



## **ANNOTATED AGENDA**

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

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

---

**Date: Tuesday, August 23, 2022**  
**Time: 5:15 P.M. – Closed 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](http://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](mailto: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.

**5:15 P.M.      ROLL CALL – CLOSED SESSION – for Council Members – *All Present***

**PUBLIC COMMENTS** for Closed Session – *None*

#### **CLOSED SESSION:**

- 1) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION** – pursuant to California Government Code section 54956.9: Banks et al. v. City of Antioch et al. (CASE NO. C18-7391 HSG).  
***Case Settlement of \$495,000 was Approved by Council, 5/0***
  
- 2) CONFERENCE WITH REAL PROPERTY NEGOTIATIONS – EXISTING LITIGATION** – Pursuant to California Government Code section 54956.8; Property: 4527 Deerfield Drive, Antioch, CA; Agency Negotiation: City of Antioch Negotiator: Interim City Manager, Cornelius H. Johnson and City Attorney, Thomas Lloyd Smith; Negotiating Parties: City of Antioch and Yellow Roof Foundation; Under Negotiation: Price and terms of payment.  
***Direction provided to City Attorney and Assistant City Manager***
  
- 3) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION** – pursuant to California Government Code section 54956.9: California Resources Production v. City of Antioch et al., Contra Costa County Superior Court Case No. N21-2354; Delta Gas Gathering, Inc. and California Energy Exchange Corporation v. City of Antioch et al., Contra Costa County Superior Court Case No. N21-2355; and Enerfin Resources Northwest Limited Partnership v. City of Antioch et al., Contra Costa County Superior Court Case No. N21-2356.  
***Direction provided to City Attorney***

**CLOSED SESSION – Continued**

- 4) **CONFERENCE WITH REAL PROPERTY NEGOTIATIONS** pursuant to California Government Code section 54956.8; Property: 275 W. Tregallas Road, Antioch, CA; Agency Negotiation: City of Antioch Negotiators: Interim City Manager, Cornelius H. Johnson and City Attorney, Thomas Lloyd Smith; Negotiating Parties: Richard Hobin, Esq.; Under Negotiation: Price and terms of payment.

***Direction provided to City Attorney and Assistant City Manager***

- 5) **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION** – significant exposure to litigation pursuant to California Government Code section 54956.9(b): One Case.

***No reportable action***

- 6) **CONFERENCE WITH LABOR NEGOTIATORS** – pursuant to California Government Code section 54957.6; City designated representatives: Ana Cortez, Jazzman Brown, and Jeff Bailey; Employee organizations: Antioch Public Works Association and Antioch Police Sworn Management Association.

***Direction provided to Labor Negotiators***

**5:18 P.M. ADJOURNED TO CLOSED SESSION**

**7:01 P.M. ROLL CALL – REGULAR MEETING – for City /City Council Members acting as Housing Successor to the Antioch Development Agency – *All Present***

**PLEDGE OF ALLEGIANCE**

**MAYOR PRO TEM BARBANICA REQUESTED A MOTION TO SUSPEND THE RULES AND MOVE PUBLIC HEARING ITEM #4 TO FOLLOW THE PLEDGE OF ALLEGIANCE; APPROVED 5/0**

## **PUBLIC HEARING**

### **4. RENT STABILIZATION ORDINANCE INTRODUCTION**

**9:56 P.M. FIVE MINUTE RECESS**

**10:07 P.M. RECONVENED, ROLL CALL – All Present**

*Recommended Action: It is recommended that the City Council:*

**Council motioned with sixty percent (60%) of (CPI) Consumer Price Index or three percent (3%) cap; whichever is less, 3/2 (Barbanica, Ogorchock)**

- 1) Set a limit on rental rate increases as the greater of \_\_\_\_ percent (\_\_\_\_%) or \_\_\_\_ percent (\_\_\_\_%) of the Consumer Price Index for All Urban Consumers in the San Francisco-Oakland-Hayward Area published by the Bureau of Labor Statistics.

**To 09/13/2022 for Adoption, 3/2 (Barbanica, Ogorchock)**

- 2) Introduce, waive the first reading, and introduce by title only the Rent Stabilization Ordinance.

**MAYOR THORPE MOTIONED TO SUSPEND THE RULES AND MOVED PUBLIC COMMENTS, CONSENT CALENDAR ITEM #3G, AND PUBLIC HEARING ITEMS #5 AND #6 TO BE HEARD AS THE NEXT ORDER OF BUSINESS, APPROVED 5/0**

### **CITY ATTORNEY TO REPORT OUT ON CLOSED SESSION**

**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.

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

#### **G. SECOND READING – PROPOSED ORDINANCE AMENDING THE ANTIOCH MUNICIPAL CODE REGARDING THE PARKING OF MOTOR VEHICLES, INCLUDING RECREATIONAL VEHICLES, ON RESIDENTIAL PROPERTY (Introduced on 07/26/2022) Ord No. 2218-C-S adopted, 4/1 (Barbanica)**

*Recommended Action: It is recommended that the City Council adopt an ordinance amending the Antioch Municipal Code regarding the parking of motor vehicles, including Recreational vehicles.*

## **PUBLIC HEARING – Continued**

5. ONE PLANT CANNABIS DISTRIBUTION AT 2710 WEST 10TH STREET (UP-21-17)  
**Reso No. 2022/140 adopted, 3/2 (Barbanica, Ogorchock)**  
Recommended Action: It is recommended that the City Council adopt the resolution approving a Use Permit to operate a cannabis distribution facility subject to conditions of approval (UP-21-17).

### **COUNCIL MEMBER WILSON RECUSED HERSELF FROM THE DAIS BEFORE PUBLIC HEARING ITEM #6 WAS HEARD**

6. 300 G STREET RETAIL CANNABIS DISPENSARY (UP-22-01)  
**Motion did not pass, 2/2 (Barbanica, Ogorchock)**  
Recommended Action: It is recommended that the City Council adopt the Resolution approving a Use Permit to operate a retail cannabis dispensary subject to findings and Conditions of Approval (UP-22-01).

**MAYOR THORPE ASKED COUNCIL IF THEY WOULD LIKE TO PRESS ON OR MOVE THE REMAINING MATTERS (AGENDA ITEMS) TO A LATER MEETING, PREFERABLY FRIDAY. MAYOR PRO TEM BARBANICA STATED HE WOULD LIKE TO PRESS ON, COUNCILMEMBER OGORCHOCK STATED SHE WOULD NOT. MAYOR THORPE ASKED STAFF TO MOVE THE REST OF THE AGENDA ITEMS TO THE SPECIAL MEETING ON FRIDAY, AUGUST 26, 2022.**

**12:22 A.M. COUNCIL MEMBER WILSON RETURNED TO THE DAIS**

**MAYOR THORPE MOVED ITEM #7 TO BE HEARD AS THE NEXT ORDER OF BUSINESS BEFORE THE MOTION TO ADJOURN THE REGULAR MEETING.**

### **COUNCIL REGULAR AGENDA**

7. CONTRA COSTA MOSQUITO AND VECTOR CONTROL BOARD OF TRUSTEES' (ANTIOCH RESIDENT REPRESENTATIVE) APPOINTMENT FOR ONE (1) PARTIAL-TERM VACANCY EXPIRING APRIL 2024  
**Reso No. 2022/141 adopted appointing Wade Finlinson to the partial-term vacancy expiring April 2024, 5/0**  
Recommended Action: It is recommended that the Mayor nominate, and Council approve by resolution, one (1) Antioch Resident Representative to the Contra Costa Mosquito and Vector Control Board of Trustees for one partial-term vacancy expiring April 2024.

**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 Regular Meeting at 12:27 a.m., 5/0**

**[THE FOLLOWING COUNCIL MEETING AGENDA ITEMS WILL BE MOVED TO THE 08/26/2022 COUNCIL SPECIAL MEETING TO BE HEARD]**

**1. ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS**

- **HOT AUGUST CRUISE NIGHT – AUGUST 27, 2022**  
Downtown Antioch's Rivertown District, W. 2<sup>nd</sup> Street, Antioch
- **PEDDLER'S FAIRE – SEPTEMBER 10, 2022**  
Downtown Antioch's Rivertown District, G Street & 2<sup>nd</sup> Street, Antioch

**2. ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS**

- **SALES TAX CITIZENS' OVERSIGHT COMMITTEE**
- **BOARD OF ADMINISTRATIVE APPEALS**

**CITY COUNCIL COMMITTEE REPORTS/COMMUNICATIONS**

**MAYOR'S COMMENTS**

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

**A. APPROVAL OF COUNCIL MEETING MINUTES FOR JUNE 28, 2022**

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

**B. APPROVAL OF COUNCIL MEETING MINUTES FOR JULY 26, 2022**

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

**C. APPROVAL OF COUNCIL MEETING MINUTES FOR AUGUST 9, 2022**

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

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

**D. APPROVAL OF COUNCIL WARRANTS**

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

**E. APPROVAL OF HOUSING SUCCESSOR WARRANTS**

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

**F. REJECTION OF CLAIM: EDWARD BURKHALTER**

*Recommended Action: It is recommended that the City Council reject the claim submitted by Edward Burkhalter.*

**H. FIRST AMENDMENT TO THE DESIGN CONSULTING SERVICES AGREEMENT WITH BROWN AND CALDWELL FOR ON-CALL PROFESSIONAL ENGINEERING DESIGN SERVICES (P.W. 700-1)**

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

- 1) Approving the first amendment to the Design Consulting Services Agreement with Brown and Caldwell for On-Call Professional Engineering Design Services in the amount of \$50,000 for a total contract amount of \$100,000; and*
- 2) Authorizing and directing the City Manager or designee to execute the first amendment to the Design Consulting Services Agreement in a form approved by the City Attorney.*

**I. RESOLUTION APPROVING THE FINAL MAP AND IMPROVEMENT PLANS FOR PARK RIDGE PHASE 5 SUBDIVISION 9578 (DAVIDON HOMES) AND ANNEXING TO CITYWIDE LIGHTING AND LANDSCAPING DISTRICT 10 ZONE 1 (P.W. 674-5)**

*Recommended Action: It is recommended that the City Council adopt a resolution approving the final map and improvement plans for Park Ridge Phase 5, Subdivision 9578, and annexing to City Wide Lighting and Landscaping District 10, Zone 1.*

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

**J. CROWDSTRIKE CYBER SECURITY SERVICES 5-YEAR CONTRACT**

*Recommended Action: It is recommended that the City Council adopt a resolution authorizing the City Manager or designee to execute a 5-year contract for CrowdStrike cyber security services via ePlus Technology, Inc. in the amount not to exceed \$340,000.*

**K. AB 361: RESOLUTION MAKING FINDINGS NECESSARY TO CONDUCT BROWN ACT MEETINGS BY TELECONFERENCE FOR THE CITY COUNCIL, BOARDS, COMMISSIONS, AND COMMITTEES**

*Recommended Action: It is recommended that the City Council adopt the resolution authorizing remote teleconference/virtual meetings of the legislative bodies of the City of Antioch, which includes the City Council, boards, commissions, and committees.*

**L. CRITICAL INCIDENT STRESS MANAGEMENT & WELLNESS CONTRACT**

*Recommended Action: It is recommended that the City Council adopt a resolution approving a one-year sole source contract with Public Safety Family Counseling Group, INC. to provide critical incident stress management and facilitate the emotional wellness roof of Police Department personnel from July 1, 2022 to June 30, 2023 and authorizing the City Manager to execute an agreement with Public Safety Family Counseling Group, INC., not to exceed \$75,000 for a one year period with an option to extend.*

**COUNCIL REGULAR AGENDA**

**8. CODE ENFORCEMENT STAFFING UPDATE**

*Recommended Action: It is recommended that the City Council receive the update on Code Enforcement staffing.*

## **COUNCIL REGULAR AGENDA – Continued**

### **9. RESOLUTION APPROVING THE CLASS SPECIFICATION UPDATES FOR THE MANAGEMENT AND ANTIOCH POLICE SWORN MANAGEMENT BARGAINING UNITS**

*Recommended Action: It is recommended that the City Council adopt the resolutions approving two class specification updates to the Management Bargaining Unit and the Antioch Police Sworn Management Association.*

### **10. EMPLOYEE REFERRAL AND RECRUITMENT SIGNING BONUS AND INCENTIVE PROGRAM FOR QUALIFIED LATERAL AND ENTRY LEVEL POLICE OFFICERS**

*Recommended Action: It is recommended that the City Council:*

- 1) Adopt the resolution authorizing an increase in employee referral and recruitment signing bonus and incentive program for qualified lateral and entry level (academy graduate and recruit) Police Officers; and*
- 2) Authorize staff to perform additional research on the Antioch Homeownership Incentive Program for Police Academy graduates.*

### **11. RESOLUTION SEEKING APPROVAL OF CITY CLERK'S REQUEST FOR THE CITY ATTORNEY TO PROVIDE MANAGERIAL OVERSIGHT OF THE CITY CLERK'S DEPARTMENT**

*Recommended Action: It is recommended that the City Council adopt the resolution approving the City Clerk's request for the City Attorney to provide day-to-day managerial oversight of the City Clerk's Department.*

## **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.



ENJOY THE RIVERTOWN EXPERIENCE

# Rivertown

HISTORIC DOWNTOWN ANTIOCH

ANTIQUE SHOPS • RETAIL • RESTAURANTS • SERVICES • EVENTS

# Hot August Cruise Night

AUGUST 27TH 5PM TO 9PM



From W 2nd Street, left on L Street,  
then left on 4th Street, then left on G Street  
back to W 2nd Street.

*Please keep this evening fun & safe,  
no speeding and obey all traffic laws.*

Sponsored by Celebrate Antioch Foundation and Rivertown Merchants



# peddlers Faire

**Antioch's  
Rivertown District**

**Sept. 10, 2022 9am-3pm  
G St. & 2nd St. Antioch CA**



**Vintage-Antiques-Handmade & Repurposed Items  
Great Vintage Finds - Music - Food**

**Sponsored By Celebrate Antioch Foundation [rivertownpeddlersfaire.com](http://rivertownpeddlersfaire.com)**



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

The City of Antioch encourages residents to become involved in their local community. One way to do so is to serve on various commissions, boards and committees. Any interested resident is encouraged to apply for the vacancy listed below. To be considered for these volunteer positions, a completed application must be received in the Office of the City Clerk **by 5:00 p.m., on August 26, 2022.** Applications are available at <https://www.antiochca.gov/#>.

- ***SALES TAX CITIZENS' OVERSIGHT COMMITTEE***
- ***BOARD OF ADMINISTRATIVE APPEALS***

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

**SALES TAX CITIZENS' OVERSIGHT COMMITTEE**

**(EXTENDED Deadline date: 08/26/2022)**

***Four (4) Committee Members, full-term vacancies, expiring March 2026***

- A Sales Tax Citizens' Oversight Committee has been established following the voters passing Ballot Measure C – Transaction and Use (Sales) Tax. This passed at the November 5, 2013 Consolidated Election. At the November 6, 2018 Consolidated Election, the voters passed Ballot Measure W – Transaction and Use (Sales) Tax.
- Each year, an independent auditor shall complete a public audit report of the revenue raised and its expenditure. The Sales Tax Citizens' Oversight Committee shall review the expenditures and report publicly how the funds are being used to address the City Council's stated priorities of maintaining Antioch's fiscal stability, police patrols, 911 emergency response, youth violence prevention programs; ensuring water quality/safety; repairing streets; cleaning up parks/illegal dumping; restoring youth afterschool/summer programs; and other essential services. The Committee's review shall be completed in conjunction with the City's budget process. The Committee's report on its review, whether oral or written, shall be considered by the City Council at a public meeting before April 1 of each year. Any written report shall be a matter of public record.
- The Committee shall meet at least twice a year. The meetings will be public.
- The Sales Tax Citizens' Oversight Committee consists of seven members who are Antioch residents. At least one member of the Committee shall have a financial, accounting or auditing background. The Committee will be nominated by the Mayor and approved by the City Council.
- Members of the Sales Tax Citizens' Oversight Committee will be required to file an annual "Statement of Economic Interest".

**BOARD OF ADMINISTRATIVE APPEALS**  
**(EXTENDED Deadline date: 08/26/2022)**

***One (1) Alternate Member, 2-year term vacancy***

- Board of Administrative Appeals consists of five members and one alternate to be appointed by the Mayor and confirmed by a majority of the Council. The alternate member shall serve a term of two years.
- Must be a resident of the City of Antioch.
- The Board hears appeals regarding administrative decisions by any official of the City dealing with Municipal Code interpretations.
- Three of the members shall have experience in the building construction trades and/or training in the California Code of Regulations.
- Meetings are held the first Thursday of every month at 3:00 p.m. in the City Council Chambers; or on other dates as needed.
- Commissioners are required to submit a FPPC Form 700 (Statement of Economic Interests) upon assuming office, and every year thereafter no later than April 1<sup>st</sup>.
- Newly appointed Commissioners are also required to complete the AB 1234 Ethics training within 1-year of their appointment. All Commissioners must then take the AB 1234 Ethics training every two years thereafter. The Ethics training is available online.

**BOARD OF ADMINISTRATIVE APPEALS**

**(Deadline date: 08/26/2022)**

***Two (2) Full-Term vacancies, expiring March 2026***

***One (1) Partial-Term vacancy, expiring March 2024***

- Board of Administrative Appeals consists of five members and one alternate to be appointed by the Mayor and confirmed by a majority of the Council. The alternate member shall serve a term of two years.
- Must be a resident of the City of Antioch.
- The Board hears appeals regarding administrative decisions by any official of the City dealing with Municipal Code interpretations.
- Three of the members shall have experience in the building construction trades and/or training in the California Code of Regulations.
- Meetings are held the first Thursday of every month at 3:00 p.m. in the City Council Chambers; or on other dates as needed.
- Commissioners are required to submit a FPPC Form 700 (Statement of Economic Interests) upon assuming office, and every year thereafter no later than April 1<sup>st</sup>.
- Newly appointed Commissioners are also required to complete the AB 1234 Ethics training within 1-year of their appointment. All Commissioners must then take the AB 1234 Ethics training every two years thereafter. The Ethics training is available online.

**CITY COUNCIL MEETING  
INCLUDING THE ANTIOCH CITY COUNCIL  
ACTING AS HOUSING SUCCESSOR  
TO THE ANTIOCH DEVELOPMENT AGENCY**

**Special/Regular Meeting  
5:30 P.M.**

**June 28, 2022  
Council Chambers**

**4:15 P.M. - CLOSED SESSION**

- 1. 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 Public Works Association and Antioch Police Sworn Management Association.
- 2. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS** – pursuant to California Government Code section 54956.8; Property: 515 East 18th Street, Antioch, CA (APNs 065-143-018 and 065-143-019); Agency Negotiation: Rosanna Bayon Moore, Assistant City Manager and Thomas Lloyd Smith, City Attorney; Negotiating Parties: Michael Heath, Esq.; Under Negotiation: Price and Terms of Payment.
- 3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION: INTERIM CITY MANAGER.**  
This closed session is authorized pursuant to Government Code section 54957.

**ADJOURN TO CLOSED SESSION**

Council adjourned to Closed Session at 4:17 P.M.

**5:30 P.M. SPECIAL MEETING/STUDY SESSION**

Mayor Thorpe called the meeting to order at 5:31 P.M., and Acting City Clerk Villanueva called the roll.

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

**PLEDGE OF ALLEGIANCE**

Mayor Thorpe led the Pledge of Allegiance.

**SM-1. CITY OF ANTIOCH 6TH CYCLE HOUSING ELEMENT UPDATE**

Planning Manager Hersch presented the staff report dated June 28, 2022, recommending the City Council: 1) Provide feedback on the draft Housing Element and 2) Motion to approve and submit the draft Housing Element to the California Department of Housing and Community Development (HCD) for review.

## **PUBLIC COMMENT**

Due to the amount of speaker requests, Mayor Thorpe reduced speaker times to two-minutes.

Judith Ortiz, Monument Impact, Kamilah Miller, ACCE and Childcare Changemakers, Christian Gibson, Los Medanos Student speaking on behalf of parents and classmates, Sofia Bello, Los Medanos College, speaking on behalf of students, Diana Bello, Service Employees International Union (SEIU), Devin Williams, ACCE, Thomas Heidt, ACE, Alex Navarro, Monument Impact, Deborah Ballenger, Monument Impact, Tony Bravo, Monument Impact, Bertha, Rev Millie Phillips, Faith Alliance for a Moral Economy, Risa Peoples, Fernando Torres, ACCE, Archie Brumfield, ACCE, Daniela Ponce, ACCE, spoke in support of the City Council creating tenant protection policies that included anti-harassment, just cause and rent control ordinances.

Tachina Garrett, ACCE, expressed concern regarding the substandard living conditions at the Delta Pines apartments.

Kerri Watt, DeNova Homes, thanked the City Council for including the two properties they had requested to be added to the Housing Element as potential housing opportunities sites.

DesRon Boyd, Antioch resident representing ACCE, expressed concern regarding the substandard living conditions at the Twin Creeks apartments.

Deborah Ballenger, Monument Impact, spoke in support of the City including tenant protection policies in the Housing Element. She urged Council to pass rent control, just cause for eviction, anti-harassment, Tenant Opportunity to Purchase Act (TOPA) and Community Opportunities to Purchase Act (COPA) policies, as soon as possible. She also suggested Council adopt an inclusionary zoning ordinance using income targets to prioritize development of units for very low and low income residents.

Miriam Sainz, ECRG, thanked the City Council for including tenant protection, TOPA and COPA policies in the Housing Element. She urged Council to pass rent control, just cause for eviction and anti-harassment policies, as soon as possible.

Brendon O'Laskey, Antioch resident representing ECRG, encouraged the City to pass tenant protections and build very low-income housing units. Additionally, he requested all new market rate housing contain inclusionary zoning with priority given to very low-income renters including the undocumented. He also requested Council create a housing trust fund with a community advisory committee of tenants.

Joshua discussed the challenges facing his parents with regards to paying their rent and he requested the City Council assist them.

Vanessa, Teresa and Carmen Ponce, ACE, provided public comment in Spanish. Council was provided earphones that simultaneously translated their comments to English.



Rhea Laughlin, First 5 Contra Costa and ECRG, requested Council consider enacting tenant protection policies, as soon as possible. She recommended building units for very low-income families and the establishment of a housing trust fund with a community advisory committee of tenants.

Daniel Duncan, Delta Pines resident speaking on behalf of tenants, discussed the adverse effects of rent increases. He spoke in support of rent control.

Sandra Withrow reported they were evicted from the Delta Pines apartments.

Nicole Austin Sims spoke in support of rent control and anti-harassment policies. She reported she was being evicted from her apartment and she was living in substandard conditions

Jilandra Plaza, ACCE, Delta Pines Apartments reported she received an eviction notice and was unable to leave because she had to work. She stated she had COVID and needed time to make up the money which she was able to do; however, the manager would not accept payment.

Mark Jordan encouraged Council to approve and submit the Housing Element Update to the State. He urged Council to take public comments seriously and inform tenants it would take some time to create local rent control and anti-harassment protections. He noted these policies existed at the State level. He explained that rent control could be tied to the consumer price index. He encouraged Council to direct tenants towards legal aid and fund the City's existing rental housing inspection program.

Andrew Becker encouraged the City to offer mediation services to tenants and Council to consider a housing voucher program. He suggested focusing on site supply being equally distributed throughout the community and spoke in support of development impact fees.

Phillip Batista reported the Delta Pines Apartment property was mismanaged and he encouraged Council to intervene on behalf of tenants.

Mayor Thorpe thanked the speakers for their public comments. He reported he along with Councilmembers Torres-Walker and Wilson advanced just cause, anti-harassment and rent control policies. He noted the timeline referenced in the staff report was a staff recommendation; however, he would be bringing these items back on his timeline. Lastly, he clarified that he was not involved in the management of the Delta Pines Apartments.

#### **PUBLIC COMMENT – Continued**

Treveyon reported he had been harassed by the manager of the Delta Pines Apartments and he asked Council to pass rent control and anti-harassment policies.

Councilmember Ogorchock encouraged residents to file their housing complaints with the Code Enforcement Department. She commented that all five Councilmembers directed staff to provide specific language addressing tenant protection policies in the Housing Element Update.

Mayor Thorpe explained the Housing Element Update was a guide. He reiterated that he along with Councilmembers Torres-Walker and Wilson voted to bring back tenant protection policies, which would be the enforceability item.

Councilmember Torres-Walker thanked the speakers for their public comments. She reported CDBG funding was approved to support several organizations serving individuals facing homelessness. She apologized for not acting to assist those in need. She encouraged Council to move as expeditiously as possible and ensure that the policies implemented could be legally enforced.

Councilmember Wilson thanked the speakers for their comments. She spoke in support of advancing tenant protection policies as soon as possible.

A motion by Councilmember Ogorchock to approve and submit the draft Housing Element to the California Department of Housing and Community Development (HCD) for review, died for the lack of a second.

Councilmember Wilson expressed concern with the implementation schedule for the tenant protection policies and some of the wording within the housing element.

Planning Manager Hersch clarified that the Housing Element would not be certified until January 2023.

Mayor Thorpe explained he had already started the process of drafting the ordinances with stakeholders, so the timelines in the Housing Element were not relevant.

On motion by Councilmember Wilson, seconded by Mayor Thorpe the City Council members present unanimously approved and submitted the draft Housing Element to the California Department of Housing and Community Development (HCD) for review.

Mayor Thorpe declared a recess at 7:04 P.M. The meeting reconvened at 7:21 P.M. with all Councilmembers present with the exception of Councilmember Barbanica who was previously reported absent.

#### **MOTION TO ADJOURN SPECIAL MEETING/STUDY SESSION**

On motion by Councilmember Wilson, seconded by Councilmember Torres-Walker the City Council members present unanimously adjourned the Special Meeting at 7:21 P.M.

#### **7:00 P.M. REGULAR MEETING**

Mayor Thorpe called the meeting to order at 7:22 P.M., and Acting City Clerk Villanueva called the roll.

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

## **PLEDGE OF ALLEGIANCE**

Mayor Thorpe led the Pledge of Allegiance.

## **CITY ATTORNEY TO REPORT OUT ON CLOSED SESSION**

City Attorney Smith reported the City Council had been in Closed Session and discussed the following items: **#1 CONFERENCE WITH LABOR NEGOTIATORS, #2 CONFERENCE WITH REAL PROPERTY NEGOTIATIONS;** and **#3 PUBLIC EMPLOYEE PERFORMANCE EVALUATION: INTERIM CITY MANAGER.**

### **1. PROCLAMATION**

*Honoring Principal Louie Rocha on his Retirement from Antioch High School*

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson the City Council members present unanimously approved the proclamation.

Mary Rocha accepted the proclamation on behalf of Louie Rocha and thanked the City Council for the recognition.

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

Director of Parks and Recreation Helfenberger announced the following civic and community events.

- Sesquicentennial Concert in the Park, Williamson Ranch Park – July 2nd
- Military Tribute Concert, 2nd Street and E Street, Downtown Antioch – July 3<sup>rd</sup>
- 4<sup>th</sup> of July Community Parade, Antioch Rivertown District – July 4<sup>th</sup>

### **3. ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS**

Acting City Clerk Villanueva announced the following Board and Commission openings.

- Sales Tax Citizens' Oversight Committee
- Contra Costa Mosquito & Vector Control Board of Trustees
- Board of Administrative Appeals

## **PUBLIC COMMENTS**

Andrew Becker expressed concern that unhoused residents had been removed from city owned property without any written notice or resources provided. He explained that he had questioned the Antioch Police Department as to why resources were not provided, and they responded that they had not been given direction from staff. He commented that there were available rooms at the Executive Inn. He requested the City Council consider safe parking spaces while they move toward housing solutions.

Frank Sterling stated he raised his hand to comment during the Housing Element Update; however, he was not recognized. He encouraged Council to enact emergency protections to assist residents who were being evicted.

### **CITY COUNCIL COMMITTEE REPORTS/COMMUNICATIONS**

Councilmember Torres-Walker reported on her attendance at the Community Violence Solutions Ad Hoc Committee and Public Safety and Community Resources Ad Hoc Committee meetings. She announced a Cannabis Standing Committee meeting would be held later this week. She also noted she attended meetings regarding community engagement efforts for the Antioch Police Department. She thanked Interim Police Chief Ford for including her in the meetings and taking her district under consideration. She thanked Interim City Manager Johnson for meeting with non-profits and service providers in Richmond.

Councilmember Ogorchock reported that due to illness, she had not attended the City/AUSD Standing Committee.

Councilmember Torres-Walker reported on her attendance at the City/AUSD Standing Committee meeting.

Councilmember Wilson reported on her attendance at the Public Safety and Community Resources Ad Hoc Committee and Tri Delta meetings. She announced she would be attending the Cannabis Standing Committee on July 1, 2022.

Mayor Thorpe reported on his attendance at the Tri Delta meeting. He requested to be added to the reminders for Community Violence Solution Ad Hoc meetings. He announced he would be attending the Mayors Conference and CCTA meetings in July.

### **MAYOR'S COMMENTS**

Mayor Thorpe thanked Director of Parks and Recreation Helfenberger and Interim City Manager Johnson for organizing Juneteenth events.

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

##### **A. APPROVAL OF COUNCIL MEETING MINUTES FOR MAY 24, 2022**

- B. APPROVAL OF COUNCIL MEETING MINUTES FOR JUNE 14, 2022
- C. APPROVAL OF COUNCIL WARRANTS
- D. APPROVAL OF HOUSING SUCCESSOR WARRANTS
- E. ORDINANCE NO. 2217-C-S SECOND READING - ORDINANCE AMENDING ARTICLE 15 OF CHAPTER 5 OF TITLE 4 OF THE ANTIOCH MUNICIPAL CODE AND CHANGING THE PRIMA FACIE SPEED LIMIT ON VARIOUS ROADWAY (P.W. 282-3A) (Introduced on 06/14/2022)
- F. RESOLUTION NO. 2022/108 AB 361: RESOLUTION MAKING FINDINGS NECESSARY TO CONDUCT BROWN ACT MEETINGS BY TELECONFERENCE FOR THE CITY COUNCIL, BOARDS, COMMISSIONS, AND COMMITTEES
- G. RESOLUTION NO. 2022/109 REQUESTING AND CONSENTING TO THE CONSOLIDATION OF ELECTIONS AND SETTING SPECIFICATIONS OF THE ELECTION ORDER FOR THE NOVEMBER 8, 2022, STATEWIDE GENERAL MUNICIPAL ELECTION FOR ELECTED OFFICIALS - COUNCIL MEMBERS DISTRICT 1 AND DISTRICT 4
- H. RESOLUTION NO. 2022/110 REQUEST TO THE EAST CONTRA COSTA REGIONAL FEE AND FINANCING AUTHORITY TO APPROVE THE SAND CREEK ROAD EXTENSION PROJECT AS A PRIORITY PROJECT
- I. RESOLUTION NO. 2022/111 AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH ROK TECHNOLOGIES, LLC, A GIS CLOUD ENVIRONMENT MANAGED SERVICE, TO PROVIDE A SECURE CLOUD ENVIRONMENT AND IMPROVE GIS ACCESS AND INTER-DEPARTMENTAL COMMUNICATION
- J. RESOLUTION NO. 2022/112 AMENDMENTS TO MEMORANDA OF AGREEMENT WITH CONTRA COSTA HEALTH SERVICES FOR MUTUAL AID RESPONSE TO COVID-19 PANDEMIC - USE OF CITY OF ANTIOCH FACILITIES

On motion by Councilmember Ogorchock, seconded by Councilmember Torres-Walker the City Council members present unanimously approved the Consent Calendar with the exception of Item J which was pulled for further discussion.

**Item J** – Leslie May asked which City facilities were being utilized by the County and if the County paid for their use.

Mayor Thorpe clarified that the Nick Rodrigues Community Center and Antioch Community Center were the agreed upon locations and the City was not charging the County for their use.

On motion by Councilmember Ogorchock, seconded by Councilmember Torres-Walker the City Council members present unanimously approved Consent Calendar Item J.

**PUBLIC HEARING/ CITY OF ANTIOCH COUNCIL MEMBERS ACTING AS HOUSING SUCCESSOR TO THE ANTIOCH DEVELOPMENT AGENCY**

**5. PUBLIC HEARING TO REVIEW FISCAL YEAR 2022-23 ACTION PLAN FOR EXPENDING FEDERAL CDBG, LOCAL HOUSING SUCCESSOR, AND PERMANENT LOCAL HOUSING ALLOCATION (PLHA) FUNDING**

CDBG/Housing Consultant House presented the staff report dated June 28, 2022, recommending the City Council 1) approve the funding recommendations of the CDBG Committee and adopt the resolution approving the City of Antioch Fiscal Year 2022-23 Action Plan for expending federal CDBG funds. 2) It is recommended that the City Council approve the funding recommendations of the CDBG Committee and adopt the resolution approving Permanent Local Housing Allocation (PLHA) funding for homeless services outlined in the Fiscal Year 2022-23 Annual Action Plan. 3) It is recommended that the City of Antioch as the Housing Successor to the Antioch Development Agency approve the funding recommendations of the CDBG Committee and adopt the resolution approving Housing Successor funding for homeless services outlined in the Fiscal Year 2022-23 Annual Action Plan.

Mayor Thorpe opened the public hearing.

Andrew Becker commended staff and the committee for their recommendations. He discussed State and Federal grant opportunities.

Mayor Thorpe closed the public hearing.

Councilmember Ogorchock thanked CDBG/Housing Consultant House for the presentation.

In response to Councilmember Ogorchock, CDBG/Housing Consultant House stated once organizations were funded, links to the agencies would be added to the CDBG website.

Councilmember Ogorchock thanked Councilmembers Barbanica and Torres-Walker for their commitment to this process.

Councilmember Torres-Walker thanked CDBG/Housing Consultant House for her hard work while reviewing and interviewing the non-profit agencies.

In response to Councilmember Torres-Walker, CDBG/Housing Consultant House stated that if the funding recommendations were approved, they could begin negotiations for a safe parking site.

**RESOLUTION NO. 2022/113**

On motion by Councilmember Torres-Walker, seconded by Councilmember Wilson the City Council members present unanimously approved the funding recommendations of the CDBG

Committee and adopted the resolution approving the City of Antioch Fiscal Year 2022-23 Action Plan for expending federal CDBG funds.

**RESOLUTION NO. 2022/114**

On motion by Councilmember Torres-Walker, seconded by Councilmember Wilson the City Council members present unanimously approved the funding recommendations of the CDBG Committee and adopted the resolution approving Permanent Local Housing Allocation (PLHA) funding for homeless services outlined in the Fiscal Year 2022-23 Annual Action Plan.

**RESOLUTION NO. 2022/115**

On motion by Councilmember Torres-Walker, seconded by Councilmember Wilson the City of Antioch as the Housing Successor to the Antioch Development Agency members present unanimously approved the funding recommendations of the CDBG Committee and adopted the resolution approving Housing Successor funding for homeless services outlined in the Fiscal Year 2022-23 Annual Action Plan.

**6. RESOLUTION ANNEXING CERTAIN PARCELS OF KB HOME NORTH BAY, LLC (LAUREL RANCH) INTO CFD NO. 2018-02 (POLICE PROTECTION)**

Director of Public Works/City Engineer Samuelson presented the staff report dated June 28, 2022, recommending the City Council adopt the resolution annexing certain parcels of KB Home North Bay, LLC (Laurel Ranch) into Community Facilities District (CFD) No. 2018-02 (Police Protection).

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

**RESOLUTION NO. 2022/116**

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson the City Council members present unanimously adopted the resolution annexing certain parcels of KB Home North Bay, LLC (Laurel Ranch) into Community Facilities District (CFD) No. 2018-02 (Police Protection).

**7. RESOLUTION ANNEXING CERTAIN PARCELS OF PROMENADE ANTIOCH, LP (TRI POINTE) INTO CFD NO. 2018-02 (POLICE PROTECTION)**

Director of Public Works/City Engineer Samuelson presented the staff report dated June 28, 2022, recommending the City Council adopt the resolution annexing certain parcels of Promenade Antioch, LP (Tri Pointe) into Community Facilities Districts (CFD) No. 2018-02 (Police Protection).



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

**RESOLUTION NO. 2022/117**

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson the City Council members present unanimously adopted the resolution annexing certain parcels of Promenade Antioch, LP (Tri Pointe) into Community Facilities Districts (CFD) No. 2018-02 (Police Protection).

**8. PUBLIC HEARING TO CONFIRM AND LEVY OF ANNUAL ASSESSMENTS FOR STREET LIGHT AND LANDSCAPE MAINTENANCE DISTRICTS 1, 2A, 4, 5, 9, AND 10 FOR FISCAL YEAR 2022/2023 (P.W. 500)**

Director of Public Works/City Engineer Samuelson presented the staff report dated June 28, 2022, recommending the City Council adopt a resolution ordering improvements and levying annual assessments for Street Light and Landscape Maintenance Districts 1, 2A, 4, 5, 9, and 10 for Fiscal Year 2022/2023.

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

**RESOLUTION NO. 2022/118**

On motion by Councilmember Wilson, seconded by Councilmember Ogorchock the City Council members present unanimously adopted a resolution ordering improvements and levying annual assessments for Street Light and Landscape Maintenance Districts 1, 2A, 4, 5, 9, and 10 for Fiscal Year 2022/2023.

**COUNCIL REGULAR AGENDA**

**9. FISCAL YEAR 2021-23 MID-YEAR BUDGET**

Finance Director Merchant presented the staff report dated June 28, 2022, recommending the City Council adopt the resolution amending the Fiscal Year 2022 and Fiscal Year 2023 budgets.

Andrew Becker stated he hoped the City would take under consideration offers from other agencies and other CIP project investments.

In response to Councilmember Ogorchock, Finance Director Merchant explained the terms and conditions of the CalVIP grant.

Councilmember Torres-Walker explained CalVIP Grant Program information was available on the California Board of State and Community Corrections (BSCC) website. She stated she was



in support of approving this budget because it would establish a new department to serve the community. She thanked Finance Director Merchant for her work.

Mayor Thorpe requested Council reconsider adding the Recreation Program Coordinator position for special events, to the budget.

Finance Director Merchant reported the cost of adding the Recreation Program Coordinator position would be approximately \$135,000. She stated if it was added to the budget, she would request the resolution be amended to include funding and the budget for the position.

Speaking to the following motion, City Attorney Smith confirmed that Finance Director Merchant would have the authority to update the exhibits with the correct amount reflecting the added Recreation Program Coordinator position.

**RESOLUTION NO. 2022/119**

On motion by Councilmember Wilson, seconded by Councilmember Torres-Walker the City Council adopted the resolution amending the Fiscal Year 2022 and Fiscal Year 2023 budgets with the addition of one Recreation Program Coordinator position. The motion carried the following vote:

Ayes: Torres-Walker, Wilson, Thorpe

Noes: Ogorchock

Absent: Barbanica

**10. CALIFORNIA VIOLENCE INTERVENTION AND PREVENTION (CALVIP) GRANT**

Youth Services Network Manager Johnson presented the staff report dated June 28, 2022, recommending the City Council adopt the resolution Acknowledging Acceptance of the California Violence Intervention and Prevention (CalVIP) grant, including specific terms and conditions as described.

Andrew Becker acknowledged the work of staff and Council in receiving the CalVIP grant. He spoke in support of the formation of the Public Safety and Human Resources Department.

Leslie May thanked Councilmember Torres-Walker for bringing this item forward and Council for their support.

Public comments submitted in writing were entered into the record from the following individuals: Michelle Peterson, Alamo resident, Moms Demand Action for Gun Violence Prevention Tri-Valley, MJ Franklin, Nina Carter and Carmen Garcia, Antioch residents, representing Bonafide Sisterhood Inc. and an unidentified commenter.

Councilmember Wilson and Mayor Thorpe thanked Councilmember Torres-Walker for bringing this item forward for consideration and staff for facilitating the grant process.

City Attorney Smith clarified for all three items the City Council discussed in Closed Session, there was no reportable action.

Councilmember Torres-Walker thanked Youth Services Network Manager Johnson, Assistant City Manager Bayon Moore, Interim City Manager Johnson and community members who participated in the process.

**RESOLUTION NO. 2022/120**

On motion by Councilmember Torres-Walker, seconded by Councilmember Wilson the City Council members present unanimously adopted the resolution Acknowledging Acceptance of the California Violence Intervention and Prevention (CalVIP) grant, including specific terms and conditions as described.

**PUBLIC COMMENT**

Andrew Becker requested city staff reach out to Here Today Home Tomorrow regarding a potential Homekey application.

**STAFF COMMUNICATIONS**

City Attorney Smith reiterated there was no reportable action for all three items on the Closed Session agenda for the City Council this evening.

**COUNCIL COMMUNICATIONS AND FUTURE AGENDA ITEMS**

Councilmember Ogorchock requested staff agendize a discussion on school crossing guards for the next school year.

Councilmember Torres-Walker thanked the public for their participation this evening. She stated she looked forward to hearing a report regarding the safe parking program. She requested updates on the status of the FEMA trailers, managed encampments, cooling centers and a rental inspection ordinance as well as a moratorium on rent increases and evictions. She congratulated the City of Clayton on their first Pride parade. She also requested a presentation from the organizations receiving cannabis social equity funds. She reported she along with Interim City Manager Johnson and Assistant City Manager Bayon Moore had been working with the railroads to address complaints along "A" Street.

Councilmember Wilson requested staff agendize consideration of a moratorium on new gas stations.

**ADJOURNMENT**

On motion by Councilmember Ogorchock, seconded by Councilmember Torres-Walker the City Council unanimously adjourned the meeting at 8:45 P.M.

Respectfully submitted:

Kitty Eiden  
KITTY EIDEN, Minutes Clerk



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of August 23, 2022

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

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

**SUBJECT:** City Council Meeting Minutes of July 26, 2022

---

### **RECOMMENDED ACTION**

It is recommended that the City Council continue the Meeting Minutes of July 26, 2022, to the next meeting.

### **FISCAL IMPACT**

None

### **DISCUSSION**

N/A

### **ATTACHMENT**

None.



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of August 23, 2022

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

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

**SUBJECT:** City Council Meeting Minutes of August 9, 2022

---

### **RECOMMENDED ACTION**

It is recommended that the City Council continue the Meeting Minutes of August 9, 2022, to the next meeting.

### **FISCAL IMPACT**

None

### **DISCUSSION**

N/A

### **ATTACHMENT**

None.

# CITY OF ANTIOCH CALIFORNIA

## CLAIMS BY FUND REPORT FOR THE PERIOD OF JULY 29 - AUGUST 11, 2022 FUND/CHECK #

### 100 General Fund Non Departmental

00301160 CADMATE	OVERPAYMENT REFUND	4.00
00401600 AFLAC	PERMIT REFUND	5,131.74
00401602 AMERICAN ARRAY SOLAR	PERMIT REFUND	1.50
00401630 BLUE SHIELD LIFE	INSURANCE PREMIUM	4,502.12
00401646 CALIF, STATE OF	USE TAX REMITTANCE	7.45
00401647 CALIFORNIA BUILDING STANDARDS COMM.	PROFESSIONAL SERVICES	2,045.70
00401677 DELTA DENTAL	INSURANCE PREMIUM	41,871.36
00401687 EMPOWER SOLAR INC	PERMIT REFUND	4.22
00401688 EPIC ENERGY	PERMIT REFUND	3.08
00401721 LAW OFFICE OF RUTHANN G ZIEGLER	LEGAL SERVICES	13,640.00
00401730 MARK SCOTT CONSTRUCTION INC	PERMIT REFUND	1.51
00401759 RANEY PLANNING & MANAGEMENT INC	CONSULTING SERVICES	1,787.90
00401828 COLONIAL LIFE	INSURANCE PREMIUM	1,195.96
00401836 CONTRA COSTA COUNTY	PAYROLL	50.00
00401841 CONTRA COSTA WATER DISTRICT	FACILITY RESERVE CHARGES	959,425.92
00401850 DEPT OF CONSERVATION	PROFESSIONAL SERVICES	5,294.54
00401854 ECC REG FEE AND FIN AUTH	PASS THROUGH FEES	2,066,765.82
00401855 FAMILY SUPPORT REGISTRY	PAYROLL	250.00
00401877 KUUBIX GLOBAL LLC	PERMIT REFUND	6.46
00401880 LAW OFFICE OF RUTHANN G ZIEGLER	LEGAL SERVICES	1,457.50
00401881 LIFE INSURANCE COMPANY	PAYROLL	4,297.09
00401892 MUNICIPAL POOLING AUTHORITY	PAYROLL	1,980.74
00401903 PARS	PAYROLL	14,371.21
00401924 STATE OF CALIFORNIA	PAYROLL	200.00
00401925 STATE OF CALIFORNIA	PAYROLL	75.00
00401941 WINGARD CONSTRUCTION	PERMIT REFUND	6.10
00943276 NATIONWIDE RETIREMENT SOLUTIONS	PAYROLL	39,267.10
00943278 VANTAGEPOINT TRANSFER AGENTS 301362	PAYROLL	8,652.56
00943279 NATIONWIDE RETIREMENT SOLUTION	PAYROLL	29,148.45
<b>City Council</b>		
00401805 BAGEL STREET CAFE	MEAL EXPENSE	121.40
00401808 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	187.79
00401810 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	1,990.00
<b>City Attorney</b>		
00401620 ATKINSON ANDELSON LOYA RUUD AND ROMO	LEGAL SERVICES	1,406.25
00401659 COLE HUBER LLP	LEGAL SERVICES	130.35
00401721 LAW OFFICE OF RUTHANN G ZIEGLER	LEGAL SERVICES	2,252.50
<b>City Manager</b>		
00401646 CALIF, STATE OF	USE TAX REMITTANCE	3.48
00401658 COHNREZNICK LLP	PROFESSIONAL SERVICES	14,310.00
00401692 FOCUS STRATEGIES	CONSULTING SERVICES	13,773.75
00401795 AMBIUS	PROFESSIONAL SERVICES	322.24

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00401807 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	48.89
00401808 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	746.86
00401810 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	1,327.36
00401840 CONTRA COSTA HEALTH SERVICES	HOUSING PROGRAM REIMBURSEI	69,368.00
00401879 LAUNDERLAND	PROFESSIONAL SERVICES	440.00
<b>City Clerk</b>		
00401630 BLUE SHIELD LIFE	INSURANCE PREMIUM	26.72
00401650 CALIFORNIA TRANSLATION INTERNATIONAL	PROFESSIONAL SERVICES	401.94
00401686 EIDEN, KITTY J	PROFESSIONAL SERVICES	2,650.00
00401715 INTERNATIONAL INSTITUTE MUNICIPAL CLERKS	ANNUAL MEMBERSHIP	240.00
00401744 OFFICE DEPOT INC	SUPPLIES	946.75
00401807 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	280.00
00401810 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	668.56
00401885 MAR/CAL	SUPPLIES	905.09
00401895 OFFICE DEPOT INC	SUPPLIES	255.70
00943262 BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	842.40
<b>Human Resources</b>		
00401646 CALIF, STATE OF	USE TAX REMITTANCE	4.99
00401810 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	3,700.00
00401893 MUNICIPAL POOLING AUTHORITY	PROFESSIONAL SERVICES	407.02
00401936 VARELA, MICHAEL P	EDUCATION REIMBURSEMENT	377.20
<b>Economic Development</b>		
00401667 CONTRA COSTA ECONOMIC PARTNERSHIP	PROFESSIONAL SERVICES	10,000.00
00401684 EAST BAY EDA	ANNUAL MEMBERSHIP	9,005.00
00401813 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	108.88
<b>Finance Administration</b>		
00943262 BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	247.50
<b>Finance Accounting</b>		
00401846 CSMFO	MEMBERSHIP DUES	110.00
<b>Finance Operations</b>		
00401599 ACCOUNTEMPs	TEMP SERVICES	3,400.76
00401788 ACCOUNTEMPs	TEMP SERVICES	1,424.40
00401794 AMAZON CAPITAL SERVICES INC	SUPPLIES	31.71
00401910 PROGRESSIVE SOLUTIONS INC	SUPPLIES	546.27
<b>Non Departmental</b>		
00301160 CADMATE	OVERPAYMENT REFUND	117.50
00401613 ASSOCIATION OF BAY AREA GOVERNMENTS	FY22/23 MEMBER DUES	26,636.00
00401646 CALIF, STATE OF	USE TAX REMITTANCE	5.83
00401786 ALLIANT INSURANCE SERVICES	INSURANCE PREMIUM	121,318.75
00401806 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	93.37
00401897 PACIFIC CREDIT SERVICES	COLLECTION FEES	102.50
00401911 QUADIENT LEASING USA INC	POSTAGE	2,098.03
<b>Public Works Administration</b>		
00401811 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	88.60

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

**Public Works Street Maintenance**

00401608	ANTIOCH ACE HARDWARE	SUPPLIES	36.46
00401609	ANTIOCH BUILDING MATERIALS	SUPPLIES	403.21
00401630	BLUE SHIELD LIFE	INSURANCE PREMIUM	8.41
00401646	CALIF, STATE OF	USE TAX REMITTANCE	598.04
00401719	KELLY MOORE PAINT CO	SUPPLIES	79.46
00401744	OFFICE DEPOT INC	SUPPLIES	40.90
00401763	SHERWIN WILLIAMS CO	SUPPLIES	83.06
00401764	SHERWIN WILLIAMS CO	SUPPLIES	106.01
00401798	ANTIOCH ACE HARDWARE	SUPPLIES	33.56
00401811	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	645.68
00401834	CONTRA COSTA COUNTY	TRANSPAN DUES FY22/23	1,368.04
00943143	GRAINGER INC	SUPPLIES	222.43
00943198	QUENVOLDS	SAFETY SHOES	300.00

**Public Works-Signal/Street Lights**

00401617	AT AND T MCI	PHONE	2,609.23
00401619	AT AND T MOBILITY	PHONE	184.92
00401749	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	7,576.83
00401899	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,987.46
00401900	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	93.50
00401901	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	99.05
00943265	CONSOLIDATED ELECTRICAL DIST INC	ELECTRICAL SERVICES	41,261.61

**Public Works-Facilities Maintenance**

00401608	ANTIOCH ACE HARDWARE	SUPPLIES	25.66
00401617	AT AND T MCI	PHONE	262.53
00401621	AUTOMATIC DOOR SYSTEMS INC	AUTOMATIC DOOR PARTS	302.44
00401624	BAY ALARM COMPANY	MONITORING SERVICE	65.00
00401630	BLUE SHIELD LIFE	INSURANCE PREMIUM	12.26
00401646	CALIF, STATE OF	USE TAX REMITTANCE	30.77
00401725	LIM AUTOMOTIVE SUPPLY INC	SUPPLIES	14.78
00401747	OREILLY AUTO PARTS	SUPPLIES	12.84
00401749	PACIFIC GAS AND ELECTRIC CO	GAS	13,649.65
00401752	PEPPER INVESTMENTS INC	SANITIZER SERVICE	250.00
00401761	ROBINS LOCK AND KEY	LOCKSMITH SERVICES	465.00
00401794	AMAZON CAPITAL SERVICES INC	SUPPLIES	217.08
00401814	BAY ALARM COMPANY	ALARM INSTALLATION	195.00
00401839	CONTRA COSTA COUNTY TAX COLLECTOR	PROPERTY TAX	1,035.38
00401868	HONEYWELL INTERNATIONAL INC	PROFESSIONAL SERVICES	4,969.33
00401869	HONEYWELL INTERNATIONAL INC	PROFESSIONAL SERVICES	4,257.50
00401899	PACIFIC GAS AND ELECTRIC CO	GAS	1,424.32
00401905	PEPPER INVESTMENTS INC	PEST CONTROL	760.00

**Public Works-Parks Maint**

00401617	AT AND T MCI	PHONE	448.75
00401646	CALIF, STATE OF	USE TAX REMITTANCE	113.19

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022



# CITY OF ANTIOCH CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00401749	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	956.14
00401754	PEREZ NURSERY AND LANDSCAPING	SUPPLIES	727.48
00401793	ALTA FENCE	FENCE REPLACEMENT	4,235.00
00401796	AMERICAN PLUMBING INC	SUPPLIES	175.00
00401811	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	5,570.21
00401899	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	247.55
00401915	ROBERTSON INDUSTRIES INC	PROFESSIONAL SERVICES	967.00
00401927	STEWARTS TREE SERVICE INC	TREE SERVICE	2,400.00
00943228	SITEONE LANDSCAPE SUPPLY HOLDING LLC	IRRIGATION PARTS	432.91
<b>Public Works-Median/General Land</b>			
00401617	AT AND T MCI	PHONE	1,465.96
00401618	AT AND T MCI	PHONE	477.89
00401646	CALIF, STATE OF	USE TAX REMITTANCE	200.89
00401744	OFFICE DEPOT INC	SUPPLIES	35.54
00401749	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	2,007.32
00401798	ANTIOCH ACE HARDWARE	SUPPLIES	61.55
00401872	HYDROPOINT DATA SYSTEMS INC	PROFESSIONAL SERVICES	235.00
00401899	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	121.23
00401927	STEWARTS TREE SERVICE INC	TREE SERVICE	7,987.50
<b>Police Administration</b>			
00301250	CLEARIS INC	MEMBERSHIP DUES	50.00
00301251	COSTCO	SUPPLIES	63.12
00401630	BLUE SHIELD LIFE	INSURANCE PREMIUM	27.02
00401646	CALIF, STATE OF	USE TAX REMITTANCE	468.78
00401654	CHANDLER, JOSEPH ANTHONY	MEAL ALLOWANCE	46.00
00401673	COX, JOHN SPENCER	PER DIEM	276.00
00401674	CRANDELL, ASHLEY MARIE	PER DIEM	148.00
00401675	CRIME SCENE CLEANERS INC	HAZARDOUS WASTE CLEANUP	78.00
00401677	DELTA DENTAL	INSURANCE PREMIUM	240.72
00401681	DOWNIE, JONATHAN ROBERT	PER DIEM	370.00
00401682	DUFFY, ADAM JAMES	PER DIEM	276.00
00401689	EWART, ASHLEY MARIE	MEAL REIMBURSEMENT	42.65
00401693	FORD, STEVEN ALLEN	PER DIEM	207.00
00401711	HUGHES, AARON	PER DIEM	222.00
00401722	LC ACTION POLICE SUPPLY	SWAT EQUIPMENT	4,290.13
00401728	LOS ANGELES COUNTY	TRAINING	1,754.00
00401756	PRI MANAGEMENT GROUP INC	TRAINING	518.00
00401765	SHRED IT INC	SHRED SERVICES	384.48
00401767	SOUTH BAY REGIONAL PUBLIC SAFETY	TRAINING	177.00
00401770	STANISLAUS COUNTY	TRAINING	390.00
00401789	ADAMSON POLICE PRODUCTS	UNIFORMS	1,444.31
00401801	ARROWHEAD 24 HOUR TOWING INC	EVIDENCE STORAGE	302.25
00401802	ARROWHEAD 24 HOUR TOWING INC	EVIDENCE STORAGE	8,316.75
00401807	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	59.99

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00401812 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	2,790.08
00401816 BLUMBERG, FREDRICK C.	EXPENSE REIMBURSEMENT	295.98
00401820 CALEBI	PROFESSIONAL CONFERENCE	350.00
00401825 CLONINGER, NAHLEEN R	EXPENSE REIMBURSEMENT	68.43
00401837 CONTRA COSTA COUNTY	FACILITY RESERVE CHARGES	17,511.22
00401842 CORDICO PSYCHOLOGICAL CORPORATION	PRE-EMPLOYMENT	400.00
00401844 COVANTA ENERGY, LLC	EVIDENCE DESTRUCTION	1,886.25
00401852 EAN SERVICES LLC	RENTAL CAR	278.67
00401857 FERNANDES AUTO WRECKING & TOWING INC	TOW SERVICES	3,000.00
00401863 GREEN, ROBERT A	EXPENSE REIMBURSEMENT	69.71
00401864 GUADALAJARA TAQUERIA	MEAL	750.00
00401884 MAKIN MOVES	PROFESSIONAL SERVICES	20,550.00
00401890 EMPLOYEE	ADVANCED DISABILITY	11,305.45
00401891 MESA OUTDOOR	PROFESSIONAL SERVICES	6,400.00
00401895 OFFICE DEPOT INC	SUPPLIES	388.38
00401907 PINNACLE TACTICAL SOLUTIONS	TRAINING	2,600.00
00401912 RELIANT HIRING SOLUTIONS	RECRUITING SERVICES	499.00
00401919 SAFESTORE INC	EVIDENCE STORAGE	3,231.75
00401923 STATE OF CALIFORNIA	PRE-EMPLOYMENT	307.00
00401932 TRANSUNION RISK & ALTERNATIVE DATA	LEO DATABASE	295.40
00943096 CANON FINANCIAL SERVICES	COPIER SERVICE	1,915.55
00943262 BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	238.50
00943272 IMAGE SALES INC	SUPPLIES	110.14
00943275 MOBILE MINI LLC	EVID STORAGE	313.07
<b>Police Community Policing</b>		
00401630 BLUE SHIELD LIFE	INSURANCE PREMIUM	77.65
00401634 BUSHBY, BRANDON MATTHEW	FUEL REIMBURSEMENT	44.00
00401646 CALIF, STATE OF	USE TAX REMITTANCE	18.25
00401677 DELTA DENTAL	INSURANCE PREMIUM	405.86
00401802 ARROWHEAD 24 HOUR TOWING INC	TOW SERVICES	115.00
00401812 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	41.31
00401853 EAST BAY VETERINARY EMERGENCY	VETERINARY SERVICES	305.90
00401871 HUNT AND SONS INC	FUEL	593.24
00401908 POWERDMS INC	SOFTWARE	1,197.00
00943113 COMPUTERLAND	SUPPLIES	94.12
<b>Police Investigations</b>		
00301252 COSTCO	SUPPLIES	197.96
00301253 COSTCO	SUPPLIES	163.80
00401646 CALIF, STATE OF	USE TAX REMITTANCE	12.78
00401792 ALHAMBRA	WATER	447.99
00401803 AT AND T MCI	PROFESSIONL SERVICES	120.00
00401835 CONTRA COSTA COUNTY	EXTRADITIONS	485.00
00401838 CONTRA COSTA COUNTY	FORENSIC SERVICES	16,261.00
00401845 CRYSTAL CLEAR LOGOS INC	UNIFORMS	2,596.42

