



ANNOTATED AGENDA

Antioch City Council SPECIAL AND REGULAR MEETING Including the Antioch City Council acting as Housing Successor to the Antioch Development Agency

Date: **Tuesday, March 28, 2023**

Time: 4:15 P.M. – Closed Session
5:00 P.M. – Special Meeting/Study Session
7:00 P.M. – Regular Meeting

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

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

PLEASE TURN OFF CELL PHONES BEFORE ENTERING COUNCIL CHAMBERS.

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

Ellie Householder, City Clerk
Lauren Posada, City Treasurer
Forrest B. Ebbs, Acting City Manager
Thomas Lloyd Smith, City Attorney

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Notice of Availability of Reports

This agenda is a summary of the actions proposed to be taken by the City Council. For almost every agenda item, materials have been prepared by the City staff for the Council's consideration. These materials include staff reports which explain in detail the item before the Council and the reason for the recommendation. The materials may also include resolutions or ordinances which are proposed to be adopted. Unless otherwise noted, City Council actions include a determination that the California Environmental Quality Act (CEQA) does not apply. The Council meets regularly on the second and fourth Tuesdays of the month at 7:00 p.m., with Closed Sessions often occurring before or after the regular meeting. 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: [Notifications – City of Antioch, California \(antiochca.gov\)](http://antiochca.gov) and enter your e-mail address to subscribe. To view the agenda information, click on the following link: [City Council – City of Antioch, California \(antiochca.gov\)](http://antiochca.gov). 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 City Council on each agenda item. To address the Council, fill out a Speaker Request form and place in the Speaker Card Tray near the City Clerk before the meeting begins. This will enable us to call upon you to speak. Comments regarding matters not on this Agenda may be addressed during the "Public Comments" section. No one may speak more than once on an agenda item or during "Public Comments". The Speaker Request forms are located at the entrance of the Council Chambers. Please see the Speaker Rules on the inside cover of this Agenda.

4:15 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 Government Code section 54956.9: Lim v. City of Antioch, United States District Court, Case No. CV-22-04067-LB.

Council voted to approve settlement for \$90,000, 5/0

- 2) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION –**
pursuant to Government Code section 54956.9: Frank Sterling v. City of Antioch, et al., United States District Court, Northern District of California, Case No. 3:22-cv-07558-TSH.

No reportable action

4:16 P.M. ADJOURNED TO CLOSED SESSION

5:15 P.M. ROLL CALL – SPECIAL MEETING/STUDY SESSION – for Council Members – *All Present*

PLEDGE OF ALLEGIANCE

STUDY SESSION

SM-1. FISCAL YEAR 2023-25 BUDGET DEVELOPMENT

Council received the presentation

Recommended Action: It is recommended that the City Council provide feedback and direction regarding the budget development information provided for the Fiscal Year 2023-25 Budget.

PUBLIC COMMENT

5:42 P.M. MOTIONED TO ADJOURN SPECIAL MEETING/STUDY SESSION

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

PLEDGE OF ALLEGIANCE

CITY ATTORNEY TO REPORT OUT ON CLOSED SESSION

1. PROCLAMATION

- Prescription Drug Abuse Awareness Month, March 2023

Approved, 5/0

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

2. ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS

- EGG-STRAVAGANZA & REC EXPO – April 8, 2023
Antioch Water Park, 4701 Lone Tree Way, Antioch, CA

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

CITY COUNCIL COMMITTEE REPORTS/COMMUNICATIONS

MAYOR'S COMMENTS

3. **CONSENT CALENDAR for City /City Council Members acting as Housing Successor to the Antioch Development Agency**
- A. APPROVAL OF COUNCIL MEETING MINUTES FOR FEBRUARY 14, 2023
Approved, 5/0
Recommended Action: It is recommended that the City Council approve the Meeting Minutes.
- B. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR FEBRUARY 23, 2023
Approved, 5/0
Recommended Action: It is recommended that the City Council approve the Special Meeting Minutes.
- C. APPROVAL OF COUNCIL MEETING MINUTES FOR FEBRUARY 28, 2023
Approved, 5/0
Recommended Action: It is recommended that the City Council approve the Meeting Minutes.
- D. APPROVAL OF COUNCIL MEETING MINUTES FOR MARCH 14, 2023
Continued, 5/0
Recommended Action: It is recommended that the City Council continue the Meeting Minutes.
- E. APPROVAL OF COUNCIL SPECIAL MEETING/CLOSED SESSION MINUTES FOR MARCH 17, 2023
Continued, 5/0
Recommended Action: It is recommended that the City Council continue the Special Meeting/Closed Session Minutes.
- F. APPROVAL OF COUNCIL WARRANTS
Approved, 5/0
Recommended Action: It is recommended that the City Council approve the warrants.
- G. 2022 ANNUAL HOUSING ELEMENT PROGRESS REPORT, HOUSING SUCCESSOR ANNUAL REPORT AND PROGRESS REPORT FOR THE GENERAL PLAN
Received and filed, 5/0
Recommended Action: It is recommended that the City Council receive and file the 2022 Annual Housing Element Progress Report, Housing Successor Annual Report, and Progress Report for the General Plan.

