectiveness, in March 2021, Oregon's U.S. Senator Ron Wyden introduced the "CAHOOTS Act" S.4441 to offer federal assistance to communities wanting to start their own behavioral health alternative programs. The Act would offer Medicaid reimbursement for up to 95% of operating costs in addition to grants for setup and planning costs. This is not yet signed into law but its progress through the U.S. Congress should be continually reviewed as a potential source of funding for a program in Contra Costa County.

Denver's STAR Program was started from a 0.25% sales tax increase with an outstanding 70% voter approval. The mental health portion of the tax increase contributed the \$200,000 cost of the pilot program. For fiscal year 2021-2022, Denver has allocated \$1.4 million in the city's budget to continue the STAR program. The funding would be used to purchase four additional vans and fund six new two-person teams, as well as to hire a full-time supervisor. The program is funded in part through the city sales tax and Medicaid reimbursements.

Portland's PSR program is operated through the Portland Fire and Rescue Department, staffed with city employees, and funded through the city budget. The \$500,000 startup cost for the program was funded by the City for a Spring 2020 launch but was delayed until February 2021 due to Covid concerns. On June 17, 2021, the Portland City Council approved a budget including \$4.8 million (estimated annual operating cost) for PSR.

Olympia's CRU has relied on a combination of local tax revenue and grant funding to support its crisis response initiatives. In November 2017, voters passed a public safety levy that included funds for an enhanced crisis response, with a focus on improving conditions in the downtown area. The levy allocated \$110,100 for startup and \$497,000

in annual costs, for the Olympia Police Department to contract with a behavioral health partner. This partnership would staff CRU as an alternative to police response led by civilian behavioral health specialists.

Nationally, S.2661 - National Suicide Hotline Designation Act of 2020, a bipartisan bill to make “988” the national number to call for people in crisis, was signed into law in October 2020, providing an alternative to 911. The federal law gives each state the ability to raise money to fund the call centers, as well as related mental health crisis services, by attaching new fees to phone lines.

California’s AB-118 enacted the Community Response Initiative to Strengthen Emergency Systems Act, or the C.R.I.S.E.S. Act. This bill was signed into legislation on October 8, 2021, and includes a minimum C.R.I.S.E.S. grant award of \$250,000 per year to create and strengthen community-based alternatives to law enforcement. The intent is to lessen the reliance on law enforcement agencies as first responders to crisis situations unrelated to a fire department or emergency medical service response.

California AB-988, authored by Assemblywoman Rebecca Bauer-Kahan (D-Orinda), would implement the National Suicide Hotline Designation Act of 2020 by July 16, 2022. This bill, if enacted, would implement the Federal Communication Commission’s rules designating “988” as the three-digit number for the National Suicide Prevention Hotline. Consequently, all persons in California would have access to the “988” suicide prevention and behavioral health crisis hotline and care 24 hours a day, seven days a week.

The bill would amend California Government Code Section 3123.7(e)(2)(B), to make monies received from the new State Mental Health And Crisis Services Special Fund available for, among other things, “the operation of mobile crisis support teams.”

Measure X funds may also be available to enable DHS expansion. County voters approved Measure X in November 2020, increasing the sales tax in Contra Costa County by 0.5% for twenty years, generating an estimated \$81 million per year for essential services including emergency response. Allocation of these funds is overseen by an Advisory Board, which creates a detailed priority list of the top ten service gaps and submits a recommended list to the Board of Supervisors.

A related countywide financial issue is the cost of lawsuit settlements and/or insurance premium increases due to losses related to the following police responses to mental health crises:

- Miles Hall, 2020: \$4,000,000 (ABC7News.com)
- Rakeem Rucks, 2020: \$475,000 (LegalReader.com)
- Umberto Martinez, 2020: \$7,300,000 (KTVU.com)

A successful MCRT expansion will help minimize these costs to county taxpayers.

Why Antioch?

One advantage of a pilot program is that the infrastructure of the project is already present within the MCRT division of the County DHS and has been factored into its budget.

In its search for a particular pilot community representative of the County, the Grand Jury found many reasons to select Antioch as a suitable city.

Demographics: The City of Antioch's population estimate is currently 111,000, which is just over 10% of the entire County's population (1,050,000), with substantial socio-economic diversity.

Population Density: Response times are crucial for an individual suffering a mental health crisis. Contra Costa County has a land area of 804 square miles and the City of Antioch has a land area of 28 square miles. With over 10% of the County's population residing in less than 3.5% of the land area, the City of Antioch is well suited for a pilot program.

Homeless Population: Multiple studies have established that homeless populations have significantly higher incidences of mental health illness and substance abuse than the general population. (See Social Science and Medicine, Vol. 268, January 2021) Law Enforcement and City officials interviewed agree that homeless encampments require a higher level of services than the rest of the community. Although specific population counts of the homeless are difficult to estimate, January 2019 estimates for the County were 2,295 homeless (combined sheltered and unsheltered), representing a 43% increase in two years. (See the Contra Costa Health, Housing & Homeless 2021 Point In Time Report.) Antioch's homeless population was counted as the second highest in the county in that report and has been described by both city administration and police sources as "considerable."

FINDINGS

- F1. Professional crisis team response to mental health calls can de-escalate a crisis and reduce deaths.
- F2. Law enforcement response to mental health calls reduce resources needed for serious crimes.
- F3. Successful pilot programs in other states have earned voter funding support for program expansion.
- F4. Community trust in mental health crisis response teams can only be developed over time.
- F5. Educating the community about mental health crisis response teams is essential for their acceptance and use.
- F6. DHS efforts to educate the community about MCRT services have been ineffective and need improvement.
- F7. Funding is required for all the phases of program development: start-up, pilot, and continuing operations.
- F8. California funding grants, including AB-118, are available for pilot program creation and continuing operations.
- F9. The current MCRT program does not provide standardized responses within the County due to limited hours of service and a single dispatch location.
- F10. The City of Antioch is a suitable community to serve as a pilot city for the MCRT expansion program.

RECOMMENDATIONS

The Grand Jury recommends that:

- R1. By June 30, 2022, the Board of Supervisors approve funding for the expansion of the existing DHS/MCRT program to include a pilot project.
- R2. By June 30, 2022, the Board of Supervisors direct DHS to cooperate with the City of Antioch to develop a pilot project.
- R3. By September 30, 2022, the Antioch City Council collaborate with DHS to establish a pilot project.
- R4. By October 30, 2022, the City of Antioch apply for grants, including AB-118, to fund its participation in the pilot program.
- R5. By June 30, 2022, the Board of Supervisors direct DHS to establish a joint team including representation from community partners for administration of the pilot

project.

- R6. By September 30, 2022, DHS and the City of Antioch begin a comprehensive program to inform and educate the community members about the project and the specific resources that will be available at the outset of the pilot project.
- R7. By December 31, 2022, the Antioch Police Department and its 911 dispatchers augment their training to include the new MCRT alternative response options available.
- R8. By September 30, 2022, DHS apply for all available state, county, and private grants (e.g., AB-118), as well as money available through Measure X, as a source of funding.
- R9. By December 31, 2021, DHS implement ongoing monitoring of the proposed CAHOOTS Act (S.4441) as an additional source of funding.
- R10. By September 30, 2022, if Antioch is not willing to be a pilot program city, DHS identify and approach an alternate city and work with it on the recommendations related to Antioch.

REQUEST FOR RESPONSES

Agency	Findings	Recommendations
Contra Costa County Board of Supervisors	F1 through F10	R1, R2, R5 through R10
Antioch City Council	F8, F10	R3, R4, R6, R7
Department of Health Services is invited to respond.	F1 through F10	R1, R2, R5 through R10

These responses must be provided in the format and by the date set forth in the cover letter that accompanies this report. An electronic copy of these responses in the form of a Word document should be sent by e-mail to:

ctadmin@contracosta.courts.ca.gov and should be mailed to:

Civil Grand Jury-Foreperson
725 Court Street
PO Box 431
Martinez, CA 94553-0091

ATTACHMENT C

“Exhibit 1”

DRAFT

February 22, 2022

The Honorable Jill Fannin
Presiding Judge of Contra Costa County Superior Court
725 Court Street
PO Box 431
Martinez, CA 94553-0091

Re: City of Antioch Response to 2020-2021 Contra Costa Civil Grand Jury Report No. 2016: 911 Mental Health Crisis Response: “A New Way “To Protect and To Serve”

Dear Judge Fannin,

On behalf of the City of Antioch City Council, this letter is in response to Contra Costa Civil Grand Jury Report No. 2106: 911 Mental Health Crisis Response: A New Way “To Protect and To Serve.” The City Council authorized this response at its meeting on February 22, 2022. Pursuant to California Penal Code § 933.05, the city will respond to the applicable findings and recommendations.

Findings

Finding # 1: Professional crisis team response to mental health calls can de-escalate a crisis and reduce deaths.

Response The City agrees with this finding.

Finding # 2: Law Enforcement response to mental health calls reduces resources needed for serious crimes.

Response The City agrees with this finding.

Finding # 3: Successful pilot program in other states have earned voter funding support for program expansion.

Response The City agrees with this finding.

Finding # 4: Community trust in mental health crisis response teams can only be developed over time.

Response The City agrees with this finding.

Finding # 5: Educating the community about mental health crisis response team is essential for their acceptance and use.

Response The City agrees with this finding.

Finding # 6: DHS efforts to educate the community about MCRT services have been ineffective and need improvement.

Response: The City agrees with this finding.

Finding # 7: Funding is required for all the phases of program development: start-up, pilot, and continuing operations.

Response: The City agrees with this finding.

Findings # 8: California funding grants, including AB-118, are available for pilot program creations and operations.

Response: The City agrees with this finding.

Finding # 9: The current MCRT program does not provide standardized responses within the County due to limited hours of service and a single dispatch location.

Response: The City agrees with this finding.

Finding #10: The City of Antioch is a suitable community to serve as a pilot city for the MCRT expansion program.

Response The City agrees with this finding.

RECOMMENDATIONS

The Grand Jury recommends that:

R1. By June 30, 2022, the Board of Supervisors approve funding for the expansion of the existing DHS/MCRT program to include a pilot project.

Response

The recommendation has not been implemented: This recommendation requires additional action by the Board of Supervisors; approval is needed to fund the expansion of the existing DHS/MCRT program as a pilot program in the City of Antioch. The City of Antioch supports the indicated timeline.

R2. By June 30, 2022, the Board of Supervisors direct DHS to cooperate with the City of Antioch to develop a pilot project.

Response

The recommendation has not been implemented: The joint cooperation between the County DHS and the City of Antioch is essential to developing a pilot project in the City of Antioch. Once the Board of Supervisors officially directs DHS to cooperate with the City of Antioch, then the initial steps in implementing the pilot project in the City of Antioch will be initiated.

R3. By September 30, 2022, the Antioch City Council collaborate with DHS to establish a pilot project.

Response

The recommendation has not been implemented: The Antioch City Council recently approved the program design for the City's own community crisis

response intervention model referred to as the Antioch Care Team (ACT). Nevertheless, the City Council has expressed its willingness to collaborate with DHS to establish a pilot project in the City of Antioch based on the stated timeline.

- R4. By October 30, 2022, the city of Antioch applies for grants, including AB-118, to fund its participation in the pilot program.

Response

The recommendation has not been implemented: The City of Antioch is in the preliminary stages of establishing a newly formed Community Resources and Public Safety Department.

Once the Community Resources and Public Safety Department is officially created, the City of Antioch will be in a better position to apply for grants, including AB-118, to fund its participation in the pilot program. Thus, the City of Antioch agrees with stated Board Supervisors recommended timeline.

- R5. By June 30, 2022, the Board of Supervisors direct DHS to establish a joint team including representatives from community partners for administration of the pilot project.

Response

The recommendation has not been implemented: Collaboration between the City of Antioch and the County DHS, along with representatives from community partners, for administration of the pilot program is essential to both the overall implementation and success of the pilot program. Adhering to the specified timeline is equally important to establishing a joint team. The City of Antioch shall await the Board of Supervisors' direction to DHS.

- R6. By September 30, 2022, DHS and the City of Antioch begin a comprehensive program to inform and educate the community members about the project and the specific resource[s] that will be available at the outset of the pilot project.

Response

The recommendation has not been implemented: Once the Board of Supervisors provides direction to DHS to initiate a joint team with the City of Antioch, the City plans to begin a comprehensive program to inform and educate the community members about the pilot project by clearly identifying the city resources that will be available under the auspices of the newly formed Community Resource and Public Safety Department.

- R7. By December 31, 2022, the Antioch Police Department and its 911 dispatchers augment their training to include the new MCRT alternative response options available

Response.

The recommendation has not been implemented: Communication between Antioch Police Department 911 dispatchers is an important component of the pilot program. Further analysis is required to examine and explore the best options for the Antioch Police Department to augment their training to include the new ACT and MCRT alternative response options available.

- R8. By September 30, 2022, DHS apply for all available state, county, and private grants (e.g., AB-118), as well as money available through Measure X, as a source of funding.

Response

The recommendation has not been implemented: The City of Antioch encourages DHS to apply for all available state, county, and private grants (e.g., AB-118), as well as money available through Measure X, as a source of additional funding for the pilot project.

- R9. By December 31, 2022, DHS implement ongoing monitoring of the proposed CAHOOTS Act (S.4441) as an additional source of funding.

Response

The recommendation has not been implemented: The City of Antioch, in its quest to establish the ACT will implement ongoing monitoring of the proposed CAHOOTS Act (S.4441) as an additional source of funding.

- R10. By September 30, 2022, if Antioch is not willing to be a pilot program city, DHS identify and approach an alternate city and work with it on the recommendations related to Antioch.

Response

The recommendation has not been implemented: The City of Antioch is open to participating as a County DHS pilot program city, but Antioch intends to continue the development of its own community crisis intervention team because the funding and effectiveness of the DHS pilot program for the residents of Antioch is uncertain.

On behalf of the City of Antioch, we are committed in working in partnership with Contra Costa Board of Supervisors in acknowledging of both the Civil Grand Jury findings and recommendations. We trust the Grand Jury will find these responses extremely helpful to its future endeavors.

Sincerely yours,

Lamar A. Thorpe
Mayor, City of Antioch

Cc: Samil Beret, Contra Costa County Civil Grand Jury Foreperson, 725 Court Street, Martinez,
CA 94553
Thomas Lloyd Smith, City Attorney, City of Antioch

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22nd, 2022

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 **CZ** FOR JS

SUBJECT: Approval of Purchase of Seven (7) New-to-Fleet Code Enforcement Vehicles Utilizing State of California Cooperative Purchasing Agreement Contract No. 1-18-23-23A with Downtown Ford Sacramento, CA

RECOMMENDED ACTION

It is recommended that the City Council adopt the resolution:

1. Approving the purchase of seven (7) new-to-fleet Code Enforcement vehicles from Downtown Ford in Sacramento, CA in the amount not to exceed \$218,699.27.
2. Authorizing the City Manager to execute the purchase of seven (7) Code Enforcement vehicles utilizing State of California Cooperative Purchasing Agreement Contract No. 1-18-23-23A with Downtown Ford of Sacramento CA.

FISCAL IMPACT

The City Council approved \$266,000 for the purchase of vehicles and equipment for Code Enforcement in the General Fund budget; \$245,000 in fiscal year 2021/22 and \$21,000 in fiscal year 2022/23. While the original estimate for the purchase of seven (7) new-to-fleet vehicles, was \$210,000, staff subsequently received a quote in the amount of \$218,699.27 to purchase the vehicles, and it did not include the cost for upfitting. While the current adopted fiscal year budget has adequate funding for this purchase, a budget increase may be required when the equipment for the seven (7) new Code Enforcement Officers is purchased.

DISCUSSION

At the Regular Council Meeting of November 23, 2021, one of the budget items revisited was the consideration of vehicles and equipment for seven (7) new Code Enforcement Officers at a cost of \$245,000 in fiscal year 2021/22 and \$21,000 in fiscal year 2022/23; Council approved this request and included it within the resolution approving amendments to the 2021/22 and 2022/23 fiscal year budgets for items considered.

Based on policy direction provided by City Council to pursue alternative fuel options and reduction of the City fleet's carbon footprint, Public Works staff met with Code Enforcement to discuss the functional requirements and needs of these vehicles. Due to the need to travel off-road for their job, it was determined that the vehicles should be small to mid-size SUVs. City staff reviewed the small to mid-size SUV options, and, not finding a suitable, all-electric option, determined that a hybrid model will best meet the needs of the department and City Council's policy priorities.

The Public Works Department Fleet Division solicited a quote from Downtown Ford in Sacramento, CA for the purchase of seven (7) new-to-fleet Ford Escape Hybrid vehicles. Downtown Ford holds the State of California contract for the sale of Ford Escape vehicles and the City intends to leverage the cooperative purchasing arrangement, as authorized by the City's municipal code section 3-4.12 (C) (1) and (2), which allows the City to dispense with bidding procedures for the purchases of goods and services. The anticipated time of delivery is 25-26 weeks following placement of the order.

ATTACHMENT

- A. Resolution
- B. Downtown Ford of Sacramento CA Quote

ATTACHMENT "A"

RESOLUTION NO. 2022/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
APPROVING THE PURCHASE OF SEVEN (7) NEW TO FLEET CODE
ENFORCEMENT VEHICLES FROM DOWNTOWN FORD IN SACRAMENTO, CA
IN THE AMOUNT NOT TO EXCEED \$218,699.27 AND AUTHORIZING THE CITY
MANAGER TO EXECUTE THE PURCHASE UTILIZING STATE OF CALIFORNIA
COOPERATIVE PURCHASING AGREEMENT CONTRACT NO. 1-18-23-23A
WITH DOWNTOWN FORD OF SACRAMENTO CA**

WHEREAS, the City Council approved the purchase of vehicles and equipment for seven (7) new Code Enforcement officers in the amended fiscal year 2021/22 and fiscal year 2022/23 General Fund budgets at the November 23, 2021 Regular Council Meeting;

WHEREAS, the City's Fleet Division solicited a quote from Downtown Ford of Sacramento, CA for the purchase of seven (7) new-to-fleet Ford Escape Hybrid vehicles;

WHEREAS, Downtown Ford holds the State of California Contract No. 1-18-23-23A for the sale of Ford Escape Hybrid vehicles; and

WHEREAS, the City of Antioch is authorized to dispense with bidding procedures when utilizing a cooperative purchasing agreement by the City's Municipal Code Section 3-4.12 (C) (1) and (2).

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

- 1) approves the purchase of seven (7) new-to-fleet Code Enforcement vehicles from Downtown Ford in Sacramento CA in the amount not to exceed \$218,699.27; and
- 2) authorizes the City Manager to execute the purchase utilizing State of California Cooperative Purchasing Agreement Contract No. 1-18-23-23A with Downtown Ford of Sacramento CA.

* * * * *

RESOLUTION NO. 2022/**

February 22, 2022

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 22nd day of February 2022, by the following vote:

AYES:

NOES

ABSTAIN:

ABSENT:

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

ATTACHMENT "B"



DOWNTOWN FORD SALES
525 N16th Street, Sacramento, CA. 95811

QUOTE No.

KD-20823

QUOTE =**Customer**

Name CITY OF ANTIOCH - PUBLIC WORK
Address 1201 W 4TH ST
City ANTIOCH State CA Zip 94531
Phone ATTN: CARLOS ZEPEDA

DATE 2/8/2022
SALES REP KAYLA DEAN
PHONE 916-717-0362
FOB ANTIOCH

Qty	Description	Unit Price	TOTAL
7	2022 FORD ESCAPE SE HYBRID 4X2 STATE OF CALIFORNIA CONTRACT 1-18-23-23A CLIN 7 EXTERIOR COLOR: WHITE	\$24,939.00	\$174,573.00
OPTIONS			
7	DAYTIME RUNNING LIGHTS	\$45.00	\$315.00
7	REVERSE SENSING SYSTEM	\$253.00	\$1,771.00
7	MINI SPARE	\$113.00	\$791.00
7	LIMO TINT	\$525.00	\$3,675.00
7	EXTRA KEY	\$399.00	\$2,793.00
7	EXTRA CARE 5YR/100,000 MI/\$0 DEDUCT	\$2,005.00	\$14,035.00
7	DOC FEE	\$85.00	\$595.00
SALES TAX CALCULATED AT 9.75% BASED ON REGISTRATION ADDRESS			

Payment Details

- ☐ Cash
☒ Check
☐ Credit Card

Name _____
CC # _____

Expires _____

SubTotal \$198,548.00
DELIVERY \$2,100.00
SALES TAX \$17,990.02
CA Tire Tax \$61.25
TOTAL \$218,699.27

Office Use Only

\$500 DISCOUNT WITH PAYMENT IN 20 DAYS

SIGNATURE

DATE

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Carlton Thompson, Assistant City Engineer *CT*

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

SUBJECT: Resolution Accepting Completed Improvements and Release of Bonds for Nelson Ranch Phase 1, Tract 6893, Off-Tract Wild Horse Road Improvements P.W. 547-1

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution accepting completed improvements and Release of Bonds for Nelson Ranch Phase 1, Tract 6893, Off-Tract Wild Horse Road Improvements – P.W. 547-1.

FISCAL IMPACT

Upon satisfactory completion of the one-year warranty period, the City accepts responsibility for maintenance of the improvements.

DISCUSSION

The Nelson Ranch residential development, now known as Monterra, contains 369 lots ranging in size from a minimum of 6,000 square feet to a maximum of 23,000 square feet. The project consists of three phases, Stonetree, Oakridge, and Riverview. The Vesting Tentative Map was approved August 11, 1998. The conditions of approval included the construction of various improvements, including the extension of Wild Horse Road and the future intersection of Slatten Ranch Road. When K. Hovnanian Homes CA Land Holdings LLC acquired the rights to develop Phase 3, they inherited the condition of approval for the extension of Wild Horse Road approved but not yet constructed with previous phases. In August of 2018, the City agreed to allow K. Hovnanian Homes to construct the extension after receiving plans for the extension.

On March 26, 2019, City Council adopted Resolution 2019/41 approving the application for K. Hovnanian Homes to participate in the Statewide Community Infrastructure Program (SCIP) and establish Assessment District No. 2019-01 which secured funding for public roadway improvements for the extension of Wild Horse Road. The construction of the roadway was subsequently accomplished.

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.

ATTACHMENTS

- A. Resolution
- B. Notice of Completion

ATTACHMENT "A"

RESOLUTION NO. 2022/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
ACCEPTING COMPLETED IMPROVEMENTS AND THE RELEASE OF BONDS FOR
NELSON RANCH PHASE 1, TRACT NO. 6893, P.W. 547-1 FOR OFF-TRACT WILD
HORSE ROAD IMPROVEMENTS**

WHEREAS, on August 11, 1998, the City Council approved Resolution 98/97 revising the previously approved Planned Development for Nelson Ranch at the request of CENTEX which included a condition of approval requiring the extension of Wild Horse Road to the future Slatten Ranch Road as part of Subdivision 6893, P.W. 547-1;

WHEREAS, on August 13, 2018, the City Manager entered into an Improvement Agreement with K. Hovnanian Homes CA Land Holdings LLC to complete the extension of Wild Horse Road as part of the improvements for Nelson Ranch Phase 3, Subdivision 8851, P.W. 547-3;

WHEREAS, on March 26, 2019, City Council approved Resolution 2019/41 approving the application for K. Hovnanian Homes to participate in the Statewide Infrastructure Program (SCIP) to extend Wild Horse Road as part of the Nelson Ranch Unit 3, Subdivision 8851, PW 547-3;

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

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

WHEREAS, improvements consisting of paving, curb, gutter, storm drain facilities, sanitary sewer, water mains, streetlights 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 and approve the release of bonds under the Improvement Agreement with (K. Hovnanian Homes CA Land Holdings LLC.) P.W. 547-1; and

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.

AI

RESOLUTION NO. 2022/**

February 22, 2022

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 22nd day of February 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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

A2

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

(925) 779-7050

THIS SPACE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION FOR

**NELSON RANCH SUBDIVISION 6893 OFF-TRACT WILD HORSE ROAD
IMPROVEMENTS IN THE CITY OF ANTIOCH
(P.W. 547-1)**

NOTICE IS HEREBY GIVEN that the work and improvements hereinafter described, was completed on February 22, 2022.

The surety for said project was Great American Insurance Company.

The subject project consisted of all public improvements consisting of paving, curb, gutter, storm drain facilities, sewer mains, water mains, and landscaping 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

B1

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

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

SUBJECT: Transitional Housing Zoning Overlay District Ordinance
Amendment and Zoning Map Amendment

RECOMMENDED ACTION

It is recommended that the City Council introduce, waive the first reading, and read by title only, the ordinance amending Title 9: Chapter 5 of the Antioch Municipal Code (Zoning Ordinance) to:

- a) Create a Transitional Housing Overlay District; and
- b) Amend the zoning of the parcels at 515 E. 18th Street (APN 065-143-018, 19) to include the Transitional Housing Zoning Overlay District.

FISCAL IMPACT

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

DISCUSSION

The City of Antioch is presently working to address its unhoused resident population by pursuing opportunities to provide facilities and services to directly address unmet needs. The City recognizes the importance of connecting unhoused residents with housing solutions while also introducing them to critical services. The goal of this combined effort is to provide the stability and resources to enable unhoused residents to transition into full time housing. This complement of housing and services is commonly referred to as transitional housing.

Title 9: Chapter 5 of the Antioch Municipal Code (Zoning Ordinance) contains the following definition of Transitional Housing:

TRANSITIONAL HOUSING. Dwelling units with a limited length of stay that are operated under a program requiring recirculation to another program location at some future point in time. Transitional housing may be designated for homeless or recently homeless individuals or families transitioning to permanent housing as defined in Cal. Health and Safety Code § 50675.2(h). Facilities may be linked to onsite or offsite supportive services designed to help residents gain skills needed to live independently. Transitional housing may be provided in a variety of residential housing types (e.g. multiple-unit dwelling, single-room occupancy,

group residential, single-family dwelling). This classification includes domestic violence shelters. Transitional housing does not include community re-entry centers or half-way housing for federal or state inmates nearing release. It also excludes any facility licensed as a community care facility by the California State Department of Social Services (SDSS) or defined as such in this chapter.

Transitional Housing is a broad term covering a number of programs and purposes. The definition and regulation of Transitional Housing can be summarized as follows:

- There must be a limited length of stay and it must be operated under a program requiring recirculation to another program location at some future point in time. There can be no long-term residents and six months is the State standard.
- Transitional Housing may be designated for homeless or recently homeless individuals or families transitioning to permanent housing as defined in Cal. Health and Safety Code § 50675.2(h).
 - § 50675.2(h) “Transitional housing” and “transitional housing development” means buildings configured as rental housing developments but operated under program requirements that call for the termination of assistance and recirculation of the assisted unit to another eligible program recipient at some predetermined future point in time, which shall be no less than six months.
- Facilities may be linked to onsite or offsite supportive services designed to help residents gain skills needed to live independently indoors in stable housing.
- Transitional Housing may be provided in a variety of residential housing types (e.g. multiple-unit dwelling, single-room occupancy, group residential, single-family dwelling).
- This classification includes domestic violence shelters.
- Transitional housing does not include:
 - community reentry center or half-way housing for Federal or State inmates nearing release,
 - any facility licensed as a community care facility by the California State Department of Social Services (SDSS) or defined as such in this chapter.

The definition of Transitional Housing specifically excludes facilities licensed by the California State Department of Social Services (SDSS). These include in-house residential-style group housing types. Presently, the State of California requires cities to allow certain low-impact housing and childcare uses by-right within existing residential neighborhoods, subject to maximum occupancies that vary by program. Though these

small programs may offer transitional housing-type services, they are not addressed by the proposed definition or regulations.

Presently, Transitional Housing is defined but is not regulated or permitted by the Antioch Municipal Code. In order to accommodate Transitional Housing, amendments to the Zoning Code are required.

Proposal

Staff recommends the creation of a new Transitional Housing (TH) Zoning Overlay District that would allow Transitional Housing with a Use Permit to be approved by the Planning Commission. This would provide distinct areas in the City of Antioch where one could apply for a Use Permit to establish a Transitional Housing land use. To achieve this, the following amendments to the Antioch Municipal Code (AMC) are required:

1. The Transitional Housing (TH) Overlay District must be established.
2. The Table of Land Use Regulations must be modified to include the new district and to identify where Transitional Housing is allowed.
3. A site or sites must be identified to receive the Transitional Housing (TH) Overlay District zoning and be eligible to develop transitional housing.

Specifically, staff recommends that the zoning of the property at 515 E. 18th Street (Executive Inn) be modified to include the TH Overlay District. This would enable the property owner to pursue a Use Permit for a Transitional Housing project at this site. The General Plan Land Use Designation of this site is Neighborhood Community Commercial, and the zoning is Convenience Commercial District (C-1). The C-1 Zoning allows similar uses, such as Residential Care Facility, Residential Hotel, and Room & Boarding House. A variety of commercial uses are also permitted.

An Ordinance is provided that amends the Zoning Ordinance as described above to achieve the stated purposes and goals.

515 E.18th Street



Environmental

The proposed action does not have the potential to have an impact on the environment and is exempt from the provisions of the California Environmental Quality Act (CEQA) under the general rule that projects having no potential to impact are not subject to environmental review.

ATTACHMENT

A. Ordinance

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
AMENDING SECTIONS 9-5.3801 AND 9-5.3803 OF THE ANTIOCH MUNICIPAL
CODE REGARDING TRANSITIONAL HOUSING AND AMENDING THE ZONING
MAP TO APPLY THE TRANSITIONAL HOUSING OVERLAY TO THE PARCELS AT
515 E. 18TH STREET (APN 065-143-018, 019)**

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

SECTION 1:

Transitional Housing is defined by Section 9-5.203 and described as a land use providing temporary residence for homeless or recently homeless individuals or families transitioning to permanent housing.

SECTION 2:

The Table of Land Use Regulations contained in Section 9-5.3803 does not include Transitional Housing as an allowable land use in any of the existing zoning districts and it is in the public interest to provide suitable locations for the development and operation of Transitional Housing to address the needs of the City of Antioch's unhoused population.

SECTION 3:

Section 9-5.3801 is modified as follows:

§ 9-5.3801 SUMMARY OF ZONING DISTRICTS.

The following is a summary of all zoning districts. (Note: The Study District (S) is not included in the proceeding chart as the ultimate land uses for such a district are not determined until all necessary studies are completed and the appropriate land use designations can be applied.)

RE	Rural Estate District: 0-2 du/acre
RR	Rural Residential District: 0-2 du/acre
R-4	Single-Family Low Density Residential District: 2-4 du/acre
R-6	Single-Family Low Density Residential District: 4-6 du/acre
R-10	Medium Density Residential District: 6-10 du/acre
R-20	Medium Density Residential District: 11-20 du/acre
R-25	High Density Residential District: 20-25 du/acre
R-35	High Density Residential District: 30-35 du/acre
PBC	Planned Business Center District
C-0	Professional Office District
C-1	Convenience Commercial District
C-2	Neighborhood/Community Commercial District
C-3	Regional Commercial District

SP	Specific Plan
MCR	Mixed Commercial/Residential District
WF	Urban Waterfront District
OS	Open Space/Public Use District
M-1	Light Industrial District
M-2	Heavy Industrial District
H	Hospital/Medical Center Overlay District
PD	Planned Development District
HPD	Hillside Planned Development District
T	Manufactured Housing Combining District
SH	Senior Housing Overlay District
ES	Emergency Shelter Overlay District
S	Study District
MUMF	Mixed Use Medical Facility District
P	Exclusive Parking District
CB	Cannabis Business Overlay District
<u>TH</u>	<u>Transitional Housing Overlay District</u>

SECTION 4:

The Table of Land Use Regulations is modified as follows:

Section 9.5.3803 – Table of Land Use Regulations – Updated 11/01/2021																				
	RE RR	R-4 R-6	R-10	R-20	R-25	R-35	PBC	C-0	C-1	C-2	C-3	MCR	WF	OS	M-1	M-2	H	ES9	CB	JH
RESIDENTIAL USES																				
Day-care centers (§ 9-5.3822)	U	U	U	U	U	U	U	U	U	U	U	U	—	—	U	—	U	*	—	—
Day-care: large family (§9-5.3818)	A	A	A	A	A	A	—	—	—	—	—	—	—	—	—	—	—	*	—	—
Day-care: small family (§9-5.3817)	P	P	P	P	P	P	—	—	—	—	—	—	—	—	—	—	—	*	—	—
Senior Group Housing	U	U	U	U	U	U	—	—	—	—	—	U	—	—	—	—	U	*	—	—
Family care home	P	P	P	P			—	—	—	—	—	U	—	—	—	—	—	—	—	—
Fraternity-sorority house/dormitory	U	U	U	U	U	U	—	—	—	—	—	U	—	—	—	—	—	*	—	—
Home occupations	A	A	A	A	A	A	—	—	—	—	—	A	—	—	—	—	—	*	—	—
Hospice ¹⁰	—	—	U	U	U	U	—	U	U	—	—	U	—	—	—	—	U ²	*	—	—
Manufactured, modular home; mobile home (§ 9-5.3804)	P	P	P	—	—	—	—	—	—	—	—	—	—	—	—	—	—	*	—	—
Mobile home park	—	—	U	U	U	U	—	—	—	—	—	—	—	—	—	—	—	*	—	—
Multiple-family: condominium, apartment, town-house (§ 9-5.3820)	—	—	U	U	P ₀₁₁	P ₀₁₁	—	—	—	—	—	U	—	—	—	—	U ²	*	—	—
Recreational vehicle park (§ 9-5.3830)	—	—	—	—	—	—	—	—	—	—	—	U	—	—	—	U	—	*	—	—
Residential care facility ¹⁰	—	—	U	U	U	U	—	U	U	—	—	U	—	—	—	—	U	*	—	—
Residential hotel	—	—	U	U	U	U	—	U	U	U	U	U	—	—	—	—	—	*	—	—
Room & boarding house	—	—	U	U	U	U	—	U	U	U	U	U	—	—	—	—	—	*	—	—
Second residential unit (§ 9-5.3805)	A	A	A	A	A	A	—	—	—	—	—	—	—	—	—	—	—	*	—	—
Single-family dwelling	P	P	U	P ₁	P ₁	P ₁	—	—	—	—	—	U	U	—	—	—	—	*	—	—
Tobacco and paraphernalia retailers (§ 9-5.3843)	—	—	—	—	—	—	—	—	—	—	—	U	—	—	—	—	—	—	—	—
Two-family dwelling	—	—	P	P	P	P	—	—	—	—	—	U	—	—	—	—	—	*	—	—
Transitional Housing	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U
PUBLIC AND SEMI-PUBLIC USES																				
Bus & transit maintenance facility	—	—	—	—	—	—	—	—	—	—	—	—	U	—	U	U	—	*	—	—
Bus & train terminal	—	—	—	—	—	—	—	—	—	—	—	—	U	—	U	U	—	*	—	—
Clubs & Lodges (private & public)	—	U	U	U	U	U	U	U	U	U	U	U	U	—	—	—	U	*	—	—

Section 9.5.3803 – Table of Land Use Regulations – Updated 11/01/2021																				
	RE RR	R-4 R-6	R-10	R-20	R-25	R-35	PBC	C-0	C-1	C-2	C-3	MCR	WF	OS	M-1	M-2	H	ES9	CB	JH
Convalescent and Extended Care	—	—	U	U	U	U	—	—	—	—	—	U	—	—	—	—	U	—	—	—
Correctional facility ¹²	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	—	—	—
Cultural institutions	—	—	—	—	—	—	U	U	—	U	U	U	U	—	U	—	U	*	—	—
Government offices	—	—	—	—	—	—	U	P	P	P	P	U	—	—	U	U	—	*	—	—
Heliport (§ 9-5.3806)	—	—	—	—	—	—	U	—	—	—	—	—	U	—	U	U	U	*	—	—
Homeless shelter	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	P	—	—
Hospitals (§ 9.5.3827):																				
Acute care	—	—	—	—	—	—	U	U	—	—	—	U	—	—	U	—	U	*	—	—
Rehabilitation	—	—	—	—	—	—	U	U	—	—	—	U	—	—	U	—	U	*	—	—
Psychiatric/ chemical dependency	—	—	—	—	—	—	U	U	—	—	—	U	—	—	U	—	U	*	—	—
Medical care—urgent	—	—	—	—	—	—	U	U	—	—	—	U	—	—	P	U	P	*	—	—
Parks	P	P	P	P	P	P	P	P	—	U	U	U	P	P	U	U	—	*	—	—
Public assembly	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	*	—	—
Public safety facilities	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	*	—	—
Public utility yard	—	—	—	—	—	—	—	—	—	—	—	—	U	—	U	U	—	*	—	—
Religious assembly ³ (§ 9-5.3832)	—	U	U	U	U	U	U	U	U	U	U	U	U	—	—	—	U	*	—	—
Satellite antenna (§ 9-5.3807)	A	A	A	A	A	A	A	A	A	A	A	A	A	—	A	A	A	*	—	—
Schools, private and preschools	U	U	U	U	U	U	U	U	U	U	—	U	—	—	U	—	U	*	—	—
Utility substations	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	U	*	—	—
COMMERCIAL USES																				
Adult book stores, motion picture arcades, and model studios (§9-5.3808)	—	—	—	—	—	—	—	—	—	U	U	—	—	—	—	—	—	*	—	—
Adult entertainment, other (§9-5.3808)	—	—	—	—	—	—	—	—	—	U	U	—	—	—	—	—	—	*	—	—
Agricultural uses (§ 9-5.3809)	P	—	—	—	—	—	—	—	—	—	—	—	—	P	—	—	—	*	—	—
Appliance maintenance & repair services:																				
Major	—	—	—	—	—	—	—	—	—	P	P	P	—	—	P	P	—	*	—	—