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00401904 PEN LINK	SUBSCRIPTION RENEWAL	4,138.54
00401921 SEROLOGICAL RESEARCH INSTITUTE	PROFESSIONAL SERVICES	1,350.00
00401929 T MOBILE USA INC	FORENSIC SERVICES	6,825.00
00401938 VERIZON WIRELESS	FORENSIC SERVICES	670.00
<b>Police Special Operations Unit</b>		
00401851 EAN SERVICES LLC	RENTAL VEHICLE	3,060.52
00401942 EMPLOYEE	ADVANCED DISABILITY	13,401.00
<b>Police Communications</b>		
00401617 AT AND T MCI	PHONE	8,620.22
00401646 CALIF, STATE OF	USE TAX REMITTANCE	2.02
00401661 COMCAST	INTERNET SERVICE	3,216.33
00401750 PACIFIC GAS AND ELECTRIC CO	RADIO TOWER	2,500.00
00401829 COMCAST	INTERNET SERVICE	443.06
00401862 GLOBALSTAR USA	PHONE SERVICE	494.38
00401902 PACIFIC TELEMAGEMENT SERVICES	PHONE SERVICE	78.00
<b>Office Of Emergency Management</b>		
00401617 AT AND T MCI	PHONE	1,489.56
00943266 DELL COMPUTER CORP	SUPPLIES	8,998.34
<b>Police Facilities Maintenance</b>		
00401617 AT AND T MCI	PHONE	878.73
00401646 CALIF, STATE OF	USE TAX REMITTANCE	46.73
00401749 PACIFIC GAS AND ELECTRIC CO	GAS	25,545.61
00401905 PEPPER INVESTMENTS INC	PEST CONTROL	222.00
00401917 ROCHESTER MIDLAND CORP	RESTROOM SERVICE	1,736.33
00401918 ROGUE FITNESS	SUPPLIES	2,166.13
00401931 TMC SHOOTING RANGE SPECIALIST INC	PROFESSIONAL SERVICES	5,000.00
00943270 ICR ELECTRICAL CONTRACTORS	ALARM INSTALLATION	1,204.05
<b>P &amp; R Administration</b>		
00401646 CALIF, STATE OF	USE TAX REMITTANCE	355.23
00401937 VENUETECH MANAGEMENT GROUP	CONSULTING SERVICES	6,500.00
<b>Youth Network Services</b>		
00401612 ASPIRE YOUTH ENGAGEMENT PROGRAMS	PROFESSIONAL SERVICES	17,995.05
00401646 CALIF, STATE OF	USE TAX REMITTANCE	1.19
00401787 ABNER, TRAVIS K	EXPENSE REIMBURSEMENT	454.65
00401794 AMAZON CAPITAL SERVICES INC	SUPPLIES	1,615.33
00401807 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	313.13
00401913 RFY DANCE AND ACADEMIC ACADEMY	PROFESSIONAL SERVICES	34,000.00
<b>Administrative Support</b>		
00401787 ABNER, TRAVIS K	EXPENSE REIMBURSEMENT	65.59
00401858 FLANAGAN, RHONDA FAYE	EXPENSE REIMBURSEMENT	38.97
00401939 VILLA JR, MARY A	EXPENSE REIMBSUREMENT	240.00
<b>Community Development Land Planning Services</b>		
00401646 CALIF, STATE OF	USE TAX REMITTANCE	0.14
00401677 DELTA DENTAL	INSURANCE PREMIUM	120.36

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00943262 BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	924.30
<b>CD Code Enforcement</b>		
00401646 CALIF, STATE OF	USE TAX REMITTANCE	5.56
00401677 DELTA DENTAL	INSURANCE PREMIUM	52.48
00401935 VACANT PROPERTY SECURITY LLC	EQUIPMENT RENTAL	408.27
<b>PW Engineer Land Development</b>		
00401617 AT AND T MCI	PHONE	172.78
00401716 INTERWEST CONSULTING GROUP INC	PROFESSIONAL SERVICES	66,875.00
00401744 OFFICE DEPOT INC	SUPPLIES	14.92
<b>Community Development Building Inspection</b>		
00401598 4LEAF INC	CONSULTING SERVICES	48,216.00
00401602 AMERICAN ARRAY SOLAR	REFUND ENERGY INSP FEE	118.80
00401687 EMPOWER SOLAR INC	BUILDING PERMIT REFUND	257.46
00401688 EPIC ENERGY	REFUND ENERGY INSP FEE	302.58
00401730 MARK SCOTT CONSTRUCTION INC	REFUND ENERGY INSP FEE	145.14
00401774 TYLER TECHNOLOGIES INC	SOFTWARE SERVICE	189,336.00
00401877 KUUBIX GLOBAL LLC	REFUND ENERGY INSP FEE	258.60
00401941 WINGARD CONSTRUCTION	REFUND ENERGY INSP FEE	605.16
<b>Capital Imp. Administration</b>		
00401646 CALIF, STATE OF	USE TAX REMITTANCE	4.12
00943262 BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	177.30
<b>209 RMRA Fund</b>		
<b>Streets</b>		
00401628 BKF ENGINEERS INC	PROFESSIONAL SERVICES	2,466.60
<b>211 Delta Fair Property Fund</b>		
<b>Parks &amp; Open Space</b>		
00401762 RRM DESIGN GROUP	PROFESSIONAL SERVICES	1,519.16
<b>212 CDBG Fund</b>		
<b>CDBG</b>		
00401625 BAY AREA CRISIS NURSERY	PROGRAM SERVICES	2,048.45
00401651 CANCER SUPPORT COMMUNITY	SUPPORT SERVICES	2,333.81
00401670 CONTRA COSTA SENIOR LEGAL SERVICES	LEGAL SERVICES	1,729.83
00401672 COURT APPOINTED SPECIAL ADVOCATES	PROFESSIONAL SERVICES	1,067.73
00401685 ECHO HOUSING	PROFESSIONAL SERVICES	10,536.14
00401727 LIONS CENTER FOR THE VISUALLY IMPAIRED	PROGRAM SERVICES	2,807.26
00401736 MEALS ON WHEELS	SENIOR PROGRAM	4,748.89
00401745 OPPORTUNITY JUNCTION	PROFESSIONAL SERVICES	17,002.74
00401831 CONTRA COSTA CHILD CARE COUNCIL	PROGRAM SERVICES	1,025.98
00943130 DIGITAL SERVICES	WEBSITE MAINTENANCE	5,980.00
00943262 BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	346.50
00943269 HOUSE, TERI	CONSULTING SERVICES	14,662.50

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

**213 Gas Tax Fund**

**Streets**

00401749	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	42,355.41
00401899	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,634.20
00401930	TANKO LIGHTING	PROFESSIONAL SERVICES	2,592.00

**214 Animal Services Fund**

**Animal Services**

00401646	CALIF, STATE OF	USE TAX REMITTANCE	5.01
00401677	DELTA DENTAL	INSURANCE PREMIUM	172.84
00401710	HILLS PET NUTRITION	SUPPLIES	571.84
00401742	MWI VETERINARY SUPPLY CO	VERTERINARY SUPPLIES	1,879.28
00401749	PACIFIC GAS AND ELECTRIC CO	GAS	1,338.59
00401790	AIRGAS USA LLC	CHEMICALS	78.79
00401809	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	1,133.37
00401826	COGENT SOLUTIONS AND SUPPLIES	OPERATING SUPPLIES	706.77
00401830	CONCORD FEED	SUPPLIES	469.00
00401853	EAST BAY VETERINARY EMERGENCY	VETERINARY SERVICES	3,142.60
00401867	HILLS PET NUTRITION	SUPPLIES	533.12
00401875	KOEFRAN SERVICES INC	PROFESSIONAL SERVICES	190.00
00943271	IDEXX LABORATORIES INC	STORAGE	563.17

**219 Recreation Fund**

**Non Departmental**

00401785	STATE BOARD OF EQUALIZATION	SALES TAX REMITTANCE	3,116.90
00401874	JACOBO, MARIA	DEPOSIT REFUND	1,000.00

**Nick Rodriguez Community Cent**

00401749	PACIFIC GAS AND ELECTRIC CO	GAS	7,023.01
00401905	PEPPER INVESTMENTS INC	PEST CONTROL	222.00

**Senior Programs**

00401617	AT AND T MCI	PHONE	817.85
00401646	CALIF, STATE OF	USE TAX REMITTANCE	0.37
00401749	PACIFIC GAS AND ELECTRIC CO	GAS	179.16
00401794	AMAZON CAPITAL SERVICES INC	SUPPLIES	1,466.79
00401858	FLANAGAN, RHONDA FAYE	EXPENSE REIMBURSEMENT	16.41
00401939	VILLA JR, MARY A	EXPENSE REIMBURSEMENT	72.45

**Recreation Sports Programs**

00401617	AT AND T MCI	PHONE	89.75
00401646	CALIF, STATE OF	USE TAX REMITTANCE	5.00
00401663	CONCORD SOFTBALL UMPIRES	PROFESSIONAL SERVICES	2,565.00
00401731	MASSONE MECHANICAL INC	PROFESSIONAL SERVICES	3,135.37
00401749	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	19,413.25
00401751	PARKINK	UNIFORMS	1,785.00
00401794	AMAZON CAPITAL SERVICES INC	SUPPLIES	86.10
00401818	BSN SPORTS LLC	SUPPLIES	1,328.31
00401894	NORCAL PROMOTIONS	SUPPLIES	454.65

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

**Recreation-Comm Center**

00401604 AMERICAN RED CROSS	CPR TRAINING	385.00
00401610 AREFEAYENE, MERON	REFUND	386.00
00401615 AT AND T MCI	PHONE	206.19
00401617 AT AND T MCI	PHONE	93.31
00401624 BAY ALARM COMPANY	ALARM SERVICE	75.00
00401646 CALIF, STATE OF	USE TAX REMITTANCE	1.80
00401661 COMCAST	INTERNET SERVICE	50.01
00401678 DELTA KAYAK ADVENTURES	CONTRACTOR PAYMENT	434.70
00401683 DUGAND, KARINA	CONTRACTOR PAYMENT	387.60
00401794 AMAZON CAPITAL SERVICES INC	SUPPLIES	869.07
00401807 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	15.00
00401848 DC ELECTRIC GROUP INC	ELECTRICAL SERVICES	11,905.00
00401859 FOLGERGRAPHICS INC	PRINTING SERVICE	2,815.09
00401878 L ROMEROS RENTALS	SUPPLY RENTAL	2,398.00
00401883 LSA ASSOCIATES INC	PROFESSIONAL SERVICES	2,720.55
00401887 MAX MARTIAL ARTS LLC	CONTRACTOR PAYMENT	1,317.60
00401896 PACHECO, HILDA HYNSON	EXPENSE REIMBURSEMENT	227.18
00401899 PACIFIC GAS AND ELECTRIC CO	GAS	10,953.39
00401909 PRINT CLUB	PRINTING SERVICE	1,277.49

**Recreation Water Park**

00401604 AMERICAN RED CROSS	TRAINING	440.00
00401617 AT AND T MCI	PHONE	518.34
00401632 BSN SPORTS LLC	UNIFORMS	8,542.30
00401646 CALIF, STATE OF	USE TAX REMITTANCE	143.30
00401660 COLE SUPPLY CO INC	SUPPLIES	156.61
00401680 DIPPIN DOTS LLC	CONCESSION SUPPLIES	3,335.40
00401713 ICEE COMPANY, THE	CONCESSION SUPPLIES	1,537.75
00401720 KNORR SYSTEMS INC	CHEMICALS	1,691.31
00401724 LESLIES POOL SUPPLIES	CHEMICALS	1,727.34
00401726 LINCOLN EQUIPMENT INC	CHEMICALS	1,970.27
00401749 PACIFIC GAS AND ELECTRIC CO	GAS	10,382.63
00401753 PEPSI COLA COMPANY	CONCESSION SUPPLIES	2,263.82
00401777 US FOODS INC	CONCESSION SUPPLIES	6,753.27
00401794 AMAZON CAPITAL SERVICES INC	SUPPLIES	2,067.91
00401797 AMS DOT NET INC	WIRELESS SERVICE	3,077.91
00401807 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	33.76
00401817 BRAGG, ONIDA	AWP SWIM LESSON REFUND	37.14
00401866 HALL, DELAJAUNTEE	AWP SWIM LESSON REFUND	12.58
00401869 HONEYWELL INTERNATIONAL INC	PROFESSIONAL SERVICES	1,927.75
00401888 MCCALL, MARTA	AWP SWIM LESSON REFUND	12.58
00401889 MCCLAIN, SUSANNE	AWP SWIM LESSON REFUND	26.00
00401905 PEPPER INVESTMENTS INC	PEST CONTROL	543.00
00401906 PEPSI COLA COMPANY	CONCESSION SUPPLIES	1,331.83

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00401940 WHEELER, THERESA	SWIM LESSON REFUND	26.00
<b>222 Measure C/J Fund</b>		
<b>Streets</b>		
00401646 CALIF, STATE OF	USE TAX REMITTANCE	101.95
00401791 AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	7,296.00
00401799 APPLIED LANDSCAPE MATERIALS INC	SUPPLIES	11,279.50
<b>226 Solid Waste Reduction Fund</b>		
<b>Solid Waste</b>		
00301048 MATEO, ANDREA LYN	MEAL REIMBURSEMENT	15.50
00401646 CALIF, STATE OF	USE TAX REMITTANCE	270.56
00943262 BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	247.50
<b>229 Pollution Elimination Fund</b>		
<b>Channel Maintenance Operation</b>		
00401601 AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	9,000.00
00401607 ANTIOCH ACE HARDWARE	SUPPLIES	1,271.33
00401646 CALIF, STATE OF	USE TAX REMITTANCE	15.02
00401665 CONTRA COSTA COUNTY TAX COLLECTOR	PROPERTY TAX	45.64
00401697 FURBER SAW INC	SUPPLIES	187.62
00401811 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	17.92
00401927 STEWARTS TREE SERVICE INC	TREE SERVICE	1,800.00
<b>Storm Drain Administration</b>		
00401833 CONTRA COSTA COUNTY	PROFESSIONAL SERVICES	14,246.26
<b>251 Lone Tree SLLMD Fund</b>		
<b>Lonetree Maintenance Zone 1</b>		
00401617 AT AND T MCI	PHONE	359.00
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,086.66
<b>Lonetree Maintenance Zone 2</b>		
00401617 AT AND T MCI	PHONE	614.81
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	839.10
<b>Lonetree Maintenance Zone 3</b>		
00401617 AT AND T MCI	PHONE	269.25
<b>Lonetree Maintenance Zone 4</b>		
00401799 APPLIED LANDSCAPE MATERIALS INC	LANDSCAPE SERVICES	19,958.88
<b>252 Downtown SLLMD Fund</b>		
<b>Downtown Maintenance</b>		
00401646 CALIF, STATE OF	USE TAX REMITTANCE	15.55
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	293.76
<b>253 Almondridge SLLMD Fund</b>		
<b>Almondridge Maintenance</b>		
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	257.08
<b>254 Hillcrest SLLMD Fund</b>		
<b>Hillcrest Maintenance Zone 1</b>		
00401617 AT AND T MCI	PHONE	179.50
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	758.55

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00401922 SILVA LANDSCAPE	LANDSCAPE SERVICES	3,496.00
<b>Hillcrest Maintenance Zone 2</b>		
00401617 AT AND T MCI	PHONE	628.25
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	907.06
<b>Hillcrest Maintenance Zone 4</b>		
00401617 AT AND T MCI	PHONE	528.64
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	793.84
<b>255 Park 1A Maintenance District Fund</b>		
<b>Park 1A Maintenance District</b>		
00401617 AT AND T MCI	PHONE	89.75
00401646 CALIF, STATE OF	USE TAX REMITTANCE	2.42
00401662 COMCAST	BUSINESS INTERNET	113.80
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	205.02
00401899 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	37.82
00401922 SILVA LANDSCAPE	LANDSCAPE SERVICES	368.00
<b>256 Citywide 2A Maintenance District Fund</b>		
<b>Citywide 2A Maintenance Zone 3</b>		
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	96.61
00401922 SILVA LANDSCAPE	LANDSCAPE SERVICES	828.00
<b>Citywide 2A Maintenance Zone 4</b>		
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	416.22
00401922 SILVA LANDSCAPE	LANDSCAPE SERVICES	3,588.00
<b>Citywide 2A Maintenance Zone 5</b>		
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	552.97
00401771 STEWARTS TREE SERVICE INC	TREE SERVICE	3,000.00
00401922 SILVA LANDSCAPE	LANDSCAPE SERVICES	1,288.00
<b>Citywide 2A Maintenance Zone 6</b>		
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	282.90
00401922 SILVA LANDSCAPE	LANDSCAPE SERVICES	2,300.00
<b>Citywide 2A Maintenance Zone 8</b>		
00401922 SILVA LANDSCAPE	LANDSCAPE SERVICES	1,564.00
<b>Citywide 2A Maintenance Zone 9</b>		
00401617 AT AND T MCI	PHONE	359.00
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	592.81
00401922 SILVA LANDSCAPE	LANDSCAPE SERVICES	4,968.00
<b>Citywide 2A Maintenance Zone10</b>		
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	135.80
00401754 PEREZ NURSERY AND LANDSCAPING	SUPPLIES	1,072.82
00401799 APPLIED LANDSCAPE MATERIALS INC	SUPPLIES	11,279.50
00401922 SILVA LANDSCAPE	LANDSCAPE SERVICES	184.00
<b>257 SLLMD Administration Fund</b>		
<b>SLLMD Administration</b>		
00401617 AT AND T MCI	PHONE	744.02
00401646 CALIF, STATE OF	USE TAX REMITTANCE	59.75

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022



CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00401811	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	1,125.70
00401861	FURBER SAW INC	SUPPLIES	3,520.68
00401909	PRINT CLUB	PRINTING SERVICE	219.50
00943201	RED WING SHOE STORE	SAFETY SHOES	300.00
<b>259</b>	<b>East Lone Tree SLLMD Fund</b>		
<b>Zone 1-District 10</b>			
00401922	SILVA LANDSCAPE	LANDSCAPE SERVICES	184.00
<b>281</b>	<b>CFD 2018-01 Public Services Fund</b>		
<b>CFD 2018-01 Maintenance</b>			
00943262	BAY AREA NEWS GROUP - EAST BAY	LEGAL AD	1,154.70
<b>311</b>	<b>Capital Improvement Fund</b>		
<b>Non Departmental</b>			
<b>Parks &amp; Open Space</b>			
00401843	CORPORATE SIGN SYSTEMS INC	PROFESSIONAL SERVICES	109,341.54
<b>Public Buildings &amp; Facilities</b>			
00401920	SAN FRANCISCO BAY REGIONAL WATER	WATER BOARD PERMIT	2,417.00
<b>376</b>	<b>Lone Diamond Fund</b>		
<b>Assessment District</b>			
00401652	CENTRAL SELF STORAGE ANTIOCH	STORAGE	370.00
<b>570</b>	<b>Equipment Maintenance Fund</b>		
<b>Non Departmental</b>			
00401712	HUNT AND SONS INC	FUEL	12,304.45
<b>Equipment Maintenance</b>			
00401611	ARROWHEAD 24 HOUR TOWING INC	TOW SERVICES	1,152.00
00401627	BILL BRANDT FORD	LABOR	1,246.92
00401646	CALIF, STATE OF	USE TAX REMITTANCE	171.97
00401706	HARLEY DAVIDSON	SUPPLIES	91.13
00401725	LIM AUTOMOTIVE SUPPLY INC	SUPPLIES	1,695.90
00401741	MUNICIPAL MAINT EQUIPMENT INC	SUPPLIES	693.14
00401747	OREILLY AUTO PARTS	SUPPLIES	3,599.61
00401749	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	734.71
00401758	R AND B TOOLS LLC	SUPPLIES	104.21
00401768	SOUTHERN COUNTIES LUBRICANTS LLC	SUPPLIES	2,555.72
00401773	TRED SHED, THE	TIRES	3,803.23
00401781	WALNUT CREEK FORD	SUPPLIES	667.94
00401811	BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	14.00
00401823	CHUCKS BRAKE AND WHEEL SERVICE INC	SUPPLIES	148.85
00401882	LIM AUTOMOTIVE SUPPLY INC	SUPPLIES	1,336.68
00401895	OFFICE DEPOT INC	SUPPLIES	139.31
00401928	STOMMEL INC	SUPPLIES	366.45
00943277	RED WING SHOE STORE	SAFETY SHOES	300.00
<b>573</b>	<b>Information Services Fund</b>		
<b>Information Services</b>			
00401617	AT AND T MCI	PHONE	338.13

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

# CITY OF ANTIOCH CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00401737 MISAC NORTHERN CA REGION	EVENT FEES	475.00
<b>Network Support &amp; PCs</b>		
00401603 AMERICAN MESSAGING	PHONE SERVICE	38.80
00401605 AMS DOT NET INC	PROFESSIONAL SERVICES	1,342.59
00401617 AT AND T MCI	PHONE	1,121.84
00401622 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	19.15
00943103 CARTER, RONN	PROFESSIONAL SERVICES	300.00
00943130 DIGITAL SERVICES	SERVER MAINTENANCE	6,110.00
<b>Telephone System</b>		
00401614 AT AND T MCI	PHONE	1,979.39
00401615 AT AND T MCI	PHONE	5,502.30
00401617 AT AND T MCI	PHONE	8,199.14
<b>GIS Support Services</b>		
00401649 CALIFORNIA SURVEYING & DRAFTING SUPPLY	SUPPLIES	401.06
00401744 OFFICE DEPOT INC	SUPPLIES	1,097.48
00401895 OFFICE DEPOT INC	SUPPLIES	70.19
00943267 GRAINGER INC	SUPPLIES	79.20
<b>Office Equipment Replacement</b>		
00401797 AMS DOT NET INC	WIRELESS SERVICE	3,077.91
00943113 COMPUTERLAND	SUPPLIES	16.06
00943260 ALTURA COMMUNICATION SOLUTIONS LLC	PHONES	2,222.44
<b>577 Post Retirement Medical-Police Fund</b>		
<b>Non Departmental</b>		
00401629 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,546.42
00401636 EMPLOYEE	MEDICAL AFTER RETIREMENT	857.06
00401655 EMPLOYEE	MEDICAL AFTER RETIREMENT	2,343.20
00401699 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,222.30
00401705 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,565.12
00401723 EMPLOYEE	MEDICAL AFTER RETIREMENT	456.06
00401732 EMPLOYEE	MEDICAL AFTER RETIREMENT	708.06
00401733 EMPLOYEE	MEDICAL AFTER RETIREMENT	126.75
00401734 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,479.41
00401740 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,479.41
00401743 EMPLOYEE	MEDICAL AFTER RETIREMENT	709.38
00401755 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,564.42
00401772 EMPLOYEE	MEDICAL AFTER RETIREMENT	71.30
00943071 EMPLOYEE	MEDICAL AFTER RETIREMENT	456.06
00943072 EMPLOYEE	MEDICAL AFTER RETIREMENT	2,079.36
00943077 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,010.59
00943078 EMPLOYEE	MEDICAL AFTER RETIREMENT	322.08
00943081 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,546.42
00943082 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,515.19
00943086 EMPLOYEE	MEDICAL AFTER RETIREMENT	970.30
00943088 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,546.42

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00943097	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,565.12
00943102	EMPLOYEE	MEDICAL AFTER RETIREMENT	970.30
00943105	EMPLOYEE	MEDICAL AFTER RETIREMENT	770.00
00943109	EMPLOYEE	MEDICAL AFTER RETIREMENT	614.88
00943114	EMPLOYEE	MEDICAL AFTER RETIREMENT	571.38
00943127	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,546.42
00943128	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,714.12
00943135	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,546.42
00943136	EMPLOYEE	MEDICAL AFTER RETIREMENT	770.00
00943137	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,546.42
00943150	EMPLOYEE	MEDICAL AFTER RETIREMENT	153.53
00943152	EMPLOYEE	MEDICAL AFTER RETIREMENT	456.06
00943153	EMPLOYEE	MEDICAL AFTER RETIREMENT	614.88
00943154	EMPLOYEE	MEDICAL AFTER RETIREMENT	266.57
00943155	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,565.12
00943165	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,565.12
00943166	EMPLOYEE	MEDICAL AFTER RETIREMENT	153.53
00943167	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,542.71
00943168	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,546.42
00943171	EMPLOYEE	MEDICAL AFTER RETIREMENT	254.12
00943180	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,136.59
00943181	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,136.59
00943186	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,714.12
00943187	EMPLOYEE	MEDICAL AFTER RETIREMENT	708.06
00943188	EMPLOYEE	MEDICAL AFTER RETIREMENT	232.94
00943199	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,565.12
00943200	EMPLOYEE	MEDICAL AFTER RETIREMENT	614.88
00943203	EMPLOYEE	MEDICAL AFTER RETIREMENT	456.06
00943205	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,136.59
00943209	EMPLOYEE	MEDICAL AFTER RETIREMENT	279.53
00943218	EMPLOYEE	MEDICAL AFTER RETIREMENT	580.50
00943220	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,565.12
00943230	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,565.12
00943231	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,565.12
00943233	EMPLOYEE	MEDICAL AFTER RETIREMENT	535.72
00943239	EMPLOYEE	MEDICAL AFTER RETIREMENT	456.06
00943240	EMPLOYEE	MEDICAL AFTER RETIREMENT	1,565.12
00943244	EMPLOYEE	MEDICAL AFTER RETIREMENT	279.53
00943251	EMPLOYEE	MEDICAL AFTER RETIREMENT	476.45
00943255	EMPLOYEE	MEDICAL AFTER RETIREMENT	708.06
00943257	EMPLOYEE	MEDICAL AFTER RETIREMENT	18.06
00943259	EMPLOYEE	MEDICAL AFTER RETIREMENT	708.06

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

**578 Post Retirement Medical-Misc Fund**  
***Non Departmental***

00401653	EMPLOYEE	MEDICAL AFTER RETIREMENT	79.00
00401679	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00401694	EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
00401696	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00401700	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00401704	EMPLOYEE	MEDICAL AFTER RETIREMENT	324.48
00401757	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00401779	EMPLOYEE	MEDICAL AFTER RETIREMENT	100.00
00943073	EMPLOYEE	MEDICAL AFTER RETIREMENT	232.94
00943074	EMPLOYEE	MEDICAL AFTER RETIREMENT	603.96
00943076	EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943080	EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
00943085	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943091	EMPLOYEE	MEDICAL AFTER RETIREMENT	205.69
00943094	EMPLOYEE	MEDICAL AFTER RETIREMENT	205.69
00943095	EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
00943098	EMPLOYEE	MEDICAL AFTER RETIREMENT	205.69
00943099	EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
00943100	EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943104	EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
00943111	EMPLOYEE	MEDICAL AFTER RETIREMENT	205.69
00943115	EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943119	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943120	EMPLOYEE	MEDICAL AFTER RETIREMENT	205.69
00943123	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943126	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943131	EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
00943132	EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
00943133	EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943141	EMPLOYEE	MEDICAL AFTER RETIREMENT	709.38
00943142	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943144	EMPLOYEE	MEDICAL AFTER RETIREMENT	119.47
00943145	EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
00943149	EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943151	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943159	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943160	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943164	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943170	EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943175	EMPLOYEE	MEDICAL AFTER RETIREMENT	205.69
00943176	EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943177	EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00943178 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943183 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943185 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943190 EMPLOYEE	MEDICAL AFTER RETIREMENT	205.69
00943194 EMPLOYEE	MEDICAL AFTER RETIREMENT	237.50
00943195 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943202 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943206 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943208 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943212 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943217 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943219 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943224 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943237 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943242 EMPLOYEE	MEDICAL AFTER RETIREMENT	14.26
00943243 EMPLOYEE	MEDICAL AFTER RETIREMENT	153.53
00943246 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943247 EMPLOYEE	MEDICAL AFTER RETIREMENT	473.38
00943254 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943256 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943258 EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
<b>579 Post Retirement Medical-Mgmt Fund</b>		
<b>Non Departmental</b>		
00401635 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00401655 EMPLOYEE	MEDICAL AFTER RETIREMENT	468.64
00401657 EMPLOYEE	MEDICAL AFTER RETIREMENT	864.90
00401695 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00401701 EMPLOYEE	MEDICAL AFTER RETIREMENT	205.69
00401707 EMPLOYEE	MEDICAL AFTER RETIREMENT	244.12
00401709 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00401735 EMPLOYEE	MEDICAL AFTER RETIREMENT	493.80
00401738 EMPLOYEE	MEDICAL AFTER RETIREMENT	440.38
00401778 EMPLOYEE	MEDICAL AFTER RETIREMENT	2,079.36
00401780 EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
00943075 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943083 EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
00943084 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943087 EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
00943089 EMPLOYEE	MEDICAL AFTER RETIREMENT	153.53
00943090 EMPLOYEE	MEDICAL AFTER RETIREMENT	146.52
00943092 EMPLOYEE	MEDICAL AFTER RETIREMENT	145.69
00943093 EMPLOYEE	MEDICAL AFTER RETIREMENT	2,079.36
00943101 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943106 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00943107 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943110 EMPLOYEE	MEDICAL AFTER RETIREMENT	709.38
00943112 EMPLOYEE	MEDICAL AFTER RETIREMENT	864.90
00943116 EMPLOYEE	MEDICAL AFTER RETIREMENT	614.88
00943117 EMPLOYEE	MEDICAL AFTER RETIREMENT	145.69
00943118 EMPLOYEE	MEDICAL AFTER RETIREMENT	145.69
00943121 EMPLOYEE	MEDICAL AFTER RETIREMENT	433.33
00943122 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943124 EMPLOYEE	MEDICAL AFTER RETIREMENT	440.38
00943125 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943129 EMPLOYEE	MEDICAL AFTER RETIREMENT	232.94
00943138 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943139 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943140 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.30
00943146 EMPLOYEE	MEDICAL AFTER RETIREMENT	473.38
00943147 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943148 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943156 EMPLOYEE	MEDICAL AFTER RETIREMENT	403.04
00943157 EMPLOYEE	MEDICAL AFTER RETIREMENT	400.00
00943158 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943161 EMPLOYEE	MEDICAL AFTER RETIREMENT	690.38
00943162 EMPLOYEE	MEDICAL AFTER RETIREMENT	236.69
00943163 EMPLOYEE	MEDICAL AFTER RETIREMENT	2,079.36
00943169 EMPLOYEE	MEDICAL AFTER RETIREMENT	864.90
00943172 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943173 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943174 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943179 EMPLOYEE	MEDICAL AFTER RETIREMENT	55.67
00943182 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.30
00943184 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,393.17
00943189 EMPLOYEE	MEDICAL AFTER RETIREMENT	145.69
00943191 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,565.12
00943192 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943193 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943196 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943197 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943204 EMPLOYEE	MEDICAL AFTER RETIREMENT	708.06
00943207 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943210 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943211 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943213 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943214 EMPLOYEE	MEDICAL AFTER RETIREMENT	145.69
00943215 EMPLOYEE	MEDICAL AFTER RETIREMENT	864.90
00943216 EMPLOYEE	MEDICAL AFTER RETIREMENT	205.69

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022



CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00943221 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943222 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943223 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943225 EMPLOYEE	MEDICAL AFTER RETIREMENT	232.94
00943226 EMPLOYEE	MEDICAL AFTER RETIREMENT	614.88
00943227 EMPLOYEE	MEDICAL AFTER RETIREMENT	93.69
00943229 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943232 EMPLOYEE	MEDICAL AFTER RETIREMENT	440.38
00943234 EMPLOYEE	MEDICAL AFTER RETIREMENT	259.20
00943236 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943238 EMPLOYEE	MEDICAL AFTER RETIREMENT	560.38
00943241 EMPLOYEE	MEDICAL AFTER RETIREMENT	114.36
00943245 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943248 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943249 EMPLOYEE	MEDICAL AFTER RETIREMENT	324.38
00943250 EMPLOYEE	MEDICAL AFTER RETIREMENT	2,079.36
00943252 EMPLOYEE	MEDICAL AFTER RETIREMENT	87.69
00943253 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,546.42
00943268 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,228.24
00943274 EMPLOYEE	MEDICAL AFTER RETIREMENT	1,412.59
<b>611 Water Fund</b>		
<b>Non Departmental</b>		
00401606 ANIXTER INC	SUPPLIES	257.37
00401608 ANTIOCH ACE HARDWARE	SUPPLIES	136.26
00401646 CALIF, STATE OF	USE TAX REMITTANCE	66.55
00401660 COLE SUPPLY CO INC	SUPPLIES	2,646.84
00401668 CONTRA COSTA FIRE EQUIPMENT	SUPPLIES	1,057.59
00401714 IDN WILCO	SUPPLIES	1,568.16
00401725 LIM AUTOMOTIVE SUPPLY INC	SUPPLIES	63.60
00401798 ANTIOCH ACE HARDWARE	SUPPLIES	11.84
00401815 BISHOP CO	SUPPLIES	1,988.63
00401827 COLE SUPPLY CO INC	SUPPLIES	3,352.59
00401856 FASTENAL CO	SUPPLIES	8,098.80
00401873 IDN WILCO	SUPPLIES	397.85
00401895 OFFICE DEPOT INC	SUPPLIES	2,666.71
00943143 GRAINGER INC	SUPPLIES	606.78
00943267 GRAINGER INC	SUPPLIES	1,638.62
<b>Water Supervision</b>		
00401646 CALIF, STATE OF	USE TAX REMITTANCE	3.33
00401886 MARTINO, ANTHONY AND ADRIANA	REPLACEMENT CHECK	51.10
<b>Water Production</b>		
00401608 ANTIOCH ACE HARDWARE	PARTS	253.63
00401615 AT AND T MCI	PHONE	412.40
00401617 AT AND T MCI	PHONE	3,497.45

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00401631 BLUEPRINT EXPRESS	PROFESSIONAL SERVICES	496.39
00401633 BURLINGAME ENGINEERS INC	SUPPLIES	2,828.78
00401646 CALIF, STATE OF	USE TAX REMITTANCE	1,154.58
00401690 EXPONENT INC	PROFESSIONAL SERVICES	1,116.00
00401691 FINBERG FENCING INC	FENCE REPAIR	595.00
00401702 GUALCO GROUP INC, THE	GOVT RELATION SERVICES	4,004.10
00401703 HACH CO	SUPPLIES	1,575.06
00401718 KARL NEEDHAM ENTERPRISES INC	SLUDGE DISPOSAL	30,260.28
00401739 MOLINA, CHRISTOPHER G	EXPENSE REIMBURSEMENT	350.00
00401749 PACIFIC GAS AND ELECTRIC CO	GAS	161,462.43
00401761 ROBINS LOCK AND KEY	LOCKSMITH SERVICES	217.01
00401771 STEWARTS TREE SERVICE INC	TREE SERVICE	4,850.00
00401775 UNIVAR SOLUTIONS USA INC	CHEMICALS	19,530.02
00401776 US BANK	COPIER USAGE	74.73
00401782 WALTER BISHOP CONSULTING	PROFESSIONAL SERVICES	4,857.50
00401798 ANTIOCH ACE HARDWARE	SUPPLIES	186.25
00401800 ARAMARK UNIFORM SERVICES	SUPPLIES	78.13
00401819 BURLINGAME ENGINEERS INC	SUPPLIES	844.52
00401824 CITY OF BRENTWOOD	PROFESSIONAL SERVICES	1,066.61
00401849 DEPT OF TOXIC SUBSTANCES CONTROL	COMPLIANCE FEES	7.50
00401860 FRANK A OLSEN COMPANY INC	VALVE REPAIR	800.00
00401870 HOUSE, KEVIN SHAW	EXPENSE REIMBURSEMENT	202.00
00401876 KORALEEN ENTERPRISES	SUPPLIES	1,332.84
00401895 OFFICE DEPOT INC	SUPPLIES	220.41
00401899 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	116.22
00401916 ROBINS LOCK AND KEY	LOCKSMITH SERVICES	225.00
00401926 STATE WATER RESOURCES CONTROL BOARD	LABORATORY FEES	4,250.00
00401934 UNIVAR SOLUTIONS USA INC	CHEMICALS	33,552.99
00943108 CHEMTRADE CHEMICALS US LLC	CHEMICALS	25,943.24
00943134 EUROFINS EATON ANALYTICAL INC	WATER TESTING AND ANALYSIS	120.00
00943264 CHEMTRADE CHEMICALS US LLC	CHEMICALS	7,656.20
00943267 GRAINGER INC	SUPPLIES	956.92
00943271 IDEXX LABORATORIES INC	SUPPLIES	3,807.83
<b>Water Distribution</b>		
00301224 STATE WATER RESOURCES CONTROL BOARD	CERTIFICATION	140.00
00401617 AT AND T MCI	PHONE	89.75
00401646 CALIF, STATE OF	USE TAX REMITTANCE	513.33
00401661 COMCAST	INTERNET	1,016.33
00401676 CWEA SFBS	CERTIFICATION RENEWAL	96.00
00401697 FURBER SAW INC	SUPPLIES	861.74
00401698 G AND S PAVING	ASPHALT REPAIRS	6,909.91
00401725 LIM AUTOMOTIVE SUPPLY INC	SUPPLIES	57.39
00401729 M AND L OVERHEAD DOORS	REPAIRS	4,911.85
00401744 OFFICE DEPOT INC	SUPPLIES	74.79

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

00401748 PACE SUPPLY CORP	SUPPLIES	1,641.77
00401760 ROBERTS AND BRUNE CO	SUPPLIES	52,083.41
00401794 AMAZON CAPITAL SERVICES INC	SUPPLIES	16.00
00401804 BACKFLOW DISTRIBUTORS INC	BACKFLOW PARTS AND REPAIR	65,349.06
00401811 BANK OF AMERICA	VARIOUS ASPHALT REPAIRS	75.00
00401895 OFFICE DEPOT INC	SUPPLIES	283.57
00401914 ROBERTS AND BRUNE CO	SUPPLIES	2,177.03
00401933 TYLER TECHNOLOGIES INC	PROFESSIONAL SERVICES	26,728.00
00943079 BADGER METER INC	METERS	38,074.91
00943235 SUPERION LLC	ANNUAL MAINTENANCE FEE	12,788.35
00943261 BADGER METER INC	METERS	63,765.54
00943267 GRAINGER INC	SUPPLIES	782.68
00943273 INFOSEND INC	PRINT & MAIL SERVICES	919.72
<b>Public Buildings &amp; Facilities</b>		
00401708 HB CONSULTING GROUP INC	PROFESSIONAL SERVICES	11,020.00
00401821 CDM SMITH INC	CONSTRUCTION	276,556.38
00943263 CAROLLO ENGINEERS INC	CONSTRUCTION	119,769.45
<b>621 Sewer Fund</b>		
<b>Swr-Wastewater Administration</b>		
00401600 AFLAC	INSURANCE PREMIUM	42.05
00401607 ANTIOCH ACE HARDWARE	SUPPLIES	340.08
00401608 ANTIOCH ACE HARDWARE	SUPPLIES	502.49
00401617 AT AND T MCI	PHONE	183.06
00401630 BLUE SHIELD LIFE	INSURANCE PREMIUM	16.40
00401646 CALIF, STATE OF	USE TAX REMITTANCE	216.28
00401661 COMCAST	INTERNET	1,016.33
00401671 COOK, JEFFREY DON	EXPENSE REIMBURSEMENT	199.00
00401698 G AND S PAVING	VARIOUS ASPHALT REPAIRS	6,909.90
00401717 JACK DOHENY SUPPLIES INC	SUPPLIES	828.82
00401729 M AND L OVERHEAD DOORS	REPAIRS	4,911.85
00401744 OFFICE DEPOT INC	SUPPLIES	74.80
00401749 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	686.52
00401766 SMARTCOVER SYSTEMS	SYSTEM MAINTENANCE	14,306.00
00401794 AMAZON CAPITAL SERVICES INC	SUPPLIES	15.99
00401798 ANTIOCH ACE HARDWARE	SUPPLIES	51.87
00401811 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	3,518.86
00401847 CWEA SFBS	TRAINING	975.00
00401856 FASTENAL CO	SUPPLIES	21.85
00401914 ROBERTS AND BRUNE CO	SUPPLIES	219.50
00401933 TYLER TECHNOLOGIES INC	PROFESSIONAL SERVICES	26,728.00
00943143 GRAINGER INC	SUPPLIES	441.72
00943235 SUPERION LLC	ANNUAL MAINTENANCE FEE	12,788.36
00943267 GRAINGER INC	SUPPLIES	113.67
00943273 INFOSEND INC	PRINT & MAIL SERVICES	919.72

Finance Accounting  
Prepared by: Michele Milo  
8/18/2022

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

**631 Marina Fund**

***Non Departmental***

00401648 CALIFORNIA DEPT TAX & FEE ADMINISTRATION	SALES TAX REMIT	713.00
00401822 CHIODO, PHILIP AND JEANA	DEPOSIT REFUND	156.00

***Marina Administration***

00401660 COLE SUPPLY CO INC	SUPPLIES	80.64
00401662 COMCAST	INTERNET	434.43
00401744 OFFICE DEPOT INC	OFFICE SUPPLIES	37.30
00401749 PACIFIC GAS AND ELECTRIC CO	GAS	4,039.59
00401784 ZERO WASTE USA	SUPPLIES	327.70
00401811 BANK OF AMERICA	VARIOUS BUSINESS EXPENSES	1,020.00
00401822 CHIODO, PHILIP AND JEANA	BERTH RENTAL REFUND	166.00
00401905 PEPPER INVESTMENTS INC	PEST CONTROL	125.00
00943267 GRAINGER INC	SUPPLIES	168.23

**752 Storm Drain Deposits Fund**

***Non Departmental***

00401832 CONTRA COSTA COUNTY	DRAINAGE FEES	11,174.84
------------------------------	---------------	-----------

CITY OF  
**ANTIOCH**  
CALIFORNIA

CLAIMS BY FUND REPORT  
FOR THE PERIOD OF  
JULY 29 - AUGUST 11, 2022  
FUND/CHECK #

**227      Housing Fund**

***Housing***

00401626	BAY AREA LEGAL AID	PROFESSIONAL SERVICES	4,011.03
00401666	CONTRA COSTA CRISIS CENTER	PROGRAM SERVICES	2,500.17
00401669	CONTRA COSTA HEALTH SERVICES	PROGRAM SERVICES	6,715.24
00401769	STAND FOR FAMILIES FREE OF VIOLENCE	PROGRAM SERVICES	1,853.70
00401783	WINTER NIGHTS FAMILY SHELTER INC	PROGRAM SERVICES	2,454.07
00401865	HABITAT FOR HUMANITY EAST BAY	PROGRAM SERVICES	42,863.58
00943269	HOUSE, TERI	CONSULTING SERVICES	7,650.00



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of August 23, 2022

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

**SUBMITTED BY:** Thomas Lloyd Smith, City Attorney *725*

**SUBJECT:** REJECTION OF CLAIM: EDWARD BURKHALTER

---

### **RECOMMENDED ACTION**

It is recommended that the City Council reject the claim submitted by Edward Burkhalter.

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

### **ATTACHMENTS**

None.





## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of August 23, 2022

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

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

**SUBJECT:** Second Reading of Proposed Ordinance Amending the Antioch Municipal Code Regarding the Parking of Motor Vehicles, including Recreational Vehicles, on Residential Property

---

### **RECOMMENDED ACTION**

It is recommended that the City Council adopt an ordinance amending the Antioch Municipal Code regarding the parking of motor vehicles, including Recreational Vehicles.

### **FISCAL IMPACT**

The proposed ordinance will consolidate and simplify enforcement efforts and will not have a fiscal impact.

### **DISCUSSION**

The City Council introduced this ordinance with amendments at its meeting on July 26, 2022. The passage of an ordinance requires two separate readings. This second reading will finalize the adoption of the ordinance with an effective date thirty days later, which will be September 22, 2022.

#### **Permitting System**

The City Council included an amendment to the ordinance to require a permitting system for the storage of recreational vehicles in front yards. Staff has amended the ordinance to include a permitting system for the issuance of Residential Recreational Vehicle Storage Permits (RV Permit) that would be administered by the Code Enforcement Division of the Community Development Department. Applicants will have to demonstrate compliance with the standards to receive a RV Permit, which will run with the property. A RV Permit will be revocable for noncompliance with the standards.

The City Council also requested a maximum of 200 RV Permits to be issued. Staff has amended the ordinance to allow the City Council to establish by resolution a total or annual total of RV Permits that could be issued. Staff has provided a resolution that imposes an annual cap of 200 RV Permits to be issued each fiscal year. The 946 existing

permits from the current RV Registration System will be carried over into the new system and will not count towards the 200 annual cap. Staff will also develop a convenient online and in person system for residents to apply for RV Permits and will use Code Enforcement contacts to educate impacted residents. No fee is proposed for this process, though the ordinance enables the City Council to establish a fee by resolution in the future if desired.

### Three-Foot Front Setback

The City Council included an amendment to the ordinance to require a three-foot setback from the sidewalk to address visibility concerns when an oversized parked vehicle obstructs the view of a neighboring vehicle backing out of a driveway. Staff has modified Section 9-5.3830(A)(1) to read as follows:

(A) All Locations: The parking of a motor vehicle on any parcel used for residential purposes is subject to the following standards:

(1) The motor vehicle, if taller than 8 feet, shall not be parked closer than 3 feet from an adjoining parcel or sidewalk. Trailer hitches, bumpers, or other vehicle components less than 3 feet in height may be allowed within this setback area.

### Residency and Registration

The City Council included an amendment to require that a stored motor vehicle be registered to a resident of the subject property. Staff has added Section 9-5.3830(B)(10), which reads as follows:

(10) Any motor vehicle stored in the front yard shall be registered to a resident of the subject residence. The resident shall provide evidence of residency and/or registration upon request of City staff.

This requirement would apply to all motor vehicles, including cars, trucks and recreational vehicles. Vehicles stored in the side or rear yards would not be subject to this requirement.

## **ENVIRONMENTAL REVIEW**

The parking of motor vehicles or recreational vehicles on existing, developed property does not have the potential to create an environmental impact. As such, the proposed Zoning Code amendments are exempt from CEQA pursuant to Section 15061 (b) (3).

(3) "The activity is covered by the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA."

## **ATTACHMENTS**

A. Ordinance

## ATTACHMENT A

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

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH AMENDING THE ANTIOCH MUNICIPAL CODE REGARDING THE PARKING OF MOTOR VEHICLES, INCLUDING RECREATIONAL VEHICLES, ON RESIDENTIAL PROPERTY

The City Council of the City of Antioch ordains as follows:

#### **SECTION 1:**

The Antioch Municipal Code regulates the parking of motor vehicles, including recreational vehicles, on residentially used property through in Title 5, Chapter 1, Property Maintenance, and in Title 9, Chapter 5, Zoning.

#### **SECTION 2:**

The City Council finds that current regulations do not adequately and equitably regulate the parking of motor vehicles, including recreational vehicles, as they rely on a registration process that is not available to new residents and offer differing standards for automobiles and recreational vehicles.

#### **SECTION 3:**

The City Council finds that it is in the public interest to expand opportunities for parking motor vehicles, including recreational vehicles, on residentially used property subject to clear and fair standards and regulations.

#### **SECTION 4:**

Section 5-1.201.1, "When Storage of a Recreational Vehicle is a Public Nuisance.", is hereby repealed.

Section 5-1.202(D), Parking and Storage of Vehicles and Equipment, is hereby amended to read as follows:

(D) ~~Parking and storage of vehicles and equipment.~~

~~(1) Any outdoor parking or storage of any inoperable, wrecked, dismantled, salvaged, abandoned vehicle, or parts thereof, including watercraft so that it is within the view from the public right of way:~~

~~—(a) Any vehicle that is not currently registered with the California Department of Motor Vehicles to operate legally on a public street is deemed inoperable for purposes of this section.~~

~~(b) Lawfully operating junk yards are exempt from § 5-1.201(A) provided such businesses are located within a zone permitting such business and conducted in accordance with all regulations applicable thereto.~~

~~—(2) Parking or storage of motor vehicles or other mobile equipment in any area not designated as a parking space on the approved site plan or on any~~

~~unpaved surface including, but not limited to, dirt, grass or any other surface that is not concrete or a similar paving material.~~

(13) Parking or storage of construction equipment or machinery or other industrial or commercial equipment or machinery in any area zoned for residential uses so that it is within the view from the public right-of-way, except while excavation, construction or demolition operations covered by an active building or demolition permit are in progress on the property.

Section 9-5.3830, Recreational Vehicles, is hereby repealed and replaced with the following:

**9-5.3830 PARKING AND STORAGE OF MOTOR VEHICLES ON RESIDENTIAL PARCELS.**

It shall be unlawful for any person to keep or maintain or to permit to be placed, kept, or maintained any motor vehicle on any lot, piece, or parcel of land used for residential purposes, except as follows:

(A) **All Locations:** The parking of a motor vehicle on any parcel used for residential purposes is subject to the following standards:

- (1) Recreational vehicles shall not be parked within 3 feet of an adjoining parcel or sidewalk. Elements of the recreational vehicle that are less than 3 feet in height, such as a trailer tongue, may encroach into this 3-foot setback area.
- (2) A motor vehicle, including recreational vehicles, shall not be inhabited for any duration, as prohibited by Section 9-5.3830.
- (3) The motor vehicle shall not be parked within 3 feet of a bedroom window or other required emergency egress window, or within 3 feet of an electrical panel or gas meter.
- (4) Except for recreational vehicles, only vehicles with payload classifications of Class 1, Class 2, and/or Class 3, as defined by the U.S. Department of Transportation, may be parked on any parcel used for residential purposes.
- (5) Storm water drainage from paved surfaces shall be contained wholly on the subject site and shall not be conveyed to a neighboring property.
- (6) The parking of vehicles or associated improvements are subject to the provisions of any underlying easement. Any improvements within or impacting the public right-of-way are subject to the prior issuance of an Encroachment Permit.

(B) **Front Yard:** When parked in the front yard, the motor vehicle shall be subject to the following standards:

- (1) The motor vehicle may be parked on the driveway to the existing garage or on an attached extension.
- (2) The motor vehicle may be parked on an attached extension of the existing driveway apron, subject to the following standards:
  - (a) The extension shall be paved with concrete or other material similar to the existing paved driveway.

- (b) The extension shall only be located within the area between the existing driveway and the nearest interior property line.
  - (c) The extension may extend inward to the center of the front yard no more than three feet.
  - (d) A maximum of 50% of the front yard may be paved for parking purposes.
  - (3) The motor vehicle, including recreational vehicles and motor vehicles stored on trailers, shall be operational and registered with the Department of Motor Vehicles as required by Section 5-1.202(D). Non-operational registration is permitted, though the vehicle must remain functionally operational.
    - (a) Vehicle under repair may be permitted as regulated by Section 9-5.902.
  - (4) Utility trailers may not be stored containing garbage, debris or other waste.
  - (5) The motor vehicle shall not be parked in such a manner as to overhang a public or private sidewalk.
  - (6) The motor vehicle, including any associated cover, shall be maintained in good repair with all exterior finishes in operable, watertight condition.
  - (7) A maximum of one recreational vehicle may be stored in a single front yard.
  - (8) The motor vehicle shall not be parked in such a manner as to present a site obstruction as described by Section 9-5.1101.
  - (9) A Residential Recreational Vehicle Storage Permit (RV Permit) is required for the storage or parking of a Recreational Vehicle in the front yard.
    - (a) Applications for an RV Permit shall be made available by the Community Development Department.
    - (b) An applicant shall demonstrate compliance with the standards contained herein to receive a RV Permit.
    - (c) An RV Permit shall be assigned to a property and shall convey to future property owners or tenants.
    - (d) RV Permits are subject to revocation by the Zoning Administrator for noncompliance.
    - (e) The City Council may establish by resolution a maximum total or maximum annual total of RV Permits that will be issued.
    - (f) The City Council may establish by resolution a fee for the administration of the RV Permit process.
  - (10) Any motor vehicle stored in the front yard shall be owned by and registered to an inhabitant of the residence where the motor vehicle is parked. The resident shall provide evidence of residency and/or registration upon request of City staff.
- (C) **Rear Yard:** When parked in the rear yard, the motor vehicle shall be subject to the following standards:
- (1) The motor vehicle shall be stored behind a solid fence or gate at least 6 feet tall.
  - (2) The motor vehicle shall be parked on a surface paved with brick, concrete, asphalt, or similar material, or on pervious gravel.

Section 9-5.203, Definitions, is hereby amended to include the following definitions:

**RECREATIONAL VEHICLE.** A personal vehicle, including but not limited to, a camping trailer, motorhome, tent trailer, fifth-wheel trailer, unmounted camper shell, boat, personal watercraft, utility trailer, or other mobile recreational equipment or watercraft, or any empty trailer intended for or capable of carrying any of the above.

**MOTOR VEHICLE.** Any automobile, truck, trailer, Recreational Vehicle, or other vehicle or equipment that is required to be registered with the California Department of Motor Vehicles.

**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.**

(3) "The activity is covered by the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA."

**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**

CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of August 23, 2022

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

**SUBMITTED BY:** John Samuelson, Public Works Director/City Engineer <sup>JS</sup>

**SUBJECT:** First Amendment to the Design Consulting Services Agreement with Brown and Caldwell for On-Call Professional Engineering Design Services; P.W. 700-1

---

**RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution:

1. Approving the first amendment to the Design Consulting Services Agreement with Brown and Caldwell for On-Call Professional Engineering Design Services in the amount of \$50,000 for a total contract amount of \$100,000 in substantially the form attached as Exhibit "1" to the Resolution (Attachment "A"); and
2. Authorizing and directing the City Manager or designee to execute the first amendment to the Design Consulting Services Agreement in a form approved by the City Attorney.

**FISCAL IMPACTS**

The fiscal year 2022/23 Capital Improvement Budget includes adequate funding through the Water Enterprise Fund for various water-related projects.

**DISCUSSION**

On November 10, 2021, the City entered into an "On-Call" Design Consulting Services Agreement with Brown and Caldwell for various water-related projects.

The first amendment is needed to provide design engineering services for the Brackish Water Desalination project, water treatment plant improvements, drainage design and stormwater management, in addition to the Antioch/Brentwood Intertie. These projects require additional design engineering services, which necessitates this amendment.

**ATTACHMENTS**

A. Resolution

**ATTACHMENT "A"**

**RESOLUTION NO. 2022/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING THE FIRST AMENDMENT TO THE AGREEMENT WITH BROWN AND  
CALDWELL FOR ON-CALL PROFESSIONAL ENGINEERING DESIGN SERVICES  
AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT  
P.W. 700-1**

**WHEREAS**, on November 10, 2021, Brown and Caldwell entered into an "On Call" Design Consulting Services Agreement ("Agreement") for professional engineering design services in the amount of \$50,000;

**WHEREAS**, the first amendment is needed to provide design engineering services for the Brackish Water Desalination project, water treatment plant improvements, drainage design and stormwater management, in addition to the Antioch/Brentwood Intertie. These projects require additional design engineering services, which necessitates this amendment; and

**WHEREAS**, the City Council has considered approving the first amendment to the Agreement with Brown and Caldwell for On-Call Professional Engineering Design Services in the amount of \$50,000 for a total contract amount of \$100,000.

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

1. Approves the first amendment to the Agreement with Brown and Caldwell for On-Call Professional Engineering Design Services in the amount of \$50,000 for a total contract amount of \$100,000 in substantially the form attached as Exhibit "1"; and
2. Authorizes and directs the City Manager or designee to execute the first amendment to the Design Consulting Services Agreement with Brown and Caldwell in a form approved by the City Attorney.

\* \* \* \* \*

**RESOLUTION NO. 2022/\*\***

August 23, 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 23rd day of August 2022, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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

A2

## EXHIBIT "1"

### AMENDMENT NO. 1 TO AGREEMENT WITH BROWN AND CALDWELL FOR ON-CALL PROFESSIONAL ENGINEERING SERVICES P.W. 700-1

THIS FIRST AMENDMENT TO THE AGREEMENT FOR ON-CALL PROFESSIONAL ENGINEERING SERVICES is entered into this 23rd day of August 2022 by and between the CITY OF ANTIOCH, a municipal corporation ("City") and BROWN AND CALDWELL, their address is 201 North Civic Drive, Suite 300, CA 94596 ("Consultant").

#### RECITALS

WHEREAS, on November 10, 2021, City and Brown and Caldwell, entered into an Agreement for Professional Consultant Services for On-Call Professional Engineering Services ("Agreement") in the amount of \$50,000.00.

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

1. Section 1 "SERVICES" the first paragraph shall be amended to read as follows:

"Subject to the terms and conditions set forth in this Agreement, Consultant shall furnish all technical and professional services including labor, material, equipment, transportation, supervision, and expertise to provide to City the services described in the Scope of Work attached as Exhibit A to the Agreement and Exhibit A to Amendment No. 1 of the Agreement at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and the Exhibits, the Agreement shall prevail."

2. Section 2 "COMPENSATION" the first sentence shall be amended to read as follows:

"City hereby agrees to pay Consultant a sum not to exceed **\$100,000.00**, notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement."

All other terms and conditions of the Agreement shall remain in full force and effect.

A3

CITY OF ANTIOCH:

BROWN AND CALDWELL

By: \_\_\_\_\_  
Cornelius H. Johnson.  
Interim City Manager

By: \_\_\_\_\_  
Angela MacKinnon  
Vice President

ATTEST:

\_\_\_\_\_  
Elizabeth Householder  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Thomas Lloyd Smith  
City Attorney



## EXHIBIT "A"

# Introduction

## Project Understanding

The City faces major challenges with operating and maintaining many aging assets including its water treatment plant and storm water assets, but also potable water distribution and sanitary sewer collection facilities. BC is no stranger to working on the City's utility assets, having completed many of projects for the City for more than 55 years. In addition, BC has worked with neighboring cities and agencies and can offer a regional perspective on issues that impact the City. As a multidisciplinary engineering firm, BC covers expertise areas that the City requires with one focus: servicing your greatest needs and most challenging issues. We have extensive experience in planning, condition assessment, design, and construction management of treatment plants, pipelines, pumping stations, and other utility systems. We deliver a complete range of services for managing wastewater, water, reclaimed water, and storm drainage projects. Our integrated approach to asset management helps facilities and operations staff prioritize and meet regulatory requirements and fulfill community needs.

### Categories of Work

As requested in the RFQ, BC offers the City support in the following two major work categories:

Water Treatment Plant Improvements



Drainage Design and Stormwater Management

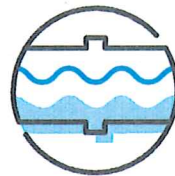


In addition to the identified categories, BC offers the City support in the additional two work categories:

Potable Water Distribution System



Sanitary Sewer Collection System



AS

BC has a long client service history with the City including multiple water system master plan updates. This experience has taught us valuable lessons on how to manage multiple projects, sometimes simultaneously. We can divert resources where they are needed most and pull from both a local and national pool of experienced engineers and specialty experts to cover a wide variety of specialty engineering services. We offer brief summaries of our capabilities below.