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

H. MEMORANDUM OF UNDERSTANDING WITH THE ANTIOCH HISTORICAL SOCIETY FOR CHARITABLE BINGO OPERATIONS AT THE ANTIOCH SENIOR CENTER

Reso No. 2023/45 adopted, 5/0

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

- 1) Approving a Memorandum of Understanding with the Antioch Historical Society for Charitable Bingo Operations at the Antioch Senior Center; and
- 2) Authorizing the Acting City Manager to execute the agreement.

I. AWARD OF AN AGREEMENT FOR PRINT AND MAIL SERVICES FOR UTILITY BILLING RFP 946-0203-23G

Reso No. 2023/46 adopted, 5/0

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

- 1) Approving award of an agreement for print and mail services of water utility bills to InfoSend for a five-year term, and
- 2) Authorizing the Acting City Manager to execute the contract in a form approved by the City Attorney.

J. RESOLUTION ACCEPTING COMPLETED IMPROVEMENTS AND THE RELEASE OF BONDS FOR AMCAL FAMILY/SENIOR APARTMENTS (P.W. 371-RA-57)

Reso No. 2023/47 adopted, 5/0

Recommended Action: It is recommended that the City Council adopt a resolution accepting the completed improvements, authorizing the Acting City Manager or designee to file a Notice of Completion for the project and the release of bonds for AMCAL Family/Senior Apartments (P.W. 371-RA-57).

K. FIRST AMENDMENT TO THE CONSULTING SERVICES AGREEMENT WITH KLEINFELDER, INC. FOR SERVICES RELATED TO THE WATER MAIN REPLACEMENT AT VARIOUS LOCATIONS PROJECT (P.W. 503-19)

Reso No. 2023/48 adopted, 5/0

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

- 1) Approving the first amendment to the Consulting Services Agreement with Kleinfelder, Inc. for services related to the Water Main Replacement at Various Locations Project in the amount of \$73,779 for a total contract amount of \$123,779; and
- 2) Authorizing the Acting City Manager to execute the first amendment to the Agreement with Kleinfelder, Inc.

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

- L.** INITIATE PREPARATION OF THE STREET LIGHTING AND LANDSCAPE MAINTENANCE DISTRICT CITY ENGINEER'S REPORT FOR FISCAL YEAR 2023/24

Reso No. 2023/49 adopted, 5/0

Recommended Action: It is recommended that the City Council adopt the resolution directing the City Engineer to prepare a consolidated Engineer's Report for Fiscal Year 2023/24 Street Lighting and Landscape Maintenance District assessments.

- M.** RESOLUTION ESTABLISHING THE RATE PER EQUIVALENT RUNOFF UNIT FOR FISCAL YEAR 2023/24 AND REQUESTING THE CONTRA COSTA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT TO ADOPT AN ANNUAL PARCEL ASSESSMENT FOR DRAINAGE MAINTENANCE AND THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM PROGRAM

Reso No. 2023/50 adopted, 5/0

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

- 1) Determining that the rate to be assigned to a single Equivalent Runoff Unit for Fiscal Year 2023/24 shall be set at twenty-five dollars (\$25.00); and
- 2) Requesting the Contra Costa County Flood Control and Water Conservation District adopt Stormwater Utility Assessment Drainage levies based on the rate for a single Equivalent Runoff Unit for Fiscal Year 2023/24, which shall be set at twenty-five dollars (\$25.00).