Section 9-5.3803 – Table of Land Use Regulations - Updated 11/01/2021																				
	RE RR	R-4 R-6	R-10	R-20	R-25	R-35	PBC	C-0	C-1	C-2	C-3	MCR	WF	OS	M-1	M-2	H	ES9	CB	JH
Minor	—	—	—	—	—	—	—	P	P	P	P	P	—	—	P	P	—	*	—	—
Amusement center (§9-5.3813)	—	—	—	—	—	—	—	—	U	U	U	U	U	—	—	—	—	*	—	—
Animal hospital/veterinary clinics	—	—	—	—	—	—	U	—	U	U	U	U	—	—	U	U	—	*	—	—
Antique store	—	—	—	—	—	—	—	—	—	P	P	A	U	—	U	—	—	*	—	—
Auto sales, rental	—	—	—	—	—	—	U	—	—	U	U	U	—	—	—	—	—	*	—	—
Auto storage	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Auto service station (§9-5.3815)	—	—	—	—	—	—	—	—	U	U	U	U	—	—	U	U	—	*	—	—
Auto repair:																				
Major	—	—	—	—	—	—	U	—	—	—	U	U	—	—	U	P	—	*	—	—
Minor	—	—	—	—	—	—	U	—	U	U	U	U	—	—	P	P	—	*	—	—
Bakeries-retail	—	—	—	—	—	—	—	—	P	P	P	P	U	—	P	P	—	*	—	—
Bank or savings & loan	—	—	—	—	—	—	P	P	P	P	P	P	—	—	—	—	—	*	—	—
Bar (§ 9-5.3831)	—	—	—	—	—	—	—	—	—	U	U	U	U	—	—	—	—	*	—	—
Barber & beauty shop	—	—	—	—	—	—	—	—	P	P	P	P	—	—	—	—	—	*	—	—
Bed and breakfast inns (§ 9-5.3819)	U	U	—	—	—	—	—	—	—	—	—	U	U	—	—	—	—	*	—	—
Boat repair:																				
Major	—	—	—	—	—	—	U	—	—	—	U	U	U	—	U	P	—	*	—	—
Minor	—	—	—	—	—	—	U	—	U	U	U	U	U	—	P	P	—	*	—	—
Boat, RV—storage facility (§9-5.3810)	—	—	—	—	—	—	—	—	—	—	U	U	U	—	U	P	—	*	—	—
Bowling alleys (§ 9-5.3831)	—	—	—	—	—	—	—	—	—	—	U	U	U	—	—	—	—	*	—	—
Cannabis business (§ 9-5.3845)	—	—	—	—	—	—	—	—	—	—	U	U	U	—	—	—	—	*	—	013
Car and vehicle wash	—	—	—	—	—	—	—	—	—	—	U	U	U	—	U	U	—	*	—	013
Card room	—	—	—	—	—	—	—	—	—	—	U	U	U	—	U	U	—	*	—	—
Catering services	—	—	—	—	—	—	—	—	—	P	P	P	A	—	U	—	—	*	—	—
Clothing store	—	—	—	—	—	—	—	—	—	P	P	P	A	—	—	—	—	*	—	—

Section 9-5.3803 – Table of Land Use Regulations - Updated 11/01/2021																				
	RE RR	R-4 R-6	R-10	R-20	R-25	R-35	PBC	C-0	C-1	C-2	C-3	MCR	WF	OS	M-1	M-2	H	ES9	CB	JH
Combined residential/commercial structure	—	—	—	—	—	—	—	—	—	—	—	U	U	—	—	—	—	*	—	—
Computer gaming and internet access business	—	—	—	—	—	—	—	—	—	—	U	—	—	—	—	—	—	—	—	—
Confectionery stores	—	—	—	—	—	—	—	—	P	P	P	P	A	—	—	—	—	*	—	—
Dance hall	—	—	—	—	—	—	—	—	—	U	U	U	—	—	U	—	—	*	—	—
Drive-up window (all uses)	—	—	—	—	—	—	U	U	U	U	U	U	—	—	U	U	U	*	—	—
Dry cleaning agencies; pick-up and self-serve	—	—	—	—	—	—	—	—	P	P	P	P	—	—	—	—	—	*	—	—
Florist shop	—	—	—	—	—	—	P	—	P	P	P	P	—	—	—	—	P	*	—	—
Food stores (§ 9-5.3831):																				
Convenience store	—	—	—	—	—	—	—	—	U	U	U	U	U	—	—	—	U	*	—	—
Supermarket	—	—	—	—	—	—	—	—	U	P	P	U	—	—	—	—	—	*	—	—
Fortune-teller's	—	—	—	—	—	—	—	—	—	U	U	U	—	—	—	—	—	*	—	—
Funeral parlor & mortuary	—	—	—	—	—	—	—	—	U	U	U	U	—	—	—	—	—	*	—	—
Furniture stores	—	—	—	—	—	—	—	—	—	P	P	U	—	—	—	—	—	*	—	—
Gift shop	—	—	—	—	—	—	—	—	—	P	P	P	P	—	—	—	—	*	—	—
Gun sales (§ 9-5.3833)	—	—	—	—	—	—	—	—	—	U	U	U	U	—	—	—	—	*	—	—
Hardware store	—	—	—	—	—	—	—	—	U	P	P	U	U	—	—	—	—	*	—	—
Health club/fitness center	—	—	—	—	—	—	U	—	U	P	P	U	—	—	U	—	U	*	—	—
Hotel & motels	—	—	—	—	—	—	u ⁵	U	—	P	P	P	U	—	U ⁵	—	U	*	—	—
Jewelry store	—	—	—	—	—	—	—	—	—	P	P	P	U	—	—	—	—	*	—	—
Kennels	—	—	—	—	—	—	—	—	—	U	U	—	—	—	U	U	—	*	—	—
Laboratories; medical, dental, optical	—	—	—	—	—	—	P	P	U	U	U	U	—	—	U	—	P	*	—	—
Laundrette	—	—	—	—	—	—	—	—	P	P	P	P	—	—	—	—	—	*	—	—
Liquor stores (§ 9-5.3831)	—	—	—	—	—	—	—	—	U	U	U	U	—	—	—	—	—	*	—	—
Live entertainment	—	—	—	—	—	—	—	—	—	U	U	U	U	—	—	—	—	*	—	—
Marina	—	—	—	—	—	—	—	—	—	—	—	—	U	—	—	—	—	*	—	—

Section 9.5.3803 – Table of Land Use Regulations - Updated 11/01/2021																				
	RE RR	R-4 R-6	R-10	R-20	R-25	R-35	PBC	C-0	C-1	C-2	C-3	MCR	WF	OS	M-1	M-2	H	ES9	CB	JH
Miniature golf courses	—	—	—	—	—	—	—	—	—	U	U ⁶	U	—	—	U	—	—	*	—	—
Mini-storage	—	—	—	—	—	—	—	—	—	—	—	—	U	U	U	P	—	*	—	—
Nurseries (horticulture) (§ 9-5.3824)	—	—	—	—	—	—	—	—	—	P	P	U	U	—	P	P	—	*	—	—
Offices:																				
Business & professional	—	—	—	—	—	—	P	P	U	P	P	P	U	—	—	—	P	*	—	—
Medical (includes clinics)	—	—	—	—	—	—	P	P	U	P	P	P	U	—	—	—	P	*	—	—
Paint store	—	—	—	—	—	—	—	—	—	P	P	U	—	—	U	—	—	*	—	—
Parking lot (commercial) (§ 9-5.3837)	—	—	—	—	—	—	A	A	A	A	A	A	A	A	P	P	A	*	—	—
Pawn shops	—	—	—	—	—	—	—	—	—	U	U	U	—	—	—	—	—	*	—	—
Pet shop	—	—	—	—	—	—	—	—	P	P	P	P	U	—	—	—	—	*	—	—
Pharmacy	—	—	—	—	—	—	U	P	P	P	P	P	A	—	P	P	P	*	—	—
Photographer	—	—	—	—	—	—	—	P	P	P	P	P	A	—	U	—	—	*	—	—
Printing & blue printing	—	—	—	—	—	—	—	P	P	U	U	U	—	—	P	P	—	*	—	—
Radio & TV sales & repair	—	—	—	—	—	—	—	—	U	P	P	P	—	—	—	—	—	*	—	—
Recycling facilities:																				
Reverse vending machines (§ 9-5.3811)	—	—	—	—	—	—	—	—	P	P	P	P	—	—	P	P	—	*	—	—
Small collection facility (§9-5.3812)	—	—	—	—	—	—	—	—	A	A	A	A	—	—	A	A	—	*	—	—
Large collection facility (§9-5.3813)	—	—	—	—	—	—	—	—	A	A	A	A	—	—	A	A	—	*	—	—
Light processing facility	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Heavy processing facility (§ 9-5.3815)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Repair service	—	—	—	—	—	—	—	—	—	—	U	U	U ⁷	—	P	P	—	*	—	—
Restaurants (§§ 9.5.3823 and 9.5.3831):																				
General	—	—	—	—	—	—	P	P	P	P	P	P	P	—	U ⁵	—	—	*	—	—
Fast food	—	—	—	—	—	—	U	—	—	U	U	U	U	—	U ⁵	—	—	*	—	—
Outdoor seating & food service	—	—	—	—	—	—	U	U	U	U	U	U	U	—	U ⁵	U	—	*	—	—

Section 9.5.3803 - Table of Land Use Regulations - Updated 11/01/2021																				
	RE RR	R-4 R-6	R-10	R-20	R-25	R-35	PBC	C-0	C-1	C-2	C-3	MCR	WF	OS	M-1	M-2	H	ES9	CB	JH
Take out/delivery	—	—	—	—	—	—	P	U	P	P	P	P	U	—	U ⁵	—	—	*	—	—
With bar & live entertainment	—	—	—	—	—	—	—	—	—	U	U	U	U	—	—	—	—	*	—	—
Retail, general and specialty	—	—	—	—	—	—	—	—	P	P	P	P	A	—	—	—	—	*	—	—
Secondhand sales	—	—	—	—	—	—	—	—	—	—	U	U	—	—	—	—	—	*	—	—
Shoe repair shop	—	—	—	—	—	—	—	—	P	P	P	P	—	—	—	—	—	*	—	—
Sign shop	—	—	—	—	—	—	—	—	—	U	U	—	—	—	U	—	—	*	—	—
Studios (e.g., dance, martial arts)	—	—	—	—	—	—	—	—	—	P	P	P	—	—	—	—	—	*	—	—
Tailor shop	—	—	—	—	—	—	—	—	—	P	P	P	—	—	—	—	—	*	—	—
Tattoo studio	—	—	—	—	—	—	—	—	—	U	U	U	—	—	—	—	—	*	—	—
Theaters	—	—	—	—	—	—	—	—	—	U	U	U	U	—	—	—	—	*	—	—
Upholstery shop	—	—	—	—	—	—	—	—	—	U	U	U	—	—	U	P	—	*	—	—
As subject to § 9-5.3846																				
Wireless Communications Facilities (§9-5.3846)	—	—	—	—	—	—	—	—	—	P	P	P	P	—	—	—	—	*	—	—
Variety store	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Vehicle/boat/ equipment sales & rental (§ 9-5.3825)	—	—	—	—	—	—	U ⁸	—	—	U	U	U	U	—	U	U	—	*	—	—
INDUSTRIAL USES																				
Animal rendering	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	—	*	—	—
Bakery- commercial	—	—	—	—	—	—	—	—	—	—	—	—	—	—	P	P	—	*	—	—
Beverage bottling plant	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	P	—	*	—	—
Boat building	—	—	—	—	—	—	—	—	—	—	—	—	U	—	U	P	—	*	—	—
Cement or clay products manufacturing	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Concrete batch plant	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	*	—	—
Contractor's storage yard	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	P	—	*	—	—
Dairy products processing	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	P	—	*	—	—
Dry cleaners processing	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Exterminator	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	P	—	*	—	—

Section 9-5.3803 – Table of Land Use Regulations – Updated 11/01/2021																				
	RE RR	R-4 R-6	R-10	R-20	R-25	R-35	PBC	C-0	C-1	C-2	C-3	MCR	WF	OS	M-1	M-2	H	ES9	CB	JH
Finished paper production	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Food processing plant	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	P	—	*	—	—
Fuel yard, bulk petroleum storage	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	—	*	—	—
Garment manufacture	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Hazardous waste facilities (§9-5.3826):	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	—	*	—	—
Small generator (§ 9-5.3826)	—	—	—	—	—	—	—	—	U	U	U	U	—	—	U	U	—	*	—	—
Large generator (§ 9-5.3826)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	—	*	—	—
Processor (§ 9-5.3826)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	—	*	—	—
Household hazardous waste facility (§9-5.3826)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Junk yard/auto wrecking yard	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	—	*	—	—
Lumber yard	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Machine shop	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	P	—	*	—	—
Manufacturing or storage of explosives, acid, cement, fertilizer, gas, inflammable fluids, glue, gypsum, lime,	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	—	*	—	—
Mining & quarry, resource extraction	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—
Oil & gas drilling	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	—	*	—	—
Oil & gas production	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	—	*	—	—
Photographic plants	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Plastic fabrication	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Research & development	—	—	—	—	—	—	U	—	—	—	—	U	—	—	U	U	—	*	—	—
Residual repository (§ 9-5.3826)	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	—	*	—	—
Salvage/war surplus yards	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Solid waste transfer station	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	*	—	—
Smelting or processing of iron, tin, zinc or other ore	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	*	—	—
Stockyards/ slaughterhouses	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	*	—	—
Stone monument works	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	P	—	*	—	—

Section 9-5.3803 - Table of Land Use Regulations - Updated 11/01/2021																				
	RE RR	R-4 R-6	R-10	R-20	R-25	R-35	PBC	C-0	C-1	C-2	C-3	MCR	WF	OS	M-1	M-2	H	ES9	CB	JH
Truck terminal yard	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	U	—	*	—	—
Truck & tractor repair	—	—	—	—	—	—	—	—	—	—	—	—	—	—	U	P	—	*	—	—
Warehousing & wholesaling	—	—	—	—	—	—	U	—	—	—	—	—	—	—	U	P	—	*	—	—
TEMPORARY USES																				
Removal of earth (§ 9-5.3822)	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	*	—	—
Temporary construction building and uses (§ 9-5.3821)	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	*	—	—
Outdoor display of merchandise (in conjunction with a non-residential use)	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	*	—	—
Special outdoor events (§§9-5.3828 and 9-5.3831)	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	*	—	—
Christmas tree and pumpkin sale lots (§ 9-5.3829)	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	*	—	—
1. Single-family dwellings existing prior to the effective date of this section are permitted uses, conforming to the R-20 zone; however, development of new single-family dwelling units, other than replacement of existing single-family dwellings, are prohibited within the R-20 zone.																				
2. Use may be permitted as an ancillary use if it is incidental to an otherwise permitted or conditionally permitted use within this zoning district.																				
3. Legally established churches existing prior to the effective date of this section are permitted uses, conforming to the FBC, C-0, C-1, C-2, and C-3 zone, however, development of new religious assembly uses, other than replacement of existing uses, is prohibited within these zoning districts.																				
4. Funeral services are limited to V th Street, Fourth Street, and the area between Fourth and Fifth Streets.																				
5. May be located only on sites adjacent to freeway interchanges.																				
6. May be located along Someville Road north of the SE-4 freeway.																				
7. Marine repair only. Permitted as an ancillary service for waterfront activities.																				
8. Boat sales and repair only.																				
9. In the case of the Emergency Shelter Overlay District, where no letter or number is included in the table for a particular land use, the regulations of the base zone apply. Emergency shelters are permitted by right in the Emergency Shelter Overlay District if they meet all standards of § 9-5.3835, Emergency Shelters, of this article.																				
10. Hospices and residential care facilities providing care for up to six patients are a permitted use in any district where residential uses are allowed.																				
11. Up to 20 units/acre permitted by right subject to compliance with all other applicable standards.																				
12. Subject to a conditional use permit on a site at least one quarter mile from any type of residential care facility, social service institution, welfare institution, or a similar type of facility, at least one mile from another correctional facility, and at least 1,000 feet from a school, library, public park, recreation area or any property zoned or used for residential development. See § 9-5.3838, Correctional Facilities, for additional requirements.																				
13. Cumulative business requires approval of a use permit by the City Council upon recommendation by the Planning Commission. See § 9-5.3845.																				
(Am. Ord. 930-C-S, passed 7-31-97; Am. Ord. 1080-C-S, passed 10-24-06; Am. Ord. 2072-C-S, passed 10-22-13; Am. Ord. 2075-C-S, passed 11-26-13; Am. Ord. 2077-C-S, passed 12-10-13; Am. Ord. 2089-C-S, passed 6-24-14; Am. Ord. 2096-C-S, passed 2-24-15; Am. Ord. 2146-C-S, passed 6-26-18; Am. Ord. 2158-C-S, passed 12-11-18; Am. Ord. 2169-C-S, passed 6-25-19)																				

SECTION 5:

The Zoning Map referenced in Antioch Municipal Code Section 9-5.3601 is amended to apply the Transitional Housing (TH) Zoning Overlay District to the parcel located at 515 E. 18th Street (APN 065-143-018, 19).

SECTION 6: Severability.

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

SECTION 7. CEQA.

The above amendments to the City's Municipal Code are not considered a project under the California Environmental Quality Act under the general exemption (CEQA Guidelines §15061(b)(3) because the proposed amendments will not have a direct or reasonably foreseeable indirect physical change or effect on the environment. The proposed ordinance does not change the existing underlying zoning in the affected areas; rather, the proposed ordinance is an overlay on the existing underlying zoning, already approved and adopted by the City.

SECTION 8:

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

* * * * *

I HEREBY CERTIFY that the forgoing ordinance was introduced and adopted at a regular meeting of the City Council of the City of Antioch, held on the 22nd of February 2022, and passed and adopted at a regular meeting thereof, held on the ____ day of _____ 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Lamar Thorpe, Mayor of the City of Antioch

ATTEST:

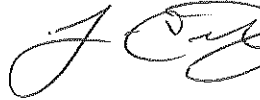
Elizabeth Householder
City Clerk of the City of Antioch

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Jose Cortez, Associate Planner 

APPROVED BY: Forrest Ebbs, Community Development Director

SUBJECT: Natural Supplements Cannabis Facility
(UP-20-01, AR-20-01)

RECOMMENDED ACTION

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

1. Adopt the resolution approving the Natural Supplements Initial Study/Mitigated Negative Declaration (IS/MND) and adopting the Mitigation Monitoring and Reporting Program (MMRP);
2. Adopt the resolution approving a Use Permit, and Design Review (UP-20-01, AR-20-01) for a cannabis operations facility, subject to conditions of approval.

FISCAL IMPACT

The proposed business will generate sales tax revenue for the City of Antioch. In addition to the sales tax revenue, the business will be required to enter into an operating agreement with the City as a condition of approval. The operating agreement will likely include additional revenue based on sales from the business.

DISCUSSION

Requested Approvals

The Applicant, JKC3H8 requests approval of an Initial Study/Mitigated Negative Declaration, a Use Permit, and a Design Review for the development of a new cannabis operations facility. The proposed project would be developed on a 3.96-acre site that is currently undeveloped and is primarily a dirt lot with trees and other foliage. The subject property is located at 2100-2300 Wilbur Avenue (APN 051-100-028). Each request is described in detail below:

1. Natural Supplements Project IS/MND: The City Council must approve the IS/MND and MMRP prior to taking action on the other resolution for the project.

2. Use Permit: The Applicant is requesting Use Permit approval of the proposed cannabis operations facility. The City Council must approve the resolution for the Use Permit.
3. Design Review: The Applicant is requesting Design Review Approval of the two proposed buildings, an 11,200 square foot building (Building A) and a 19,500 square foot building (Building B), landscaping, and a parking lot.



Environmental

In accordance with the requirements of the California Environmental Quality Act (CEQA), an Initial Study and Mitigated Negative Declaration (IS/MND) were prepared for the proposed project and determined that all significant environmental impacts could be mitigated to a less-than-significant level with incorporation of mitigation. A copy of the public review draft of the Initial Study/Mitigated Negative Declaration and Final IS/MND, Mitigation Monitoring and Reporting Program (MMRP) and appendices can be found at the following link:

antiochca.gov/EnvironmentalDocs

Due to the State and Contra Costa County's Shelter-in-Place orders, publicly accessible locations to review the IS/MND were closed. Consistent with the Governor's Executive Order, posting materials on the City's website is adequate.

The IS/MND identified potentially significant impacts to aesthetics, air quality, biological resources, cultural resources, geology and soils, hazards and hazardous materials, hydrology and water quality, and noise. The IS/MND concluded that all impacts would be reduced to a less than significant level with the implementation of mitigation measures. A MMRP was prepared and is included in Attachment A, Exhibit A

The draft Mitigated Negative Declaration was released for public review from May 7, 2021 to May 26, 2021. There were no comments received on the IS/MND during the public review period. According to CEQA Guidelines Section 15073, and 15074, the lead agency must consider the comments received during the public review period.

When the IS/MND was prepared for the proposed project, it was assumed that there were sewer services near the project site to which the project could connect. After the IS/MND was published, staff learned that the original assumption that there were sewer services in the area was inaccurate. The applicant had designed a septic system for the proposed project in the absence of sewer services near the site. After the June 16, 2021 Planning Commission meeting, Public Works/ Engineering staff worked with the applicant to reach an agreement on the installation of the sewer services. A septic system will not be used in lieu of the sewer service. Staff does not believe that the installation of the services would have changed the analysis in the IS/MND and result in any additional significant impacts that would need to be mitigated. Public Works staff has added recommended conditions of approval requiring the applicant to connect to sewer services.

Background

With the passage of Proposition 64 in November of 2016, California residents over the age of 21 can legally use marijuana without a medicinal card if not in a public place. Californians can carry and use up to one ounce of marijuana and grow up to six plants for personal use. Recreational sales of marijuana did not go into effect until January 1, 2018. The possession, sale and distribution of cannabis is now legal under California State law, subject to provisions contained in the law, including a state licensing requirement.

On May 2, 2018, the Planning Commission recommended to the City Council approval of an Ordinance amending Title 9, Chapter 5 of the Antioch Municipal Code, thereby creating new provisions for the consideration of cannabis businesses in the City of Antioch. The City Council introduced the ordinance on May 22, 2018 and approved the ordinance on June 26, 2018. The ordinance went into effect on July 26, 2018. The Code Amendment established new definitions, imposed basic standards, and created a new Cannabis Business (CB) Zoning Overlay District. Within the CB Zoning Overlay District, a party may apply for a Use Permit from the City Council for the establishment of a

Cannabis Business. Unlike the typical use permit process, a cannabis use permit must be reviewed by the City Council after a recommendation by the Planning Commission.

On September 11, 2018, the Antioch City Council adopted Cannabis Guidelines by approval of Resolution No. 2018/117. The purpose of the guidelines is to provide the public and potential applicants with the City of Antioch's general expectations relating to the design and operation of a Cannabis Business.

On October 27, 2020, the Antioch City Council adopted Amendments to the Cannabis Business Ordinance by approval of Ordinance No. 2191-C-S. The purpose of the amendments was to provide a definition of Commercial Cannabis Use, replace the requirement for a development agreement with a requirement for an operating agreement, and specify the minimum conditions of an operating agreement.

At the Planning Commission meeting on June 16, 2021, the Planning Commission voted 6-0 to recommend to the City Council that the IS/MND, MMRP, Use Permit, and Design Review be approved. The applicant gave a presentation about the project, and no members of the public commented on the item. A copy of the draft Planning Commission meeting minutes has been included as Attachment F to the staff report.

Conditions of Approval # 44-54 in Section K of Attachment "B" were added by the Public Works Director/City Engineer after the Planning Commission meeting, which address the construction of the sewer line and improvements to Wilbur Avenue. The applicant has received these conditions of approval and has agreed to them.

ANALYSIS

Project Overview

The applicant proposes to operate a cannabis operations facility consisting of a Type 10 'Retail Storefront and Delivery', a Type 11 'Distributor', a Type 7 'Manufacturer' and a Type 3A 'Medium Indoor Cultivation' license located at 2100-2300 Wilbur Avenue. The cannabis operations would occur in two new buildings proposed as part of this project. Building A would consist of an approximately 11,200-square-foot commercial use that would include rooms for cannabis sales, products, packaging, labeling, and storage.

Building A, in total would include approximately 2,558 square feet of retail space that is generally located in the northern portion of the building, approximately 2,776 square feet of distribution space, and 792 square feet of manufacturing space. The remainder of Building A is built out into various miscellaneous rooms that include cold storage rooms, mechanical rooms, breakrooms, and offices. Approximately, 20 employees will work within Building A, 10 for the retail operation, 5 for distribution, and 5 for manufacturing. Customers will gain access to the retail store via a security check point where customers must present a valid form of identification. Once inside customers do not have access to

the distribution or manufacturing areas of the building. Those areas have separate entrances and security entrances.

Building B would consist of an approximately 19,500-square-foot industrial use that would include 10 cannabis cultivation rooms that are approximately 1,250 square feet, 2 incubation rooms that are 525 square feet, and a 905 square foot processing room. Similar to Building A, the remainder of Building B is comprised of various offices, mechanical, and storage rooms. The cultivation operation would occur entirely within the 10 rooms. Building B would have approximately 14 employees for the cultivation operation.

Additionally, 79 parking stalls are proposed to accommodate the proposed cannabis uses. The applicant states a total of 36 employees will work during the week on differing shifts. For example, the retail employees would work three (3) shifts:

Shift 1: Shall occur between the hours of 8am and 12pm

Shift 2: Shall occur between the hours of 12pm and 4pm

Shift 3: Shall occur between the hours of 4pm and 8pm

The proposed parking is adequate for the proposed cannabis uses proposed on site.

Project plans and a detailed description of the facility are included as Attachments “C” and “D”, respectively, to the staff report.

General Plan, Zoning, and Land Use

The site is located within the General Plan’s Eastern Waterfront Employment Focus Area and is designated as Industrial. The zoning of the site is Planned Business Center (PBC), which allows office centers, research and development facilities, limited industrial activities (including production and assembly, but no raw materials processing or bulk handling), limited warehouse type retail and commercial activities, and small-scale warehousing distribution and also the Cannabis Overlay District (CB). Cannabis operation facilities are allowed in the Cannabis Overlay District subject to the approval of a use permit by the City Council.

The surrounding land uses and zoning designations are noted below:

North:	Industrial Uses / Heavy Industrial (M-2) & Cannabis Overlay
South:	Industrial Uses / Planned Business Center (PBC) & Cannabis Overlay
East:	Industrial Uses / Planned Business Center (PBC) & Cannabis Overlay
West:	Industrial Uses / Planned Business Center (PBC) & Cannabis Overlay

Site Plan

The site is approximately 3.96-acres in size and undeveloped and is primarily a dirt lot with trees and other foliage. The site is currently accessed via a driveway along Wilbur Avenue that gives access to an access road to the site. The site would be developed with four (4) access gates, one (1) employee entrance, one (1) public entrance, and two (2) fire access gates. The applicant proposes the cannabis operation facility with two buildings, 79 employee and customer parking spaces, and two new buildings (Building A 11,200-square-foot and Building B 19,500-square-foot). A new wrought iron fence will be installed along the north, east, and western boundaries and maintain a chain-link fence along the southern boundary in order to secure the area.

Building A would consist of commercial use that would include rooms for cannabis sales, products, packaging, labeling, and storage. Building A, in total would include approximately 2,558 square feet of retail space that includes a 125 square foot security check point, a 2,776 square feet of distribution space, and 792 square feet of manufacturing space. The applicant proposes an open concept retail sales area. Following security clearance and verification of customer age and credentials, customers awaiting entry into the Sales Room, customers will be able to browse Natural Supplements selection of products.

Building B would include 10 cannabis cultivation rooms that are approximately 1,250 square feet, 2 incubation rooms that are 525 square feet, and a 905 square foot processing room. The primary activity in the operation of the cultivation operation would involve the cultivation of 'flowering cannabis plants within the cultivation area.

Site Security

As part of their application the applicant submitted a security plan for the site. The security plan addressed the following issues:

- Physical elements of the site such as location of the building, outdoor lighting, and parking areas.
- Electronic security such as motion sensors, controlled access areas, and surveillance cameras.
- Compliance and procedures such as inventory management, cash handling, and employee training.
- On site physical security services related to the number of physical security guards present at the site.

The security plan was reviewed by the Antioch Police Department. After the review was complete, the Police Department, Planning staff, and the applicant met to review the plan. During the meeting, Police Department staff provided the applicant with feedback on their

security plan, as well as additional site-specific security measures that they would like to see implemented. The proposed security measures are consistent with the security expectations detailed in the Cannabis Guidelines.

Staff has included a condition in the attached resolution requiring the Antioch Police Department to conduct a site inspection to assess the security of the site prior to a certificate of occupancy being issued for the site. Any changes that the Antioch Police Department deem necessary upon site inspection will be incorporated into a revised site security plan that will then be submitted for their review and approval. No certificate of occupancy will be issued without final approval of a site security plan by the Antioch Police Department. In addition to the security inspection prior to issuance of certificate of occupancy, the business is required to submit to annual security audits conducted by a third party or City staff.

Neighborhood Responsibility Plan

As part of the application, the applicant submitted a neighborhood responsibility plan detailing their efforts to mitigate any potential impacts that the business may cause (Attachment D). The plan details the steps they will take to establish a relationship in the community and good neighbor policies that will be established. JKC3H8 (Natural Supplements) is cognizant of the potential problems and nuisances that can arise from operating a cannabis operation, the plan outlines how they will mitigate those potential issues that may arise.

The applicant has also committed to engage with law enforcement to identify and provide any assistance in the City's effort to eliminate illegal cannabis operations in the City. Natural Supplements intends to be a "good neighbor" and has committed to daily inspections of the parking lot and exterior premises to ensure that it is free of litter, graffiti or debris.

Finally, according to the plan, JKC3H8 shall develop or contribute to a City approved public outreach and educational program for youth organizations and educational institutions that outlines the risks of youth addiction to cannabis and identifies resources available to youth related to drugs and drug addiction.

Operational Issues

The applicant has submitted an odor mitigation plan that discusses the measures they will take to ensure that cannabis odors will not be detected at or beyond the site. Staff had the applicant's odor mitigation plan peer reviewed by the Engineering firm Blair, Church, & Flynn to ensure that the odor mitigation plan was adequate for the size and type of facility. Staff has taken Blair, Church, & Flynn's recommendations regarding the odor mitigation plans and added them as recommended conditions of approval. Once building permits are submitted for the project, the plans will be reviewed for compliance with the recommended odor mitigation measures. Staff has also included a condition of

approval requiring that adequate on-site odor control measures are maintained at all times and that cannabis odors cannot be readily detected outside the structures in which the business operates.

Staff has also included a condition of approval addressing site management and requiring the cannabis business operator to take “reasonable steps” to discourage and address objectionable conditions that constitute a nuisance in parking areas, sidewalks, and areas surrounding the premises during business hours if directly related to patrons of the business. Staff has also included a condition of approval prohibiting the smoking or ingestion of cannabis products on-site.

Use Permit

The City of Antioch Municipal Code requires a Use Permit for cannabis uses such as retail and cultivation uses; therefore, the applicant is requesting a Use Permit approval of Natural Supplements Cannabis facility. Use Permits are required for land uses that may be suitable only in specific locations or require special consideration in their design, operation, or layout to ensure compatibility with surrounding uses.

The Cannabis Overlay District (CB) allows for a variety of cannabis uses and facilities to be established subject to approval. The proposed use complies with the underlying overlay zoning and goals in that it adds a retail, manufacturing, and distribution use within the district.

Design Review and Landscaping

Per Section 9-5.2607 of the Antioch Municipal Code (AMC), all new development within the City is subject to Design Review approval. The purpose of the Design Review process is to promote the orderly development of the City, encourage high quality site design and planning, protect the stability of land values and investments, and ensure consistency with the Citywide Design Guidelines.

The applicant proposes new buildings that are most similar to butler buildings. The new buildings are of metal construction, typical of those in industrial areas with textured wall panels, and siding. The buildings average a height of around 20 feet and is compatible in height to buildings in its vicinity. The color palette for the building is a mix of gray, white and burgundy for the various elevations. The panels on the building will be “Aspen White”, the siding is proposed as Gray II, and the textured wall panel system to be “Fine Burgandy”. The proposed colors are acceptable for the industrial district they are proposed in. In general, the project complies with the Citywide Design guidelines and staff is satisfied with the proposed design of the project.

The conceptual landscaping plan includes landscaping for the project frontage and the internal site. The applicant proposes to plant Crepe Myrtle trees and Carpet Roses bushes along the project frontage and within the interior planting areas. The landscaping

is incorporated into the frontage to soften the building exteriors and assist with the transition and buffering between uses from the cannabis operations and the other neighboring industrial uses. The proposed landscaping also helps in defining the front and entrances of the property. The proposed landscaping complies with the objectives of the Citywide Design Guidelines.

ATTACHMENTS

- A. Initial Study/ Mitigated Negative Declaration Resolution
Exhibit A Mitigation Monitoring and Reporting Program
- B. Use Permit and Design Review Resolution
- C. Project Plans
- D. Project Description
- E. CCCFPD Comment Letter
- F. June 16, 2021, Planning Commission Minutes

RESOLUTION NO. 2022-**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH ADOPTING THE INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING PROGRAM FOR A CANNABIS OPERATIONS FACILITY WITH INDOOR CULTIVATION, DISTRIBUTION, MANUFACTURING AND RETAIL DISPENSARY WITH DELIVERY AS ADEQUATE FOR ADDRESSING THE ENVIRONMENTAL IMPACTS OF THE PROPOSED PROJECT

WHEREAS, the City of Antioch ("City") received an application from JKC3H8 (Natural Supplements) ("Applicant") for approval of an Initial Study / Mitigated Negative Declaration, Use Permit, and Design Review, for the development of a cannabis operations facility on a 3.96-acre site. The project site is located at 2100-2300 Wilbur Avenue (UP-20-01, AR-20-01) (051-100-028);

WHEREAS, the City prepared an Initial Study and Mitigated Negative Declaration (IS/MND), to evaluate the potential environmental impacts of the Project in conformance with Section 15070 of Title 14 of the California Code of Regulations (the "CEQA Guidelines");

WHEREAS, an IS/MND was circulated for a 20-day review period, with the public review period commencing on May 7, 2021, and ending on May 26, 2021; and with no public comments being received;

WHEREAS, on June 16, 2021, the Planning Commission duly held a public hearing on the matter, and received and considered evidence, both oral and documentary and recommended adoption to the City Council of the IS/MND and Mitigation Monitoring and Reporting Program (MMRP);

WHEREAS, on June 16, 2021, the Planning Commission duly held a noticed public hearing recommended adoption to the City Council of the Initial Study / Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the project

WHEREAS, the City Council duly gave notice of public hearing as required by law;

WHEREAS, the City Council has reviewed the IS/MND and the MMRP for this project;

WHEREAS, on February 22, 2022, the City Council duly held a public hearing on the matter, and received and considered evidence, both oral and documentary, and adopted the IS/MND and MMRP; and

WHEREAS, the custodian of the Final IS/MND is the Community Development Department and the Final IS/MND is available for public review on the City's website at: <https://www.antiochca.gov/community-development-department/planning-division/environmental-documents/>. Due to the State and Contra Costa County's Shelter-

in-Place orders, publicly accessible locations to review the IS/MND were closed. Consistent with the Governor's Executive Order, posting materials on the City's website was adequate. The MMRP is attached as Exhibit A to this Resolution.

NOW, THEREFORE, BE IT RESOLVED AND DETERMINED, as follows:

1. The foregoing recitals are true and correct.
2. The City Council of the City of Antioch hereby FINDS on the basis of the whole record before it (including the Initial Study and all comments received) that:
 - a. The City of Antioch exercised overall control and direction over the CEQA review for the Project, including the preparation of the Final IS/MND, and independently reviewed the Final IS/MND and MMRP;
 - b. There is no substantial evidence that the Project will have a significant effect on the environment once mitigation measures have been followed and assuming approval of the Use Permit and Design Review; and
 - c. The Final IS/MND and MMRP reflect the City's independent judgment and analysis.
3. The City Council hereby approves and adopts the IS/MND, and MMRP for the Project (Exhibit A).

* * * * *

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 22nd day of February 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ELIZABETH HOUSEHOLDER
CITY CLERK OF THE CITY OF ANTIOCH

MITIGATION MONITORING AND REPORTING PROGRAM

This Draft Mitigation Monitoring and Reporting Program (MMRP) has been formulated based upon the findings of the Initial Study/Mitigated Negative Declaration (IS/MND) prepared for the Antioch Natural Supplements Project (project) submitted by Natural Supplements (the project sponsor) for which the City of Antioch (City) is the CEQA Lead Agency for environmental review. The MMRP, which is provided in Table A, lists mitigation measures recommended in the IS/MND for the proposed project and identifies mitigation monitoring requirements. The Final MMRP must be adopted when the City makes a final decision on the project.

This MMRP has been prepared to comply with the requirements of State law (Public Resources Code Section 21081.6). State law requires the adoption of an MMRP when mitigation measures are required to avoid significant impacts. The MMRP is intended to ensure compliance during implementation of the project.

The MMRP is organized in a matrix format:

- The first column identifies the mitigation measure that would be implemented for each project impact.
- The second column refers to the party or agency responsible for implementing the mitigation measure.
- The third column refers to the action that prompts implementation and/or implementation timing.
- The fourth column refers to the agency responsible for oversight or ensuring that the mitigation measure is implemented.
- The fifth column refers to the action that prompts the commencement of monitoring.
- The sixth column refers to when the monitoring will occur to ensure that the mitigation action is completed.
- The seventh and final column is where the lead agency contact initials and dates are provided as verification of mitigation measure implementation.