---

**Water Treatment Plant Improvements.** BC has a deep historical knowledge of the City's WTP, having designed the improvements to increase the plant's capacity from 16 to 28 mgd in 1987. In addition to experience with the City's WTP, our local experience with planning and design of Water Treatment Plant Improvements includes the Water Treatment Plant Master Plan for Contra Costa Water District to evaluate the ability for the District's two WTPs to provide for future demands and identify renewal and replacement projects to improve reliability of the District's drinking water system. BC also recently completed master plan preparation and then design and construction oversight of improvements to the City of Pittsburg WTP.

---

**Drainage Design and Stormwater Management.** For stormwater, BC assists cities with stormwater projects in every aspect of implementation. BC works with clients throughout Northern California to implement effective stormwater management programs for meeting Combined Sewer Overflow (CSO), Municipal Separate Storm Sewer System (MS4), and/or total maximum daily load (TMDL) program goals. With input from our regional and national experts in GI development, we understand how to solve stormwater and water quality problems efficiently and effectively with innovative, yet practical, solutions. Our broad range of national experience allows us to help clients on large-scale programs by leveraging transfer of knowledge to save them money and resources. BC recently completed design on the stormwater wetlands treatment facilities as part of the Vista Grande Drainage Basin Improvement project for the City of Daly City (1100 CFS capacity with trash removal) and the Orange Memorial Park project for the City of South San Francisco where BC designed a regional stormwater capture project that will divert flows from the Colma Creek into the Orange Memorial Park for treatment via infiltration, non-potable reuse, or biofiltration.

---

BC understands that in addition to the WTP and stormwater systems, the City operates and maintains a potable water distribution system including pipelines, pumping stations and water storage reservoirs, as well as a sanitary sewer collection system. BC has extensive experience helping the City with additional types of projects and can offer the following additional services:

---

**Pumping Station Evaluation and Design.** BC wrote the book on pumping station design (First edition of Pump Station Design, co-authored by BC's Garr Jones) and has continued to be a recognized leader in the design of reliable pump stations that operate for decades with limited maintenance. Our approach to pump stations, whether new or upgraded, is science-based and centered on achieving maximum efficiency, long-term reliability and low long-term O&M requirements. BC has applied this knowledge to the design of the rehabilitation of the City's Hillcrest and Donlon Booster Pumping Stations, currently in construction.

---

**Water Storage Tank Evaluation Design.** Our team includes civil and structural engineers experienced in evaluating and designing of both improvements to water storage tanks and new tanks. Our recent experience includes an ongoing high-level evaluation of seismic vulnerabilities of existing tanks to identify needed improvements for the City of Martinez. For North Coast County Water District, BC evaluated a replacement of an existing tank, including evaluating the differences between a welded steel and pre-stressed concrete tank and the detailed design of the replacement tank. At NCCWD we designed an internal hydraulic mixing system and inlet controls to maintain distribution system water quality.

---

**Pipeline Condition Assessment.** Condition assessment technologies are rapidly improving, and BC is at the forefront of applying these new technologies to improve condition data collection. We routinely deploy multi-sensor remote-operated vehicles for interior inspection of deteriorated, buried pipelines, most recently for EBMUD. We have worked with multiple California agencies to apply technologies to inspect water and sewer pressure mains without taking them out of service. Many of our local engineers are certified in the National Association of Sewer Service Companies Pipeline Assessment and Certification Program/Manhole Assessment and Certification Program (NASSCO PACP/MACP) condition assessment system. We recently completed condition assessment on part of the City's pipeline from the municipal reservoir and Contra Costa Canal.

---

**Pipeline Design and Rehabilitation.** Our project team provides full multidisciplinary engineering capabilities with individuals offering expertise in all phases of new pipeline design and existing pipeline rehabilitation for water, sewer and recycled water pipelines. In our local offices, we have many infrastructure specialists who possess comprehensive experience in planning, design, and construction management. Additionally, BC engineers are adept at applying trenchless technologies such as cured-in-place pipe (CIPP), pipebursting, sliplining, spiral-wound liners, HDD and bore/jack.

---

**Hydraulic Modeling.** BC has completed many collection, stormwater, and distribution system hydraulic evaluations, including evaluations of some of the most complex systems in the United States. We have more than 400 engineers who have worked on water distribution and wastewater collection system master plans and more than 50 employees with direct experience performing computer hydraulic modeling. BC is in the process of updating the City's Water System Master Plan, which included updates to the City's distribution system hydraulic model including updating existing and projected demands and refining the model's calibration. BC has modeled the city water system since 1966.

---



CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of August 23, 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 Approving the Final Map and Improvement Plans for Park Ridge Phase 5 Subdivision 9578 (Davidon Homes) and Annexing to City-Wide Lighting and Landscaping District 10 Zone 1 (PW 674-5)

---

**RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution approving the final map and improvement plans for Park Ridge Phase 5, Subdivision 9578, and annexing to City-Wide Lighting and Landscaping District 10, Zone 1.

**FISCAL IMPACT**

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

**DISCUSSION**

On March 9, 2010, the City Council adopted Resolution No. 2010/21 approving a Final Planned Development, Vesting Tentative Map and Use Permit for the development of 525 single family homes, 25 acres of open space, and an 8.22-acre neighborhood park for the Park Ridge subdivision project.

On July 9, 2013, the City Council adopted Ordinance No. 2069-C-S approving a Development Agreement between the City and Davidon Homes regarding the property and project. The approximately 170-acre project is generally located west of State Route 4, east of Canada Valley Road, and south of Laurel Road.

The subject Final Map for Phase 5 of the project creates 103 single family lots along the southeastern portion of the project. The subject Final Map is in substantial conformance with the Vesting Tentative Map and is consistent with the Antioch General Plan.

**ATTACHMENTS**

- A. Resolution
- B. Vicinity Map
- C. SLLMD Annexation Map

**ATTACHMENT "A"**

**RESOLUTION NO. 2022/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING THE FINAL MAP AND IMPROVEMENT PLANS FOR PARK RIDGE  
PHASE V SUBDIVISION 9578 (DAVIDON HOMES) AND ANNEXING TO THE CITY-  
WIDE LIGHTING AND LANDSCAPING DISTRICT 10 ZONE 1 (P.W. 674-5)**

**WHEREAS**, Davidon Homes has filed with the City Engineer and requested approval of a final map entitled, "Park Ridge V Subdivision 9578";

**WHEREAS**, on March 9, 2010, the City Council adopted Resolution No. 2010/21 approving a Final Planned Development, Vesting Tentative Map and Use Permit for the Park Ridge subdivision project;

**WHEREAS**, on July 9, 2013, the City Council adopted Ordinance No. 20-69-C-S approving a Development Agreement between the City and Davidon Homes regarding the property and project;

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

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

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

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

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

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

**WHEREAS**, the City of Antioch has formed the City-Wide Lighting and Landscaping District 10 Zone 1 pursuant to Streets and Highways Code §22500 et seq.;

**WHEREAS**, Davidon Homes has given its written consent to have Park Ridge Phase 5 Subdivision 9578 annexed into the City-Wide Lighting and Landscaping District 10 Zone 1; and

**RESOLUTION NO. 2022/\*\***

August 23, 2022

Page 2

**WHEREAS**, Streets and Highway Code §22608.1 allows a territory to be annexed to an existing assessment district without written notice or hearing, or the filing of an engineer's report, if the owners give written permission to such annexation;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The foregoing recitals are true and correct and are hereby incorporated into this resolution as if fully set forth herein.
2. The final map for Park Ridge Phase 5 Subdivision 9578, and improvement plans relating thereto, are hereby approved.
3. The Park Ridge Phase 5 Subdivision 9578 is hereby annexed to the City-Wide Lighting and Landscaping District 10 Zone 1.
4. All street and other easements offered for dedication on said final map are hereby accepted.
5. The City Manager of the City of Antioch is hereby authorized to sign the Subdivision Improvement 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 23<sup>rd</sup> day of August 2022, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

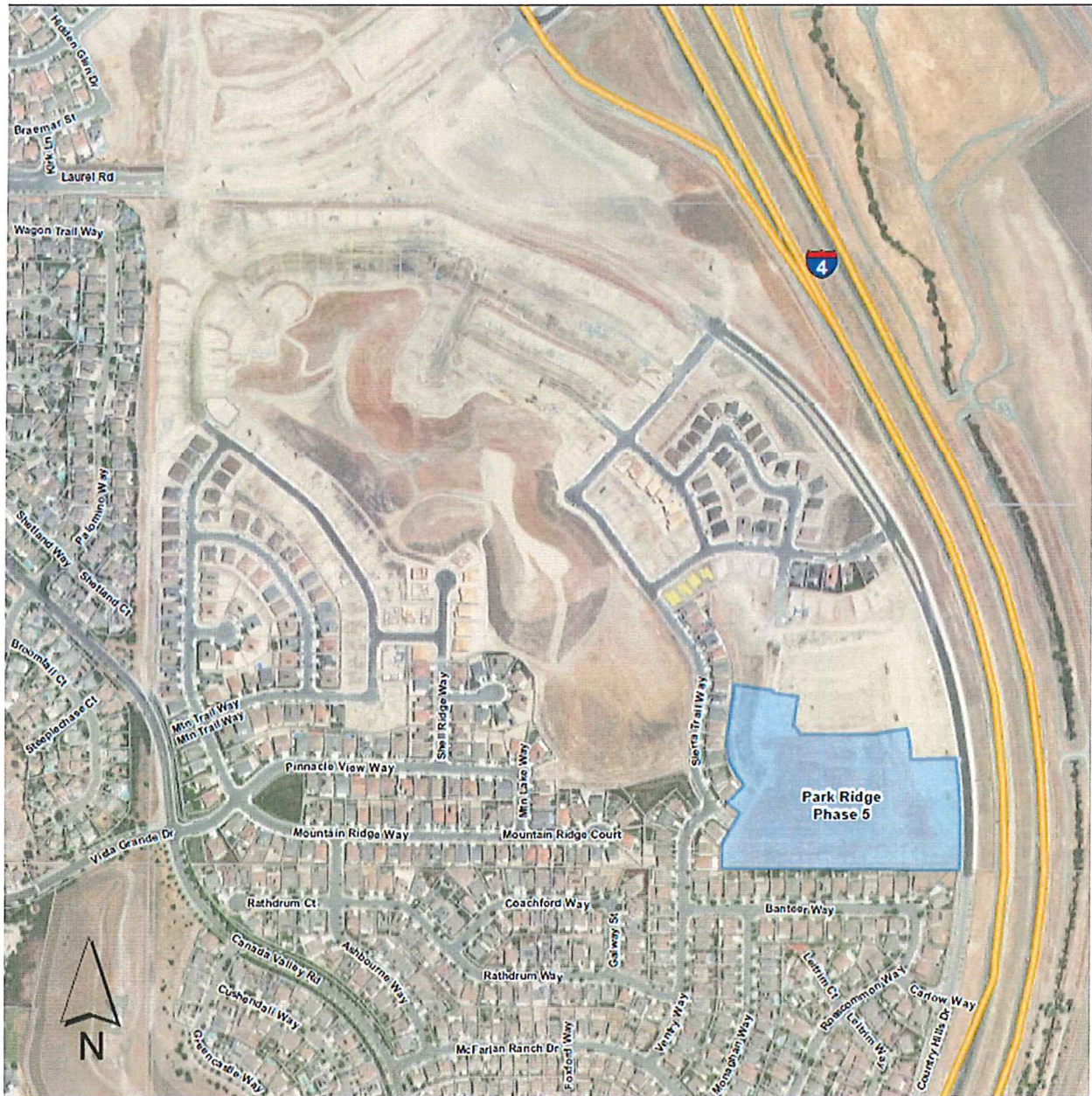
**ELIZABETH HOUSEHOLDER  
CITY CLERK OF THE CITY OF ANTIOCH**

A2



## ATTACHMENT "B"

### VICINITY MAP



BI



# AMENDED ASSESSMENT DIAGRAM LANDSCAPE, LIGHTING AND PARK MAINTENANCE DISTRICT NO. 10

COUNTY OF CONTRA COSTA  
STATE OF CALIFORNIA

## LAND USE INFORMATION

NAME	SIZE (ACRES)	USE	UNITS
LOTS 1-57 (TR 8114)	VARIES	SFR	57
LOTS 58-84 (TR 8598)	VARIES	SFR	27
LOTS 85-181 (TR 8640)	VARIES	SFR	97
LOTS 182-211 (TR 8886)	VARIES	SFR	30
LOTS 212-253 (TR 8886)	VARIES	SFR	42
LOTS 254-305 (TR 8948)	VARIES	SFR	52
LOTS 306-461 (TR 8951)	VARIES	SFR	156
PARCEL A	10.21	OPEN SPACE	-
PARCEL B	0.04	RESIDENTIAL R/W	-
PARCEL D	7.93	PLANNED MFR	152
PARCEL E	12.62	COMMERCIAL	N/A
PARCEL J	0.16	RESIDENTIAL R/W	-
PARCEL L	1.05	RESIDENTIAL R/W	-
CCCO	0.71	PUBLIC FACILITIES	0
PARCEL M	33.85	BUSINESS PARK	-
LOTS 1-123 (TR 8846)	VARIES	SFR	123
PARCEL O	76.51	PLANNED SFR	-
PARCEL N	0.17	PLANNED SFR	-
LOTS 124-181 (TR 9485)	VARIES	SFR	58
LOTS 182-186 (TR 9517)	VARIES	SFR	5
LOTS 225-242 (TR 9517)	VARIES	SFR	18
LOTS 364-404 (TR 9517)	VARIES	SFR	41
PARCEL P	22.47	PLANNED SFR	-
PARCEL Q	4.01	OPEN SPACE	-

I HEREBY CERTIFY THAT THE CITY OF ANTIOCH STREET LIGHT AND LANDSCAPE MAINTENANCE DISTRICT NO. 10 AND ENGINEER'S REPORT WAS APPROVED BY CITY COUNCIL RESOLUTION NO. 2002/113, ADOPTED JULY 9, 2002, AND THAT DISTRICT MAINTENANCE COSTS AND ANNUAL ASSESSMENTS ARE PRESENTED EACH YEAR TO THE CITY COUNCIL FOR APPROVAL IN THE CONSOLIDATED ENGINEER'S REPORT FOR THE CITY OF ANTIOCH STREET LIGHT AND LANDSCAPE MAINTENANCE DISTRICTS AND THE LEVY OF ANNUAL ASSESSMENTS FOR THE FISCAL YEAR.

ARNE SIMONSON  
CITY CLERK AND EX-OFFICIO CLERK, OF THE CITY COUNCIL  
CITY OF ANTIOCH  
COUNTY OF CONTRA COSTA  
STATE OF CALIFORNIA

I HEREBY CERTIFY THAT THIS ASSESSMENT DIAGRAM WAS ACCEPTED AND CONFIRMED BY THE CITY COUNCIL OF THE CITY OF ANTIOCH, CALIFORNIA ON THE \_\_\_\_ DAY OF \_\_\_\_ 20\_\_.

ARNE SIMONSON  
CITY CLERK AND EX-OFFICIO CLERK, OF THE CITY COUNCIL  
CITY OF ANTIOCH  
COUNTY OF CONTRA COSTA  
STATE OF CALIFORNIA

FILED THIS \_\_\_\_ DAY OF \_\_\_\_ 20\_\_, AT THE HOUR OF \_\_\_\_ O'CLOCK \_\_\_\_ M. IN BOOK \_\_\_\_ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AT PAGE \_\_\_\_ IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF CONTRA COSTA, CALIFORNIA.

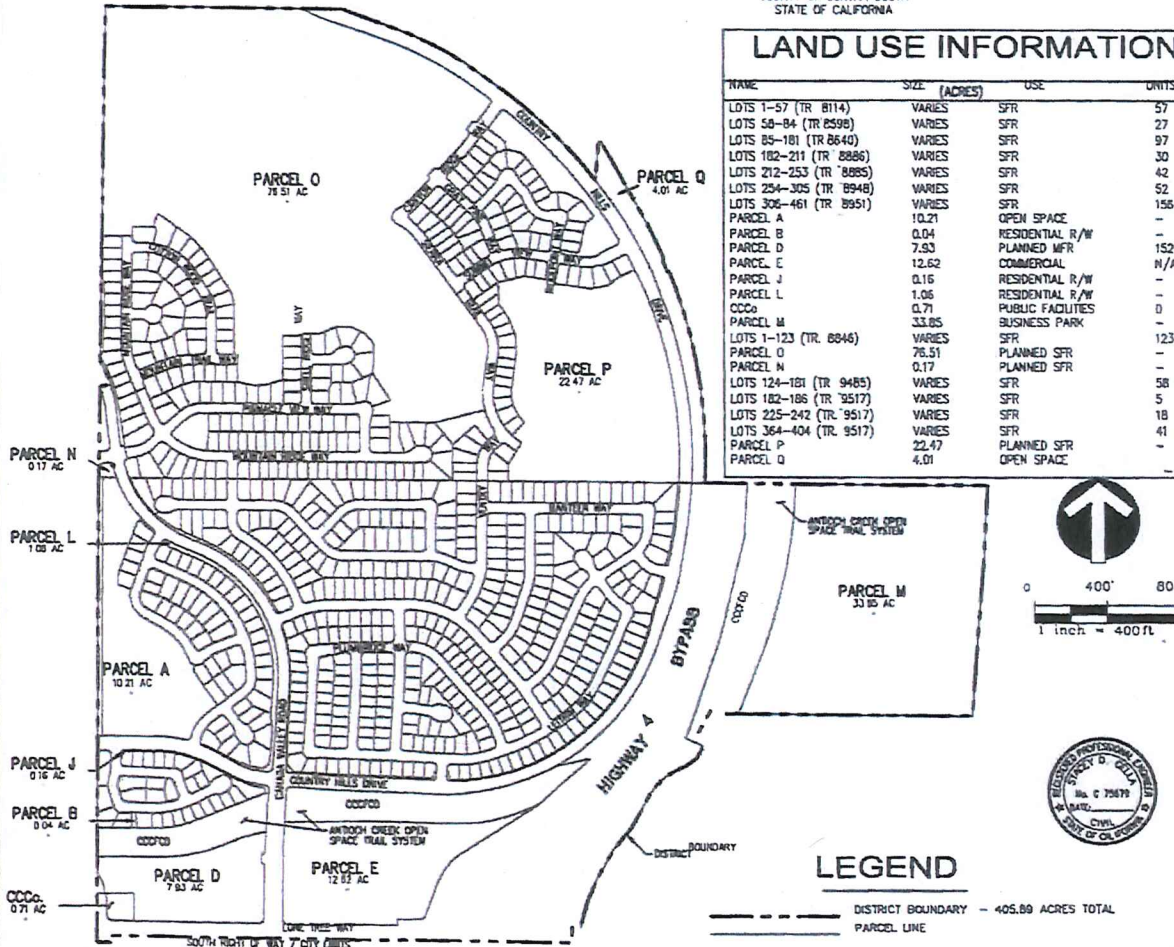
COUNTY RECORDER  
COUNTY OF CONTRA COSTA

NOTE: THIS AMENDED ASSESSMENT DIAGRAM IS AN AMENDED DIAGRAM OF LANDSCAPE, LIGHTING AND PARK MAINTENANCE, DISTRICT NO. 10, CITY OF ANTIOCH, CONTRA COSTA COUNTY, STATE OF CALIFORNIA, THE ASSESSMENT DIAGRAM OF WHICH WAS RECORDED ON \_\_\_\_ 2019, IN BOOK \_\_\_\_ OF MAPS OF ASSESSMENT DISTRICTS AT PAGE \_\_\_\_ IN THE OFFICE OF THE COUNTY RECORDER OF CONTRA COSTA COUNTY STATE OF CALIFORNIA.

SOURCE: SUBDIVISION 8114, 8598, 8886, 8886, 8951, 8640, 8948, 8477, 8846, 9485 & 9517  
ANTIOCH GENERAL PLAN  
EAST LONE TREE SPECIFIC PLAN  
M&B DEVELOPMENT AGREEMENT  
CONTRA COSTA COUNTY ASSESSOR'S OFFICE



01-1052-24 SHEET 1 OF 1



ATTACHMENT 'C'

01



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of August 23, 2022

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

**SUBMITTED BY:** Alan Barton, Information Systems Director *AB*

**APPROVED BY:** Rosanna Bayon Moore, Assistant City Manager

**SUBJECT:** CrowdStrike Cyber Security Services 5-Year Contract

---

### **RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution authorizing the City Manager or designee to execute a 5-year contract for CrowdStrike cyber security services via ePlus Technology, Inc. in the amount not to exceed \$340,000.

### **FISCAL IMPACT**

The 2022-23 Information Systems Maintenance Contracts budget includes funds for this project.

### **DISCUSSION**

Due to the ongoing and ever-expanding risk of cyber-attacks on government facilities, staff seeks to add CrowdStrike's cyber security services to the City's Information Systems environment.

ePlus and CrowdStrike combine to provide better protection across the entire threat lifecycle by combining machine learning, artificial intelligence, behavioral analytics and proactive threat hunting in a single solution. Powered by Threat Graph, the proposed approach is the security industry's largest cloud analytics platform. ePlus and CrowdStrike seamlessly integrate cybersecurity operations and risk management to help aid enterprises improve business resiliency.

CrowdStrike provides additional cyber security resources to help protect the City's Information Systems infrastructure, including next generation end point anti-virus protection which is not currently provided. CrowdStrike will replace the City's existing cyber security vendor relationship and comes highly recommended by multiple neighboring agencies.

Pricing is per SLP(Software Licensing Program) Plus contract 9-21-70-0002C. The Software Licensing Program (SLP) is administered by the California Department of General Services, Procurement Division. Extensive software discounts are negotiated with major software publishers that are then passed on to the State, through the SLP contracts established with authorized participating re-sellers.

**ATTACHMENTS**

- A. Resolution
- B. ePlus Technology, Inc. CrowdStrike quote



**RESOLUTION NO. 2022/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
AUTHORIZING THE CITY MANAGER OR DESIGNEE TO ENTER INTO A  
FIVE-YEAR CONTRACT FOR CROWDSTRIKE CYBER SECURITY SERVICES VIA  
EPLUS TECHNOLOGY, INC. IN AN AMOUNT NOT TO EXCEED \$340,000**

**WHEREAS**, the City's Information Systems Department annually assesses hardware and software in conjunction with the operational needs of each division; and

**WHEREAS**, the City's Information Systems Department maintains the City's technology through timely replacement of hardware and software that are beyond their useful life, which is critical in managing costs and liability associated with aging technology.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby authorizes the City Manager or designee to execute a five (5) year contract for CrowdStrike cyber security services via ePlus Technology, Inc. in an amount not to exceed \$340,000 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 23rd day of August 2022, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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



**Customer Name:** City of Antioch  
**Quote No:** 22822816  
**Quote Name:** City of Antioch  
**Quotation Date:** 06/20/2022

**Sales Support Contact:**  
**Sales Support Phone:**  
**Sales Support Email:**  
**Account Executive:**  
**Account Executive Phone:**  
**Account Executive Email:**

**Customer PO No:**  
**Order No:**  
**Expiration Date:** 08/20/2022

**External**  
**Notes:** SLP 9-21-70-0002C

Line No.	Part Number	MFG	Description/Line Notes	QTY	Unit Price	Ext. Price
Year 1						
001	CS.FCSD.SOLN.T1.60M	CROWDSTRIKE	FALCON COMPLETE WITHTHREAT GRAPH STANDARD	375	79.24	29,715.00
002	CS.INSIGHTB.SOLN.T3.60M	CROWDSTRIKE	INSIGHT	375	0.00	0.00
003	CS.PREVENTB.SOLN.T3.60M	CROWDSTRIKE	PREVENT	375	0.00	0.00
004	CS.DISCB.SOLN.T3.60M	CROWDSTRIKE	DISCOVER	375	0.00	0.00
005	CS.FALCOMPS.SVC.60M	CROWDSTRIKE	FALCON COMPLETESUBSCRIPTION	375	0.00	0.00
006	CS.OWB.SVC.T3.60M	CROWDSTRIKE	OVERWATCH	375	0.00	0.00
007	CS.TGB.STD.60M	CROWDSTRIKE	THREAT GRAPH STANDARD	375	0.00	0.00
008	CS.FALCOMPNBC.SOLN.60M	CROWDSTRIKE	FALCON COMPLETE:COMPLIMENTARY CID	1	0.00	0.00
009	CS.FCSD.HPS.SOLN.60M	CROWDSTRIKE	FALCON COMPLETE WITHSERVER THREAT GRAPHSTANDARD	25	85.06	2,126.50
010	CS.INSIGHTB.SOLN.T3.60M	CROWDSTRIKE	INSIGHT	25	0.00	0.00
011	CS.PREVENTB.SOLN.T3.60M	CROWDSTRIKE	PREVENT	25	0.00	0.00
012	CS.DISCB.SOLN.T3.60M	CROWDSTRIKE	DISCOVER	25	0.00	0.00
013	CS.FALCOMPS.SVC.60M	CROWDSTRIKE	FALCON COMPLETESUBSCRIPTION	25	0.00	0.00
014	CS.OWB.SVC.T3.60M	CROWDSTRIKE	OVERWATCH	25	0.00	0.00
015	CS.TGB.STD.HPS.60M	CROWDSTRIKE	SERVER THREAT GRAPHSTANDARD	25	0.00	0.00
016	CS.ITPC.SOLN.60M	CROWDSTRIKE	IDENTITY THREATPROTECTION COMPLETEBUNDLE	1000	27.94	27,940.00
017	CS.ITP.SOLN.60M	CROWDSTRIKE	IDENTITY THREATPROTECTION (ACCOUNTS)	1000	0.00	0.00
018	CS.ITPCU.SOLN.60M	CROWDSTRIKE	IDENTITY THREATPROTECTION COMPLETEUPGRADE (ACCOUNTS)	1000	0.00	0.00
019	RR.HOS.ENT.EXPS.60M	CROWDSTRIKE	EXPRESS SUPPORT	1	6,460.83	6,460.83
020	RR.PSO.ENT.NCAP.60M	CROWDSTRIKE	UNIVERSITY LMSSUBSCRIPTION NEWCUSTOMER ACCESS PASS	6	0.00	0.00
Sub-Total (USD)						66,242.33
Year 2						
021	CS.FCSD.SOLN.T1.60M	CROWDSTRIKE	FALCON COMPLETE WITHTHREAT GRAPH STANDARD	375	79.24	29,715.00
022	CS.INSIGHTB.SOLN.T3.60M	CROWDSTRIKE	INSIGHT	375	0.00	0.00
023	CS.PREVENTB.SOLN.T3.60M	CROWDSTRIKE	PREVENT	375	0.00	0.00

024	CS.DISC.B.SOLN.T3.60M	CROWDSTRIKE	DISCOVER	375	0.00	0.00
025	CS.FALCOMPS.SVC.60M	CROWDSTRIKE	FALCON COMPLETE SUBSCRIPTION	375	0.00	0.00
026	CS.OWB.SVC.T3.60M	CROWDSTRIKE	OVERWATCH	375	0.00	0.00
027	CS.TGB.STD.60M	CROWDSTRIKE	THREAT GRAPH STANDARD	375	0.00	0.00
028	CS.FALCOMPONBC.SOLN.60M	CROWDSTRIKE	FALCON COMPLETE: COMPLIMENTARY CID	1	0.00	0.00
029	CS.FCSD.HPS.SOLN.60M	CROWDSTRIKE	FALCON COMPLETE WITH SERVER THREAT GRAPH STANDARD	25	85.06	2,126.50
030	CS.INSIGHTB.SOLN.T3.60M	CROWDSTRIKE	INSIGHT	25	0.00	0.00
031	CS.PREVENTB.SOLN.T3.60M	CROWDSTRIKE	PREVENT	25	0.00	0.00
032	CS.DISC.B.SOLN.T3.60M	CROWDSTRIKE	DISCOVER	25	0.00	0.00
033	CS.FALCOMPS.SVC.60M	CROWDSTRIKE	FALCON COMPLETE SUBSCRIPTION	25	0.00	0.00
034	CS.OWB.SVC.T3.60M	CROWDSTRIKE	OVERWATCH	25	0.00	0.00
035	CS.TGB.STD.HPS.60M	CROWDSTRIKE	SERVER THREAT GRAPH STANDARD	25	0.00	0.00
036	CS.ITPC.SOLN.60M	CROWDSTRIKE	IDENTITY THREAT PROTECTION COMPLETE BUNDLE	1000	27.94	27,940.00
037	CS.ITP.SOLN.60M	CROWDSTRIKE	IDENTITY THREAT PROTECTION (ACCOUNTS)	1000	0.00	0.00
038	CS.ITPCU.SOLN.60M	CROWDSTRIKE	IDENTITY THREAT PROTECTION COMPLETE UPGRADE (ACCOUNTS)	1000	0.00	0.00
039	RR.HOS.ENT.EXPS.60M	CROWDSTRIKE	EXPRESS SUPPORT	1	6,460.83	6,460.83
040	RR.PSO.ENT.NCAP.60M	CROWDSTRIKE	UNIVERSITY LMSSUBSCRIPTION NEW CUSTOMER ACCESS PASS	6	0.00	0.00
					<u>Sub-Total (USD)</u>	<u>66,242.33</u>
Year 3						
041	CS.FCSD.SOLN.T1.60M	CROWDSTRIKE	FALCON COMPLETE WITH THREAT GRAPH STANDARD	375	79.24	29,715.00
042	CS.INSIGHTB.SOLN.T3.60M	CROWDSTRIKE	INSIGHT	375	0.00	0.00
043	CS.PREVENTB.SOLN.T3.60M	CROWDSTRIKE	PREVENT	375	0.00	0.00
044	CS.DISC.B.SOLN.T3.60M	CROWDSTRIKE	DISCOVER	375	0.00	0.00
045	CS.FALCOMPS.SVC.60M	CROWDSTRIKE	FALCON COMPLETE SUBSCRIPTION	375	0.00	0.00
046	CS.OWB.SVC.T3.60M	CROWDSTRIKE	OVERWATCH	375	0.00	0.00
047	CS.TGB.STD.60M	CROWDSTRIKE	THREAT GRAPH STANDARD	375	0.00	0.00
048	CS.FALCOMPONBC.SOLN.60M	CROWDSTRIKE	FALCON COMPLETE: COMPLIMENTARY CID	1	0.00	0.00
049	CS.FCSD.HPS.SOLN.60M	CROWDSTRIKE	FALCON COMPLETE WITH SERVER THREAT GRAPH STANDARD	25	85.06	2,126.50
050	CS.INSIGHTB.SOLN.T3.60M	CROWDSTRIKE	INSIGHT	25	0.00	0.00
051	CS.PREVENTB.SOLN.T3.60M	CROWDSTRIKE	PREVENT	25	0.00	0.00
052	CS.DISC.B.SOLN.T3.60M	CROWDSTRIKE	DISCOVER	25	0.00	0.00
053	CS.FALCOMPS.SVC.60M	CROWDSTRIKE	FALCON COMPLETE SUBSCRIPTION	25	0.00	0.00
054	CS.OWB.SVC.T3.60M	CROWDSTRIKE	OVERWATCH	25	0.00	0.00
055	CS.TGB.STD.HPS.60M	CROWDSTRIKE	SERVER THREAT GRAPH STANDARD	25	0.00	0.00
056	CS.ITPC.SOLN.60M	CROWDSTRIKE	IDENTITY THREAT PROTECTION COMPLETE BUNDLE	1000	27.94	27,940.00
057	CS.ITP.SOLN.60M	CROWDSTRIKE	IDENTITY THREAT PROTECTION (ACCOUNTS)	1000	0.00	0.00
058	CS.ITPCU.SOLN.60M	CROWDSTRIKE	IDENTITY THREAT PROTECTION COMPLETE UPGRADE (ACCOUNTS)	1000	0.00	0.00
059	RR.HOS.ENT.EXPS.60M	CROWDSTRIKE	EXPRESS SUPPORT	1	6,460.83	6,460.83
060	RR.PSO.ENT.NCAP.60M	CROWDSTRIKE	UNIVERSITY LMSSUBSCRIPTION NEW CUSTOMER ACCESS PASS	6	0.00	0.00

				Sub-Total (USD)	66,242.33	
Year 4						
061	CS.FCSD.SOLN.T1.60M	CROWDSTRIKE	FALCON COMPLETE WITHTHREAT GRAPH STANDARD	375	79.24	29,715.00
062	CS.INSIGHTB.SOLN.T3.60M	CROWDSTRIKE	INSIGHT	375	0.00	0.00
063	CS.PREVENTB.SOLN.T3.60M	CROWDSTRIKE	PREVENT	375	0.00	0.00
064	CS.DISCB.SOLN.T3.60M	CROWDSTRIKE	DISCOVER	375	0.00	0.00
065	CS.FALCOMPS.SVC.60M	CROWDSTRIKE	FALCON COMPLETESUBSCRIPTION	375	0.00	0.00
066	CS.OWB.SVC.T3.60M	CROWDSTRIKE	OVERWATCH	375	0.00	0.00
067	CS.TGB.STD.60M	CROWDSTRIKE	THREAT GRAPH STANDARD	375	0.00	0.00
068	CS.FALCOMPNBC.SOLN.60M	CROWDSTRIKE	FALCON COMPLETE:COMPLIMENTARY CID	1	0.00	0.00
069	CS.FCSD.HPS.SOLN.60M	CROWDSTRIKE	FALCON COMPLETE WITHSERVER THREAT GRAPHSTANDARD	25	85.06	2,126.50
070	CS.INSIGHTB.SOLN.T3.60M	CROWDSTRIKE	INSIGHT	25	0.00	0.00
071	CS.PREVENTB.SOLN.T3.60M	CROWDSTRIKE	PREVENT	25	0.00	0.00
072	CS.DISCB.SOLN.T3.60M	CROWDSTRIKE	DISCOVER	25	0.00	0.00
073	CS.FALCOMPS.SVC.60M	CROWDSTRIKE	FALCON COMPLETESUBSCRIPTION	25	0.00	0.00
074	CS.OWB.SVC.T3.60M	CROWDSTRIKE	OVERWATCH	25	0.00	0.00
075	CS.TGB.STD.HPS.60M	CROWDSTRIKE	SERVER THREAT GRAPHSTANDARD	25	0.00	0.00
076	CS.ITPC.SOLN.60M	CROWDSTRIKE	IDENTITY THREATPROTECTION COMPLETEBUNDLE	1000	27.94	27,940.00
077	CS.ITP.SOLN.60M	CROWDSTRIKE	IDENTITY THREATPROTECTION (ACCOUNTS)	1000	0.00	0.00
078	CS.ITPCU.SOLN.60M	CROWDSTRIKE	IDENTITY THREATPROTECTION COMPLETEUPGRADE (ACCOUNTS)	1000	0.00	0.00
079	RR.HOS.ENT.EXPS.60M	CROWDSTRIKE	EXPRESS SUPPORT	1	6,460.83	6,460.83
080	RR.PSO.ENT.NCAP.60M	CROWDSTRIKE	UNIVERSITY LMSSUBSCRIPTION NEWCUSTOMER ACCESS PASS	6	0.00	0.00
				Sub-Total (USD)	66,242.33	
Year 5						
081	CS.FCSD.SOLN.T1.60M	CROWDSTRIKE	FALCON COMPLETE WITHTHREAT GRAPH STANDARD	375	79.24	29,715.00
082	CS.INSIGHTB.SOLN.T3.60M	CROWDSTRIKE	INSIGHT	375	0.00	0.00
083	CS.PREVENTB.SOLN.T3.60M	CROWDSTRIKE	PREVENT	375	0.00	0.00
084	CS.DISCB.SOLN.T3.60M	CROWDSTRIKE	DISCOVER	375	0.00	0.00
085	CS.FALCOMPS.SVC.60M	CROWDSTRIKE	FALCON COMPLETESUBSCRIPTION	375	0.00	0.00
086	CS.OWB.SVC.T3.60M	CROWDSTRIKE	OVERWATCH	375	0.00	0.00
087	CS.TGB.STD.60M	CROWDSTRIKE	THREAT GRAPH STANDARD	375	0.00	0.00
088	CS.FALCOMPNBC.SOLN.60M	CROWDSTRIKE	FALCON COMPLETE:COMPLIMENTARY CID	1	0.00	0.00
089	CS.FCSD.HPS.SOLN.60M	CROWDSTRIKE	FALCON COMPLETE WITHSERVER THREAT GRAPHSTANDARD	25	85.06	2,126.50
090	CS.INSIGHTB.SOLN.T3.60M	CROWDSTRIKE	INSIGHT	25	0.00	0.00
091	CS.PREVENTB.SOLN.T3.60M	CROWDSTRIKE	PREVENT	25	0.00	0.00
092	CS.DISCB.SOLN.T3.60M	CROWDSTRIKE	DISCOVER	25	0.00	0.00
093	CS.FALCOMPS.SVC.60M	CROWDSTRIKE	FALCON COMPLETESUBSCRIPTION	25	0.00	0.00
094	CS.OWB.SVC.T3.60M	CROWDSTRIKE	OVERWATCH	25	0.00	0.00
095	CS.TGB.STD.HPS.60M	CROWDSTRIKE	SERVER THREAT GRAPHSTANDARD	25	0.00	0.00

096	CS.ITPC.SOLN.60M	CROWDSTRIKE	IDENTITY THREATPROTECTION COMPLETEBUNDLE	1000	27.94	27,940.00
097	CS.ITP.SOLN.60M	CROWDSTRIKE	IDENTITY THREATPROTECTION (ACCOUNTS)	1000	0.00	0.00
098	CS.ITPCU.SOLN.60M	CROWDSTRIKE	IDENTITY THREATPROTECTION COMPLETEUPGRADE (ACCOUNTS)	1000	0.00	0.00
099	RR.HOS.ENT.EXPS.60M	CROWDSTRIKE	EXPRESS SUPPORT	1	6,460.83	6,460.83
100	RR.PSO.ENT.NCAP.60M	CROWDSTRIKE	UNIVERSITY LMSSUBSCRIPTION NEWCUSTOMER ACCESS PASS	6	0.00	0.00

**Sub-Total (USD) 66,242.33**

**Totals 331,211.65**

		<b>Sub Total (USD):</b>	<b>331,211.65</b>
		<b>Est. Tax (USD):</b>	<b>TBD if Applicable</b>
		<b>Freight (USD):</b>	<b>0.00</b>
		<b>Total (USD):</b>	<b>331,211.65</b>

All orders are governed by your organization's signed agreement with ePlus or applicable public sector contract; if there is no such agreement the Customer Terms and Conditions for Products and/or Services located at [www.ePlus.com](http://www.ePlus.com) govern. No additional or contrary terms in a purchase order shall apply, and ePlus' performance shall not be deemed acceptance of any preprinted PO terms. Use of software, subscription services or other products resold by ePlus is subject to manufacturer/publisher end user agreements or subscription terms. Any periodic payment obligations for specific offerings, along with customer-incurred overages, consumption fees, add-ons, quantity adjustments and automatic renewals are non-cancelable for any reason except by public sector customers required by law to terminate due to non-appropriation of funds.

PLEASE NOTE: Recent supply chain disruption and tariffs on certain imports are causing price increases for many IT products, with little or no notice, and beyond ePlus' control. As a result, this quote is subject to change without notice, even before the expiration date reflected above. Related manufacturer policy changes may result in orders being non-cancelable and products non-returnable except in accordance with the manufacturer warranty. Please confirm pricing and other restrictions prior to order placement. Unless freight amount is indicated, or is zero, freight will be added to the invoice. Unless Bill-To company is exempt from Sales Tax, it will be added to the invoice. Recognizing that the global pandemic has disrupted operations for many organizations, ePlus will ship products for delivery in accordance with customer's written ship-to instructions and products will be deemed delivered notwithstanding any failure of customer personnel to sign for receipt due to facility closing or otherwise.

<b>Customer Acceptance</b> Signature: _____ Name: _____ Title: _____ Date: _____ Customer PO #: _____		<b>Bill To</b> City of Antioch	<b>Ship To</b> City of Antioch
--	--	-----------------------------------	-----------------------------------

CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of August 23, 2022

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

**SUBMITTED BY:** Thomas Lloyd Smith, City Attorney *725*

**SUBJECT:** AB 361: Resolution Making Findings Necessary to Conduct Brown Act Meetings by Teleconference for the City Council, Boards, Commissions, and Committees

---

**RECOMMENDED ACTION**

It is recommended that the City Council adopt the resolution authorizing remote teleconference/virtual meetings of the legislative bodies of the City of Antioch, which includes the City Council, boards, commissions, and committees.

**FISCAL IMPACT**

There is no anticipated direct or indirect fiscal impact as a result of this item.

**DISCUSSION**

Even though cases of COVID-19 have dropped, AB 361 is expressly intended “to protect the health and safety of civil servants and the public and does not preference the experience of members of the public who might be able to attend a meeting in a physical location over members of the public who cannot travel or attend that meeting in a physical location” because of physical status.

The City of Antioch has utilized teleconference technology for some time, and since the State of Emergency is still in effect and state officials are still recommending measures to promote social distancing, especially for immunocompromised and sensitive groups (as described in the attached Resolution), the City’s legislative bodies, which include the City Council, boards, commissions, and committees can continue to meet while providing access to the public via teleconference. This resolution makes the findings required by AB 361, and would apply Citywide – i.e., not just to the City Council but to all City commissions and committees subject to the Brown Act as well. Staff requests passage of the attached resolution, which enables “hybrid meetings” including in-person and teleconference public participation or virtual meetings via teleconference for the City Council, boards, commissions, and committees.

Under this resolution, City Council, commissions, boards, and committees can continue holding virtual meetings or hybrid meetings in compliance with the following more flexible standards:

- The City is not required to provide a physical location for the public to attend or provide comments.
- Public access to the meeting via a call-in or an internet-based service option must be allowed, but the City is not required to have members of the public attend at each teleconference location.
- The City is only required to notice and post an agenda in accordance with the Brown Act provisions for in-person meetings. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option.
- When notice of the time of the teleconferenced meeting given or the agenda for the meeting is posted, the City shall also give notice of the means by which members of the public may access the meeting and offer public comment.
- The City must provide an opportunity for the public to address and offer comment in real time and cannot require all public comments to be submitted in advance of the meeting.

## **ATTACHMENTS**

### A. Resolution

**RESOLUTION NO. 2022-XX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
MAKING THE REQUIRED FINDINGS TO AUTHORIZE REMOTE  
TELECONFERENCE/VIRTUAL MEETINGS OF THE LEGISLATIVE  
BODIES OF THE CITY OF ANTIOCH FOR A PERIOD OF THIRTY  
DAYS PURSUANT TO BROWN ACT PROVISIONS**

**WHEREAS**, the City of Antioch is committed to preserving and nurturing public access and participation in public meetings under the Ralph M. Brown Act;

**WHEREAS**, all meetings of the City's legislative bodies, which includes the City Council, boards, commissions, and committees, are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), such that any member of the public may attend, participate, and watch the City's legislative bodies conduct their business;

**WHEREAS**, as recently amended by AB 361, Government Code section 54953(e) of the Brown Act makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions;

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558;

**WHEREAS**, it is further required that state or local officials have recommended or imposed measures to promote social distancing, or the legislative body determines by majority vote that meeting in person would present imminent risks to the health and safety of attendees;

**WHEREAS**, such conditions now exist in the City; specifically, on March 4, 2020, the Governor of the State of California proclaimed a State of Emergency, and such proclamation remains in effect and has not been rescinded or cancelled, and the "SMARTER" plan that the Governor unveiled specifically indicates that the State of Emergency will not be terminated;

**WHEREAS**, in addition to the above, state officials have issued orders recommending social distancing measures for certain individuals and in certain situations. For example, and not by way of limitation, social distancing is referenced in guidance on vaccine doses for persons who are immunocompromised and in certain situations under general industry safety orders;

**WHEREAS**, the state legislature has also made findings that by removing the requirement that public meetings be conducted at a primary physical location with a quorum of members present, AB 361 protects the health and safety of civil servants and



the public and does not preference the experience of members of the public who might be able to attend a meeting in a physical location over members of the public who cannot travel or attend that meeting in a physical location;

**WHEREAS**, the City Council does hereby find that all of the legislative bodies of the City shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

**WHEREAS**, the City will provide live call-in and/or internet service-based option for remote public participation and will provide notice for such participation in the agendas posted in advance of the meetings.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ANTIOCH DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1. Recitals.** The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

**Section 2. Findings.** The City Council hereby finds that, as set forth above, due to the novel coronavirus a State of Emergency declared by the Governor of the State of California is currently in effect, and that state or local officials are recommending measures promote social distancing.

**Section 3. Remote Teleconference Meetings.** The City Manager and City Attorney are hereby authorized and directed to take all actions necessary to conduct open and public meetings for all the legislative bodies of the City in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

**Section 4. Effective Date of Resolution.** This Resolution shall be effective immediately upon its adoption and shall remain in effect until the earlier of 30 days from the effective date of this Resolution, or such time the City Council adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the City may continue to teleconference.

\* \* \* \* \*

**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 23<sup>rd</sup> day of August, 2022 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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


CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of August 23, 2022

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

**SUBMITTED BY:** Joe Vigil, Police Lieutenant

**APPROVED BY:** Steven Ford, Interim Chief of Police 

**SUBJECT:** Critical Incident Stress Management & Wellness Contract

---

**RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution approving a one-year sole source contract with Public Safety Family Counseling Group, INC. to provide critical incident stress management and facilitate the emotional wellness roof of Police Department personnel from July 1, 2022, to June 30, 2023, and authorizing the City Manager to execute an agreement with Public Safety Family Counseling Group, INC., not to exceed \$75,000 for a period of one year with an option to extend.

**FISCAL IMPACT**

The cost for one year of service is \$75,000 and was initially budgeted for an estimate of \$49,995 in the Police Department's fiscal year 22/23 budget. It is anticipated that vacancy savings will cover the cost increase over the budgeted amount.

**DISCUSSION**

The Antioch Police Department has been utilizing the services of Public Safety Family Counseling Group, INC., for several years. Public Safety Family Counseling Group, INC. provides ongoing support, training, and oversight to the Antioch Police Department Peer Support and Wellness team. They also provide the Police Department with Critical Incident Stress Management programs and facilitate the emotional wellness of City personnel 24 hours a day seven days a week.

Through their various services, Public Safety Family Counseling Group, INC. provides counseling and relationship services to employees in a variety of areas. They are available to members of the Antioch Police Department day or night, in person, or via telephone.

Public Safety Family Counseling Group, INC, provides department-wide training to all employees in mental health, resiliency, and coping with a variety of issues an individual

encounter in this line of work. Public Safety Family Counseling Group, INC. works with the Department's Peer and Wellness Team, as well as supervisors, on developing policies and procedures for incidents in the workplace as well as giving them the knowledge on how to counsel peers and make recommendations on different areas of wellness.

The one-year contract would cover all their services as well as 24/7 availability for Officers relating to personal and department critical incidents.

Public Safety Family Counseling Group, INC. is the only organization enough in geographic proximity to the city of Antioch that offers these services and immediate response for critical incidents; thus it is requested City Council approve the contract under sole source provisions of the City of Antioch's purchasing ordinance in the Antioch Municipal Code

### **ATTACHMENTS**

#### **A. Resolution**

Exhibit A – Scope of Services and Compensation

**ATTACHMENT "A"**

**RESOLUTION NO. 2022/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH APPROVING A ONE-YEAR CONTRACT WITH PUBLIC SAFETY FAMILY COUNSELING GROUP, INC. TO PROVIDE SERVICES FROM JULY 1, 2022 TO JUNE 30, 2023, AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH PUBLIC SAFETY FAMILY COUNSELING GROUP, INC. NOT TO EXCEED \$75,000 OVER A ONE-YEAR PERIOD WITH AN OPTION TO EXTEND**

**WHEREAS**, Public Safety Family Counseling Group, INC. has provided the City of Antioch, Police Department with Critical Incident Stress Management and Wellness services for several years; and

**WHEREAS**, the City of Antioch Police Department desires to continue using the services of the Public Safety Family Counseling Group, INC.; and

**WHEREAS**, the continued use of Public Safety Family Counseling Group, INC.'s services will enhance Officer wellness and manage incidents in a constructive and effective manner; and

**WHEREAS**, Public Safety Family Counseling Group, INC. s services are unique in the field and they are the only organization within reasonable proximity to Antioch; and

**WHEREAS**, due to the unique nature of the services provided and proximity to Antioch, it is requested to approve the agreement under sole source provisions within the City of Antioch's purchasing ordinance in the Antioch Municipal Code.

**NOW, THEREFORE, BE IT RESOLVED AND DETERMINED**, the City Council of the City of Antioch hereby approves a one-year agreement with Public Safety Family Counseling Group, INC., under sole source provisions, to provide services from July 1, 2022 to June 30, 2023, with an option to extend, and authorizing the City Manager to execute an agreement with Public Safety Family Counseling Group, INC. not to exceed \$75,000 over a one-year period in a form approved by the City Attorney.

## ATTACHMENT "A"

\* \* \* \* \*

**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 23<sup>th</sup> day of August, 2022 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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

**Public Safety Family Counseling Group, INC. (Consultant)**

**Exhibit A – Scope of Services and Compensation**

**SCOPE OF SERVICES**

The primary purpose of this service contract is the ongoing support, training, and oversight of the Antioch Police Department (City) peer support team, Critical Incident Stress Management (CISM) programs, and facilitation of the emotional wellness of City personnel while providing 24/7/365 response and support services to City and its employees.

**SERVICES**

1. 24/7 On-Call/Standby Availability
  - 1.1. Consultant will be available 24 hours a day, 7 days a week for Crisis Response and Stabilization Services for City and City's personnel.
2. Unlimited Crisis Response and Stabilization services. Such services may include, but are not limited to critical incident stress debriefings, crisis management briefings, on-site response, crisis intervention, and in person consultation as necessary following extraordinary events encountered by City's personnel or impacting the performance of City personnel's duties. Crisis Response and Stabilization services also include Consultant's expert response to and intervention with personnel experiencing a suicidal crisis.
  - 2.1. Crisis Response and Stabilization Services may be rendered at City's offices, in the field, at Consultant's offices, virtually, or any other location as deemed necessary and approved by Consultant.
  - 2.2. In the event that Consultant is requested to respond to an active scene or incident, City personnel shall accompany Consultant when requested.
  - 2.3. In the event of a catastrophic incident, loss of life, significant injury to personnel, or other major incident, Critical Incident Stress Management services will be extended to spouses and significant others of City personnel.
3. Individual Crisis Stabilization and Counseling Services
  - 3.1. Consultant will provide Individual Crisis Stabilization and Counseling Services as requested for City personnel, including 24/7 availability as needed.
  - 3.2. Consultant will provide first responder specialized support and individual crisis intervention and, as necessary, appropriate professional referrals to City's employee assistance program or other suitable venue as necessary subject to the terms of 3.2.2 below.
    - 3.2.1. Individual crisis intervention is defined as up to fifty-two (52) one-hour, one-on-one crisis intervention sessions per year without the need for referral or authorization from City. Such sessions may be provided either in-person at Consultant's offices or virtually.

- 3.2.2. Referrals to third party services such as employee assistance programs, outside wellness training, or recovery/treatment retreats are not covered under this Agreement and are subject to other agreements between City and the third-party provider.
    - 3.2.3. Additional Individual Crisis Intervention and Stabilization services may be rendered on a case-by-case basis as requested by City and approved by Consultant.
  - 3.3. Consultant will provide up to five (5) individual transition specialized sessions for retired personnel or personnel approaching retirement in order to help with the adjustment from active to retired status.
  - 3.4. Consultant will provide up to five (5) individual sessions for employees placed on administrative leave in order to facilitate healthy coping and transition through any related process. Sessions will specifically focus on preparing personnel to return to duty following administrative leave or, where warranted, their transition out of the Department.
  - 3.5. Consultant will provide one (1) session for any new hire and their spouse or significant other while the employee is in a POST Basic Academy in order to facilitate resiliency and successful completion of their training. This session should occur either just prior to or within the first two weeks of starting the academy. One (1) additional session may be offered to the new employee when entering the Field Training Program.
4. Workers Compensation
- 4.1. While Consultant does not accept Workers Compensation cases, Consultant will provide up to five (5) individual sessions for injured personnel with the specific goal of navigating the stress and transition of the Workers Compensation process. The Consultant shall not treat, diagnose, or otherwise engage or interfere in any part of the formal Workers Compensation process, treatment, or legal process. Consultant shall not provide reports of these sessions to the City or any other party without a properly executed release, legal mandate, or court order.
5. Marriage and Relationship Services
- 5.1. Consultant will provide an initial package of Gottman Method Relationship Assessment and Treatment Resources to City Personnel as requested. City employees are limited to one (1) utilization of this package due to the restrictions placed by the Gottman Institute. The initial package will include the following resources.
    - 5.1.1. An Introductory phone call or virtual orientation
    - 5.1.2. Gottman testing and fees paid by Consultant
    - 5.1.3. Review and analysis of the testing with an initial treatment plan recommendation.
    - 5.1.4. Test results and interpretation copies provided to the couple.
    - 5.1.5. One (1) individual session for each member of the couple.
    - 5.1.6. One (1) combined session for the couple to discuss the test, issues at hand, and the treatment plan recommendations.



5.1.7.A review and discussion of available outside resources such as other providers, online or in person seminars, etc.

5.1.8.The couple may choose to continue counseling with Consultant's Gottman clinicians at a discounted rate of \$185 per hour (normally \$250 per hour).

5.1.9.Additional Information on the Gottman Institute approach to relationships.

5.1.9.1. RESEARCH-BASED - Developed from over 40 years of scientific research by Dr. John Gottman, this relationship assessment tool relies on intensive, detailed, and evidence-based information on why relationships succeed or fail.

5.1.9.2. The Gottman Relationship Checkup automatically scores a relationship's strengths and challenges and provides specific recommendations for interventions.

5.1.9.3. IN-DEPTH, fully HIPAA compliant, questionnaire consisting of 480 questions about friendship, intimacy, emotions, conflict, values, and trust, as well as parenting, partnership, finances, individual areas of concern, and more.

## 6. Telephone, email, and virtual Consultations

6.1. Expert collaboration with City Personnel regarding issues related to Critical Incident Stress, crisis intervention, education needs, organizational matters, disciplinary matters, terminations, or separation from service, and other psychological services as requested.

6.2. Provide on-going consultation to the City's Peer Support Team on topics including, but not limited to, program development, team selection, and team operations.

6.3. Consult with City Personnel regarding critical incident stress management support education services for line, supervisory, and management staff as requested.

6.4. Unlimited telephone, email, and virtual consultations are provided as "Base Services" under this agreement.

## 7. Peer Support Team Member Services

7.1. Consultant will provide four (4), one-on-one check-in appointments per year for each peer support team member, coordinator, and liaisons for the purpose of fostering professional wellness in their assigned role and to support positive wellness habits.

## 8. Training Services

### 8.1. Introductory Program Presentations

8.1.1. Consultant will conduct up to six, introductory patrol briefing presentations for the purpose of introducing Consultant's firm, services, and program goals. Consultant will periodically solicit and compile peer support team member nominations following a blind nomination process as requested by City.

8.1.2. City agrees to make arrangements for professional, non-sworn, and other administrative personnel to attend one of the aforementioned trainings.

## 8.2. Command Presentation and Training

- 8.2.1. Consultant will conduct presentations and trainings for Command Staff as requested in order to familiarize them with CISM and peer support team program goals and operations.

## 8.3. Management/Supervisory Presentation and Training

- 8.3.1. Consultant will conduct presentations and trainings for management and supervisory staff as requested in order to familiarize them with CISM and peer support team program goals and operations.

## 8.4. Line Personnel Training

- 8.4.1. Consultant will provide up to four (4), two-hour training blocks per year covering CISM, wellness, and resiliency for line level personnel.
- 8.4.2. Training will be presented at City facilities and may be open to outside agencies upon City's request with Consultant approval.

## 8.5. Spouses Program Training and Consultation

- 8.5.1. Consultant may provide up to two (2) four-hour training blocks during a Spouse's Academy or Family Day event. Such training will be custom tailored to issues facing spouses or families and may include specialized topics as requested by City.

## 8.6. Regional Peer Support Continuing Education Training

- 8.6.1. Participation in Regional Peer Support Continuing Education Training for all City designated liaisons, coordinators, and peers is included as a Base Service.
- 8.6.2. Participating agencies share a rotating responsibility for hosting Regional Peer Support and Coordinator Meetings. Responsibility for hosting said trainings and meetings is split among participating agencies on a rotating basis.
- 8.6.3. Regional training may be offered in person or via a virtual electronic platform.

## 8.7. Peer Led Trainings

- 8.7.1. Upon request, Consultant shall design and supply two (2) 15-minute training programs designed to be presented by peer support team members during briefing or other short format gatherings. These training programs shall be designed to enhance resiliency, increase mental wellness, and/or address specific problems within the agency or industry as a whole (i.e., healthy alcohol consumption, dealing with personal crisis, available CISM resources). Consultant will train designated personnel in the delivery of this training program.
- 8.7.2. Upon request, Consultant shall design and supply one (1) new hire training and orientation program designed to be presented by peer support team members during the first few weeks of a new employee's orientation to the City. These training programs shall be designed to increase stress awareness, understand the negative impacts of long-term stressors, enhance resiliency, increase mental wellness, orient new employees to peer

support and other wellness resources within and outside of the agency, and/or address specific topics as requested by City. Consultant will train designated personnel in the delivery of this training program.

- 8.8. Consultant will provide up to two (2) “Blue Sky” Strategic Planning Sessions per fiscal year. Blue Sky sessions may be utilized by any work group within the Department; however, they are highly recommended for Peer Support Team program planning and development.
- 8.9. Consultant may provide Critical Incident Stress Management or other training services within Consultant’s scope of practice for line, supervisory, and/or management staff as requested by City.