COUNCIL REGULAR AGENDA

- 4.** SALES TAX CITIZENS' OVERSIGHT COMMITTEE APPOINTMENTS FOR THE VACANCIES EXPIRING MARCH 2026

Reso No. 2023/51 adopted appointing Seanzell Lewis and Erika Raulston to the Sales Tax Citizens' Oversight Committee for the vacancies expiring March 2026, 5/0

Recommended Action: It is recommended that:

- 1) The Mayor nominates two (2) members to the Sales Tax Citizens' Oversight Committee for the vacancies expiring March 2026.
- 2) The City Council appoint [Seanzell Lewis and Erika Raulston] by resolution as members to the Sales Tax Citizens' Oversight Committee for the vacancies expiring March 2026.

COUNCIL REGULAR AGENDA – Continued

5. TOBACCO ORDINANCE DISCUSSION

Council consensus to bring back an amended ordinance to rescind “Local Restrictions No. 4-6”; and allow sale or transfer of business to another party

Recommended Action: It is recommended that the City Council receive and file this report and offer any questions or direction to staff.

6. RENTAL INSPECTION PROGRAM INFORMATION

Council consensus to re-establish the program

Recommended Action: It is recommended that the City Council receive and file this report and offer any questions or direction to staff.

7. DEPARTMENT OF PUBLIC SAFETY AND COMMUNITY RESOURCES (P.W. 289-15)

Council consensus to support the project

Recommended Action: It is recommended that the City Council provide direction for the design approval and funding of the Department of Public Safety and Community Resources.

8. ECONOMIC DEVELOPMENT COMMISSION REVIEW OF PAST PURPOSE AND FUTURE VALUE

Council consensus to bring back formation of an ad hoc committee

Recommended Action: It is recommended that the City Council discuss the future relevance of the Economic Development Commission.

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 Acting City Manager – no longer than 6 months.*

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


Motioned to adjourn Regular Meeting at 10:55 p.m., 5/0



STAFF REPORT TO THE CITY COUNCIL

DATE: Special Meeting of March 28, 2023

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Dawn Merchant, Finance Director 

SUBJECT: FY2023-25 Budget Development

RECOMMENDED ACTION

It is recommended that the City Council provide feedback and direction regarding the budget development information provided for the fiscal year 2023-25 budget.

FISCAL IMPACT

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

DISCUSSION

The purpose of this study session is to start a preliminary review of the General Fund. The budget being presented this evening is "status quo" capturing only existing services provided and contracted for. New budget asks, which includes new positions, are outlined separately for consideration by the City Council. The intent is for the City Council to direct spending priorities within budget constraints.

Departments are requesting several new positions in this budget cycle to meet increasing service demands. New position requests from departments that directly or indirectly impact the General Fund have not been integrated into expenditure projections. The position requests included in this report are those that financially impact only the General Fund as that is the focus of this study session. Positions impacting other funds will be discussed during the applicable study sessions.

As the City Council deliberates the preliminary 2023-25 budget, the governing body is encouraged to consider balancing community needs and a fiscally sustainable budget.

The General Fund Defined

As a refresher for the public and the governing body, the General Fund is the main operating fund of the City and accounts for the majority of essential services provided, other than water. The General Fund is divided into separate cost centers depending on the purpose served which are referred to as departments with sub-groupings of divisions within each department. The departments supported by the General Fund are:

- Legislative & Administrative (City Council, City Clerk, City Attorney, Human Resources, City Manager, Economic Development)
- Finance
- Non-departmental (this category is for general revenues to be spent on City services and accounts for expenses not specific to a department or division)
- Public Works (other than water/sewer)
- Engineering (new department proposed to be separated from Public Works with this budget cycle)
- Police (includes Animal Shelter subsidy)
- Community Development
- Public Safety and Community Resources (other than CDBG, Housing Successor and Environmental Services which are accounted for in Special Revenue Funds)
- Recreation Services (subsidy to Recreation Fund)

While there are fees, charges and permits that fund a portion of departments directly within the General Fund, the majority of revenues that the General Fund receives are general purpose and offset the remaining cost of operations not covered by targeted revenues. These general revenues include property taxes, sales taxes, business license taxes and franchise fees.

A budget should be balanced, meaning that the expenditures in any given fiscal year should not exceed revenues. In 2018, the City established a Budget Stabilization Fund to maintain a minimum 20% unassigned fund balance within the General Fund. When established, the purpose of this fund was to provide a means of handling unexpected General Fund budget variances, unanticipated projects and/or expenses, and unfunded liabilities. The proposed budget as presented reflects using the Budget Stabilization Fund to balance the budget each fiscal year for expenses that exceed revenues. Any additional programs and/or services that are added to the General Fund without adjustments to other programs or services will result in more funding from the Budget Stabilization Fund being utilized, which in its nature as created, is not to fund on-going programs.