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Table A: Mitigation Monitoring and Reporting Program

Mitigation Measures	Party Responsible for Implementation	Implementation Trigger/Timing	Agency Responsible for Monitoring	Monitoring Action	Monitoring Frequency	Verified Implementation
4.1 AESTHETICS						
Mitigation Measure AES-1: Outdoor lighting (building façade lighting, security lighting, and parking lot lighting) shall be designed to minimize glare and spillover to surrounding properties. The project design and building materials, shall incorporate non-mirrored glass to minimize daylight glare. The lighting plan of the proposed project shall be reviewed and approved by the City's Planning Division during Design Review prior to issuance of a building permit.	Project Applicant	Prior to issuance of a building permit	City of Antioch Community Development Department	Lighting designs review and approval	Before the start of construction	Initials: _____ Date: _____
4.3 AIR QUALITY						
Mitigation Measure AIR-1: In order to meet the Bay Area Air Quality Management District (BAAQMD) fugitive dust threshold, the following BAAQMD Basic Construction Mitigation Measures shall be implemented: <ul style="list-style-type: none"> All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day. All haul trucks transporting soil, sand, or other loose material off-site shall be covered. All visible mud or dirt tracked-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited. All vehicle speeds on unpaved roads shall be limited to 15 mph. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the 	Construction Manager	During grading and construction activities	City of Antioch Public Works Department	Construction schedule, equipment, and site to be reviewed and inspected for compliance with BAAQMD Basic Construction Mitigation Measures	Before the start of construction and continually during construction	Initials: _____ Date: _____

Table A: Mitigation Monitoring and Reporting Program

Mitigation Measures	Party Responsible for Implementation	Implementation Trigger/Timing	Agency Responsible for Monitoring	Monitoring Action	Monitoring Frequency	Verified Implementation
<p>California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.</p> <ul style="list-style-type: none"> All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation. A publicly visible sign shall be posted with the telephone number and person to contact at the City of Antioch regarding dust complaints. This person shall respond and take corrective action within 48 hours. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations. 						
4.4 BIOLOGICAL RESOURCES						
<p>Mitigation Measure BIO-1: If feasible, all vegetation removal shall be conducted during the non-breeding season (i.e., September 1 to January 31) to avoid direct impacts to nesting birds. If such work is scheduled during the breeding season, a qualified biologist or ornithologist shall conduct a pre-construction survey to determine if any birds are nesting within the project site. The pre-construction survey shall be conducted within 15 days prior to the start of work from March through May (since there is a higher potential for birds to initiate nesting during this period), and within 30 days prior to the start of work from June through July. If active nests are found during the survey, the biologist or ornithologist shall determine an appropriately sized buffer around the nest in which no work shall be allowed until the young have successfully fledged. The size of the buffer shall be determined by the biologist or ornithologist in consultation with the California Department of Fish and Wildlife, and</p>	Project Applicant/ Project Biologist	During the breeding season (February 1 through August 31)	City of Antioch Community Development Department	Pre-construction survey within 15 to 30 days prior to the start of work, ensure establishment and maintenance of buffer	Before the start of construction and continually during construction	Initials: _____ Date: _____

Table A: Mitigation Monitoring and Reporting Program

Mitigation Measures	Party Responsible for Implementation	Implementation Trigger/Timing	Agency Responsible for Monitoring	Monitoring Action	Monitoring Frequency	Verified Implementation
would be based on the nesting species, its sensitivity to disturbance, and the expected types of disturbance.						
4.5 CULTURAL RESOURCES						
<p>Mitigation Measure CULT-1: Should an archaeological deposit be encountered during project subsurface construction activities, all ground-disturbing activities within 25 feet shall be redirected and a qualified archaeologist meeting the Secretary of the Interior's Professional Qualifications Standards for Archeology contacted to assess the situation, determine if the deposit qualifies as a historical resource, consult with agencies as appropriate, and make recommendations for the treatment of the discovery. If the deposit is found to be significant (i.e., eligible for listing in the California Register of Historical Resources), the applicant shall be responsible for funding and implementing appropriate mitigation measures.</p> <p>Mitigation measures may include recordation of the archaeological deposit, data recovery and analysis, and public outreach regarding the scientific and cultural importance of the discovery. Upon completion of the selected mitigations, a report documenting methods and findings shall be prepared and submitted to the City for review, and the final report shall be submitted to the Northwest Information Center at Sonoma State University.</p> <p>Significant archaeological materials shall be submitted to an appropriate curation facility and used for public interpretive displays, as appropriate and in coordination with a local Native American tribal representative.</p> <p>The applicant shall inform its contractor(s) of the sensitivity of the project area for archaeological deposits and shall verify that the following directive has been included in the appropriate contract documents:</p> <p><i>"The subsurface of the construction site may be sensitive for</i></p>	Project Applicant/Construction Manager/Qualified Archaeologist	During all ground-disturbing activities and after resources are identified	City of Antioch Community Development Department	Initiated in the event that a find is made during construction	During regularly scheduled site inspections that would be initiated in the event that a find is made during construction	Initials: _____ Date: _____

Table A: Mitigation Monitoring and Reporting Program

Mitigation Measures	Party Responsible for Implementation	Implementation Trigger/Timing	Agency Responsible for Monitoring	Monitoring Action	Monitoring Frequency	Verified Implementation
<i>Native American archaeological deposits. If archaeological deposits are encountered during project subsurface construction, all ground-disturbing activities within 25 feet shall be redirected and a qualified archaeologist contacted to assess the situation, and make recommendations for the treatment of the discovery. Project personnel shall not collect or move any archaeological materials. Archaeological deposits can include shellfish remains; bones; flakes of, and tools made from, obsidian, chert, and basalt; and mortars and pestles. Contractor acknowledges and understands that excavation or removal of archaeological material is prohibited by law and constitutes a misdemeanor under California Public Resources Code, Section 5097.5."</i>						

Table A: Mitigation Monitoring and Reporting Program

Mitigation Measures	Party Responsible for Implementation	Implementation Trigger/Timing	Agency Responsible for Monitoring	Monitoring Action	Monitoring Frequency	Verified Implementation
3.7 GEOLOGY AND SOILS						
<p>Mitigation Measure GEO-1: Should paleontological resources be encountered during project subsurface construction activities, all ground-disturbing activities within 25 feet shall be redirected and a qualified paleontologist contacted to assess the situation, consult with agencies as appropriate, and make recommendations for the treatment of the discovery. For purposes of this mitigation, a "qualified paleontologist" shall be an individual with the following qualifications: (1) a graduate degree in paleontology or geology and/or a person with a demonstrated publication record in peer-reviewed paleontological journals; (2) at least two years of professional experience related to paleontology; (3) proficiency in recognizing fossils in the field and determining their significance; (4) expertise in local geology, stratigraphy, and biostratigraphy; and (5) experience collecting vertebrate fossils in the field. If the paleontological resources are found to be significant and project activities cannot avoid them, measures shall be implemented to ensure that the project does not cause a substantial adverse change in the significance of the paleontological resource. Measures may include monitoring, recording the fossil locality, data recovery and analysis, a final report, and accessioning the fossil material and technical report to a paleontological repository. Upon completion of the assessment, a report documenting methods, findings, and recommendations shall be prepared and submitted to the City of Antioch for review. If paleontological materials are recovered, this report also shall be submitted to a paleontological repository such as the University of California Museum of Paleontology, along with significant paleontological materials. Public educational outreach may also be</p>	<p>Project Applicant/Construction Manager/Qualified Paleontologist</p>	<p>During all ground-disturbing activities and after resources are identified</p>	<p>City of Antioch Community Development Department</p>	<p>Initiated in the event that a find is made during construction</p>	<p>During regularly scheduled site inspections initiated after a find is made during construction</p>	<p>Initials: _____ Date: _____</p>

Table A: Mitigation Monitoring and Reporting Program

Mitigation Measures	Party Responsible for Implementation	Implementation Trigger/Timing	Agency Responsible for Monitoring	Monitoring Action	Monitoring Frequency	Verified Implementation
appropriate. The project applicant shall inform its contractor(s) of the sensitivity of the project site for paleontological resources and shall verify that the following directive has been included in the appropriate contract documents: <i>"The subsurface of the construction site may be sensitive for fossils. If fossils are encountered during project subsurface construction, all ground-disturbing activities within 25 feet shall be redirected and a qualified paleontologist contacted to assess the situation, consult with agencies as appropriate, and make recommendations for the treatment of the discovery. Project personnel shall not collect or move any paleontological materials. Fossils can include plants and animals, and such trace fossil evidence of past life as tracks or plant imprints. Ancient marine sediments may contain invertebrate fossils such as snails, clam and oyster shells, sponges, and protozoa; and vertebrate fossils such as fish, whale, and sea lion bones. Contractor acknowledges and understands that excavation or removal of paleontological material is prohibited by law and constitutes a misdemeanor under California Public Resources Code, Section 5097.5."</i>						
3.9 HAZARDS AND HAZARDOUS MATERIALS						
Mitigation Measure HAZ-1: Prior to the issuance of grading permits, a limited soil, gas and groundwater investigation shall be conducted at the site to determine whether regulated contaminants are present in the site subsurface at levels above established construction worker screening levels. Any soil with concentration levels that exceed California State Title 26 threshold limits would be classified as a hazardous material. Once the soil sampling analysis is complete, a report of the findings shall be provided to the City of Antioch for review prior to issuance of grading	Project Applicant	Prior to issuance of a grading permit	City of Antioch Community Development Department	Review and approval of soil sampling analysis and Site Management Plan	Before the start of construction	Initials: _____ Date: _____

Table A: Mitigation Monitoring and Reporting Program

Mitigation Measures	Party Responsible for Implementation	Implementation Trigger/Timing	Agency Responsible for Monitoring	Monitoring Action	Monitoring Frequency	Verified Implementation
permits. If contaminated soils are found in concentrations above established thresholds for worker safety, a Site Management Plan (SMP) shall be prepared by a qualified hazardous materials consultant to establish management practices for handling contaminated soil or other materials encountered during construction activities.						
3.10 HYDROLOGY AND WATER QUALITY						
<p>Mitigation Measure HYD-1: Prior to construction, the project applicant shall prepare and implement a Final SWPPP, meeting Construction General Permit requirements (State Water Resources Control Board Order No. 2009-000-DWQ, as amended) designed to reduce potential adverse impacts to surface water quality through the project construction period. The Final SWPPP shall be submitted to the Planning Manager of the City of Antioch Planning Department for review and approval prior to the issuance of any permits for ground-disturbing activity.</p> <p>The Final SWPPP shall be prepared by a Qualified SWPPP Developer in accordance with the requirements of the Construction General Permit. Requirements include BMPs for erosion and sediment control, site management/housekeeping/waste management, management of non-storm water discharges, run-on and runoff controls, and BMP inspection/maintenance/repair activities. BMP implementation shall be consistent with the BMP requirements in the most recent version of the California Stormwater Quality Association <i>Stormwater Best Management Handbook-Construction</i>.</p> <p>The Final SWPPP shall include a construction site monitoring program that identifies requirements for dry weather visual observations of pollutants at all discharge locations, and as appropriate (depending on the Risk Level), sampling of the site effluent and receiving waters. A</p>	Project Applicant/Construction Manager	Prior to approval of the grading plan	City of Antioch Community Development Department	SWPPP review and approval	Before start of construction	Initials: _____ Date: _____

Table A: Mitigation Monitoring and Reporting Program

Mitigation Measures	Party Responsible for Implementation	Implementation Trigger/Timing	Agency Responsible for Monitoring	Monitoring Action	Monitoring Frequency	Verified Implementation
Qualified SWPPP Practitioner shall be responsible for implementing the BMPs at the site and performing all required monitoring and inspection/maintenance/repair activities.						
<p>Mitigation Measure HYD-2: The project applicant shall fully comply with the Water Board storm water permit requirements, including Contra Costa County C.3 Storm water Standards. The project applicant shall prepare and implement a Storm water Control Plan (SCP) for the project. The SCP shall be submitted to the Planning Manager of the City of Antioch Planning Department for review and approval prior to issuance of any permits for ground disturbing activities. The SCP would act as the overall program document designed to provide measures to mitigate potential water quality impacts associated with the operation of the proposed project. The SCP shall provide measures that are consistent with those of the California State Water Boards Cannabis Cultivation Policy to ensure that cannabis production on site mitigates potential water quality issues. At a minimum, the SCP for the project shall include:</p> <ul style="list-style-type: none"> • An inventory and accounting of existing and proposed impervious areas. • Low Impact Development (LID) design details incorporated into the project. Specific LID design may include, but is not limited to using pervious pavements and green roofs, dispersing runoff to landscaped areas, and/or routing runoff to the storm water basin that would be developed on site as part of the project design. • Measures to address potential storm water contaminants. These may include measures to cover or 	Project Applicant/Project Engineer	Prior to approval of the final grading plan	City of Antioch Community Development Department	Stormwater Control Plan review and approval	Before start of construction	Initials: _____ Date: _____

Table A: Mitigation Monitoring and Reporting Program

Mitigation Measures	Party Responsible for Implementation	Implementation Trigger/Timing	Agency Responsible for Monitoring	Monitoring Action	Monitoring Frequency	Verified Implementation
<p>control potential sources of storm water pollutants at the project site.</p> <ul style="list-style-type: none"> A Final Storm Water Facility Operation and Maintenance Plan for the project site, which shall include periodic inspection and maintenance of the storm drainage system. Persons responsible for performing and funding the requirements of this plan shall be identified. This plan must be finalized prior to issuance of building permits for the project. 						
3.13 NOISE						
<p>Mitigation Measure NOI-1: Construction Noise. Prior to commencement of construction activities, City staff shall verify that grading and construction plans include the following requirements to ensure that the greatest distance between noise sources and sensitive receptors during construction activities has been achieved:</p> <ul style="list-style-type: none"> Construction activities occurring as part of the project shall be subject to the limitations and requirements of the City of Antioch Municipal Code, which states that construction activities are prohibited between the hours of 6:00 p.m. and 7:00 a.m. on weekdays and between 5:00 p.m. and 9:00 a.m. on weekends and holidays. During all project area excavation and on-site grading, the project contractors shall equip all construction equipment, fixed or mobile, with properly operating and maintained mufflers consistent with manufacturers' standards. 	Project Applicant/Construction Manager	During the construction period	City of Antioch Community Development Department	Construction schedule review and approval	During construction	<p>Initials: _____</p> <p>Date: _____</p>

Source: LSA (2021).

RESOLUTION NO. 2022-**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH APPROVING
THE USE PERMIT AND DESIGN REVIEW (UP-20-01, AR-20-01) FOR A CANNABIS
OPERATIONS FACILITY WITH INDOOR CULTIVATION, DISTRIBUTION,
MANUFACTURING AND RETAIL DISPENSARY WITH DELIVERY AT 2100-2300
WILBUR AVENUE**

WHEREAS, the City of Antioch (“City”) received an application from JKC3H8 (Natural Supplements) (“Applicant”) for approval of an Initial Study / Mitigated Negative Declaration, Use Permit, and Design Review, for the development of a cannabis operations facility on a 3.96-acre site. The project site is located at 2100-2300 Wilbur Avenue (UP-20-01, AR-20-01) (051-100-028);

WHEREAS, an Initial Study / Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program was prepared in accordance with the California Environmental Quality Act (CEQA) Guidelines Section 15162, and considered by the Planning Commission on June 16, 2021;

WHEREAS, on June 16, 2021, the Planning Commission duly held a noticed public hearing recommended that the City Council approve the Use Permit and Design Review;

WHEREAS, on June 16, 2021, the Planning Commission duly held a noticed public hearing recommended adoption to the City Council of the Initial Study / Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for the project;

WHEREAS, the City Council duly gave notice of public hearing as required by law;
and

WHEREAS, on February 22, 2022, duly held a public hearing, received, and considered evidence, both oral and documentary, and approved a Cannabis Business Use Permit, and Design Review.

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby makes the following findings required for the approval of a Cannabis Business Use Permit:

1. The granting of such Use Permit will not be detrimental to the public health or welfare or injurious to the property or improvements in such zone or vicinity.

The proposed cannabis business is required to comply with multiple conditions of approval that address the project’s impact on public health and the properties in the vicinity. On-site armed security is required at all times. Annual audits of the site security plan by City staff or a third-party company subject to the approval of the Antioch Police Department are required. The business shall also maintain on-site odor control so that cannabis related odors are not readily detected outside

the structure. Based upon the conditions imposed, the cannabis dispensary use will not create adverse impacts to the surrounding businesses and residents.

2. The use applied at the location indicated is properly one for which a Use Permit is authorized.

The site is zoned Cannabis Overlay District. The Cannabis Overlay District allows cannabis businesses with the approval of a use permit.

3. The site for the proposed use is adequate in size and shape to accommodate such use, and all parking, and other features required.

The proposed site is 3.96-acres and adequate in size and shape to accommodate the proposed cannabis operations facility with ample parking. The proposed retail, cultivation, distribution, and other uses will have sufficient parking that meets that required by the Antioch Municipal Code (AMC).

4. The site abuts streets and highways adequate in width and pavement type to carry the kind of traffic generated by the proposed use.

The project site is currently undeveloped and is located along Wilbur Avenue, which is adequate in width and pavement type to carry the traffic generated by the proposed use.

5. The granting of such Use Permit will not adversely affect the comprehensive General Plan.

The use will not adversely affect the comprehensive General Plan because the project is consistent with the General Plan designation for the site of Industrial and will be located within new buildings.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Antioch does hereby **APPROVE** the Use Permit and Design Review for a cannabis operations facility (UP-20-01, AR-20-01), located at 2100-2300 Wilbur Avenue (APN 051-032-009) subject to the following conditions:

A. GENERAL CONDITIONS

1. The development and all proposed improvements shall comply with the City of Antioch Municipal Code and City Standards unless a specific exception is granted thereto or approved by the City Engineer.
2. City staff shall inspect the site for compliance with conditions of approval prior to final inspection approval.

3. No permits or approvals, whether discretionary or mandatory, shall be considered if the applicant is not current on fees, reimbursement payments and other monies that are due.
4. The applicant shall obtain an encroachment permit for all work to be done within the public right-of-way or easement, and peak commute-hour traffic shall not be impeded by construction-related activity.
5. All required easements or rights of entry for off-site improvements shall be obtained by the applicant at no cost to the City of Antioch. Advance permission shall be obtained from any property or easement holders for any work done within such property or easements.
6. All existing easements shall be identified on the site plan and all plans that encroach into existing easements shall be submitted to the easement holder for review and approval, and advance written permission shall be obtained from any property owner or easement holder for any work done within such property or easement.
7. All access drive aisles shall be constructed per current ADA and City standards, subject to review and approval by the City Engineer.
8. All cracked, broken or damaged concrete curb, gutter and/or sidewalks in the public right-of-way along the project frontage shall be removed and replaced as required by the City Engineer and at no cost to the City.
9. On site Asphalt paving shall be designed for a minimum traffic index (TI) of 5.5 and shall have a minimum slope of 2%, concrete paving shall have a minimum slope of 0.75%, and asphalt paving for identified accessible parking stalls and access routes may have a minimum slope of 1.5% and a maximum 2% slope, or as approved by the City Engineer.
10. All on-site curbs, gutters and sidewalks shall be constructed of Portland cement concrete.
11. The applicant shall install and maintain parking lot and pathway within the project area at no cost to the City.
12. The project shall comply with the Antioch Municipal Code. All construction shall conform to the requirements of the California Building Code and City of Antioch standards.

13. The applicant shall defend, indemnify, and hold harmless the City in any action brought by a third party to challenge the land use entitlement. In addition, if there is any referendum or other election action to contest or overturn these approvals, the applicant shall either withdraw the application or pay all City costs for such an election.
14. The project shall be implemented as indicated on the application form and accompanying materials provided to the City and in compliance with the Antioch Municipal Code, or as amended by the Planning Commission or City Council.
15. No building permit will be issued unless the plan conforms to the project description and materials as approved by the City Council and the standards of the City.
16. This approval expires two years from the date of approval by the City Council (November 9, 2023), unless an extension has been approved by the Zoning Administrator. Requests for extensions must be received in writing with the appropriate fees prior to the expiration of this approval. No more than one one-year extension shall be granted.
17. No permits or approvals, whether discretionary or ministerial, shall be considered if the applicant is not current on fees, reimbursement payments, and any other payments that are due.
18. City staff shall inspect the site for compliance with conditions of approval prior to the issuance of a Certificate of Occupancy or commencement of the business.

B. CONSTRUCTION CONDITIONS

1. The use of construction equipment shall be as outlined in the Antioch Municipal Code. Construction is restricted to weekdays between the hours of 8:00 AM and 5:00 PM. Requests for alternative days/times may be submitted in writing to the City Engineer for consideration.
2. The project shall comply with and supply all the necessary documentation for AMC § 6-3.2: Construction and Demolition Debris Recycling.
3. Standard dust control methods shall be used to stabilize the dust generated by construction activities. The developer shall post dust control signage with the contact number of the Developer, the Bay Area Air Quality Management District and the City.
4. Driveway access to neighboring properties shall be maintained at all times during construction.

C. FIRE REQUIREMENTS

1. All requirements of the Contra Costa County Fire District shall be met.

D. FEES

1. The applicant shall pay all City fees which have been established by the City Council and as required by the Antioch Municipal Code.
2. The applicant shall pay all required fees at the time of building permit issuance.

E. PROPERTY MAINTENANCE

1. No illegal signs, pennants, banners, balloons, flags, or streamers shall be used on this site at any time.
2. The site shall be kept clean of all debris (boxes, junk, garbage, etc.) at all times.

F. GRADING

1. The grading operation shall take place at a time, and in a manner, so as not to allow erosion and sedimentation. Erosion measures shall be implemented during all construction phases in accordance with an approved erosion and sedimentation control plan.
2. The final grading plan for this development shall be approved by the City Engineer and signed by a California licensed civil engineer. No grading is allowed without a grading permit issued by the Building Department.
3. All elevations shown on the grading and improvement plans shall be on the USGS 1929 sea level datum or NAVD 88 with conversion information, or as approved by the City Engineer.

G. CONSERVATION/NPDES

1. The project shall comply with all Federal, State, and City regulations for the National Pollution Discharge Elimination System (NPDES) (AMC§6-9). Under NPDES regulations, the project is subject to provision C.3: New development and redevelopment regulations for storm water treatment. Provision C.3 requires that the project include storm water treatment and source control measures, as well run-off flow controls, so that post-project runoff does not exceed estimated pre-project runoff. C.3 regulations require the submittal of a Storm Water Control Plan (SWCP) that demonstrates how compliance will be achieved. The SWCP shall be submitted simultaneously with the project plans. An Operation and Maintenance

Plan (O&M) for the treatment and flow-controls in the approved SWCP shall be submitted and approved before the Building Department will issue Certificate of Occupancy permits and shall be included in the project CC&Rs. Prior to building permit final and issuance of a Certificate of Occupancy, the applicant shall execute any agreements identified in the Storm Water Control Plan that pertain to the transfer of ownership and/or long-term maintenance of storm water treatment or hydrograph modification BMPs.

2. All impervious surfaces to be constructed as part of the project, including off-site roadways, are subject to C.3 requirements per State Regulations.
3. The following requirements of the federally mandated NPDES program (National Pollutant DISCHARGE Elimination System) shall be complied with as appropriate, or as required by the City Engineer:
 - a. Prior to issuance of permits for building, site improvements, or landscaping, the applicant shall submit a permit application consistent with the applicant's approved Storm Water Control Plan, and include drawings and specifications necessary for construction of site design features, measures to limit directly connected impervious area, pervious pavements, self-retaining areas, treatment BMPs, permanent source control BMPs, and other features that control storm water flow and potential storm water pollutants.
 - b. The Storm Water Control Plan shall be certified by a registered civil engineer, and by a registered architect or landscape architect as applicable. Professionals certifying the Storm Water Control Plan shall be registered in the State of California and submit verification of training, on design of treatment measures for water quality, not more than three years prior to the signature date by an organization with storm water treatment measure design expertise (e.g., a university, American Society of Civil Engineers, American Society of Landscape Architects, American Public Works Association, or the California Water Environment Association), and verify understanding of groundwater protection principles applicable to the project site (see Provision C.3.i of Regional Water Quality Control Board Order R2 2003 0022).
 - c. Prior to building permit final and issuance of a Certificate of Occupancy, the applicant shall submit, for review and approval by the City, a final Storm Water BMP Operation and Maintenance Plan in accordance with City of Antioch guidelines. This O&M plan shall incorporate City comments on the draft O&M plan and any revisions resulting from changes made during construction. The O&M plan shall be incorporated into the CC&Rs for the Project.

- d. Prior to building permit final and issuance of a Certificate of Occupancy, the applicant shall execute and record any agreements identified in the Storm Water Control Plan which pertain to the transfer of ownership and/or long-term maintenance of storm water treatment or hydrograph modification BMPs.
- e. Prevent site drainage from draining across sidewalks and driveways in a concentrated manner.
- f. Collect and convey all storm water entering, and/or originating from, the site to an adequate downstream drainage facility. Submit hydrologic and hydraulic calculations with the Improvement Plans to Engineering Services for review and approval.
- g. Prior to issuance of the grading permit, submit proof of filing of a Notice of Intent (NOI) by providing the unique Waste Discharge Identification Number (WDID#) issued from the Regional Water Quality Control Board.
- h. Submit a copy of the Storm Water Pollution Prevention Plan (SWPPP) for review to the Engineering Department prior to issuance of a building and/or grading permit. The general contractor and all subcontractors and suppliers of materials and equipment shall implement these BMP's. Construction site cleanup and control of construction debris shall also be addressed in this program. Failure to comply with the approved construction BMP may result in the issuance of correction notices, citations, or a project stop work order.
- i. Install appropriate clean water devices at all private storm drain locations immediately prior to entering the public storm drain system. Implement Best Management Practices (BMP's) at all times.
- j. Install on all catch basins "No Dumping, Drains to River" decal buttons.
- k. If sidewalks are pressure washed, debris shall be trapped and collected to prevent entry into the storm drain system. No cleaning agent may be discharged into the storm drain. If any cleaning agent or degreaser is used, wash water shall be collected and discharged to the sanitary sewer, subject to the approval of the sanitary sewer District.
- l. Include erosion control/storm water quality measures in the final grading plan that specifically address measures to prevent soil, dirt, and debris from entering the storm drain system. Such measures may include, but are not limited to, hydro seeding, gravel bags and siltation fences and are subject to review and approval of the City Engineer. If no grading plan is required, necessary erosion control/storm water quality measures shall be shown on the site plan submitted for an on-site permit, subject to review and approval of the City Engineer. The

applicant shall be responsible for ensuring that all contractors and subcontractors are aware of and implement such measures.

- m. Sweep or vacuum the parking lot(s) a minimum of once a month and prevent the accumulation of litter and debris on the site. Corners and hard to reach areas shall be swept manually.
- n. Ensure that the area surrounding the project such as the streets stay free and clear of construction debris such as silt, dirt, dust, and tracked mud coming in from or in any way related to project construction. Areas that are exposed for extended periods shall be watered regularly to reduce wind erosion. Paved areas and access roads shall be swept on a regular basis. All trucks shall be covered.
- o. Clean all on-site storm drain facilities a minimum of twice a year, once immediately prior to October 15 and once in January. Additional cleaning may be required if found necessary by City Inspectors and/or City Engineer.
- p. Install full trash capture device(s) in storm water catch basins that collect water from the project site. A "full trash capture device" is defined as any device or series of devices that traps all particles retained by a 5mm mesh screen and has a design treatment capacity of not less than the peak flow rate resulting from a one-year, one-hour, storm in the tributary drainage catchment area. Selected devices must be detailed on the building permit plan submittal and approved by Public Works prior to installation.

H. UTILITIES

- 1. All existing and proposed utilities (e.g., transformers and PMH boxes) shall be undergrounded and subsurface in accordance with the Antioch Municipal Code, except existing P.G.& E. towers, if any, or as approved by the City Engineer.
- 2. All storm water flows shall be collected onsite and discharged into an approved public storm drain system.
- 3. Trash enclosures shall drain to sanitary sewer and shall incorporate methods to contain refuse runoff at the front-gate and pedestrian access point to prevent storm water from entering the enclosure.
- 4. A reduced pressure backflow preventer assembly shall be installed on all City water meter services.
- 5. Double detector check fire line backflow assemblies shall be enclosed within an easement granted to the City, as needed, and at no cost to the City.

6. The developer shall provide all offsite and onsite improvements necessary to provide adequate water pressure and volume to serve this development, as approved by the City Engineer. This will include a minimum residual pressure of 20 psi with all losses included at the highest point of water service and a minimum static pressure of 50 psi.
7. Water systems shall be designed as a looped distribution system, if not already connecting as a looped system, developer shall be responsible for installing any water mains to create a looped system at no cost to the City.
8. The developer shall install all infrastructure to serve the site. Infrastructure for access to the site (sewer, water, storm, joint trench, and surface improvements) shall be completed prior to issuance of building permits.
9. The developer shall minimize water and sewer connection tie-ins to wet utility mains.
10. All onsite utilities shall be privately maintained and connected to public facilities in accordance with City Standards, or as approved by the City Engineer.
11. All proposed drainage facilities, including open ditches, shall be constructed of Portland Concrete Cement or as approved by the City Engineer.

I. LANDSCAPING

1. Sight distance triangles shall be maintained per Antioch Municipal Code § 9-5.1101, Site Obstructions at Intersections, or as approved by the City Engineer. Landscaping and signage shall not create a sight distance problem.
2. Detailed landscaping and irrigation plans for the entire site shall be submitted to the City for review and approval. All landscaping and irrigation shall be installed in accordance with approved plans prior to the issuance of certificates of occupancy for this building.
3. Landscaping for the project shall be designed to comply with the applicable requirements of City of Antioch Ordinance No. 2162-C-S the State Model Water Efficient Landscape Ordinance (MWELo). Prior to issuance of a building permit, the applicant shall demonstrate compliance with the applicable requirements of the MWELo in the landscape and irrigation plans submitted to the City.

J. FINAL IS/MND AND MITIGATION MONITORING AND REPORTING PROGRAM

1. The applicant shall comply with all mitigation measures identified in the IS/MND and Mitigation Monitoring and Reporting Program.

2. The applicant shall mitigate any impacts on wildlife, including State and Federally listed threatened and endangered species, and their habitat by compliance with one of the following:
 - a. Implementing, or making enforceable commitments to implement, all applicable mitigation measures in the project environmental documents, as well as any additional measures as may be required by the California Department of Fish & Wildlife (CDFW) or the U.S. Fish & Wildlife Service (FWS), and obtaining a letter(s) from CDFW and FWS stating that the project has fulfilled the requirements of applicable State and Federal wildlife protection laws and regulations; or
 - b. Complying with applicable terms and conditions of the ECCC HCP/NCCP, as determined in written “Conditions of Coverage” by the East Contra Costa County Habitat Conservancy (Conservancy), provided that the City has first entered into an agreement with the Conservancy for coverage of impacts to ECCCHCP/NCCP Covered Species; or
 - c. Complying with a habitat conservation plan and/or natural community conservation plan developed and adopted by the City, including payment of applicable fees, provided that CDFW and FWS have approved the conservation plan.

K. PROJECT SPECIFIC CONDITIONS

1. This use permit approval applies to the operation of a cannabis operations facility with indoor cultivation, distribution, manufacturing, and retail dispensary with delivery as depicted on the project plans and application materials submitted to the Community Development Department. Any forthcoming plans submitted for any purpose shall be entirely consistent with these received plans and application materials and conditions of approval herein.
2. The hours of operation for the retail operation shall be from 8:00 AM – 8:00 PM.
3. The hours of operation for the cultivation, operation shall be from 6:00 AM- 6:00 PM.
4. The hours of operation for the distribution operation shall be from 9:00 AM- 6:00 PM.
5. The hours of operation for the manufacturing operation shall be from 10:00 AM- 8:00 PM
6. Any changes to the hours of operation shall be subject to the review and approval of the Zoning Administrator.

7. All necessary licenses from the State of California shall be obtained prior to opening.
8. All persons entering the business must be at least 21 years of age with a valid identification card. An electronic reader shall be used to read and validate identification cards.
9. No smoking or ingestion of cannabis products on-site is allowed.
10. No free samples of cannabis products are allowed.
11. Cannabis products that are not used for display purposes or immediate sale shall be stored in a secured and locked room, safe, or vault, and in a manner reasonably designed to prevent diversion, theft, and loss.
12. Cannabis related waste shall be stored and secured in a manner that prevents diversion, theft, loss, hazards and nuisance.
13. The operator shall take reasonable steps to discourage and correct objectionable conditions that constitute a nuisance in parking areas, sidewalks and areas surrounding the premises during business hours if directly related to patrons of the business.
14. A copy of this use permit and City of Antioch business license, as well as any other State licenses, shall be on display during business hours and in a conspicuous place so that they may be readily seen by all persons entering the facility.
15. No signs, tinting, or other graphic material may be used to obscure the storefront windows.
16. No drive-through, drive-up, or walk-up window services are allowed.
17. No fewer than two uniformed and armed security guards who are employed by a Private Patrol Operator (Security Company) who is currently licensed with the California Department of Consumer Affairs shall be on-site during business operating hours. One armed security guard shall be on-site at all times, even when the facility is closed. A copy of the contract with the Security Company shall be provided to the Community Development Director and the City Attorney for review and approval prior to issuance of a certificate of occupancy.
18. The name of the Security Company, proof of liability insurance including a copy of all exceptions, their State license number, and the guard registration numbers for the employed guards shall be provided to the Community Development Department. Should there be a change in the security private patrol operator or in the liability insurance of the applicant, the Community Development Director and the City Attorney shall be notified within 5 business days.

19. The City Council may require modification, discontinuance or revocation of this use permit if it finds that the use is operated or maintained in a manner that it:
 - Adversely affects the health, peace or safety of persons living or working in the surrounding area; or
 - Contributes to a public nuisance; or
 - Has resulted in excessive nuisance activities including disturbances of the peace, illegal drug activity, diversion of Cannabis or Cannabis Products, public intoxication, smoking in public, harassment of passersby, littering, or obstruction of any street, sidewalk or public way; or
 - Has resulted in or has been the target of criminal activity requiring undue attention and dedication of the Antioch Police Department resources; or
 - Violates any provision of Antioch Municipal Code or condition imposed by a City issued permit, or violates any provision of any other local, state, regulation, or order including those of state law or violates any condition imposed by permits or licenses issued in compliance with those laws.
 - Results in more than three distinct unresolved odor complaints in a twelve (12) month period.
20. The business shall incorporate and maintain adequate on-site odor control measures in such a manner that the odors of cannabis and cannabis-related products shall not be readily detected from outside of the structure in which the business operates or from other non-Cannabis businesses adjacent to the site.
21. The Odor Mitigation Plan shall be updated and resubmitted to the Planning Division at building permit to address the comments from the February 19, 2021, Odor Mitigation Plan Review Memorandum:
 - Maintain records of all staff trainings in addition to the items specified in the Government Documentation section.
 - Provide calculations for carbon filter number and sizing, fan number and sizing, and other critical components, and provide certified statement confirming calculations were reviewed.
 - Provide manufacturer cut sheets for odor control equipment and a certified statement confirming that acceptable equipment has been selected.

22. During regular business hours, all cannabis business premises shall be accessible, upon request, to an authorized City employee or representative for random and/or unannounced inspections. The cannabis business may be charged a fee for any inspections.
23. An annual audit of the site's security plan shall be submitted to the Antioch Police Department. The audit shall be conducted by City staff or a third-party company subject to the approval of the Antioch Police Department.
24. All points of ingress and egress to the business shall be secured with Building Code compliant commercial-grade, non-residential door locks and/or window locks. Entry and exit doors to restricted cannabis areas shall be made of reinforced metal with metal frames and have a security lock system.
25. Building signage shall not state that cannabis or cannabis products are stored, sold or handled on the site. Images of cannabis leaves, green crosses, or similar commonly identifiable graphics are not allowed. All building signage shall be subject to staff review and approval.
26. The only cannabis paraphernalia allowed to be sold at the site are vape pens, vape pen cartridges, vape pen batteries, chargers, rolling papers, pipes, bongs, and grinders unless approved in writing by the Community Development Director.
27. Delivery vehicles shall not contain identifiable markings that associate the delivery service with the cannabis business.
28. The loading and unloading of vehicles for delivery of cannabis shall be conducted in a secured, gated or enclosed area.
29. All delivery of cannabis to the site shall take place in a caged/gated delivery area with a dedicated armed security guard to be present during all deliveries.
30. Visible signage shall be placed at the entrance of the facility notifying the public of surveillance on site.
31. Prior to a certificate of occupancy being issued for the site, the Antioch Police Department shall conduct a site inspection to assess the security of the site. Any changes the Antioch Police Department deems necessary upon site inspection shall be incorporated into a revised site security plan that is then submitted for their review and approval. No certificate of occupancy will be issued without final approval of a site security plan by the Antioch Police Department.
32. Security measures shall be designed to ensure emergency access is provided to the Antioch Police Department and the Contra Costa Fire Department for all areas on the premises in case of an emergency.

33. Security surveillance cameras shall be installed and maintained in good working order to provide coverage on a twenty-four (24) hour real-time basis of all internal and external areas of the site where cannabis is stored, transferred and dispensed, where any money is handled, and all parking areas. The cameras shall be oriented in a manner that provides clear and certain identification of all individuals within those areas. Cameras shall remain active at all times and be capable of operating under any lighting condition. Security video must use standard industry format to support criminal investigations and shall be maintained for a minimum of sixty (60) days.
34. A professionally monitored security alarm system shall be installed and maintained in good working condition. The alarm system shall include sensors to detect entry exit from all secure areas and all windows. The name and contact information of the alarm system installation and monitoring company shall be kept as part of the onsite books and records.
35. A local contact who will be responsible for addressing security and safety issues shall be provided to, and kept current with, the Antioch Police Department.
36. The applicant shall enter into an operating agreement with the City of Antioch prior to a certificate of occupancy being issued for the site. No business license shall be issued without an approved operating agreement.
37. Prior to building permit final, the applicant shall Cape seal existing entry driveway.
38. All mechanical equipment, roof and ground mounted, shall be screened from public view. The screening shall be shown on the building permit submittal.
39. To comply with Antioch Municipal Code § 9-5.1715 LIGHTING, a photometric plan shall be provided with the building permit submittal showing the outdoor parking area having a minimum illumination of two foot-candles. Any additional parking lot lighting necessary to meet this requirement shall be architecturally compatible with the existing parking lot lighting, shown on the building permit submittal, and a cut sheet or other detail showing the lighting design shall be provided on the building permit submittal.
40. The fence around the north and eastern side of the stormwater basin shall be a wrought iron fence.
41. All easements shall be shown on all plans submitted to the Building Division, including grading and improvement plans.
42. Any undeveloped areas on-site shall be maintained in an attractive manner which ensures fire safety and prevents any runoff onto the adjacent sidewalks.