8.9.1. Training requests must be submitted at least 90 days in advance.

## 9. Meetings

- 9.1. Consultant will help facilitate and attend regular peer support team meetings exclusively for City’s peer support team members. Said meetings shall be set up by a Peer Support Team Coordinator or Liaison and should occur at least once per quarter. These meetings may be held/attended in-person or virtually.
- 9.2. Consultant will help facilitate and attend a monthly peer support team coordinator and liaison meeting. Said meetings shall be set up by a peer support team coordinator or liaison. These meetings may be held/attended in-person or virtually.
- 9.3. Consultant shall attend Command Staff meetings as requested for the purpose of discussing and making recommendations as to CISM, wellness, and peer support needs within the Department.
- 9.4. Consultant shall attend Supervisory Staff meetings as requested for the purpose of discussing and making recommendations as to CISM, wellness, and peer support needs within the Department.
- 9.5. Consultant may provide or attend additional meetings or other gatherings beyond those outlined above as requested by City.
- 9.6. Consultant may prepare and provide presentations on topics of concern, within Consultant’s specialty, as requested at any meeting.
- 9.7. Having Consultant periodically attend Command and Supervisory meetings provides the opportunity to embed wellness and mental health resources within the culture of the Department thereby enhancing the acceptance and delivery of Consultant’s resources. It also allows for the discussion of sensitive or challenging issues facing the Department, as well as the identification of future challenges. Clinical presence at the command level helps serve as a reminder of the importance of wellness and resiliency that can then be modeled to the rest of the Department in order to enhance and promote a culture of resiliency and wellness. Additionally, it allows for the presentation of current research, industry trends, and other pertinent information in a timely manner allowing for rapid implementation and response to emerging issues.

## 10. Policy Development and Review

- 10.1. Consultant will supply City with a Sample Peer Support Policy and assist City personnel with review and recommendations for creating a comprehensive Peer Support Team and CISM Policy.
- 10.2. City shall have their own City Attorney and/or risk manager review any recommended policy prior to implementation. City is responsible for ensuring that any proposed policy is compliant with city, state, and federal law.
11. When City requests services to be rendered onsite, City shall make suitable space available to Consultant. When suitable space is not available, City shall make other location arrangements appropriate for the services to be rendered.
12. When Consultant is unavailable or unable to render services as indicated above, Consultant shall make necessary arrangements for referral to appropriate mental health professionals for coverage and make contact information available to City personnel.
13. Consultant shall not be responsible for computer, video, audio, or other technological needs for City or City's personnel to attend training or access services.

## **COMPENSATION**

1. City shall compensate Consultant a flat base fee of \$75,000.00 per annum (Fiscal Year) for all services outlined under Scope of Services Sections 1 through 13, subject to the following provisions.
  - 1.1. Services may be rendered in-person, via telephone, email, or virtual platform based on the specific circumstances, nature, and needs of the service, City, and Consultant. Response services shall be provided in-person except under extraordinary circumstances.
  - 1.2. Regional Peer Support Continuing Education Training may be provided in person or virtually and may be rescheduled, postponed, or cancelled for extraordinary events.
  - 1.3. In the extraordinary circumstance that Consultant is unavailable or unable to provide 24/7 standby/on-call availability, Consultant shall make necessary arrangements with appropriate mental health professionals for coverage and any expense incurred by Consultant in doing so shall be the sole responsibility of Consultant.
2. Additional Service Terms
  - 2.1. Services rendered under this Agreement do not include expert witness fees, deposition, court fees, representation, or testimony for or during any legal or formal administrative proceeding. Fees related to any actual or proposed action in any proceeding start at \$500.00 per hour and are subject to a minimum advanced deposit prior to any required appearance.
  - 2.2. Copyright and Right of Use
    - 2.2.1. Any and all work, artwork, copy, posters, billboards, photographs, videotapes, audiotapes, systems designs, software, reports, designs, specifications, drawings, diagrams, surveys, source codes or any original works of authorship created by Consultant or its subcontractors or subconsultants in connection with services performed under this Agreement shall be deemed the exclusive intellectual or otherwise licensed

property of Consultant and Consultant shall retain all rights therein except where provided by a separate agreement.

### 2.3. Third Party Insurance Verification

- 2.3.1. In the event that City utilizes a Third-Party Insurance Verification Service or requires specialized terms in addition to the insurance industry standard terms provided for in Consultant's current insurance policies an additional fee of \$250 per month shall apply.

### 2.4. HIPAA Requirements

- 2.4.1. Confidentiality of Consultant's services and records are governed by State and Federal statutes, court decisions, ethical standards, and generally accepted business practices for their profession. Notwithstanding any other section of this Agreement, no record or other identifying information, including but not limited to HIPAA protected information shall be released without a valid court order, written authorization from the individual(s) affected by the information release, or other legal authority compelling release of such information. Additionally, compliance with any audit or inspection requirement contained herein necessitates an investment of Consultant's time, efforts, and resources in order to maintain the required confidentiality of records subject to audit or inspection and as such, shall be considered billable hours and compensated according to this Agreement. This section shall supersede all other sections and shall survive termination, cancellation, or expiration and remain in effect indefinitely.

### 2.5. Confidentiality of Consultant's Information

- 2.5.1. The terms of this Agreement are considered public information pursuant to the California Public Records Act (Government Code section 6250 et seq.). The Parties agree to exercise at least the same care, legal and professional standards, security, and confidentiality for any confidential information received from the other party as they would for their own confidential and protected information.

### 2.6. All services are subject to suitability for any given circumstance based on the professional clinical judgement of Consultant, in compliance with the Standard of Care, Professional Ethics, and legal standards of the Consultant's profession. Services may be adjusted, altered, or declined when/where deemed necessary based on the presenting circumstances and the servicing clinician's judgement. Alternative resources may be provided where appropriate.

- 2.6.1. Referrals to third party services such as employee assistance programs, outside wellness training, or recovery/treatment retreats are not covered under this Agreement and are subject to other agreements between City and the third-party provider.

### 2.7. Billing and Invoices

- 2.7.1. Consultant shall endeavor to provide a monthly utilization statement to the City no later than the 10<sup>th</sup> day of each month following the month in which services are provided. The utilization will include a description of services rendered and the date on which such services were provided. Due to HIPAA restrictions individual client information will at no time be included in accounting information. Utilization statements shall be combined with monthly invoices for convenience.

- 2.7.2. City shall ensure timely requests for and utilization of Consultant's services. Any services not utilized within any Fiscal Year while this Agreement in effect are non-refundable and will be lost as of June 30<sup>th</sup> of each Fiscal Year. Failure of City to utilize Consultant's services in a timely manner shall not be cause for a refund or extension of time.
3. The term of this Agreement shall be July 1, 2022, through June 30, 2023. This Agreement may be extended by amendment subject to City's purchasing policies.



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of August 23, 2022

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

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

**SUBJECT:** Rent Stabilization Ordinance Introduction

---

### **RECOMMENDED ACTION:**

It is recommended that the City Council:

1. Set a limit on rental rate increases as the greater of [REDACTED] percent ([REDACTED]%) or [REDACTED] percent ([REDACTED]%) of the Consumer Price Index for All Urban Consumers in the San Francisco-Oakland-Hayward Area published by the Bureau of Labor Statistics
2. Introduce, waive the first reading, and introduce by title only the Rent Stabilization Ordinance (Attachment A).

### **FISCAL IMPACT**

The rent stabilization ordinance will require staffing or contract services for a hearing officer to render decisions related to tenant Rent Reduction Petitions and landlord Fair Return Petitions. The ordinance will also require the dedication of staff time to engage in public education and enforcement activities regarding rent stabilization. Staff will prepare a budget request for a subsequent City Council meeting.

### **DISCUSSION**

The City Council held a Study Session on rent stabilization at a Special Meeting on July 26, 2022 and directed staff to prepare a Rent Stabilization Ordinance ("RSO"). Staff reviewed rent stabilization ordinances from other California general law cities, and applicable State law. The proposed Rent Stabilization Ordinance (Attachment A) is based on the City's power to protect public health, safety, and welfare within the City.

Although the City of Antioch's housing prices are lower than many neighboring cities, rent in the City continues to rise. Many local residents, in particular low-income households, struggle with paying for rising housing costs and meeting other basic needs such as food, transportation and health care. The effect of high rents coupled with low incomes, critical shortages of affordable rental housing, and rapidly rising costs for other basic necessities leaves residents vulnerable to economic hardship, housing insecurity and displacement, threatening the public health, safety and welfare of a substantial number of City residents.

The Rent Stabilization Ordinance is intended to provide stability with respect to rent increases and housing by establishing additional tenant protections exceeding those set forth in State law. Many of the findings in the recitals of the Rent Stabilization Ordinance, which are found on the first three pages of the ordinance, are drawn from the City's draft Housing Element and support the need for rent stabilization in the City as a means to address threats to public health, safety and welfare caused by cost burden, displacement, and eviction. In particular, the findings highlight the disproportionate risk and impacts borne by households headed by women, large family households, households in areas identified as "Low Resource" or "High Segregation and Poverty," and senior households.

### **What is the Difference Between Rent Control vs Rent Stabilization?**

Although the terms "rent control" and "rent stabilization" are often used interchangeably, they are technically distinct. Both regulate the amount of rent that may be increased during a tenancy, but only "rent control" regulates the amount of rent charged when the tenancy begins. Under "rent stabilization," annual increases of a tenant's rent are limited. However, when a tenant moves out, the initial amount of rent for the next tenant is not restricted.

Cities in California can no longer adopt "full" rent control, which would regulate the amount of initial rent, due to the Costa-Hawkins Rental Housing Act ("Costa-Hawkins" or Civil Code § 1954.50 et seq.). Costa-Hawkins is a state law that, except in very limited circumstances, prohibits local restrictions on the amount of rent a landlord can charge at the beginning of a tenancy. Rent control ordinances that existed in 1995 when Costa-Hawkins was adopted were grandfathered, and the result is that there are a handful of cities with full rent control on certain types and ages of units within those cities.

Costa-Hawkins effectively prohibits new local "rent control," so cities adopting local regulations after 1995 focus instead on "rent stabilization." This type of regulation protects tenants during their tenancy by limiting how much the rent may be increased each year.

The Tenant Protection Act of 2019 (Civil Code § 1946.2 et seq.) enacted statewide rent stabilization. Beginning January 1, 2020, where applicable, rent may be annually increased no more than 5% plus the regional consumer price index (CPI) or 10%, whichever is less.

### ***What Are Some Provisions Incorporated Within the Proposed City Rent Stabilization Ordinance?***

#### **1. What Types of Limits Does the Ordinance Propose on Rent Increases?**

Under the proposed ordinance, one increase is allowed per 12-month period. The City Council can set a ceiling on rental rate increases by using a percentage, a set percentage or a combination of a set percentage and a percent of CPI. The model in the Rent Stabilization Ordinance proposes that increases in Rent on residential real property in the City may not exceed the greater of [REDACTED] percent ([REDACTED]%) or [REDACTED] percent ([REDACTED]%)



of the most recent 12-month increase in the Consumer Price Index for All Urban Consumers in the San Francisco-Oakland-Hayward Area published by the Bureau of Labor Statistics.

To assist the City Council in its discussion and deliberation, a table of maximum annual limits on rent increases in California general law cities is below.

General Law City	Annual Rent Increase Limit	Notes
Baldwin Park	CPI up to 5%	Increased from 3% in 2021
Beverly Hills	Greater of 3% or CPI	
Commerce	5% plus CPI up to 10%	Same as AB 1482 (2019)
East Palo Alto	80% of CPI up to 10%	Annual cap calculated by City once a year
Gardena	5%	Increases above limit subject to binding arbitration
Inglewood	Greater of 3% or CPI up to 10%	Five or more units
	Greater of 5% or CPI up to 10%	Four or fewer units
Los Gatos	70% of CPI up to 5%	Up to 10% if no increase in two years
Oxnard	4%	Adopted in May 2022
West Hollywood	75% of CPI up to 7%	Annual cap calculated by City once a year

2. Which Rental Units Would Be Subject to the Proposed City Rent Stabilization Ordinance?

The Costa-Hawkins Rental Housing Act ("Costa-Hawkins") is a state law that, except in very limited circumstances, prohibits local restrictions on the amount of rent a landlord can charge at the beginning of a tenancy. For this reason, the City Council is pursuing a Rent Stabilization Ordinance, which regulates rent increases during a tenancy. Costa-Hawkins also significantly restricts which units may be subject to local rent stabilization. There are two categories of units for which rent increases during a tenancy cannot be regulated by the City Council. The first, with narrow exceptions, is single family homes that do not have an accessory unit, condominiums, and cooperatives. The second category is units first receiving a certificate of occupancy after February 1, 1995.

The Rent Stabilization Ordinance complies with Costa-Hawkins by exempting units protected by the statute and regulating residential rental units constructed on or before February 1, 1995 that share a property with at least one other unit that cannot be sold separately. Units first receiving a certificate of occupancy after this date but at least 15 years prior to the current date on a rolling basis would remain protected by the California

Tenant Protections Act, which limits annual rent increases to 5% plus the regional consumer price index (CPI) or 10%, whichever is less, where a tenant has resided in a rental unit for at least 12 months. The Rent Stabilization Ordinance does not have a minimum residency requirement for its rent-increase protections.

At the July 26, 2022 Study Session, the City Council provided direction to staff to exclude owner-occupied duplexes and Low-Income Tax Credit Program-funded developments from the exemptions to the Rent Stabilization Ordinance. This direction was implemented by using the narrower exemption of “A unit owned, operated, or managed by a governmental unit, agency, or authority, or that is specifically exempted from municipal Rent regulation by state or federal law or regulation” instead of a broader exemption used by some cities that includes all “affordable housing” subject to deed-restriction or agreement with a government agency, which would include Low-Income Tax Credit Program-funded developments. The Rent Stabilization Ordinance exemptions do not include any duplex.

### 3. How will the Rent Stabilization Ordinance be Implemented and Enforced?

#### Enforcement Mechanisms

The City Council provided direction on enforcement of the Rent Stabilization Ordinance, including a process for tenants to report or contest unlawful rent increases. The Draft Rent Stabilization Ordinance directs the City Manager to designate an office or department to provide information and receive tenant complaints pertaining to violation of the Rent Stabilization Ordinance and the City Attorney to designate a hearing officer.

#### Tenant Rent Reduction Petition

The proposed Rent Stabilization Ordinance also offers a procedure for accommodating certain tenant requests for rent reductions and landlord requests for increases in rent above the established limit if needed to comply with the constitutional right of “fair return.” The Rent Stabilization Ordinance uses a petition process that is reviewed and determined by a Hearing Officer.

A tenant may petition for a reduction of rent (“Rent Reduction Petition”) if the tenant believes that the Landlord has charged the tenant a higher rent than is permitted by the Rent Stabilization Ordinance. The Landlord shall be informed of the tenant’s complaint and shall have the opportunity to respond to the tenant’s claim of rent overcharge. The Rent Reduction Petition shall be on an application form prescribed by the City Manager or designee and shall be decided by a Hearing Officer designated by the City Attorney.

The tenant shall provide a copy of any Rent Reduction Petition submitted to the City to the applicable landlord and shall provide the City with proof of completing such service to the landlord. The landlord shall have thirty (30) days from the date of receiving the Rent Reduction Petition to reply or provide additional materials to the City in response to the Rent Reduction Petition.

The tenant shall bear the burden of establishing that a rent reduction is necessary to comply with the City's Rent Stabilization Ordinance by providing information including the type of dwelling, dates of tenancy, dates of rent increases, amount of rent increases, dates of charges, and amounts of charges.

The factors the Hearing Officer may consider in deciding a Rent Reduction Petition shall be matters related to the amount of rent that the landlord could lawfully charge and the amount of rent that the landlord has actually demanded, accepted, or retained from the tenant.

A Rent Reduction Petition shall be decided by the Hearing Officer within sixty (60) calendar days of the date that the application has been deemed complete, including submission of proof of service of the Rent Reduction Petition on the applicable Landlord(s), provided that an extension of this time may be agreed upon by the parties. The decision shall be sent by mail and shall be emailed with proof of mailing to the applicable tenant(s), the designated representative of the tenant(s), the subject Landlord, and the Landlord's designated representative(s) for the Rent Reduction Petition, if any. The decision of the Hearing Officer shall be final and not appealable.

#### Landlord Fair Return Petition

A Landlord may petition for a Rent increase in excess of that provided in the Rent Stabilization Ordinance (§ 11-1.03) in order to obtain a fair and reasonable return on the Landlord's property ("Fair Return Petition").

The Fair Return Petition will be provided on an application form prescribed by the City Manager or designee and shall be decided by a Hearing Officer subject to § 1-6.01 (Antioch Municipal Code) designated by the City Attorney.

The Landlord will be required to provide a copy of any Fair Return Petition submitted to the City to the applicable tenant(s) and must provide the City with proof of completing such service to the applicable tenant(s). The tenant(s) will have thirty (30) days from the date of receiving the Fair Return Petition to reply or provide additional materials to the City in response to the Fair Return Petition.

The landlord will bear the burden of establishing that a rate increase in excess of that permitted by the Rent Stabilization Ordinance (§ 11-1.03) is necessary to provide the landlord with a fair and reasonable return on the property, including by providing an independent financial report and verified financial data demonstrating that without such an increase, they will not realize a fair and reasonable return on their property.

The landlord will be responsible for all costs associated with the City's review of the Fair Return Petition. Upon receipt of a Fair Return Petition, the Hearing Officer shall determine the anticipated costs of review and if the employment of expert(s) will be necessary or appropriate for a proper analysis of the landlord's request. If the Hearing Officer so determines, the Hearing Officer shall also determine the anticipated costs of employing such expert(s). The resulting figure shall be communicated to the landlord, and the Fair

Return Petition shall not be processed until the landlord has paid to the City the estimated cost of the complete analysis. City will provide the landlord with an invoice of all costs incurred after the review of the Fair Return Petition. Any unused portion of the advance payment for analysis shall be refunded to the landlord. If additional funds are required, payment will be required before the landlord receives the determination on the Fair Return Petition from the City.

A Fair Return Petition shall be decided by the Hearing Officer within ninety (90) calendar days of the date that the application has been deemed complete, including submission of proof of service of the Fair Return Petition on the applicable tenant(s), unless the Landlord has failed to pay all applicable fees or an extension of this time is agreed upon by the parties. The decision shall be sent by mail and shall be emailed with proof of mailing to the subject landlord, the landlord's designated representative(s) for the Fair Return Petition, the applicable tenant(s), and the designated representative of the tenant(s), if any. The decision of the Hearing Officer shall be final and not appealable.

#### Additional Enforcement Remedies

The Rent Stabilization Ordinance also allows tenants to bring an action to recover damages, which could include actual damages (the cost of the harm suffered) or two types of statutory damages: three times the difference between the amount of rent actually charged and the amount authorized to be charged or \$1,000, whichever is greater. Persons or entities that may "fairly and adequately represent a protected class" may also bring a civil action for injunction under the Rent Stabilization Ordinance.

The Rent Stabilization Ordinance also includes a variety of enforcement remedies ranging from criminal prosecution—a declaration that is necessary for the City to utilize its authority to issue administrative citations—to a civil action for injunction by the City for injunctions to stop and prevent violations or for monetary damages.

#### Rent Program Fee and Registration Requirement

The Rent Stabilization Ordinance establishes a regulatory fee charged to landlords to fund the Rent Stabilization Ordinance program for the sole purpose of reimbursing the City for the costs of administering this Rent Stabilization Ordinance. The fee will be imposed on each rental unit and paid by landlords. Landlords subject to this Rent Stabilization Ordinance will be required to register all units subject to the Rent Stabilization Ordinance with the City and pay the Rent Program Fee at such time and in such manner as established by City Council resolution.

#### ***What is the Process for Adopting Rent Stabilization?***

Rent stabilization would be adopted by ordinance. An ordinance requires two readings and must be adopted at a regular meeting or a regular adjourned meeting not earlier than five days following introduction (Government Code § 36931 et seq.). Following adoption, the entire ordinance must be published in a newspaper of general circulation. Generally effective on the 30 days following adoption. An ordinance must not conflict with the

Constitutions (U.S. and California) and laws of California or United States (Government Code § 37100). Following adoption, the entire ordinance must be published in a newspaper of general circulation.

**ATTACHMENTS**

- A. Rent Stabilization Ordinance
- B. AB 1482: The Tenant Protection Act of 2019
- C. The Costa-Hawkins Rental Housing Act (1995)
- D. The Ellis Act (1985)

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

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
ADDING TITLE 11, CHAPTER 1 TO THE ANTIOCH MUNICIPAL CODE  
ESTABLISHING RENT STABILIZATION REGULATIONS  
INCLUDING PROHIBITING RESIDENTIAL REAL PROPERTY RENTAL RATE  
INCREASES THAT EXCEEDS [REDACTED] PERCENT ([REDACTED]%) OR PERCENT ([REDACTED]%) OF  
THE CONSUMER PRICE INDEX ANNUALLY**

WHEREAS, the City Council of the City of Antioch (“City”) hereby finds, determines, and declares as follows:

- A. The increased cost burdens of rent and increased risk of displacement and overcrowding faced by many residents in the City threaten public health, safety, and welfare. Many City residents are struggling to pay for rent, food, clothing, and medical care for themselves and their families. The specter of eviction and increased homelessness for inability to pay rent looms as a further threat to public health, safety, and welfare in the City.
- B. The Area Median Income (“AMI”) for a household of four in the Oakland-Fremont Metro Area is \$125,600.<sup>1</sup> Households that earn less than 30% AMI are considered “extremely low-income,” and 18.5% or 6,233 households in the City meet this criteria. Most are renters. Conversely, the 41.5% of households in the City that earn more than 100% AMI also constitute the largest proportion of homeowners. The City is home to 49,236 employed residents, two-thirds of whom earn less than \$50,000 per year.
- C. Household income disparity is even more prevalent for City seniors, 41.2% of which are people of color, who often live on fixed incomes and are more likely to have disabilities, chronic health conditions, and/or reduced mobility. Approximately 44% of seniors making less than 30 percent of AMI are spending the majority of their income on housing, while 91% of seniors making more than 100% of AMI spend less than 30% of their income on housing and thus are not considered cost burdened. The largest proportion of senior households who rent are extremely low-income.
- D. Large family households, defined by the U.S. Census Bureau as households containing five or more persons, are also cost burdened at a higher rate due to the higher costs required for homes with multiple bedrooms and which can increase the risk of housing insecurity. Approximately 40% of large family households in the City are cost burdened, almost half of which is “severely cost burdened,” meaning the households pay more than half of their income on housing. Citywide, 21.3% of all households spend more than 50% of their income on housing.

---

<sup>1</sup> Data sources and additional information can be found in Chapter 2, Housing Needs Assessment, of the Draft Antioch Housing Element 2023-2031. Implementing Program 5.1.9 in Chapter 7 of the draft Housing Element, entitled “Tenant Protections” and pertaining to Goal 5, Fair Housing, further provides that the City will “[p]ursue the development of citywide tenant protection policies for consideration by the City Council” to address, among other things, rent stabilization.

- E. Households headed by women are also disproportionately impacted by increasing housing costs. This segment constitutes 20.4% of all households in the City, which is significantly higher than the country (12.2% of households) and the larger Bay Area region (10.4% of households). Pervasive gender equality may result in lower wages for these households, and women with children face the added barrier of childcare costs to securing adequate employment. As a result, 32.7% of households in the City headed by women with children fall below the Federal Poverty Line compared to 8.1% percent households headed by women *without* children.
- F. The City’s housing stock consists of 34,028 units, approximately a quarter of which are attached to another unit. Of the 97% of total units that are occupied, 40% are occupied by a renter. Rental prices increased by 50.8% from 2009 to 2019. To rent a typical apartment in the City without cost burden, defined by the U.S. Department of Housing and Urban Development (HUD) as less than 30% of household income, a household would need to make \$64,560 per year.
- G. No neighborhoods in the City are identified as “Highest Resource” or “High Resource” areas by State-commissioned research, while 89.6% of residents live in areas identified by this research as “Low Resource” or “High Segregation and Poverty” areas. These neighborhood designations are based on a range of indicators, including education, poverty, proximity to jobs and economic opportunities, low pollution levels, and other factors. Research reveals 31.3% of households in the City live in neighborhoods that are susceptible to or experiencing displacement, and 19.2% live in areas at risk of or undergoing gentrification.
- H. The housing rent burden faced by many residents in the City threatens the health, safety, and welfare of its residents, particularly when resulting in eviction and displacement. Studies have shown that evictions play an impactful role in the lives of low-income renter households, contribute to poverty through disruptive effects such as job loss, adverse health effects, and negative consequences for children, and impacts renters’ credit histories and ability to rent and find employment opportunities. Increasing the number of City residents who are unhoused, particularly elderly residents who may need medical or other care, could create a public health and safety risk.
- I. The Costa-Hawkins Rental Housing Act, California Civil Code Section 1954.50, *et seq.*, limits the applicability of local rent stabilization policies, including prohibiting local jurisdictions from applying rent stabilization to certain residential rental properties. It is the intent of the City Council that this ordinance complies with the Costa-Hawkins Rental Housing Act, and all other applicable state and federal laws.
- J. The economic conditions and recognized housing shortage in the Bay Area have the potential to detrimentally impact a substantial number of City residents and impose a particular hardship on senior citizens, persons living on fixed incomes, and other vulnerable persons living in the City.
- K. The City has not previously regulated the setting and increasing of rents for residential real property. Given the concerns discussed herein, the City Council desires to establish rent

stabilization policies protecting residents while ensuring that the Landlords of residential real property may earn a fair and reasonable return on their property.

- L. At the City Council meetings on June 14, 2022, June 28, 2022, and July 27, 2022, the City Council discussed and received public comment concerning tenant protections, including policies regulating rent increases on residential properties in the City.
- M. Pursuant to the City's police power, as granted broadly under Article XI, section 7 of the California Constitution, the City Council has the authority to enact and enforce ordinances and regulations for the public peace, health, and welfare of the City and its residents.
- N. Based on the foregoing facts, and the facts presented to the City Council at the meetings at which this ordinance was introduced and adopted, the City Council finds that allowing Landlords of residential real property to have unfettered discretion to increase rents would pose a threat to the public health, safety, and welfare, and that a prohibition of rent increases, except as allowed herein, is therefore necessary.
- O. The City Council hereby adopts these regulations in order to address the threats set forth below.
  - 1. Absent the adoption of this ordinance, as a result of the economic conditions and recognized housing shortage in the Bay Area, including the East Bay and Contra Costa County, significant rent increases will impact a substantial number of residents in the City and constitute a threat to public health, safety, and welfare, and a particular hardship for senior citizens, persons living on fixed incomes, and other vulnerable persons living in the City;
  - 2. For the preservation of the public peace, health, and safety, the City Council finds that it is necessary to adopt an ordinance stabilizing rents for all of the reasons set forth in the recitals above, which are hereby incorporated by reference; and
  - 3. Certain aspects of public health, safety, and welfare are not adequately protected due to the City's lack of rent stabilization mechanics or controls on residential real property generally, and it is in the interest of the City, property owners, residents, and the community as a whole that the City adopt regulations to protect affordable housing within the City, including, but not limited to, rent stabilization regulations applicable to residential real property generally.
- P. This recitals for this ordinance, any amendments or supplements, and oral testimony provided on June 14, 2022, June 28, 2022, July 27, 2022, August 23, and September 13, 2022, shall be incorporated herein by this reference, and, shall constitute the necessary findings for this ordinance.
- Q. The City Council finds, determines, and declares that the threat to the public health, safety, and welfare of the City and its residents necessitates the enactment of the ordinance.



**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ANTIOCH  
HEREBY ORDAINS as follows:**

- Section 1** The recitals and statements of fact set forth in the preamble to this ordinance, above, are true and correct, constitute a substantive part of this ordinance, and are incorporated herein by reference.
- Section 2** Title 11, entitled “Tenant Protections,” is hereby added to the Antioch Municipal Code.
- Section 3** Chapter 1, entitled “Rent Stabilization,” is hereby added to Title 11, Tenant Protections, of the Antioch Municipal Code to read as follows:

**CHAPTER 1  
RENT STABILIZATION**

**§ 11-1.01. TITLE; REFERENCE TO CHAPTER.**

This Chapter 1 shall be known as the “Rent Stabilization Ordinance”.

**§ 11-1.02. APPLICATION; DEFINITIONS.**

(A) The provisions of this Rent Stabilization Ordinance are applicable to any building or part of a building that is used for residence and that is rented to a tenant as a dwelling place, except those units exempted by § 11-1.06. This Rent Stabilization Ordinance shall be interpreted and administered in a manner consistent with the Costa-Hawkins Rental Housing Act codified in California Civil Code Section 1954.50, *et seq.* (“**Costa-Hawkins**”), if any conflict exists between the provisions of Costa-Hawkins and this ordinance, Costa-Hawkins shall prevail.

(B) For the purposes of this Rent Stabilization Ordinance, “**Landlord**” shall mean an owner of record, lessor, sublessor or any other person, entity, or nonnatural person entitled to receive Rent for the use or occupancy of any dwelling place subject to this Rent Stabilization Ordinance, or an agent representative, affiliate, member, shareholder, trustee, or successor of any of the foregoing. If an owner of a rental unit is other than a single natural person, then all entities and persons that share ownership and/or control (direct or indirect) of the units under this Rent Stabilization Ordinance shall be considered one and the same Landlord.

(C) For the purposes of this article, “**Rent**” means all periodic payments and all nonmonetary consideration, including, but not limited to, the fair market value of goods or services rendered to or for the benefit of the Landlord under an agreement concerning the use or occupancy of residential real property, including without limitation all payment and consideration demanded or paid for parking, pets, furniture, and subletting.

**§ 11-1.03. LIMIT ON RENTAL RATE INCREASES.**

Increases in Rent on residential real property in the City may not exceed the greater of [REDACTED] percent ([REDACTED] %) or [REDACTED] percent ([REDACTED] %) of the most recent 12-month increase in the Consumer Price Index for All Urban Consumers in the San Francisco-Oakland-Hayward Area published by

the Bureau of Labor Statistics. Only one Rent increase in any twelve (12) month period is permitted.

**§ 11-1.04. REASONABLE RATE OF RETURN.**

This Rent Stabilization Ordinance allows for an annual adjustment of residential real property Rent of up to the greater of [REDACTED] percent ([REDACTED]%) or [REDACTED] percent ([REDACTED]%) of the Consumer Price Index for All Urban Consumers in the San Francisco-Oakland-Hayward Area published by the Bureau of Labor Statistics pursuant to § 11-1.03. Such an increase is found and determined to provide a just and reasonable return on a Landlord's property, and has been adopted to encourage good management, reward efficiency, and discourage the flight of capital, as well as to be commensurate with returns on comparable investments, but not so high as to defeat the purpose of curtailing excessive rents and rental increases. Notwithstanding the foregoing, any Landlord who contends that the limit on rental increases set forth in § 11-1.03 will prevent the Landlord from receiving a fair and reasonable return on the property may petition for relief from the cap set forth in § 11-1.03 pursuant to the procedures set forth in § 11-1.05.

**§ 11-1.05. TENANT PETITION FOR RENT REDUCTION AND LANDLORD PETITION FOR RENT INCREASE.**

(A) A tenant may petition for a reduction of rent ("**Rent Reduction Petition**") if the tenant believes that the Landlord has charged the tenant a higher rent than is permitted by the Rent Stabilization Ordinance. The Landlord shall be informed of the tenant's complaint and shall have the opportunity to respond to the tenant's claim of rent overcharge.

- (1) Such Rent Reduction Petition shall be on an application form prescribed by the City Manager or designee and shall be decided by a Hearing Officer subject to § 1-6.01 designated by the City Attorney.
- (2) The tenant shall provide a copy of any Rent Reduction Petition submitted to the City to the applicable Landlord and shall provide the City with proof of completing such service to the applicable Landlord. The Landlord shall have thirty (30) days from the date of receiving the Rent Reduction Petition to reply or provide additional materials to the City in response to the Rent Reduction Petition.
- (3) The tenant shall bear the burden of establishing that a rent reduction is necessary to comply with the City's Rent Stabilization Ordinance by providing information including the type of dwelling, dates of tenancy, dates of rent increases, amount of rent increases, dates of charges, and amounts of charges.

(B) The factors the Hearing Officer may consider in deciding a Rent Reduction Petition shall be matters related to the Landlord's failure to comply with the City's Rent Stabilization Ordinance and regulations. For example, the amount of rent that the Landlord has actually demanded, accepted, or retained from the tenant exceeds the amount of rent that the Landlord could lawfully charge.

(C) A Rent Reduction Petition shall be decided by the Hearing Officer within sixty (60) calendar days of the date that the application has been deemed complete, including submission of proof of service of the Rent Reduction Petition on the applicable Landlord(s), unless an extension of this time has been agreed upon by the parties. The decision shall be sent by mail and shall be emailed with proof of mailing to the applicable tenant(s), the designated representative of the tenant(s), the subject Landlord, and the Landlord's designated representative(s) for the Rent Reduction Petition, if any. The decision of the Hearing Officer shall be final and not appealable.

(D) A Landlord may petition for a Rent increase in excess of that provided in § 11-1.03 in order to obtain a fair and reasonable return on the Landlord's property ("**Fair Return Petition**").

- (1) Such Fair Return Petition shall be on an application form prescribed by the City Manager or designee and shall be decided by a Hearing Officer subject to § 1-6.01 designated by the City Attorney.
- (2) The Landlord shall provide a copy of any Fair Return Petition submitted to the City to the applicable tenant(s) and shall provide the City with proof of completing such service to the applicable tenant(s). The tenant(s) shall have thirty (30) days from the date of receiving the Fair Return Petition to reply or provide additional materials to the City in response to the Fair Return Petition.
- (3) The Landlord shall bear the burden of establishing that a rate increase in excess of that provided in § 11-1.03 is necessary to provide the Landlord with a fair and reasonable return on the property, including by providing an independent financial report and verified financial data demonstrating that without such an increase, the Landlord will not realize a fair and reasonable return on the property.
- (4) The Landlord shall be responsible for all costs associated with the City's review of the Fair Return Petition. Upon receipt of a Fair Return Petition, the Hearing Officer shall determine the anticipated costs of review and if the employment of expert(s) will be necessary or appropriate for a proper analysis of the Landlord's request. If the Hearing Officer so determines, the Hearing Officer shall also determine the anticipated costs of employing such expert(s). The resulting figure shall be communicated to the Landlord, and the Fair Return Petition shall not be processed until the Landlord has paid to the City the estimated cost of the complete analysis. City will provide the Landlord with an invoice of all costs incurred after the review of the Fair Return Petition. Any unused portion of the advance payment for analysis shall be refunded to the Landlord. If additional funds are required, payment will be required before the Landlord receives the determination on the Fair Return Petition from the City.

(E) The factors the Hearing Officer may consider in deciding a Fair Return Petition include, but are not limited to, the following:

- (1) Changes in the Consumer Price Index for All Urban Consumers in the San Francisco-Oakland-Hayward Area published by the Bureau of Labor Statistics arising after commencement of the tenancy.
- (2) The length of time since the last determination by a Hearing Officer on a Rent increase application, or the last Rent increase if no previous Rent increase application has been made, after commencement of the tenancy.
- (3) The completion of any capital improvements to the residential real property specified in the Fair Return Petition, and the cost thereof, including materials, labor, construction interest, permit fees, and other items the Hearing Officer deems appropriate, arising after commencement of the tenancy and averaged on a per-unit basis and amortized over a period of not less than sixty (60) months.
- (4) Documented rehabilitation work averaged on a per-unit basis and amortized over a period of not less than thirty-six (36) months.
- (5) Changes in property taxes or other taxes related to the subject residential real property arising after commencement of the tenancy.
- (6) Changes in the utility charges for the subject residential real property by the Landlord, and the extent, if any, of reimbursement from the tenants arising after commencement of the tenancy.
- (7) Changes in reasonable operating and maintenance expenses arising after commencement of the tenancy.
- (8) The need for repairs caused by circumstances other than ordinary wear and tear arising after commencement of the tenancy.
- (9) The amount and quality of services provided by the Landlord to the affected tenant(s) arising after commencement of the tenancy.

(F) A Fair Return Petition shall be decided by the Hearing Officer within ninety (90) calendar days of the date that the application has been deemed complete, including submission of proof of service of the Fair Return Petition on the applicable tenant(s), unless the Landlord has failed to pay all applicable costs associated with the City's review of the Fair Return Petition or an extension of this time has been agreed upon by the parties. The decision shall be sent by mail and shall be emailed with proof of mailing to the subject Landlord, the Landlord's designated representative(s) for the Fair Return Petition, the applicable tenant(s), and the designated representative of the tenant(s), if any. The decision of the Hearing Officer shall be final and not appealable.

**§ 11-1.06. EXEMPTIONS.**

(A) Pursuant to Costa-Hawkins, the provisions of this Rent Stabilization Ordinance regulating the amount of Rent that a Landlord may charge shall not apply to the following:

- (1) Any residential real property that has a certificate of occupancy issued after February 1, 1995 (California Civil Code Section 1954.52(a)(1));
- (2) Any residential real property that is alienable separate from the title to any other dwelling unit or is a subdivided interest in a subdivision, as specified in subdivision (b), (d), or (f) of Section 11004.5 of the California Business and Professions Code.
- (3) Any other residential real property for which Rent may not be regulated by the City pursuant to Costa-Hawkins.

(B) The provisions of this Rent Stabilization Ordinance regulating the amount of Rent that a Landlord may charge shall not apply to the following:

- (1) A unit owned, operated, or managed by a governmental unit, agency, or authority, or that is specifically exempted from municipal Rent regulation by state or federal law or regulation.
- (2) Dormitories owned and operated by an institution of higher education or a kindergarten and grades 1 to 12, inclusive, school.
- (3) Mobile homes located in mobile home parks.
- (4) A unit in a hotel, motel, inn, tourist home, or rooming and boarding house which is rented primarily to transient guests for a period of 30 consecutive calendar days or less, counting portions of calendar days as full days; and other transient occupancies as defined in California Civil Code Section 1940, subdivision (b).
- (5) A unit in an institutional facility, including a hospital, medical care facility, residential care facility, asylum, group home for seniors or the disabled; a rental unit in a transitional housing program that assists homeless persons as defined in California Civil Code Section 1954.12.
- (6) A unit that the property Landlord or the property Landlord's immediate family occupied as their principal place of residence at the beginning of the tenancy so long as the property Landlord or the property Landlord's immediate family continues in occupancy.
- (7) Units within a dwelling unit, if the dwelling unit is the principal residence of a Landlord, and that Landlord shares the bathroom or kitchen facilities with the tenant.

**§ 11-1.07. RENT INCREASE INEFFECTIVE; NO WAIVER.**

- (A) No Rent increase shall be effective if the Landlord:

- (1) Fails to substantially comply with all provisions of this Rent Stabilization Ordinance, as that Ordinance may be amended from time to time, and with any other applicable policies, regulations or resolutions concerning Rent, including without limitation the service of the tenant with a legally required notice of a rent increase under State law, the registration of all Rental Units and payment of all Rent Program Fees set forth in the City's Master Fee Schedule; or
- (2) Fails to maintain the residential real property in compliance with California Civil Code Sections 1941.1 et seq. and California Health and Safety Code sections 17920.3 and 17920.10; or
- (3) Fails to make repairs ordered by the City or court of competent jurisdiction.

(B) Any waiver or purported waiver by a tenant of rights granted under this article prior to the time when such rights may be exercised shall be void as contrary to public policy.

(C) If a tenant reasonably believes a Landlord has increased the tenant's Rent in violation of this section, the tenant may submit to the City a Petition to Determine Compliance for consideration by a Hearing Officer designated by the City Attorney. The Landlord shall have an opportunity to respond to the Petition to Determine Compliance and to participate in the administrative proceeding. The City Attorney shall promulgate administrative regulations to effectuate this section, in addition to those authorized by § 1-6.01 (Antioch Municipal Code). The decision of the Hearing Officer shall be final and not appealable.

**§ 11-1.08. NOTICE REQUIREMENTS.**

(A) On or before the date of commencement of a tenancy, the Landlord of any residential real property subject to this Rent Stabilization Ordinance shall deliver to the tenant written notice of the following in a form prescribed by the City:

- (1) The tenancy is regulated by this Rent Stabilization Ordinance, Antioch Municipal Code, Title 11, Chapter 1; and
- (2) The tenant has a right to submit a complaint to the City pursuant to § 11-1.11 for Rent charged in violation of this Rent Stabilization Ordinance; and
- (3) The Landlord has a right to respond to any Rent Reduction Petition filed by the tenant with the City pursuant to § 11-1.05.
- (4) The tenant has a right to respond to any Fair Return Petition filed by the Landlord with the City pursuant to § 11-1.05.

(B) At the same time and with any notice to increase Rent, the Landlord must deliver written notice of the following:

- (1) The tenancy is regulated by this Rent Stabilization Ordinance, Antioch Municipal Code, Title 11, Chapter 1; and
- (2) The tenant has a right to submit a complaint to the City pursuant to the procedures established pursuant to § 11-1.11 for Rent charged in violation of this Rent Stabilization Ordinance; and
- (3) The tenant has a right to respond to any Fair Return Petition filed by the Landlord with the City pursuant to § 11-1.05; and
- (4) No Rent increase is effective unless and until the requirements of this Rent Stabilization Ordinance have been met.

(C) When a Landlord and tenant have entered into a written lease, the Landlord must give notices to the tenant in the language primarily used in the lease. When a Landlord and tenant have not entered into a written lease, the Landlord must give notices to the tenant in the language that a Landlord and tenant used primarily when negotiating the terms of the tenancy.

**§ 11-1.09. VIOLATIONS; REMEDIES.**

(A) It shall be unlawful for any person to violate or fail to comply with any provision of this Rent Stabilization Ordinance, including charging increased Rent in violation of this Rent Stabilization Ordinance or a determination by a Hearing Officer.

(B) Any person who violates or aids or incites another person to violate the provisions of this Rent Stabilization Ordinance is liable for each and every such offense for money damages of not less than three times actual damages suffered by an aggrieved party (including damages for mental or emotional distress), or for statutory damages in the sum of three times the amount by which the payment demanded, accepted, or retained exceeds the maximum amount that could be lawfully demanded, accepted, or retained, or for statutory damages in the sum of one thousand dollars (\$1,000), whichever is greater, and whatever other relief the court deems appropriate. In the case of an award of damages for mental or emotional distress, said award shall only be trebled if the trier of fact finds that the Landlord acted in knowing violation of or in reckless disregard of this Rent Stabilization Ordinance. The trier of fact may also award punitive damages to any plaintiff, including the City, in a proper case as defined by Civil Code Section 3294.

(C) Any person who is convicted of violating this Rent Stabilization Ordinance shall be guilty of a misdemeanor and upon conviction shall be punished by a fine of not greater than one thousand dollars (\$1,000) or by imprisonment in the county jail for not more than six months, or by both such fine and imprisonment.

(D) Any person, including the City, may enforce the provisions of this Rent Stabilization Ordinance by means of a civil action. The burden of proof in such cases shall be by preponderance of the evidence. A violation of this Rent Stabilization Ordinance may be asserted as an affirmative defense in an unlawful detainer action.



(E) Any person who commits an act, proposes to commit an act, or engages in any pattern and practice that violates this Rent Stabilization Ordinance may be enjoined therefrom by any court of competent jurisdiction. An action for injunction under this subsection may be brought by an aggrieved person, by the City Attorney, or by any person or entity who will fairly and adequately represent the interest of the protected class.

(F) This Rent Stabilization Ordinance may be enforced as provided in Chapter 2 of Title 1 of this code in addition to the remedies provided herein, which shall be in addition to any other existing remedies which may be available. The prevailing party in any civil action brought pursuant to this section shall be entitled to recover reasonable attorneys' fees and costs.

**§ 11-1.10. RENT PROGRAM FEE AND REGISTRATION REQUIREMENT.**

For the sole purpose of reimbursing the City for the costs of administering this Rent Stabilization Ordinance, there is hereby imposed on each rental unit, subject to the provisions of this Rent Stabilization Ordinance, a regulatory fee to cover the costs to provide and administer the programs created by this Chapter in such amount as the City Council may establish by resolution from time to time. Landlords subject to this Rent Stabilization Ordinance shall register all units subject to this ordinance with the City and pay the Rent Program Fee at such time and in such manner as established by City Council resolution.

**§ 11-1.11. IMPLEMENTATION.**

The City Manager and City Attorney shall take or cause to be taken such actions necessary to implement this Rent Stabilization Ordinance and effectuate the intent of the City Council in adopting this Rent Stabilization Ordinance, including the preparation of informational materials and forms and promulgation of administrative regulations. The City Manager shall designate a City department to provide information and receive tenant complaints pertaining to violation of this ordinance.

**Section 4** Chapter 6, entitled "Hearing Procedures, Hearing Officers' Decisions and Administrative Regulations," is hereby added to Title 1, General Administration, of the Antioch Municipal Code to read as follows:

**CHAPTER 6  
ADMINISTRATIVE HEARINGS; REGULATIONS**

**§ 1-6.01. HEARING PROCEDURES, DECISIONS, AND ADMINISTRATIVE REGULATIONS.**

(A) In any administrative proceeding conducted under this code by a Hearing Officer or Hearing Examiner:

- (1) The Hearing Officer or Hearing Examiner shall have no authority to consider the constitutionality of any Federal, State, or local law or regulation.

(2) The Hearing Officer or Hearing Examiner, in the performance of duties, shall comply with all applicable Federal, State, and local laws, regulations and codes of conduct.

(B) No administrative decision issued by a Hearing Officer or Hearing Examiner shall establish legal precedent applicable beyond the case presented by the decision.

(C) No administrative decision shall be cited as controlling or persuasive legal precedent in any subsequent administrative hearing in a separate case.

(D) This section shall not preclude the use of an administrative decision to establish factual issues, such as showing a pattern or practice in any proceeding.

(E) The City Attorney or designee may promulgate administrative regulations to implement the administrative hearing procedures set forth in this Chapter. Such regulations may set forth instructions relating to topics such as conflicts of interest, disqualification and selection of Hearing Officer or Hearing Examiners.

**Section 5** The City Council finds that this ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the State CEQA Guidelines because it will not result in a direct or reasonably foreseeable indirect physical change in the environment, because there is no possibility it will have a significant effect on the environment, and it is not a “project”, as defined in Section 15378 of the State CEQA Guidelines.

**Section 6** 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** 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:**

**ABSTAIN:**

**ABSENT:**

---

**Lamar A. Thorpe**  
**Mayor of the City of Antioch**

**ATTEST:**

---

**Elizabeth Householder, MPP**  
**City Clerk of the City of Antioch**

## State of California Tenant Protection Act of 2019 (AB 1482)

### Name of Legislation

(AB 1482)

California Civil Code

Division 3. Obligations

Part 4. Obligations Arising from Particular Transactions

Title 5. Hiring

Chapter 2. Hiring of Real Property

Tenant Protection Act of 2019

1946.2 Just Cause

1947.12. Cap on rent increases.

1947.13 Assisted and Affordable Housing

### Effective Dates

Effective 1/1/20 and scheduled to expire on 1/1/30.

**Note:** AB 1482 is preempted by more protective local rent control ordinances, and ordinances requiring just cause that were 1); adopted on or before 9/1/19, or 2); adopted or amended after that date and with *more protective* just cause provisions than AB 1482.

### Exemptions

Apartments built within 15 years of the current date are exempt (“rolling” exemption), along with hotels and related short-term housing, medical facilities, dormitories, and religious, extended, or residential care facilities. Duplexes are exempt where the owner occupies one unit as a principal place of residence at the start of the tenancy, and continues to live there throughout.

Single family homes are exempt where 1) the owner is a “natural person” rather than an institutional investor like a corporation, real-estate investment trust, or LLC with at least one corporate member, 2) the owner maintains a principal residence in the unit and shares a bathroom or kitchen with the tenant, or 3) owner-occupied homes where the owner rents two or less units (granny flats, ADU).



### CAUTION

Tenants of an exempt single family dwelling must be notified in writing in the lease or rental agreement that the unit is exempt, using the exact language specified in Cal. Civ. Code. §§ 1946.2(8)(B)(i-iii) and 1947.12(5)(B)(i-iii).

### Administration

No state agency is responsible for enforcement. Tenant must file a lawsuit to enforce rights.

### Cap on rent increases

Annual rent increases are limited to the lesser of 5% plus the metropolitan area Consumer Price Index, or 10% of the total of the lowest gross rental rate charged at any time during the 12 months prior to the effective date of the increase.

Starting 1/1/20 the base rent for calculating increases is the rent in effect as of 3/15/19. Rent may be increased only twice over any 12 month period. (Cal Civ. Code § 1947.12.)

### Just Cause required for Eviction?

Just cause applies once the tenant has continuously and lawfully occupied the unit for 12+ months. If additional tenant(s) are added *before the existing tenant has occupied for 24 months*, then *all* tenants must have occupied the unit for 12+ months, or *one or more* tenants for 24+ months. (Cal Civ. Code § 1946.2(a).)

### Other

Tenants subjected to a no-fault eviction are entitled to either relocation assistance or a rent waiver equal to one month’s rent. (Cal Civ. Code § 1946.2.)

For a curable lease violation (tenant at fault, see below), the owner must first give the tenant notice and an opportunity to cure pursuant to California Code CCP 1161(3) (i.e., 3 day notice to cure or quit). A three-day notice to quit without an opportunity to cure can then be served to terminate the tenancy. For a no-fault termination, the tenant must be informed of the right to relocation assistance or rent waiver.

Reasons Allowed for Just Cause Evictions—Tenant at Fault (Cal. Civ. Code § 1946.2(a))	Additional Local Notice Requirements and Limitations
Failure to pay rent.	
Breach of the lease.	Breach as described in Cal. Civ. Proc. § 1161(3), including violation of a provision of the lease after being issued a written notice to correct the violation.
Maintaining, committing, or permitting nuisance.	Tenant commits or maintains a public nuisance as described in Cal. Civ. Proc. § 1161(4), Cal Civ. Code § 3482.8 (dog/cockfighting), 3485(c) (guns & ammo) or 3486(c) (drugs).
Committing waste.	See Cal Civ. Code § 1161(4).
Tenant refuses to renew.	A written lease terminates after 1/1/20, and following a written request tenant refuses to execute a renewal of similar duration and terms. Refusal to renew can include tenant's failure to agree to a clause allowing for landlord move-in. Cal Civ. Code § 1161(2)(A)(ii).
Criminal activity.	Tenant engages in criminal activity on the property, (including common areas), or criminal activity or threats, as defined in Penal Code 422(a) (death or great bodily injury to another person), on or off the property, directed at owner or owner's agent.
Assigning or subletting in violation of lease.	Assigning or subletting the premises in violation of the lease, per Cal Civ. Code § 1161(4).
Tenant refuses to allow landlord reasonable access to the unit.	Tenant's refusal to allow access as authorized by Cal Civ. Code § 1101.5, 1954, and 1946.2 and Cal. Health and Safety Code §§ 13113.7 and 17926.1.
Using premises for unlawful purpose.	Unlawful purpose as described in Cal Civ. Proc. § 1161(4), i.e., Cal. Civ. Code §§ 3482.8 (dog/cockfighting), 3485(c) (guns & ammo) and 3486(c) (drugs).
Terminated employee refuses to vacate.	Tenant is landlord's employee, agent, or licensee who refuses to vacate following termination. (Cal. Civ. Code § 1161(1).)
Hold-over tenant.	Tenant fails to deliver possession after providing written notice pursuant to Cal. Civ. Code §1946 of tenant's intention to terminate the lease; or tenant's written offer to surrender is accepted in writing by the landlord, but tenant fails to deliver. (Cal Civ. Proc. § 1161(5).)

Reasons Allowed for Just Cause Evictions—No Fault	
Owner move-in by owner or owner’s spouse, domestic partner, children, grandchildren, parents, or grandparents.	For leases entered into on or after 7/1/20, move-ins are available only if the tenant agrees in writing, or if a lease provision specifically allows termination for owner move-ins. Adding a provision to a renewal which allows termination for owner move-in constitutes a “similar provision” for the purposes of refusing to renew a lease.
Withdrawal of property from the rental market.	
Landlord must evict tenant to comply with a local ordinance or an order from a court or government agency.	Eviction must be necessary to comply with (I) a government agency or court order relating to habitability that requires vacating the property; (II) a government agency or court order to vacate the property; or (III) a local ordinance that requires vacating the property.  If a government agency or court determines tenant is at fault for triggering the order/need to vacate under Clause (I), the tenant is not entitled to relocation assistance.
Intent to demolish or to substantially remodel the property.	“Substantially remodel” means the replacement or substantial modification requiring a permit, or abatement of hazardous materials that requires the tenant to vacate for at least 30 days. Cosmetic improvements alone that can be performed safely without vacating, don’t qualify as substantial rehabilitation.

[Home](#)[Bill Information](#)[California Law](#)[Publications](#)[Other Resources](#)[My Subscriptions](#)[My Favorites](#)Code: Section: 
[Up^](#) [Add To My Favorites](#)
**CIVIL CODE - CIV****DIVISION 3. OBLIGATIONS [1427 - 3273.16]** ( *Heading of Division 3 amended by Stats. 1988, Ch. 160, Sec. 14.*  )**PART 4. OBLIGATIONS ARISING FROM PARTICULAR TRANSACTIONS [1738 - 3273.16]** ( *Part 4 enacted 1872.*  )**TITLE 5. HIRING [1925 - 1997.270]** ( *Title 5 enacted 1872.*  )**CHAPTER 2.7. Residential Rent Control [1954.50 - 1954.535]** ( *Title 5 added by Stats. 1995, Ch. 331, Sec. 1.*  )**1954.50.** This chapter shall be known and may be cited as the Costa-Hawkins Rental Housing Act.( *Added by Stats. 1995, Ch. 331, Sec. 1. Effective January 1, 1996.* )**1954.51.** As used in this chapter, the following terms have the following meanings:

(a) "Comparable units" means rental units that have approximately the same living space, have the same number of bedrooms, are located in the same or similar neighborhoods, and feature the same, similar, or equal amenities and housing services.

(b) "Owner" includes any person, acting as principal or through an agent, having the right to offer residential real property for rent, and includes a predecessor in interest to the owner, except that this term does not include the owner or operator of a mobilehome park, or the owner of a mobilehome or his or her agent.

(c) "Prevailing market rent" means the rental rate that would be authorized pursuant to 42 U.S.C.A. 1437 (f), as calculated by the United States Department of Housing and Urban Development pursuant to Part 888 of Title 24 of the Code of Federal Regulations.

(d) "Public entity" has the same meaning as set forth in Section 811.2 of the Government Code.

(e) "Residential real property" includes any dwelling or unit that is intended for human habitation.

(f) "Tenancy" includes the lawful occupation of property and includes a lease or sublease.

( *Added by Stats. 1995, Ch. 331, Sec. 1. Effective January 1, 1996.* )**1954.52.** (a) Notwithstanding any other provision of law, an owner of residential real property may establish the initial and all subsequent rental rates for a dwelling or a unit about which any of the following is true:

(1) It has a certificate of occupancy issued after February 1, 1995.

(2) It has already been exempt from the residential rent control ordinance of a public entity on or before February 1, 1995, pursuant to a local exemption for newly constructed units.

(3) (A) It is alienable separate from the title to any other dwelling unit or is a subdivided interest in a subdivision, as specified in subdivision (b), (d), or (f) of Section 11004.5 of the Business and Professions Code.

(B) This paragraph does not apply to either of the following:

(i) A dwelling or unit where the preceding tenancy has been terminated by the owner by notice pursuant to Section 1946.1 or has been terminated upon a change in the terms of the tenancy noticed pursuant to Section 827.

(ii) A condominium dwelling or unit that has not been sold separately by the subdivider to a bona fide purchaser for value. The initial rent amount of the unit for purposes of this chapter shall be the lawful rent in effect on May 7, 2001, unless the rent amount is governed by a different provision of this chapter. However, if a condominium dwelling or unit meets the criteria of paragraph (1) or (2) of subdivision (a), or if all the dwellings or units except one have been sold separately by the subdivider to bona fide purchasers

for value, and the subdivider has occupied that remaining unsold condominium dwelling or unit as his or her principal residence for at least one year after the subdivision occurred, then subparagraph (A) of paragraph (3) shall apply to that unsold condominium dwelling or unit.

(C) Where a dwelling or unit in which the initial or subsequent rental rates are controlled by an ordinance or charter provision in effect on January 1, 1995, the following shall apply:

(i) An owner of real property as described in this paragraph may establish the initial and all subsequent rental rates for all existing and new tenancies in effect on or after January 1, 1999, if the tenancy in effect on or after January 1, 1999, was created between January 1, 1996, and December 31, 1998.

(ii) Commencing on January 1, 1999, an owner of real property as described in this paragraph may establish the initial and all subsequent rental rates for all new tenancies if the previous tenancy was in effect on December 31, 1995.

(iii) The initial rental rate for a dwelling or unit as described in this paragraph in which the initial rental rate is controlled by an ordinance or charter provision in effect on January 1, 1995, may not, until January 1, 1999, exceed the amount calculated pursuant to subdivision (c) of Section 1954.53. An owner of residential real property as described in this paragraph may, until January 1, 1999, establish the initial rental rate for a dwelling or unit only where the tenant has voluntarily vacated, abandoned, or been evicted pursuant to paragraph (2) of Section 1161 of the Code of Civil Procedure.

(b) Subdivision (a) does not apply where the owner has otherwise agreed by contract with a public entity in consideration for a direct financial contribution or any other forms of assistance specified in Chapter 4.3 (commencing with Section 65915) of Division 1 of Title 7 of the Government Code.

(c) Nothing in this section shall be construed to affect the authority of a public entity that may otherwise exist to regulate or monitor the basis for eviction.

(d) This section does not apply to any dwelling or unit that contains serious health, safety, fire, or building code violations, excluding those caused by disasters for which a citation has been issued by the appropriate governmental agency and which has remained unabated for six months or longer preceding the vacancy.

*(Amended by Stats. 2004, Ch. 568, Sec. 4. Effective January 1, 2005.)*

**1954.53.** (a) Notwithstanding any other provision of law, an owner of residential real property may establish the initial rental rate for a dwelling or unit, except where any of the following applies:

(1) The previous tenancy has been terminated by the owner by notice pursuant to Section 1946.1 or has been terminated upon a change in the terms of the tenancy noticed pursuant to Section 827, except a change permitted by law in the amount of rent or fees. For the purpose of this paragraph, the owner's termination or nonrenewal of a contract or recorded agreement with a governmental agency that provides for a rent limitation to a qualified tenant, shall be construed as a change in the terms of the tenancy pursuant to Section 827.

(A) In a jurisdiction that controls by ordinance or charter provision the rental rate for a dwelling or unit, an owner who terminates or fails to renew a contract or recorded agreement with a governmental agency that provides for a rent limitation to a qualified tenant may not set an initial rent for three years following the date of the termination or nonrenewal of the contract or agreement. For any new tenancy established during the three-year period, the rental rate for a new tenancy established in that vacated dwelling or unit shall be at the same rate as the rent under the terminated or nonrenewed contract or recorded agreement with a governmental agency that provided for a rent limitation to a qualified tenant, plus any increases authorized after the termination or cancellation of the contract or recorded agreement.