Reserve Policy

The City has an adopted reserve policy that the General Fund unassigned (not committed for other purposes) fund balance will be a minimum of 20% of General Fund operating revenues. The percentage for each fiscal year budget is shown at the bottom of Chart A.

Unfunded Liabilities

As of June 30, 2022, the City of Antioch has the following unfunded pension and other post-employment benefit (OPEB) liabilities:

Plan	Pension Liability	OPEB Liability	Total
Miscellaneous	\$ 41,724,990	\$ -	\$ 41,724,990
Safety	39,313,713	-	39,313,713
Police Supplementary	354,906	-	354,906
OPEB	-	21,758,875	21,758,875
	<u>\$ 81,393,609</u>	<u>\$ 21,758,875</u>	<u>\$ 103,152,484</u>

City Council directed to begin funding the full actuarial determined contribution (ADC) for OPEB verses pay-as-you-go funding beginning in FY2019-20 from the Budget Stabilization Fund. At an estimated annual cost of \$1.2-\$1.3M per year, this money is held and invested by the City's Section 115 Trust held with CalPERS. This decision resulted in the actuarial determined unfunded liability dropping approximately \$25M from having a systematic payment plan allowing for a higher rate of return to be utilized in calculating the City's long-term liability. As of June 30, 2022, when the latest OPEB liability was calculated, the City had \$18,793,993 in the trust which can only be used to pay for OPEB benefits.

CalPERS Employer Contributions

The City contribution rates included in the FY2023-25 budget are as follows:

Tier	City Contribution Rate		
	FY23	FY24	FY25
Miscellaneous Classic/PEPRA	39.210%	36.31%	35.00%
Safety Classic	95.142%	101.805%	104.805%
Safety 2nd Tier	24.360%	27.63%	28.183%
Safety PEPRA	13.660%	14.50%	14.645%

The Safety Classic and 2nd Tier rates in the table are net of 3% employee pickup of City rate. FY23 and 24 rates have been provided by CalPERS. FY25 rates are assumptions based on data from the CalPERS actuarial valuation reports. However, for the Safety Classic Plan, City rates have been increasing exponentially the last couple of years beyond City projections. FY21 increased 12.367% over FY20 and FY22 increased 9.978% over FY21 and FY23 increased 7.86% over FY22. The actual FY25 rates for all tiers will not be provided by CalPERS until sometime after July 2023. Should the increase be beyond projections, a budget amendment will be required.

Subsidies to City Services

The City operates recreation programs, an animal shelter and a marina which are accounted for in separate funds of the City. The General Fund has always subsidized recreation programs and the animal shelter as these programs/facilities do not generate enough operating revenue to cover expenditures. Beginning in FY22, the marina started

to require a subsidy to fully fund the operating expenditures of the facility and it is projected that support will be continued into outlying years.

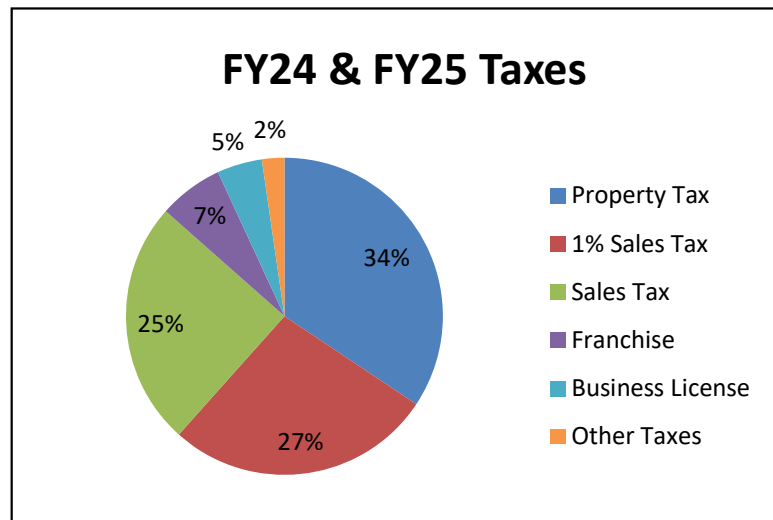
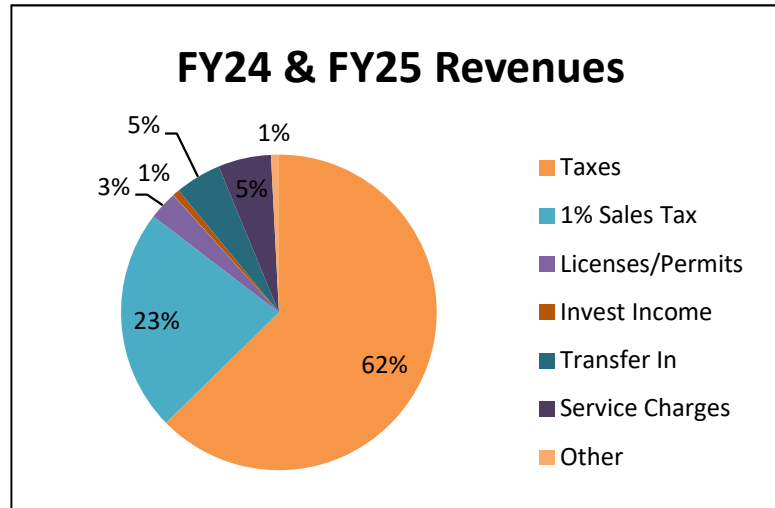
CHART A GENERAL FUND BUDGET SUMMARY