43. The removal of the 16 trees detailed in the arborist report prepared by Natural Investigations Co and dated April 9, 2020, is authorized with this approval. As required by the Antioch Municipal Code, ten (10) 48-inch box trees and twenty (20) 24-inch box trees are required as mitigation for the removal of the trees. The mitigation trees shall be shown on the Final Landscaping plans.
44. Developer shall extend the existing sewer main on Wilbur Avenue to the prospective location of the access road connection to the subject property's sewer lateral and connect to the Wilbur Avenue sewer main for service. In the alternative to which Developer is personally undertaking sewer main construction, Developer shall coordinate with other parties conditioned and undertaking said construction of Wilbur Avenue sewer main extension improvements and contribute 25% of costs of construction as its proportionate contribution. Although Developer may bear the entire upfront cost of the extension, Developer shall ultimately be responsible for only 25% of such cost. City of Antioch shall reimburse Developer either 50%, or 75% of the cost of the extension, dependent upon the performance of reimbursement by neighboring property owners benefitting from the extension of the Wilbur Avenue Sewer main. Developer may proceed with development of its facility concurrent with the work to be completed for the Wilbur Avenue sewer main extension. The sewer main extension shall be completed prior to the commencement of operations at the site. Reimbursement amount as approved by the City Engineer shall be made by the City of Antioch to Developer within six months of the completion of work for the sewer main extension to the subject property.
45. No later than three years following the issuance of the final certificate of occupancy for the project, the property owner shall dedicate and improve additional right-of-way along the project frontage as necessary for the widening of Wilbur Avenue to accommodate a 108-foot-wide arterial roadway, to the satisfaction of the City Engineer. Property owner shall enter into an improvement agreement and post security acceptable to the City prior to final certificate of occupancy. Design of the improvements by the Developer shall be completed in order to establish the security amount.
46. As part of the frontage improvements described in Condition 45, above, property owner shall also remove the existing railroad spur located within the Wilbur Avenue right of way immediately north of the project site. Property owner shall not be required to do any work related to the railroad spur located on property owned by third parties (i.e., not located on the project site or within the City's right of way located immediately north of the project site).
47. Striping of Wilbur Avenue along project frontage section shall be restriped and restored to the satisfaction of the City Engineer prior to the commencement of operations.

48. Applicant shall design and construct all frontage improvements along Wilbur Avenue including a 5-foot-wide sidewalk, 5-foot-wide landscaping planter, curb and gutter. Asphalt paving shall be designed for a minimum traffic index (T.I.) of 9.0 and shall have a minimum slope of 2%. Pavement section will be a minimum of 6" A.C. over 18" Class II A.B.
49. Applicant shall, at its expense, design and construct all signing and striping necessary to conform the new improvements constructed by this project to existing Wilbur Avenue improvements.
50. The parking lot striping and signing plan shall be approved by the City Engineer.
51. All parking spaces shall be double-striped, and all parking lot dimensions shall meet minimum City policies and Antioch Municipal Code requirements.
52. No Parking Any Time (R26) signage shall be installed per California MUTCD standards at locations along project frontage as approved by the City Engineer.
53. The garbage company shall provide approval for the location of all trash enclosures, subject to the approval of the City Engineer. Trash enclosures shall not be located within any easement areas.
54. Stop signs shall be installed at driveway exits onto Wilbur Avenue.

* * * * *

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 22nd day of February 2022 by the following vote:


AYES:

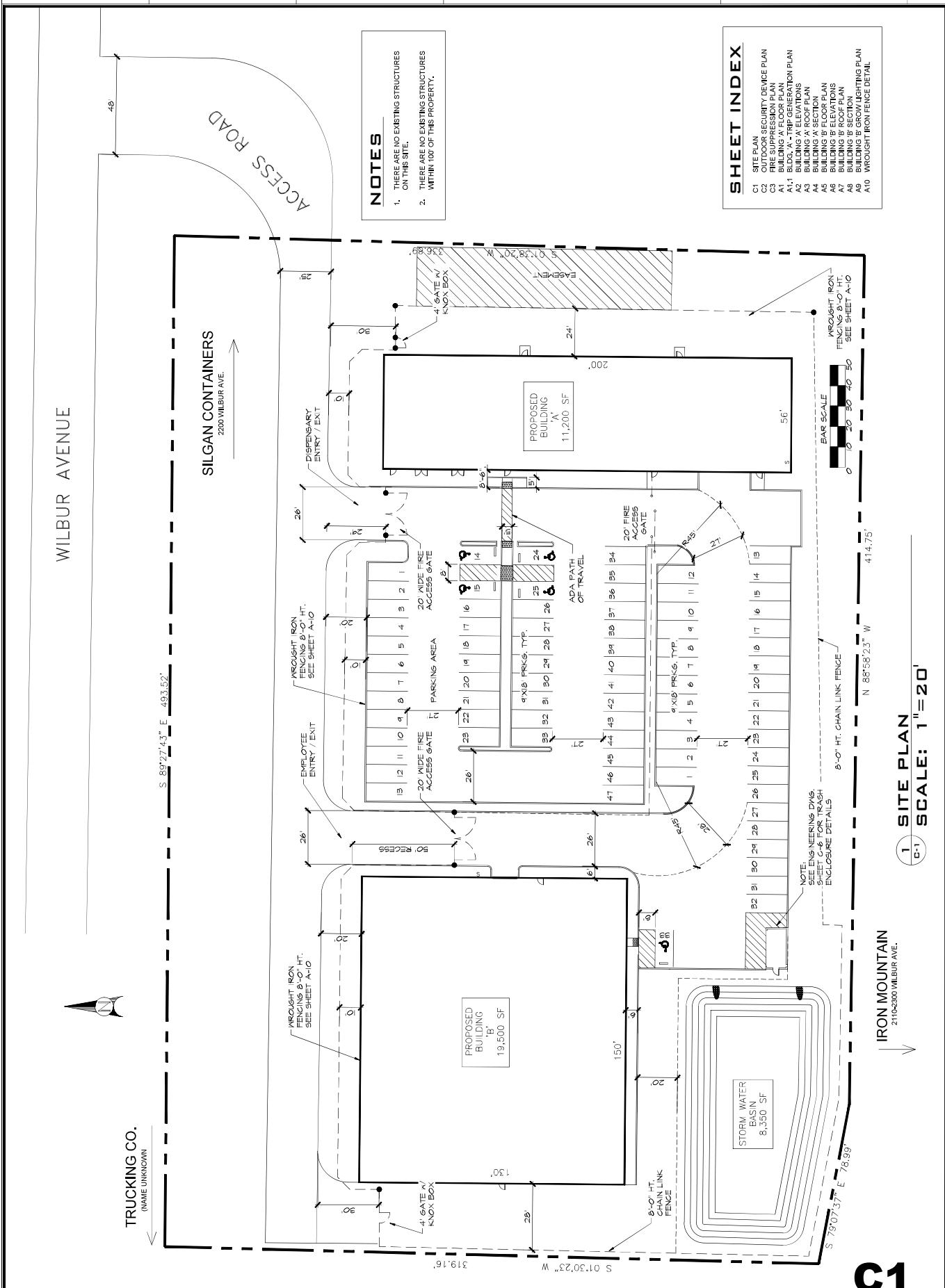
NOES:

ABSENT:

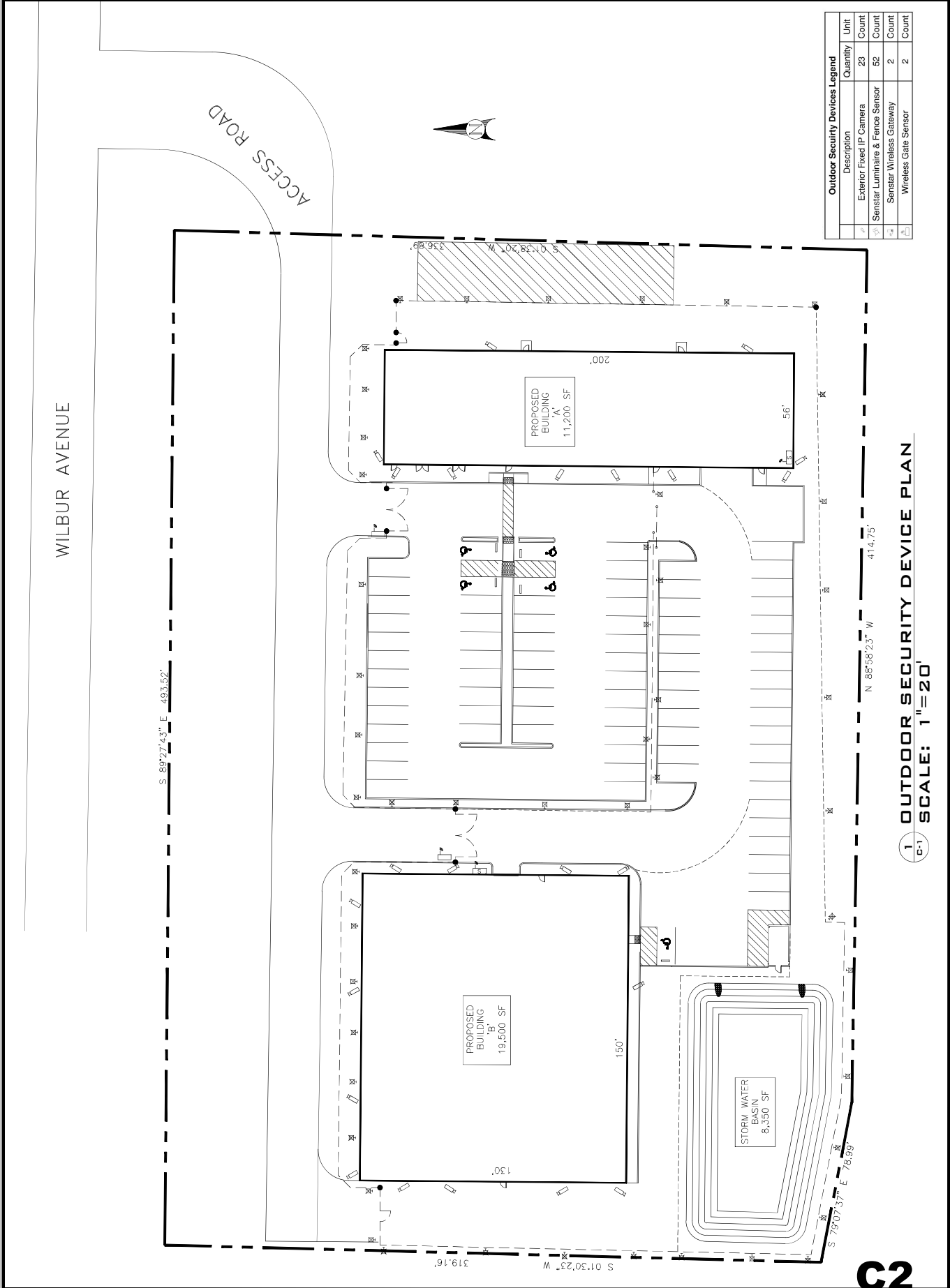
ABSTAIN:

ELIZABETH HOUSEHOLDER
CITY CLERK OF THE CITY OF ANTIOCH

SITE INFORMATION LOCATION: 210 - 2300 Wilbur Ave Antioch, CA 94536 APN# 051-00-028 ZONING: M2 (Medium Density Residential) NO. OF STORIES: One FIRE SPRINKLERED: Yes		JURISDICTION	
BUILDING OWNER NAME: JCG3H6 ADDRESS: 19067 East Hwy 120 Ripon, CA 95366 PHONE: (209) 636-4856		PROJECT CASE #: NAME: Commercial Canopies 7111RPNSS 210 - 2300 Wilbur Ave Antioch, CA 94536 PROJECT PRINCIPAL: Joshua Baker	
ARCHITECT David Vizarra vizarra@ad.com 209-610-6678			
FLOOR PLAN DRAWING INFORMATION REVISION DATE: 04/17/20 REVISION DATE: 0 PAGE TITLE: SITE PLAN FILE NAME: Commercial Canopies DRAWING SCALE: SCALE: 1" = 20'		C-1	



SITE INFORMATION	
LOCATION: 210 - 2300 Wilbur Ave Antech, CA 95566	
APN# 051-00-028	
ZONING: MS (Mixed Business Center)	
NO. OF STORIES: One	
FIRE SPRINKLERED: Yes	
BUILDING OWNER NAME: JCGB#6	
ADDRESS: 19067 East Hwy 120 Ripon, CA 95366	
PHONE: (209) 636-4856	
CASE #:	
NAME: Commercial Canals	
7111RPS#:	
210 - 2300 Wilbur Ave Antech, CA 95566	
PROJECT PRINCIPAL: Joshua Baker	
David Vizarra 209-610-6678 vzicarrah@aol.com	
ARCHITECT	
DRAWING INFORMATION	
REVISION DATE: 04/17/20	
REVISION DATE: 0	
PAGE TITLE: FLOOR PLAN	
SECURITY DEVICE PLAN	
FILE NAME: Commercial Canals	
DRAWING SCALE: SCALE: 1" = 20'	
C-2	

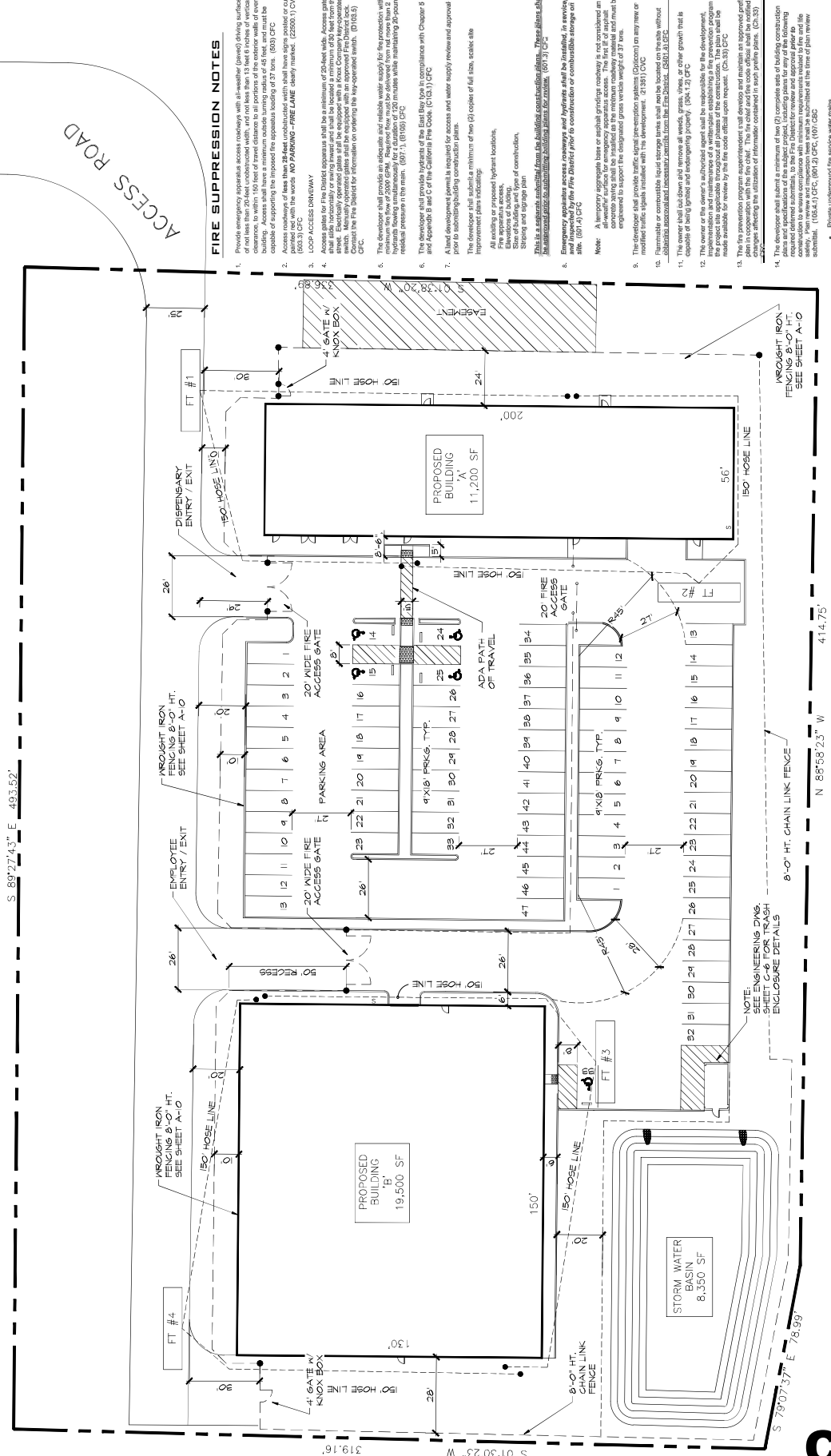


GENERAL NOTES

1. THERE ARE NO EXISTING STRUCTURES ON THIS SITE.
2. THERE ARE NO EXISTING STRUCTURES WITHIN 100' OF THIS PROPERTY.

WILBUR AVENUE

S 80°27'43" E 493.52'

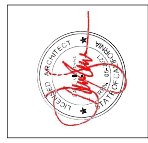


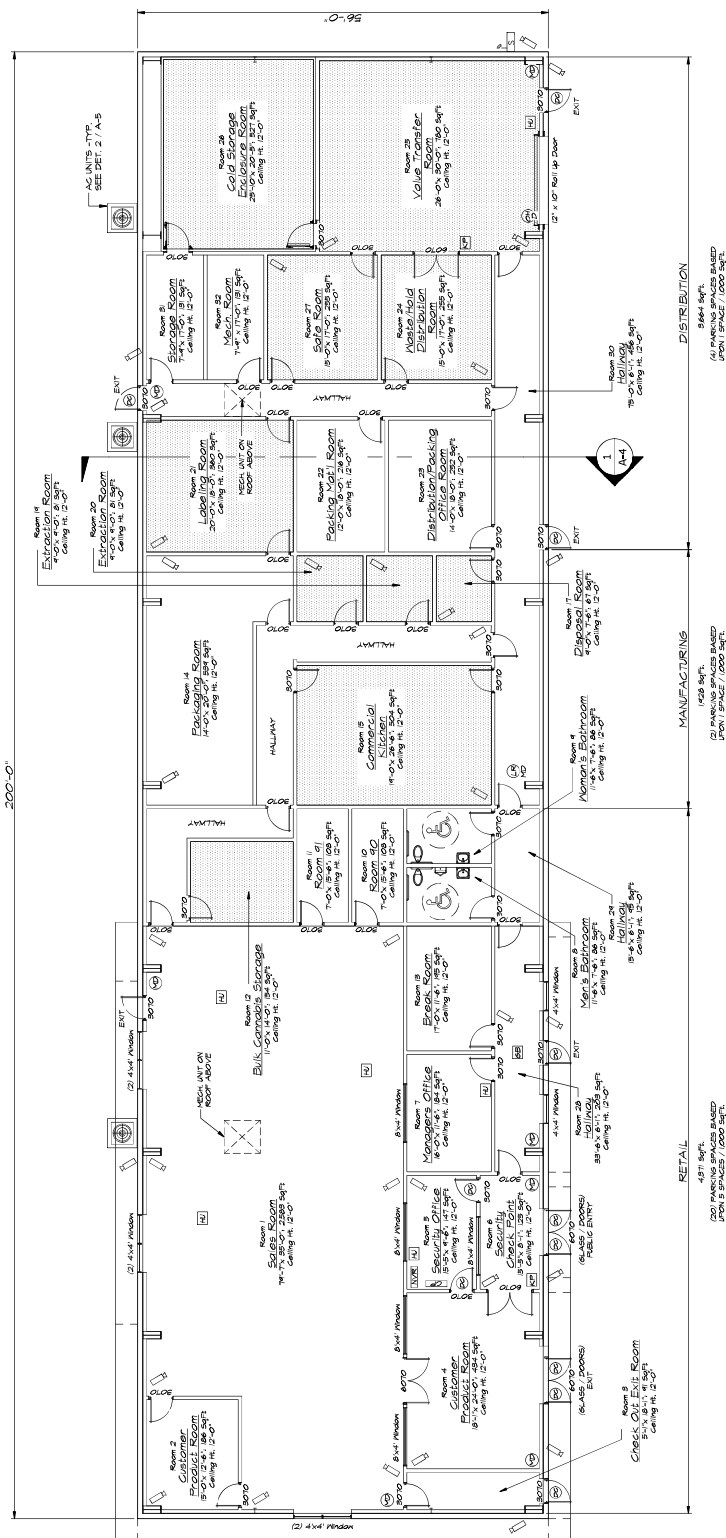

1 FIRE SUPPRESSION PLAN
C-3
SCALE: 1"=20'



- Photo underground fire service water mains
- Fire alarm
- Carbon monoxide detectors
- Aboveground/integrated flammable/combustible liquid storage tanks
- Fire extinguishers
- Fire hydrant
- Special suppression systems
- Emergency Response Radio Coverage System (ERCS)


SITE INFORMATION	OWNER	PROJECT	ARCHITECT	FLOOR PLAN	DRAWING INFORMATION
LOCATION: 210 - 2300 Wilbur Ave Antech, CA 95566	NAME: JKC3H-6	CASE #: NAME: Commercial Cannabis J111RPNCS	David Vizcarra 209-610-6678 vzcarra@ad.com	REVISION DATE: 04/17/20	REVISION DATE: 0
APN# 051-00-028	ADDRESS: 19067 East Hwy 120 Ripon, CA 95366	PHONE: (209) 636-4856		PAGE TITLE: FIRE SUPPRESSION PLAN	FILE NAME: Commercial Cannabis
ZONING: MFC (Mixed Business Center) NO. OF STORIES: One FIRE SPRINKLERED: Yes				DRAWING SCALE: SCALE: 1" = 20'	
JURISDICTION					

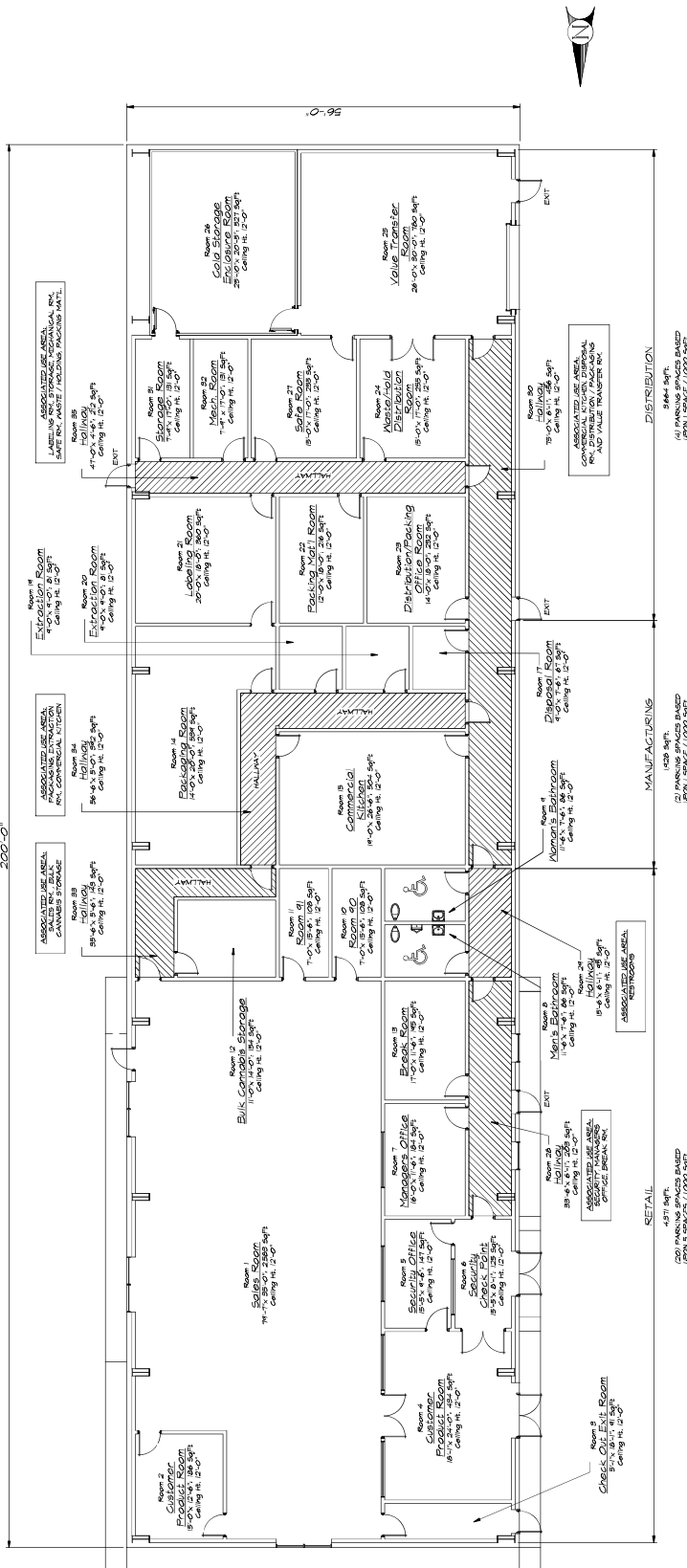




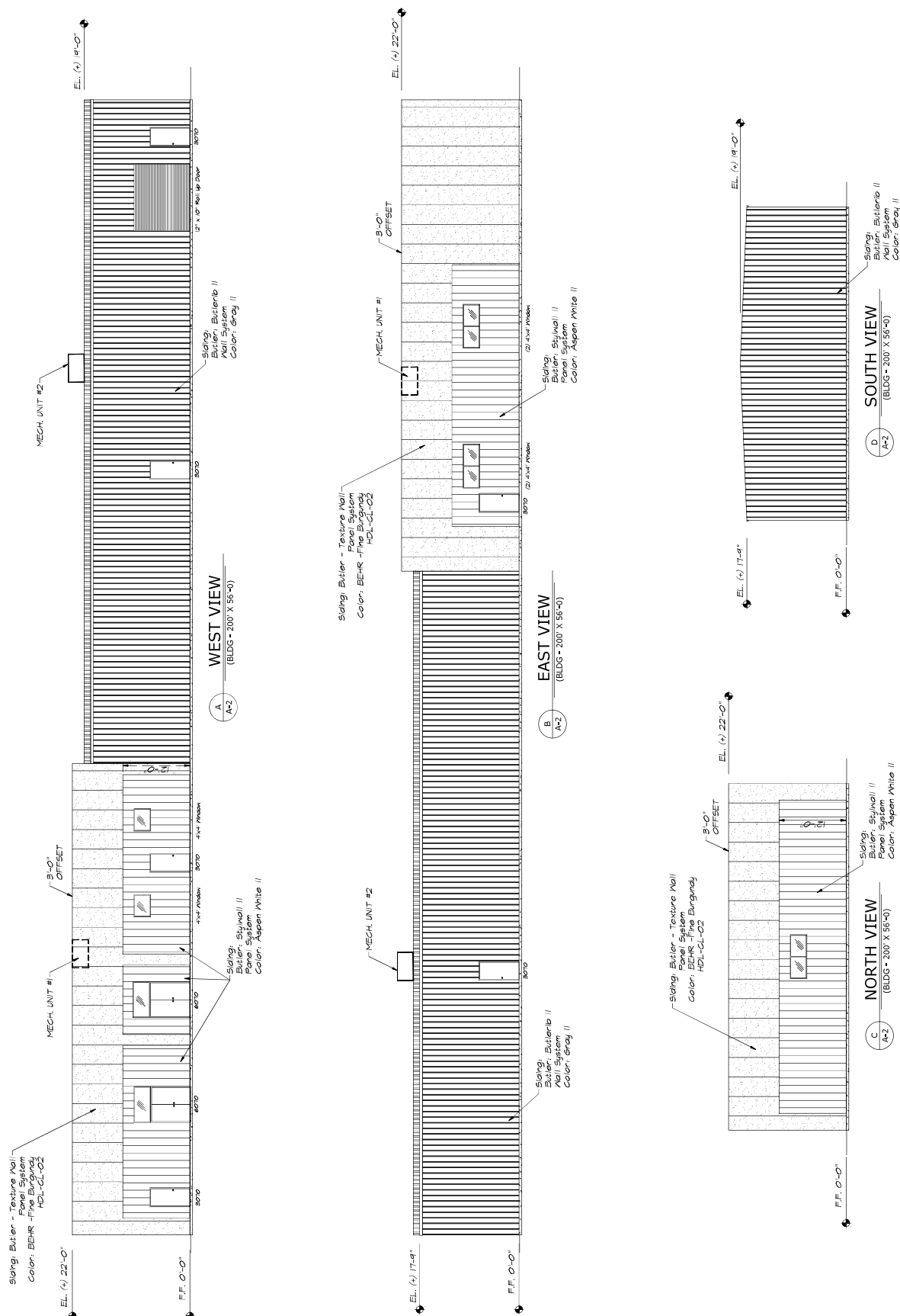
Dispensary Security Device Legend			
	Description	Quantity	Unit
①	Door Contact	9	Count
②	Explosion Proof Fixed IP Camera	2	Count
③	Exterior Fixed IP Camera	10	Count
④	Glassbreak Detector	1	Count
⑤	Hold-Up Button	6	Count
⑥	Interior Fixed IP Camera	22	Count
⑦	Long Range Motion Detector	1	Count
⑧	Motion Detector	7	Count
⑨	NVR	1	Count
⑩	Overhead Door Contact	1	Count
⑪	Security Alarm Keypad	2	Count
⑫	Security Alarm Control Panel	1	Count
⑬	Sensar Processor with Wireless Receiver	1	Count


1 BLDG 'A' FLOOR PLAN 11,200 SQFT.
SCALE: 1/8" = 1'-0"

JURISDICTION	SITE INFORMATION	
	LOCATION:	210 - 2300 Milner Ave Antech, CA 95566
	APN#	051-00-028
OWNER	ZONING:	MS (Mixed Business Center)
	NO. OF STORIES:	One
	FIRE SPRINKLERED:	Yes
PROJECT	BUILDING OWNER	NAME: JKC&P
	ADDRESS:	1067 East Hwy 120 Ripon, CA 95366
	PHONE:	(209) 636-4856
ARCHITECT	CASE #:	
	NAME:	Commercial Canopies
	7111RPNQ:	210 - 2300 Milner Ave. Antech, CA 95566
PROJECT PRINCIPAL:		David Vizcarra 209-610-6678 vizcarrach@aol.com
		Joshua Baker
		
DRAWING INFORMATION		REVISION DATE: 04/17/20
FLOOR PLAN		REVISION DATE: 0
		PAGE TITLE: BLDG. A TRIP GENERATION PLAN
		FILE NAME: Commercial Canopies
		DRAWING SCALE: 1/8"=1'-0"
		A-1.1

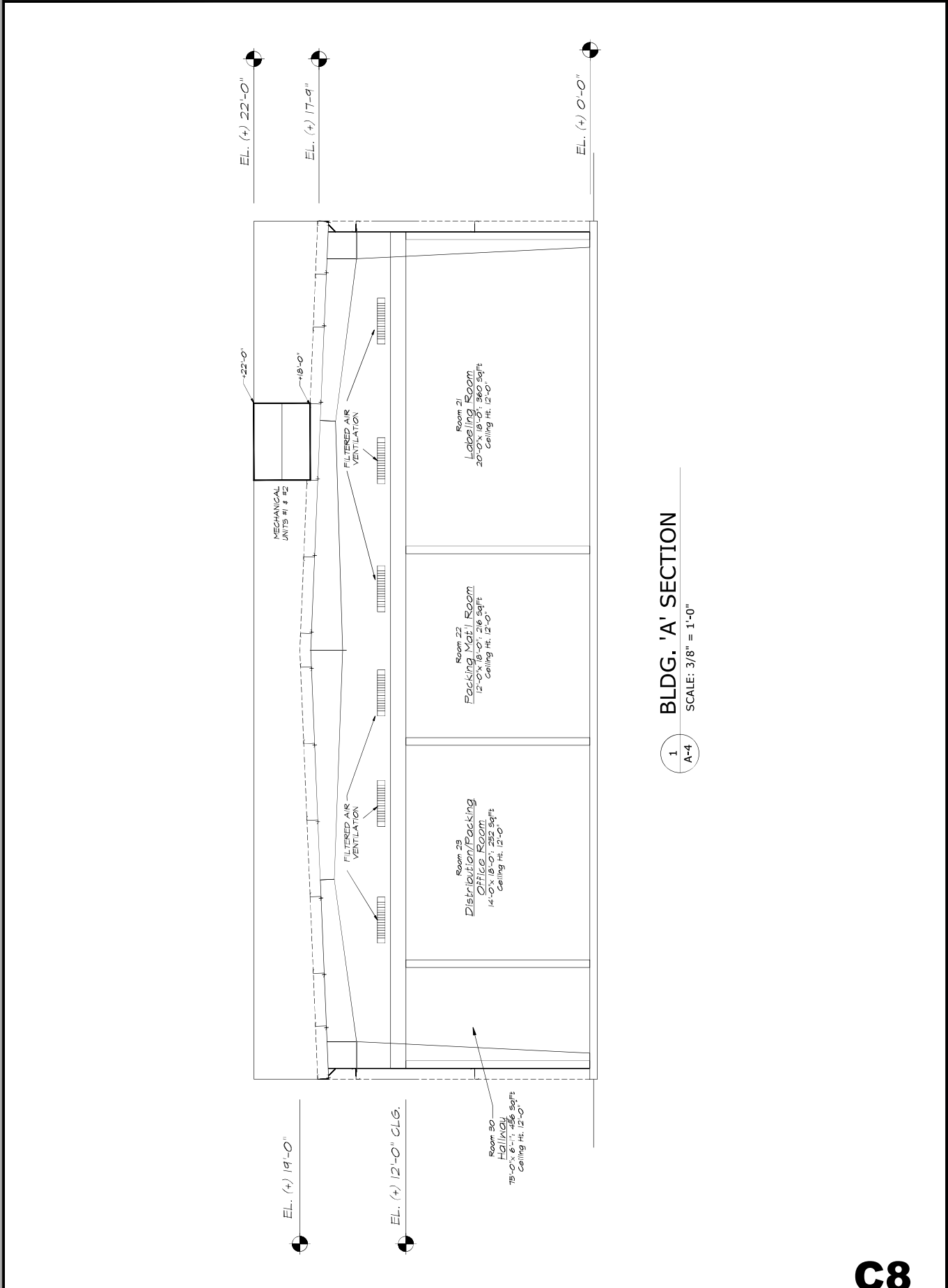


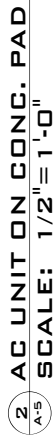
1 BLDG 'A' - TRIP GENERATION PLAN
SCALE: 1/8"=1'-0"















JURISDICTION		SITE INFORMATION LOCATION: 2100 - 2500 Miller Ave. Antioch, CA 94506 APN# 051-100-028 ZONING: (R) - (Residential Medium Density) NO. OF STORIES: One FIRE SPRINKLER: Yes	
OWNER		BUILDING OWNER NAME: JCC249 ADDRESS: 1608 - East Hwy 120 Ripon, CA 95226 PHONE: (209) 636-1636	
PROJECT		CASE #: NAME: Commercial Cannabis FLOORPLAN: 2100 - 2500 Miller Ave. Antioch, CA 94506 PROJECT PRINCIPAL: Joshua Baker	
ARCHITECT		David Vizcarra vizcarrach@aol.com 209-610-6678 	
FLOOR PLAN		DRAWING INFORMATION REVISION DATE: 04/17/20 REVISION DATE: 0 PAGE TITLE: BLDG A ROOF PLAN FILE NAME: Commercial Cannabis DRAWING SCALE: SCALE: 1/8"=1'-0"	
A-3			

SITE INFORMATION	
LOCATION:	210 - 2300 Milner Ave Antioch, CA 94506
APN#	
05-00-0218	
ZONING:	MS (Planned Business Center)
NO. OF STORIES:	0+0
FIRE SPRINKLERED:	Yes
BUILDING OWNER	
NAME:	JG3#0
ADDRESS:	
1907 East Hwy 120	
Ripon, CA 95366	
PHONE:	(209)656-4856
PROJECT	
CASE #:	
NAME:	Commercial Cannabis
ADDRESS:	210 - 2300 Milner Ave, Antioch, CA 94506
PROJECT PRINCIPAL:	Joshua Baker
ARCHITECT	
David Vizcarra 209-610-6678 vizcarra@aoi.com	
DRAWING INFORMATION	
REVISION DATE:	04/17/20
REVISION DATE:	0
PAGE TITLE:	BLDG. A SECTION
FILE NAME:	Commercial Cannabis
DRAWING SCALE:	SCALE: 3/8"=1'-0"
A-4	