(B) Subparagraph (A) does not apply to any new tenancy of 12 months or more duration established after January 1, 2000, pursuant to the owner's contract or recorded agreement with a governmental agency that provides for a rent limitation to a qualified tenant, unless the prior vacancy in that dwelling or unit was pursuant to a nonrenewed or canceled contract or recorded agreement with a governmental agency that provides for a rent limitation to a qualified tenant as set forth in that subparagraph.

(2) The owner has otherwise agreed by contract with a public entity in consideration for a direct financial contribution or any other forms of assistance specified in Chapter 4.3 (commencing with Section 65915) of Division 1 of Title 7 of the Government Code.

(3) The initial rental rate for a dwelling or unit whose initial rental rate is controlled by an ordinance or charter provision in effect on January 1, 1995, may not until January 1, 1999, exceed the amount calculated pursuant to



subdivision (c).

(b) Subdivision (a) applies to, and includes, renewal of the initial hiring by the same tenant, lessee, authorized subtenant, or authorized sublessee for the entire period of his or her occupancy at the rental rate established for the initial hiring.

(c) The rental rate of a dwelling or unit whose initial rental rate is controlled by ordinance or charter provision in effect on January 1, 1995, shall, until January 1, 1999, be established in accordance with this subdivision. Where the previous tenant has voluntarily vacated, abandoned, or been evicted pursuant to paragraph (2) of Section 1161 of Code of Civil Procedure, an owner of residential real property may, no more than twice, establish the initial rental rate for a dwelling or unit in an amount that is no greater than 15 percent more than the rental rate in effect for the immediately preceding tenancy or in an amount that is 70 percent of the prevailing market rent for comparable units, whichever amount is greater.

The initial rental rate established pursuant to this subdivision may not substitute for or replace increases in rental rates otherwise authorized pursuant to law.

(d) (1) Nothing in this section or any other provision of law shall be construed to preclude express establishment in a lease or rental agreement of the rental rates to be applicable in the event the rental unit subject thereto is sublet. Nothing in this section shall be construed to impair the obligations of contracts entered into prior to January 1, 1996.

(2) If the original occupant or occupants who took possession of the dwelling or unit pursuant to the rental agreement with the owner no longer permanently reside there, an owner may increase the rent by any amount allowed by this section to a lawful sublessee or assignee who did not reside at the dwelling or unit prior to January 1, 1996.

(3) This subdivision does not apply to partial changes in occupancy of a dwelling or unit where one or more of the occupants of the premises, pursuant to the agreement with the owner provided for above, remains an occupant in lawful possession of the dwelling or unit, or where a lawful sublessee or assignee who resided at the dwelling or unit prior to January 1, 1996, remains in possession of the dwelling or unit. Nothing contained in this section shall be construed to enlarge or diminish an owner's right to withhold consent to a sublease or assignment.

(4) Acceptance of rent by the owner does not operate as a waiver or otherwise prevent enforcement of a covenant prohibiting sublease or assignment or as a waiver of an owner's rights to establish the initial rental rate, unless the owner has received written notice from the tenant that is party to the agreement and thereafter accepted rent.

(e) Nothing in this section shall be construed to affect any authority of a public entity that may otherwise exist to regulate or monitor the grounds for eviction.

(f) This section does not apply to any dwelling or unit if all the following conditions are met:

(1) The dwelling or unit has been cited in an inspection report by the appropriate governmental agency as containing serious health, safety, fire, or building code violations, as defined by Section 17920.3 of the Health and Safety Code, excluding any violation caused by a disaster.

(2) The citation was issued at least 60 days prior to the date of the vacancy.

(3) The cited violation had not been abated when the prior tenant vacated and had remained unabated for 60 days or for a longer period of time. However, the 60-day time period may be extended by the appropriate governmental agency that issued the citation.

*(Amended by Stats. 2004, Ch. 568, Sec. 5. Effective January 1, 2005.)*

**1954.535.** Where an owner terminates or fails to renew a contract or recorded agreement with a governmental agency that provides for rent limitations to a qualified tenant, the tenant or tenants who were the beneficiaries of the contract or recorded agreement shall be given at least 90 days' written notice of the effective date of the termination and shall not be obligated to pay more than the tenant's portion of the rent, as calculated under the contract or recorded agreement to be terminated, for 90 days following receipt of the notice of termination of nonrenewal of the contract.

*(Added by Stats. 1999, Ch. 590, Sec. 3. Effective January 1, 2000.)*

**Assembly Bill No. 1399**

**CHAPTER 596**

An act to amend Sections 7060.2, 7060.4, and 7060.7 of the Government Code, relating to residential real property.

[Approved by Governor October 8, 2019. Filed with Secretary of State October 8, 2019.]

LEGISLATIVE COUNSEL'S DIGEST

AB 1399, Bloom. Residential real property: rent control: withdrawal of accommodations.

(1) Existing law, commonly known as the Ellis Act, generally prohibits public entities from adopting any statute, ordinance, or regulation, or taking any administrative action, as specified, to compel the owner of residential real property to offer or to continue to offer accommodations, as defined, in the property for rent or lease. Existing law authorizes a public entity acting pursuant to the Ellis Act to require an owner who offers accommodations for rent or lease within a period not exceeding 10 years from the date on which they were withdrawn, as specified, to first offer the unit to the tenant or lessee displaced from that unit by the withdrawal, subject to certain requirements. If the owner fails to comply with this requirement, the owner is liable to a displaced tenant or lessee for punitive damages not to exceed 6 months' rent.

This bill would prohibit a payment of the above-described punitive damages from being construed to extinguish the owner's obligation to offer the accommodations to a prior tenant or lessee, as described above.

(2) Existing law qualifies the Ellis Act prohibition on compelling owners to offer or to continue to offer accommodations by, among other things, permitting a public entity to require an owner to provide notice that the owner has initiated actions to terminate tenancies and, in this situation, the date of withdrawal of accommodations would be 120 days from the delivery of the notice. Existing law extends the term for the withdrawal of accommodations, in this context, to one year if the tenant or lessee is 62 years of age or older, or disabled, and other conditions are met.

This bill, with regard to the withdrawal of accommodations and the extension of tenancies, as described above, would require the date of withdrawal for the accommodations as a whole to be the latest termination date among all tenants within the accommodations for purposes of calculating specified time periods, as specified. The bill would make conforming changes to clarify the application of these provisions with respect to accommodations with multiple units and with respect to requirements to give notice to public entities and tenants with extended tenancies. The bill would also conform a statement of legislative intent relating to the Ellis Act

to specify that it is not intended to permit an owner to return to the rental market less than all of the accommodations, among other things. The bill would also amend this statement of legislative intent to make further statements regarding what the act is not intended to permit on the part of an owner.

*The people of the State of California do enact as follows:*

SECTION 1. Section 7060.2 of the Government Code is amended to read:

7060.2. If a public entity, by valid exercise of its police power, has in effect any control or system of control on the price at which accommodations may be offered for rent or lease, that entity may, notwithstanding any provision of this chapter, provide by statute or ordinance, or by regulation as specified in Section 7060.5, that any accommodations which have been offered for rent or lease and which were subject to that control or system of control at the time the accommodations were withdrawn from rent or lease, shall be subject to the following:

(a) (1) For all tenancies commenced during the time periods described in paragraph (2), the accommodations shall be offered and rented or leased at the lawful rent in effect at the time any notice of intent to withdraw the accommodations is filed with the public entity, plus annual adjustments available under the system of control.

(2) The provisions of paragraph (1) shall apply to all tenancies commenced during either of the following time periods:

(A) The five-year period after any notice of intent to withdraw the accommodations is filed with the public entity, whether or not the notice of intent is rescinded or the withdrawal of the accommodations is completed pursuant to the notice of intent.

(B) The five-year period after the accommodations are withdrawn.

(3) This subdivision shall prevail over any conflicting provision of law authorizing the landlord to establish the rental rate upon the initial hiring of the accommodations.

(b) If the accommodations are offered again for rent or lease for residential purposes within two years of the date the accommodations were withdrawn from rent or lease, the following provisions shall govern:

(1) The owner of the accommodations shall be liable to any tenant or lessee who was displaced from the property by that action for actual and exemplary damages. Any action by a tenant or lessee pursuant to this paragraph shall be brought within three years of the withdrawal of the accommodations from rent or lease. However, nothing in this paragraph precludes a tenant from pursuing any alternative remedy available under the law.

(2) A public entity which has acted pursuant to this section may institute a civil proceeding against any owner who has again offered accommodations for rent or lease subject to this subdivision, for exemplary damages for

displacement of tenants or lessees. Any action by a public entity pursuant to this paragraph shall be brought within three years of the withdrawal of the accommodations from rent or lease.

(3) Any owner who offers accommodations again for rent or lease shall first offer the unit for rent or lease to the tenant or lessee displaced from that unit by the withdrawal pursuant to this chapter, if the tenant has advised the owner in writing within 30 days of the displacement of the tenant's desire to consider an offer to renew the tenancy and has furnished the owner with an address to which that offer is to be directed. That tenant, lessee, or former tenant or lessee may advise the owner at any time during the eligibility of a change of address to which an offer is to be directed.

If the owner again offers the accommodations for rent or lease pursuant to this subdivision, and the tenant or lessee has advised the owner pursuant to this subdivision of a desire to consider an offer to renew the tenancy, then the owner shall offer to reinstitute a rental agreement or lease on terms permitted by law to that displaced tenant or lessee.

This offer shall be deposited in the United States mail, by registered or certified mail with postage prepaid, addressed to the displaced tenant or lessee at the address furnished to the owner as provided in this subdivision, and shall describe the terms of the offer. The displaced tenant or lessee shall have 30 days from the deposit of the offer in the mail to accept the offer by personal delivery of that acceptance or by deposit of the acceptance in the United States mail by registered or certified mail with postage prepaid.

(c) A public entity which has acted pursuant to this section, may require by statute or ordinance, or by regulation as specified in Section 7060.5, that an owner who offers accommodations again for rent or lease within a period not exceeding 10 years from the date on which they are withdrawn, and which are subject to this subdivision, shall first offer the unit to the tenant or lessee displaced from that unit by the withdrawal, if that tenant or lessee requests the offer in writing within 30 days after the owner has notified the public entity of an intention to offer the accommodations again for residential rent or lease pursuant to a requirement adopted by the public entity under subdivision (c) of Section 7060.4. The owner of the accommodations shall be liable to any tenant or lessee who was displaced by that action for failure to comply with this paragraph, for punitive damages in an amount which does not exceed the contract rent for six months, and the payment of which shall not be construed to extinguish the owner's obligation to comply with this subdivision.

(d) If the accommodations are demolished, and new accommodations are constructed on the same property, and offered for rent or lease within five years of the date the accommodations were withdrawn from rent or lease, the newly constructed accommodations shall be subject to any system of controls on the price at which they would be offered on the basis of a fair and reasonable return on the newly constructed accommodations, notwithstanding any exemption from the system of controls for newly constructed accommodations.

(e) The amendments to this section enacted by the act adding this subdivision shall apply to all new tenancies created after December 31, 2002. If a new tenancy was lawfully created prior to January 1, 2003, after a lawful withdrawal of the unit under this chapter, the amendments to this section enacted by the act adding this subdivision may not apply to new tenancies created after that date.

SEC. 2. Section 7060.4 of the Government Code is amended to read:

7060.4. (a) Any public entity which, by a valid exercise of its police power, has in effect any control or system of control on the price at which accommodations are offered for rent or lease, may require by statute or ordinance, or by regulation as specified in Section 7060.5, that the owner notify the entity of an intention to withdraw those accommodations from rent or lease and may require that the notice contain statements, under penalty of perjury, providing information on the number of accommodations, the address or location of those accommodations, the name or names of the tenants or lessees of the accommodations, and the rent applicable to each residential rental unit.

Information respecting the name or names of the tenants, the rent applicable to any residential rental unit, or the total number of accommodations, is confidential information and for purposes of this chapter shall be treated as confidential information by any public entity for purposes of the Information Practices Act of 1977 (Chapter 1 (commencing with Section 1798) of Title 1.8 of Part 4 of Division 3 of the Civil Code). A public entity shall, to the extent required by the preceding sentence, be considered an “agency,” as defined by subdivision (d) of Section 1798.3 of the Civil Code.

(b) The statute, ordinance, or regulation of the public entity may require that the owner record with the county recorder a memorandum summarizing the provisions, other than the confidential provisions, of the notice in a form which shall be prescribed by the statute, ordinance, or regulation, and require a certification with that notice that actions have been initiated as required by law to terminate any existing tenancies. In that situation, the date on which the accommodations are withdrawn from rent or lease for purposes of this chapter is 120 days from the delivery in person or by first-class mail of that notice to the public entity. However, if the tenant or lessee is at least 62 years of age or disabled, and has lived in their accommodations or unit within the accommodations for at least one year prior to the date of delivery to the public entity of the notice of intent to withdraw pursuant to subdivision (a), then the date of withdrawal of the accommodations of that tenant or lessee shall be extended to one year after the date of delivery of that notice to the public entity, provided that the tenant or lessee gives written notice of their entitlement to an extension to the owner within 60 days of the date of delivery to the public entity of the notice of intent to withdraw. In that situation, the following provisions shall apply:

(1) The tenancy shall be continued on the same terms and conditions as existed on the date of delivery to the public entity of the notice of intent to

withdraw, subject to any adjustments otherwise available under the system of control.

(2) No party shall be relieved of the duty to perform any obligation under the lease or rental agreement.

(3) The owner may elect to extend the tenancy on any other unit within the accommodations up to one year after date of delivery to the public entity of the notice of intent to withdraw, subject to paragraphs (1) and (2).

(4) Within 30 days of the notification by the tenant or lessee to the owner of their entitlement to an extension, the owner shall give written notice to the public entity of the claim that the tenant or lessee is entitled to stay in their accommodations or unit within the accommodations for one year after date of delivery to the public entity of the notice of intent to withdraw.

(5) Within 90 days of date of delivery to the public entity of the notice of intent to withdraw, the owner shall give written notice of the owner's election to extend a tenancy under paragraph (3) and the revised date of withdrawal to the public entity and any tenant or lessee whose tenancy is extended.

(6) The date of withdrawal for the accommodations as a whole, for purposes of calculating the time periods described in Section 7060.2, shall be the latest termination date among all tenants within the accommodations, as stated in the notices required by paragraphs (4) and (5). An owner's further voluntary extension of a tenancy beyond the date stated in the notices required by paragraphs (4) and (5) shall not extend the date of withdrawal.

(c) The statute, ordinance, or regulation of the public entity adopted pursuant to subdivision (a) may also require the owner to notify any tenant or lessee displaced pursuant to this chapter of the following:

(1) That the public entity has been notified pursuant to subdivision (a).

(2) That the notice to the public entity specified the name and the amount of rent paid by the tenant or lessee as an occupant of the accommodations.

(3) The amount of rent the owner specified in the notice to the public entity.

(4) Notice to the tenant or lessee of their rights under paragraph (3) of subdivision (b) of Section 7060.2.

(5) Notice to the tenant or lessee of the following:

(A) If the tenant or lessee is at least 62 years of age or disabled, and has lived in their accommodations for at least one year prior to the date of delivery to the public entity of the notice of intent to withdraw, then tenancy shall be extended to one year after date of delivery to the public entity of the notice of intent to withdraw, provided that the tenant or lessee gives written notice of their entitlement to the owner within 60 days of date of delivery to the public entity of the notice of intent to withdraw.

(B) The extended tenancy shall be continued on the same terms and conditions as existed on date of delivery to the public entity of the notice of intent to withdraw, subject to any adjustments otherwise available under the system of control.

(C) No party shall be relieved of the duty to perform any obligation under the lease or rental agreement during the extended tenancy.

(d) The statute, ordinance, or regulation of the public entity adopted pursuant to subdivision (a) may also require the owner to notify the public entity in writing of an intention to again offer the accommodations for rent or lease.

SEC. 3. Section 7060.7 of the Government Code is amended to read:

7060.7. It is the intent of the Legislature in enacting this chapter to supersede any holding or portion of any holding in *Nash v. City of Santa Monica*, 37 Cal.3d 97 to the extent that the holding, or portion of the holding, conflicts with this chapter, so as to permit landlords to go out of business. However, this act is not otherwise intended to do any of the following:

(a) Interfere with local governmental authority over land use, including regulation of the conversion of existing housing to condominiums or other subdivided interests or to other nonresidential use following its withdrawal from rent or lease under this chapter.

(b) Preempt local or municipal environmental or land use regulations, procedures, or controls that govern the demolition and redevelopment of residential property.

(c) Override procedural protections designed to prevent abuse of the right to evict tenants.

(d) Permit an owner to do any of the following:

(1) Withdraw from rent or lease less than all of the accommodations, as defined by paragraph (1) or (2) of subdivision (b) of Section 7060.

(2) Decline to make a written retenant offer to any tenant or lessee who occupied a unit at the time when the owner gave the public entity notice of its intent to withdraw the accommodations, in the manner and within the timeframe specified in paragraph (3) of subdivision (b), or in subdivision (c), of Section 7060.2. But the requirements of this paragraph shall not apply to:

(A) A unit that was the principal place of residence of any owner or owner's family member at the time of withdrawal, provided that it continues to be that person's or those persons' principal place of residence when accommodations are returned to the rental market as provided in this section.

(B) A unit that is the principal place of residence of an owner when the accommodations are returned to the rental market, if it is the owners' principal place of residence, at the time of return to the rental market, as provided in this section. If the owner vacates the unit within 10 years from the date of withdrawal, the owner shall, within 30 days, offer to retenant if required under this paragraph.

(e) Grant to any public entity any power which it does not possess independent of this chapter to control or establish a system of control on the price at which accommodations may be offered for rent or lease, or to diminish any such power which that public entity may possess, except as specifically provided in this chapter.

(f) Alter in any way either Section 65863.7 relating to the withdrawal of accommodations which comprise a mobilehome park from rent or lease or

subdivision (f) of Section 798.56 of the Civil Code relating to a change of use of a mobilehome park.

O





## **STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of August 23, 2022

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

**PREPARED BY:** Kevin Scudero, Senior Planner

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

**SUBJECT:** One Plant Cannabis Distribution at 2710 W. 10<sup>th</sup> St. (UP-21-17)

### **RECOMMENDED ACTION**

It is recommended that the City Council adopt the resolution approving a Use Permit to operate a cannabis distribution facility subject to conditions of approval (UP-21-17).

### **FISCAL IMPACT**

There are no direct fiscal impacts incurred by the City for the approval of this Use Permit application. If approved, the proposed use will generate additional revenue for the City of Antioch through a revised operating agreement.

### **DISCUSSION**

#### **Requested Approvals**

The Applicant, Three Habitat Consulting, LLC, requests approval of a Use Permit to operate a commercial cannabis distribution facility at 2701 W 10th Street (APN 074-051-029). The existing building includes a retail cannabis dispensary (UP-18-15) that was approved by the City Council on April 23, 2019.



Image 1. Site Location

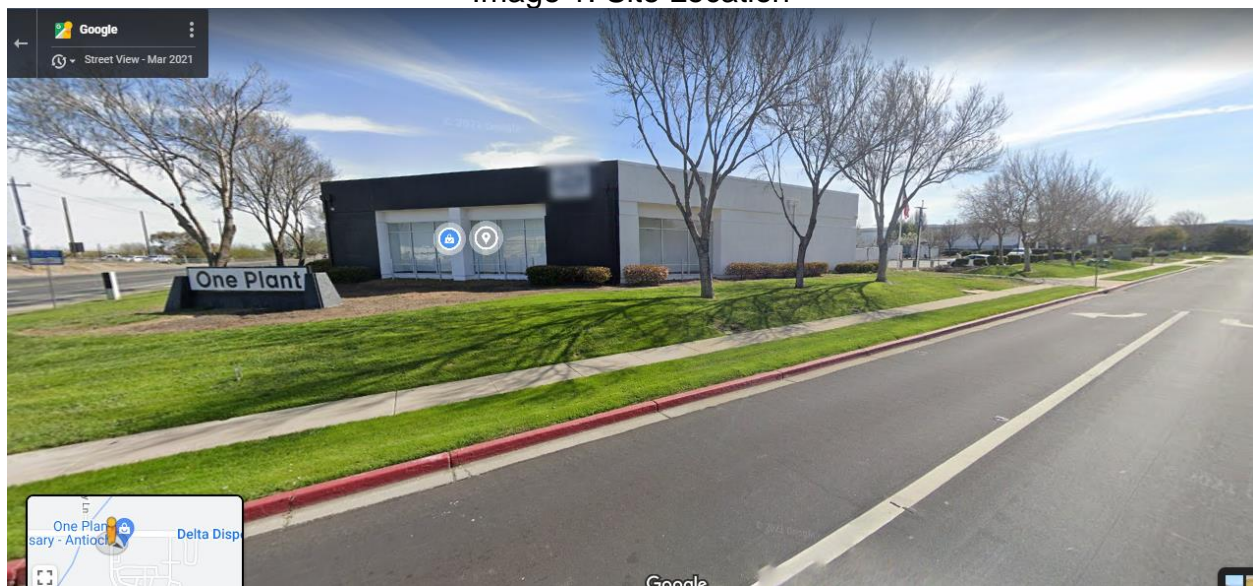


Image 2. Street View

## Environmental Review

This project has been determined to be Categorically Exempt from the provisions of CEQA pursuant to Section 15301 – Class 1 “Existing Facilities.” The cannabis business will occupy space within an existing commercial building with no physical expansion proposed.

## **BACKGROUND**

Antioch Municipal Code (AMC) Section 9-5.3845 is contained in the Zoning Ordinance and provides the zoning and operational standards for cannabis businesses, and establishes a unique approval process.

### Project History

On April 23, 2019 the City Council voted 4-1 to approve a Use Permit to operate a retail cannabis dispensary at the project site. On June 1, 2022 the Planning Commission voted 5-0 to recommend that the City Council approve the Use Permit application to add a cannabis distribution operation to the existing retail cannabis facility.

## **ANALYSIS**

### Project Overview

The applicant proposes to operate a cannabis distribution facility at 2701 West Tenth Street. The proposed hours of operation are 8:00 AM to 8:00 PM seven days a week. The applicant has estimated the distribution operation will have approximately 5-10 deliveries per day. The distribution operation will operate under a type 11 distribution license. A licensed distributor is responsible for: transporting cannabis goods, arranging for the testing of cannabis products, conducting quality assurance reviews of cannabis goods to ensure that they comply with all of the packaging and labeling requirements, and transporting cannabis goods between licensees.

The distribution operation will occupy approximately 8,500 square feet of vacant space in the existing building. The applicant estimates approximately eight (8) employees will work as part of the distribution operation.

A detailed description of the cannabis distribution operations is included as Attachment “C” to the staff report.

### Site Plan

The site is approximately 2.8 acres with an existing 17,000 square-foot masonry building located on the northwest portion of the site. The applicant is proposing to use approximately 8,500 square feet of the existing floor space in the eastern portion of the

building for their distribution operations. The only construction associated with the project is tenant improvements within the existing building.

The existing retail dispensary is located in the western portion of the building and contains an approximately 1,500 square-foot lobby where customers are required to check in with security personnel and provide valid identification before being allowed to enter the sales area. Beyond the lobby is the retail salesroom where the cannabis is sold. The salesroom is approximately 2,500 square feet.

The public parking area is located to the south of the building and contains twenty-five parking spaces for customers. The customer parking area is separated from the employee parking area and secure loading dock by a masonry wall and sliding gate. The loading area for cannabis deliveries is secured from public access by rolling gates and masonry walls at both the north and west entrances to the loading area.

### Security Plan

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. The site currently has a security plan in place for the retail cannabis dispensary which requires two-armed security guards on-site during operating hours and one-armed security guard on-site 24 hours a day. Upon review of the security plan, the Police Department determined that the number of security guards currently in place for the dispensary will be sufficient for the proposed distribution operation. Currently, the retail dispensary has a condition of approval that requires "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." Staff has included a condition of approval clarifying that this condition also applies to the loading and unloading of vehicles for the purposes of cannabis distribution. The proposed security measures are consistent with the security expectations detailed in the Cannabis Guidelines.

Staff has included a Condition of Approval 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 deems 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 a certificate of occupancy, the business is required to submit to annual security audits conducted by a third party or City staff.

### **Operational Issues**

Staff has included conditions of approval to mitigate the potential off-site impacts of the proposed cannabis business. The applicant has outlined how odors will be mitigated with the Odor Mitigation Plan. The mitigations demonstrate the measures they will take to ensure that cannabis odors will not be detected at or beyond the site. Staff has 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 structure in which the business operates. Staff has also included a condition of approval stating that the City reserves the right to have the odor control systems reviewed at building permit submittal. This condition has been added in case staff has concerns about the odor mitigation once detailed building permit plans are submitted.

### **ATTACHMENTS**

- A. Resolution approving Use Permit UP-21-17 with Exhibit A Conditions of Approval
- B. Project Plans
- C. Project Description
- D. Project Application
- E. Site Photos
- F. Neighborhood Responsibility Plan
- G. City Council Resolution 2019/60
- H. CCCFD Comment Letter

**CITY COUNCIL  
RESOLUTION NO. 2022/\*\***

**A RESOLUTION OF THE CITY OF ANTIOCH CITY COUNCIL  
APPROVING A USE PERMIT (UP-21-17) FOR A CANNABIS DISTRIBUTION  
FACILITY LOCATED AT 2701 WEST 10TH STREET (APN 074-051-029)**

**WHEREAS**, Three Habitat Consulting Group applied for a use permit for a cannabis distribution facility at 2710 West 10<sup>th</sup> Street (APN 074-051-029);

**WHEREAS**, the existing building includes a retail cannabis dispensary (UP-18-15) that was approved on April 23, 2019;

**WHEREAS**, the current operator is proposing to expand the business operation to include distribution services in an 8,482 sq. ft. unused portion of the existing building;

**WHEREAS**, this project is Categorically Exempt pursuant to Section 15301 "Existing Facilities" from the provisions of CEQA;

**WHEREAS**, the Planning Commission on June 1, 2022 held a public hearing and considered all public comments received, the presentation by City staff, the staff report, and all other pertinent documents regarding the proposed request;

**WHEREAS**, a public hearing notice was published in the East County Times and posted in three public places pursuant to California Government Code Section 65090 on August 12, 2022 for the public hearing held on August 23, 2022; and

**WHEREAS**, the City Council on August 23, 2022 held a public hearing and considered all public comments received, the presentation by City staff, the staff report, and all other pertinent documents regarding the proposed request;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby makes the following findings for approval of a Cannabis Business Use Permit pursuant to Section 9-5.2703 "Required Findings" (B) (1) of the Antioch Municipal Code:

- a)** 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.

**Finding:** The proposed cannabis distribution includes operational Conditions of Approval to minimize impacts. On-site armed security is required at all times with required annual audits of the site security plan. 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 distribution use will not create adverse impacts to the surrounding businesses and residents.



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

**Finding:** The site is zoned Cannabis Overlay District. The Cannabis Overlay District allows cannabis distribution with the approval of a use permit.

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

**Finding:** The proposed cannabis distribution use will take place in an existing commercial building with ample parking. The site has a secure area for cannabis deliveries.

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

**Finding:** The project site is currently developed and is located at the intersection of Verne Roberts Circle and West Tenth Street, which are adequate in width and pavement type to carry the traffic generated by the proposed use.

- e) The granting of such Use Permit will not adversely affect the comprehensive General Plan.

**Finding:** The use will not adversely affect the comprehensive General Plan because the project is consistent with the General Plan designation for the site of Business Park.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the City Council hereby makes the following additional finding pursuant to Section 9-5.3845 (D) (1) "Cannabis Businesses" of the Antioch Municipal Code:

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

**Finding:** The conditions of approval on the project are consistent with the cannabis guidelines. The security plan has been reviewed by the Antioch Police Department and security conditions have been included per their direction. The revenue generated through the required operating agreement will provide a financial benefit to the City of Antioch.

**BE IT FURTHER RESOLVED** that the City Council of the City of Antioch hereby **APPROVES** the use permit for cannabis distribution, located at 2701 West 10th Street (APN 074-051-029); subject to the conditions in Exhibit A, which is attached hereto and incorporated by reference.

\* \* \* \* \*

**I HEREBY CERTIFY** the foregoing resolution was passed and adopted by the City Council of the City of Antioch, at a regular meeting thereof, held on the 23rd day of August 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

**ELIZABETH HOUSEHOLDER**  
City Clerk of the City of Antioch



EXHIBIT A: CONDITIONS OF APPROVAL

General Conditions		Regulation Source	Timing/ Implementation	Enforcement/ Monitoring	Verification (date and signature)
1.	<b>Project Approval.</b> This Use Permit approval is for 2701 W. 10 <sup>th</sup> Street , as substantially shown and described on the project plans, except as required to be modified by conditions herein or in the Development Agreement. Plans date received March 16, 2022, as presented to the City Council on August 23, 2022. For any condition herein that requires preparation of a Final Plan where the project applicant has submitted a conceptual plan, the project applicant shall submit final plan(s) in substantial conformance with the conceptual plan, but incorporate the modifications required by the conditions herein for approval by the City.	City of Antioch	On-Going	Planning Department	
2.	<b>Project Approval Expiration.</b> This Use Permit recommendation for approval expires on August 23, 2024. An extension may be granted by the Zoning Administrator for a period up to one (1) year, provided that, at least ten (10) days before expiration of one (1) year from the date when the approval becomes effective, an application for renewal of the approval is filed with the Community Development Department.	City of Antioch	On-Going	Planning Department	
3.	<b>City Fees.</b> The applicant shall pay any and all City and other related fees applicable to the property, as may be modified by conditions herein. Fees shall be based on the current fee structure in effect at the time the relevant permits are secured and shall be paid before issuance of said permit or before any City Council final action approval. Notice shall be taken specifically of Plan Check, Engineering, Fire and Inspection Fees. The project applicant shall also reimburse the City for direct costs of planning; building and engineering plan check and inspection, as mutually agreed between the City and applicant. <i>Discretionary or ministerial permits/approvals will not be considered if the</i>	City of Antioch	On-Going	Community Development Department	

EXHIBIT A: CONDITIONS OF APPROVAL

	<i>developer is not current on fees, balances, and reimbursement that are outstanding and owed to the City.</i>				
4.	<b>Pass-Through Fees.</b> The developer shall pay all pass-through fees. Fees include but are not limited to: a. East Contra Costa Regional Fee and Financing Authority (ECCRFFA) Fee in effect at the time of building permit issuance. b. Contra Costa County Fire Protection District Fire Development Fee in place at the time of building permit issuance. c. Contra Costa County Map Maintenance Fee in affect at the time of recordation of the final map(s). d. Contra Costa County Flood Control District Drainage Area fee. e. School Impact Fees. f. Delta Diablo Sanitation Sewer Fees. g. Contra Costa Water District (CCWD) Fees.	City of Antioch	On-Going	Community Development Department	
6.	<b>Requirement for Building Permit.</b> Approval granted by the City Council does not constitute a building permit or authorization to begin any construction or demolish an existing structure. An appropriate permit issued by the Community Development Department must be obtained before constructing, enlarging, moving, converting, or demolishing any building or structure within the City.	City of Antioch	On-Going	Building Department	
7.	<b>Modifications to Approved Plans.</b> The project shall be constructed as approved and with any additional changes required pursuant to the City Council Conditions of Approval. Planning staff may approve minor modifications in the project design, but not the permitted land uses. A change requiring discretionary approval and any other changes deemed appropriate by the Planning staff shall require further Planning	City of Antioch	On-Going	Planning Department	

EXHIBIT A: CONDITIONS OF APPROVAL

	Commission or City Council approval through the discretionary review process.				
8.	<b>Hold Harmless Agreement/Indemnification.</b> The applicant (including any agent thereof) shall defend, indemnify, and hold harmless, the City of Antioch and its agents, officers and employees, from any claim, action, or proceeding against the City or its agents, officers or employees to attack, set aside, void, or annul the City's approval concerning this application. The City will promptly notify the applicant of any such claim action or proceeding and cooperate fully in the defense.	City of Antioch	On-Going	Planning Department	

Fire Standards		Regulation Source	Timing/ Implementation	Enforcement/ Monitoring	Verification (date and signature)
9.	All requirements of the Contra Costa County Fire Protection District shall be met.	Contra Costa County Fire Protection District (CCCFPD)	Timing Required	Contra Costa County Fire Protection District (CCCFPD)	
At the Time of Building Permit Issuance		Regulation Source	Timing/ Implementation	Enforcement/ Monitoring	Verification (date and signature)

**EXHIBIT A: CONDITIONS OF APPROVAL**

10.	<b>Encroachment Permit.</b> The applicant shall obtain an encroachment permit from the Engineering Division before commencing any construction activities within any public right- of-way or easement.	City of Antioch	At the Time of Building Permit Issuance	Public Works Department	
-----	--	-----------------	---	-------------------------	--

At the Time of Construction		Regulation Source	Timing/ Implementation	Enforcement/ Monitoring	Verification (date and signature)
11.	<b>Collection of Construction Debris.</b> Gather all construction debris on a regular basis and place them in a Waste Management dumpster or other container that is emptied or removed on a weekly basis consistent with the Construction and Demolition Debris Ordinance. When appropriate, use tarps on the ground to collect fallen debris or splatters that could contribute to stormwater pollution.	City of Antioch	On-Going	Building Department	
12.	<b>Construction Hours.</b> Construction activity shall be as outlined in in the Antioch Municipal Code. Construction activity is limited to 8:00 AM to 5:00 PM Monday-Friday or as approved in writing by the City Manager. Requests for alternative construction hours shall be submitted in writing to the City Engineer. days/times restricted to the hours of 8:00 a.m. to 6:00 p.m.	City of Antioch	On-Going	Building Department / Public Works	
13.	<b>Demolition, Debris, Recycling.</b> The project shall be in compliance with and supply all the necessary documentation for Antioch Municipal Code § 6-3.2: Construction and Demolition Debris Recycling.	City of Antioch	On-Going	Building Department / Public Works	
Prior to Issuance of Occupancy Permit		Regulation Source	Timing/ Implementation	Enforcement/ Monitoring	Verification (date and signature)

EXHIBIT A: CONDITIONS OF APPROVAL

14.	<b>Planning Inspection.</b> Planning staff shall conduct a site visit to review exterior building elevations for architectural consistency with the approved plans and landscape installation (if required). All exterior finishing details including window trim, paint, gutters, downspouts, decking, guardrails, and driveway installation shall be in place prior to scheduling the final inspection.	City of Antioch	Prior to Occupancy Permit	Planning Department	
15.	<b>Debris Removal.</b> All mud, dirt or construction debris carried off the construction site and shall be removed prior to scheduling the final Planning inspection. No materials shall be discharged onto a sidewalk, street, gutter, storm drain or creek.	City of Antioch	Prior to Occupancy Permit	Building Department	
16.	<b>Fire Prevention.</b> A final Fire inspection shall occur to inspect all fire prevention systems constructed as part of the project. <b>Inspections shall occur prior to final occupancy permit issuance.</b>	City of Antioch	Prior to Occupancy Permit	Fire Dept (CCCFPD)	

Project Specific Conditions		Regulation Source	Timing/ Implementation	Enforcement/ Monitoring	Verification (date and signature)
17.	<b>Type 11 Cannabis Permit.</b> This use permit approval applies to the operation of a Type-11 cannabis distribution facility as shown on the project plans and application materials submitted to the Community Development Department date stamped received March 16, 2022. Any forthcoming plans submitted for any purpose shall be entirely consistent with these received plans and application materials and conditions of approval herein.	City of Antioch	On-Going	Community Development Department	
18.	<b>Existing Permit.</b> All conditions of approval contained in City Council Resolution 2019/60 are still applicable to the subject property unless modified herein.	City of Antioch	On-Going	Community Development Department	

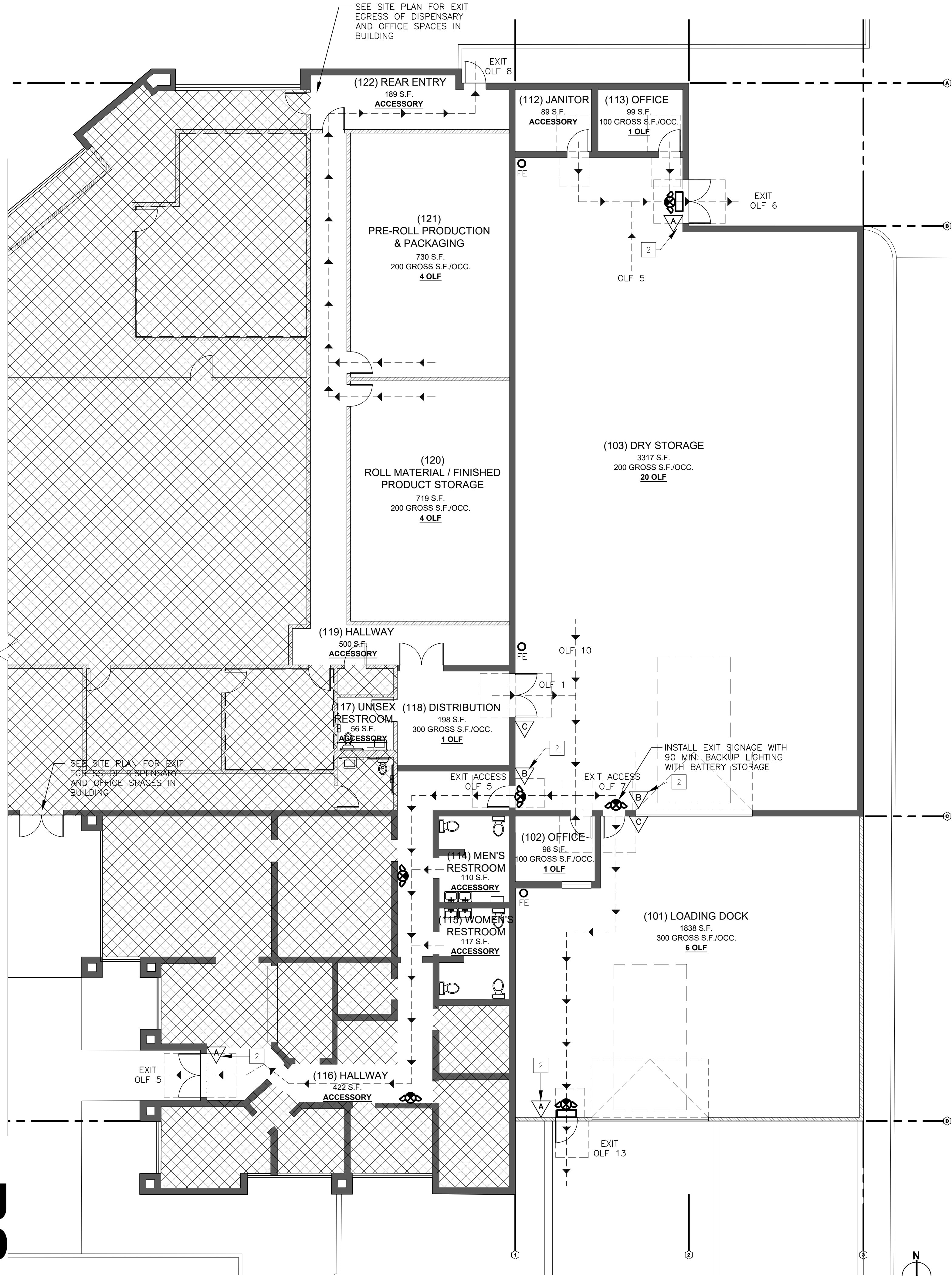
**EXHIBIT A: CONDITIONS OF APPROVAL**

19.	<b>Hours of Operation.</b> The hours of operation shall be from 8:00 AM – 8:00 PM. Any changes to the hours of operation shall be subject to the review and approval of the Zoning Administrator.	City of Antioch	On-Going	Community Development Department	
20.	<b>State Licensing.</b> All necessary licenses from the State of California shall be obtained prior to opening.	City of Antioch	Prior to Occupancy Permit	Community Development Department	
21.	<b>Delivery.</b> All cannabis delivered to and from the site for the purpose of distribution shall take place in a caged/gated delivery area with a dedicated armed security guard to be present during all deliveries.	City of Antioch	On-Going	Community Development Department	
22.	<b>Operating Agreement.</b> The applicant shall enter into a revised or new operating agreement with the City of Antioch reflecting the new distribution use prior to a certificate of occupancy being issued for the site. No business license shall be issued without an approved operating agreement.	City of Antioch	Prior to Occupancy Permit	City Attorney	









SIGN	DESCRIPTION	TEXT	PICTOGRAM	SIZE (WxH)	MOUNT HT. (TO CNTR.)	MFR. #	REMARKS
A	TACTILE EXIT SIGN	EXIT	—	6"x6"	(NOTE #8)		DECAL, 1" HIGH TEXT ON CONTRASTING BACKGROUND, BLACK ON WHITE, OR BLACK ON CLEAR. RE: 43/A5.1
B	TACTILE EXIT ROUTE SIGN	EXIT ROUTE		6"x6"	(NOTE #8)		DECAL, 1" HIGH TEXT ON CONTRASTING BACKGROUND, BLACK ON WHITE, OR BLACK ON CLEAR. RE: 43/A5.1
C	TACTILE EXIT SIGNAGE	NOT AN EXIT		6"x6"	(NOTE #8)		DECAL, 1" HIGH TEXT ON CONTRASTING BACKGROUND, BLACK ON WHITE, OR BLACK ON CLEAR. RE: 43/A5.1

- COLOR: BLACK BACKGROUND WITH WHITE GRAPHICS, UNLESS NOTED OTHERWISE. CHARACTERS, SYMBOLS AND THEIR BACKGROUND SHALL HAVE A NON-GLARE FINISH.
- TEXT: CHARACTERS ARE RAISED 1/32", SANS-SERIF UPPERCASE CHARACTERS, 5/8" HIGH MIN., 2" HIGH MAX.
- BRAILLE: SEE CBC 11B-703.3. FOLLOWING NOTES FOR REFERENCE ONLY:
  - TEXT IS ACCOMPANIED BY GRADE 2 BRAILLE.
  - DOTS DISTANCE IN THE SAME CELL TO BE .100".
  - DOT BASE DIAMETER TO BE .059" TO .063".
  - DOTS DISTANCE BETWEEN CORRESPONDING DOTS IN ADJACENT CELLS TO BE .300".
  - DOTS DISTANCE BETWEEN CORRESPONDING DOTS FROM ONE CELL BELOW TO BE .300".
  - DOT HEIGHT TO BE .025" TO .037"
  - DOTS SHALL BE DOMED OR ROUNDED.
- CHARACTERS AND BRAILLE SHALL BE IN A HORIZONTAL FORMAT. BRAILLE SHALL BE PLACED A MINIMUM 3/8" AND A MAXIMUM 1/2" DIRECTLY BELOW THE CHARACTERS; FLUSH LEFT OR CENTERED.
- ADHESIVE FOAM ON BACK.
- MANUFACTURER: EMECCO OR EQUAL.
- FOR INFORMATION, CONTRACTOR TO COORDINATE WITH OWNER.
- TACTILE CHARACTERS ON SIGNS SHALL BE LOCATED 48 INCHES MIN. ABOVE THE FINISH FLOOR OR GROUND SURFACE, MEASURED FROM THE BASELINE OF THE LOWEST BRAILLE CELLS AND 60 INCHES MAXIMUM ABOVE THE FINISH FLOOR OR GROUND MEASURED FROM THE BASELINE OF THE HIGHEST CHARACTERS. (CBC 11B-703.4.1)

### 31 SIGNAGE SCHEDULE

PER CALIFORNIA PLUMBING CODE PLUMBING CALCS:  
(PER CPC TABLE 422.1 "OCCUPANT LOAD FACTOR"  
CLARIFICATION (\*\*).

F OCCUPANCIES: WC=1 PER 50; LAV=1 PER 50; SHOWER=1 PER 15; DF=1 PER 250; 1 SERVICE SINK

GROSS TOTAL INT. AREA = 9,126 S.F.

- AREA CALCULATIONS
- A. BUSINESS (GROUP B):
- 200 GROSS S.F./OCCUPANT
  - 197 S.F./ 200 S.F. = 1 OCCUPANTS
- B. DISTRIBUTION (GROUP F):
- 2,000 GROSS S.F./OCCUPANT
  - 5,410 S.F./ 2,000 S.F. = 3 OCCUPANTS
- C. WAREHOUSE (GROUP S):
- 5,000 GROSS S.F./OCCUPANT
  - 2,036 S.F./ 5,000 S.F. = 1 OCCUPANTS
- 5 TOTAL OCCUPANTS = (3 FEMALE/3 MALE)

PROVIDED:  
MEN: 2 WC, 2 LAV, 1 UR  
WOMEN: 3 WC, 2 LAV  
1 SERVICE SINK

PER CPC 415.2 - DRINKING FOUNTAINS SHALL NOT BE REQUIRED FOR AN OCCUPANT LOAD OF 30 OR LESS.

### 34 PLUMBING CALC

- VERIFY FRAME OPENINGS WITH MANUFACTURER AND FIELD VERIFY ALL ROUGH OPENINGS.
- VERIFY ALL DOOR HARDWARE AND ALL DOOR HANDINGS AND SUBMIT FOR REVIEW PRIOR TO ORDERING.
- MAXIMUM EFFORT TO OPERATE DOOR SHALL NOT EXCEED 5 LBS. FOR EXTERIOR AND INTERIOR DOORS, EXCEPT FIRE DOORS WHICH SHALL NOT EXCEED 15 LBS.
- THE BOTTOM 10" OF ALL DOORS SHALL HAVE A SMOOTH UNINTERRUPTED SURFACE.
- MAXIMUM HEIGHT OF ALL THRESHOLDS SHALL BE 1/2". MAXIMUM VERTICAL CHANGE AT EDGES SHALL BE 1/4". CHANGE IN LEVEL BETWEEN 1/4" AND 1/2" SHALL BE BEVELED WITH A SLOPE NO GREATER THAN 1 UNIT VERTICAL TO 2 UNITS HORIZONTAL.
- ALL EXIT DOORS SHALL BE OPERABLE FROM THE INSIDE WITHOUT A KEY, SPECIAL KNOWLEDGE, OR EFFORT.
- IF DOOR HAS A CLOSER, SWEEP PERIOD OF CLOSER SHALL BE ADJUSTED SO THAT FROM OPEN POSITION OF 90 DEGREES, DOOR WILL TAKE AT LEAST 3 SECONDS TO MOVE TO A POINT 3 INCHES FROM LATCH, MEASURED TO LEADING EDGE OF DOOR. CBC 11B-404.2.8.1
- ALL EXTERIOR DOORS MUST REMAINED UNLOCKED DURING BUSINESS HOURS PER EGRESS REQUIREMENTS.

### 33 DOOR NOTES

RM#	NAME	OCCUP. CLASS.	AREA	RATIO*	# OF OCC.	TOTAL CUM.	REQ'D. EXITS**	EXITS
101	LOADING DOCK	STORAGE	1838 SF	1:300	6	14	1	1
102	OFFICE	BUSINESS	98 SF	1:100	1	1	1	1
103	DRY STORAGE	DISTRIBUTION	3961 SF	1:200	20	30	1	3
104	KITCHEN		146 SF	1:200	1	1	1	1
105	EX. MECHANICAL STORAGE		25 SF	1:500	1	1	1	1
106	EXTRACTION 1	MANUFACTURING	36 SF	1:200	1	1	1	1
107	EXTRACTION 2	MANUFACTURING	116 SF	1:200	1	3	1	1
108	EXTRACTION 3	MANUFACTURING	54 SF	1:200	1	2	1	1
109	EXTRACTION 4	MANUFACTURING	50 SF	1:200	1	1	1	1
110	LABORATORY	MANUFACTURING	111 SF	1:200	1	1	1	1
111	LAB MECHANICAL STORAGE		36 SF	1:500	1	1	1	1
112	JANITOR	ACCESSORY	89 SF	—				
113	OFFICE	BUSINESS	99 SF	1:100	1	1	1	1
114	WOMEN'S R.R.	ACCESSORY	110 SF	—				
115	MEN'S R.R.	ACCESSORY	117 SF	—				
116	HALLWAY	ACCESSORY	422 SF	—	8	1	1	1
117	UNISEX R.R.	ACCESSORY	56 SF	—				
118	STORAGE		198 SF	1:300	1	1	1	1
119	HALLWAY	ACCESSORY	500 SF	—		8	1	1
120	PRODUCT STOR.	DISTRIBUTION	719 SF	1:200	4	4	1	1
121	PACKAGING	DISTRIBUTION	730 SF	1:200	4	4	1	1
122	REAR ENTRY	ACCESSORY	189 SF	—		8	1	1
TOTAL					37			

EGRESS WIDTH REQUIREMENTS (TABLE 1005.1/1015.1):

ASSEMBLY: MIN. REQUIRED EGRESS WIDTH 0.2 X 37 = 7.4 INCHES  
EGRESS WIDTH PROVIDED: 180 INCHES  
MINIMUM NUMBER OF EXITS REQUIRED: 1  
NUMBER OF EXITS PROVIDED: 4

### 41 OCCUPANCY CALCULATIONS

PER CBC 718.2.  
718.2.2 CONCEALED WALL SPACES, FIREBLOCKING SHALL BE PROVIDED IN CONCEALED SPACES OF STUD WALLS AND PARTITIONS, INCLUDING FURRED SPACES, AND PARALLEL ROWS OF STUDS OR STAGGERED STUDS, AS FOLLOWS:  
1. VERTICALLY AT THE CEILING AND FLOOR LEVELS.  
2. HORIZONTALLY AT INTERVALS NOT EXCEEDING 10 FEET (3048 MM).

718.2.3 CONNECTIONS BETWEEN HORIZONTAL AND VERTICAL SPACES, FIREBLOCKING SHALL BE PROVIDED AT INTERCONNECTIONS BETWEEN CONCEALED VERTICAL STUD WALL OR PARTITION SPACES AND CONCEALED HORIZONTAL SPACES CREATED BY AN ASSEMBLY OF FLOOR JOISTS OR TRUSSES, AND BETWEEN CONCEALED VERTICAL AND HORIZONTAL SPACES SUCH AS OCCUR AT SOFFITS, DROP CEILINGS, COVE CEILINGS AND SIMILAR LOCATIONS.

718.2.5 CEILING AND FLOOR OPENINGS, WHERE REQUIRED BY SECTION 712.1.7, EXCEPTION 1 OF SECTION 714.4.1.2 OR SECTION 714.4.2, FIREBLOCKING OF THE ANNULAR SPACE AROUND VENTS, PIPES, DUCTS, CHIMNEYS AND FIREPLACES AT CEILINGS AND FLOOR LEVELS SHALL BE INSTALLED WITH A MATERIAL SPECIFICALLY TESTED IN THE FORM AND MANNER INTENDED FOR USE TO DEMONSTRATE ITS ABILITY TO REMAIN IN PLACE AND RESIST THE FREE PASSAGE OF FLAME AND THE PRODUCTS OF COMBUSTION.

718.2.6 EXTERIOR WALL COVERINGS, FIREBLOCKING SHALL BE INSTALLED WITHIN CONCEALED SPACES OF EXTERIOR WALL COVERINGS AND OTHER EXTERIOR ARCHITECTURAL ELEMENTS WHERE PERMITTED TO BE OF COMBUSTIBLE CONSTRUCTION AS SPECIFIED IN SECTION 1406 OR WHERE ERRECTED WITH COMBUSTIBLE FRAMES. FIREBLOCKING SHALL BE INSTALLED AT MAXIMUM INTERVALS OF 20 FEET (6096 MM) IN EITHER DIMENSION SO THAT THERE WILL BE NO CONCEALED SPACE EXCEEDING 100 SQUARE FEET (9.3 M2) BETWEEN FIREBLOCKING, WHERE WOOD FURRING STRIPS ARE USED, THEY SHALL BE OF APPROVED WOOD OF NATURAL DECAY RESISTANCE OR PRESERVATIVE-TREATED WOOD. IF NONCONTINUOUS, SUCH ELEMENTS SHALL HAVE CLOSED ENDS, WITH AT LEAST 4 INCHES (102 MM) OF SEPARATION BETWEEN SECTIONS.

### 23 FIREBLOCKING NOTES

### 12 GENERAL NOTES

- THESE NOTES ARE FOR THIS SHEET ONLY.
- (N) INTERNALLY ILLUMINATED "EXIT" SIGN ABV. DR. OR AT WALL.
  - PROVIDE TACTILE EXIT SIGNS PER CBC 1011.4 & 11B-703  
A. EACH GRADE-LEVEL EXTERIOR EXIT DOOR SHALL BE IDENTIFIED BY "EXIT"  
B. EACH EXIT ACCESS DOOR FROM AN INTERIOR ROOM OR AREA THAT IS REQUIRED TO HAVE A VISUAL EXIT SIGN SHALL BE IDENTIFIED BY "EXIT ROUTE"

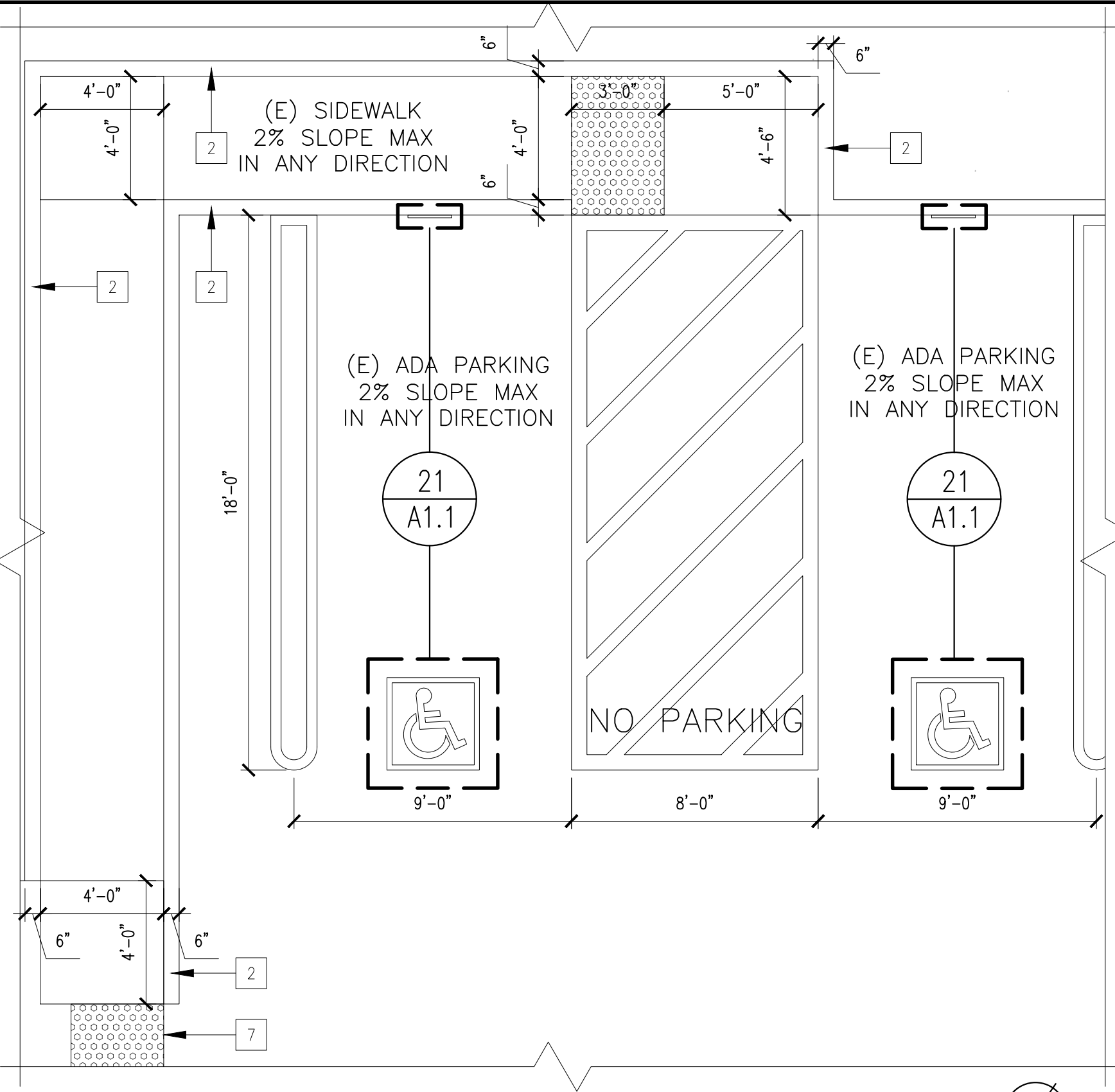
### 13 EGRESS NOTES

- FE FIRE EXTINGUISHER: MINIMUM RATED 2A:10B:C
- # EXIT: CUMULATIVE OCCUPANT LOAD SERVED
- A SIGN:REFER TO SIGNAGE SCHEDULE FOR TYPE AND DESCRIPTION - RE: 31/GO.2
- PATH OF TRAVEL
- EMERGENCY EXIT SIGNS TO BE PROVIDED. HIGH AND LOW MOUNTED EXIT SIGNS, WALL MOUNT OR CEILING MOUNT TO BE VERIFIED ON SITE.