	2022-23 Revised	2023-24 Proposed	2024-25 Proposed
Beginning Balance, July 1	\$34,730,176	\$34,730,176	\$34,730,176
Revenue Source:			
Taxes	55,424,868	56,470,047	58,418,633
1% Sales Tax	21,036,699	21,145,433	21,727,902
Licenses & Permits	2,404,481	2,750,240	2,750,240
Fines & Penalties	77,123	75,100	75,100
Investment Income & Rentals	641,000	665,000	675,000
Revenue from Other Agencies	831,194	142,000	142,000
Current Service Charges	5,846,521	4,917,821	5,049,409
Other Revenue	682,431	520,200	520,200
Transfers In	4,421,392	4,372,793	4,405,014
Total Revenue	91,365,709	91,058,634	93,763,498
Expenditures:			
Legislative & Administrative	6,485,240	6,443,085	6,823,885
Finance	1,895,638	2,023,574	2,238,257
Nondepartmental	8,305,467	4,692,768	5,006,965
Public Works	13,825,520	10,815,481	11,631,300
Engineering	0	2,073,189	2,069,236
Police Services	52,235,828	54,716,392	56,862,228
Police Services-Animal Support	1,923,994	2,103,368	2,277,869
Recreation/Community Svs.	4,633,428	4,051,848	4,230,074
Public Safety & Community Resources	2,455,509	2,920,230	3,041,632
Community Development	6,274,473	7,659,544	8,496,214
Total Expenditures	98,035,097	97,499,479	102,677,660
(Deficit)	(6,669,388)	(6,440,845)	(8,914,162)
Budget Stabilization Transfer	6,669,388	6,440,845	8,914,162
Ending Balance, June 30	\$34,730,176	\$34,730,176	\$34,730,176
Committed-Comp. Absences	150,338	150,000	150,000
Committed-Litigation Reserve	500,000	500,000	500,000
Committed-Comm. Dev. Fees	1,020,135	1,240,135	356,546
Unassigned Fund Balance	\$33,059,703	\$32,840,041	\$33,723,630
Percentage of Revenue	36.18%	36.06%	35.97%

Utilizing the Budget Stabilization Fund, each fiscal year is balanced, however the goal each year should be to spend within General Fund revenues and not pull from the Budget Stabilization Fund. The reserve policy is met, achieving over a 20% unassigned fund balance each fiscal year. A discussion of revenues and expenditures follows.

Revenues

The major categories of revenues are broken out in the pie charts below showing where the City's General Fund money comes from. A majority of revenues are generated from taxes, 85% in both FY24 and FY25.



The proposed budget includes the following revenue assumptions:

- FY24 and FY25 project a 4% property tax increase each fiscal year based on the cooling housing market due to rising interest rates.
- 1.24% increase in sales tax in FY24 and 3.36% in FY25 based on projections from the City's sales tax consultant.
- Cannabis fee revenue of \$2,000,000 in FY24 and \$2,125,000 in FY25.