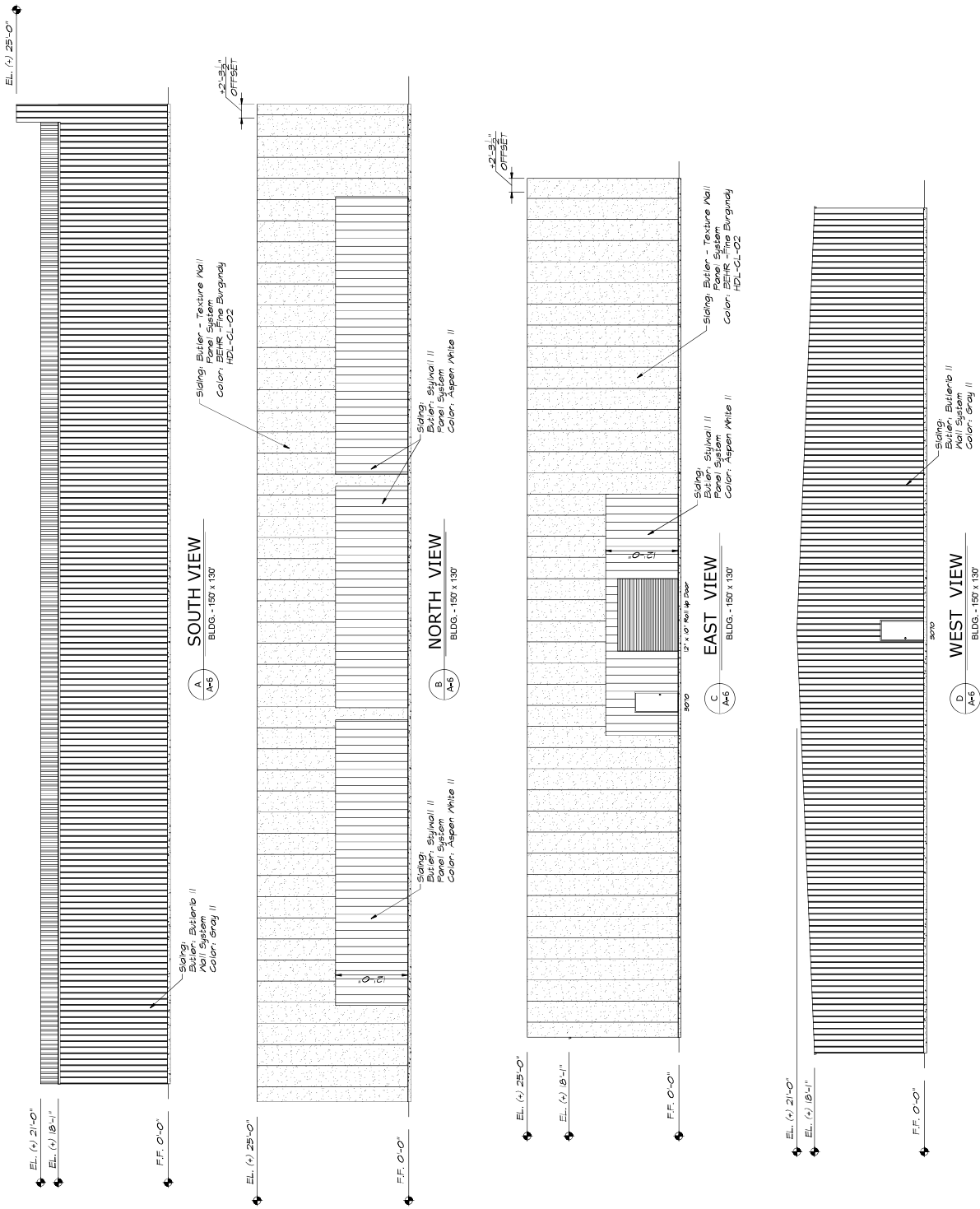




Cultivation Security Device Legend			
	Description	Quantity	Unit
	Door Contact	2	Count
	Exterior Fixed IP Camera	13	Count
	Hold-Up Button	3	Count
	Interior Fixed IP Camera	18	Count
	Long Range Motion Detector	1	Count
	Motion Detector	1	Count
	NVR	1	Count
	Overhead Door Contact	2	Count
	Security Alarm Control Panel	1	Count
	Security Alarm Keypad	1	Count
	Senstar Processor with Wireless Receiver	1	Count

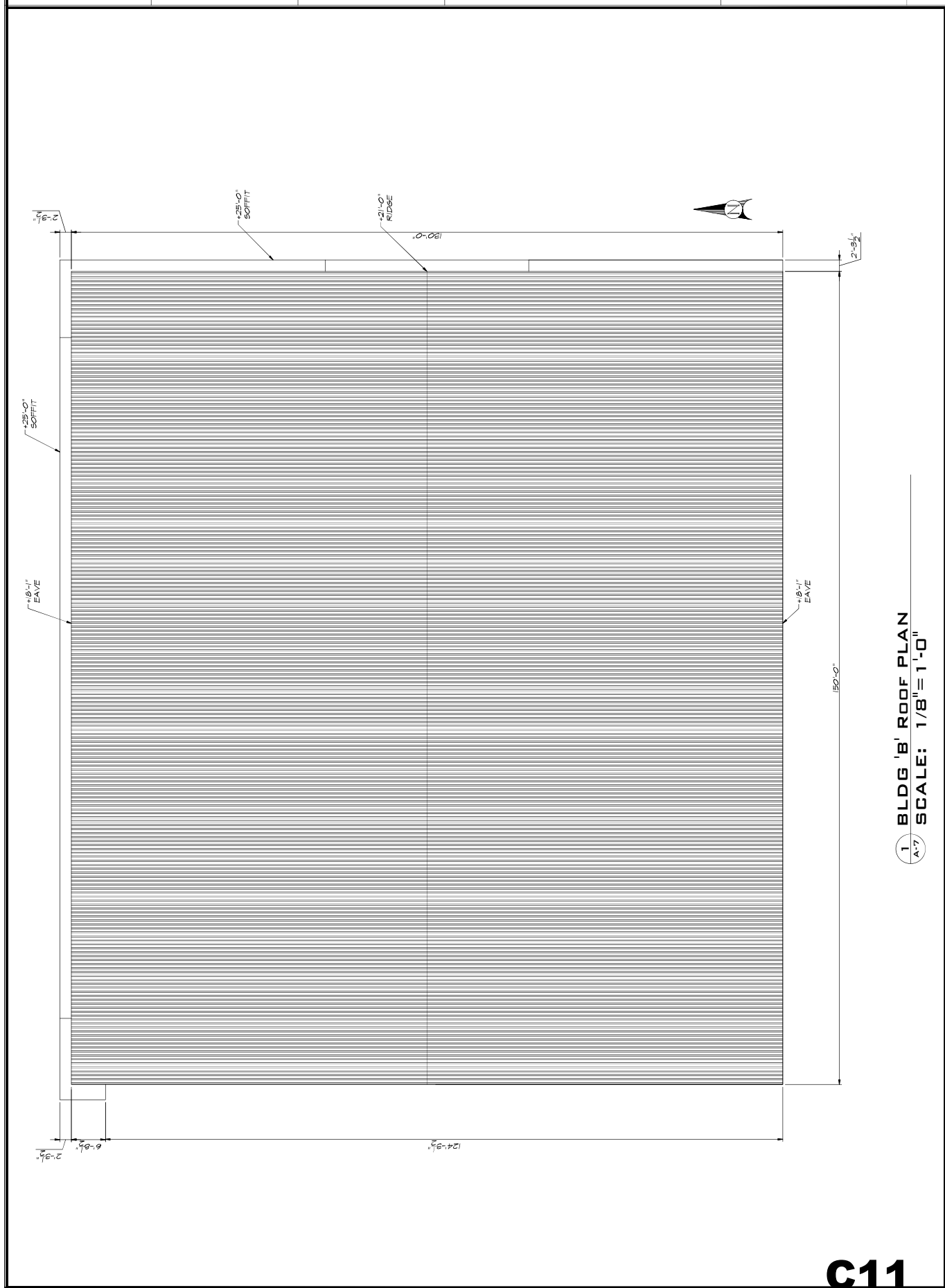
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SITE INFORMATION	
LOCATION: 210 - 2800 Milbar Ave. Antioch, CA 94506	
APN#	
ZONING: MS (Mixed Business Center)	
NO. OF STORIES: 010	
FIRE SPRINKLERED: Yes	
BUILDING OWNER	
NAME: KCS#8	
ADDRESS: 19067 East Hwy 120 Antioch, CA 94506	
PHONE: (209)656-4856	
PROJECT	
CASE #:	
NAME: Commercial Canada	
ADDRESS: 210 - 2800 Milbar Ave. Antioch, CA 94506	
PROJECT PRINCIPAL: Joshua Baker	
ARCHITECT	
David Vizcarra 209-610-6678 vizcarrach@aol.com	
DRAWING INFORMATION	
REVISION DATE: 04/17/20	
REVISION DATE: 0	
PAGE TITLE: FLOOR PLAN	
BLDG B ELEVATIONS	
FILE NAME: Commercial Canada	
DRAWING SCALE: SCALE: 1/8"=1'-0"	
A-6	

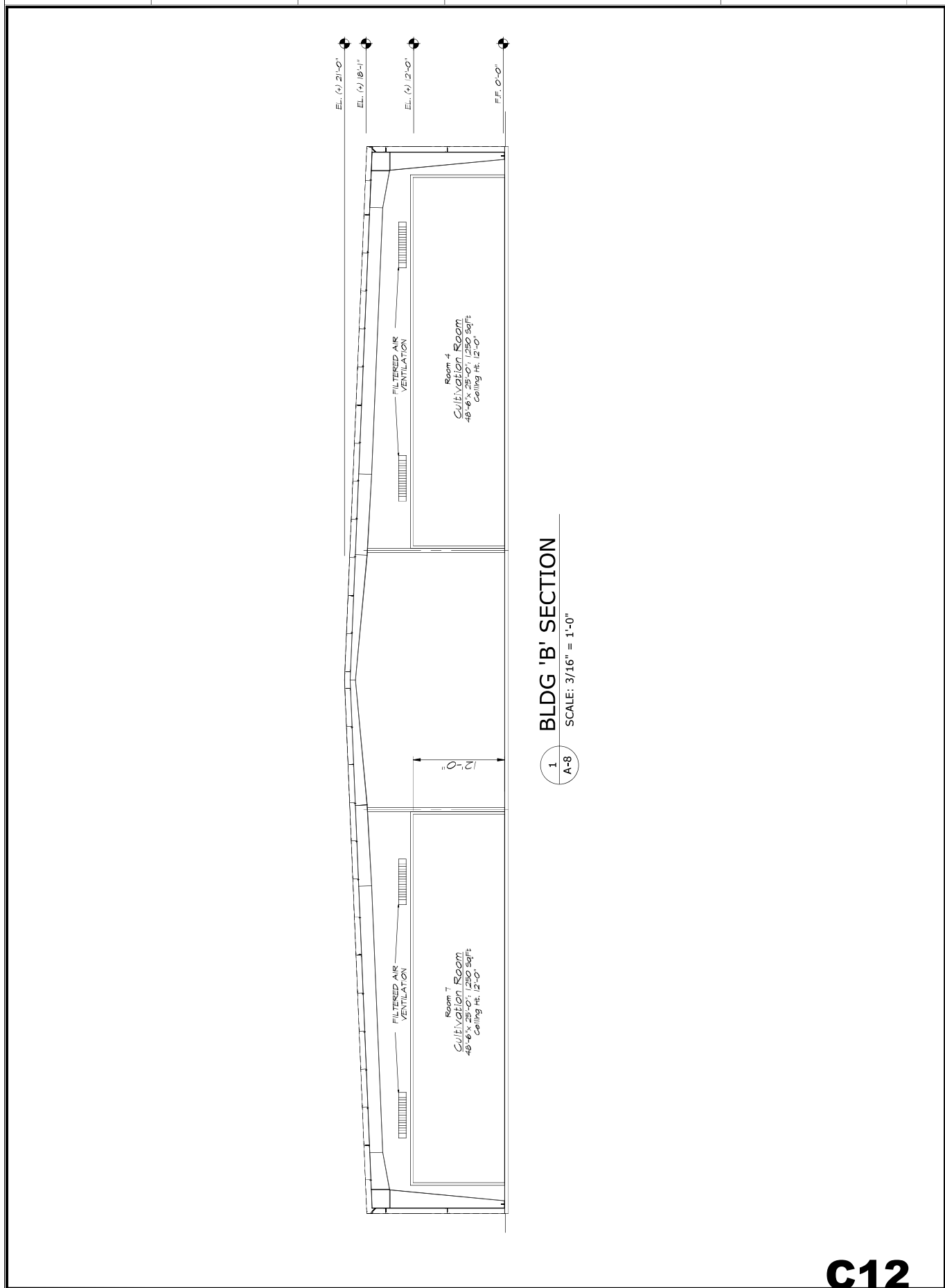


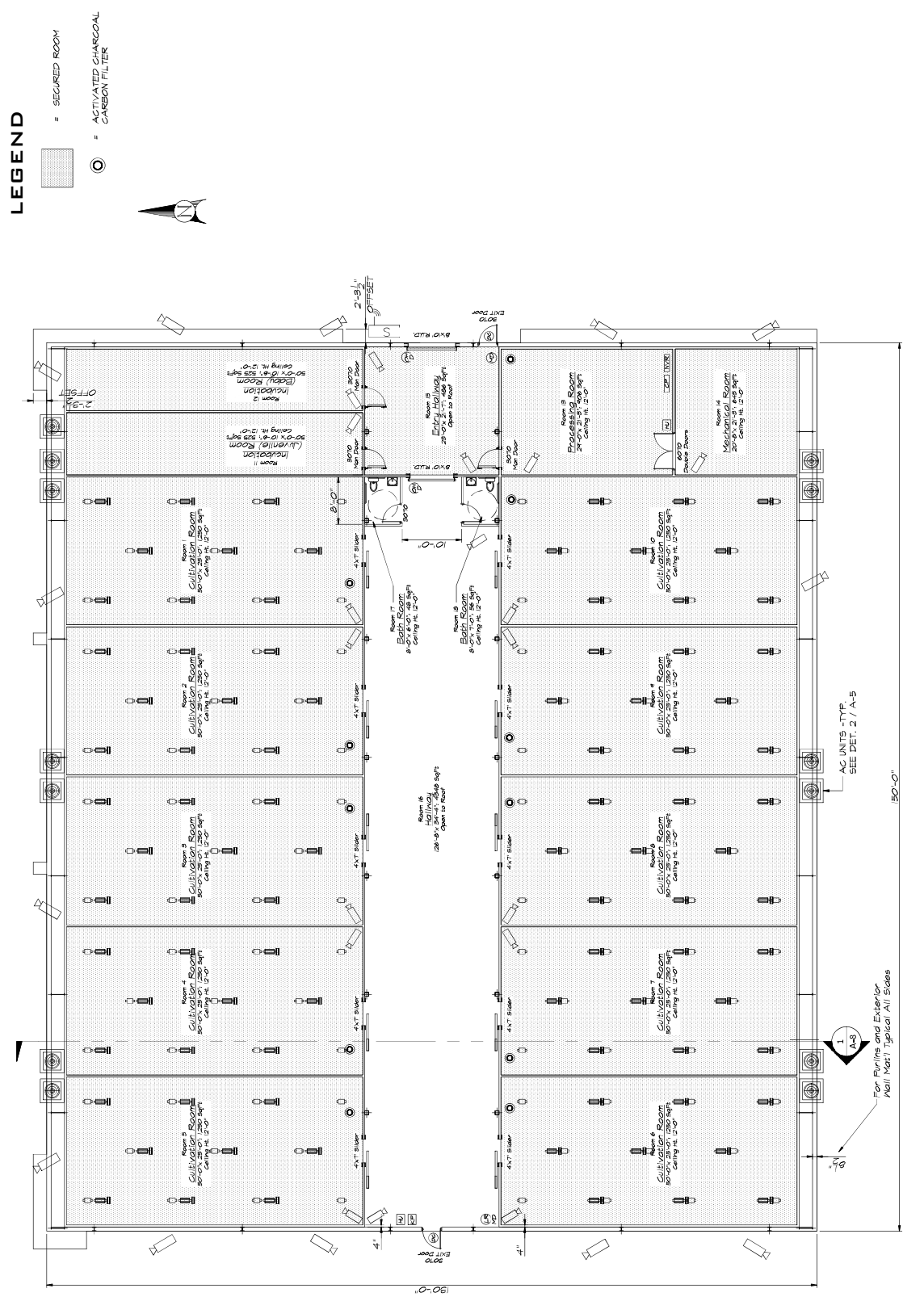
1 BLDG 'B' ELEVATIONS
SCALE: 1/8"=1'-0"

SITE INFORMATION	
LOCATION:	210 - 2300 Milor Ave Antech, CA 95366
APN#	
051-00-028	
ZONING:	MS (Mixed Business Center)
NO. OF STORIES:	One
FIRE SPRINKLERED:	Yes
BUILDING OWNER	
NAME:	
ADDRESS:	19067 East Hwy 120 Ripon, CA 95366
PHONE:	(209) 636-4856
PROJECT	
CASE #:	
NAME:	JCS-18
Commercial Category:	
PERMIT:	
210 - 2300 Milor Ave Antech, CA 95366	
PROJECT PRINCIPAL:	
Joshua Baker	
ARCHITECT	
David Vizcarra vzcarrach@aol.com 209-610-6678	
DRAWING INFORMATION	
REVISION DATE:	04/17/20
REVISION DATE:	0
PAGE TITLE:	BLDG B ROOF PLAN
FILE NAME:	Commercial Category
DRAWING SCALE:	SCALE: 1/8"=1'-0"
A-7	



SITE INFORMATION	
LOCATION: 210 - 2800 Milner Ave. Antioch, CA 94506	
APN#	
05-00-028	
ZONING: (R) (Permitted Business Center)	
NO. OF STORIES: 010	
FIRE SPRINKLERED: Yes	
BUILDING OWNER	
NAME: KCS#0	
ADDRESS:	
19067 East Hwy 120 Ripon, CA 95366	
PHONE:	
(209)656-4856	
PROJECT	
CASE #:	
NAME:	
Commercial Cannabis	
ADDRESS:	
210 - 2800 Milner Ave. Antioch, CA 94506	
PROJECT PRINCIPAL:	
Joshua Baker	
ARCHITECT	
David Vizcarra vizcarrach@aol.com 209-610-6678	
DRAWING INFORMATION	
REVISION DATE:	
04/17/20	
REVISION DATE:	
0	
PAGE TITLE:	
BLDG B SECTION	
FILE NAME:	
Commercial Cannabis	
DRAWING SCALE:	
SCALE: 3/16" = 1'-0"	
A-8	





1 BLDG 'B' GROW LIGHTING PLAN
A-9
SCALE: 1/8" = 1'-0"

[illegible]

1 LANDSCAPE ELEVATION
SCALE: 3/4"=1'-0"

2 WROUGHT IRON FENCE COLUMN SPACING
SCALE: 3/4" = 1'-0"

VICINITY MAP
NTS

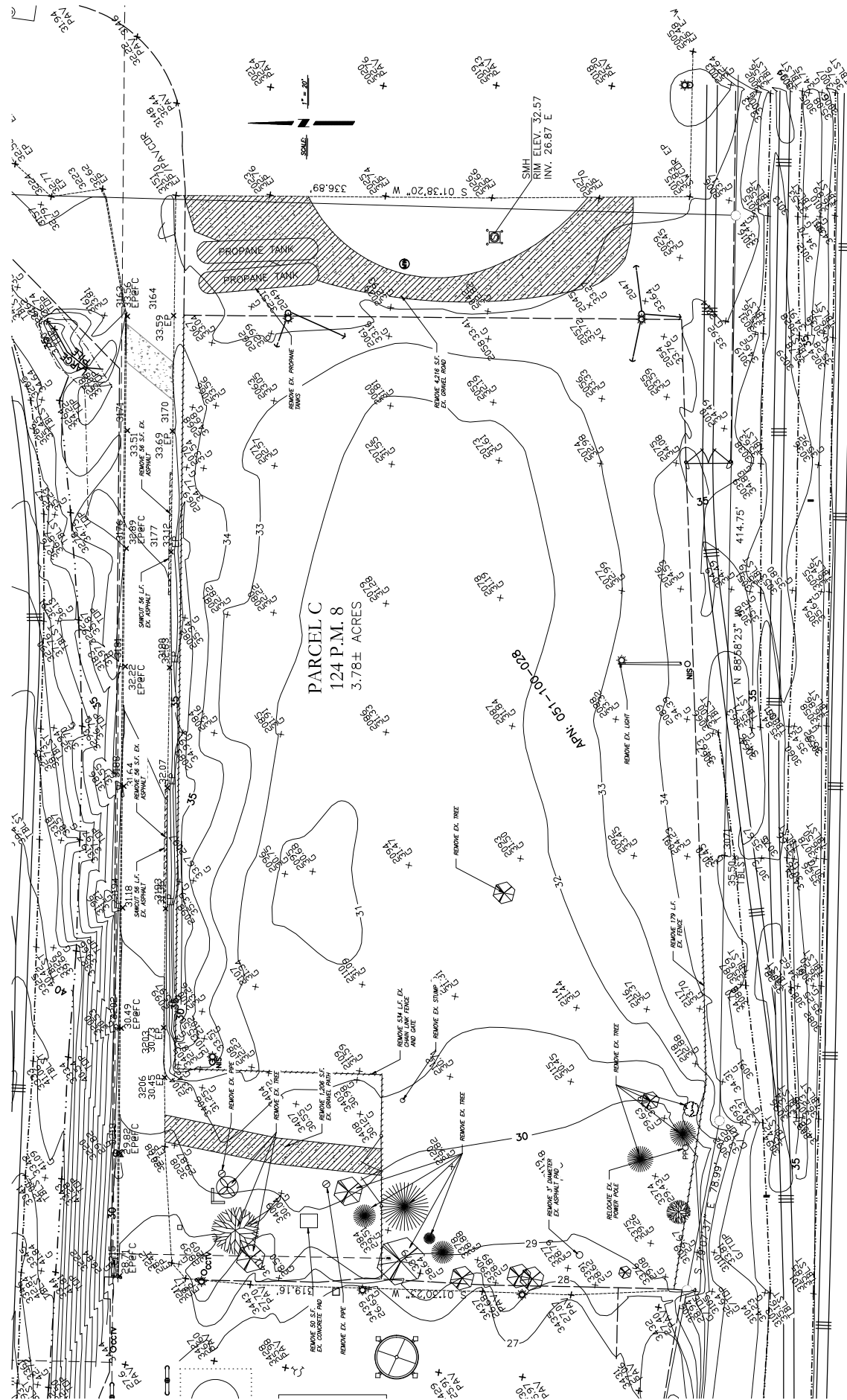


VICINITY MAP
NTS

VICINITY MAP
NTS

VICINITY MAP
NTS

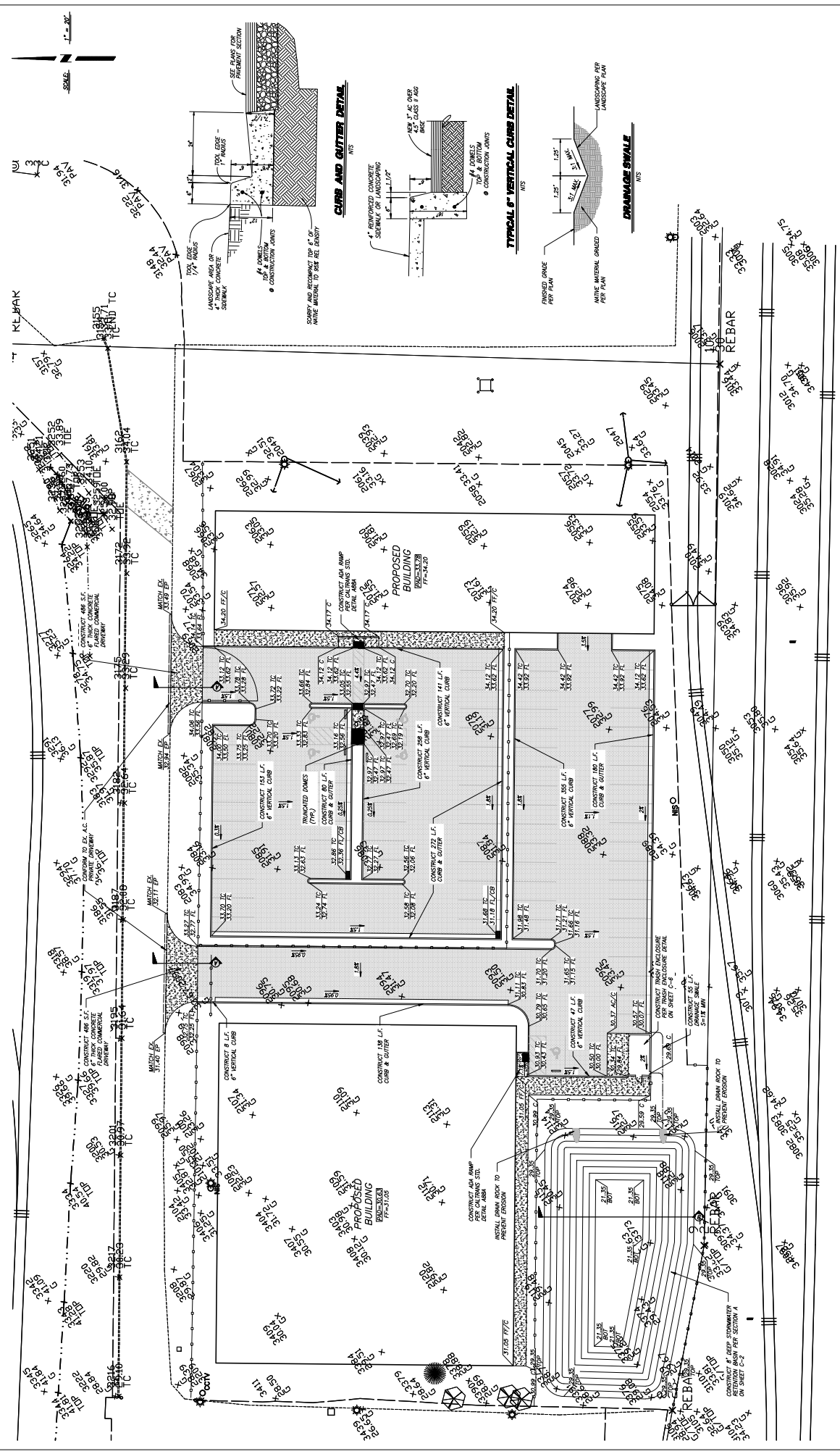
VICINITY MAP
NTS



<p>Owner: NATURAL SUPPLEMENTS 19067 E HIGHWAY 120 RIPON, CA 95336</p>	<p>Engineer: DAVE MENDOZA 1282 CORWIN DR MANTECA, CA 95337</p>	<p>WILBUR AVENUE CULTIVATION FACILITY TOPOGRAPHY & DEMOLITION PLAN ANTIOCH, CALIFORNIA</p>	<p>DMC C-3 SHEET 3 OF 7</p>

Drawn By:	MFC	Issue Date:	11/05/2019	NO.	DATE	ISSUED FOR	BY
Job No.:	20000						
Check:	DM						
Design By:							
BY: Topography							





Owner: NATURAL SUPPLEMENTS
19067 E HIGHWAY 120
RIPON, CA 95336

Engineer: DAVE MENDOZA
1282 CORWIN DR
MANTENCA, CA 95337

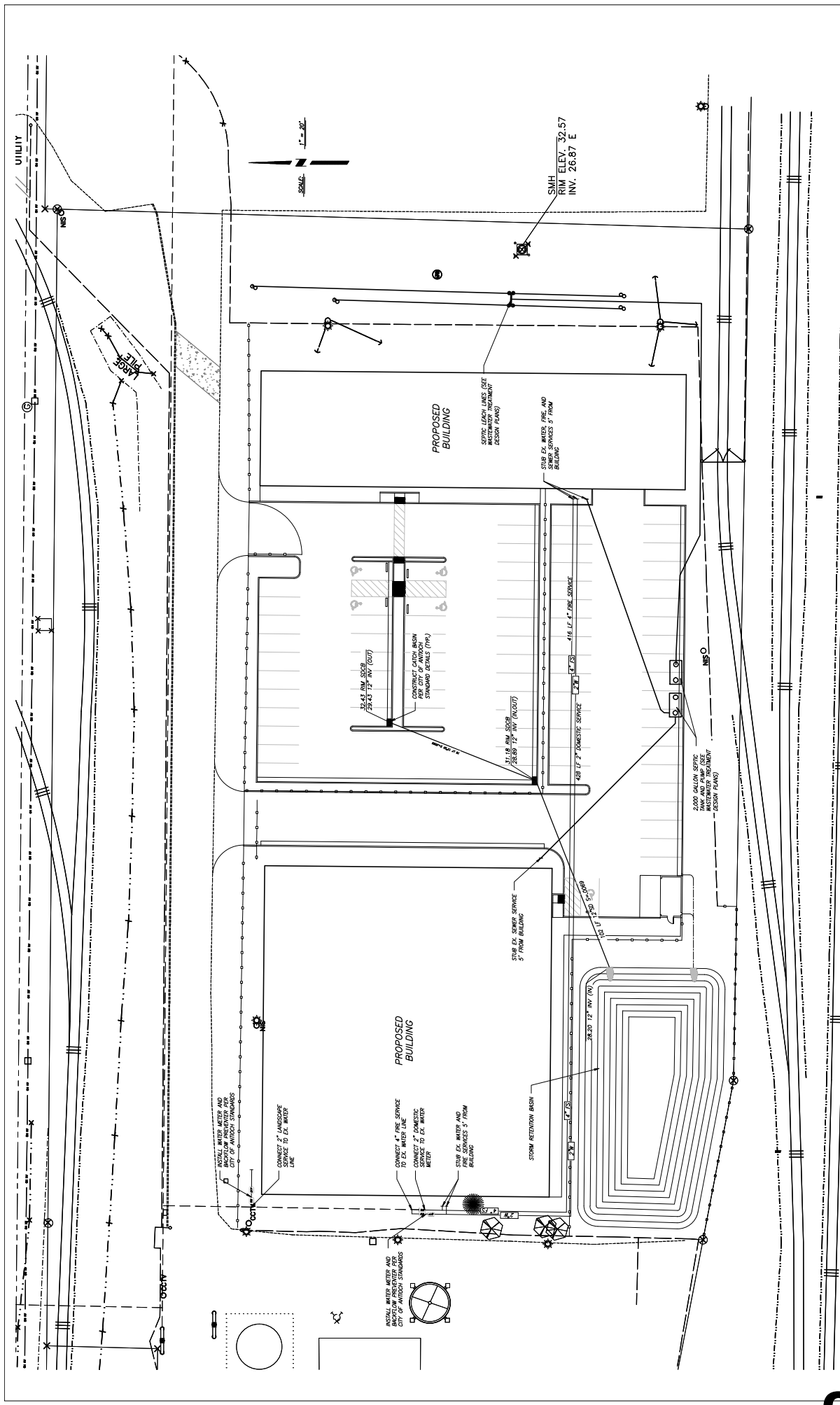
Drawn By: MPE
Issue Date: 11/05/2019
Job No.: 20000
Check: DM
Design By: MPE

REVISIONS

NO.	DATE	ISSUED FOR	BY

DMC
C-4
SHEET
4
ANTIOCH, CALIFORNIA

WILBUR AVENUE
CULTIVATION FACILITY
GRADING & DRAINAGE PLAN



Owner: NATURAL SUPPLEMENTS
19067 E HIGHWAY 120
RIPON, CA 95336

Engineer: DAVE MENDOZA
1282 CORWIN DR.
MANTECA, CA 95337

Drawn By: MPE
Issue Date: 11/15/2019
Job No.: 20000
Check: DM
Design By: BS-VHA.dwg

REVISIONS

NO.	DATE	ISSUED FOR	BY

DMC
C-5
SHEET
5
OF 7

ANTIOCH
UTILITY PLAN
CALIFORNIA



Project Description

2110-2300 Wilbur Ave. Antioch, CA 95356;
APN: 051-100-028
Zoning: PBC

Introduction

Natural Supplements, Inc. has proposed to develop the subject property including the construction of commercial and industrial structures on site to facilitate the operation of several Commercial Cannabis Business operations under Type 10 'Retail Storefront and Delivery', and Type 11 'Distributor' licenses from the State of California Bureau of Cannabis Control within the Department of Consumer Affairs, a Type 7 'Manufacturer' license from the California Department of Health, as well as a Type 3A 'Medium Indoor Cultivation' license from the State of California Department of Food and Agriculture.

The subject site is located at the above address within the City of Antioch in a 'Planned Business Center' Zone.

Design Program

The project design is centered around several key elements which include:

- 1) Optimizing Site Security for the Protection of Customers and General-Public;
- 2) Maintaining the General Aesthetic Character of the Surrounding Community;
- 3) Minimizing Community Impact(s);
- 4) Maximizing Efficiency and Productivity in Beneficial Use of Property

Relationship of Site to Surrounding Uses:

The general area surrounding the project site is predominated by industrial buildings and work-yards. Immediately to the North is a vehicle impound yard. Immediately to the East is Silgan Container Corporation, and Antioch Tile and Stone. Immediately to the South is One Source Supply Solutions, a wholesale electrical supply store, and Granite, Marble, and Stone - Fabrication and Installation Specialists. Immediately to the West is a metal and vehicle scrap and trucking yard.

Antioch Youth Sports Complex is located to the south-west of the project but shall not be impacted whatsoever by business operation. The Complex is insulated from the subject site by the existing railroad easement and tracks which are secured by perimeter fencing outfitted with razor-wire. The elevation of the railroad easement as well as its security infrastructure render the

facility completely inaccessible to potential sensitive use constituents. Additionally, odor control measures to be implemented at Natural Supplements facility shall ensure that our operation does not present any disturbance whatsoever to the constituents of the sports complex.

Number of Employees: 2 (Min/Shift)-Night Security
36 (Maximum/Shift) [Combined Activities]

Product Transport/Deliveries: Natural Supplements anticipates product transports 3-4 times per week. All transfers of product from the facility to an off-site location shall take place within the secure Value Transfer Rooms within the facility structures. Further, upon arrival of product, following admittance to the site parking lot, the transport vehicle will be escorted into the Secure Value Transfer Room once the facility gate is closed and locked. The physical transfer of product shall always take place within the facility and out of public view.

In addition to product transport to and from the distribution, manufacturing and cultivation facilities as contemplated above, Natural Supplements Retail facility anticipates approximately 40 direct to customer deliveries per day, between the hours of 10am and 8pm.

Vendors/Customers: Natural Supplements will not require the admittance of vendors or customers on site, other than Lab Testing facilities who are contracted to take product samples for compliance with quality control regulations. This may take place once per week. During the extraction of a lab testing sample, the lab testing contractor will typically dispatch 1-2 technicians to the facility. This may take place 1-2 times per week.

Hours of Operation and Employee Shifts:

Retail: The hours of operation at the Retail facility shall be from 8:00am to 8:00pm.

Shift 1: Shall occur between the hours of 8am and 12pm

Shift 2: Shall occur between the hours of 12pm and 4pm

Shift 3: Shall occur between the hours of 4pm and 8pm

Distribution: The hours of operation at the distribution facility shall be from 9:00am to 6:00pm. There shall be only be one shift for employees of this operation.

Manufacturing: The hours of operation at the distribution facility shall be from 10:00am to 8:00pm. There shall be only one shift for employees of this operation.

Cultivation: The hours of operation at the cultivation facility shall be from 6am to 6pm.

Shift 1: Shall occur between the hours of 6am and 12pm

Shift 2: Shall occur between the hours of 12pm and 6pm.

Project Phasing:

BUILDING A-

[RETAIL PREMISES] QTR 4 (2020)

[DISTRIBUTION PREMISES] QTR 4 (2020)

[MANUFACTURING PREMISES] QTR 1 (2021)

BUILDING B-

[CULTIVATION PREMISES] QTR 1 (2021)

Parking Analysis:

Parking Required

Legend: (S)=Site; (R)=Retail; (D)=Distribution; (M)=Manufacturing; (C)=Cultivation

Site:

- (1) Security Manager (S)
- (1) Security Staff Member (S)

Building A:

- (1) Receptionist (R)
- (1) Retail Operations Manager (R)
- (5) Retail Clerks (R)
- (3) Delivery Transporters (R)

- (2) Distribution Inventory Clerks (D)
- (1) Distribution Manager; and (D)
- (2) Distribution Transporters (D)

- (1) Manufacturing Operations Manager (M)
- (4) Manufacturing Technicians (M)

Building B:

- (1) Secretary (C)
- (1) Operations Manager (C)
- (12) Cultivation Technicians (C)

TOTAL EMPLOYEES: = 36

TOTAL SPACES REQUIRED = 74

PARKING PROVIDED

Exterior:

(75) 9'x20' STANDARD STALLS

(4) 9'x20' VAN ACCESSIBLE DISABLED

*** TOTAL STALLS PROVIDED = 79**

Landscaping and Tree Planting Plan:

The proposed landscaped area on site shall cover 11,336 sq. ft. of the project site. The project shall involve the construction of any new buildings on site. Accordingly, landscaping shall be added for its aesthetic quality and for the accommodation of on-site storm water drainage, and leach septic system field.

Site Calculations

AREA BREAKDOWN:

GROSS SITE AREA: 172,933 S.F.

LANDSCAPED AREA: 11,336 S.F.

BUILDING AREA: 33,600 S.F.

CONCLUSION:

$\frac{11,336 \text{ S.F.}}{172,933 \text{ S.F.}} = (7)\% \text{ LANDSCAPED AREA}$

$\frac{(33,600) \text{ S.F.}}{(172,933) \text{ S.F.}} = (19.4)\% \text{ BUILDING AREA}$

Retail Activities [Building A]:

The primary activities involved in the operation of the commercial cannabis Retail Operation would involve of the retail sales and delivery of cannabis goods to both medicinal and adult use customers, as well as currency transfers from the facility. Distribution of Cannabis goods to the retail premises would be facilitated by Natural Supplements Distribution operation located within Building A.

Activities ancillary to these daily operations are constant maintenance of on-site security, business administration, as well as daily office management involving record keeping, correspondence, and interface with facility personnel. We anticipate occasional inspections from local and state authorities from respective governmental agencies who shall be allowed on site to inspect and confirm regulatory compliance.

The Hours of operation for the Retail Facility shall be from 8:00am to 8:00pm Monday through Sunday.

Open Concept Retail 'Sales Room'

The Retail Floor Area will provide a free-flowing atmosphere with the massive space to enhance the Customer experience. The traffic flow inside the facility will never exceed the maximum capacity, nor will there be customers waiting in line outside, as the magnitude of the square footage provides comfortable accommodation for a substantial volume of customers at one time.