### 14 LEGEND

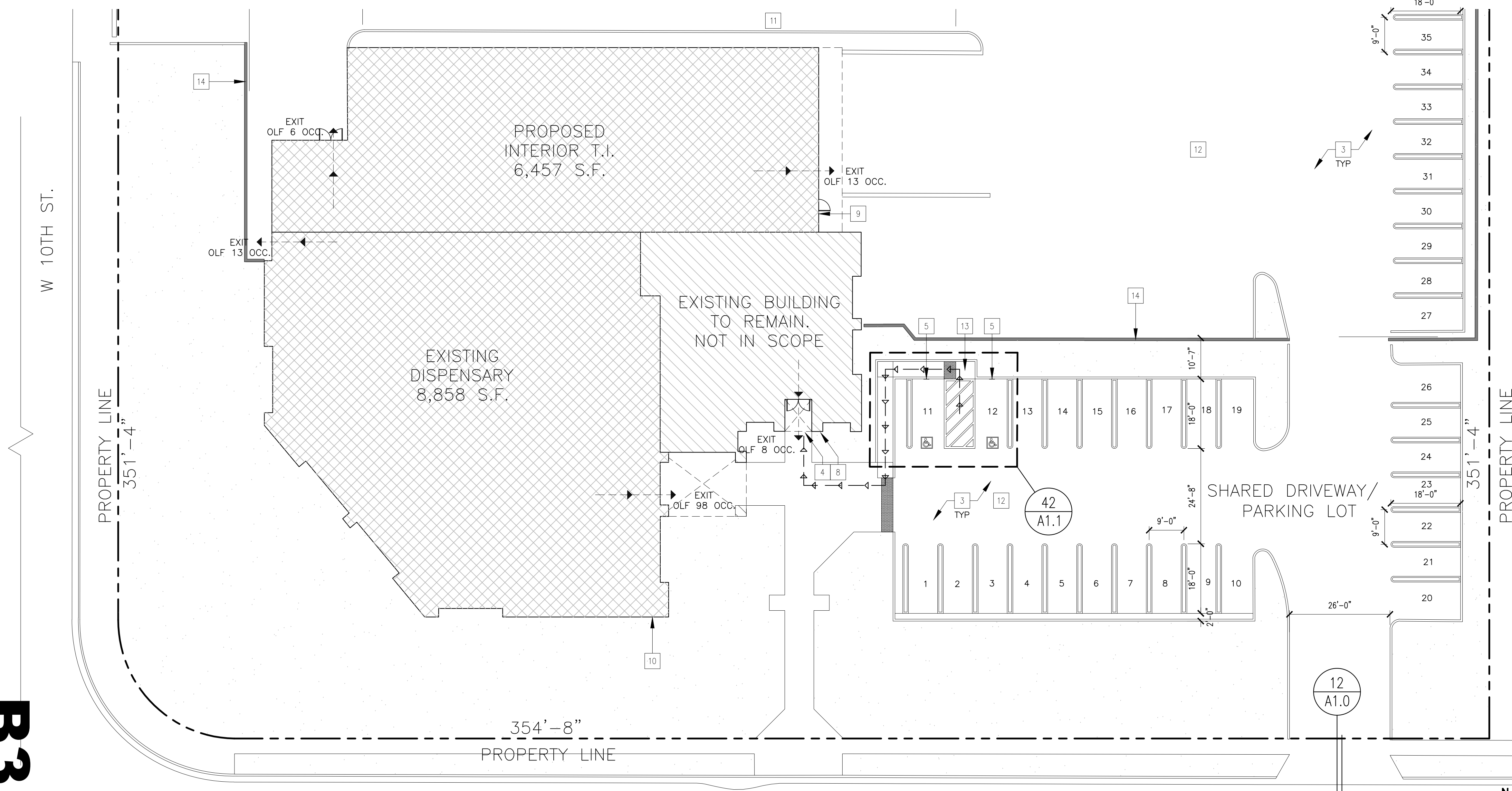






## 42 ENLARGED ADA PARKING

SCALE:  $1/4" = 1'-0"$



14 EXISTING SITE PLAN

VERNE ROBERTS CIR.

SCALE: 3/32"=1'-0"

#### COMMERCIAL PARKING REQUIREMENTS (COMMERCIAL CANNABIS):

EXISTING DISPENSARY:  
 1:500 SF FOR STORAGE = 1753 SF DISPENSARY / 500 SF = 3.5 SPACES  
 1:250 SF FOR DISPENSARY = 3891 SF DISPENSARY / 250 SF = 15.5 SPACES

REQUIRED:  
19 STANDARD SPACES  
1 ADA SPACES (VAN ACCESSIBLE)

PROPOSED MANUFACTURING:  
 1:1,000 SF FOR WAREHOUSE = 2,124 SF WAREHOUSE / 1,000 SF = 2 SPACES  
 1:400 SF FOR FACTORY = 3,961 SF MANUFACTURING / 400 SF = 10 SPACES

REQUIRED:  
11 STANDARD SPACES  
1 ADA SPACES (VAN ACCESSIBLE)

COMPACT PARKING MUST NOT BE MORE THAN 25% OF SPACES REQUIRED (2).

PROVIDED:  
33 STANDARD SPACES  
2 ADA SPACES (VAN ACCESSIBLE)

## PARKING CALCS

1. (E) ACCESSIBLE RAMP
2. (E) 6" CONCRETE CURB TO BE INSTALLED BETWEEN SIDEWALK AND LANDSCAPE OR PARKING LOT.
3. (E) PARKING SPACE STRIPING
4. (E) ACCESSIBLE ENTRY DOOR TO REMAIN.
5. (E) ACCESSIBLE PARKING SPACE SIGNAGE PER CODE.
6. (E) 36" DEEP DETECTABLE WARNING SURFACE AT EDGE OF SIDEWALK.
7. PROVIDE ADA ACCESSIBLE ENTRANCE SIGN AT ENTRY DOOR PER CODE.
8. (N) SECURITY DOOR AT MAIN ENTRY.
9. KNOX CABINET MODEL #1302 MUST BE MOUNTED ON WALL 6' ABOVE GROUND LEVEL OUTSIDE MAIN ENTRANCE WITH A MASTER KEY AS WELL AS ALL MSDS SHEETS AND HAZARDOUS INFORMATION.
10. (E) ADDRESS NUMBERS TO REMAIN. VERIFY NUMBERS AT A MINIMUM OF 12 INCHES HIGH WITH STROKE WIDTH OF 3 INCHES MINIMUM.
11. (E) TRASH LOCATION
12. (E) PARKING LOT TO REMAIN
13. (E) CONCRETE SIDEWALK WITH RAMP TRANSITION TO ADA PARKING SPACES.
14. (E) WALL WITH SECURE GATE TO REMAIN.

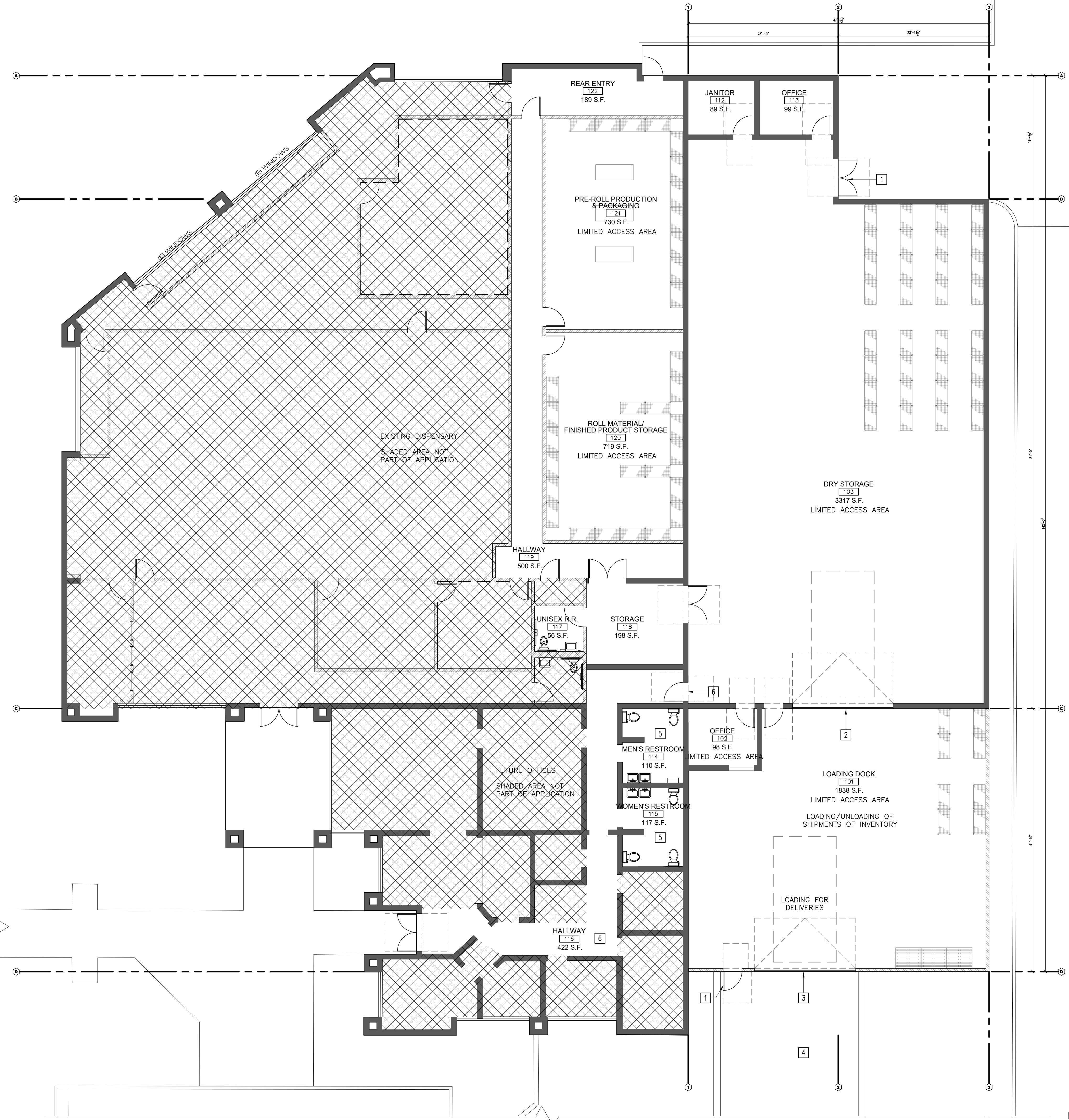
## 13 KEYNOTES X



NOTE: ALL EXISTING EXTERIOR DIMENSIONS ARE APPROX.

**14** **LEGEND**





SCALE: 1/8" = 1' - 0"

- 1) FURNITURE PLACED FOR REFERENCE ONLY. CONTRACTOR TO VERIFY FURNITURE W/ OWNER PRIOR TO CONSTRUCTION.
- 2) PROVIDE RATED 2A:10B:C FIRE EXTINGUISHERS SUCH THAT AN EXTINGUISHER IS LOCATED WITHIN A 75-FOOT TRAVEL DISTANCE TO ANY POINT IN THE BUILDING. EXTINGUISHERS SHALL BE MOUNTED ON THE WALL OR IN CABINETS, SUCH THAT THE TOP OF THE EXTINGUISHER IS NO HIGHER THAN 48 INCHES ABOVE FLOOR LEVEL.
- 3) GENERAL CONTRACTOR TO PROVIDE NEW SIGNAGE AS REQUIRED TO COMPLY WITH APPLICABLE BUILDING CODES. ALL SIGNAGE SHALL COMPLY WITH APPLICABLE BUILDING CODES. ALL SIGNAGE SHALL CONFORM WITH ADA ACCESSIBILITY GUIDELINES, AND CBC INCLUDING BUT NOT LIMITED TO PROPORTION, COLOR, CONTRAST AND RELIEF, FONT STYLE AND GRADE 2 BRAILLE REQUIREMENTS. AFFIX AN INTERNATIONAL ACCESSIBILITY SYMBOL ON ALL ACCESSIBLE ENTRANCES PER APPLICABLE CODE. RE: A-0.2
- 4) DOOR HARDWARE TO BE FALCON LEVER ACTION.

11 GENERAL NOTES

1. REPLACE (E) EXTERIOR DOORS WITH PAINT GRADE, HOLLOW METAL SECURITY DOORS.
2. REMOVE (E) ROLL-UP DOOR AND PREP WALL FOR (E) X'-0" X 16'-0" ROLL-UP DOOR.
3. (E) ROLL-UP DOOR TO REMAIN.
4. (E) DRIVEWAY SLOPED WAY FROM BUILDING.
5. (E) RESTROOM. CONTRACTOR TO VERIFY LIGHT SWITCH ACTIVATED VENTILATION WITH A MINIMUM 75 CFM.
6. (E) ACCESSIBLE ROUTE.
7. (N) STORAGE RACK AREAS.
8. (N) INCOMING PALLET AREAS.

13 KEYNOTES X

(E) WALL TO REMAIN. VERIFY R-19 INSULATION IN WALL.

14 LEGEND

REVISIONS

△ FIRE CHECK 1 - 7/2/2019

SEAL

PROJECT

ONE PLANT  
2701 W 10TH STREET  
ANTIOCH, CA 94509  
APN: 074-051-029

CLIENT

ONE PLANT  
CHRIS HESTER AND  
SIDNEY DUNMORE  
(916) 529-0028  
HEST916@GMAIL.COM

SHEET TITLE

PROPOSED  
FLOOR PLAN

DATE

TECHNICIAN: ACG

PROJECT MANAGER: AMM

JOB NUMBER: ACD #451

SHEET NUMBER

A21

REVISIONS
△ FIRE CHECK 1 - 7/2/2019

SEAL

PROJECT
ONE PLANT 2701 W 10TH STREET ANTIOCH, CA 94509 APN: 074-051-029
CLIENT
ONE PLANT CHRIS HESTER AND SIDNEY DUNMORE (916) 529-0028 HEST916@GMAIL.COM

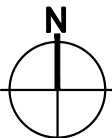
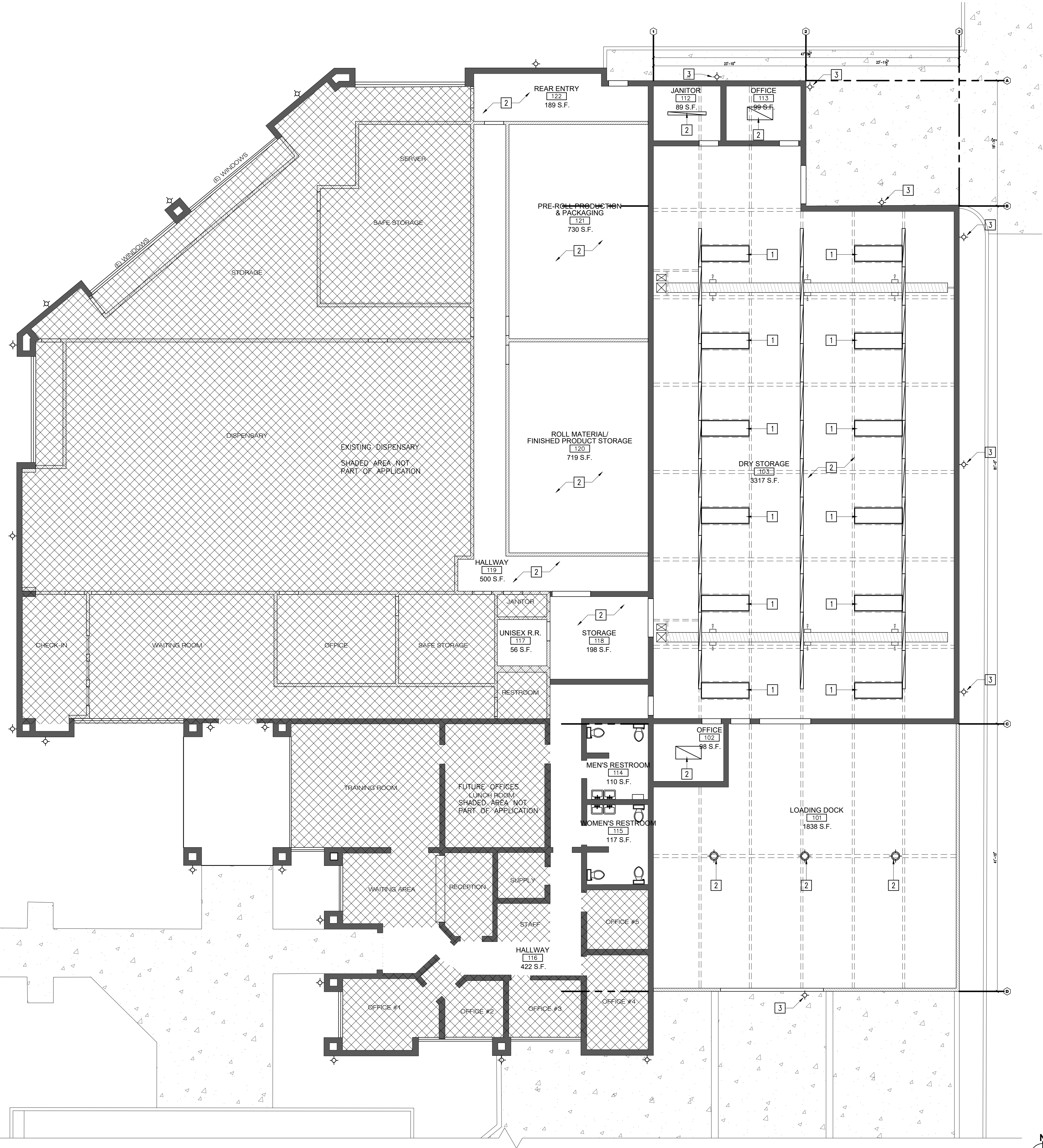
1. (E) SKYLIGHT TO REMAIN.  
2. (E) LIGHTING TO REMAIN.  
3. (E) LIGHTING AT EXTERIOR.  
4. (N) LIGHTING AT EXTERIOR.

13 KEYNOTES X

- Ⓐ AUDIBLE AND VISUAL ALARM  
Ⓜ THERMOSTAT  
■ GAS DETECTOR  
⊙ EXTERIOR WP LED FIXTURE AT WALL.  
▤ LED CEILING LIGHT.

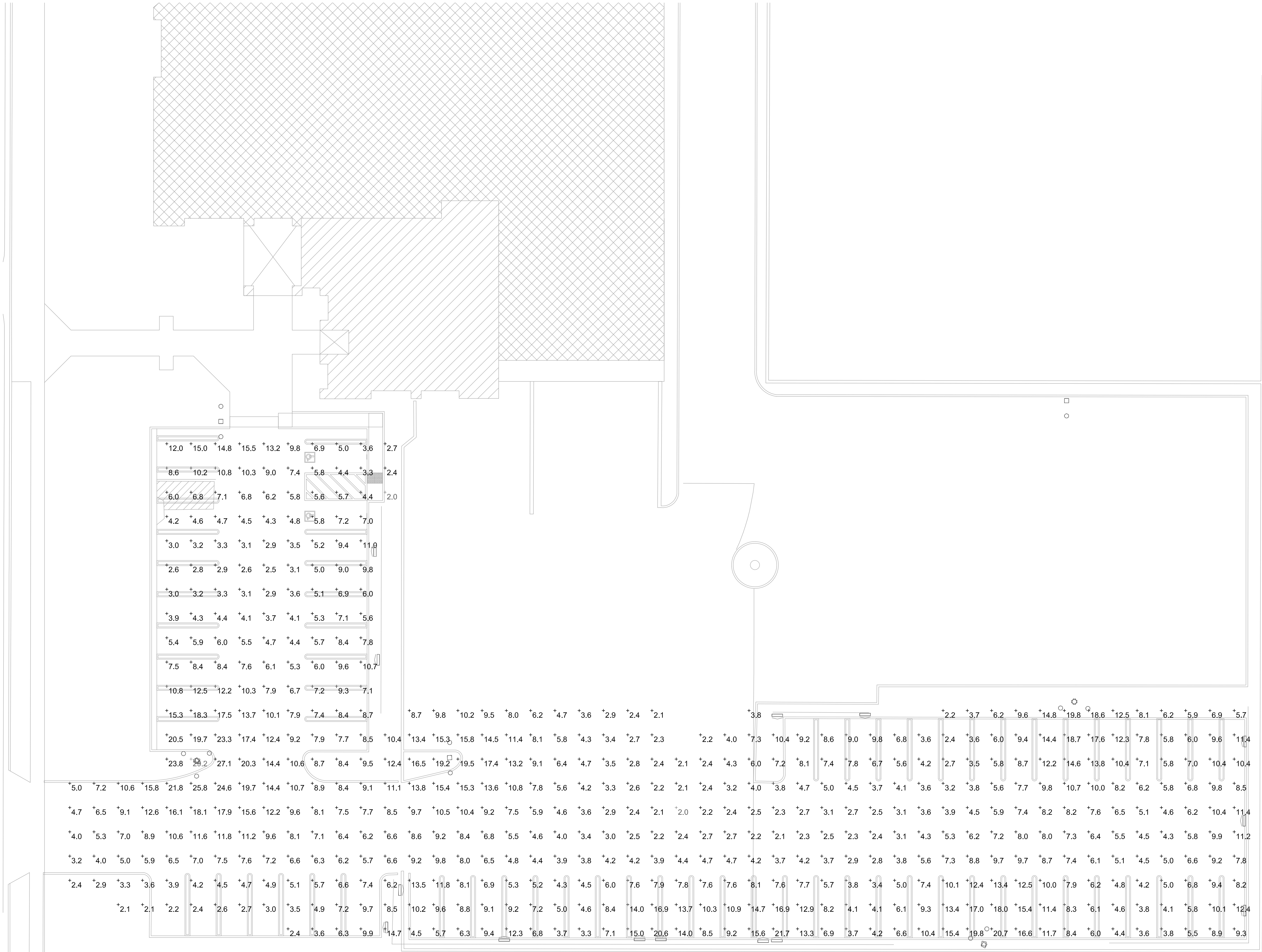
14 LEGEND

SHEET TITLE
EXISTING REFLECTED CEILING PLAN
DATE
TECHNICIAN
ACG
PROJECT MANAGER
AMM
JOB NUMBER
ACD #451
SHEET NUMBER
A2.2



SCALE: 1/8" = 1' - 0"





ELECTRICAL PHOTOMETRIC PLAN

SCALE:1/16"=1'-0"

Schedule											
Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Lamp	Number Lamps	Filename	Lumens Per Lamp	Light Loss Factor	Wattage
<div><div>○</div><div>□</div></div>	A	12	DONGGUAN THAILIGHT SEMICONDUCTOR LIGHTING CO.,LTD		TLFLL230P3YYZZ--TYPE3I		1	LF3-HL-230W-TYPE3I-120V_IESNA2002.IES	30190	0.81	224.5
<div><div></div><div></div></div>	C	14	Lithonia Lighting	DSXW1 LED 20C 700 40K TFTM MVOLT	DSXW1 LED WITH (2) 10 LED LIGHT ENGINES, TYPE TFTM OPTIC, 4000K, @ 700mA.	LED	1	DSXW1_LED_20C_700_40K_TFTM_MVOLT.ies	5554	1	45.7

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Calc Zone #4	+	7.7 fc	29.2 fc	2.0 fc	14.6:1	3.9:1

REVISIONS		
NO.	DATE	DESCRIPTION
07/18/19	07/18/19	PC COMMENTS
10/16/19	10/16/19	CLIENT REVISION
11/04/19	11/04/19	PC COMMENTS
01/17/20	01/17/20	FIELD REVISION

SEAL:

26439 Rancho Pkwy. S. Ste 120  
Lake Forest, CA 92630  
Tel: 949-267-9095

PROJECT NAME:

ONE PLANT  
2701 W 10TH STREET  
ANTIOCH, CA 94509

SHEET TITLE

ELECTRICAL PHOTOMETRIC PLAN

DRAWN  
GMEP  
CHECKED  
GMEP  
DATE  
01/17/20  
SCALE  
AS NOTED  
JOB NO.  
19-17C  
SHEET

E-4.1

## **Application Summary Sheet**

**2701 W. 10<sup>th</sup> Street**

**One Plant Distribution**

To whom it may concern,

The following is a summary sheet regarding One Plant's Cannabis Distribution application.

License Type: Distribution Only (To be added to our current retail license)

Number of Employees: ~8

Hours of Operation: 8am – 8pm

Number of Delivers per Day: ~5-10

Square Footage Occupied by the Use: ~8,482 (See following partitions associated with plan set)

- (116) Hallway – 422 S.F.
- (115) Women's Restroom – 117 S.F.
- (114) Men's Restroom – 110 S.F.
- (118) Distribution – 198 S.F.
- (117) Unisex Restroom – 56 S.F.
- (119) Hallway – 500 S.F.
- (120) Roll Material / Finished Product Storage – 719 S.F.
- (121) Pre-Roll Production & Packaging – 730 S.F.
- (122) Rear Entry – 189 S.F.
- (112) Janitor – 89 S.F.
- (113) Office – 99 S.F.
- (103) Dry Storage – 3317 S.F.
- (102) Office – 98 S.F.
- (101) Loading Dock – 1838 S.F.

### Typical Daily Operations (Project Description):

- Opening procedures will be conducted in accordance to Company's Standard Operating Procedures.
- Before receiving cannabis goods from a manufacturer, an inventory count on all current goods will be taken before accepting any new inventory in order to easily identify any loss or theft.
- It will be verified that a shipping manifest was received prior to the scheduled delivery or scheduled pick-up of the shipment. If there is no shipping manifest, the delivery will be refused or a pick-up will be refused.
- If information on the shipping manifest is suspect or inaccurate, clarification will be sought out or correction from the originating licensee but refusal of acceptance will occur if warranted.
- All rejected or returned cannabis will be recorded.
- Batches will be inspected for non-compliant labeling.
- After formally accepting a shipment, the manifest will be uploaded and a detailed record of the shipment will be put into METRC.
- Once the batches have been accepted, inventory storage will commence.
- When a delivery vehicle arrives in the loading area of the licensed premises containing the cannabis batches for storage, a wheeled device will be used to move the product securely and safely from the vehicle to the inventory storage room within the facility.
- Once at the inventory storage room, all environmental controls will be checked.
- Distribution manager will be notified that the batches have been received, stored, recorded/logged in, and are ready to be tested.
- All cannabis goods received will be sampled and tested by a licensed testing facility in order to be released from storage prior to distribution.
- All cannabis goods batches will be stored in containers specific for 1) cannabis to be distributed (after sampling has occurred) and 2) sampled batches, both being in the inventory storage areas.
- Within 24 hours of taking physical possession of a batch of cannabis goods from a manufacturer, the containers of batches awaiting testing will be stored in the designated area of the inventory storage room in a way that makes them separate and distinct from all other batches.
- All required information is entered into the chosen internal computerized seed-to-sale system and METRC
- Labels that contain all the information required by the BCC will be generated and affixed to all containers including a government warning label.

- Employee from the independent testing laboratory will be checked in at the appointment time to acquire the products (sample batches) for testing. Those products are transported back to the independent laboratory and tested.
- The sampled batches will be placed in a designated area of the inventory storage room, making the batches separate and distinct from all other batches in the storage room, where they will be stored until either they pass or fail testing.
- When an order is received from another licensee, order will be confirmed by phone.
- Payment is processed and record of the sale or transport of cannabis goods between licensees will be logged into METRC and the chosen internal computerized seed-to-sale system.
- A shipping manifest will be prepared and circulated.
- On the morning of transport, the goods will be identified on the shipping manifest and transferred to the shipping and receiving room.
- A final packaging and labeling check will commence before products are loaded into the delivery vehicle.
- Goods will be packed with a copy of the appropriate sales invoice to each bag, placed into one or more unmarked shipping containers with shipping manifest inside, and the containers will be locked afterwards.
- Containers will be verified to make sure they have an encrypted RFID tag attached to them before transport.
- Vehicles will be checked for enough fuel to reach the destination without the need for stops along the way.
- Unmarked transport vehicles will be pulled into the designated loading/unloading area in a place that is under video surveillance.
- Containers from shipping and receiving room will be then transferred to the transport vehicles. They will then be secured inside the windowless cargo section in the back of the unmarked transfer vehicle.
- Manifest will be securely transmitted to the Bureau of Cannabis Control and the licensee that will receive the cannabis goods prior to transporting cannabis or cannabis products.
- Transportation team members are trained on the following:
  - Transportation vehicle safety
  - Transportation incident reporting
  - Cargo theft prevention measure
  - Handling inventory
  - Proper transportation protocol
- Routes are planned in a way that ensures that the days, times, and the routes themselves are randomized in order to thwart any possibility of robbery.
- Prior to delivery, communication system and GPS device will be checked to make sure they are operational.



- Using the mapping service, employee will begin the transportation route by driving to the first licensed premises. Employee shall not stray from the planned transportation route for any reason except for necessary rest, fuel, or vehicle repair stops.
- Once close to the premises of the receiving licensee, security personnel will be notified or the shipping/receiving manager.
- Containers will be detached with the cannabis goods from the enclosed, windowless cargo section of the back of the transportation vehicle and will be carried into the destination's designated receiving location.
- Licensee will be provided with a copy of the shipping manifest, sales invoice, and the transportation bill of lading.
- Once accepted, licensee will be asked to sign the paper copy of the shipping manifest where it will be returned to the company's facility.
- Delivery procedure will be repeated for the consecutive identified stops on the route plan.
- All employees are required to render all unusual cannabis and cannabis goods before removing the waste from the licensed premises.
- Rendering of cannabis waste includes:
  - Proper disposal of waste
  - Inventory monitoring requirements
  - Segregating the cannabis waste
  - Record-keeping
- Containers for waste will be affixed with all the required batch and weight information before placing any waste scheduled for destruction within the container.
- The cannabis and cannabis plant material will then be placed into the cannabis waste container labeled "WASTE PRODUCT TO BE DESTROYED".
- The cannabis will then be rendered by two employees.
- Before rendering is complete, the waste is checked to be at least 50% non-cannabis waste from the incorporation of non-consumable solid wastes.
- Cannabis waste is then secured in waste receptacles in possession and control of the company until the waste is disposed of by an authorized waste hauler.
- All cannabis waste is then documented in the Waste Log.
- Closing procedures will be conducted in accordance to Company's Standard Operating Procedures.

# CITY OF ANTIOCH

## CANNABIS BUSINESS USE PERMIT APPLICATION

### ATTACHMENT A – APPLICATION FORM

PROPERTY LOCATION		
Address: 2701 W. 10th Street		Assessor's Parcel No.: 074-051-029
Zoning Designation: PBC		General Plan Land Use Designation: Business Park
PROJECT DESCRIPTION - Provide a basic description of the project below.		
Commercial Cannabis Distribution		
APPLICANT		
Name: Three Habitat Consulting Antioch LLC		
Address: 1431 Ocean Avenue, Suite A		
City: Santa Monica	State: CA	Zip: 90401
Telephone: (949) 201-8403		
Email: adam@oneplant.life		
PROPERTY OWNER	<input type="checkbox"/> Same as applicant	
Name: 4 Bros Antioch LP		
Address: 200 Spectrum Center Drive, Suite 300		
City: Irvine	State: CA	Zip: 92618
Telephone: (905) 479-8762		
Email: JYLee@Yogenfruz.com		

FOR OFFICE USE ONLY	
DATE RECEIVED:	FILE NO:
PLANNER:	
<input type="checkbox"/>	<input type="checkbox"/>


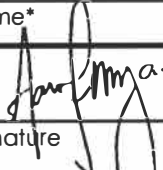
**CITY OF ANTIOCH**  
**CANNABIS BUSINESS USE PERMIT APPLICATION**

**REQUIRED SIGNATURES**

As part of this application, applicant and real party in interest, if different, agrees to defend, indemnify, hold harmless, and release the City of Antioch, its agents, officers, attorneys, and employees from any claim, action, or proceeding brought against any of the above, the purpose of which is to attack, set aside, void, or annul the approval of this application and/or the environmental document which accompanies it. This indemnification obligation shall include, but not be limited to, damages, costs, expenses, attorney's fees, or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent passive or active negligence on the part of the City of Antioch, its agents, officers, attorneys, or employees.

I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this application to the best of my ability and that the facts, statements and information presented are true and correct to the best of my knowledge and belief.

**I understand that charges for materials and staff time spent processing this application will be billed monthly and is based on an hourly rate as identified in the current fiscal year fee schedule.** Application processing includes but is not limited to plan checking and processing, meetings, phone calls, research, e-mail, and staff report preparation. Further, I understand that my initial deposit is not a fee and actual charges may be in excess of the deposit. The deposit will be returned to me at the conclusion of the process after all invoices have been paid. If invoices are not paid on a monthly basis, processing will be terminated until all past due amounts have been paid. Failure to pay invoices on a monthly basis may also result in an application being deemed incomplete; postponement of hearings or meetings; and/or inability to obtain a building permit. Failure to pay invoices on a monthly invoice may also result in the placement of a lien on the subject property. I assume full responsibility for all costs incurred by the City in processing this application. Further, I understand that approval of my project is NOT guaranteed and may be denied. In the case of a denial, I understand that I am still responsible for all costs incurred by the City in processing this application. I hereby authorize employees, officials and agents of the City of Antioch to enter upon the subject property, as necessary, to inspect the premises and process this application.

Executed at: (City/State) California - Signed Online	Dated: 7/27/2021
(Signing on behalf of Three Habitat Consulting Antioch LLC) Adam Wilks 7/27/2021	4 Bros Antioch LP 7/27/2021
Applicant's Name Date	Property Owner's Name* Date
X 	X 
Applicant's Signature	Property Owner's Signature

\* Real Party in Interest may be different than a listed property owner. If property is held by a trust, the real party in interest would be one or more individuals who benefit from the trust. In such a case, the actual beneficiary or real party in interest must sign instead of property trustee.





One  
Plant

One  
Plant  
Open

ATTACHMENT E





2701





One  
Plant

One Plant

2701











2701

WARNING  
Security Camera  
In Use









2701





One  
Plant





EXIT

Cascade

230V

Cascade

230V

INSPECT BEFORE SIGNING

EDIATELY

INSPECT IMMEDIATELY

NO LOAD ON TO





**City of Antioch Commercial Distribution  
Business Application Package**

*Neighborhood, Community, and Employee Relations Plan*



---

### ***Employee Training Overview***

Applicant understands that the proper training of employees and members of management is the cornerstone to providing safe, conscientious service to patients, customers and the greater community of Antioch. In order to ensure that all employees understand the importance of protecting patient privacy and adhering to HIPAA and other confidentiality regulations, Applicant will work with third-party trainers, such as ServSafe certifiers and METRC™ trainers, as well as local law enforcement to develop and collect feedback following each training program. The Director of Operations, will be responsible for the development, implementation, and oversight of training material, and will summarize training materials for employees. Adam will also be responsible for designing assessment materials which all employees must pass, initially upon hire, and quarterly thereafter. Training materials will be provided in written and electronic formats, which all employees will have access to.

Before becoming authorized to handle cannabis at One Plant's Distribution Center, employees will participate in a comprehensive training program with particular emphasis on safety programs. Safety training, described in greater detail herein, will cover the ways in which employees are expected to handle emergencies and safety related issues at the Distribution Center.

### ***Safety and Security Training***

Applicant acknowledges that all employees hired by the Distribution Center must participate in safety training. Applicant will facilitate the following Safety and Emergency Response Training Program, ensuring that all members of the team understand how to properly handle emergency situations at the Distribution Center:

**Table 1: Safety and Security Training**

<b>Training Name</b>	<b>Annual Training Length</b>	<b>Summary of Training</b>
Emergency Action Response Planning	3 Hours	Applicant feels strongly that all team members should understand the security measures in place at the Distribution Center and each employee's response in the event of a security emergency including, but not limited to, armed robbery. All employees will be trained to identify both security and medical



		emergencies and to respond accordingly. Response includes notifying proper members of management as well as enforcement and medical emergency first responders.
Employee Accident Reporting and Investigation Policies	2 Hours	Training and instruction for employees regarding the appropriate method to report an incident to a supervisor and how to properly document accidents, emergency situations, and adverse events.
Fire Prevention and Fire Safety	3 Hours	Addresses the roles of employees as it pertains to understanding of the various threats and hazards that are most likely to cause a fire within the facility, as advised by OSHA's Fire Safety in the Workplace curriculum. Employees will have clear definition of their respective roles in preventing fires, and maintaining safety protocols in the event of a fire.
Hazard Communication Training	2 Hours	Training will be aligned with OSHA's Hazard Communication Program to train and educate employees on the safe handling, proper storage, and emergency procedures for hazardous substances and hazardous waste.
Maintaining and Understanding Material Safety Data Sheets (MSDS)	1 Hour	Training and instruction includes accurate documentation of potentially hazardous substances, storage and access to MSDS documents for each type of hazardous substance, and MSDS measures for handling hazardous waste.
Storage and Handling Training	3 Hours	Sanitation and hygiene training will instruct employees on the proper handling of consumable goods, and includes food-grade storage, cleaning and sterilization practices, and biological contamination prevention. Training will include proper storage measures to prevent deterioration or degradation.
Personal Protective Equipment (PPE) Usage Training	1 Hour	PPE will serve as a barrier from hazards, but also protects sterile environments from contamination from bodily contact. As necessary, employees will be instructed on the proper use of PPE when handling cannabis waste or hazardous substances.



**Contact Sheets and Emergency Communications**

The Director of Operations will maintain current contact sheets to facilitate efficient, rapid communications in the event of an emergency. Each contact sheet will be posted next to all phones within the Distribution Center, and will be disseminated by email, as well as in hard copy, to employees during the employee on-boarding process. While the regulations require contact information for emergency responders, poison control and the Management Team, Applicant has also included contact information for area hospitals and urgent care clinics.

**See Next Page For Sample Emergency Contact Sheet**



### Sample Emergency Contact Sheet

EMERGENCY CONTACT LIST	<b>EMERGENCY</b> In an emergency, dial <b>911</b> .	<b>NON-EMERGENCY POLICE DEPT</b> Local Phone Number
	<b>POISON CONTROL</b> Local Phone Number	<b>NON-EMERGENCY FIRE DEPT</b> Local Phone Number
	<b>SECURITY DIRECTOR</b> Name Local Phone Number	<b>GENERAL MANAGER</b> Name Local Phone Number
	<b>ASSISTANT MANAGER</b> Name Local Phone Number	<b>LOCAL SERVICES</b> Security Company: Phone Number Electric Company: Phone Number Water Company: Phone Number
	<b>OTHER EMERGENCY CONTACTS</b> Name Phone Alternate Phone	<b>OTHER EMERGENCY CONTACTS</b> Name Phone Alternate Phone

### Training Records

Records will be maintained for all One Plant employees so the Company has a clear understanding of which employees have completed trainings, and whether or not additional trainings will be necessary for an employee based on insufficient scores on required assessments. A Certificate of Completion will be awarded to employees upon training completion and will be kept on file in accordance with our record keeping plan and HR policies. Our proposed Distribution Center is committed to maintaining a transparent and fully accountable set of employee training records for internal and external audits, and review by the City of Antioch (City) or the Bureau of Cannabis Control (Bureau), at



all times. All records of employee training and certifications will be maintained by the Human Resources (HR) department.

All physical documents concerning employee training and certifications will be stored in the Document Storage Area of the office, located in the restricted access area of the proposed Distribution Center. All physical records will be retained for a minimum of two years and available for immediate retrieval upon request by the City, Bureau, or any other authorized authority.

---

### ***Feedback Programs***

If any member of the Antioch community has a concern or complaint with regard to facility operations, they will be able to submit the concern through either our online submission forum, located on our website, or using a comment drop box located within the Distribution Center. These two feedback mechanisms will allow people to share their comments, complaints or concerns directly with our Management Team. Applicant will check the online forum daily and will respond to community members directly via the online forum or by phone, when applicable.

The Management Team will voluntarily produce a quarterly Community Assessment Report that outlines the most important concerns raised by the community and their respective responses. Results will be reviewed on a quarterly basis by the entire management team so that the company can address and respond effectively to concerns. Applicant is prepared to make adjustments to day-to-day operations should there be any identified negative effects on the community. Trainings and SOPs will be reevaluated when concerns are presented and, should significant changes be required of our procedures, mandatory training will be held for employees to ensure understanding across all teams.

Beyond establishing these two forums for obtaining feedback, the Applicant will also pro-actively seek feedback from all neighboring businesses within 300 feet of the Distribution Center a minimum of two (2) times per year. Applicant acknowledges that each neighboring business may wish to communicate concerns or ideas in a different manner. To accommodate this, the Applicant's Management Team will offer to meet at the neighboring businesses to speak directly with the owners of these companies. We will also offer meetings at the Distribution/manufacturing Center, should any neighboring business be interested in learning more about our business.

### ***Ongoing Public Information Program***

Applicant will deploy an ongoing Public Information Meeting series, designed to inform City residents of cannabis issues while informing residents about cannabis products and the proper, safe and legal ways cannabis products should be used. Applicant will host four (4) Public Information Meetings per year, one per quarter. Applicant will obtain City approval of each meeting prior to holding the meeting. Applicant's proposed format for these meetings is as follows:



1. Applicant will identify a venue off premises to host members of the community interested in learning more about our business, as well as general cannabis information.
2. Applicant will publicize the meetings on our website, through social media, by posting the meeting schedule at the Distribution Center and by communicating the meeting time and date with neighbors, City council and other community partners.
3. Each meeting will include:
  - a. Scheduled Learning Topic
    - i. These may include, but are not limited to: exploring various distribution systems; explaining various product categories and the cannabis brands and products within each category; discussions surrounding the proper dosing of cannabis; and alignment between cannabis products and medical conditions.
  - b. Question and Answer Session
    - i. Attendees will always have the opportunity to ask questions at the conclusion of the meeting. The Applicant's Management Team will also remain after the meeting to answer questions privately, should attendees wish to speak with a member of our team on a more personal level.

## ***Public Relations***

Applicant will address the unique challenges of operating a successful cannabis business with neighborhood compatibility in mind; a primary goal of our operations will be to minimize or eliminate any disturbances to those living or operating businesses near our facility so we can conduct business in a way that upholds our commitment to excellence, compliance and community stewardship. Applicant has developed a plan to filter air and ensure no detectable odors escape the Distribution premise, as described in further detail in the response to *Records and Inventory*. As a component of this plan, a commercial-grade activated carbon air filtration system will be installed to effectively mitigate the likelihood of odor escaping the Distribution Center.

Applicant will post signage that spells out the "Prohibited Conduct Involving Marijuana and Marijuana Products" contained in Health and Safety Code in a conspicuous manner on the business premises for the education of patrons. The City shall develop a standard format and content for such signs.

As part of our commitment to education, Applicant will develop and implement an in-depth mandatory staff training program. Employee training will occur in both an educational, classroom style, as well as a practical, hands-on display of comprehension. Training topics will be vast and include information on fire safety, medical emergencies, and security, among others. Our training program will ensure all staff members are apprised of the most current local ordinances and state rules and regulations relevant to their position along with odor mitigation protocols.



To ensure that the most critical information cascades through the enterprise quickly and accurately, important updates will be posted in common areas and sent via email to an all-staff distribution list. These updates may include information on regulatory changes, adjustments to Company policies, or information pertaining to employee rights. Before operations commence, Applicant will print, frame and prominently display our state and city licenses within the facility.

Applicant has established partnerships with experts in the cannabis industry to develop standard operating procedures (SOPs and strategies that are innovative and highly effective. Applicant will conduct operations only between the hours of 8 a.m. and 8 p.m., and the facility will not play music or produce any other sound that may be detected at a disruptive volume during operations. Cannabis products will only be sold to qualifying purchasers between the hours of 8 a.m. and 8 p.m. 10 to 19 Employees will be involved with the Distribution Center. Sampling of products and/or supplies on premises will be strictly prohibited.

---



### ***Sourcing from Local Vendors***

Upon obtaining a license, Applicant will institute a program called 'Antioch First,' which mandates that every member of our company selecting a third-party vendor or supplier first review a list of prequalified companies directly from the City of Antioch. Applicant aims to work with local businesses and contractors whenever possible, pursuing mutually beneficial relationships that promote the local community while allowing Antioch to flourish. Examples of services and goods Applicant will be in need of upon licensure and during operations include, but are not limited to: construction and engineering; equipment supply; packaging; waste management; laundering services; graphic design and printing; merchandise; technology providers; and Distribution Center design experts, among others.

Working side-by-side with the diverse residents and businesses of our community will enrich our company culture and ensure seamless integration as our business grows. We aim to be a role model employer and pillar of exemplary company values and business ethics, as we feel these elements truly uphold our definition of success. We will build business partnerships with other commercial entities and small businesses that share our ethics, culture and values to support and enrich the lives of local residents and patients while contributing to the development of Antioch's economy.



## ***World Class Security***

### **Expert Security Personnel**

Applicant has engaged Chris Hester to serve as Security Director. Chris, an honorably discharged Marine Corps Veteran, is no stranger to strict protocol and ensuring the security and safety of people and premise. In this role Chris, will call upon his experience adhering to regulatory guidelines and transparent communication to refine and implement thorough security procedures. The Security Director will oversee all security personnel, the installation and maintenance of security equipment such as alarms and surveillance cameras, and for ensuring that the security measures implemented within the Distribution Center translate to a more secure business that will be a welcome addition to the surrounding community. He will also review all candidate background check information, including driving record information for driver candidates.

### **Enhancing Community Security**

Compliance, innovation, safety and excellence lay the foundation for successful operations, and Applicant's security plan exemplifies this commitment. The Security Director will oversee the development, implementation and management of the security plan. Through careful implementation of premise control measures, Applicant will maintain a safe, clean, and attractive premise, complete with an on-site security presence. The Distribution Center will have a multi-tiered and sophisticated security system, with layers of surveillance cameras used both inside and outside the premise, as well as security guards to further ensure safety. The Distribution Center will be secured by implementing the following additional security features:

- Installation of cameras capable of meeting the minimum recording requirements;
- Use of digital archiving devices;
- Installation of locking doors with electronic access key fobs to prevent unauthorized access to, and within, the Distribution Center;
- Installation of sufficient lighting for the exterior, parking areas, and facility entrances and exits;
- Frequent inspections of all equipment and physical security features to ensure working order and functionality;



- Proactive hosting of city and state officials, including members of law enforcement and the fire department to co-evaluate the Distribution Center's security measures and to ensure that members of law enforcement understand the various access points in the event of an emergency;
- Training of all staff, and extensive, ongoing training of security staff; and
- Implementation of a Zero Tolerance Policy with regard to consumption of drugs and alcohol on Company premises.

Applicant will ensure that all security measures are maintained to the highest degree of effectiveness and will adopt new innovative security measures as they become available and/or are required by the state of California or City of Antioch. The Distribution Center and surrounding vicinity will be patrolled regularly to prevent loitering, and business practices will be implemented to mitigate potential disturbances to our neighbors and surrounding businesses, such as unwarranted noise, odor, litter, or graffiti.

These security systems will have a compounding positive impact on the neighborhood. Applicant will forge key partnerships with the community, neighboring local businesses, and law enforcement to maintain open communication, enabling a culture of absolute transparency and facilitating coverage to deter overall crime.

#### *Our Commitment to Safe Citizens*

Adding to the veil of security described above, Applicant will pursue community-based safety and security trainings in an effort to equip employees with the skills required to handle emergency situations or respond to threats, including self defense training, tourniquet training, or CPR training. These trainings support the Applicant's goal of promoting education and leaving a lasting, positive impact on Antioch. Applicant will work with Antioch's Community Emergency Response Team (CERT. Members of Applicant's staff will be encouraged to serve on the county's CERT program to aid in emergency scenarios or other events in which additional security and safety personnel is required. As a veteran, Chris Hester will also be tasked with connecting to Antioch's veteran community. Applicant recognizes not only the extreme importance of implementing an uncompromising security program, but also the opportunity that exists to work hand-in-hand with local law enforcement to improve the safety and preparedness of Antioch, as a whole.

#### ***Conclusion***

Applicant plans to become more than a business that provides cannabis to qualified patrons; it will become a welcomed, trusted, and valued member of the community and a model of exemplary company principles and culture. Applicant is committed to actively serving the community as a responsible employer and neighbor. Through strict compliance with Antioch's City regulations, as well as California state laws and regulations, and by continuing open communication with neighbors and community members, Applicant will make a positive impact on the surrounding area. This focus will be embodied in every aspect of business operations.



By creating jobs, engaging in strong business relationships with local companies and organizations, educating the community, and providing the safest and highest quality cannabis products and service, Applicant will create an impact on the local economy for generations to come.

Applicant's executive and management team will meet regularly to discuss the Company's objectives and progress toward reaching each community related goal established by the Company. All-staff meetings, will be hosted at least twice annually, to discuss the Company's involvement in the community and encourage all employees to contribute ideas on how best to serve the community. While this neighborhood and community involvement response has been thoughtfully prepared, Applicant's team understands that community engagement must be a living process, evolving as the needs of Antioch evolve.



**RESOLUTION NO. 2019/60**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING A USE PERMIT (UP-18-15) FOR CANNABIS DISPENSARY WITH  
DELIVERY LOCATED AT 2701 WEST 10TH STREET**

**WHEREAS**, One Plant requests approval of use permit for a cannabis dispensary with delivery (APN 074-051-029); and,

**WHEREAS**, this project is Categorically Exempt from the provisions of CEQA, pursuant to section 15301; and,

**WHEREAS**, the Planning Commission on March 6, 2019, duly held a public hearing and received and considered evidence, both oral and documentary and recommended the approval of the Use Permit; and,

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

**WHEREAS**, on April 23, 2019, the City Council duly held a public hearing on the matter, and received and considered evidence, both oral and documentary;

**NOW THEREFORE IT BE RESOLVED** that the City Council does hereby make the following findings for 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 dispensary includes multiple conditions of approval to ensure the project will not be detrimental to public health or welfare. On-site armed security is required at all times with annual audits of the site security plan 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 dispensaries with the approval of a use permit by City Council.

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



## RESOLUTION NO. 2019/60

April 23, 2019

Page 2

The proposed cannabis dispensary will take place in an existing commercial building with ample parking. The site has a secure area for cannabis deliveries.

4. That 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 developed and is located at the intersection of Verne Roberts Circle and West Tenth Street, which are 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 Business Park.

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

The conditions of approval on the project are consistent with the cannabis guidelines. The security plan has been reviewed by the Antioch Police Department and security conditions have been included per their direction. The sales taxes generated by the sale of cannabis and the development agreement between the applicant and the city will provide a financial benefit to the City of Antioch.

**NOW THEREFORE BE IT RESOLVED** that the City Council of the City of Antioch does hereby **APPROVE** the use permit for a cannabis dispensary with delivery, located at 2701 West 10th Street (APN 074-051-029) subject to the following conditions:

### **A. GENERAL CONDITIONS**

1. 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.
2. 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



## **RESOLUTION NO. 2019/60**

April 23, 2019

Page 3

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.

3. 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.
4. 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.
5. This approval expires two years from the date of approval by the City Council, April 23, 2021, 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.
6. 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.
7. 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.
8. The applicant shall obtain an encroachment permit for all work to be done within the public right-of-way.

### **B. CONSTRUCTION CONDITIONS**

1. The use of construction equipment shall comply with AMC § 5-17.04 and 5-17.05, or as approved in writing by the City Manager.
2. The project shall be in compliance with and supply all the necessary documentation for AMC § 6-3.2: Construction and Demolition Debris Recycling.
3. Building permits shall be secured for all proposed construction associated with this facility, including any interior improvements not expressly evident on the plans submitted.
4. Standard dust control methods shall be used to stabilize the dust generated by construction activities.



**C. AGENCY REQUIREMENTS**

1. All requirements of the Contra Costa County Fire Protection District shall be met, including:
  - a. The owner/contractor shall submit a minimum of two (2) complete sets of plans and specifications of the subject project 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, (107) CBC
  - b. Fire District approval is required before any expansion of the business or processes other than retail sales.
  - c. Provide quantity, type and location of any hazardous materials to be stored and used on the site with tenant improvement plans

**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. PROJECT-SPECIFIC REQUIREMENTS**

1. This use permit approval applies to the operation of a cannabis 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 shall be from 8:00 AM – 8:00 PM.
3. All necessary licenses from the State of California shall be obtained prior to opening.



## **RESOLUTION NO. 2019/60**

April 23, 2019

Page 5

4. 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.
5. No smoking or ingestion of cannabis products on-site is allowed.
6. No free samples of cannabis products are allowed.
7. 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.
8. Cannabis related waste shall be stored and secured in a manner that prevents diversion, theft, loss, hazards and nuisance.
9. 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.
10. 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.
11. No signs, tinting, or other graphic material may be used to obscure the storefront windows.
12. No drive-through, drive-up, or walk-up window services are allowed.
13. Any expansion into the unused portions of the building shown on the project plans, beyond additional office or storage place, shall require a new use permit. The unused portion of the building cannot be used for any business not related to the operations of One Plant.
14. 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 for review and approval prior to issuance of a certificate of occupancy. Should there be a change in the security private patrol operator or in the liability insurance of the applicant, the Community Development Director shall be notified within 5 business days.



## RESOLUTION NO. 2019/60

April 23, 2019

Page 6

15. 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 shall be notified within 5 business days.
16. 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.
17. 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.
18. 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.
19. 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.
20. 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.



## **RESOLUTION NO. 2019/60**

April 23, 2019

Page 7

21. 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.
22. All barbed wire at the site shall be removed.
23. A revised photometric plan showing a minimum two-foot candle in the parking lot shall be submitted with the building permit application. Any additional parking lot lighting necessary to meet this requirement shall be architecturally compatible with the existing parking lot lighting.
24. Any proposed exterior changes to the site shall be shown on the building permit plan submittal. Exterior changes may be subject to administrative design review approval.
25. The only cannabis paraphernalia allowed to be sold at the site are vape pens, vape pen batteries, and chargers unless the sale of additional paraphernalia is approved in writing by the Community Development Director.
26. Delivery vehicles shall not contain identifiable markings that associate the delivery service with the cannabis business.
27. The loading and unloading of vehicles for delivery of cannabis shall be conducted in a secured, gated or enclosed area.
28. 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.
29. Bollards shall be placed on the site in front of windows and doors that make the site vulnerable to a "smash and grab" scenario. The location of the bollards shall be subject to the review and approval of the Antioch Police Department prior to issuance of building permits for the project.
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.



**RESOLUTION NO. 2019/60**

April 23, 2019

Page 8

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 a development 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 development agreement.

\* \* \* \* \*

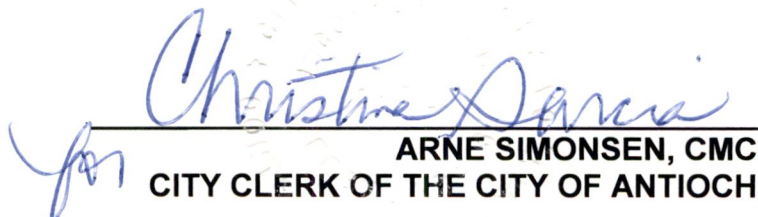
**I HEREBY CERTIFY** the foregoing resolution was duly adopted by the City Council of the City of Antioch, County of Contra Costa, State of California, at a regular meeting of said City Council held on the 23rd day of April 2019, by the following vote:

**AYES:** Council Members Wilson, Motts, Thorpe and Mayor Wright

**NOES:** Council Member Ogorchock

**ABSENT:** None

**ABSTAIN:** None

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



**Contra Costa County**



**Fire Protection District**

March 31, 2022

Mr. Kevin Scudero  
City of Antioch  
Community Development  
200 H Street, Antioch, CA 94509

**Subject:** One Plant Cannabis Distribution  
2710 W 10<sup>TH</sup> St, Antioch  
Planning #: UP-21-17  
**CCCFPD Project No.: P-2022-016750**

Dear Mr. Scudero,

We have reviewed the permit application to establish a cannabis distribution 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), and Local and County Ordinances and adopted standards:

1. Fire District approval is required before any expansion of business or processes.
2. Provide quantity, type, and location of any hazardous materials to be stored and used on site with tenant improvement plans.
3. 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
4. The developer shall submit a minimum of two (2) complete sets of building construction plans and specifications for the subject project to the Fire District. After the new construction / tenant improvement plans are approved, plans and specifications for all deferred submittals shall be submitted, including, but not limited to the following.
  - Fire sprinklers
  - Fire alarm
  - Emergency generator if required
  - High-pile storage

Plans shall be submitted to the Fire District for review and approval **prior to** construction of the building or installation of the systems 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

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,

A handwritten signature in blue ink, appearing to read "Michael Cameron".

Michael Cameron  
Fire Inspector

File: 2701 W 10TH ST-PLN-P-2022-016750






## **STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of August 23, 2022

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

**PREPARED BY:**  Kevin Scudero, Senior Planner

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

**SUBJECT:** 300 G St. Retail Cannabis Dispensary (UP-22-01)

---

### **RECOMMENDED ACTION**

It is recommended that the City Council adopt the Resolution approving a Use Permit to operate a retail cannabis dispensary subject to findings and Conditions of Approval (UP-22-01).

### **FISCAL IMPACT**

There are no direct fiscal impacts incurred by the City for the approval of this Use Permit application. If approved, the proposed use will generate revenue for the City of Antioch through sales taxes and an operating agreement.

### **DISCUSSION**

#### **Requested Approvals**

The Applicant, 300 G Retail, Inc., requests approval of a Use Permit to operate a retail cannabis dispensary at 300 G Street (APN 066-062-012).





Image 1. Site Location



Image 2. Street View of Subject Property



## **Environmental Review**

This project has been determined to be Categorically Exempt from the provisions of CEQA, pursuant to Section 15301 – Class 1 “Existing Facilities.” The cannabis dispensary will occupy space in an existing commercial building with no physical expansion proposed.

## **BACKGROUND**

Antioch Municipal Code (AMC) Section 9-5.3845 is contained in the Zoning Ordinance and provides the zoning and operational standards for cannabis businesses, and establishes a unique approval process.

On October 26, 2021 the Antioch City Council adopted Amendments to the Cannabis Business Ordinance by approval of Ordinance No. 2199-C-S. The purpose of the amendments was to allow retail cannabis dispensaries in the Downtown Specific Plan area and the Somersville District, to modify the definition of sensitive uses to match state standards, and to establish location restrictions in each of the areas between retail cannabis businesses and between a cannabis business and a sensitive use.

## **Planning Commission Hearing**

On June 1, 2022 the Planning Commission voted 5-0 to recommend that the City Council approve the Use Permit to operate a retail cannabis dispensary at the project site.

## **ANALYSIS**

### **Project Overview**

The applicant proposes to establish a retail cannabis dispensary at 300 G Street. The hours of operation will be from 8:00 AM to 8:00 PM seven (7) days a week. The operation will consist of the on-site sale of retail cannabis products. There will be no retail delivery of cannabis products from this location. The applicant is the owner of the building and intends to select an operator for the dispensary after the project entitlements have been secured. The future operator will be required to comply with all application requirements and Conditions of Approval. They will also be required to enter into an operating agreement with the City that is subject to City Council approval.

The retail sales will be conducted in an approximately 1,500 square foot sales area. All customers must enter the lobby first and present a valid identification to a security guard prior to entering the sales area. A detailed description of the cannabis retail operations is included as Attachment B to the staff report.

In addition to retail cannabis, the applicant is proposing to sell rolling papers, pipes, vape pens, vape pen batteries, and chargers which are used to administer cannabis



concentrates. The cannabis guidelines prohibit the sale of cannabis related paraphernalia unless explicitly authorized through the use permit. A project specific Condition of Approval is included and limits the cannabis paraphernalia sold on site unless approved in writing by the Zoning Administrator.