Following security clearance and verification of customer age and credentials, customers awaiting entry into the Sales Room, customers will be able to browse Natural Supplements selection of products on offer in the 'Customer Product Room'. This will allow the customer to make specific inquiries with Sales clerk on specific products once a sales representative becomes available, making transactions more efficient.

The size of the retail floor space, which exceeds over 2,500 sq. ft. makes potential customer accommodation at this facility a premium asset for the Business and the City of Antioch.

Once the customer's credentials and ID have been verified, receptionists in the Customer Product Room will complete all guest intake forms and do the following:

- Create a customer profile in the Point of Sale (POS) software system;
- Enter the guest's name, date of birth date and ID information into the appropriate data fields.
- Save the profile (for future use) and click "check in" to enter the person's name into the queue. Proceed to inform the guest about the daily limits on products;
- When an employee checks in a returning guest, the following occurs:
 - Ask the person for a valid proof of identification,
 - Find the guest's profile in the POS system.
 - Once the profile shows up on screen, click the customer's name to see their purchasing history at the facility as well as if they are a loyalty member, and click "Check In" to enter the person's name into the queue.
 - Once the customer reaches the Retail Sales Room, the sale of products commences.

The layout of the facility is much like walking into an Apple store – there will be kiosks throughout the sales floor with iPads attached to the tables. Customers can then use the iPads to look through the menu, additional pictures of the products, as well as more detailed information about the products for sale. Once they have found the products that they are interested in purchasing, a QR code is then printed from the tablet and taken over to a sales associate for further processing.

The following will occur during the Natural Supplements Customer Experience:

- Employees accommodate the customer's needs using product knowledge and sales skills gained through Natural Supplements initial training program.
- Interface with sales staff will always be geared toward friendliness and courtesy.
- The Retail Clerks also known as 'budtenders' and additional staff will advise the customers to the best of their ability about the products on hand.

Cannabis Product Register Procedures

Once the customers have completed their shopping experience, the cashier will be handed the printed QR code generated from the tablet. All cannabis must leave in an opaque package and if the product packaging isn't child proof, the opaque package must be childproof.

- Each product will be labeled uniquely by QR code and correlating ID associated within the tracking system. The QR code will be scanned into the data field to ensure the correct information for each product is being recorded.
- The inventory is then removed from the back-inventory storage and presented to the customer.
- All inventory is then charged and recorded in the POS system to properly monitor in real time the movement of product throughout the facility and into the final sale.
- Ensure all discounts have been entered correctly by reviewing the price of the order and the discounts notes as well as relaying any promotional information to the consumer
- Relay the order total to the customer and collect payment.
- Count all cash in front of the customer to ensure accuracy and accountability as well as for video recordings.
- The exit bags that are given to the customers will be reusable and, if they return with the bag, will be given a discount on their next and all future purchases. This will also aid in minimizing waste.

Once the product has been purchased, the customer will be asked if they want an email receipt, which will minimize waste and help to reduce paper usage

Customer Exit

- Once their purchase has been made, they will be required to exit the facility and, on the receipt, it will state “do not consume cannabis until you are home.”
- Leaving customers exit the facility through the exit door, a separate door from the point at they entered, which will minimize congestion at the access points.

Security guards will observe departing customers to ensure they are not partaking in consumption in their vehicles while in the parking lot.

Exterior Flow of Customers

- Ample Parking

The parking lot is very large, which allows for seamless flow and we will have a valet service to assist customers with parking their vehicles. There are a total of 42 off street parking spaces available to customers, with an additional 36 spaces designated exclusively for employees, visitors and vendors in an area isolated from the public.

Additionally, there is an access road to the property from Wilbur Avenue, which helps with additional traffic flow. We will encourage employees to utilize public transportation as well as encourage carpooling. This assists not only with employee parking, but adds to environmental sustainability, with a smaller carbon footprint.

Goods for Sale and Customer Transactions

Goods for Sale

Natural Supplements shall not make any cannabis goods available for sale to a customer unless such goods were received from a licensed distributor, have not exceeded their expiration or sell-by date if one is provided, and, for manufactured cannabis goods, Natural Supplements shall ensure the product complies with all requirements of California Business and Professions Code Section 26130 and all other relevant laws. Natural Supplements retail facility shall not package or label cannabis goods, nor will it accept, possess, or sell cannabis goods that are not packaged as they will be sold at final sale.

Live Plants

Natural Supplements shall only sell live, immature cannabis plants if:

- The plant is not flowering;

- The plant or seed was purchased from a nursery that holds a valid Type-4 license under the Medicinal and Adult Use of Cannabis Regulation and Safety Act; and
- A label is affixed to the plant or package containing any seeds which states: "This product has not been tested pursuant to Medicinal and Adult-Use Cannabis Regulation and Safety Act."

Daily Product Limits

Natural Supplements shall not sell more than 28.5 grams of non-concentrated cannabis to an Adult Use Customer.

Natural Supplements shall not sell more than more than eight (8) grams of concentrated cannabis, including that which is contained in cannabis goods, in a single day to a single customer.

Natural Supplements shall not sell more than six (6) cannabis clones in a single day to a single customer.

Natural Supplements POS system shall prevent “looping,” where customers “loop” around the block and come back to the retail facility the same day to circumvent daily sales limits. The POS system shall correlate all purchases to an individual's customer profile and prevents circumvention of the rules.

Goods on Display in Retail Area

Goods for inspection and sale shall only be displayed in the Customer Product Room, with digital profiles and limited samples available for browsing, and shall not be visible from outside of the facility.

All other retail inventory shall be maintained in the Customer Product Rooms and Bulk Cannabis Storage Room. All cannabis sold to customers will be packaged and labeled in accordance with Division 10 of the California Business and Professions Code. No free samples of cannabis will be provided.

Customer Returns

Natural Supplements will accept returns of cannabis goods previously sold to a customer. Such goods shall not be re-sold once they have been returned, shall be treated as abandoned, and shall be destroyed and disposed.

Facility Layout and Logistics

Security Checkpoint

The Security checkpoint will serve as the sole entrance point for customers and visitors arriving at Natural Supplements Retail Facility. This feature shall serve as a deterrent to any potential

criminal activity or threat to customers, employees, and visitors at the store. One state licensed, uniformed, armed and badged security guard, shall provide customers, employees, as well as the City of Antioch with the comfort of knowing Natural Supplements keeps the safety and security of its customers and personnel at the forefront of consideration in its business practices. The Security Checkpoint area is large enough to accommodate several customers at one time who may form a small line completely within the building. The availability of this large interior intake space will prevent an over-congestion of customers and lines running to the exterior of the building.

Customer Product Room

This area of the facility shall serve as the primary hub for customer registration and intake, with a Receptionist available to assist each customer entering for the first time or returning to enjoy a unique and enjoyable customer experience with access to the commercial cannabis industry's most sought after and highest quality products on display prior to entry into the Sales Room. This area shall be outfitted with a reception desk and computer tablets connected with integrated POS software. Natural Supplements will create a Customer Profile for each customer in order to develop a customer marketing database for tracking of specific metrics including customer visitation patterns, buying patterns, and average sale value per visit.

Retail Sales Room

The Open Concept 'Apple Store→' design shall include a vast, airy floor space with several customer kiosks, each outfitted with multiple computer tablets containing integrated POS software, allowing customers to move freely to digitally browse, as well as physically inspect cannabis goods available in inventory with the assistance of Retail Clerks working the floor in the event a sample is requested. Large digital monitors will add to the customer experience with advertisements, menu items, and informational images displayed.

Bulk Cannabis Storage

Natural Supplements bulk inventory shall be housed in the Bulk Cannabis Storage which will be separated from the Retail Floor by a hallway which shall serve to provide compartmentalized, secure access. Furthermore, at the close of business, all remaining inventory placed in the Customer Product Rooms for customer viewing and inspection shall be returned to the Bulk Cannabis Storage during off-hours

The Bulk Cannabis Storage also shall be utilized to house cash accumulated from operations throughout the working day, as well as the computer tablets utilized by staff and customers.

Managers Office

This room will serve as the central location for facility business administration. It will house the facility's computer systems and administrative equipment, as well as records and documentation required to be housed on site under the Antioch Municipal Code and State Law, including transaction information, patient records, reports, shipping manifests

Security Office

The Security Room shall serve as the central location for security coordination, monitoring, and logistics. It will house the facility's security network infrastructure, including surveillance monitors with access to all security camera viewpoints which will be under the constant supervision of security personnel during all hours of operation. The Security Manager shall have master control of all locking mechanisms to every access point throughout the interior and exterior of the premises, which allows effective direction and control of high value transfers of product and currency to and from the facility. This room shall be accessible only to the Security Manager, Operations Manager and designated staff members.

Distribution Activities [Building A]:

The primary activities involved in the operation of the commercial cannabis distribution business would involve the wholesale purchase and resale of cannabis goods, as well as the provision of contract services, for processing, packaging, storage for lab testing, and transportation of cannabis goods to licensed retailers and distributors, including cannabis flower, cannabis concentrates, and edible cannabis goods. All cannabis products for wholesale purchase or taken in for service by Natural Supplements shall be sourced only from State licensed cultivators, Manufacturers and Distributors.

Such cannabis goods may arrive pre-packaged for distribution into the commercial market, or in bulk to be processed and packaged by Natural Supplements prior to testing and distribution to retailers and distributors.

All product transactions, including the physical transfer of cannabis goods, shall take place wholly within the secure facility structure.

The Hours of Operation for the Distribution Facility shall be 9:00am to 6:00pm Monday through Friday.

Manufacturing Activities [Building A]:

The primary activities involved in the operation of the commercial cannabis manufacturing business would involve the extraction, and infusion of cannabis concentrates, as well as the packaging and wholesale of cannabis, and cannabis concentrates derived from cannabis flower and trim sourced from state licensed cultivators.

Manufacturing activities would include all aspects of the extraction process, infusion process, and packaging and labeling processes, including processing, preparing, holding and storing of cannabis products. Manufacturing would also include any processing, preparing, holding, or storing of components and ingredients.

The hours of operation for the Manufacturing facility shall be 10:00am to 8:00pm Monday through Friday.

Concentrate Extraction:

Natural Supplements shall utilize two (2) separate cannabis concentrate extraction units to produce its manufactured products.

Precision X40MSE

The X40 MSE utilizes both non-volatile and volatile solvents, including **hydrocarbon, butane, propane, and ethanol**, through a variety of manufacturing methods, to produce an array of cannabis concentrates from raw cannabis material ("trim"). This closed loop extraction system utilizes stainless steel components, 100% stamped and rated vessels certified by the American Society of Mechanical Engineers, internal heating and cooling systems for safe, user friendly use. The unit is capable of processing up to 50 pounds of raw material per run, with yields varying based on raw material quality and method for extraction.

Among the various concentrated cannabis products this unit is capable of producing various forms of concentrate including but not limited to shatter, budder, live resin, and wax, it also produces 'crude' cannabis concentrate which is utilized for production of distillate through the extraction system discussed below.

Precision CDU 3000

The Precision Commercial Distillation Unit (CDU) 3000 utilizes 'crude oil' which is fed into a column and distributed over an evaporative surface via an automated dosing pump and 'Precision Thin Film Extraction' rollers for even distribution to produce refined cannabis 'distillate'. This unit, specifically designed for cannabis is capable of producing up to six (6) liters of distillate per hour with a continuous auto feed/extraction system with no 'batch size' limitations. It is equipped with an emergency shut off switch and temperature control units. The finished 'distillate' product may be used for infused edible products and vaporizer products.

Natural Supplements manufacturing process will involve rigorous planning, a sterile environment and state-of-the-art equipment, combined with multiple control procedures to prevent and eradicate errors. By complying strictly with regulations, choosing environmentally friendly processes and establishing rigorous quality assurance procedures the operation shall adhere to a series of engineering, administrative and regulatory controls. Engineering controls include physical safeguards, intelligent facility design and construction for worker safety and personal protective equipment to protect workers from chemical, physical and mechanical hazards. To ensure that all cannabis products manufactured at the processing facility are done so in a manner that is compliant with local and state ordinances, the company has designed and will implement standard operating procedures for the operation of closed-loop extractors using volatile agents. Natural Supplements has adopted Standard operating procedure for the use and handling of the hazardous chemicals safely, including the amount and concentration used, special handling procedures, engineering controls and personal protective equipment. The Manufacturing premises will be maintained under positive pressure with respect to the adjacent anteroom and supplied with HEPA-filtered air to meet the ISO Class 7 standard for flow and particle count under static conditions.

Concentrate Infusion:

- Natural Supplements shall utilize distillate produced on site for infusion of a variety of cannabis edible and vaping products. Stainless steel and glass tables, vessels, trays, and utensils shall be utilized to maintain a sterile environment and prevent contamination of product during infusion. Specific methods and formulations for infusion will depend upon the product and recipe for manufacture. In no case shall Natural Supplements manufacture any edible cannabis product that is greater than 100mg THC per package or 10mg THC per serving, nor shall it produce any manufactured cannabis goods that exceed 1,000 mg THC per package.
- All personnel involved with the handling and packaging of medical cannabis will wear proper lab coats, latex gloves, and hairnets.
- Personnel will also be required to wash hands and exposed areas of the arm before beginning work, before and between glove use, and after using a toilet facility.
- Gloves will be replaced after each pound of medical cannabis has been packaged, when beginning to package a different variety or shipment of product (to prevent cross-contamination), and every two-hours.
- Prior to entering the packaging room, personnel must report any illness or personal health condition that might compromise the cleanliness or quality of handled medical cannabis. The Packing and Labeling Agent will maintain a sanitation log with records retained for seven years (7).

Cultivation Activities: [Building B]

The primary activity in the operation of the commercial cannabis Cultivation businesses would involve the cultivation of 'flowering cannabis plants within the cultivation area, which are mature cannabis plants which produce cannabis 'flower' or 'buds', for wholesale to state licensed distributors, manufacturers, and retailers. Ancillary to the primary Cultivation activity would be the processing, packaging, and secure storage of finished 'cannabis flower' as well as constant maintenance of on-site security administrative functions including record keeping, correspondence, and interface with facility personnel. The transfer of cannabis cultivated on site would be facilitated by Natural Supplements complementary distribution operation proposed for

All product transactions, including the physical transfer of cannabis goods, shall take place wholly within the employee only area of the secure facility site.

Hours of operation for Cultivation will be from 6:00am to 6:00pm.

Typically there are three (3) stages involved in the cultivation phase including 1) **Propagation**; 2) **Vegetation**; and 3) **Flowering**.

The facility will be utilized primarily for flower production non-flowering cannabis plants sourced from Natural Supplements small on site Nursery Room, which would also be located in the Cultivation Premises.

Immature cannabis plants may also be sourced from licensed nurseries and placed into soilless, organic mediums which will facilitate the transfer of water and nutrients from the automated nutrient injection system to each individual plant.

During the cultivation process, Cultivation Technicians will monitor automated cultivation systems in each room. These systems will be comprised of 1,000-watt cultivation lamps, automated nutrient injection systems with irrigation lines running to each grow room where the plants will be fed, air-conditioning, dehumidification and ventilation systems, as well as Sonic Wave Harmonizers which stimulate the plants stomata, aiding plant growth. (50-Watt and 200-Watt Cultivation Lamps would be utilized in the *Propagation and Vegetation* in the event those processes are implemented on-site).

This process will also involve the repeated application of unique identifiers and recording of data into the State's "Track and Trace System" as the plants mature through the various phases.

During the cultivation process the Operations Manager will monitor the cultivation technicians, advise them as to best practices, and enter the information into the State's "Track and Trace" system as required by law during each shift.

1. Propagation-At the onset of the propagation stage, cultivation technicians would implant immature clones into a small organic medium comprised of rock-wool where, during a two week period the plantings will sit under 50-Watt lamps with eighteen (18) hours of light and six (6) hours of darkness to take root prior to the *Vegetation stage*. Propagation will take place within Grow Room 6.

2. Vegetation-At the onset of the vegetation stage, the same organic mediums with plantings intact would be placed by technicians into larger soil pots where, during a three to four-week period the immature plants will sit under 200-Watt lamps with eighteen (18) hours of light and six (6) hours of darkness as they develop more robust stalks to support themselves prior to the *flowering stage*.

3. Flowering- the flowering phase will take place during a seven to nine-week period where mature cannabis plants will sit under 1,000-Watt lamps with twelve (12) hours of light and twelve (12) hours of darkness, causing the plant flowers to bloom. Trellis infrastructure will be set up within these grow rooms to support the plants as they flower.

Ten days into the flowering phase, the plants will be pruned by the cultivation technicians to optimize plant health, yield, and quality.

Grow Rooms

The Cultivation Facility will contain ten (10) 25x50 sq. ft. cultivation rooms. Each cultivation room will contain four (5) 4x40 square foot rolling tables upon which the cannabis plants will sit.

The interior of the cultivation rooms will be constructed with 4" insulated urethane panels with a baked-on USDA approved, White Enamel finish, meeting all California Title 24 Code standards.

Cultivation Lighting Layout

The cultivation lights inside of each grow room will be positioned directly above the rolling tables; one (1) light will be placed every five-feet running the length of each rolling table, for a total of twenty (36) lights per room.

Cultivation Lighting Wattage

50-Watt Lights would be used for Propagation; 200-Watt Lights would be used for Vegetation; and 1,000-Watt Lights will be used for Flowering.

Air Ventilation, Filtration and Odor Control

As the HVAC system provides artificial temperature control and air flow, fresh-air wall-ports, filtered ceiling ventilation hatches and industrial carbon filters provide a fail-safe to ensure temperature balance, constant air flow, and odor remediation in the event of an HVAC system failure.

Within each grow room, three (3) condensing units, and three (3) evaporators will be implemented to provide necessary cooling and dehumidification.

10-inch circular fans Coupled with industrial carbon filters will be utilized in each grow room, the Drying/Curing room, the Processing/Packaging Room, and the Safe Room to provide complete odor remediation such that there will be no detectable odor of cannabis outside of the building.

The following formula utilized to control air quality is as follows: Cubic Feet of Room Space % 3= Cubic Feet per Minute (CFM) of airflow necessary for internal odor scrubbing.

Power Source

PG&E shall be the utility provider for our source of power. The facility shall be equipped with a 300-Amp Panel with 3-Phase power distribution.

Chemical and Pesticide Storage Room

All pesticides and chemicals shall be stored within locked metal cabinets inside of the Processing Room. They shall be accessed only as necessary and returned to the cabinets and securely stored upon completion of application.

Pest Management Plan

Natural Supplements shall employ an Integrated Pest Management (IPM) Plan that is compliant with both the Organic Materials Review Institute Standards as well as California Law. Natural Supplements IPM plan will include the following bio-insecticides, fungicides, bactericides, irritant washes, as well as mites and small arthropod predators to control and eliminate insects and microbiological threats to its cannabis crop.

Regarding the use of Pesticides on the premises Natural Supplements shall:

1. Use only properly labeled pesticides and comply with all pesticide label directions;
2. Store all chemicals in locked metal cabinets within the Pesticide Storage Closet in the Processing Room;
3. Immediately contain any chemical leak and clean up any spills;
4. Apply the minimum amount of product necessary to control the target pest;
5. Prevent any off-site drift;

Pesticide Application

During application of pesticides, Natural Supplements Cultivation technicians shall wear protective eyewear, a long-sleeved shirt and long pants, waterproof gloves, shoes and socks as well as National Institute for Occupational Safety and Health (NIOSH) compliant dust/mist filtering respirators.

Immediately following application of pesticides, Natural Supplements Cultivation Technicians shall wash thoroughly with soap and water. Contaminated clothing shall be washed before re-use.

Products List

1. Bio-insecticides-

- a. Grandevo (Active Ingredients: *Chromobacterium subtsugae* strain PRAA4-1 and spent fermentation media)
- b. Venerate (Active Ingredients: Heat-killed *Burkholderia* spp. strain A396 cells and spent fermentation media)

Bio-insecticides may be used at any stage during the plant's life cycle, but will be applied every three days for up to three weeks for preventative maintenance during the Vegetative stage.

2. Fungicide/Bactericide-

- a. Defguard (Active Ingredients: *Bacillus amyloliquefaciens* strain D747)
- b. M-Pede (Active Ingredients: Potassium salts of fatty acids)
- c. Regalia (Active Ingredients: Extract of *Reynoutria sachalinensis*)

- d. Oxidate 2.0 (Active Ingredients: Hydrogen Dioxide; Peroxyacetic Acid)
- e. Triact 70 (Active Ingredients: Clarified Hydrophobic Extract of Neem Oil)
- f. Organocide (Active Ingredients: Sesame Oil)

Fungicides may also be used at any stage during the plant's life cycle, but will be applied every three days for up to three weeks for preventative maintenance during the Vegetative stage.

3. Irritant/Washes-

- a. (PM) Wash (Active Ingredients: 99.9% Water)
- b. Prevasyn (Active Ingredients: Capsicum oleoresin extract; Garlic Oil; Soybean Oil)

Irritants/washes can be applied during any stage during a plants life cycle, and will be applied for preventative maintenance during the Vegetative stage.

4. Mite and Small Arthropods Predators-

- a. Amblyseius Andersoni
- b. Amblyseius) Californicus
- c. Amblyseius) Fallacis
- d. Phytoseiulus Persimilis

Mite and small Arthropod Predators will be applied during the Flowering stage upon any sign of infestation. To be used effectively, the Predators will be applied at a ten-to-one (10-1) ratio, that is ten (10) predators for every mite identified.

Cannabis Harvest and Processing

There are four (4) stages involved in the processing phase including 1) ***Harvest*** 2) ***Trimming*** 3) ***Packaging and*** 4) ***Labeling***.

Harvest-Once the plants have flowered and are ready for harvest, cultivation technicians will remove the larger 'Sun Leaves' and extraneous organic material from the flowered plant stalks, leaving the flowers, then transferring them to and hanging them in the Drying/Curing Room. The harvested flower stalks will hang to cure for a period of five (5) to eight (8) days prior to the ***Trimming Stage***. Once fully operational, one grow room will be ready for harvest every seven (7) to ten (10) days.

Cannabis Processing/Packaging Room

All cannabis processing, packaging, and labeling will take place exclusively within this area of the facility.

2. **Trimming**-Once the flowers have cured on the stalk, they will be transferred from the grow rooms to the processing area where cultivation technicians will clip them from their stalks, and hand trim them to remove the finer leaves. This process will take two (2) to three (3) days following each room being harvested.

3. **Packaging**- Once fully trimmed, the cannabis flowers will be separated into different ‘batches’. Each batch will be placed into an air-sealed package to which a unique identifier will be applied.

4. **Labeling**- Natural Supplements shall ensure that a label is physically attached to each packaged batch of cannabis stored on premises. The batch and package labels shall include the following:

- a. Natural Supplements name and license number;
- b. The date of entry into the Safe Room;
- c. The unique identifiers and batch number associated with the batch;
- d. A description of the cannabis with enough detail to easily identify the batch;
- e. The weight of or quantity of units in the batch; and
- f. The best-by, sell-by, or expiration date of the batch, if any.

During processing, the Operations Manager will monitor the cultivation technicians, advise them as to best practices, and enter the information into the State’s ‘Track and Trace’ system as necessary during each shift.

Cannabis Waste Holding and Destruction

Upon accumulation of cannabis waste, such waste will be remediated by mixing it with the spent soil utilized for delivery of water and nutrients to individual cannabis plants. The soil and cannabis waste shall be co-mingled and grinded down to a uniform mixture, such that the cannabis waste is destroyed and unrecognizable from its original state. In the event a Natural Supplements finished cannabis flower batch is not fit for distribution, it shall be deemed cannabis waste and become subject to destruction and disposal.

Natural Supplements shall dispose of cannabis waste in a secured waste container located within this room in the Processing Room. As organic waste accumulates on site, Cultivation Technicians will be responsible for collecting, remediating and placing said waste into the container. Once the container has reached capacity, the organic waste will be transferred by select Cultivation Technicians to an off-site waste disposal facility. All cannabis waste will be identified, weighed, and tracked, both while on premises and at the time of disposal.

The Operations Manager will be responsible for monitoring the collection and disposal of waste, and entering information into the State’s “Track and Trace System” as necessary. Natural Supplements shall maintain comprehensive records regarding cannabis waste that accounts for, reconciles, and evidences all activities related to the generation or disposition of cannabis waste.

Track and Trace

Natural Supplements shall report in the track-and-trace system changes in disposition for any cannabis plants on premises, any cannabis product transfers associated with the facility, as well as the disposition of any cannabis waste. All changes in disposition shall be reported within three (3) business days of the change in disposition of the cannabis plants. Changes in disposition of cannabis plants include but are not limited to:

- a. Flowering;
- b. Destruction or disposal;
- c. Harvest;
- d. Processing;
- e. Storage; and
- f. Packaging.

Account Manager

Pursuant to its track-and-trace obligations, Natural Supplements shall designate its Operations Manager as the 'track and trace account manager' to serve as the primary responsible party for data entry and reporting. The Operations Manager shall complete track and trace system training prior to the facility becoming operational, shall designate track and trace system users as needed, and be responsible for user training regarding the proper and lawful use of the system before users are permitted access to the track and trace system.

Natural Supplements shall maintain an accurate list of all track-and-trace account managers and users and shall immediately update the list when changes occur.

Any data erroneously entered in the system shall be corrected within three (3) days of discovery of the error. In the event Natural Supplements loses access to the track and trace system, it shall prepare and maintain comprehensive records detailing all required inventory tracking activities conducted during the loss of access. Once restored, all data manually recorded shall be entered in the track and trace system. The time of loss and restoration of track and trace system access shall be recorded. Natural Supplements shall not transfer cannabis to a distributor until access to the track and trace system is restored with all manual recordings updated in the system.

Information subject to Reporting

Information to be entered in the 'track and trace system' related to each transfer of cannabis shall include but not be limited to:

1. Natural Supplements name, business address, and department issued license number as seller;
2. The name, business address, and department issued license number of the purchaser;
3. The name and department issued license number of the distributor;

4. The date of sale, transfer or receipt (month, day and year). The date of any sale, transfer or receipt of cannabis or non-manufactured cannabis products shall be the date of transfer to the licensee receiving it;
5. The weight or count of individual units of cannabis or non-manufactured cannabis products sold, transferred or received;
6. Estimated departure and arrival time;
7. Actual departure time;
8. Description for each item including strain or cultivar, and all applicable information below:
 - a. Plant;
 - b. Flower;
 - c. Leaf;
 - d. Shake;
 - e. Kief; and
 - f. Pre-rolls.
9. UID(s).

Cannabis designated for distribution into the Medicinal and Adult Use Markets, respectively, shall be appropriately labeled according to its product license designation, shall be stored in separate storage containers within Natural Supplements Inventory Safe Room, and shall not be commingled.

Unique Identifier Device(s) (UID)

A Unique Identifier Device (UID) shall accompany all cannabis plants throughout the growing cycle to harvest.

A UID shall be applied to each individual cannabis plant at the time the plant is moved to the designated 'canopy area'. The UID shall be kept free of dirt and debris, and attached to the main stem at the base of each plant using a tamper evident strap or zip tie in a position so it would be visible and within clear view of an individual standing next to it. Natural Supplements shall not remove a UID from any mature plant until the plant is harvested, destroyed or disposed.

System Reconciliation

In addition to physical inventory reconciliation against facility records, Natural Supplements shall reconcile its physical inventory against records contained in the track and trace system at least once every 14 days. In the event a discrepancy is identified, Natural Supplements shall immediately notify licensing authorities.

Record Keeping

Natural Supplements will maintain the following records on premises including but not limited to:

1. All Cultivation Permits and licenses;
2. Cultivation Plans;
3. All records evidencing compliance with environmental protection measures;

4. All supporting documentation for data or information input into the track-and-trace system;
5. All unique identifiers (UID's) assigned to product in inventory and all unassigned UID's. UID's associated with product that have been retired from the track-and-trace system shall be maintained for six (6) months after the tags are retired;
6. Financial records including but not limited to bank statements, tax records, sales invoices, and sales receipts;
7. Personnel records, including each employee's full name, social security, or tax ID number, date of beginning employment, and date of termination of employment where applicable;
8. Records related to employee training for the track and trace system including the date(s) training occurred, description of the training provided, and the names of the employees that received the training;
9. Contracts with other state licensed cannabis businesses;
10. Security Records;
11. Records associated with the disposal of cannabis waste;
12. Documentation associated with any loss of access to the track-and-trace system;

Inventory Control and Record Keeping

In addition to utilizing Metrc for purposes of tracking and reporting commercial cannabis inventory and transactions as required by the State, Natural Supplements shall maintain an in-house inventory control and reporting system that accurately documents the present location, amounts, and descriptions of all cannabis and cannabis products it intends to place into the commercial market for all stages of the growing laboratory testing and distribution processes until purchase as set forth under MAUCRSA.

Natural Supplements shall maintain such books and records in an electronic format detailing all revenues and expenses of the business, as well as its assets and liabilities. Such records will include monthly statements detailing the number of sales under each permit, respectively, including gross receipts for each month and all applicable taxes paid or due to be paid. Such records shall also demonstrate that all cannabis is provided only to other locally and state permitted and licensed cannabis operations.

Sales and Invoicing

Natural Supplements shall prepare a sales invoice or receipt, along with an electronic manifest for every sale or transport of cannabis product to another licensee.

Each sales invoice shall include:

1. Natural Supplements name, business address, and license numbers;
2. The purchaser's name, business address and license numbers;
3. The date of sale or transfer to the licensee receiving the cannabis product;
4. An invoice or receipt number;
5. The weight or quantity of cannabis product sold;
6. A description for each item including strain or cultivar;

7. The signature of the Natural Supplements representative authorized to make the sale or transfer acknowledging the accuracy of the cannabis products being shipped;
8. The signature of the purchaser or designated representative, acknowledging receipt or rejection of the cannabis product.

Reporting and Tracking of Product and of Gross Sales

Natural Supplements shall maintain a point of sale and inventory management and tracking system to track and report all aspects of the commercial cannabis activity in which it engages, including tracking product, inventory data, and gross sales (by weight and by sale).

Conformity with Local and State Law

The owners, operators, and employees of Natural Supplements shall certify and ensure that all Commercial Cannabis Activity will, at all times, be conducted in a manner compliant with all applicable state and local laws, any subsequently enacted state law or regulation, licensing or certification requirements, any specific, additional operating procedures or requirements which may be imposed as conditions of approval of a Commercial Cannabis Use Permit, as well as any requirements of the City of Antioch and Contra Costa County related to the operation of the commercial cannabis business on Site.

Consistency with City of Antioch General Plan

Cannabis is considered an Agricultural Product by the State of California with licensing and regulatory oversight provided by the California Department of Food and Agriculture. Accordingly, the Retail, Distribution, Manufacturing and Cultivation activities on-site would be consistent with the City of Antioch General Plan, (Planned Building Center).

Finally, the proposed parking and landscaping meet City criteria for the intended uses, all of which shall utilize proposed structures on site.

Considering all business activity will take place wholly within proposed facility structures on site, with ample parking for the intended use, ample landscaping coverage as well as the aforementioned security gate, personnel, infrastructure and protocols to be implemented, the proposed use will not be detrimental to the health, safety and general welfare of persons residing or working in the neighborhood of the use, and will not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City.

Property Owner List

1. JKC3H8 (Sole Owner)

(Supplemental) Operating Partner/Consultant

Natural Supplements has entered into an agreement in principle with Lyfted Farms, Inc. a State Licensed Cannabis Cultivator and Distributor operating out of Stanislaus County, for consulting and management services to assist in the startup and operation of its Cultivation, Manufacturing and Distribution Premises.

Background

Lyfted Farms (Lyfted), a California S-Corporation doing business in Stanislaus County as a State licensed Commercial Cannabis Cultivator (CCL18-0000289), Nursery (CCL18-0000294), and Distributor (C11-0000624-LIC) operating under Development Agreements executed with Stanislaus County (UP DA PLN 2018-0094; UP DA PLN 2018-0094), and among the first in the State to receive its annual cultivation licenses from CDFA. Lyfted, resulting from its many years of experience in the cannabis industry and commitment to excellence in its operation, produces a top-quality product that is highly sought after in the commercial cannabis consumer market, with demand exceeding its current production capacity at its existing cultivation facility.

Operating Experience

Lyfted Farms is the first commercial cannabis operator to have been permitted for Cannabis Operations by the County of Stanislaus, having been approved in January 2019 for Use Permits and Development Agreements for the Operation of its Cultivation, Nursery and Distribution facilities located at 5271 and 5266 Jerusalem Ct. in Modesto, CA. Notably, Lyfted was allowed to continue and transition its non-profit collective cannabis operations through the County's initial application and approval process, and has been an active participant in California's Commercial Cannabis Market since January 2018 following receipt of temporary State licenses to operate. Notably, Lyfted has recently been recognized by world renowned Forbes Magazine for the quality and desirability of its products:

[<https://www.forbes.com/sites/warrenbobrow/2019/06/18/lyfted-farms-not-just-cannagars/-6aabaa65dbad>]

More recently, following a secondary commercial cannabis application process in Stanislaus County, on December 21, 2019 received the unanimous recommendation of approval from the Stanislaus County Planning Commission to the Board of Supervisors for the operation of the Daly Facility, 196,000 square foot industrial facility designated for large scale cannabis cultivation, manufacturing, and distribution. Following anticipated approval by the Stanislaus County Board of Supervisors, this facility will be improved to Lyfted's custom specifications, and operated as one of the largest facilities of its kind anywhere in the State. The recommendation comes a full year into Lyfted operating under existing Development Agreements with Stanislaus County, serving as an acknowledgment of Lyfted's successful track record as well as collaborative relationship Lyfted had established with the County.

Natural Supplements Management and Consulting Services agreement with Lyfted Farms encompasses, facility design, staffing, administration, operating protocols contract labor, and operations management. As a startup company, Natural Supplements will be extremely well apprised of the experience and knowledge possessed by Lyfted Farms, one of the State's most successful and rapidly expanding operators.

Neighborhood Responsibility Plan

Natural Supplements site and operation shall be maintained in such a way as to ensure it is not a disturbance to neighbors or the surrounding community.

Maintenance of General Character of Structures and Improvement of Aesthetic quality

First, Natural Supplements shall utilize design elements and materials in construction that will compliment and maintain the general character of the surrounding area. Further, Natural Supplements shall provide customer and employee parking in an off-street parking lot with integrated landscaping to maximize the facility's capacity and aesthetics as well as to accommodate the storm water drainage system. There shall be no exterior signage indicating the nature of the commercial cannabis business.

Daily Inspection and Maintenance

Further, parking lot and exterior premises will be inspected daily by Natural Supplements staff to ensure that it is free of any litter, graffiti or debris. Employees as well as customers and vendors transacting business at Natural Supplements shall be prevented by security staff from consuming any tobacco, alcohol, or cannabis products at or near the facility. Further, such individuals shall also be prevented from engaging in disruptive conduct such as aggressive or abusive language or behavior, playing music or stereo systems at an unreasonably loud volume, littering, or vandalizing property.

Community Liaison

Natural Supplements shall provide the name, telephone number, and email address of a community relations contact to whom notice of any problem associated with the facility can be directed. Natural Supplements shall also provide the above information to all businesses and residences located within 100 feet of the facility and make the information available online to the general-public.

Community Involvement

Natural Supplements shall designate an owner or representative who shall attend meetings with the City, and other interested parties, as requested by the City, to discuss costs, benefits, and other community issues which may arise from the operation of commercial cannabis businesses in the City.

Following approval from the City of Antioch, Natural Supplements shall develop or contribute to a City approved public outreach and educational program for youth organizations and educational institutions that outlines the risks of youth addiction to cannabis, and identifies resources available to youth related to drugs and drug addiction which may include:

- **Community Meetings** prior to commencement of business to educate the community and field questions and concerns related to the businesses operation, security and personnel.
- **Employee and Vendor Track and Trace Training Clinics** to Ensure Regulatory Compliance and Non-Diversion of Cannabis out of the regulated chain of distribution.
- **Community Workshops** to educate consumers regarding responsible consumption and storage of products
- **Neighborhood Watch Meetings** to ensure the business is not creating public safety threats, and for collaboration with law enforcement, nearby businesses and neighborhood residents to improve overall community safety.

Crime Prevention

Finally, Natural Supplements shall engage with law enforcement to identify and provide any assistance in the City's effort to eliminate illegal cannabis operations in the City.

Odor Mitigation Plan

Natural Supplements shall protect the health and well-being of its personnel as well as that of the community at large by preventing the odor of cannabis on-site from creating a negative impact. Accordingly, Natural Supplements has designed the following Odor Control Plan to mitigate against such a nuisance:

- Building A shall be equipped with a 20-Ton Commercial HVAC system to provide constant air ventilation for customers, employees, visitors, and third party vendors. All cannabis products provided to customers for retail shall be contained in sealed, tamper-evident, smell proof packaging prior to leaving the facility;
- Furthermore, areas housing bulk cannabis product, or utilized for the processing of cannabis products shall be equipped with industrial carbon filters which will scrub the interior atmosphere of all potentially offensive cannabis odor.
- The Processing Rooms, and Cannabis Storage Room shall also be will be equipped with 14-inch filtered exhaust fans which will ensure no odor of cannabis emanates into the external atmosphere from within the facility.
- Once effective odor control has been established, periodic testing shall be conducted to ensure that the odor control systems are operating to maintain the baseline. As the carbon filters and other air filtration equipment ages, they will be frequently monitored and replaced as necessary.

Finally, the Operations Manager shall inspect the interior and exterior of the facilities daily to verify the effectiveness of the odor control measures being utilized.

Air Filtration Systems

Our commercial HVAC systems shall be upgraded and customized with integrated HEPA and carbon filtration system to maintain a comfortable odor-free environment for all employees, customers, visitors and vendors.

Cultivation Facility Air Ventilation, Filtration and Odor Control

Each Grow Room shall be equipped with its own 5-Ton HVAC unit. As the HVAC systems provide artificial temperature control and air flow, fresh-air wall-ports, filtered ceiling ventilation hatches, and industrial carbon filters shall provide a failsafe to ensure temperature balance, constant air flow, and odor remediation in the event of an HVAC system failure.