*Project Specific Condition*

**39. Paraphernalia.** *The only cannabis paraphernalia allowed to be sold at the site are pipes, rolling papers, vape pens, vape pen batteries, and chargers unless approved in writing by the Zoning Administrator.*

Site Plan

The site is approximately .25 acres in size with two buildings that total approximately 10,300 sq. ft. There is a private alleyway at the western end of the property. The proposed cannabis dispensary will occupy the 6,800 square foot building at the northern portion of the site. Construction improvements includes tenant improvements and the installation of a new wrought iron gate at the alleyway entrance at the western end of the site.

The building entrance is at the corner of 3<sup>rd</sup> and G Streets and will contain a 685 sq. ft. lobby where customers are required to check in with security personnel and provide valid identification before being allowed to enter the sales area. A retail salesroom will be located beyond the lobby. The salesroom is approximately 1,500 square feet. The remainder of the building is comprised of storage area and office space.

The proposed site is located in the Mixed-Use zone within the Downtown Specific Plan. Off-street parking is not provided or required. All customer and employee parking will be on downtown city streets and nearby public parking lots. All cannabis deliveries to the site will occur in the private alleyway on the western end of the site behind a secure gate with an armed security guard present.

Security Plan

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

- 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. The applicant participated in a pre-application conference with City staff that included a representative from the Police Department. In this meeting the Police Department representative



communicated their expectations for site security and provided feedback on the proposed project. As part of the entitlement application, a formal security plan was submitted which was then reviewed by the Police Department. The proposed security plan is consistent with the security expectations detailed in the Cannabis Guidelines.

Staff has included a project specific Condition of Approval 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.

*Project Specific Condition*

**43. Police Inspection.** *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.*

Operational Issues

Staff has included conditions of approval to mitigate the potential off-site impacts of the proposed cannabis business. The applicant has submitted an odor mitigation plan certified by a registered professional engineer that demonstrates the measures they will take to ensure that cannabis odors will not be detected at or beyond the site. Staff has 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 structure 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 on sidewalks, and areas surrounding the premises during business hours if directly related to patrons of the business. Additionally, a Condition of Approval prohibiting the smoking or ingestion of cannabis products on-site is also included.

**ATTACHMENTS**

- A. Resolution recommending Approval of UP-22-01 with Exhibit A Conditions of Approval
- B. Project Description
- C. Project Plans
- D. Project Application
- E. Neighborhood Responsibility Plan
- F. Site Photographs
- G. CCCFD Comment Letter
- H. Correspondence Received



**CITY COUNCIL  
RESOLUTION NO. 2022/\*\***

**A RESOLUTION OF THE CITY OF ANTIOCH CITY COUNCIL  
APPROVING A USE PERMIT (UP-22-01) FOR A RETAIL CANNABIS DISPENSARY  
LOCATED AT 300 G STREET  
(APN 066-062-012)**

**WHEREAS**, 300 G Retail Inc. requests approval of use permit for a retail cannabis dispensary at 300 G Street (APN 066-062-012) date received January 12, 2022;

**WHEREAS**, the project was deemed complete on April 21, 2022;

**WHEREAS**, the subject site is located in the CB 2 Downtown Antioch Overlay District, which allows for retail cannabis dispensaries subject to approval issuance of a Use Permit pursuant to Section 9-5.3845 of the Antioch Municipal Code;

**WHEREAS**, a Type 10 Cannabis Retailer license is required through the Department of Cannabis Control;

**WHEREAS**, this project is Categorically Exempt pursuant to Section 15301 "Existing Facilities" from the provisions of CEQA;

**WHEREAS**, the Planning Commission on June 1, 2022 held a public hearing and considered all public comments received, the presentation by City staff, the staff report, and all other pertinent documents regarding the proposed request;

**WHEREAS**, a public hearing notice was published in the East County Times and posted in three public places pursuant to California Government Code Section 65090 on August 12, 2022 for the public hearing held on August 23, 2022; and

**WHEREAS**, the City Council on August 23, 2022 held a public hearing and considered all public comments received, the presentation by City staff, the staff report, and all other pertinent documents regarding the proposed request.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council does hereby make the following findings for approval of a Cannabis Business Use Permit pursuant to Section 9-5.2703 "Required Findings" (B) (1) of the Antioch Municipal Code:

- a) 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.

**Finding:** The proposed cannabis distribution use includes operational Conditions of Approval to minimize impacts. On-site armed security is required at all times. Annual audits of the site security plan 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 distribution use will not create adverse impacts to the surrounding businesses and residents.

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

**Finding:** The site is zoned Cannabis Overlay District. The Cannabis Overlay District allows cannabis dispensaries with the approval of a use permit.

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

**Finding:** The proposed cannabis dispensary use will take place in an existing commercial building in the Downtown Specific Plan Area where no on-site parking is required. The site has a secure area for cannabis deliveries.

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

**Finding:** The project site is currently developed and is located at the intersection of Third Street and G Street, which are adequate in width and pavement type to carry the traffic generated by the proposed use.

- e) The granting of such Use Permit will not adversely affect the comprehensive General Plan.

**Finding:** The use will not adversely affect the comprehensive General Plan because the project is consistent with the General Plan designation for the site of Downtown Specific Plan.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the City Council hereby makes the following additional finding pursuant to Section 9-5.3845 (D) (1) "Cannabis Businesses" of the Antioch Municipal Code:

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

**Finding:** The conditions of approval on the project are consistent with the cannabis guidelines. The security plan has been reviewed by the Antioch Police Department and security conditions have been included per their



direction. The revenue generated through the required operating agreement will provide a financial benefit to the City of Antioch.

**BE IT FURTHER RESOLVED** that the City Council of the City of Antioch hereby **APPROVES** the use permit for a cannabis dispensary located at 300 G Street (APN 066-062-012), subject to the Conditions of Approval attached hereto in Exhibit A.

\* \* \* \* \*

**I HEREBY CERTIFY** the foregoing resolution was passed and adopted by the City Council of the City of Antioch, at a regular meeting thereof, held on the 23rd day of August 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
**ELIZABETH HOUSEHOLDER**  
City Clerk of the City of Antioch



EXHIBIT A: CONDITIONS OF APPROVAL

General Conditions		Regulation Source	Timing/ Implementation	Enforcement/ Monitoring	Verification (date and signature)
1.	<b>Project Approval.</b> This Use Permit approval is for 300 G Street, as substantially shown and described on the project plans, except as required to be modified by conditions herein or in the Development Agreement. Plans date received March 30, 2022, as presented to the City Council on August 23, 2022. For any condition herein that requires preparation of a Final Plan where the project applicant has submitted a conceptual plan, the project applicant shall submit final plan(s) in substantial conformance with the conceptual plan, but incorporate the modifications required by the conditions herein for approval by the City.	City of Antioch	On-Going	Planning Department	
2.	<b>Project Approval Expiration.</b> This Use Permit approval expires on August 23, 2024. An extension may be granted by the Zoning Administrator for a period up to one (1) year, provided that, at least ten (10) days before expiration of one (1) year from the date when the approval becomes effective, an application for renewal of the approval is filed with the Community Development Department.	City of Antioch	On-Going	Planning Department	
3.	<b>City Fees.</b> The applicant shall pay any and all City and other related fees applicable to the property, as may be modified by conditions herein. Fees shall be based on the current fee structure in effect at the time the relevant permits are secured and shall be paid before issuance of said permit or before any City Council final action approval. Notice shall be taken specifically of Plan Check, Engineering, Fire and Inspection Fees. The project applicant shall also reimburse the City for direct costs of planning; building and engineering plan check and inspection, as mutually agreed between the City and applicant.	City of Antioch	On-Going	Community Development Department	



**EXHIBIT A: CONDITIONS OF APPROVAL**

	Discretionary or ministerial permits/approvals will not be considered if the developer is not current on fees, balances, and reimbursement that are outstanding and owed to the City.				
4.	<b>Pass-Through Fees.</b> The developer shall pay all pass-through fees. Fees include but are not limited to: a. East Contra Costa Regional Fee and Financing Authority (ECCRFFA) Fee in effect at the time of building permit issuance. b. Contra Costa County Fire Protection District Fire Development Fee in place at the time of building permit issuance. c. Contra Costa County Map Maintenance Fee in affect at the time of recordation of the final map(s). d. Contra Costa County Flood Control District Drainage Area fee. e. School Impact Fees. f. Delta Diablo Sanitation Sewer Fees. g. Contra Costa Water District (CCWD) Fees.	City of Antioch	On-Going	Community Development Department	
6.	<b>Requirement for Building Permit.</b> Approval granted by the City Council does not constitute a building permit or authorization to begin any construction or demolish an existing structure. An appropriate permit issued by the Community Development Department must be obtained before constructing, enlarging, moving, converting, or demolishing any building or structure within the City.	City of Antioch	On-Going	Building Department	
7.	<b>Modifications to Approved Plans.</b> The project shall be constructed as approved and with any additional changes required pursuant to the Conditions of Approval. Planning staff may approve minor modifications in the project design, but not the permitted land uses. A change requiring discretionary approval and any other changes deemed appropriate by	City of Antioch	On-Going	Planning Department	



EXHIBIT A: CONDITIONS OF APPROVAL

	the Planning staff shall require further Planning Commission or City Council approval through the discretionary review process.			
8.	<b>Hold Harmless Agreement/Indemnification.</b> The applicant (including any agent thereof) shall defend, indemnify, and hold harmless, the City of Antioch and its agents, officers and employees, from any claim, action, or proceeding against the City or its agents, officers or employees to attack, set aside, void, or annul the City's approval concerning this application. The City will promptly notify the applicant of any such claim action or proceeding and cooperate fully in the defense.		On-Going	Planning Department

Fire Standards		Regulation Source	Timing/ Implementation	Enforcement/ Monitoring	Verification (date and signature)
9.	All requirements of the Contra Costa County Fire Protection District shall be met.	Contra Costa County Fire Protection District (CCCYPD)	Timing Required	Contra Costa County Fire Protection District (CCCYPD)	

At the Time of Building Permit Issuance		Regulation Source	Timing/ Implementation	Enforcement/ Monitoring	Verification (date and signature)
---	--	-------------------	------------------------	-------------------------	-----------------------------------



**EXHIBIT A: CONDITIONS OF APPROVAL**

<b>10. Encroachment Permit.</b> The applicant shall obtain an encroachment permit from the Engineering Division before commencing any construction activities within any public right- of-way or easement.	City of Antioch	At the Time of Building Permit Issuance	Public Works Department	
--	-----------------	---	-------------------------	--

At the Time of Construction		Regulation Source	Timing/ Implementation	Enforcement/ Monitoring	Verification (date and signature)
<b>11. Collection of Construction Debris.</b> Gather all construction debris on a regular basis and place them in a Waste Management dumpster or other container that is emptied or removed on a weekly basis consistent with the Construction and Demolition Debris Ordinance. When appropriate, use tarps on the ground to collect fallen debris or splatters that could contribute to stormwater pollution.		City of Antioch	On-Going	Building Department	
<b>12. Construction Hours.</b> Construction activity shall be as outlined in in the Antioch Municipal Code. Construction activity is limited to 8:00 AM to 5:00 PM Monday-Friday or as approved in writing by the City Manager. Requests for alternative construction hours shall be submitted in writing to the City Engineer. days/times restricted to the hours of 8:00 a.m. to 6:00 p.m.		City of Antioch	On-Going	Building Department / Public Works	
<b>13. Demolition, Debris, Recycling.</b> The project shall be in compliance with and supply all the necessary documentation for Antioch Municipal Code § 6-3.2: Construction and Demolition Debris Recycling.		City of Antioch	On-Going	Building Department / Public Works	

Prior to Issuance of Occupancy Permit		Regulation Source	Timing/ Implementation	Enforcement/ Monitoring	Verification (date and signature)
---------------------------------------	--	-------------------	------------------------	-------------------------	-----------------------------------



**EXHIBIT A: CONDITIONS OF APPROVAL**

14.	<b>Planning Inspection.</b> Planning staff shall conduct a site visit to review exterior building elevations for architectural consistency with the approved plans and landscape installation (if required). All exterior finishing details including window trim, paint, gutters, downspouts, decking, guardrails, and driveway installation shall be in place prior to scheduling the final inspection.	City of Antioch	Prior to Occupancy Permit	Planning Department	
15.	<b>Debris Removal.</b> All mud, dirt or construction debris carried off the construction site and shall be removed prior to scheduling the final Planning inspection. No materials shall be discharged onto a sidewalk, street, gutter, storm drain or creek.	City of Antioch	Prior to Occupancy Permit	Building Department	
16.	<b>Fire Prevention.</b> A final Fire inspection shall occur to inspect all fire prevention systems constructed as part of the project. <b>Inspections shall occur prior to final occupancy permit issuance.</b>	City of Antioch	Prior to Occupancy Permit	Fire Dept (CCCFPD)	
<b>Project Specific Conditions</b>		<b>Regulation Source</b>	<b>Timing/ Implementation</b>	<b>Enforcement/ Monitoring</b>	<b>Verification (date and signature)</b>
17.	<b>Type 10 License.</b> This use permit approval applies to the operation of a cannabis dispensary depicted on the project plans and application materials submitted to the Community Development Department date stamped received March 30, 2022. Any forthcoming plans submitted for any purpose shall be entirely consistent with these received plans and application materials and conditions of approval herein.	City of Antioch	On-Going	Community Development Department	
18.	<b>Hours of Operation.</b> The hours of operation shall be from 8:00 AM – 8:00 PM. Any changes to the hours of operation shall be subject to the review and approval of the Zoning Administrator.	City of Antioch	On-Going	Community Development Department	
19.	<b>State Licensing.</b> All necessary licenses from the State of California shall be obtained prior to opening.	City of Antioch	Prior to Occupancy Permit	Community Development Department	



**EXHIBIT A: CONDITIONS OF APPROVAL**

20.	<b>Age Restrictions.</b> 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.	City of Antioch	On-Going	Community Development Department	
21.	<b>Smoking Prohibited.</b> Smoking or ingestion of cannabis products on-site is prohibited.	City of Antioch	On-Going	Community Development Department	
22.	<b>Samples Prohibited.</b> Free samples of cannabis products are strictly prohibited.	City of Antioch	On-Going	Community Development Department	
23.	<b>Secure Storage.</b> 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.	City of Antioch	On-Going	Community Development Department	
24.	<b>Waste Disposal.</b> Cannabis related waste shall be stored and secured in a manner that prevents diversion, theft, loss, hazards and nuisance.	City of Antioch	On-Going	Community Development Department	
25.	<b>Nuisance Prevention.</b> 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.	City of Antioch	On-Going	Community Development Department	
26.	<b>Business License/ Use Permit On-Site.</b> 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.	City of Antioch	On-Going	Community Development Department	
27.	<b>Window Visibility.</b> No signs, tinting, or other graphic material may be used to obscure the storefront windows.	City of Antioch	On-Going	Community Development Department	



**EXHIBIT A: CONDITIONS OF APPROVAL**

28.	<b>Sale Location Area.</b> Transactions and sales of cannabis are limited to the interior building area only. No drive-through, drive-up, or walk-up window services or sales are permitted.	City of Antioch	On-Going	Community Development Department	
29.	<b>Security Plan Modifications.</b> Any changes to the site security plan shall be subject to the review and approval of the Chief of Police or their designee.	City of Antioch	On-Going	Police Department	
30.	<b>Armed Security Guards.</b> 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 security guard shall be on-site when the facility is closed. A copy of the contract with the Security Company shall be provided to the Community Development Director and City Attorney for review and approval prior to issuance of a certificate of occupancy.	City of Antioch	On-Going	Police Department	
31.	<b>Registered Security.</b> 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 and City Attorney. Should there be a change in the security private patrol operator or in the liability insurance of the applicant, the Community Development Director and City Attorney shall be notified within 5 business days.	City of Antioch	On-Going	Community Development Department	



**EXHIBIT A: CONDITIONS OF APPROVAL**

32.	<p><b>Revocation.</b> 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:</p> <ul style="list-style-type: none"><li>• Adversely affects the health, peace or safety of persons living or working in the surrounding area; or</li><li>• Contributes to a public nuisance; or</li><li>• 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</li><li>• Has resulted in or has been the target of criminal activity requiring undue attention and dedication of the Antioch Police Department resources; or</li><li>• 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.</li><li>• Results in more than three distinct unresolved odor complaints in a twelve (12) month period.</li></ul>	City of Antioch	On-Going	Community Development Department	
33.	<p><b>Odor Control Measures.</b> 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.</p>	City of Antioch	On-Going	Community Development Department	
34.	<p><b>Operating Inspections.</b> During regular business hours all cannabis business premises shall be accessible, upon request, to an authorized City of Antioch employee or representative for random and/or unannounced</p>	City of Antioch	On-Going	Community Development Department	



**EXHIBIT A: CONDITIONS OF APPROVAL**

	inspections. An inspection fee maybe charged to the business for cost recovery of staff time.				
35.	<b>Annual Audit.</b> 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.	City of Antioch	On-Going	Community Development Department	
36.	<b>Building Security.</b> 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.	City of Antioch	On-Going	Community Development Department	
37.	<b>Signage.</b> 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.	City of Antioch	On-Going	Community Development Department	
38.	<b>Exterior Modifications.</b> Any proposed exterior changes to the site shall be shown on the building permit plan submittal. Exterior changes may be subject to administrative design review approval.	City of Antioch	On-Going	Community Development Department	
39.	<b>Paraphernalia.</b> The only cannabis paraphernalia allowed to be sold at the site are pipes, rolling papers, vape pens, vape pen batteries, and chargers unless approved in writing by the Zoning Administrator.	City of Antioch	On-Going	Community Development Department	



**EXHIBIT A: CONDITIONS OF APPROVAL**

40.	<b>Delivery to the Site.</b> 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. Any changes to this requirement shall be subject to the review and approval of Chief of Police or their designee.	City of Antioch	On-Going	Community Development Department	
41.	<b>Bollard Location.</b> The location and design of the bollards shown on the site plan shall be subject to the review and approval of City Staff. The bollards shall be architecturally compatible with the downtown streetscape.	City of Antioch	Prior to Occupancy Permit	Community Development Department / Public Works Department	
42.	<b>Surveillance Signage.</b> Visible signage shall be placed at the entrance of the facility notifying the public of surveillance on site.	City of Antioch	Prior to Occupancy Permit	Community Development Department	
43.	<b>Police Inspection.</b> 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.	City of Antioch	Prior to Occupancy Permit	Police Department	
44.	<b>Emergency Access.</b> 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.	City of Antioch	On-Going	Police Department	
45.	<b>Surveillance Cameras.</b> 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	City of Antioch	On-Going	Police Department	



**EXHIBIT A: CONDITIONS OF APPROVAL**

	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.				
46.	<b>Alarm System.</b> 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.	City of Antioch	On-Going	Police Department	
47.	<b>Security Contact.</b> 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.	City of Antioch	On-Going	Police Department	
48.	<b>Operating Agreement.</b> 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.	City of Antioch	Prior to Occupancy Permit	City Attorney	



Applicant 300 G Retail Inc. (“300 G”) proposes the operation of a cannabis retail facility at the premises located at 300 G Street in downtown Antioch. The operator, who has not yet been selected, will meet all the requirements and commitments discussed herein and all conditions of the Conditional Use Permit, as well as all applicable state and local laws and regulations.

### Characteristics of the Proposed Cannabis Business

The site is a building approximately 6,500 square feet in size, on the corner of G Street and 3rd Street. A detailed site plan is included with this application package. The size of the building will allow for a significant lobby, a large retail showroom, as well as secure storage and office space.

The location meets all of the site requirements applicable to cannabis retail businesses in downtown expected to be approved by the City Council. There is no existing cannabis retail business downtown, and there are no schools, day care centers, or youth centers, as defined by applicable law, within 600 feet of the proposed location.

300 G would bring valuable foot traffic to the downtown area, and further the City’s goal of continuing revitalization and economic development of the downtown core. By bringing more shoppers to the downtown area, 300 G would help drive business to the other shops and restaurants in the downtown area. This increase in business would also encourage other businesses to fill vacant storefronts and other areas.

The new property owner, SRV LLC, and its affiliate, Sean McCauley Investments, Inc., have a proven track record of revitalization in the Antioch Downtown area, including the rehabilitation of over 14 buildings, landscape and lighting upgrades, over 47 new commercial and residential quality tenants, and other non-profit activities. Here are just some of their projects:

- Smith’s Landing
- Monica’s Riverview
- LUX Salon Suites
- Guadalajara Taqueria
- Chelsea Sushi
- Chill Coffee and Tea
- Vibes Tea House (opening November 2021)

- Rivertown Business Center
- The Lofts at 2nd Street
- First Five of California

Upcoming projects include:

- Diggers Diner
- 4 Legs Tap Room
- Azul Tequila Bar

The proposed cannabis retail business at 300 G Street complements these other projects, and they would work together to bring residents, businesses, and shoppers to downtown Antioch, and the jobs and tax revenue that follow.

#### Hours of Operation

We anticipate store operating hours will be seven days a week from 9:00am to 8:00pm, unless additional hours of operation are approved by the City and applicable regulations.

#### Number of Employees

300 G takes pride in their thorough recruiting and training strategy that will help them retain a full-time team of up to 25 individuals, including management and security personnel. 300 G's founding team has long-standing roots in the Antioch area and will make it a priority to source employees from the local community, emphasizing social equity and marginalized groups.

#### Nature of the Products Produced, Stored, Sold or Handled

As required by state law and the regulations applicable to a cannabis retail store, 300 G will receive all cannabis products from state-licensed cannabis distributors in final form and ready for retail sale. This includes being fully packaged and tested by a state-licensed lab.

300 G is committed to offering products that meet medicinal and wellness needs of patients and customers. That means offering a wide range of hard-to-find products with high ratios of CBD to THC, as well as products containing other emerging cannabinoids such as THCV, CBN and CBG. Customers looking to benefit from cannabis without a psychoactive effect will be able to find products in topical or ingestible forms. 300 G will also carry a broad range of products from emerging entrepreneurs of diverse backgrounds.

300 G expects to sell the full range of adult-use and medicinal cannabis products available in today's market, including traditional cannabis flower, prerolls, edibles, vaporizer pens and



cartridges, dabable products like live resin, shatter, and wax, as well as tinctures, topicals, and medical pill and tablet products. 300 G anticipates that approximately 50% of sales will be of traditional cannabis flower, 25% will be extracted products such as vaporizer cartridges, 20% will be edible products, and 10% will be topicals and capsule-type products.

#### How Other Guidelines Are Met

*Security.* The details of 300 G's comprehensive security plan are included in a separate attachment to this application. They include a detailed plan prepared by Michael Yoell, retired command officer with the Oakland Police Department, who has successfully overseen security planning at numerous cannabis retail operations around the state.

*Inspections.* During regular business hours, 300 G will be accessible upon request for random and/or unannounced inspections by City employees or representatives.

*Odor Control.* The details of 300 G's comprehensive odor control plan are included as a separate attachment to this application.

*No Manufacturing, Delivery, or Cultivation.* 300 G will not conduct any manufacturing or cultivation onsite. 300 G will not conduct any delivery options from this site, but may complement its retail store with a licensed delivery hub in another location.

*Limited Entry.* 300 G will use a lobby and waiting area to screen customers prior to entry to the retail floor. 300 G will only allow access to authorized individuals meeting the minimum age requirements and presenting a valid identification, and will utilize an electronic device to validate valid identification cards and driver's licenses.

*No Onsite Consumption.* 300 G will not permit onsite consumption of cannabis by customers or staff.

*Product Storage.* 300 G will store all cannabis products not used for display purposes or immediate sale in its secure vault room, identified on its site plan. The full security measures in place are more thoroughly discussed in its security plan.

*Cannabis Accessories.* 300 G will only sell cannabis accessories, such as pipes and rolling papers, that are allowed by state law and regulations and approved by the Conditional Use Permit. No such accessories will be visible from the exterior of the store.

*Site Management.* 300 G will discourage and promptly correct any problematic conditions in and around its premises. This includes requesting anyone engaging in nuisance activities to cease those activities, unless personal safety of the security staff would be threatened in making the request. Security staff will be trained to prevent loitering and to call the police promptly as needed. 300 G's team will also pick up trash at least daily and coordinate immediate removal of any graffiti.

*Permit Display.* 300 G will maintain and display a copy of its Cannabis Business Use Permit, City of Antioch Business License, Department of Cannabis Control License, Seller's Permit, and any other required State and/or County licenses. The permits will be displayed in a conspicuous place in the lobby/waiting area so that they may be readily seen by all persons entering the facility.

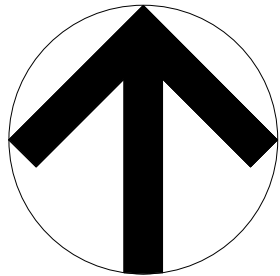
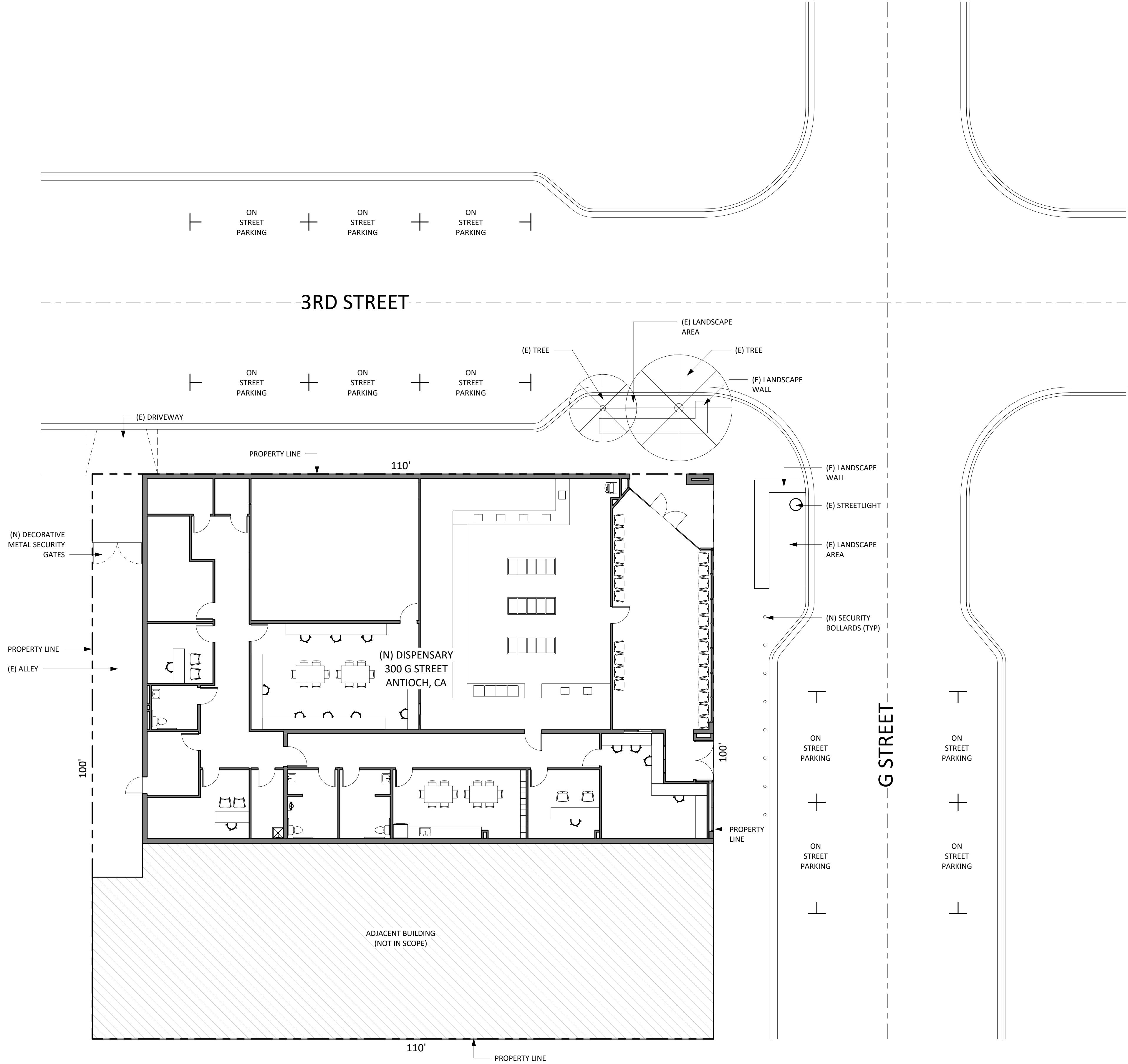
*Storefront Entrance & Accessibility.* As shown in the site plan, the storefront entrance to 300 G will be on the corner of G Street and 3rd Street, which is a visible location that provides an unobstructed view from the public right-of-way. The store entrance is in a flat and level location, and will be ADA accessible.

*No Drive-Through, Drive-Up or Walk-Up Window.* All retail sales will be conducted in the interior of the store, and no window or pass-through to the exterior of the street will be used to make sales or deliveries.

#### Architecture, Materials, Colors, and Landscaping

The proposed project is in a preexisting building. The exterior of the building is natural red brick with a window wall with tile accents along G Street, with no area for landscaping. 300 G would maintain this existing architecture and color, which fits well into the surrounding neighborhood. Photos of the site and building, as it exists, are included in the application package.





SITE PLAN

SCALE  
1" = 10'-0"

1

GRAPHIA  
ARCHITECTURE  
& ENGINEERING

100 GATEWAY DRIVE, SUITE 120  
LINCOLN, CA 95648  
(916) 209-9890  
Sean@GRAPHIA.com  
GRAPHIA.com

GRAPHIA® IS A REGISTERED TRADEMARK OF SEAN FREITAS. THESE DRAWINGS ARE INSTRUMENTS OF SERVICE AND ARE THE PROPERTY OF SEAN FREITAS, ARCHITECT. ALL DESIGN INFORMATION CONTAINED IN THESE DRAWINGS ARE FOR USE ONLY ON THIS SPECIFIED PROJECT AND SHALL NOT BE USED OTHERWISE WITHOUT EXPRESSED WRITTEN PERMISSION OF SEAN FREITAS, ARCHITECT © 1992-2021. ALL RIGHTS RESERVED.

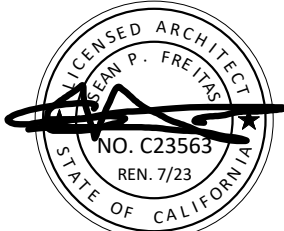
PROJECT: 2021102903

CLIENT:  
300 G RETAIL INC.  
300 G STREET  
ANTIOCH, CA 94509

DESIGN REVIEW FOR:  
**300 G RETAIL INC.**  
300 G STREET  
ANTIOCH, CA 94509

TITLE:  
SITE PLAN  
ISSUES:  
Project Issue Date: 12-02-2021  
Project Status: APPLICATION SUBMITTAL  
Sheet Issue Date: 12-02-2021  
Revision Number:  
Revision Date:

ARCHITECT'S APPROVAL

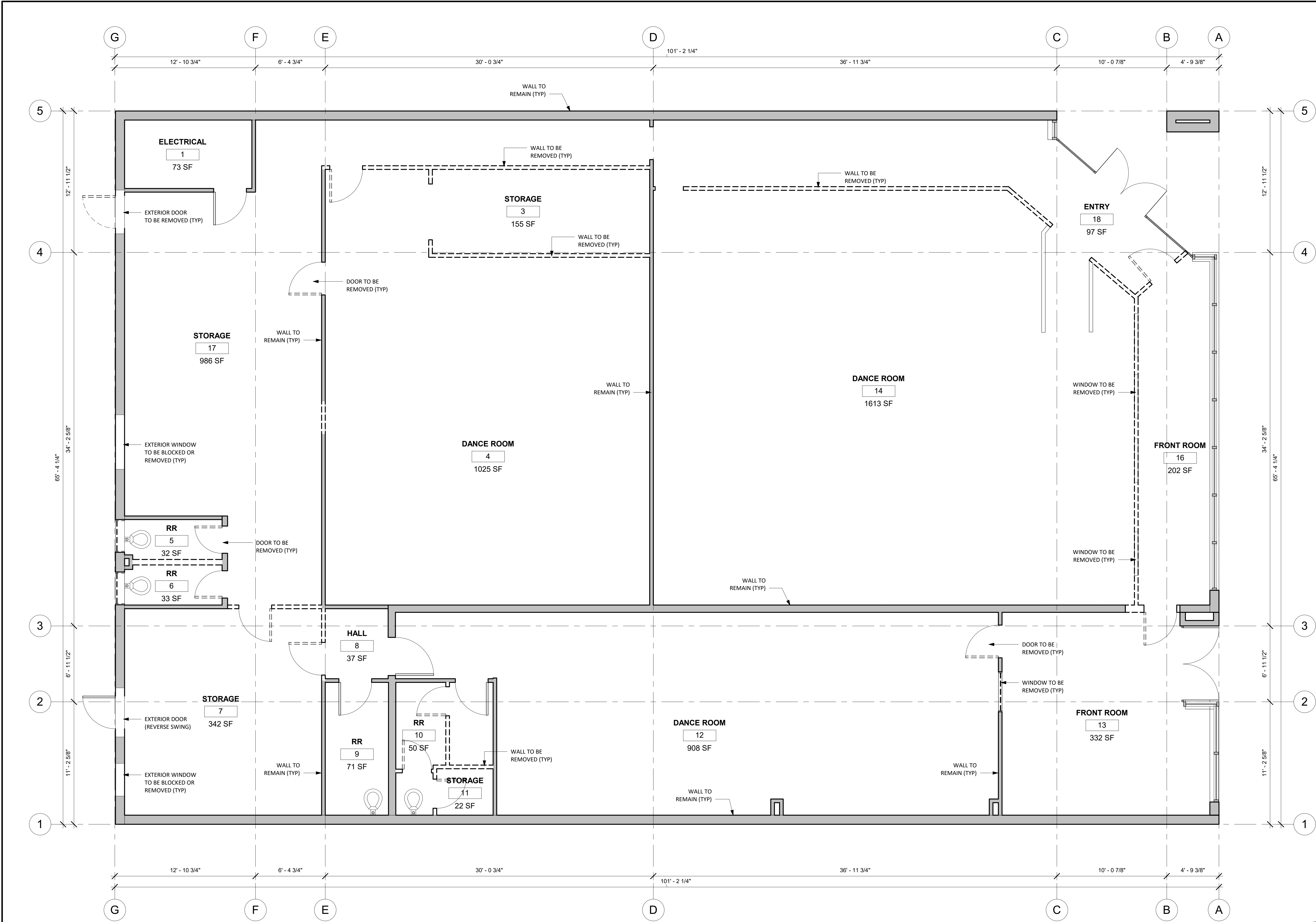


THIS PROJECT IS NOT APPROVED FOR CONSTRUCTION UNLESS THE DRAWINGS ARE STAMPED AND WET SIGNED BY THE ARCHITECT AND THE BUILDING AUTHORITY HAVING JURISDICTION OVER THE PROJECT.

SHEET:

A2.11

SHEET: OF SHEETS



GRAPHIA  
ARCHITECTURE  
& ENGINEERING

100 GATEWAY DRIVE, SUITE 120  
LINCOLN, CA 95648  
(916) 209-9890  
Sean@GRAPHIA.com  
GRAPHIA.com

GRAPHIA® IS A REGISTERED TRADEMARK OF SEAN FREITAS. THESE DRAWINGS ARE INSTRUMENTS OF SERVICE AND ARE THE PROPERTY OF SEAN FREITAS, ARCHITECT. ALL DESIGN INFORMATION CONTAINED IN THESE DRAWINGS ARE FOR USE ONLY ON THIS SPECIFIED PROJECT AND SHALL NOT BE USED OTHERWISE WITHOUT EXPRESSED WRITTEN PERMISSION OF SEAN FREITAS, ARCHITECT © 1992-2021. ALL RIGHTS RESERVED.

PROJECT: 2021102903

CLIENT:  
300 G RETAIL INC.  
300 G STREET  
ANTIOCH, CA 94509

DESIGN REVIEW FOR:  
300 G RETAIL INC.  
300 G STREET  
ANTIOCH, CA 94509

TITLE:  
FLOOR PLAN (EXISTING & DEMOLITION)

ISSUES:  
Project Issue Date: 12-02-2021  
Project Status: APPLICATION SUBMITTAL  
Sheet Issue Date: 12-02-2021  
Revision Number:  
Revision Date:

ARCHITECT'S APPROVAL  
  
THIS PROJECT IS NOT APPROVED FOR CONSTRUCTION UNLESS THE DRAWINGS ARE STAMPED AND WET SIGNED BY THE ARCHITECT AND THE BUILDING AUTHORITY HAVING JURISDICTION OVER THE PROJECT.

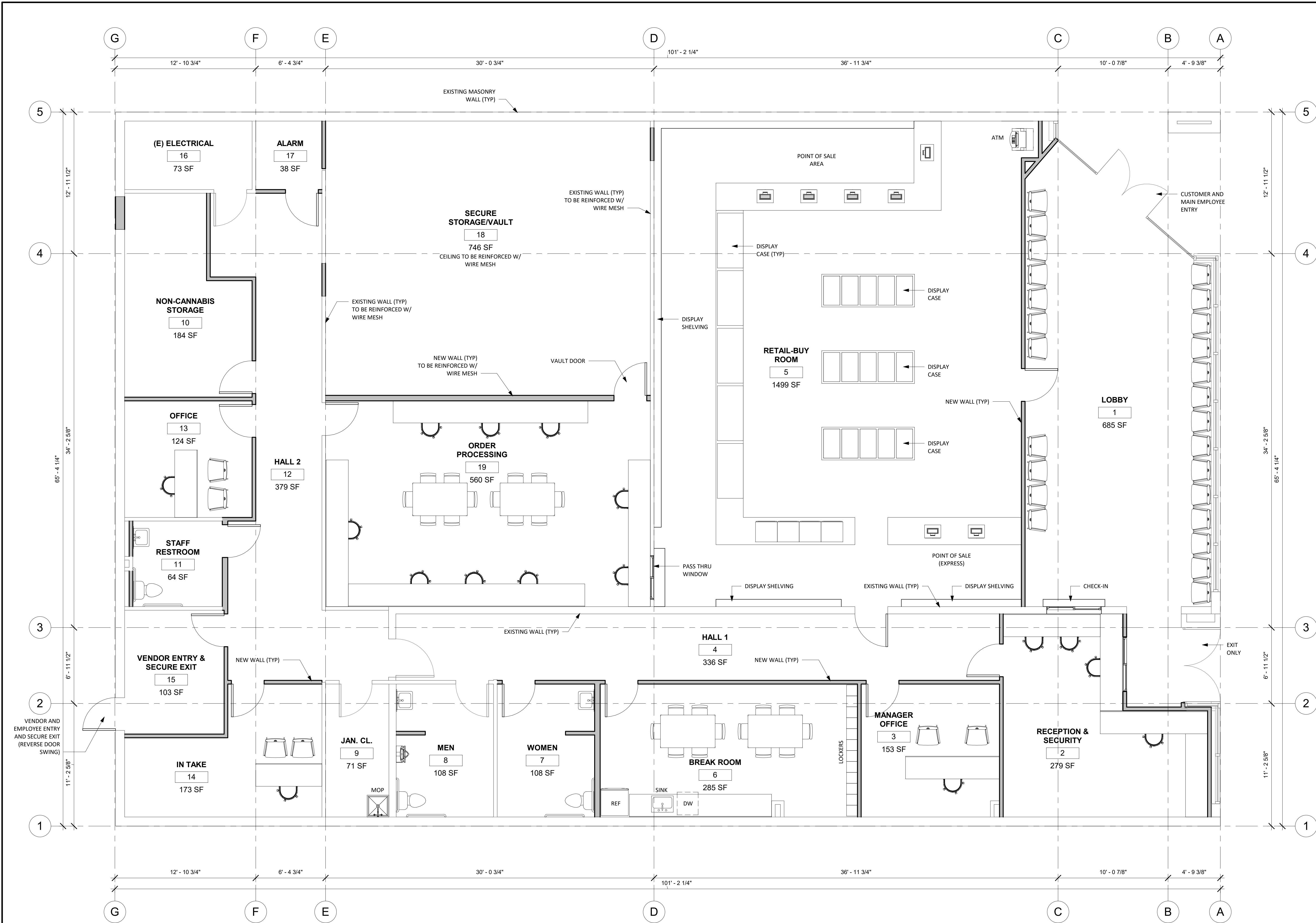
SHEET:  
A3.01  
SHEET: OF SHEETS

FLOOR PLAN (EXISTING & DEMOLITION)

SCALE  
1/4" = 1'-0"

1





**GRAPHIA**  
ARCHITECTURE  
& ENGINEERING

100 GATEWAY DRIVE, SUITE 120  
LINCOLN, CA 95648  
(916) 209-9890  
Sean@GRAPHIA.com  
GRAPHIA.com

GRAPHIA® IS A REGISTERED TRADEMARK OF SEAN FREITAS. THESE DRAWINGS ARE INSTRUMENTS OF SERVICE AND ARE THE PROPERTY OF SEAN FREITAS, ARCHITECT. ALL DESIGN INFORMATION CONTAINED IN THESE DRAWINGS ARE FOR USE ONLY ON THIS SPECIFIED PROJECT AND SHALL NOT BE USED OTHERWISE WITHOUT EXPRESSED WRITTEN PERMISSION OF SEAN FREITAS, ARCHITECT © 1992-2021. ALL RIGHTS RESERVED.

PROJECT: 2021102903

CLIENT:  
300 G RETAIL INC.  
300 G STREET  
ANTIOCH, CA 94509

DESIGN REVIEW FOR:  
**300 G RETAIL INC.**  
300 G STREET  
ANTIOCH, CA 94509

TITLE:  
FLOOR PLAN (PROPOSED)

ISSUES:  
Project Issue Date: 12-02-2021  
Project Status: APPLICATION SUBMITTAL  
Sheet Issue Date: 12-02-2021  
Revision Number:  
Revision Date:

ARCHITECT'S APPROVAL

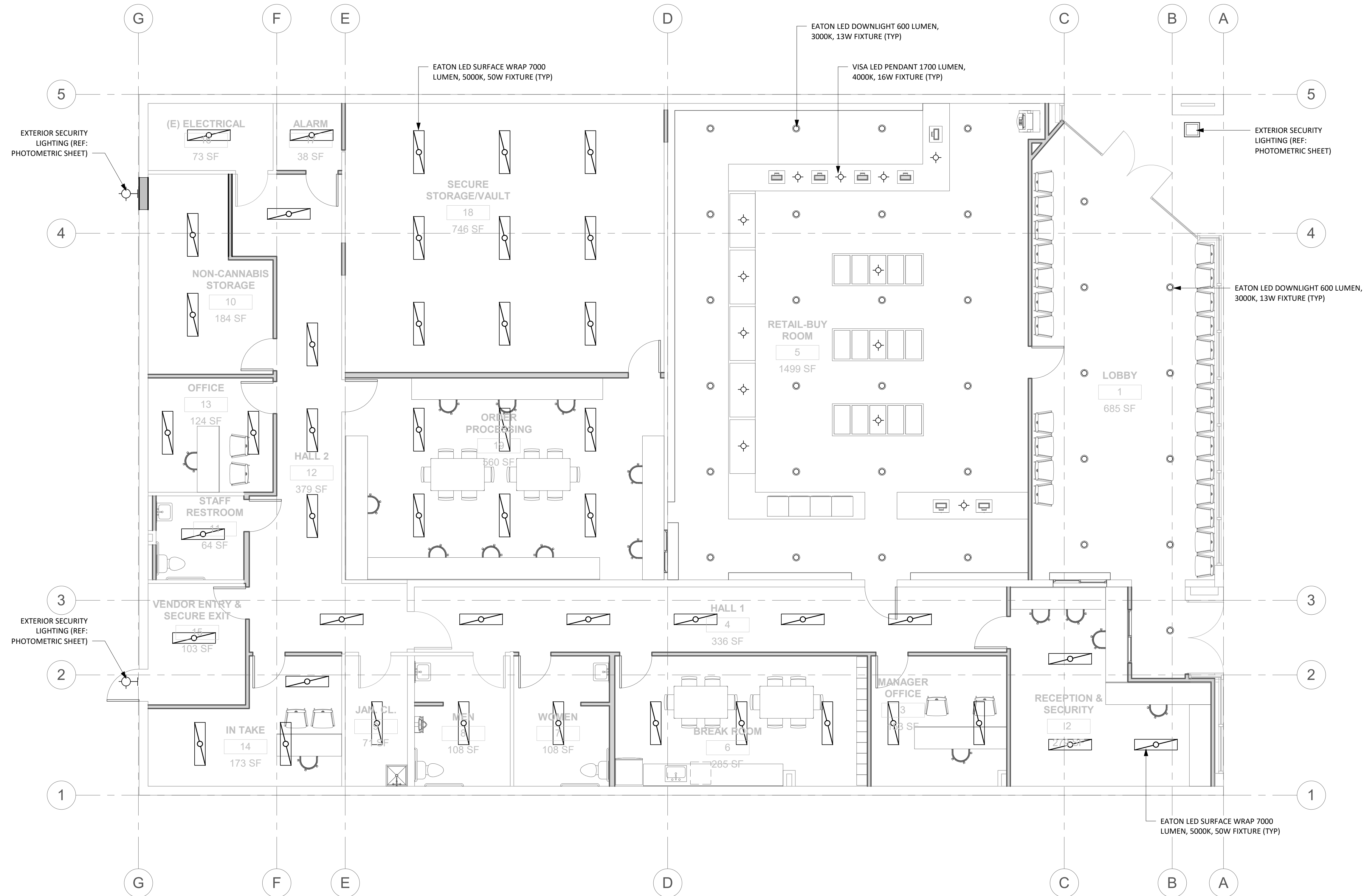
THIS PROJECT IS NOT APPROVED FOR CONSTRUCTION UNLESS THE DRAWINGS ARE STAMPED AND WET SIGNED BY THE ARCHITECT AND THE BUILDING AUTHORITY HAVING JURISDICTION OVER THE PROJECT.

SHEET:  
**A3.11**  
SHEET: OF SHEETS

FLOOR PLAN (PROPOSED)

SCALE  
1/4" = 1'-0"

1

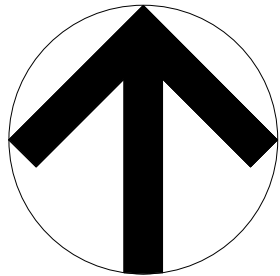
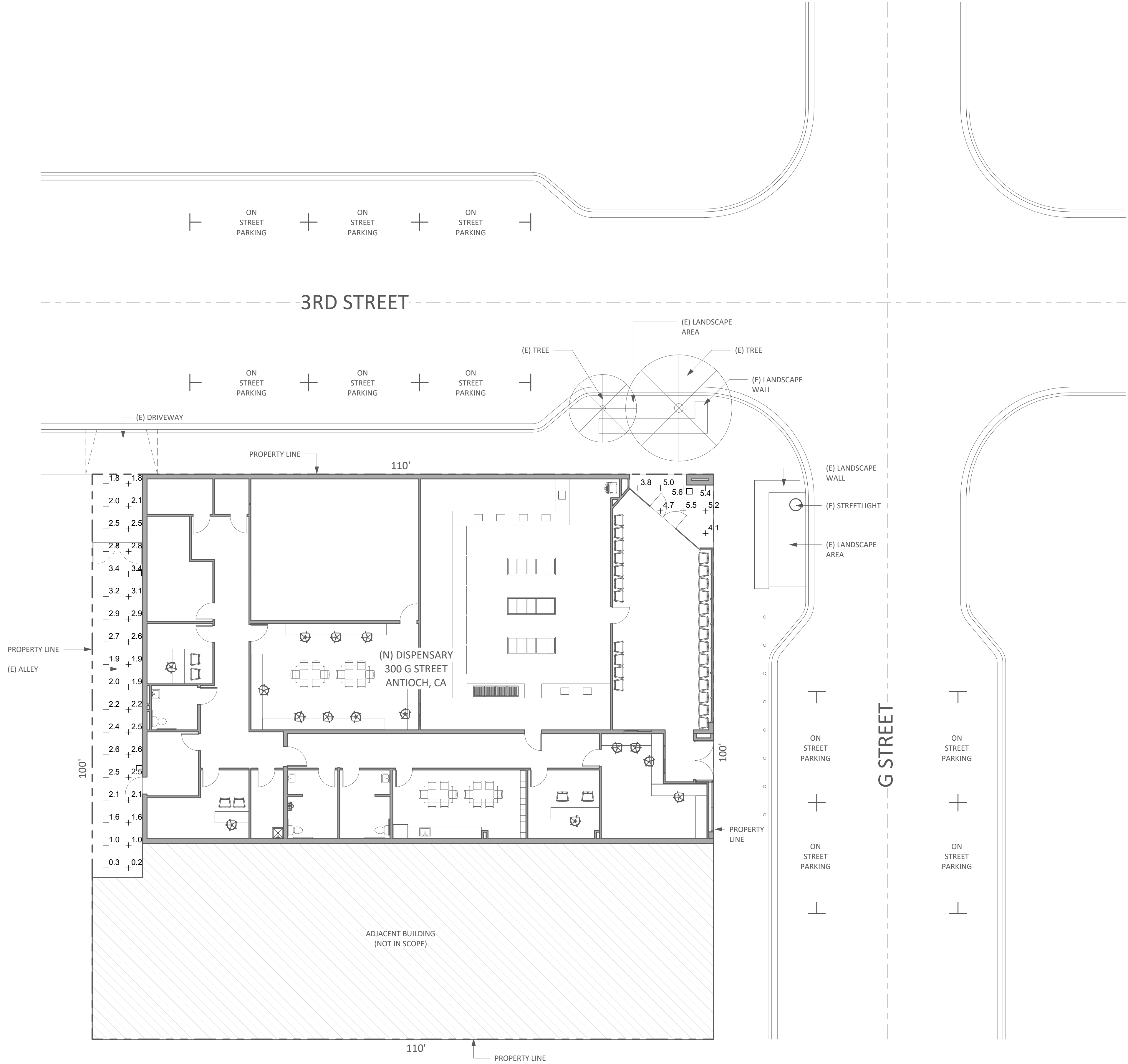


FLOOR PLAN (LIGHTING)

SCALE  
3/16" = 1'-0"

1





**GRAPHIA**  
ARCHITECTURE  
& ENGINEERING

100 GATEWAY DRIVE, SUITE 120  
LINCOLN, CA 95648  
(916) 209-9890  
Sean@GRAPHIA.com  
GRAPHIA.com

GRAPHIA® IS A REGISTERED TRADEMARK OF SEAN FREITAS. THESE DRAWINGS ARE INSTRUMENTS OF SERVICE AND ARE THE PROPERTY OF SEAN FREITAS, ARCHITECT. ALL DESIGN INFORMATION CONTAINED IN THESE DRAWINGS ARE FOR USE ONLY ON THIS SPECIFIED PROJECT AND SHALL NOT BE USED OTHERWISE WITHOUT EXPRESSED WRITTEN PERMISSION OF SEAN FREITAS, ARCHITECT © 1992-2021. ALL RIGHTS RESERVED.

PROJECT: 2021102903

CLIENT:  
300 G RETAIL INC.  
300 G STREET  
ANTIOCH, CA 94509

DESIGN REVIEW FOR:  
**300 G RETAIL INC.**  
300 G STREET  
ANTIOCH, CA 94509

TITLE:  
ELECTRICAL - SITE PHOTOMETRICS

ISSUES:  
Project Issue Date: 12-02-2021  
Project Status: APPLICATION SUBMITTAL  
Sheet Issue Date: 12-02-2021  
Revision Number:  
Revision Date:

ARCHITECT'S APPROVAL

SEAN F. FREITAS  
NO. C23563  
EXP. 7/23  
STATE OF CALIFORNIA

THIS PROJECT IS NOT APPROVED FOR CONSTRUCTION UNLESS THE DRAWINGS ARE STAMPED AND WET SIGNED BY THE ARCHITECT AND THE BUILDING AUTHORITY HAVING JURISDICTION OVER THE PROJECT.

SHEET:  
**E1.11**  
SHEET: OF SHEETS

GRAPHIA

ARCHITECTURE  
& ENGINEERING

100 GATEWAY DRIVE, SUITE 120  
LINCOLN, CA 95648  
(916) 209-9890  
Design@GRAPHIA.com  
GRAPHIA.com

These drawings are instruments of service and are the property of Sean Freitas, Architect. All design information contained in these drawings are for use only on this specified project and shall not be used otherwise without the expressed written permission by Sean Freitas, Architect.

PROJECT: 2021102903

CLIENT:  
300 G RETAIL INC.  
300 G STREET  
ANTIOCH, CA 94509

DESIGN REVIEW FOR:

300 G RETAIL INC.

300 G STREET  
ANTIOCH, CA 94509

TITLES:

DETAILS SITE PLAN

DATE: 2/10/2022

ARCHITECT'S APPROVAL:

THIS PROJECT IS NOT APPROVED FOR CONSTRUCTION UNLESS THE DRAWINGS ARE STAMPED AND WET SIGNED BY THE ARCHITECT AND THE BUILDING AUTHORITY HAVING JURISDICTION.

SHEET:

A9.23

SHEET: OF SHEETS

1 3/4" SQUARE X 11 GAUGE RAIL

3" SQUARE X 11 GAUGE POST (TYP U.N.O.)

1" SQUARE X 14 GAUGE PICKETS

7'-0"

5'-6"

8"

4 3/4"

1'-0"

3'-4"

4"

2"

8'-0"

1'-6"

10"

1 3/4" SQUARE X 11 GAUGE RAIL

3" SQUARE X 11 GAUGE POST (TYP U.N.O.)

1" SQUARE X 14 GAUGE PICKETS

FINISH GRADE

12" DIAMETER MINIMUM CONCRETE FOOTINGS. CONCRETE SHALL BE 3,000 psi (F'c) MINIMUM COMPRESSIVE STRENGTH OVER COMPACT SUB-GRADE.

SITE FENCE ORNAMENTAL TYPICAL PANEL

SCALE: 0 3" 6" 12"

3

2" EQ. 3" EQ. 2"

1 3/4" SQUARE X 11 GAUGE RAIL

3" SQUARE X 11 GAUGE POST (TYP U.N.O.)

2" SQUARE X 11 GAUGE GATE FRAME

1" SQUARE X 14 GAUGE PICKETS

FINISH GRADE

WELD-ON BOX HINGE

12" DIAMETER MINIMUM CONCRETE FOOTINGS. CONCRETE SHALL BE 3,000 psi (F'c) MINIMUM COMPRESSIVE STRENGTH OVER COMPACT SUB-GRADE.

7'-0"

5'-6"

8"

4 3/4"

1'-0"

3'-4"

4"

2"

8'-0"

1'-6"

10"

FINISH: ALL FENCE & GATE MATERIALS SHALL BE FACTORY POWDER COATED BLACK.

SITE FENCE GATE ORNAMENTAL DOUBLE PANEL

SCALE: 0 3" 6" 12"

2

GALVANIZED STEEL POST. EMBED INTO WET CONCRETE, SET AND LEVEL.

MOLDED EXOTHERMIC WELD OR APPROVED CLAMP-TYPE FITTING OF COPPER

#8 AWG SOLID COPPER WIRE

INSTALL ONE (1) 3/4" DIA COPPER CLAD STEEL GROUND ROD @ 100' O.C.

1'-0"

10' MIN

8"

18"

42"

36"

30"

24"

10"

12"

6"

2"

16 GAUGE

15 GAUGE

12 GAUGE

6'-0" MAX

9'-0" MAX

12'-0" MAX

CONCRETE FOOTING WITH 3,000 psi (F'c) MINIMUM COMPRESSIVE STRENGTH OVER COMPACT SUB-GRADE

SITE FENCE POST GALVANIZED STEEL

SCALE: 0 3" 6" 12"

1

"A" FABRIC HEIGHT	STEEL POST THICKNESS	"B" POST O.D.	"C" DIA.	"D" DEPTH	"E" POST EMBEDMENT
6'-0" MAX	16 GAUGE	2"	10"	30"	24"
9'-0" MAX	15 GAUGE	4"	12"	36"	30"
12'-0" MAX	12 GAUGE	6"	18"	42"	36"

2017 C Detail Inc  
Page 74



# ATTACHMENT D

## ATTACHMENT A – APPLICATION FORM

PROPERTY LOCATION		
Address:		Assessor's Parcel No.:
Zoning Designation:		General Plan Land Use Designation:
PROJECT DESCRIPTION - Provide a basic description of the project below.		
APPLICANT		
Name:		
Address:		
City:	State:	Zip:
Telephone:		
Email:		
<b>PROPERTY OWNER</b>	<input type="checkbox"/> Same as applicant	
Name:		
Address:		
City:	State:	Zip:
Telephone:		
Email:		

FOR OFFICE USE ONLY	
DATE RECEIVED:	FILE NO:
PLANNER:	
<input type="checkbox"/>	<input type="checkbox"/>

## REQUIRED SIGNATURES

As part of this application, applicant and real party in interest, if different, agrees to defend, indemnify, hold harmless, and release the City of Antioch, its agents, officers, attorneys, and employees from any claim, action, or proceeding brought against any of the above, the purpose of which is to attack, set aside, void, or annul the approval of this application and/or the environmental document which accompanies it. This indemnification obligation shall include, but not be limited to, damages, costs, expenses, attorney's fees, or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent passive or active negligence on the part of the City of Antioch, its agents, officers, attorneys, or employees.

I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this application to the best of my ability and that the facts, statements and information presented are true and correct to the best of my knowledge and belief.

**I understand that charges for materials and staff time spent processing this application will be billed monthly and is based on an hourly rate as identified in the current fiscal year fee schedule.** Application processing includes but is not limited to plan checking and processing, meetings, phone calls, research, e-mail, and staff report preparation. Further, I understand that my initial deposit is not a fee and actual charges may be in excess of the deposit. The deposit will be returned to me at the conclusion of the process after all invoices have been paid. If invoices are not paid on a monthly basis, processing will be terminated until all past due amounts have been paid. Failure to pay invoices on a monthly basis may also result in an application being deemed incomplete; postponement of hearings or meetings; and/or inability to obtain a building permit. Failure to pay invoices on a monthly invoice may also result in the placement of a lien on the subject property. I assume full responsibility for all costs incurred by the City in processing this application. Further, I understand that approval of my project is NOT guaranteed and may be denied. In the case of a denial, I understand that I am still responsible for all costs incurred by the City in processing this application. I hereby authorize employees, officials and agents of the City of Antioch to enter upon the subject property, as necessary, to inspect the premises and process this application.

Executed at:  
(City/State)

Dated:

Applicant's Name

Date

Property Owner's Name\*

Date

**X**

**X**

Applicant's Signature

Property Owner's Signature

\* Real Party in Interest may be different than a listed property owner. If property is held by a trust, the real party in interest would be one or more individuals who benefit from the trust. In such a case, the actual beneficiary or real party in interest must sign instead of property trustee.