Within each grow room, three (3) condensing units, and three (3) evaporators will be implemented to provide necessary cooling and dehumidification.

10-inch circular fans Coupled with industrial carbon filters will be utilized in each grow room, the Drying/Curing room, the Processing/Packaging Room, and the Cultivation Storage Room to

provide complete odor remediation such that there will be no detectable odor of cannabis outside of the facility.

The following formula utilized to control air quality is as follows: Cubic Feet of Room Space
 $\div 3 =$ Cubic Feet per Minute (CFM) of airflow necessary for internal odor scrubbing.

(Note: Please see the Attached Odor Control Plan prepared by Sylvia Fontes, Certified Industrial Hygienist)

Safety and Security Plan

Safety Plan

Emergency Numbers and Notifications

In the event of an emergency, Natural Supplements Personnel shall be trained to call **911** as soon as possible from a safe location. Security and key personnel will assist until professional police, fire, or medical responders arrive.

Emergency Training and protocol will include a directive for the following information to be provided to on-site security or emergency dispatch in the event of an emergency:

- Nature of the emergency;
- Assistance needed;
- Name of the caller and telephone number from which the call was made;
- Name of Company, and precise location on site from which the call was made.

Contact:

- Direct line to on-site security: TBD;
- California Highway Patrol (non-emergency): (925) 646-4980;
- City of Antioch PD: 911
- Antioch Fire Department: 911
- Natural Supplements CEO Joshua Baker: (209) 606-1016

Example:

- "This is an emergency. (Describe the nature of emergency.)";
- "I need (ambulance/police/fire) assistance."
- "I am at Natural Supplements located at 2110 Wilbur Avenue in Antioch"
- "I am in (room or office area)."

Fire Prevention and Suppression

Based on the nature of the proposed use for retail, distribution, cultivation, and manufacturing in a Class 1 Division 1 Extraction Room, the risk of a fire hazard occurring is minimal.

Notwithstanding the minimal risk, to protect against these potential hazards, both Building A and Building B will be equipped with a fire sprinkler system with wet pendent heads throughout. Furthermore, fire extinguishers will be mounted at several points throughout each facility structure.

In the event of a fire, Natural Supplements personnel shall be trained to:

ALERT others by activating one of the manual fire alarm pull stations throughout the facility, and direct them to begin immediate evacuation.

REPORT the fire to 911 and Natural Supplements Management at (209) 606-1016 as soon as possible from a safe location.

ATTEMPT TO EXTINGUISH the fire **only** if trained and feel comfortable doing so. Do not attempt to extinguish a fire which is larger than a trash can. Always leave a good escape route from the area while attempting to extinguish the fire. If the fire cannot be safely and quickly contained, leave the area immediately and close all doors upon exit.

EVACUATION: During business hours, security and key personnel will assist with a quick and orderly evacuation, search of the facility, and assist disabled customers, vendors, and staff members. Upon evacuation, proceed to the parking lot, which will serve as the designated evacuation area.

Treat all alarms as an emergency.

Once outside of the building, stay clear of the structure to avoid falling glass, or flaming ash and debris emanating from the fire.

If you must move through smoke, heat and fumes, drop to your hands and knees, take short breaths through your nose, and crawl to an exit by staying in contact with an outside wall. Following an outside wall will lead to an exit. The air will be best near the floor since the heat, fumes, and smoke rises.

Do not open hot doors! Feel doors at the top, the door handle or frame with the back of your hand before opening. If the door is hot, don't open it! If the door is cool, open the door slowly and stay behind the door, ready to close it if necessary. Close the door immediately after entering or exiting.

ISOLATE the fire by closing all doors behind you as you exit.

AUTHORITY in a fire or other emergency rests with the City of Antioch and Contra Costa Fire Departments and other emergency responders, and with Natural Supplements Management.

Hazardous Materials Spill

In the event of hazardous materials incidents:

REMAIN CALM

IMMEDIATELY EXIT THE AREA

DO NOT ALLOW OTHERS INTO THE AREA. Do not attempt to contain or clean up the spill unless you have been trained and have all proper safety, disposal, and personal protective equipment.

NOTIFY SECURITY. Give as much detailed information as you can about the nature of the spill. Security will call California Poison Control Authorities at 1-800-222-1222.

REFER to Material Safety Data Sheet (MSDS) if possible.

FOLLOW INSTRUCTIONS of Fire Department personnel and/or Security/Natural Supplements Management, when they arrive.

Medical Emergency

In the event of a medical emergency:

Remember that it is best to err on the side of caution. If a person is experiencing significant distress, call for professional assistance immediately.

CALL 911. Give the following information:

- Nature of medical emergency;
- Exact location and name of the sick or injured person and age;
- What type of assistance is needed or is being provided;
- Your name and contact phone number;
- Stay on the phone until the dispatcher has all the information needed and releases you;
- Ambulance should arrive at 2110 Wilbur Avenue.

CALL SECURITY. Security will contact Natural Supplements Management, and follow up with emergency responders as necessary to arrange escort paramedics to your location.

NOTIFY individuals trained in CPR and First Aid that may assist until emergency responders arrive. Take all reasonable precautions to prevent disease transmission.

Assign someone to wait at the facility entrance to assist responding medical personnel in finding location of person(s) needing medical attention.

Do not move victims if you suspect back or neck injuries. Assess victims for airway, breathing, circulation, and possible injuries before administering any sort of aid. Keep the person warm and comfortable. You should also offer to call a family member or friend for assistance/support, or notification.

Workplace Violence

In the event of a violent incident in the workplace or there is a threat to your safety or the safety of another person:

CALL 911.

RELAY ALL KNOWN INFORMATION: Exact location, nature of the situation, brief description of subject(s) involved, injuries. Stay on the phone until the dispatcher releases you.

USE COMMON SENSE to safeguard yourself and others; do not engage in unnecessary attempts at intervention.

Earthquake

In the event an earthquake strikes:

- Drop, Cover and Hold! Get under a sturdy structure such as a desk or workstation and remain there until the earthquake subsides. In a hallway, kneel with your back against the wall. Cover your head with your arms and tuck down to your knees.
- Keep as calm as possible.
- If inside, stay inside. If outside, stay in the open, away from the building, overhead power lines, or any other objects at risk of falling. Do not rush to the exits.
- Keep away from windows or objects that are likely to fall.

- Stay under cover until it appears the earthquake is over. Be prepared for aftershocks.
- Report any damage/injuries to emergency responders by calling **911** as soon as possible. Notify Natural Supplements Management. Give whatever assistance you can to injured or disabled people. Use common sense and keep safety as a top priority when attempting to search and rescue.
- Follow instructions given by emergency personnel.

Bomb Threat

In the event of a bomb threat:

Assume that any bomb threat is a real danger to occupants and property. Be calm and courteous. Listen and do not interrupt the caller. If possible, ask someone else to **notify security** while the caller is on the line. If a device is spotted a runner should be sent to notify security immediately.

Questions to ask if possible:

- When is the bomb going to explode?
- Where is it right now?
- What does it look like?
- What kind of bomb is it?
- What will cause it to explode?
- Did you place the bomb?
- Why?
- What is your name?

Take Note of:

- Whether the callers voice is male/female, age approximation;
- Tone of Voice and Language used;
- Background noises;
- Any other remarks.

Carefully make a visual survey of your immediate working space. If you see/hear anything unusual, DO NOT TOUCH; report it to security immediately. Follow any instructions for evacuation by security, or emergency responders.

Blackouts

In the event of a blackout:

Emergency location: Employees should not evacuate the building unless instructed to do so by Security or Natural Supplements Management.

Accessibility issues: Plan for accommodating employees who have limited mobility to ensure they will be able to move about or relocate their workspace to an area where risk can be avoided.

Protection of equipment: Turn off power supplies, surge protectors, power strips etcetera to protect electronic equipment when the electricity is turned back on.

Emergency Backup: Ensure that any backup generator sources are tested and readily available to power critical equipment. In the case of battery operated devices, batteries should be checked and fully charged.

Contact lists: Ensure that your agency or department's phone trees are current and that a complete and continuously updated list of emergency contacts is distributed, as appropriate.

Contra Costa County**Fire Protection District**

October 15, 2020

Mr. Cortez
 City of Antioch
 Community Development
 PO Box 5007
 Antioch, CA 94531-5007

Subject: Natural Supplements Cannabis Facility
 2110-2300 Wilbur Ave. Antioch, CA
 APN # 051-100-028
 Project # UP-20-01
CCCFPD Project No.: P-2020-04569

Dear Mr. Cortez,

We have reviewed the land use permit application to construct 2 buildings of unknown construction type, single story, 11,200 and 22,400 square feet for use in cannabis cultivation, distribution and retail operations at the subject location. The following is required for Fire District approval in accordance with the 2019 California Fire Code (CFC), the 2019 California Building Code (CBC), the 2019 California Residential Code (CRC), and Local and County Ordinances and adopted standards:

1. The Contra Costa County Fire Protection District has development impact fees established in the unincorporated County and in the Cities of Antioch and Pittsburg. Projects within the development impact areas will need to pay the fees prior to Building Permit issuance.

2. Access as shown does not comply with Fire District requirements.

Provide emergency apparatus access roadways with all-weather (paved) driving surfaces of not less than 20-feet unobstructed width, and not less than 13 feet 6 inches of vertical clearance, to within 150 feet of travel distance to all portions of the exterior walls of every building. Access shall have a minimum outside turning radius of 45 feet, and must be capable of supporting the imposed fire apparatus loading of 37 tons. (503) CFC

3. Access roadways of **less than 28-feet** unobstructed width shall have signs posted or curbs painted red with the words **NO PARKING – FIRE LANE** clearly marked. (22500.1) CVC, (503.3) CFC

Access roadways of **28 feet or greater, but less than 36-feet** unobstructed width shall have **NO PARKING – FIRE LANE** signs posted, allowing for parking on one side only or curbs painted red with the words **NO PARKING – FIRE LANE** clearly marked. (22500.1) CVC, (503.3) CFC

4. The project as proposed shall require the installation of an approved Fire District turnaround. Dead-end emergency apparatus access roadways in excess of 150 feet in

length shall be provided with approved provisions for the turning around of Fire District apparatus. Contact the Fire District for approved designs. (503.2.5) CFC

5. Access gates for Fire District apparatus shall be a minimum of 20-feet wide. Access gates shall slide horizontally or swing inward and shall be located a minimum of 30 feet from the street. Electrically operated gates shall be equipped with a Knox Company key-operated switch. Manually operated gates shall be equipped with an approved Fire District lock. Contact the Fire District for information on ordering the key-operated switch. (D103.5) CFC.
6. The developer shall provide an adequate and reliable water supply for fire protection with a minimum fire flow of 2000 GPM. Required flow must be delivered from not more than 2 hydrants flowing simultaneously for a duration of 120 minutes while maintaining 20-pounds residual pressure in the main. (507.1), (B105) CFC
7. The developer shall provide hydrants of the East Bay type in compliance with Chapter 5 and Appendix B and C of the California Fire Code. (C103.1) CFC
8. A land development permit is required for access and water supply review and approval prior to submitting building construction plans.

The developer shall submit a minimum of two (2) copies of full size, scaled site improvement plans indicating:

All existing or proposed hydrant locations,
Fire apparatus access,
Elevations of building,
Size of building and type of construction,
Striping and signage plan

This is a separate submittal from the building construction plans. These plans shall be approved prior to submitting building plans for review. (501.3) CFC

9. ***Emergency apparatus access roadways and hydrants shall be installed, in service, and inspected by the Fire District prior to construction or combustible storage on site.*** (501.4) CFC

Note: A temporary aggregate base or asphalt grindings roadway is not considered an all-weather surface for emergency apparatus access. The first lift of asphalt concrete paving shall be installed as the minimum roadway material and must be engineered to support the designated gross vehicle weight of 37 tons.

10. The developer shall provide traffic signal pre-emption systems (Opticom) on any new or modified traffic signals installed with this development. (21351) CVC
11. Flammable or combustible liquid storage tanks shall **not** be located on the site without obtaining approval and necessary permits from the Fire District. (3401.4) CFC
12. The owner shall cut down and remove all weeds, grass, vines, or other growth that is capable of being ignited and endangering property. (304.1.2) CFC
13. The owner or the owner's authorized agent shall be responsible for the development, implementation and maintenance of a written plan establishing a fire prevention program at

the project site applicable throughout all phases of the construction. The plan shall be made available for review by the fire code official upon request. (Ch.33) CFC

14. The fire prevention program superintendent shall develop and maintain an approved prefire plan in cooperation with the fire chief. The fire chief and fire code official shall be notified of changes affecting the utilization of information contained in such prefire plans. (Ch.33) CFC
15. The developer shall submit a minimum of two (2) complete sets of building construction plans and specifications of the subject project, including plans for any of the following required deferred submittals, to the Fire District for review and approval **prior to** construction to ensure compliance with minimum requirements related to fire and life safety. Plan review and inspection fees shall be submitted at the time of plan review submittal. (105.4.1) CFC, (901.2) CFC, (107) CBC
 - Private underground fire service water mains
 - Fire sprinklers
 - Fire alarm
 - Carbon Dioxide Systems
 - Aboveground/underground flammable/combustible liquid storage tanks
 - Commercial kitchen hood extinguishing systems
 - Special suppression systems
 - Emergency Responder Radio Coverage System (ERRCS)

Our preliminary review comments shall not be construed to encompass the complete project. Additional plans and specifications may be required after further review.

If you have any questions regarding this matter, please contact this office at (925) 941-3300.

Sincerely,



Todd Schiess
Fire Inspector I

cc: Natural Supplements
Josh Baker
19067 E. Highway 120
Ripon, CA 95366
Joshdbaker79@gmail.com

File: 0 WILBUR AVE-CANNABIS FACILITY-PLN-P-2020-04569

PROJECT REFERRAL – REQUEST FOR COMMENTS/CONDITIONS

October 7, 2020

PROJECT NAME: Natural Supplements Cannabis Facility, 2110-2300 Wilbur Avenue, UP-20-01

The City of Antioch Planning Division is requesting that your agency review these plans and provide your feedback on availability of services, potential design or code conflicts, requirements for additional permits, and recommended conditions of project approval. **Please submit your comments no later than Wednesday October 28, 2020 to Jose Cortez** via e-mail at jcortez@ci.antioch.ca.us

Development plans and related information for the project identified above, can be accessed at:

<https://www.antiochca.gov/fc/community-development/planning/ProjectDOCs/UP-20-01.pdf>

Project status and other information can be accessed online from our [Current Project List](#)

Project No: UP-20-01	Application Type: Use Permit
Address: 2110-2300 Wilbur Avenue	
Project Description: Commercial Cannabis Facility: Natural Supplements, Inc. has proposed to develop the subject property including the construction of commercial and industrial structures on site to facilitate the operation of several Commercial Cannabis Business operations under Type 10 'Retail Storefront and Delivery', and Type 11 'Distributor' licenses from the State of California Bureau of Cannabis Control within the Department of Consumer Affairs, a Type 7 'Manufacturer' license from the California Department of Health, as well as a Type 3A 'Medium Indoor Cultivation' license from the State of California Department of Food and Agriculture.	
Applicant: Natural Supplements, Josh Baker	
Mailing Address: 19067 E Highway 120, Ripon, CA 95366	
Phone: 209-993-7478	E-mail: joshdbaker79@gmail.com

****Please contact Hilary Brown at hbrown@antiochca.gov if your agency would like to receive an e-mail only version of project referrals from the City of Antioch.**



ATTACHMENT F

**CITY OF ANTIOCH
PLANNING COMMISSION
REGULAR MEETING**

**Regular Meeting
6:30 p.m.**

**June 16, 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 Planning Commission meetings live stream (at <https://www.antiochca.gov/community-development-department/planning-division/planning-commission-meetings/>). The Planning Commission meeting was conducted utilizing Zoom Audio/Video Technology.

Chairperson Schneiderman called the meeting to order at 6:30 P.M. on Wednesday, June 16, 2021. She announced that because of the shelter-in-place rules issued as a result of the coronavirus crisis, tonight's meeting was being held in accordance with the Brown Act as currently in effect under the Governor's Executive Order N-29-20, which allowed members of the Planning Commission, City staff, and the public to participate and conduct the meeting by electronic conference. She stated anyone wishing to make a public comment, may do so by submitting their comments using the online public comment form at www.antiochca.gov/community-development-department/planning-division/planning-commission-meetings/. Public comments that were previously submitted by email have been provided to the Planning Commissioners.

ROLL CALL

Present: Commissioners Motts, Parsons, Riley, Gutilla, Vice Chairperson Martin and Chairperson Schneiderman
Absent: Commissioner Barrow (arrived at 6:38 P.M.)
Staff: City Attorney, Thomas Lloyd Smith
Associate Planner, Kevin Scudero
Associate Planner, Zoe Merideth
Associate Planner, Jose Cortez
Community Development Technician, Hilary Brown
Minutes Clerk, Kitty Eiden

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS - None

CONTINUED PUBLIC HEARING

2. **Deer Valley Estates Project Deer Valley Estates Project (PD-19-03, UP-19-12, AR-19-19)** -- The applicant, Blue Mountain Communities, requests certification of an Environmental Impact Report and approval of the following entitlements: Vesting Tentative Map, Final Development Plan, Use Permit, and Design Review for the Deer Valley Estates Project. The project would subdivide two undeveloped parcels totaling 37.56 acres to construct 121 new single family homes along with new infrastructure, parking, detention basins, lighting, landscaping, and a private park. The Project is located at 6100 Deer Valley Road (APNs 055-071-026 and 057-022-013). An Environmental Impact Report (EIR) has been prepared pursuant to the California Environmental Quality Act (CEQA).

Associate Planner Merideth presented the staff report dated June 16, 2021 recommending 1) Adopt the resolution in Attachment A recommending certification of the Deer Valley Estates Project Environmental Impact Report, adopting findings of fact and statement of overriding considerations, and adopting the mitigation monitoring and reporting program. 2) Approve the resolution recommending that the City Council approve a Vesting Tentative Subdivision Map, Final Development Plan, Use Permit, and Design Review subject to conditions of approval (PD-19-03, UP-19-12, AR-19-19).

In response to Vice Chair Martin Associate Planner Merideth stated that the applicant may be able to describe what was in the pipelines and noted easements were called out on the project plans. She commented when this item was before Council previously, it was noted in the minutes that they were working to relocate the pipelines; however, there were no entitlements or conditions for this project that would require the pipeline to be moved. She explained that there were conditions of approval that Wellness Way would be used as the construction route for this project as opposed to the neighborhood streets. Additionally, there was a condition of approval that improvements to Wellness Way needed to be completed prior to the first building permit for this project. She confirmed the applicant would be installing a wood fence because it was on a property line with existing fences.

Commissioner Barrow arrived at 6:38 P.M.

In response to Commissioner Parsons, Associate Planner Merideth explained the main entrance to the project was on Wellness Way.

In response to Commissioner Gutilla, Associate Planner Merideth explained the alternate planning process was a twostep process where the applicant goes through the master development plan/planned development rezone and then they come back for the final development plan. She added the General Plan designation for this site was low density housing and this application maintained that zoning.

Commissioner Gutilla mentioned if the density did not change maybe the City should have addressed some of the affordability goals by keeping the density and requiring a certain percentage of the homes to be duplexes or zero lots and she believed an HOA community was a good opportunity to implement some of these types of homes.

In response to Commissioner Gutilla, Theresa Wallace, LSA, confirmed there was a bike lane on the east bound direction of Wellness Way. Ambarish Mukherjee, LSA, Traffic Consultant, added that this project would be constructing a bike lane on their side. He noted they looked at the queues for the driveways for Kaiser and the project and determined they would operate satisfactorily. He further noted that 90% of traffic would use Wellness Way onto Deer Valley Road for access to the project and the remaining 10% would use the residential streets to travel to the school. He stated bicyclist would be able to maneuver safely into the development. He explained that traffic at Lone Tree Way and Deer Valley Road would operate at an unsatisfactory level even if the project were not built and the only thing that could improve the situation would be improving the signal timing. He agreed that traffic calming measures could be utilized to deter the use of the residential streets for access to this neighborhood; however, it would require a collaborative effort between the applicant, City, and residents in the area.

Commissioner Gutilla believed there should be a congruent naming system for the streets with the existing neighborhood and questioned why they were changed from the Native American theme previously proposed.

In response to Commissioner Gutilla, Associate Planner Merideth explained the applicant proposed the names and they were reviewed by engineering staff who sent it to outside agencies for review to ensure they are not duplicated and easy to understand for emergency radio traffic. She noted this was a separate neighborhood from the one to the north and they were independent names. She reported the previous project for this site had the pipeline running through in backyards and the plan now had a trail over the pipeline. She explained that there was not an entitlement that stated the pipeline must be removed and the past meeting minutes, which was the record they have for the previous project, indicated that the applicant was in discussions with removing the pipeline; however, it did not indicate that an agreement had been made. She added that a CEQA document reviewed environmental concerns for the project and there were safety measures in place from a state and federal level regarding the pipelines. She noted the gate at the park was added to increase privacy for the neighborhood. She further noted there were conditions of approval regarding the maintenance of the common areas owned by the HOA.

In response to Commissioner Motts, Associate Planner Merideth confirmed that all of the streets to the north connect through to the proposed site and the majority of the traffic would be on Wellness Way. She noted they looked at access and street design as part of the review of this project.

Commissioner Motts suggested speed tables for the neighborhood to the north to prevent traffic from filtering through the existing neighborhood.

Chairperson Schneiderman opened the public hearing.

Mike Harlan, Deer Valley Estates, gave a PowerPoint presentation which included; Deer Valley Estates Area Map, Site Plan, Setback Program, Architectural Overview, Proposed Park Redesign, Park Design Comparison, Response to Neighbor Comments and Traffic Study.

In response to Chairperson Schneiderman, Mr. Harlan stated that he believed these houses would be attractive to 60% mature buyers and 40% being mid-thirties to mid-forties. He noted their target would be hospital employees and currently they projected the price starting just under \$700k.

Chairperson Schneiderman stated she liked the larger lots and layout of the project.

In response to Commissioner Gutilla, Mr. Harlan explained that the park design was revised after the Parks and Recreation Commission provided their review and prior to his involvement in the project. He noted the people previously involved did not understand the City ordinance and he felt there was an opportunity to improve the park design by bringing elements that would qualify it for fee credits and make it more valuable to the community. He confirmed the new design eliminated the trail. He stated if the City wanted a gate installed it could be explored with staff.

Commissioner Gutilla stated that she preferred that there be no gate to eliminate foot traffic in the area.

In response to Commissioner Gutilla, Associate Planner Merideth confirmed that Wellness Way dead ends at the Kaiser property, which was why there was one entrance to the property. She noted there was an easement so the Oneida Way option was available should it become necessary in the future. She further noted the project on the backside of Kaiser would not connect through to Wellness Way.

Commissioner Gutilla expressed concern regarding plants proposed in the landscaping plan because they were listed as invasive species or had a high potential for being invasive.

Mr. Harlan explained that they were at the conceptual stage of the project and would be open to suggestions for the landscape plan. He reported homeowners could purchase or rent solar systems and they would be included and would be orientated to capture as much of the sun as possible. He stated they do not install gray water diversion due to warranty issues and potential contamination. He noted they typically offered EV charging as an option. He further noted they did not plan the project to be electric only and they preferred not to revise their plans to eliminate gas. He commented that these homes would not have fireplaces.

Commissioner Parsons stated she believed there should be another access point to the project from Wellness Way.

David Yatabe, Consultant Traffic Engineer, explained that the Oneida Way easement was the potential option for the second connection to Wellness Way.

Jon Crawford, Consultant Traffic Engineer, reported there was a concern that if they opened access from Oneida Way to Sand Creek, people would use it and cut-through the Kaiser project. He noted there was no safety concerns related to one access to the project from Wellness Way since there would be areas to the north to exit in the event of an emergency.

In response to Commissioner Parsons, Mr. Harlan stated he believed natural gas was flowing through the pipelines.

Commissioner Parsons expressed concern that the pipeline had not been moved.

Mr. Harlan responded that they designed the site so it would not be impactful to people immediately adjacent to the pipeline.

Vice Chair Martin expressed concern that the pipeline belonged to Kinder Morgan who had a reputation for not maintaining pipelines in neighboring cities. He stated he was not happy they had an easement through this project and there was natural gas in the pipeline. He noted there was a potential for a catastrophic failure within the area. He questioned if the applicant was willing to work with them to relocate the pipeline. He reported part of the consideration of this project related to the health and safety of the community and this issue was a concern.

Mr. Harlan explained that typically the pipelines were owned by the company, and they were happy with their location so if the Planning Commission wanted them relocated, Blue Mountain Communities would be financially responsible, and it would probably require tearing up Deer Valley Way, Wellness Way and could potentially impact Kaiser property. He stated he believed they designed a project to mitigate the situation and he understood the Commission's concerns and noted they would be careful. He offered to discuss relocating the pipeline with the owners and noted that he could not commit to relocating the pipelines.

Vice Chair Martin commented that lot #96 had a pipeline that terminated halfway through the lot so a house would be located on an easement.

In response to Vice Chair Martin, Mr. Harlan stated that they would inform perspective homeowners that ambulances utilized Wellness Way and Kaiser had a heliport. He responded that the easement on lot 96 was to be quitclaimed and go away.

Associate Planner Merideth agreed that the easement would be quitclaimed, and it would not exist when the homes were developed.

In response to Commissioner Riley, Associate Planner Merideth confirmed that Kaiser owned the property where Wellness Way ended.

Commissioner Parsons stated if the City wanted a subdivision behind Kaiser, staff needed to request Kaiser extend Wellness Way. She noted she could not vote to approve the project because she believed there were not enough access points to be safe.

Mr. Harlan responded there was also a 25-foot easement and a 60-foot-wide offer of dedication for Oneida Way to go through should Kaiser continue Wellness Way and there were four connections to the north and one connection to the south. He noted there were many ways to get into the project in the event of an emergency and staff had looked at that in detail and it was their conclusion as well.

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

Bree Simonsen stated that if Piute Way was opened up, she believed speed bumps would be necessary to deter traffic. She voiced her support with having no homes or walking paths behind her residence. She reported many residents in her neighborhood attended a community meeting in 2019 and they voted in support of a soundwall to be built and noted they had concerns regarding the wall height because their homes stand taller than the current ground level behind their houses. She questioned who was responsible for installing the fence/soundwall and noted the majority of concerns were related to security and durability. She noted they were concerned these homes would block their current views decreasing their property values. She expressed concern that they would be constructing homes adjacent to the pipeline which could be hit during the process.

Kathy read her email asking the Planning Commission to vote no in regard to approving the EIR conducted during a pandemic, noting the results were inaccurate due to individuals required to stay home with their children.

Chairperson Schneiderman closed the public hearing.

In response to Commissioner Gutilla, Associate Planner Merideth reported staff had not changed the mitigation measures for the biological resources requested by the applicant in their letter dated May 20, 2021.

On motion by Vice Chair Martin, seconded by Commissioner Motts the Planning Commission adopted the resolution recommending certification of the Deer Valley Estates Project Environmental Impact Report, adopting findings of fact and statement of overriding considerations, and adopting the mitigation monitoring and reporting program. The motion carried the following vote:

AYES:	<i>Motts, Barrow, Martin and Chairperson Schneiderman</i>
NOES:	<i>Parsons, Gutilla</i>
ABSTAIN:	<i>Riley</i>
ABSENT:	<i>None</i>

Commissioner Motts stated that he believed removal of the pipeline was a bigger discussion for cities and regions and not an issue that could be addressed by the developer. He noted they could recommend Council look at this issue within purview of this project.

Vice Chair Martin expressed concern that the pipeline issue was brought forward in 2007 and nothing had resulted. He stated he believed this project with a pipeline running it through had the potential to be a detriment to the health and welfare of the City of Antioch and houses should never be built around pipelines. He noted that he believed a second access point for this project was necessary and the potential future access off Oneida Way was problematic. He stated he liked the design and variety of the houses being proposed. He noted this area was zoned for

single family residential so views for the existing neighborhood would be impacted. He further noted the City was required by the State to produce a certain number of units.

Commissioner Motts stated he believed the City needed to address the location of pipelines in Antioch and noted with the movement to renewable energy the pipelines would not need to carry natural gas. He reiterated that he would support recommending the City Council review where the transmission lines were located and how they could be changed going forward. He noted traffic calming measures may slow emergency response; however, he felt they may be necessary to prevent sideshow and speeding through the neighborhoods.

Commissioner Parsons stated there were concerns in 2003 regarding the pipelines and something should have been done to better protect residents. She noted that she did not want the pipeline built on and it needed to be revisited. She reiterated that the project needed two access points from Wellness Way for the safety of the residents.

Chairperson Schneiderman stated she did not know how to evaluate the safety of the pipelines and suggested staff research and assess the risk.

Mr. Harlan commented that he had looked into the pipelines and it looked like it was not natural gas but an oil pipeline.

Chairperson Schneiderman stated she believed the subdivision was well laid out and the designs were beautiful and there were large lots. She suggested the Parks and Recreation Commission, or staff review the revised park design proposed this evening.

Commissioner Gutilla stated she wanted to know what the pipelines were for and whether they were active.

City Attorney Smith explained that the Planning Commission could motion to table and then describe the information they wanted staff to bring back to the Commission.

A motion was made by Commissioner Gutilla and Commissioner Parsons seconded the motion to table the Deer Valley Estates Project until staff returned with a report on the following items:

- Make certain the Maidenhair Trees are male only ginkgo trees
- Remove and replace Dwarf fountain grass, red fountain grass, Berkley sedge and cotoneaster plants
- Remove and replace Chinese Elm, Chinese pistache and London plane trees
- Traffic Calming Measures to discourage through traffic for the existing subdivision
- The addition of a condition of approval addressing Solar
- Move the homes to electric and solar only
- Park amenities included in the final plans for the project

Discussion ensued regarding the previous motion with Associate Planner Scudero responding that solar on homes was a California building code requirement.

Commissioner Gutilla responded that Sacramento was finding ways for developers to work around that by providing community-based solar which did not save homeowners as much money.

Associate Planner Scudero responded that if a developer proposed community solar it would have to be approved by the Planning Commission and he did not believe this applicant was proposing that option. Secondly, traffic calming in the new development could be looked at by the engineering staff; however, the City had a traffic calming policy so he did not believe it could be required through this process because it required consent of homeowners.

Commissioner Gutilla suggested looking at traffic calming at the connection points on the new development side of Piute Way, Mojave Way and Oneida Way.

Associate Planner Scudero responded staff could look into that option. With regards to landscaping, he noted the Planning Commission had the discretion to revise the landscape plan.

Associate Planner Merideth commented that the park plan proposed this evening by the applicant was not part of the project plans. She noted the project plans as proposed went through the process outlined in the Municipal Code and were included in the staff report this evening. Furthermore, there were recommended conditions of approval that the design of the park and the park in-lieu fee return to the Parks and Recreation Commission prior to obtaining a building permit.

Commissioner Gutilla withdrew her motion and Commissioner Parsons withdrew her second.

On motion by Commissioner Gutilla, seconded by Commissioner Parsons the Planning Commission unanimously tabled the matter and directed staff to return to the Commission with reports on the following:

- ***Pipeline concerns***
- ***Traffic calming measures***
- ***Landscape revisions – to include only male ginkgo Maidenhair Trees and eliminate dwarf fountain grass, red fountain grass, Berkley sedge or cotoneaster, Chinese elm, Chinese pistache and London plane trees***
- ***Solar requirement as a condition of approval***
- ***Switching the project from natural gas to electric***
- ***Requiring two entrances to the project from Wellness Way***

The motion carried the following vote:

AYES:	<i>Motts, Parsons, Barrow, Riley, Gutilla, Martin and Chairperson Schneiderman</i>
NOES:	<i>None</i>
ABSTAIN:	<i>None</i>
ABSENT:	<i>None</i>

NEW PUBLIC HEARING

2. **UP-20-01, AR-20-01 – Natural Supplements** – The Applicant, JKC3H8 requests approval of an Initial Study/Mitigated Negative Declaration, a Use Permit, and a Design Review for the development of a new cannabis operations facility. The proposed project would be developed on a 3.96-acre site that is currently undeveloped and is primarily a dirt lot with trees and other foliage. The subject property is located at 2100-2300 Wilbur Avenue (APN 051-100-028).

Associate Planner Cortez presented the staff report dated June 16, 2021 recommending the Planning Commission take the following actions: 1. Adopt the resolution approving the Natural Supplements Initial Study/Mitigated Negative Declaration (IS/MND) and adopting the Mitigation Monitoring and Reporting Program (MMRP); 2. Adopt the resolution approving a Use Permit, and Design Review (UP-20-01, AR-20-01) for a cannabis operations facility, subject to conditions of approval.

In response to Vice Chair Martin, Associate Planner Cortez explained the approval process for the septic system.

Associate Planner Scudero added that Contra Costa County Environmental Health regulated and approved all septic tanks in Antioch.

Vice Chair Martin commented the zoning for this site was planned business center which indicated no raw materials processing or bulk handling. He questioned how bulk cannabis processing was allowed.

Associate Planner Cortez explained that overlay zones were outlined by City Council as being appropriate for these types of uses. He confirmed the overlay zone was overriding from the standard baseline zoning.

Vice Chair Martin expressed concern that project specific condition #17 did not require 24-hour on-site security, which was a typical condition for all cannabis businesses.

Associate Planner Cortez responded that the condition could be modified to have wording that has been applied to all other cannabis projects.

Vice Chair Martin stated he was interested in hearing why the project specific condition had been changed and noted his recommendation would be to modify the condition to be consistent with other approvals.

Associate Planner Scudero stated that the Antioch Police Department was not present this evening to respond; however, it may have been copied from a previous template of conditions.

Brett Jolley, Land Use Counsel for Natural Supplements, 3031 W. March Lane, Stockton, stated he was presenting the project this evening. He commented that there had been extensive work on project design, security, environmental review, mitigation measures, neighborhood responsibility plan and ensuring this was a project for the City of Antioch. He highlighted the

project overview as detailed in the staff report. He clarified the septic had been engineered for the site and required approval from the Contra Costa County Environmental Health. He noted it was only for standard septic and sewer waste. He further noted it would not include waste from irrigation or processing, which would be contained in a separate containment. He stated they would agree to having one (1) security guard stationed afterhours and two (2) during business hours. He highlighted the following benefits of the project: first, improvements to Wilbur Avenue and an architectural appealing facility to encourage further development, secondly, economic growth and employment opportunities and lastly, increased security and desirability in the surrounding area as well as increased revenue through the Operating Agreement. He requested the Planning Commission adopt the staff recommendation.

In response to Chairperson Schneiderman, Mr. Jolley responded if it were cost effective and beneficial, they would install solar. He noted this was their first cannabis business.

In response to Commissioner Motts, Mr. Jolley explained that the focus was recreational, medical and health related cannabis products.

In response to Commissioner Gutilla, Associate Planner Scudero clarified that the City did not have an Ordinance requiring solar for commercial projects.

In response to Commissioner Gutilla, Mr. Jolley stated delivery drivers carried a limited amount of cash and it was kept in a lockbox compartment in the rear of the vehicle. He commented the bike racks would be included as part of the retail location. He confirmed that there was a typographical error on page 13 of the report and it should state the facility is geared toward the production of flowering plants. He explained that whatever was required of OSHA would be incorporated into the facility. He noted they would be using all organic fertilizers. He confirmed there were typographical errors in the staff report page D14, and there were actually five (5) 4x40 square foot rolling tables and thirty-six (36) lights per room.

Commissioner Gutilla agreed with Chairperson Schneiderman regarding her support for solar being installed for this project.

Mr. Jolley responded that they intended to investigate solar.

In response to Commissioner Gutilla, Associate Planner Scudero explained that solar requirements were a City Council policy issue.

City Attorney Smith added that a solar requirement for commercial businesses would require an ordinance and the process would be getting a Councilmember interested in bringing the item forward to the City Council who could provide direction to City Attorney Smith to research the item.

In response to Commissioner Riley, Mr. Jolley stated they estimated return on investment in approximately 3-5 years.

Commissioner Riley commented that the return on investment for solar panels was in the 3–5-year range. He encouraged the applicant to move forward.

Mr. Jolley agreed that solar was preferable and they wanted to have a project that was beneficial both economically and environmentally. He noted there would be serious consideration to how much and what type of energy conservation measures and solar were put into the project.

In response to Vice Chair Martin, Mr. Jolley stated they anticipated 75-100 customers per day for retail which was minimal from a traffic standpoint. He noted there would be 36 full-time employees with staggered schedules. He explained that this business was intended primarily to be a vertically integrated system with cultivation processing and sales to customers on site.

Chairperson Schneiderman opened and closed the public hearing with no members of the public requesting to speak.

Commissioner Motts spoke in support of the project and suggested that City Council consider expansion of the overlay district. He stated he hoped that the Wilbur Avenue corridor would be developed with heavy industry.

City Attorney Smith responded that expansion of the overlay had been discussed by staff and the Cannabis Standing Committee and it would be coming to Council for consideration in the near future.

Chairperson Schneiderman spoke in support of the project and discussed the issue of saturation in Antioch. She suggested the applicant benefit the Antioch Youth Sports Complex. She also spoke in support of the applicant moving forward with solar for the project.

On motion by Vice Chair Martin, seconded by Commissioner Barrow the Planning Commission unanimously adopted the resolution approving the Natural Supplements Initial Study/Mitigated Negative Declaration (IS/MND) and adopting the Mitigation Monitoring and Reporting Program (MMRP). The motion carried the following vote:

AYES:	<i>Motts, Barrow, Riley, Gutilla, Martin and Chairperson Schneiderman</i>
NOES:	<i>None</i>
ABSTAIN:	<i>None</i>
ABSENT:	<i>Parsons</i>

On motion by Vice Chair Martin, seconded by Commissioner Gutilla the Planning Commission unanimously adopted the resolution approving a Use Permit, and Design Review (UP-20-01, AR-20-01) for a cannabis operations facility, subject to conditions of approval with project specific condition #17 revised to require 24-hour onsite security with two (2) security on site during business hours and one (1) security on site afterhours. The motion carried the following vote:

AYES:	<i>Motts, Barrow, Riley, Gutilla, Martin and Chairperson Schneiderman</i>
NOES:	<i>None</i>

ABSTAIN: *None*
ABSENT: *Parsons*

ORAL COMMUNICATIONS

In response to Commissioner Motts, City Attorney Smith confirmed that the City was not opening to in-person meetings at this time; however, they it may occur in the September timeframe.