## NEIGHBORHOOD RESPONSIBILITY PLAN

*Provide a detailed written plan describing all efforts that will be made to mitigate or eliminate any impacts on the immediate neighborhood*

As set out below, 300 G strives to have a positive impact on its immediate neighborhood. It will do so by developing relationships with City representatives, neighboring businesses and community members, and by implementing the measures detailed below to address any negative impacts.

### **1. Establishing Relationships**

300 G intends to inspire people and communities to discover the holistic potential of cannabis. Our goal is to create a unique cannabis retail store that compliments Antioch's community and atmosphere. We feel cannabis has a role to play in active, happy, and engaged lives, and we want to ensure that people can make decisions about it in a safe, well-informed, and responsibly-tended environment. We understand that our success depends on our ability to meaningfully engage with the Antioch community and all of its unique and diverse stakeholders.

We maintain a list of non-emergency police department contacts for all facilities and, facilitated by our Facility Ambassador, will maintain regular communication with each law enforcement contact, advising of any changes in security policies or procedures. The company will maintain strong partnerships with local, state and federal law enforcement agencies engaging these agencies to support the security mission through:

- Proactive meetings. We will schedule regular check-ins with local law enforcement to ensure open lines of communication and known points of contact, inform on new processes, personnel, and procedures, and receive regulatory/compliance updates.
- Observation patrols. We invite law enforcement to participate in scheduled patrols of the interior and anytime patrols of the exterior facility to review/audit security processes and maintenance and management of the facility.
- Rapid response to incidents. We can furnish a copy of our incident response plan to law enforcement for review. All personnel are trained that rapid communication with law enforcement and first responders is a critical first step in the event of any incident.
- Collaborative training and exercises. We host training and exercises with security and law enforcement / first responders to foster good relationships, share best practices, and ensure familiarity with our security processes and retail facilities.

We will ensure channels of communication with the store are readily accessible and responsive, making it easy for citizens, customers and other businesses to provide feedback and notify us of any complaints. During operating hours, a manager will always be onsite to handle any complaints and address any immediate concerns. Complaints and other questions or feedback can also be provided via email, phone and via our innovative technology platform. Store contact information will be readily available on the 300 G's store website. When a complaint is made via phone, that message will be either transferred directly to the manager on-site or to the Facility Ambassador. Voicemails, emails, any complaints received through our software system will be responded within 24 hours.

All complaints will be reviewed and recorded by 300 G's managers on a daily basis. Complaint records will include the time and date of the complaint, the nature of the complaint, the contact information of the individual making the complaint, and actions taken by 300 G personnel to address the complaint, including further review and investigation if necessary. If the city, a business or an individual brings a complaint that cannot be resolved immediately, 300 G management team will respond to that contact with a timeline for resolution. Certain complaints will trigger 300 G to contact local police or to work with city staff in order to address appropriately. Product complaints that concern product safety will trigger immediate action and recall procedures including notification to the distributor, notification to purchasers utilizing our technology platform and other means, and removal of the product from the sales floor.

We won't wait until operations start to listen to the concerns of the community. If selected for the next application phase, our Facility Ambassador will also be tasked with reaching out to neighboring businesses and other stakeholders to introduce ourselves, solicit feedback, and address any concerns proactively.

## **2. Environmental Nuisance Mitigation and Abatement**

We are dedicated to mitigating any negative impacts of our business on the surrounding community, and will anticipate and quickly respond to objectionable conditions that might occur. We will take thoughtful steps to eliminate, minimize, and mitigate any negative impacts as a result of our operations.

As detailed below, nuisance mitigation techniques will also be incorporated into building design elements and infrastructure. We will work diligently with city staff to make a design plan that meets ours and the city's vision.

### **A. General Safety**



The premises and surrounding area within 300-ft of the premises will be kept in a clean and safe condition. All trash and debris on the premises will be removed and properly disposed of at the end of each business day. All sidewalks and the alley behind the building will be kept clear and clean. Any graffiti placed upon the premises will be removed within forty-eight (48) hours of its occurrence.

## **B. Light**

Adequate exterior lighting will provide visibility around the facility, which will help ensure the safety of our vendors, employees, and customers. During off-hours, motion detector lighting will help to deter burglary or robbery and enable security cameras to capture any illicit activity occurring on the property. To prevent any negative impacts associated with additional lighting, all outdoor lighting will be shielded and downward facing to minimize disturbance to surrounding businesses.

## **C. Noise**

The design of the facility will minimize any additional noise created by its operations by taking noise into consideration as a part of the building design process, including avoiding noisy generators and selecting quiet filtration systems used for odor mitigation. 300 G will also address noise concerns by anticipating and mitigating the greatest potential sources of noise—loitering and pedestrian traffic, which are discussed in more detail below.

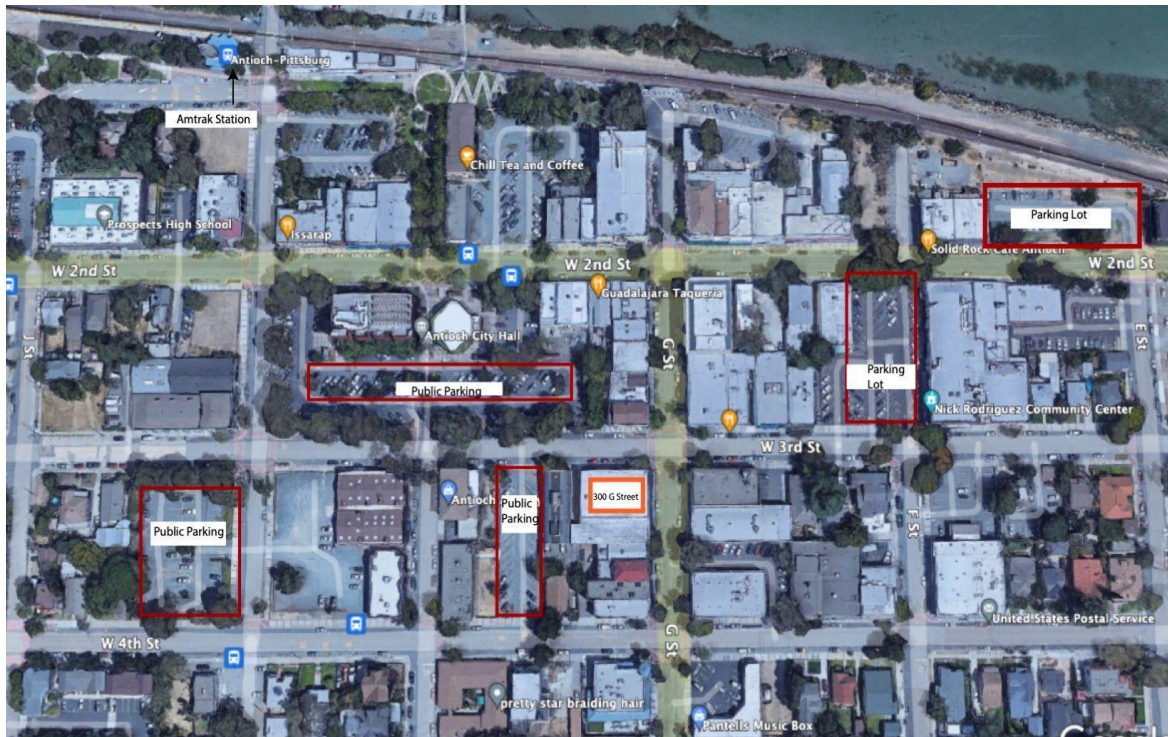
## **D. Odor and Air Quality**

Our team realizes air quality control is integral to the health and well-being of the retail space, its occupants, and the surrounding community as a whole. We understand the sale of cannabis can impact air quality, produce odorous emissions, and cause potential off-site nuisance impacts due to odor. That is why we will have a robust odor control plan to ensure that our facilities operate at the highest level of best practices and meet Antioch's requirements that odors are not detectable outside the facility. Should concerns ever arise with odor rising to the level of a public nuisance, our team will work diligently with the community and city staff to promptly address the issue.

Our air quality concerns are not solely for the comfort of neighboring individuals; we are committed to the health and well-being of employees and customers inside the facility as well. Maintaining a stable, controlled environment that is safe, clean, and respectful is our primary concern. Further details on odor management are addressed below.

## E. Vehicles and Parking

Our proposed store is conveniently located in the downtown area, well served by bus lines and a short walk to the Antioch-Pittsburg Amtrak station. In addition to street parking nearby, 300 G Retail's location is within a short walk of several public parking lots including on 3rd Street, adjacent to City Hall, on I Street, and next to the Nick Rodriguez Community Center.



## F. Pedestrian Traffic

300 G will bring additional foot traffic to the downtown area. It will serve those customers with a large retail area with an open floor plan including a waiting room and thus will avoid pedestrian traffic from queuing outside or otherwise congregating outside of the facility.

## G. Litter

300 G staff will conduct daily sweeps to remove litter and trash from the parking lot, sidewalks and public areas surrounding the proposed site, including around adjacent businesses within 300-ft of the premise. These sweeps will be conducted by staff as a part of daily opening and closing procedures.

## H. Preventing Loitering, Illegal Consumption Activity, and Other Crimes



To ensure maximum levels of safety, 300 G has retained Michael Yoell, retired command officer with the Oakland Police Department, the former Managing Partner of Core Security Solutions, Inc., and the Qualified Manager of Michael Glenn Investigations, to assess security at the facility and prepare a detailed security plan. Mr. Yoell has overseen the security measures at numerous cannabis businesses and has developed comprehensive security plans for a multitude of cannabis retail locations.

Many of the safety measures outlined in the Preliminary Security Plan, including lighting, sophisticated monitoring and alarm systems, and on-site security personnel will also deter any illicit nuisance activity.

300 G also has a zero tolerance policy against illegal consumption activity and unlawful loitering in the parking lot and adjacent areas to the store. This policy will be enforced by the third-party security officer on duty. 300 G will ensure there is adequate security on-site during operating hours to discourage congregation. On-site security guards will monitor all activity within 150 feet of the store entrance. Security personnel will be trained to effectively remind any patrons and other members of the public of this policy, request they cease any nuisance activity, and to call Antioch police in a timely manner if necessary, so long as personal safety is not threatened. Security personnel will also be trained to de-escalate any encounters that become confrontational.

As a preventative measure, 300 G's exterior design limits loitering by not utilizing furnishings or features that create space for people to congregate. Additionally, 300 G will utilize appropriate "no loitering" signage and post informational notices about its zero tolerance policy.

## **I. Preventing Youth Access**

300 G will take every necessary precaution to prevent youth access to cannabis. Only adults over the age of 21, or over the age of 18 with a physician's recommendation, or a primary caregiver as defined in California Health and Safety Code § 11362.7 will be allowed to enter 300 G's store. Only adults over the age of 21 are authorized to work at our store.

Our strategies to prevent youth access to cannabis include:

- Strict age-verification requirements for hiring practices, store entry, and purchases;
- Responsible advertising and marketing practices that do not appeal to children and only target viewers over the age of 21;
- Requiring age verification on the landing page of our website;

- Ensuring all products meet child-resistant packaging requirements; and
- Providing educational materials to our customers, including best practices for preventing youth access to cannabis goods after those goods have left the retail facility and are in the hands of the consumer.





ATTACHMENT F

F1





F2



**Contra Costa County****Fire Protection District**

May 4, 2022

Mr. Kevin Scudero  
City of Antioch  
Planning Division

**Subject:** 300 G St Cannabis Dispensary  
300 G St., Antioch  
Planning #: UP-22-01  
**CCCFPD Project No.: P-2022-017166**

Dear Mr. Scudero:

We have reviewed the use permit application to establish a cannabis retail facility 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), and Local and County Ordinances and adopted standards:

1. Access as shown on plans appears 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. Access roadways shall not exceed 20% grade. Grades exceeding 16% shall be constructed of grooved concrete per the attached Fire District standard. (503) CFC

Aerial Fire Apparatus Access is required where the vertical distance between grade plane and the highest roof surface exceeds 30 feet as measured in accordance with Appendix D, Section 105 of the 2019 CFC. Aerial access roads shall have a minimum unobstructed width of 26 feet, exclusive of shoulders, in the immediate vicinity of the building or portion thereof. At least one of the required routes shall be located within a minimum of 15 feet and a maximum of 30 feet from the building, and shall be positioned parallel to one entire side of the building. Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and building.

2. 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 a non-casehardened lock or approved Fire District lock. Contact the Fire District for information on ordering the key-operated switch. (D103.5) CFC.

3. **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 22 / 37 tons.

4. Changes of use or occupancy. Changes shall not be made in the use or occupancy of any structure that would place the structure in a different division of the same group or occupancy or in a different group of occupancies, unless such structure is made to comply with the requirements of this code. (§102.3) CFC

Submit at least two sets of architectural drawings to the Fire District for review and pay the associated fees.

5. The developer shall submit a minimum of two (2) complete sets of building construction/tenant improvement plans and specifications for the subject project to the Fire District. After the new construction / tenant improvement plans are approved, plans and specifications for all deferred submittals shall be submitted, including, but not limited to the following.

- Fire sprinklers
- Fire alarm

Plans shall be submitted to the Fire District for review and approval **prior to** construction of the building or installation of the systems 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

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,



Michael Cameron  
Fire Inspector

File: 300 G ST-PLN-P-2022-017166-LTR



## ATTACHMENT H

**From:** [pam.c](#)  
**To:** [Planning Division](#)  
**Subject:** STOP THIS DISPENSARY!! YOU ARE BRINGING THE WRONG ELEMENT TO DOWNTOWN!!  
**Date:** Thursday, June 2, 2022 3:20:05 PM

---

**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I'm not sure if intentional or slow mail but I was given almost no notice of your public hearing yesterday. I STRONGLY OBJECT TO A DISPENSARY DOWNTOWN- AND OPEN 7 DAYS A WEEK. IT IS BRINGING THE WRONG KIND OF TRAFFIC TO DOWNTOWN.

WHAT I DO NOT UNDERSTAND IS WHY THE DOWNTOWN IS NOT BUILT UP. IT IS ONE OF THE MOST BEAUTIFUL PARTS OF ANTIOCH AND COULD BE AN ASSET TO THIS CITY. BE SURE THAT AS USUAL I WILL VOTE OUT THE INEFFECTIVE OR CORRUPT CITY COUNCIL MEMBERS BRINGING OUR CITY DOWN(THOUGH I MUST SAY IN 30 YEARS IT HAS NOT BEEN WORKING). IN 1989 ANTIOCH HAD THE HIGHEST PROPERTY VALUES IN THE AREA. IT HAS BEEN SO MISMANAGED WE ARE AMONG THE LOWEST. I AM NOT SURE IF IT IS GREED, FRAUD, OR IGNORANCE. DO YOU PEOPLE LIVE HERE?? I JUST DON'T GET IT.

NEXT, WHO DO I APPLY TO TO FIND OUT WHO DECIDES WHETHER WE ARE ALLOWED AN ALTERNATIVE TO PG&E FOR ELECTRICITY? AGAIN, ANTIOCH HAS DONE A POOR JOB! ALMOST EVERY CITY IN THE COUNTY HAS MCE AS AN ALTERNATIVE. WE, THE SECOND LARGEST CITY IN THE COUNTY HAVE NO OTHER OPTION!! PLEASE LET ME KNOW WHO TO CONTACT.

THANK YOU,

PAM COURTWAY

Sent from [Mail](#) for Windows

CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of August 23, 2022

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

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

**SUBJECT:** Contra Costa Mosquito and Vector Control Board of Trustees' (Antioch Resident Representative) Appointment for one (1) partial-term vacancy expiring April 2024

---

**RECOMMENDED ACTION**

It is recommended that the Mayor nominate, and Council approve, by resolution, one (1) Antioch Resident Representative to the Contra Costa Mosquito and Vector Control Board of Trustees, for a partial-term vacancy expiring April 2024.

**FISCAL IMPACT**

There is no fiscal impact to the City as this position is voluntary.

**DISCUSSION**

The Board of Trustees has one (1) partial-term vacancy expiring April 2024. Trustees can be reappointed for a two or four-year term. The Board of Trustees are officials appointed by their respective City Councils to govern the Contra Costa Mosquito and Vector Control District knowledgeably and effectively. They serve without compensation but are allowed limited expenses for actual travel in connection with meetings or business of the Board. The Board of Trustees meets the second Monday evening of every other month. Trustees also serve on committees which regularly meet between board meetings. All meetings are held at the District office, 155 Mason Circle, Concord, at 7:00 p.m., and are open to the public. The City of Antioch advertised to fill the Antioch Resident Representative vacancy in the usual manner.

The Clerk's Office received one application for this vacancy. The applicant was interviewed by Mayor Thorpe.

**ATTACHMENTS**

- A. Resolution
- B. Application



**RESOLUTION NO. 2022/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING THE MAYOR'S NOMINATION APPOINTING (INSERT NAME OF APPOINTEE) TO THE CONTRA COSTA MOSQUITO AND VECTOR CONTROL  
BOARD OF TRUSTEES FOR A PARTIAL-TERM WHICH WILL EXPIRE APRIL 2024**

**WHEREAS**, there is currently (1) one partial-term vacancy on the Contra Costa Mosquito and Vector Control Board of Trustees' (Antioch Resident Representative), ending in April 2024;

**WHEREAS**, the City Clerk made announcement of the vacancy and solicited applications for the (1) one partial-term vacancy;

**WHEREAS**, Mayor Lamar A. Thorpe considered one application received and interviewed the interested applicant;

**WHEREAS**, Antioch Municipal Code Section 2-5.201 requires the Mayor to nominate candidates for membership on all boards and commissions, nominees to be appointed to each board and commission upon receiving approval of at least a majority vote of the City Council, and nominees to be electors of the City and continuously reside within the City during their tenure of office; and

**WHEREAS**, Mayor Lamar A. Thorpe has nominated (INSERT NAME OF APPOINTEE) to the one (1) partial-term vacancy on the Contra Costa Mosquito and Vector Control Board of Trustees.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby approves the Mayor's nomination of (INSERT NAME OF APPOINTEE) for a partial-term ending in April 2024 and appoints them to serve on the Contra Costa Mosquito and Vector Control Board of Trustees.

\* \* \* \* \*

**I HEREBY CERTIFY** that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 23rd day of August 2022, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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

# Contra Costa County Mosquito & Vector Control Board of Trustees Application

## **\*EXTENDED \* APPLICATION DEADLINE:**

Friday, July 29th at 5:00 p.m.

The Antioch City Council is seeking candidates for its representative to the Contra Costa Mosquito & Vector Control Board of Trustees.

- The Board of Trustees are officials appointed by their respective City Councils to govern the Mosquito and Vector Control District knowledgeably and effectively. They serve for a term of two to four years and are highly dedicated to this community service.
- Must be an Antioch resident and at least the voting age of 18 with an interest in any of the following areas: public health, public policy, wetlands, farming, community education, finance, personnel or land development, and a resident of the city which is in the District (California Health & Safety Code, Section 2242)
- The regular business meetings are held on the second Monday night of every other month. All meetings are currently conducted via Zoom in accordance with Government Code section 54935E.

Additional information regarding the responsibilities and duties are available online at [www.ContraCostaMosquito.com](http://www.ContraCostaMosquito.com)

Questions? Email the Office of the City Clerk at [cityclerk@antiochca.gov](mailto:cityclerk@antiochca.gov), call (925) 779-7008, or visit [bit.ly/AntiochCityClerk](http://bit.ly/AntiochCityClerk) to find answers to most frequently asked questions.

Board and Commission Application Page: [bit.ly/ApplyAntioch](http://bit.ly/ApplyAntioch)

Email 





Name \*

Wade Finlinson

Address (example: 200 H Street, Antioch, CA 94509) \*

Trembath Lane, Antioch, CA 94509

Phone number

\*

Employer \*

Contra Costa County

Occupation \*

Integrated Pest Management Coordinator

How long have you lived in Antioch? \*

1 year (however, my spouse was raised here and my children are 7th generation Antioch residents)

List the three (3) main reasons for your interest in this appointment. \*

1- I am interested in making sure Antioch is equitably served by the District

2- My applicable expertise in the field

3- An eagerness to promote a healthy and safe environment

Have you attended any meetings of this board? \*

☒ Yes

☐ No

☐ Maybe

Have you previously served on one of Antioch's Boards, Commissions, or Committees? If so, please list what you served on and when. \*

If you have not previously served, write "N/A"

N/A

What skills/knowledge do you have that would be helpful in serving on the board for which you are applying?

Integrated pest management decision-making, environmental stewardship, safe and effective use of pesticides, public administration, policy development and implementation, stakeholder engagement, outreach, fiscal oversight, and open meeting laws & procedures.



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

As the owner of one of the few urban farms in Antioch, I have a deep understanding of the complex relationships between people and nature. The same principles of pest/vector monitoring, evaluation, and action that apply to my 3-acre homestead in Northeast Antioch are similar to those that I professionally coordinate on hundreds of acres of County-owned property. Those concepts are also employed by the District and I am confident that my transition to the role of a trustee would be seamless. I have collaborated with several District staff members and am supportive of their mission.

Have you reviewed the meeting times, and can attend meetings at the designated time?

☒ Yes

☐ No

☐ Maybe

Resume (required for consideration) \*



Wade Finlinson - ...

Please read the general information regarding boards and commissions prior to submitting an application so you are aware of the duties, time and frequency of meetings. \*

☒ I have read the information

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



I understand that the application I submit is available to the public

Please review the application deadline and enter it here. (to review deadline, visit: [bit.ly/ApplyAntioch](https://bit.ly/ApplyAntioch)) \*

MM DD YYYY

06 / 24 / 2022

Electronic Signature \*

Please type your full name

Wade Finlinson

NOTE: You also have the option to download a PDF version of this application and email, mail, or drop it off to the Clerk's Office. To download a PDF of this application, visit: [www.bit.ly/ApplyAntioch](https://www.bit.ly/ApplyAntioch)

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

(Email) [cityclerk@antiochca.gov](mailto:cityclerk@antiochca.gov)

This content is neither created nor endorsed by Google.

Google Forms



# Wade Finlinson

## Contact

Trembath Lane  
Antioch, CA 94509

## Objective

To represent the City of Antioch on the Contra Costa Mosquito & Vector Control District Board of Trustees

## Education

University of Colorado  
*Master of Landscape Architecture*

University of Utah  
*Bachelor of Science*

## Experience

8/2019 - present

Integrated Pest Management Coordinator • Contra Costa County

1/2018 - 8/2019

Parks Supervisor • City of Richmond

6/2017 - 12/2019

Parks, Facilities, and Urban Forestry Supervisor • City of Napa

11/2010 - 6/2017

Landscape Supervisor • Alameda County

## Public Board Activity

City of Oakland Parks and Recreation Commission  
*Commissioner*

Contra Costa County Integrated Pest Management  
Advisory Committee  
*Staff to Committee*

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of August 23, 2022  
**TO:** Honorable Mayor and Members of the City Council  
**SUBMITTED BY:** Ana Cortez, Human Resources Director *AC*  
**SUBJECT:** Code Enforcement Staffing Update

---

**RECOMMENDED ACTION**

It is recommended that the City Council receive the presentation on Code Enforcement Officer staffing.

**FISCAL IMPACT**

No action is requested and no fiscal impact is anticipated based on this presentation. All references to open positions refer to budgeted positions.

**DISCUSSION**

The Code Enforcement Division, a division of the Community Development Department, is responsible for enforcing the Antioch Municipal Code (AMC) and ensuring conformance by educating the public, responding to complaints, conducting investigations, and issuing citations.

In 2014, the Code Enforcement Division only had one Code Enforcement Officer position authorized and filled. The division was restored following the successful passages of Measure C and Measure W sales tax initiatives. During the 2015-2019 budget adoptions, the number of authorized Code Enforcement Officers budgeted positions increased to seven. At the 2021/23 budget adoption, City Council authorized an additional seven Code Enforcement Officers.

As of late December 2021, the City had seven filled positions, but lost two to resignation. Presently, the Code Enforcement Division has five Code Enforcement Officer positions filled and has nine Code Enforcement Officer vacancies.



The recruitment of seven additional Code Enforcement Officer positions was delayed due to higher priority recruitments and understaffing of the Human Resources Department. Due to vacancies, only one Human Resources Technician was available to work all City recruitments while also performing other critical and time-sensitive Human Resources functions.

Recruitment Efforts

With the recent hiring of two additional Human Resources employees, the Human Resources Director and Community Development Director have been working closely together and have developed a plan to expedite the Code Enforcement Officers recruitment.

The Human Resources Department recently posted a continuous recruitment for Code Enforcement Officers. A continuous recruitment will allow for an ongoing rolling recruitment, similar to that used in the Antioch Police Department for Entry-Level and Lateral Officers. This approach will allow for qualified applicants to be identified and potentially hired on a continuous basis.

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of August 23, 2022

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

**SUBMITTED BY:** Ana Cortez, Human Resources Director *AC*

**SUBJECT:** Resolution Approving the Class Specification Updates for the Management and Antioch Police Sworn Management Bargaining Units

---

**RECOMMENDED ACTION**

It is recommended the City Council adopt the resolutions approving two class specification updates to the Management Bargaining Unit and the Antioch Police Sworn Management Association.

**FISCAL IMPACT**

The updates to the class specifications have no financial impact.

**DISCUSSION**

The Operations Supervisor class specification will be updated by removing the requirements of desirable fleet management experience and possession of a Class A commercial driver's license within six (6) months of appointment. These requirements are no longer necessary and removing them will increase the number of qualified applicants for the position.

The Police Lieutenant class specification will be updated to clarify the requirement of the Supervisory POST certificate. The updated classification will require the certificate by the date of appointment, not at the time of applying for the position. The change is expected to increase the number of qualified applicants eligible for promotion.

**ATTACHMENTS**

- A. Resolution  
Exhibit 1 to Resolution - Operations Supervisor Updated Class Specification
- B. Resolution  
Exhibit 1 to Resolution - Police Lieutenant Updated Class Specification



**RESOLUTION NO. 2022/XX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING CLASS SPECIFICATION UPDATES FOR THE MANAGEMENT  
BARGAINING UNIT WITHOUT ANY SALARY CHANGES**

**WHEREAS**, the City has an interest in the effective and efficient management of the classification plan;

**WHEREAS**, the City Council has considered updated Class Specifications on a case-by-case basis as needed for recruitments;

**WHEREAS**, Management Bargaining Unit has reviewed and approved the changes to the Class Specifications; and

**WHEREAS**, Department Management have reviewed and updated the descriptions to reflect current organizational structure and operational needs.

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

**Section 1.** The Class Specification updates for the Management Bargaining Units, are hereby approved as, attached hereto in "Exhibit 1" Operations Supervisor; and

**Section 2.** There is no adjustment to the established salary ranges.

\* \* \* \* \*

**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 23<sup>rd</sup> day of August, 2022, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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

**CITY OF ANTIOCH****OPERATIONS SUPERVISOR**

*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 direction, directs, supervises, assigns, reviews, coordinates, and participates in the activities and operation of the Operations Division within the Public Works Department; functional areas of responsibility include Fleet, Streets, Landscape and Facilities, and the Antioch Marina. Ensures work quality and adherence to established policies and procedures; coordinates assigned activities with other divisions and outside agencies; maintains appropriate work records including time cards and work orders; serves as a technical resource for assigned work crews; performs the more technical and complex tasks relative to assigned area of responsibility; and provides highly responsible and complex administrative support to City management.

**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. Plan, prioritize, assign, supervise, review, and participate in the work of staff responsible for performing a variety of skilled duties involved in minor and major repairs to and maintaining of automobiles, trucks, buses, motorcycles, tractors, mowers, and other heavy and light equipment; diagnose mechanical difficulties, prioritize work, and recommend required repair measures; dispatch mechanics to emergency repair jobs as necessary.
2. Plan, prioritize, assign, supervise, review, and participate in the work of staff responsible for the construction, maintenance, repair, and cleaning of City streets, street lights, curbs, gutters, storm drains, rights-of-way and related structures including street and sidewalk resurfacing, repairing, patching, and cleaning, as well as curb and gutter removal and replacement; provide advice and assistance in the installation and maintenance of City signs, road markings, stripings, and delineators; supervise the painting of street lines and crosswalks.
3. Establish schedules and methods for providing fleet maintenance services; identify resource needs; review needs with appropriate management staff; allocate resources accordingly.
4. Participate in the development of goals and objectives as well as policies and procedures; make recommendations for changes and improvements to existing standards, policies, and procedures; participate in the implementation of approved policies and procedures; monitor work activities to ensure compliance with established policies and procedures.
5. Participate in the selection of assigned staff; provide or coordinate staff training; plan, direct, coordinate, and review the work plan for all assigned staff; evaluate assigned personnel; work with employees to correct deficiencies; implement discipline procedures, as needed.
6. Establish and implement Division safety guidelines and programs; coordinate and prepare materials for safety meetings; ensure safety training of all staff and ensure work environment



**CITY OF ANTIOCH**  
**OPERATIONS SUPERVISOR (CONTINUED)**

is in compliance with government, safety and environmental standards.

7. Oversee and participate in the development and administration of assigned program budget(s); submit budget recommendations; monitor expenditures; write grant proposals; prepare and maintain various accounting systems for analyzing Operations Division assessment costs and associated fees.
8. Assume responsibility for assigned services and activities of the Antioch Marina, including visitor safety and service, marina maintenance, leasehold/property management.
9. Participate in CIP projects; ensure work is completed on time and within budget constraints.
10. Prepare cost estimates for Division work and repair activities.
11. Develop marketing and other advertising programs promoting the use of the Marina and marina-related facilities; prepare and manage Marina promotions.
12. Perform the more technical and complex tasks of the work unit including planning and coordinating the purchase, utilization, replacement, and disposal of City owned cars, trucks, and equipment; develop and prepare vehicle and equipment specifications for purchase as necessary; analyze and track vehicle replacement/repair costs; reading and interpreting complex construction plans and specifications.
13. Coordinate and schedule all federal, state, and county inspections including CHP bus inspections, Bit inspections, smoke check inspections, and smog inspections.
14. Oversee and participate in performing fuel island pump maintenance and vapor recovery system repair and testing; oversee fuel dock operation; monitor fuel sales; order fuel; maintain the Division's computerized maintenance management system and automated fuel system.
15. Prepare or review and maintain a wide variety of written reports and records including time sheets, work orders, and maintenance requests; input information into a computer system; prepare statistical and/or analytical reports on operations and activities as necessary.
16. Maintain inventory for the fleet maintenance section; participate in ordering equipment and supplies as necessary.
17. Respond to and resolve difficult and sensitive citizen inquiries and complaints in an efficient and timely manner; respond to emergency situations as necessary; respond to emergency call outs, while in an "on-call" status or otherwise directed.
18. Coordinate assigned Operations Division activities with those of other divisions, departments, and outside agencies and organizations.
19. Oversee, coordinate, and inspect the work of contractors and staff in assigned functional areas.
20. Monitor Division work sites to ensure adherence to safe work practices and procedures; check sidewalks, streets, curbs, gutters, signs, legends, and related systems and facilities for needed maintenance and repairs; respond to and resolve complex work related or equipment operating problems.

**CITY OF ANTIOCH**  
**OPERATIONS SUPERVISOR (CONTINUED)**

21. Attend and participate in professional group meetings; maintain awareness of new trends and developments in the fields related to the Operations Division; incorporate new developments as appropriate into programs; serve as staff on a variety of boards, commissions, and committees; prepare and present staff reports and other necessary correspondence.
22. Maintain inventory control; solicit bids and prepare specifications for purchasing of supplies, equipment and materials; seek alternative forms of funding; prepare and manage materials and labor for City festivals and special events.
23. Assist with new development designs; read and interpret engineering plans; develop project budgets; solicit bids from contractors and make recommendations for new construction; manage and oversee contracts and projects; provide basic plan checking for compliance with specifications; review change orders.
24. Coordinate, organize, and implement public participation in Division related improvement and maintenance programs; meet with community groups, clubs, organization and agencies to explain and promote Division related programs.
25. Provide responsible staff assistance to the Public Works Director and Deputy Director; conduct a variety of organizational studies, investigations, and operational studies; recommend modifications to programs, policies, and procedures within functional areas of responsibility, as appropriate.
26. 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:**

- Operations, services, and activities of a municipal Public Works Operations Division, including fleet, streets, landscape and facilities, and municipal marina operations.
- Advanced principles and practices of vehicle and equipment maintenance and repair; design, construction, maintenance and repair of parks, landscaped areas, and related facilities; and marina operations.
- Theories, principles, techniques and equipment used in vehicle and equipment maintenance and repair.
- Methods and techniques of performing preventive maintenance including preventive maintenance inspection methods.
- Advanced methods and techniques of performing diagnostic troubleshooting services.
- Advanced methods and techniques of metal fabrication and welding.
- Computerized fleet maintenance management systems.
- Principles of mathematics.
- Operational characteristics of standard maintenance equipment.
- Principles, practices, rules and codes relating to work safety management.
- Acquisition and disposal practices of vehicles and equipment.
- Principles of supervision, training, and performance evaluation.
- Basic principles and practices of municipal budget preparation and administration.
- Principles and procedures of record keeping.



**CITY OF ANTIOCH**  
**OPERATIONS SUPERVISOR (CONTINUED)**

- Principles of business letter writing and basic report preparation.
- Occupational hazards and standard safety procedures.
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.
- Pertinent local, state and federal laws, ordinances, codes, regulations, and rules, including those related to boating and waterway environmental issues, pesticide, herbicide and related hazardous materials management.

**Ability to:**

- Coordinate and direct operations and activities of the Operations Division, including management of a municipal marina.
- Supervise, organize, and review the work of assigned staff involved in the Operations Division.
- Select, train, and evaluate staff.
- Recommend and implement goals, objectives, policies and procedures for providing street maintenance programs.
- Understand the organization and operation of the City and of outside agencies as necessary to assume assigned responsibilities.
- Understand, interpret, and apply general and specific administrative and departmental policies and procedures as well as applicable federal, state, and local policies, laws, and regulations.
- Prepare clear and concise reports.
- Participate in the preparation and administration of assigned budgets.
- Analyze a complex issue and develop and implement an appropriate response.
- Research, analyze, and evaluate new and existing service delivery methods and standard operating procedures.
- Assess and meet community service needs; deal effectively with various segments of the community; develop and maintain harmonious public relations.
- Identify and interpret technical and numerical information.
- Maintain required work logs, record-related operational and maintenance data with use of various computer software programs.
- Prepare clear and concise written reports.
- Learn, interpret, and apply City, Department, and Division rules, regulations, policies and practices.
- Promote and enforce safe work and boating practices.
- Develop boating related promotional activities and programs.
- Follow written and oral directions.
- Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.
- Safely and effectively operate a variety of equipment, tools, and materials; drive and operate trucks and construction equipment; operate and have basic knowledge of a variety of boats, both sail and power.
- Plan and organize work to meet changing priorities and deadlines.
- Effectively represent the City to outside individuals and agencies to accomplish the goals and objectives of the unit.
- Effectively manage property and customers.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Work cooperatively with other departments, City officials, and outside agencies.
- Respond tactfully, clearly, concisely, and appropriately to inquiries from the public, City staff, or other agencies on sensitive issues in area of responsibility.

CITY OF ANTIOCH  
OPERATIONS SUPERVISOR (CONTINUED)

- 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:**

Equivalent to the completion of the twelfth grade. Specialized training or college level course work in any of the related areas of responsibility is highly desired. ~~Experience in fleet management is desired.~~

**Experience:**

Five years of increasingly responsible experience in managing multiple program areas and operational activities, including the performance of supervisory functions.

**License or Certificate:**

Possession of a valid driver's license. ~~n appropriate Class A drivers' license within six (6) months of appointment.~~

**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 and shop environment; travel from site to site; exposure to noise, dust, grease, smoke, fumes, noxious odors, gases, and all types of weather and temperature conditions; exposure to hazardous traffic conditions; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain; incumbents may be required to respond to emergency and public calls after hours including evenings and weekends.

**Physical:** Primary functions require sufficient physical ability and mobility to work in an office setting and in a shop environment; to walk, stand, and sit for prolonged periods of time; to frequently stoop, bend, kneel, crouch, crawl, climb, reach, twist, grasp, and make repetitive hand movement in the performance of daily duties; to climb unusual heights on ladders; to lift, carry, push, and/or pull moderate to heavy amounts of weight; to operate assigned equipment and vehicles; and to verbally communicate to exchange information.

FLSA: Exempt

Created: December 2012

Revised: August 2022

Formatted: Physical Demands3, Space Before: 0 pt

Formatted: Font color: Red

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



**CITY OF ANTIOCH**  
**OPERATIONS SUPERVISOR (CONTINUED)**

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.

**RESOLUTION NO. 2022/XX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING CLASS SPECIFICATION UPDATES FOR THE ANTIOCH POLICE  
SWORN MANAGEMENT BARGAINING UNIT WITHOUT ANY SALARY CHANGES**

**WHEREAS**, the City has an interest in the effective and efficient management of the classification plan;

**WHEREAS**, the City Council has considered updated Class Specifications on a case-by-case basis as needed for recruitments;

**WHEREAS**, Antioch Police Sworn Management Bargaining Unit has reviewed and approved the changes to the Class Specifications; and

**WHEREAS**, Department Management have reviewed and updated the descriptions to reflect current organizational structure and operational needs.

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

**Section 1.** The Class Specification updates for the Management Bargaining Units, are hereby approved as, attached hereto in "Exhibit 1" Police Lieutenant; and

**Section 2.** There is no adjustment to the established salary ranges.

\* \* \* \* \*

**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 23<sup>rd</sup> day of August, 2022, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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



**CITY OF ANTIOCH**

**POLICE LIEUTENANT**

*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 supervision, plans, directs, supervises and coordinates the activities of an assigned patrol shift or other major unit of the Police Department. Participates as a member of the Department's Management Team. Exercises direct supervision over sworn and non-sworn personnel.

**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. Participate in the planning, organizing and development of operational procedures relating to a major unit of the Police Department.
2. Supervise the activities of assigned personnel and day-to-day operations as the shift Watch Commander or Bureau Manager.
3. Direct and assist in the training development of subordinate personnel.
4. Assume responsibility for specialized assignments, as directed, e.g., SWAT.
5. Prepare recommendations for budget and personnel needs.
6. Coordinate police activities with other units in the Police Department, City departments and divisions.
7. Coordinate functions of the unit with other law enforcement agencies.
8. Supervise, train and evaluate subordinate personnel.
9. Conduct a continuing review of the unit and division activities to identify problems and develop recommendations for improving services.
10. Inspect unit personnel and equipment.
11. Personally conduct investigations and special studies requiring a high level of discretion.
12. Direct the maintenance of records and preparation of the various local, state and federal statistical reports.

**CITY OF ANTIOCH**  
**POLICE LIEUTENANT (CONTINUED)**

13. Speak before groups and represent the Department and City at meetings, events, and conferences. May be required to participate in service organizations within the City of Antioch.
14. Maintain statistical records for the unit.
15. Oversee/manage the Police fleet.
16. Respond to emergencies when off duty and act as emergency operations manager.
17. May oversee Animal Services and other bureaus as assigned.
18. Perform related duties as assigned.

**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 organization, budget, management and personnel management.
- Modern police practices, techniques and methods.
- Technical and administrative phases of crime prevention and law enforcement including investigation and identification, record keeping, and care and custody of persons and property.
- Pertinent federal, state and local laws and ordinances, particularly with reference to apprehension, arrest, search and seizure, traffic and evidence.
- Police department rules, regulations and procedures.
- Functions and objectives of the police department and other local, state and federal agencies.
- City budgetary process.

**Ability to:**

- Supervise, train and evaluate assigned staff.
- Obtain information through interview and interrogation.
- Analyze crime and service patterns and to develop effective, tactical responses.
- Meet the physical requirements necessary to safely and effectively perform the assigned duties.
- Use and care of firearms.
- Analyze situations quickly and objectively and determine proper course of action.
- Communicate clearly and concisely, both orally and in writing.
- Learn to effectively use a variety of departmental computer and computer-related equipment.
- Properly interpret and make decisions in accordance with laws, regulations and policies.
- Recommend improvements in unit and departmental operations and in the rules, regulations and policies governing the Department.
- Establish and maintain effective work relationships with those contacted in the performance of required duties.



### **Education and Experience Guidelines**

#### **Education/Training:**

A Bachelors Degree from an accredited college or university preferably with a major in police science, public administration, or sociology.

#### **Experience:**

Eight years of experience in police work, with at least two years in a supervisory capacity.

#### **License or Certificate:**

A valid California Motor Vehicle Operator's License and a satisfactory driving record are a condition of hire and of continued employment.

Possession of Basic and ~~Intermediate~~ POST Certificates. Possession of ~~and~~ Supervisory POST Certificates, by date of appointment.

### **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 field and office setting; travel from site to site; extensive periods of sitting in a patrol vehicle, or in an office environment; exposure to inclement weather conditions; some exposure to fumes, airborne particles, and toxic or caustic chemicals; some exposure to moving mechanical parts; extensive public contact; the noise level in the work environment is usually moderate but may be very loud due to sirens, etc; required to work evenings, weekends and holidays.

**Physical and Mental Condition:** Primary functions require sufficient physical ability and mobility to work in an office and field setting; Normal hearing acuity; proportional weight to height; sound physical, mental and emotional health; normal color vision and visual functions, including no abnormalities or diseases which adversely affect the performance of duty, and visual acuity of not less than 20/40 vision in each eye without correction and corrected to not less than 20/20 in each eye; absence of chronic disease, impairment of bodily function, history of psychosis or psychoneurosis or other disabling defects.

FLSA: Non-Exempt

Adopted: February 1990

Revised: February 2005; April 2014; August 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.


CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of August 23, 2022

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

**SUBMITTED BY:** Anthony Morefield, Police Captain

**APPROVED BY:** Steven A. Ford, Interim Chief of Police 

**SUBJECT:** Employee Referral and Recruitment Signing  
Bonus and Incentive Program for Qualified Lateral and Entry Level  
Police Officers

---

**RECOMMENDED ACTION**

It is recommended that the City Council:

1. Adopt the resolution authorizing an increase in employee referral and recruitment signing bonus and incentive program for qualified lateral and entry level (academy graduate and recruit) Police Officers and
2. Authorize staff to perform additional research on the Antioch Homeownership Incentive Program for Police Academy graduates.

**FISCAL IMPACT**

The fiscal impact would be determined solely by the number of lateral and/or entry level applicants hired while the program is in effect. Per lateral Officer, the total fiscal impact is estimated to be approximately \$50,000. This assumes the lateral Officer is hired at Step E and is eligible to take advantage of the full incentive package. Per entry level Officer, the fiscal impact would be \$40,000 to \$60,000. The up to \$60,000 may be in the form of a loan that may be applied towards the purchase of a home in the City of Antioch and partially forgiven over time based on years of service as a police officer within the City. The whole sum would be realized in the first year of this program; however, the other described financial incentives are distributed in three (3) separate increments over a three-year period for lateral Officers and three (3) separate increments over three (3) years for entry level Officers. It is believed some of the costs could be covered through salary savings from vacancies.

**DISCUSSION**



At the regular City Council Meeting of November 28, 2017, the City Council approved the Police Department's first employee referral and recruitment signing bonus and incentive program for qualified lateral Police Officers. These bonuses and incentives are structured as follows:

1. Applicant is allowed to carry over up to 200 hours of accrued sick leave from his/her prior department.
2. Prior law enforcement service seniority is used to determine vacation accrual rate of the applicant.
3. Automatic credit of 40 hours vacation is provided upon employment.
4. Signing bonus of \$10,000 with payments is paid in the following increments:
  - a. \$2,500 – upon employment
  - b. \$2,500 – upon successful completion of probation
  - c. \$5,000 – upon three (3) years of service
5. Any current Antioch Police Department employee who recruits a lateral Officer will receive his/her choice of \$1,000 or 20 hours of Comp Time upon the lateral's successful completion of the field training program.

Since that resolution was approved, the Police Department has been able to hire more than 40 lateral Police Officers.

The Antioch Police Department has an authorized staffing level of 115 sworn Officers. However, it is currently staffed with 101 sworn Officers, with at least 10 anticipated separations occurring within the next year. The recruitment of qualified lateral and entry level applicants for the position of Police Officer is becoming increasingly difficult, as the job market is extremely competitive. In recent months, the department has seen a dramatic decrease in interest from lateral applicants. Entry level applicants have also slowed, so much so that the department has had to cancel a number of recent Police Officer testing events due to anticipated low attendance.

Many departments have adopted and even increased recruitment incentives to attract qualified laterals. Some local examples include:

Pittsburg is offering a \$15,000 hiring bonus for laterals

Palo Alto is currently offering a \$25,000 hiring bonus for laterals and \$10,000 for academy graduates;

Alameda County Sheriff's Office is currently offering a \$12,000 hiring bonus for academy graduates and \$10,000 for Deputy Sheriff recruits;

The City of Alameda is offering up to a \$30,000 hiring bonus for lateral Officers; and,

It is noted that Brentwood and Oakley currently offer no hiring incentives for Officers.

When a lateral Police Officer is hired, the average time it takes for him/her to begin working in a solo Officer capacity is generally between two to three months. When an entry level Police Trainee is hired, the average time it takes for him/her to begin working in a solo Officer capacity is generally between twelve and fourteen months.

The reduced amount of time it takes a lateral to become a solo Officer amounts to a cost savings for the City. This is due to the elimination of all police academy costs, salary for the trainee while attending the police academy, and salary/benefits of the trainee during the lengthened field training program. In some cases, it can amount to a savings of approximately \$60,000.

The hiring of Officers in all categories (lateral, academy graduate, and recruit) remains a challenge. Ever increasing expectations and standards for law enforcement in California coupled with a highly competitive job market have created a need for the Police Department to increase its hiring incentives for lateral Officers and create new hiring incentives for entry level (academy graduate and recruit) Officers.

At this time, the Antioch Police Department proposes changes to the City's recruitment signing bonus and incentive program for qualified lateral and entry level (academy graduate and recruit) Police Officers.

***Recommended Program Details for Lateral Police Officers (open to all qualifying lateral police officers hired from August 23, 2022 until August 22, 2023):***

To qualify for the bonus and incentive program, the applicant must:

1. Be currently employed as a Police Officer within a California law enforcement agency.
2. Have at least two (2) years of experience as a Police Officer and have successfully completed a probationary period.
3. Possess a Basic California POST Certificate.
4. If the applicant is a former Antioch Officer who wishes to return to the department, his/her separation of employment must be at least eighteen (18) months to qualify.

The bonuses and incentives will consist of the following:

1. Applicant will be allowed to carry over up to 200 hours of accrued sick leave from his/her department. **(Currently in place)**
2. Prior law enforcement service seniority will be used to determine vacation accrual rate of the applicant. **(Currently in place)**
3. Automatic credit of 40 hours vacation upon employment. **(Currently in place)**
4. Signing bonus of \$40,000 with payments in the following increments:
  - a. \$20,000 – upon successful completion of FTO **(Increased incentive)**
  - b. \$10,000 – upon successful completion of probation **(Increased incentive)**
  - c. \$10,000 – upon three (3) years of service **(Increased incentive)**(Any leave without pay would be discounted from the total years of service for purposes of determining incremental, bonus payment dates for individual employees.)



5. Any current Antioch employee who recruits a lateral Officer will receive his/her choice of \$1,000 or 20 hours of Comp Time upon the lateral's successful completion of the field training program. **(Currently in place)**

***Recommended Program Details for Entry Level (Academy Graduate and Recruit) Police Officers (open to all qualifying entry level police officers hired from August 23, 2022, until August 22, 2023):***

To qualify for the bonuses and incentives, the applicant must:

1. Successfully complete a Basic Police Academy and possess a Basic POST certificate in the State of California.
2. Successfully complete the background and hiring process for the City of Antioch Police Department.
3. Successfully complete the Field Training Program for the City of Antioch Police Department.

The bonuses and incentives will consist of the following:

1. Signing bonus of \$40,000 with payments in the following increments:
  - a. \$20,000 – upon completion of the Field Training Program **(New incentive)**
  - b. \$10,000 – upon successful completion of probation **(New incentive)**
  - c. \$10,000 – upon three (3) years of service **(New incentive)**

Alternative Proposed Homeownership Incentive for Academy Graduates, Subject to Further Research by Staff and Final Approval by the City Council:<sup>1</sup>

**Academy Graduate Antioch Homeownership Incentive** of up to \$60,000, which may be deposited directly into an escrow account or issued as a loan that can be forgiven over time for purchasing a (new or existing) single-family home in the City of Antioch. This Antioch Homeownership Incentive would be an agreement between the Police Officer and the City of Antioch, contingent upon the Officer's employment with the City, not ownership of that particular dwelling. The incentive agreement may require the City to forgive up to 5% of the loan for every year of employment with the City as a Police Officer for up to 20 years. The agreement and the loan would terminate or sunset in accordance with the termination provisions of the contract. Up to 5% per year may be added to the officer's W-2 at the end of each year as income based on loan forgiveness. If, for any reason, the Officer's employment terminates with the City prior to the sunset date, the remaining amount of the loan would be due and payable by the Officer. **(New incentive)**

2.

***Repayment of Bonuses and Incentives:***

---

<sup>1</sup> Upon initial authorization by City Council, Staff shall research and present the proposed contract terms and amounts to City Council for final approval at a subsequent City Council meeting.

In the event of separation of (lateral or entry level) applicant's employment with the City for any reason, the applicant shall reimburse the City for the signing bonuses as detailed below:

1. If separation occurs before completion of the probationary period, applicant shall reimburse the City for **\$20,000**
2. If separation occurs before completion of three (3) years of employment, applicant shall reimburse the City for **\$30,000**
3. If separation occurs before completion of five (5) years of employment, applicant shall reimburse the City for the full **\$40,000**

Such reimbursement shall be immediately due and payable without notice. Any unpaid balance of the signing bonus shall first be deducted from the applicant's final paycheck. In the event the final paycheck is not sufficient to pay the balance of the signing bonus, then any resultant balance must be paid, in full, with other resources of the applicant. If the applicant remains employed with the City beyond the terms defined above, the applicant will have no obligation to repay any part of the signing bonus.

#### **ATTACHMENTS**

A. Resolution

Exhibit A: Employee Referral and Recruitment Signing Bonus and Incentive Program for Qualified Lateral and Entry Level Police Officers



**ATTACHMENT "A"**

**RESOLUTION NO. 2022/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
AUTHORIZING AN INCREASE IN EMPLOYEE REFERRAL AND RECRUITMENT  
SIGNING BONUS/INCENTIVE FOR QUALIFIED ENTRY LEVEL AND (ACADEMY  
GRADUATE AND RECRUIT) POLICE OFFICERS**

**WHEREAS**, on November 28, 2017, the Antioch City Council approved the Police Departments first referral and recruitment signing bonus/incentives for qualified lateral Police Officers;

**WHEREAS**, the Police Department currently has thirteen (13) Police Officer vacancies with an anticipated ten (10) additional Police Officer vacancies over the next year;

**WHEREAS**, the hiring of Officers in all categories (lateral, academy graduate, and recruit) remains a challenge due to ever increasing expectations and standards for law enforcement in California coupled with a highly competitive job market; and

**WHEREAS**, the Antioch Police Department has proposed an updated Employee Referral and Recruitment Signing Bonus and Incentive Program for Qualified Lateral and Entry Level Police Officers ("Exhibit A").

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby authorizes the increases in employee referral and recruitment signing bonuses and incentives for qualified lateral and entry level (academy graduate and recruit) Police Officers, attached hereto as Exhibit A and incorporated by reference, for a one (1) year period beginning on August 23, 2022 and ending on August 22, 2023.

\* \* \* \* \*

**I HEREBY CERTIFY** that the foregoing resolution was passed and adopted by the City Council of the City of Antioch, at a regular meeting thereof, held on the 23rd day of August, 2022 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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



+

**EMPLOYEE REFERRAL AND RECRUITMENT  
SIGNING BONUS AND INCENTIVE PROGRAM FOR QUALIFIED LATERAL AND  
ENTRY LEVEL POLICE OFFICERS**

***Recommended Program Details for Lateral Police Officers (open to all qualifying lateral police officers hired from August 23, 2022 until August 22, 2023):***

To qualify for the bonus and incentive program, the applicant must:

1. Be currently employed as a Police Officer within a California law enforcement agency.
2. Have at least two (2) years of experience as a Police Officer and have successfully completed a probationary period.
3. Possess a Basic California POST Certificate.
4. If the applicant is a former Antioch Officer who wishes to return to the department, his/her separation of employment must be at least eighteen (18) months to qualify.

The bonuses and incentives will consist of the following:

1. Applicant will be allowed to carry over up to 200 hours of accrued sick leave from his/her department. **(Currently in place)**
2. Prior law enforcement service seniority will be used to determine vacation accrual rate of the applicant. **(Currently in place)**
3. Automatic credit of 40 hours vacation upon employment. **(Currently in place)**
4. Signing bonus of \$40,000 with payments in the following increments:
  - a. \$20,000 – upon successful completion of the Field Training Program **(Increased incentive)**
  - b. \$10,000 – upon successful completion of probation **(Increased incentive)**
  - c. \$10,000 – upon three (3) years of service **(Increased incentive)**  
(Any leave without pay would be discounted from the total years of service for purposes of determining incremental, bonus payment dates for individual employees.)
5. Any current Antioch employee who recruits a lateral Officer will receive his/her choice of \$1,000 or 20 hours of Comp Time upon the lateral's successful completion of the field training program. **(Currently in place)**

***Recommended Program Details for Entry Level (Academy Graduate and Recruit) Police Officers (open to all qualifying entry level police officers hired from August 23, 2022, until August 22, 2023):***

To qualify for the bonuses and incentives, the applicant must:

1. Successfully complete a Basic Police Academy and possess a Basic POST certificate in the State of California.
2. Successfully complete the background and hiring process for the City of Antioch Police Department.

3. Successfully complete the Field Training Program for the City of Antioch Police Department.

The bonuses and incentives will consist of the following:

4. Signing bonus of \$40,000 with payments in the following increments:
  - a. \$20,000 – upon successful completion of the Field Training Program (**New incentive**)
  - b. \$10,000 – upon successful completion of probation (**New incentive**)
  - c. \$10,000 – upon three (3) years of service (**New incentive**)

***Repayment of Bonuses and Incentives:***

In the event of separation of a (lateral or entry level/academy graduate) applicant's employment with the City for any reason, the applicant shall reimburse the City for the signing bonus as detailed below:

1. If separation occurs before completion of the probationary period, applicant shall reimburse the City for **\$20,000**
2. If separation occurs before completion of three (3) years of employment, applicant shall reimburse the City for **\$30,000**
3. If separation occurs before completion of five (5) years of employment, applicant shall reimburse the City for the full **\$40,000**

Such reimbursement shall be immediately due and payable without notice. Any unpaid balance of the signing bonus shall first be deducted from the applicant's final paycheck. In the event the final paycheck is not sufficient to pay the balance of the signing bonus, then any resultant balance must be paid, in full, with other resources of the applicant. If the applicant remains employed with the City beyond the terms defined above, the applicant will have no obligation to repay any part of the signing bonus.



CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of August 23, 2022

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

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

**SUBJECT:** Resolution Seeking Approval of City Clerk's Request for the City Attorney to Provide Managerial Oversight of the City Clerk's Department

---

**RECOMMENDED ACTION**

It is recommended that the City Council adopt the resolution approving the City Clerk's request for the City Attorney to provide day-to-day managerial oversight of the City Clerk's Department.

**FISCAL IMPACT**

There will be no fiscal impact.

**DISCUSSION**

The City of Antioch has an elected City Clerk who historically works with managerial support from a staff member of the City's executive management team. The City Clerk has requested that the City Attorney provide day-to-day managerial oversight of the City Clerk's Department including work product, personnel, and the budget.

The City Clerk and the City Attorney work together across numerous functions and duties, so both the City Clerk and the City Attorney believe this working relationship would benefit the City.

The City Clerk's Department and City Attorney Office both work to ensure compliance with federal, state, and local laws and regulations including but not limited to open meetings laws, such as the Brown Act (Government Code § 54950, et seq.), conflict of interest laws, such as the Political Reform Act of 1974 (Government Code § 83111, et seq.), and transparency laws, such as the Public Records Act (Government Code § 6250, et seq.). The City Clerk is the City's Elections Official charged with the duty of conducting elections (Elections Code § 320) and the City Attorney provides legal advice to ensure compliance with elections laws. The City Clerk serves as the service agent for the City regarding claims, subpoenas, and summons and the City Attorney represents the City in all legal actions and proceedings.

**ATTACHMENTS**

A. Resolution

**RESOLUTION NO. 2022/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
APPROVING THE CITY CLERK'S REQUEST FOR THE CITY ATTORNEY TO  
PROVIDE MANAGERIAL OVERSIGHT OF THE CITY CLERK'S DEPARTMENT**

**WHEREAS**, the City Clerk has statutory authority to appoint deputies, for whose acts the City Clerk and the City Clerk's bondspersons are responsible, and the deputies shall hold office at the pleasure of the City Clerk and receive the compensation as provided by the City Council (Government Code § 40813);

**WHEREAS**, the City Clerk is the City's Elections Official charged with the duty of conducting elections (Elections Code § 320);

**WHEREAS**, the City of Antioch has an elected City Clerk who historically works with managerial support from a staff member of the City's executive management team who provides day-to-day managerial oversight of the affairs of the City Clerk's Department including work product, personnel, and the budget;

**WHEREAS**, the City Clerk and the City Attorney work together to ensure compliance with federal, state, and local laws and regulations including but not limited to open meetings laws, such as the Brown Act (Government Code § 54950, et seq.), conflict of interest laws, such as the Political Reform Act of 1974 (Government Code § 83111, et seq.), and transparency laws, such as the Public Records Act (Government Code § 6250, et seq.);

**WHEREAS**, the City Clerk serves as the service agent for the City regarding claims, subpoenas, and summons and the City Attorney represents the City in all legal actions and proceedings; and

**WHEREAS**, City Clerk, Elizabeth Householder, has requested that City Attorney, Thomas Lloyd Smith, provide day-to-day managerial oversight of the City Clerk's Department.

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

1. Approves the City Clerk's request for City Attorney to provide day-to-day managerial oversight of the City Clerk's Department and
2. Directs the City Attorney to provide day-to-day managerial oversight of the City Clerk's Department, including but not limited to work product, personnel, and budget issues effective immediately.

\* \* \* \* \*



**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 23<sup>rd</sup> day of August, 2022 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

---

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