WRITTEN COMMUNICATIONS – None

COMMITTEE REPORTS

Commissioner Motts reported on his attendance at the TRANSPLAN meeting.

ADJOURNMENT

On motion by Commissioner Motts, seconded by Commissioner Barrow the Planning Commission adjourned the meeting at 9:33 P.M. The motion carried the following vote:

AYES: *Motts, Barrow, Riley, Gutilla, Martin and Chairperson Schneiderman*
NOES: *None*
ABSTAIN: *None*
ABSENT: *Parsons*

Respectfully submitted:

Kitty Eiden
KITTY EIDEN, Minutes Clerk



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Ruthann G. Ziegler, Special Counsel

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

SUBJECT: Proposed Ordinance Amending Section 9-5.3843 E of the Antioch Municipal Code to Modify the Distance between New Tobacco Businesses and Specified Uses and to Clarify the Limit on New Tobacco Retailers

RECOMMENDED ACTION

It is recommended that the City Council introduce, waive the first reading, and read by title only the proposed amendment to the City's Municipal Code attached hereto as Attachment A.

The proposed amendment would:

- Require new tobacco businesses to be at least 1000 feet from schools and similar uses
- Clarify the City's existing ban on new tobacco retailers

FISCAL IMPACT

The proposed action will have a minimal, if any, effect on the City's budget.

DISCUSSION

The Council previously considered this topic at its May 25, 2021 meeting during a detailed presentation by YTAPP (Youth Tobacco Advocacy Policy Project). The May 25 staff report and the materials submitted by YTAPP are incorporated herein by reference. The Council's consensus was to bring back an ordinance reflecting much of YTAPP's proposal.

YTAPP had six elements in its proposal. Two elements proposed involved land use restrictions. Therefore, those elements went first to the Planning Commission for review and recommendation and are the subject of this staff report. The other four elements

are reflected in the draft ordinance attached to another staff report on the City Council's agenda tonight.

The draft ordinance refers to a tobacco retailer or business. Under the Antioch Municipal Code, a "tobacco retailer" is an establishment that sells tobacco or tobacco products; however, certain businesses may sell tobacco or tobacco products and *not* be a tobacco retailer. Such businesses are a convenience store when ancillary to a gas station and with less than 20% of its sales area devoted to tobacco products or a retail business larger than 5000 square feet with less than 5% of its sales area devoted to tobacco products.

Below is a discussion of how the draft ordinance would implement the two elements.

1. Requiring new businesses with tobacco sales to be at least 1000 feet from schools and similar uses

The City's municipal code currently requires at least 500 feet between a business selling tobacco and a school, public park, playground, recreational center, or child care center. (Section 9-5.3843 E(2)(c).) YTAPP asked that this distance be increased to 1000 feet.

The Planning Commission made a recommendation in favor of this change and also recommended that the change apply to businesses that sell or otherwise provide vaping products for use with tobacco. Since the existing definition of tobacco product includes any "device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including ... an electronic cigarette, ... vaporizer pen, or hookah..." no additional change is necessary to implement the Planning Commission's direction. In addition, the other ordinance before the Council this evening incorporates YTAPP's request to ban the sale of electronic devices for smoking tobacco or tobacco products.

2. Restricting the number of new tobacco retailers

YTAPP asked the City Council to limit the number of use permits granted to new tobacco retailers. However, in 2017, the Council adopted Ordinance 2125-C-S, which included a ban on new tobacco retailers. In reviewing that ordinance, staff determined that the ordinance should be clarified regarding the ban. The Planning Commission recommended in favor of that clarification, which is reflected in the attached draft ordinance.

ATTACHMENT

A. Proposed ordinance amending Antioch Municipal Code §9-5.3843

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
AMENDING SECTION 9-5.3843 E OF THE ANTIOCH MUNICIPAL CODE TO MODIFY
THE DISTANCE BETWEEN NEW TOBACCO BUSINESSES AND SPECIFIED USES
AND TO CLARIFY THE LIMIT ON NEW TOBACCO RETAILERS**

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

SECTION 1:

The City Council is committed to taking the steps necessary to provide a healthy, safe environment for all City residents. Towards that goal, the City is concerned about the adverse effect of cigarettes and related tobacco products on its residents, especially youth.

SECTION 2:

Over the years, the City Council has adopted various ordinances relating to the use of tobacco to protect the health of its residents. The Council received a detailed presentation from community youth concerned about the effects of tobacco and requesting additional restrictions on tobacco and tobacco products.

SECTION 3:

Consistent with the goal referenced above and the presentation, the Council wishes to take additional steps restricting the location and number of new tobacco retailers in the City.

SECTION 4:

Section 9-5.3843 E is amended as follows:

Section 9-5.3843 TOBACCO AND PARAPHERNALIA RETAILERS.

[Subsections A-D, inclusive, unchanged]

E. Exceptions:

(1) The prohibition described in division (B) above shall not apply to the following:

(a)-(c) [no change]

(d) Any tobacco retailer or drug paraphernalia retailer operating with a valid use permit issued by the city prior to the effective date of Ordinance 2125-C-S. Consistent with Ordinance 2125-C-S, such tobacco retailer or drug paraphernalia retailer shall continue to be a nonconforming use and subject to all provisions of this section and the Municipal Code.

(2) The following business types shall be permitted to sell tobacco products subject to approval of a use permit in zoning districts where such business types are allowed under the Zoning Code:

(a) Convenience stores when ancillary to a gas station and having less than 20% of their sales area devoted to tobacco products.

1. The sale of drug paraphernalia is prohibited.

(b) Retail businesses larger than 5,000 square feet with less than 5% of their sales area devoted to tobacco product.

(c) A new use permit shall not be issued for a business that is located within 1000500 feet of any school, public park, playground, recreational center, or child care center.

SECTION 5: Severability.

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

SECTION 6. CEQA.

The above amendments to the City's Municipal Code are not considered a project under the California Environmental Quality Act under the common sense exemption (CEQA Guidelines §15061(b)(3) because the proposed amendments will not have a direct or reasonably foreseeable indirect physical change or effect on the environment.

SECTION 7:

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

* * * * *

I HEREBY CERTIFY that the forgoing ordinance was introduced and adopted at a regular meeting of the City Council of the City of Antioch, held on the ____ of ____ 2022, and passed and adopted at a regular meeting thereof, held on the ____ day of ____ 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Lamar Thorpe, Mayor of the City of Antioch

ATTEST:

Elizabeth Householder
City Clerk of the City of Antioch

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Ruthann G. Ziegler, Special Counsel

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

SUBJECT: Proposed Ordinance Amending Section 6-8.02 of the Antioch Municipal Code to Add the Definitions of Characterizing Flavor, Cigar, and Little Cigar (including Cigarillo) and Amending Section 6-8.14 Both to Restrict Tobacco Retailers or Businesses from Selling or Providing Tobacco with Characterizing Flavor, Selling or Providing Electronic Cigarettes or E-Cigarettes, and To Regulate the Size and Price of Specified Packages of Cigarettes, Little Cigars, and Cigars

RECOMMENDED ACTION

It is recommended that the City Council introduce, waive the first reading, and read by title only the proposed amendment to the City's Municipal Code attached hereto as Attachment A.

The proposed amendment would:

- Add the definition of "characterizing flavor"
- Prohibit the sale of tobacco or tobacco products with characterizing flavor
- Prohibit a tobacco retailer or business from selling, offering for sale, possessing with the intent to sell, offer in exchange for any form of consideration, or provide at no cost any electronic cigarette or e-cigarette for use with tobacco or tobacco products
- Add the definitions of "cigars" and "little cigars," with the latter including cigarillos
- Prohibit a tobacco retailer or business from selling, offering for sale, possessing with the intent to sell, offering in exchange for any form of consideration, or providing at no cost
 - Any package of fewer than twenty little cigars
 - Any package of fewer than six cigars
 - Any package of cigarettes, little cigars or cigars at a price that is less than ten dollars per package, including applicable fees and taxes.

FISCAL IMPACT

The proposed action may have a minimal effect on the City's budget through decreased sales of the restricted tobacco and tobacco products.

DISCUSSION

The Council previously considered this topic at its May 25, 2021 meeting during a detailed presentation by YTAPP (Youth Tobacco Advocacy Policy Project). The May 25 staff report and the materials submitted by YTAPP are incorporated herein by reference. The Council's consensus was to bring back an ordinance reflecting much of YTAPP's proposal.

YTAPP had six elements in its proposal. Four of those elements are reflected in the draft ordinance attached hereto as Exhibit A. The other two elements, which involved land use restrictions, are addressed in a separate staff report on tonight's agenda because those two elements went first to the Planning Commission for review and recommendation prior to tonight's City Council meeting.

The draft ordinance refers to a tobacco retailer or business. Under the Antioch Municipal Code, a "tobacco retailer" is an establishment that sells tobacco or tobacco products; however, certain businesses may sell tobacco or tobacco products and *not* be a tobacco retailer. Such businesses are a convenience store when ancillary to a gas station and with less than 20% of its sales area devoted to tobacco products or a retail business larger than 5000 square feet with less than 5% of its sales area devoted to tobacco products.

Below is a discussion of how the draft ordinance would implement the four elements.

1. Ban on tobacco products with characterizing flavors, such as mint, menthol, chocolate.

YTAPP requested a ban on flavored tobacco. The proposed ordinance adds a definition of characterizing flavor (Section 6-8.02) identical to the definition used by several other California jurisdictions and restricts a tobacco retailer or business from selling, offering for sale, possessing with the intent to sell, offering in exchange for any form of consideration, or providing at no cost any tobacco or tobacco product with a characterizing flavor. (Section 6-8.14 A.)

While California has adopted a similar ban via SB 793, the state is not currently enforcing the ban and, instead, is waiting for the outcome of a November 2022 referendum.

2. Ban on electronic cigarettes and e-cigarettes.

YTAPP asked for a ban on electronic smoking devices for use with tobacco. The proposed ordinance restricts a tobacco retailer or business from selling, offering for sale, possessing with the intent to sell, offering in exchange for any form of

consideration, or providing at no cost any electronic cigarette or e-cigarette for use with tobacco or tobacco products. (Section 6-8.14 B.)

3. Requiring a minimum package size for cigarettes, little cigars, and cigars.

YTAPP asked for restrictions on package size of certain tobacco products. The proposed ordinance adds definitions of cigars and little cigars, which includes cigarillos (Section 6-8.02) and restricts a tobacco retailer or business from selling, offering for sale, possessing with the intent to sell, offer in exchange for any form of consideration, or provide at no cost any package of fewer than twenty little cigars or any package of fewer than six cigars. (Section 6-8.14 C (1) and (2).)

4. Requiring a minimum price for certain tobacco products.

YTAPP suggested a minimum price for certain tobacco products. The proposed ordinance restricts a tobacco retailer or business from selling, offering for sale, possessing with the intent to sell, offering in exchange for any form of consideration, or providing at no cost any package of cigarettes, little cigars, or cigars at a price less than ten dollars per package, including applicable fees and taxes. (Section 6-8.14 C (3).)

ATTACHMENT

A. Proposed ordinance amending Antioch Municipal Code §§6-8.02 and 6.8-14

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
AMENDING SECTION 6-8.02 OF THE ANTIOCH MUNICIPAL CODE TO ADD THE
DEFINITIONS OF CHARACTERIZING FLAVOR, CIGAR, AND LITTLE CIGAR
(INCLUDING CIGARILLO) AND AMENDING SECTION 6-8.14 OF THE ANTIOCH
MUNICIPAL CODE BOTH TO RESTRICT TOBACCO RETAILERS OR BUSINESSES
FROM SELLING OR PROVIDING TOBACCO WITH CHARACTERIZING FLAVOR,
SELLING OR PROVIDING ELECTRONIC CIGARETTE OR E-CIGARETTE AND TO
REGULATE THE SIZE AND PRICE OF SPECIFIED PACKAGES OF CIGARETTES,
LITTLE CIGARS, AND CIGARS**

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

SECTION 1:

The City Council is committed to taking the steps necessary to provide a healthy, safe environment for all City residents. Towards that goal, the City is concerned about the adverse effect of cigarettes and related tobacco products on its residents, including minors.

SECTION 2:

Over the years, the City Council has adopted various ordinances relating to the use of tobacco to protect the health of its residents. The Council received an information presentation by community youth concerned about the effects of tobacco and requesting additional restrictions on tobacco and tobacco products.

SECTION 3:

Consistent with the goal referenced above, the Council wishes to take additional steps restricting tobacco and tobacco products in the City.

SECTION 4:

Section 6-8.02 is modified to add the following definitions:

CHARACTERIZING FLAVOR. A taste or aroma other than the taste or aroma of tobacco, imparted either prior to or during consumption of tobacco product or any byproduct produced by the tobacco product, including, but not limited to, tastes or aromas relating to menthol, mint, wintergreen, fruit, chocolate, vanilla, honey, candy, cocoa, dessert, alcoholic beverages, herb, or spice, provided, however, that a tobacco product shall not be determined to have a characterizing flavor solely because of the use of additives or flavorings or the provision of ingredient information.

CIGAR. Any roll of tobacco, other than a cigarette, wrapped entirely or in part in tobacco or in any substance containing tobacco and weighing more than three pounds per thousand.

LITTLE CIGAR. Any roll of tobacco, with or without a filter, other than a cigarette, wrapped entirely or in part in tobacco or in any substance containing tobacco and weighing no more than three pounds per thousand. "Little cigar" includes, but is not limited to, any tobacco product known or labeled as "small cigar" or "cigarillo."

SECTION 5:

Section 6-8.14 is modified to state:

Section 6-8.14 [RESERVED]. RESTRICTIONS ON TOBACCO RETAILERS AND BUSINESSES

A. No tobacco retailer or business shall sell, offer for sale, possess with the intent to sell, offer in exchange for any form of consideration, or provide at no cost any tobacco or tobacco product with a characterizing flavor.

B. No tobacco retailer or business shall sell, offer for sale, possess with the intent to sell, offer in exchange for any form of consideration, or provide at no cost any electronic cigarette or e-cigarette for use with tobacco or tobacco products.

C. No tobacco retailer or business shall sell, offer for sale, possess with the intent to sell, offer in exchange for any form of consideration, or provide at no cost any of the following:

(1) Any package of fewer than twenty little cigars

(2) Any package of fewer than six cigars

(3) Any package of cigarettes, little cigars, or cigars at a price that is less than ten dollars per package, including applicable fees and taxes.

SECTION 6: Severability.

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

SECTION 7. CEQA.

The above amendments to the City's Municipal Code are not considered a project under the California Environmental Quality Act under the common sense exemption (CEQA Guidelines §15061(b)(3) because the proposed amendments will not have a direct or reasonably foreseeable indirect physical change or effect on the environment. The proposed ordinance does not change the existing zoning in the affected areas; rather, the proposed ordinance is an overlay on the existing zoning, already approved and adopted by the City.

SECTION 8:

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

* * * * *

I HEREBY CERTIFY that the forgoing ordinance was introduced and adopted at a regular meeting of the City Council of the City of Antioch, held on the ____ of ____ 2021, and passed and adopted at a regular meeting thereof, held on the ____ day of ____ 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Lamar Thorpe, Mayor of the City of Antioch

ATTEST:


Elizabeth Householder
City Clerk of the City of Antioch

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Rosanna Bayon Moore, Assistant City Manager 

APPROVED BY: Cornelius H. Johnson, Interim City Manager

SUBJECT: Unhoused Resident Services – Overview of State of California Homekey Financing

RECOMMENDED ACTION

It is recommended that the City Council discuss and provide staff direction regarding the potential pursuit of Homekey financing opportunities.

FISCAL IMPACT

Unknown at this time.

DISCUSSION

The City of Antioch is seeking to pursue strategies that both respond 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 support from Focus Strategies, the City's technical assistance provider.

The City commissioned Focus Strategies to conduct a feasibility study to examine several dimensions of a potential motel bridge housing program. After the findings and recommendations were accepted by the City Council, the City subsequently pursued the solicitation of proposals for (1) a motel occupancy agreement program to shelter unhoused residents and (2) non-congregate bridge housing program services. The potential awards of contract will be presented to the City Council for action in FY 2022.

Over the last several months, the City has fielded inquiries and expressions of interest in the State of California's Homekey Program. At staff's request, Focus Strategies has prepared a presentation for Council consideration and potential direction to staff.

ATTACHMENTS

A. Presentation by Jeree Glasser-Hedrick, Housing Director for Focus Strategies



F O C U S
strategies

CITY OF ANTIOCH

OVERVIEW OF STATE OF CALIFORNIA HOMEKEY FINANCING

PRESENTER: JEREE GLASSER-HEDRICK, HOUSING DIRECTOR | FEBRUARY 22, 2022

HOMEKEY PROGRAM

Homekey is a new state financing program developed in response to the pandemic.

It is designed to provide capital to projects throughout California to rapidly expand housing options for households experiencing homelessness or at risk of homelessness

Homekey awardees must:

- Create and maintain detailed plans and secure commitments for long-term ownership, operations, and supportive services;
- Be ready to implement a complex real estate transaction with tight expenditure and occupancy deadlines;
- Execute a Standard Agreement with the State of California and record long-term regulatory restrictions that formalize State control over how the financing and real estate can be used for the duration of the restrictions.

HOMEKEY TIMING

- The Homekey 2.0 round of funding is open now
- The deadline for Homekey 2.0 applications is the earlier of May 2, 2022, or until funds are depleted
- There will be a Homekey 3.0 round released in Fall 2022
- The requirements for Homekey 3.0 are expected to be like Homekey 2.0

HOMEKEY ELIGIBLE USES

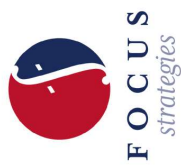
Homekey provides capital and a limited-duration operating subsidy match to:

1. Acquire and/or rehabilitate motels, hotels, hostels, or other sites and assets that can be converted to permanent or interim housing;
2. Master lease properties for non-congregate housing;
3. Convert units from nonresidential to residential;
4. Construct new dwelling units; or
5. Purchase affordability covenants and restrictions for units.

HOMEKEY OPERATIONAL FEASIBILITY

-
- Homekey is primarily a source of capital funding to rapidly produce housing for people experiencing homelessness
 - Operating permanent supportive housing is expensive
 - Securing long-term operating and rental subsidies is one of the biggest challenges for Homekey applicants with shovel-ready projects
 - Applicants must assemble commitments of local, state, and federal rental subsidies, supportive service dollars and in-kind contributions to demonstrate 15-years of operating feasibility and 5 years of committed funding for operations

DIFFERENT HOMEKEY APPROACHES

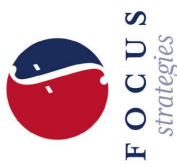


Homekey financing can be used for interim housing, interim to permanent housing, and permanent supportive housing projects

The differences between interim and permanent housing are the length of the state regulatory restrictions, the terms of occupancy and the minimum experience requirements for the development team

Interim Housing	Permanent Supportive Housing
<ul style="list-style-type: none">• 15-year state regulatory restriction• Interim housing residents have no occupancy time limits and cannot be charged rent or have leases• Minimum experience: develop, own, or operate an interim housing project for at least three of the last 10 years	<ul style="list-style-type: none">• 55-year state regulatory restrictions• A project that starts as interim housing must transition to permanent supportive housing within 15 years• Minimum experience: develop, own, or operate similar project or at least two affordable housing projects in the last 10 years, with at least one of those projects containing one unit for target population

COMPETITIVE APPLICATION PROCESS



In addition to meeting minimum program requirements applicants must score a **minimum of 120 points** to be eligible for funding.

Scoring is based on the following categories:

Category	Points Available
Ability to expend funds timely and demonstration of operating leverage	40
Experience: to score full points applicant team need to have completed more projects than the minimum requirements	55
Racial equity and community engagement	20
Community impact and site selection	92
Negative points if project displaces existing residents	-20

CONSIDERATIONS

Capacity

- Given the capacity of the City, does the City want to engage a partner to assist with financing, development, and long-term ownership and operations of the Executive Inn site?
 - Experienced partners aid in meeting threshold requirements and result in developments that have long-term operational and asset management expertise

Product Type

- What housing type is envisioned to meet the City's needs given the Executive Inn site?
- Interim, interim to permanent, and permanent supportive housing are allowable product types
 - Small developments can be advantageous from an availability perspective but also have limitations attracting developers especially if the goal is permanent supportive housing

CONSIDERATIONS

Site Control- Due Diligence

Homekey funding can be used to acquire property, master lease, or purchase affordability covenants. Applicants must demonstrate site control and have completed due diligence.

- How much do you know about the Executive Inn site in question?
 - Will it be costly to upgrade to meet state multifamily building standards?
 - Does it have environmental challenges?
 - Is the scope of renovation too significant to complete in Homekey parameters?
- Do you feel you are ready to proceed with controlling the Executive Inn site?
- Will you lease the Executive Inn in advance of applying for Homekey resources?

CONSIDERATIONS

Timing

- Homekey 2.0 is now a competitive statewide pool with set-asides for Homeless Youth, Tribal Applicants, and a 20% discretionary reserve until May 2nd or until finding is exhausted.
- A Homekey 3.0 NOFA is expected in Fall 2022.
- What procurement process would be pursued for the Executive Inn?
 - When can it be completed?
- Does applying for Homekey in Fall of 2022 make most sense?



FOCUS
strategies

THANK YOU!

Jeree Glasser-Hedrick
jeree@focusstrategies.net



(916) 436-1836



FocusStrategies.net



340 S Lemon Ave, STE 1815, Walnut, CA 91789

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

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

SUBJECT: Discussion about Recreation Vehicle Storage on Residential Properties.

RECOMMENDED ACTION

It is recommended that the City Council provide direction regarding the storage of Recreational Vehicles on residential properties.

FISCAL IMPACT

The enforcement of current recreational vehicle laws requires staff time and expense, but delivers occasional citation revenue, which is minimal relative to the Departmental budget. Any forthcoming change will not have a substantial fiscal impact.

DISCUSSION

The Code Enforcement Division of the Community Development Department currently enforces various provisions of the Antioch Municipal Code (AMC) as they relate to the storage of automobiles, recreational vehicles, boats, trailers, and other vehicles on private residential property within the City of Antioch. AMC Section 5-1.201.1 specifically addresses recreational vehicles on residential property and states the following:

§ 5-1.201.1 WHEN STORAGE OF A RECREATIONAL VEHICLE IS A PUBLIC NUISANCE.

It is hereby declared a public nuisance for any person owning, leasing, occupying, or having charge or possession of any premises in the city to park or store any recreational vehicle, including but not limited to, a trailer, boat, fifth-wheel trailer, motorhome, motorized cart, tent trailer, travel trailer, utility trailer, travel coach, bus, unmounted camper shell, or other mobile recreational equipment or watercraft or any empty trailer intended for or capable of carrying any of the above, in any front or side yard in a residential district, including the driveway, subject only to the following exceptions:

(A) Recreational vehicle is parked or stored in a side or rear yard, on an improved surface (concrete, asphalt, pavers or gravel) and behind a legally constructed opaque fence not less than six feet in height; or

(B) For the purpose of loading or unloading not to exceed 24-hours before or after a trip using the recreational vehicle with a trip not referring to daily use of a

recreational vehicle but to an extended use requiring additional preparation time; or

(C) Recreational vehicle is the sole means of transportation for occupants of the dwelling; or

(D) Recreational vehicle owners who have their recreational vehicle parked in the front yard, including the driveway, at the time of the effective date of this section and who meet the following requirements:

(1) Each owner may register one recreational vehicle with the city within six months of the effective date of this chapter, including submittal of documentation and payment of any applicable application or processing fees.

(2) The parking of such recreational vehicle shall be on an improved surface of concrete or pavers but not of asphalt or gravel and shall not encroach in the sidewalk or roadway or violate any other requirements of the Municipal Code. The recreational vehicle, if covered, shall be with a tight-fitting, single cover. The recreational vehicle shall not be parked parallel to the front of the house.

(3) The registration shall pertain to the registrant of the recreational vehicle and not the vehicle itself or the real property. If the vehicle is sold, then the registration is not applicable to that vehicle, but the owner may register a replacement vehicle.

(4) The owner of the recreational vehicle must be an Antioch resident, and a resident or owner of the property where the vehicle is stored.

(5) Upon sale of the property, no further recreational vehicle storage shall be allowed in the front yard, including the driveway.

(6) Upon termination of tenancy, no subsequent tenant shall be allowed to store a recreational vehicle in the front yard, including the driveway.

(Ord. 2002-C-S, passed 10-23-07)

In summary, AMC 5-1.201.1 prohibits the storage of a recreational vehicle in the front yard of a property unless the owner possesses an approved registration from the City of Antioch. From October 23, 2007 until April 2008, owners of recreational vehicles were permitted to register the vehicle with the City of Antioch, thereby allowing their continued storage in the front yard, subject to the adopted conditions. This registration applied only to the recreational vehicle stored at that address by that particular owner. A new recreational vehicle could replace the registered recreational vehicle, but the registration could not be transferred to a new property or assigned to a subsequent property owner. It is important to note that the term *recreational vehicle* refers to motor homes and travel trailers, but also to boats, unmounted camper shells, jet skis, utility/dump trailers, and boat trailers. It does not refer to large commercial vehicles, which are regulated elsewhere. Presently, there are 947 registered recreational vehicles from this program.

Code Enforcement staff routinely enforce the above provision and recently received a large complaint addressing many properties. The recent enforcement of this provision at this scale has produced a discussion within the community about the benefits of this provision. The purpose of this discussion is to affirm the current policies or to provide direction for a new approach.

ANALYSIS

City staff is requesting direction on the preferred approach to the storage of recreational vehicles and offers the following options for discussion:


1. Allow Recreational Vehicles: Under this option, the AMC would be amended to eliminate the restrictions that are specific to the storage of recreational vehicles. Instead, the restrictions that apply to the storage of regular automobiles would apply to recreational vehicles. All recreational vehicles stored in the front yard would have to be registered and operable and could not overhang the sidewalk or create a corner visibility obstruction. For traffic safety reasons, the City prohibits the installation of tall fences or structures on the area of corner lots nearest the intersection and recommends similar considerations for large recreational vehicles. These standards would be written and enforced to ensure that any recreational vehicle stored in the front yard does not create a visual obstruction. The owner would not have to register their recreational vehicle.
2. Expand Registration Process: Under this option, the AMC would be amended to eliminate the six-month registration window from 2007/2008. Instead, registration would be extended to all current and future recreational vehicles without time or transfer restriction. This option would require a new process, fee and staff resources in the Code Enforcement Division and the Finance Department. The City does not otherwise have an interest in having the information gained through registration and this would require enforcement on unregistered vehicles.
3. Continue Current Process: Under this option, the current code language would be un-changed and enforcement would continue. Recreational vehicles would remain prohibited in the front yard, except for the few remaining registered cases that would be allowed.

Staff is requesting direction from the City Council regarding the issue. Other options or ideas beyond the three described are welcomed. Should the City Council elect to pursue an option to expand opportunities for recreational vehicle storage (1 or 2 above), the Code Enforcement division would suspend, wherever feasible, enforcement of the current statutes until a new program is developed.

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Nickie Mastay, Administrative Services Director 

SUBJECT: Resolution Approving a New Class Specification for Community Resources & Public Safety Director, Assigning a Salary Range, and Assigning the Classification to the Management (Executive) Bargaining Unit

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution approving the New Class Specification for Community Resources & Public Safety Director, assigning a salary range, and assigning the classification to the Management (Executive) Bargaining Unit.

FISCAL IMPACT

The salary range (without benefits) for one (1) Community Resources & Public Safety Director is \$149,808 - \$182,076. The total annual range of cost of funding (1) Community Resources & Public Safety Director is (Step A – Step E) \$275,069 - \$327,382. The cost of this position is included in the General Fund Fiscal Year 2021-23 Budget.

DISCUSSION

The Community Resources Director position was funded by City Council on June 22, 2021 with the adoption of the Fiscal Year 2021-23 Budget. Realizing that this classification incorporates public safety components, staff developed the Community Resources & Public Safety Director class specification. This classification will plan, direct, manage, and oversee the activities and operations of the Community Resources & Public Safety Department which include, youth services network, environmental resources, Community Development Block Grant (CDBG); unhoused resident services; community crisis intervention response; violence intervention and prevention; animal services; and code enforcement. Some of the duties include:

- Develops, implements, and maintains management systems, procedures and standards for program evaluation; monitors developments related to City community response services; evaluates the impact of various City services on City operations; analyzes data and composes reports that include program evaluation results that are presented to the City Manager and City Council.
- Administers, directs, and recommends the Department's annual operating budget; develops and monitors grant funded programs; analyzes fiscal data to identify and

project resource needs; obtains needed resources; approves the forecast of funds needed for staffing, equipment, materials, and supplies; monitors and approves expenditures and implements budgetary adjustments as appropriate and necessary.

- Coordinates with other departments, elected officials, federal, state, county, local, Community-Based Organizations, private and non-governmental safety or healthcare agencies to develop community response plans and programs related to behavioral health, medical, services for the unhoused community, school response, youth services, violence prevention, etc.
- Attends and participates in a variety of boards, commissions, committees, and professional group meetings; maintains awareness of new trends and developments in the field related to community resources and public safety; incorporates new developments as appropriate.
- Develops community knowledge and builds partnerships and coalitions that will identify the Department as a community focal point.

Please refer to Attachment A – Exhibit 1 for the Community Resources & Public Safety Director Class Specification.

ATTACHMENTS

A. Resolution

Exhibit 1 to Resolution – Community Resources & Public Safety Director Class Specification

RESOLUTION NO. 2022/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
APPROVING A NEW CLASS SPECIFICATION FOR COMMUNITY RESOURCES &
PUBLIC SAFETY DIRECTOR, ASSIGNING A SALARY RANGE, AND ASSIGNING
THE CLASSIFICATION TO THE MANAGEMENT BARGAINING UNIT**

WHEREAS, the City has an interest in the effective and efficient management of the classification plan;

WHEREAS, the City Council approved budget appropriations for the Community Resources & Public Safety Director position on June 22, 2021 with the adoption of the Fiscal Year 2021 – 23 Budget;

WHEREAS, the City Council now seeks to designate the Class Specification, salary, and bargaining unit for the Community Resources & Public Safety Director;

WHEREAS, for internal equity purposes the recommended salary range for the Community Resources & Public Safety Director Classification is \$12,484 - \$15,173 per month;

WHEREAS, the Management (Executive) Bargaining Unit has reviewed and approved assignment of the Community Resources & Public Safety Director Class Specification to the Management (Executive) Bargaining Unit.

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

Section 1. The Class Specification for the classification of Community Resources & Public Safety Director, attached hereto as “Exhibit 1”, is hereby approved and added to the City of Antioch Employees’ Classification System;

Section 2. The Community Resources & Public Safety Director Classification is hereby assigned a monthly salary range of \$12,484 - \$15,173; and

Section 3. The Community Resources & Public Safety Director Classification is hereby assigned to the Management (Executive) Bargaining Unit with Tier 1 Administrative Leave.

* * * * *

RESOLUTION NO. 2022/**

February 22, 2022

Page Two

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 22nd day of February 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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

COMMUNITY RESOURCES & PUBLIC SAFETY DIRECTOR

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

SUMMARY DESCRIPTION

Under general administrative direction of the City Manager, plans, directs, manages, and oversees the activities and operations of the Community Resources & Public Safety Department including, but not limited to, youth services network; environmental resources; Community Development Block Grant (CDBG); unhoused resources; mental health crisis response; violence intervention and prevention; animal services; code enforcement; coordinates activities with other departments and outside agencies; and provides highly responsible and complex administrative support to the City Manager.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Assume full management responsibility for all Community Resources & Public Safety Department services and activities including youth services, environmental resources, Community Development Block Grant (CDBG); unhoused resources; mental health crisis response; violence intervention and prevention; and code enforcement.
2. Create, recommend, implement and administer departmental policies and procedures, goals, objectives, and priorities for each assigned service area.
3. Establish, within City policy, appropriate service and staffing levels; monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; allocate resources accordingly.
4. Assess and monitor work-load, administrative and support systems, and internal reporting relationships; identify opportunities for improvement; direct and implement changes.
5. Plan, direct, and coordinate, through assigned staff, the Community Resource Department's goals and objectives; assign projects and programmatic areas of responsibility; review and evaluate work methods and procedures; meet with key staff to identify and resolve problems.
6. Develops, implements, and maintains management systems, procedures and standards for program evaluation; monitors developments related to City community response services; evaluates the impact of various City services on City operations; analyzes data and composes reports that include program evaluation results that are presented to the City Manager and City Council.
7. Select, train, motivate, and evaluate assigned personnel; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline and termination procedures.
8. Administers, directs, and recommends the Department's annual operating budget; develops and monitors grant funded programs; analyzes fiscal data to identify ad project resource needs; obtains needed resources; approve the forecast of funds needed for staffing,

CITY OF ANTIOCH
COMMUNITY RESOURCES & PUBLIC SAFETY DIRECTOR (CONTINUED)

equipment, materials, and supplies; monitor and approve expenditures and implement budgetary adjustments as appropriate and necessary.

9. Prepare Requests for Proposals; administer agreements for consulting services; conduct research and prepare reports.
10. Initiate or conduct special studies as assigned and prepare reports with recommendations for appropriate action.
11. Prepare and present staff reports and other necessary correspondence.
12. Coordinates with other departments, elected officials, federal, state, county, local, Community-Based Organizations, private and non-governmental safety or healthcare agencies to develop community response plans and programs related to behavioral health, medical, services for the unhoused community, school response, youth services, violence prevention, etc..
13. Attends and participates in a variety of boards, commissions, committees, and professional group meetings; maintains awareness of new trends and developments in the field related to community resources and public safety; incorporates new developments as appropriate.
14. Develops community knowledge and builds partnerships and coalitions that will identify the Department as a community focal point
15. Respond to and resolve difficult and sensitive citizen inquiries and complaints in a professional manner and take necessary corrective action.
16. Perform related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Principles and practices of modern public administration and management including planning, organizing, staffing, directing and evaluating programs, policies, and operational needs.
- Principles and practices of crisis intervention, conflict resolution, counseling and social service programs related to behavioral health, unhoused community, violence intervention and prevention.
- Community Development Block Grant program, environmental laws and programs, code enforcement legislation.
- Advanced principles and practices of program development, implementation and administration.
- Principles and practices of municipal budget preparation and administration.
- Principles of supervision, training, and performance evaluation.
- Pertinent federal, state, and local laws, codes, and regulations.

Ability to:

- Implement, manage and direct comprehensive community programs.
- Perform difficult work that requires the ability to reason and solve complex problems.

- Develop and administer departmental goals, objectives, and procedures.
- Analyze and assess programs, policies, and operational needs and make appropriate adjustments.
- Identify and respond to sensitive community and organizational issues, concerns, and needs.
- Plan, organize, direct, and coordinate the work of staff.
- Delegate authority and responsibility.
- Select, supervise, train, and evaluate staff.
- Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.
- Research, analyze, and evaluate new service delivery methods and techniques.
- Properly interpret and make decisions in accordance with appropriate laws, regulations and policies.
- Maintain liaison with various private and public agencies and deal successfully with the public and other interested groups.
- Prepare clear and concise administrative and financial reports.
- Prepare and administer large and complex budgets.
- Interpret and apply applicable federal, state, and local policies, laws, and regulations.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

Education and Experience Guidelines

Education/Training:

A Bachelor's degree from an accredited college or university in public administration, business administration, social work, public health, health sciences, psychology, sociology, health services administration, public safety or a related field. A Master's degree is highly desirable.

Experience:

Six years of increasingly responsible experience in human services, social work, behavioral science, environmental science, public safety, including three years of management and administrative responsibility.

License or Certificate:

Possession of, an appropriate, valid driver's license.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting with occasional travel from site to site.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting and in a field environment; to walk, run, stand, or climb on slippery even or uneven, and paved or unpaved surfaces; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand

CITY OF ANTIOCH
COMMUNITY RESOURCES & PUBLIC SAFETY DIRECTOR (CONTINUED)

movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

FLSA: Exempt

Created: February 2022

This class specification identifies the essential functions typically assigned to positions in this class. Other duties not described may be assigned to employees in order to meet changing business needs or staffing levels but will be reasonably related to an employee's position and qualifications. Other duties outside of an individual's skill level may also be assigned on a short term basis in order to provide job enrichment opportunities or to address emergency situations.

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of February 22, 2022

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Thomas Lloyd Smith, City Attorney *7LS*

SUBJECT: Discussion Item: Potential Formation of a Community Resources Ad Hoc Committee

RECOMMENDED ACTION

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

- 1) Discuss and determine if the City Council seeks to form a Community Resources Ad Hoc Committee to assist in the formation of the City's new department;
- 2) If so, determine the scope of activities for Community Resources Ad Hoc Committee; and
- 3) Provide direction to staff to draft a resolution to form the Community Resources Ad Hoc Committee.

FISCAL IMPACT

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

DISCUSSION

The City Council has provided direction to staff to form a new Community Resources Department, which will bring several community resources functions of the City together under the leadership of a Community Resources Director in an effort to enhance the delivery of community services to the residents of the City of Antioch.

The Community Resources Department will offer services including the following: youth services, unhoused resident services; community crisis intervention response; violence intervention and prevention; environmental resources, code enforcement, animal services, and Community Development Block Grant ("CDBG") programs.

The City Council may wish to consider a range of activities for the Community Resources Ad Hoc Committee including working with staff on the vision, mission, and strategic plan for the Department. The ad hoc could also play an important role in advising on

departmental budget requests and vetting ideas prior to presenting them to the City Council.

ATTACHMENT

A. None.