1% Sales Tax Allocation

Measure W was passed by Antioch voters in November 2018 and became effective April 1, 2019. It is referred to as 1% Sales Tax in the budget. The tax is a general-purpose tax, meaning that it can be used for any lawful purpose of the City. During the FY2021-23 budget process, City Council allocated the funds as follows:

1. All Code Enforcement personnel costs and one Planner in Community Development.
2. The entire cost of the Youth Network Services program in the Public Safety and Community Resources Department.
3. The cost of one Human Resources Technician in Human Resources.
4. The cost of one Accountant in Finance.
5. The cost of a four-person Abatement Team, one Engineer, one Landscape Maintenance Worker, and one Facility Maintenance Worker in Public Works.
6. Recreation programs and services calculated as the amount exceeding the cost of the 2019 General Fund budgeted subsidy as a base year amount (so as not to replace the General Fund subsidy represent additional investment in Recreation).
7. Any remaining funds after the previously listed allocations were provided to fund Police Department costs.

For this draft budget, City Council direction on the allocation is requested. It is important to keep in mind that Measure W does not provide additional resources beyond the General Fund revenue projections, it is merely what the City Council chooses to dedicate Measure W funding to within the General Fund.

Expenditures

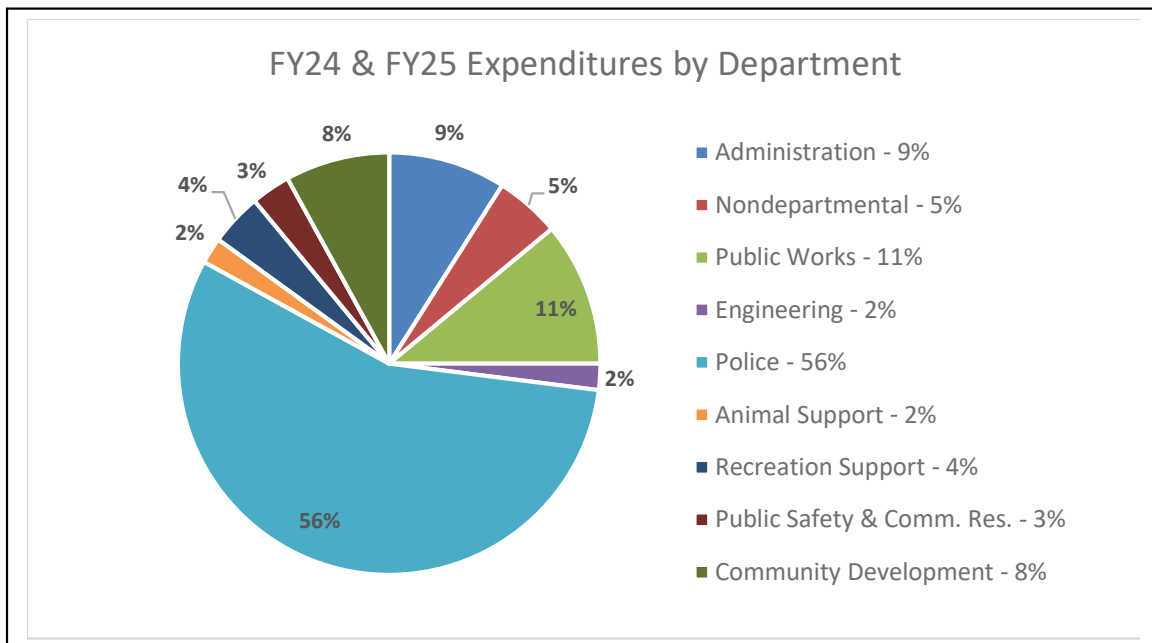
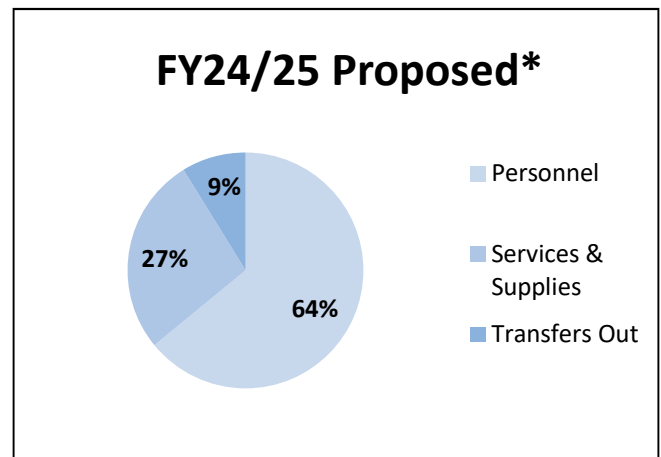
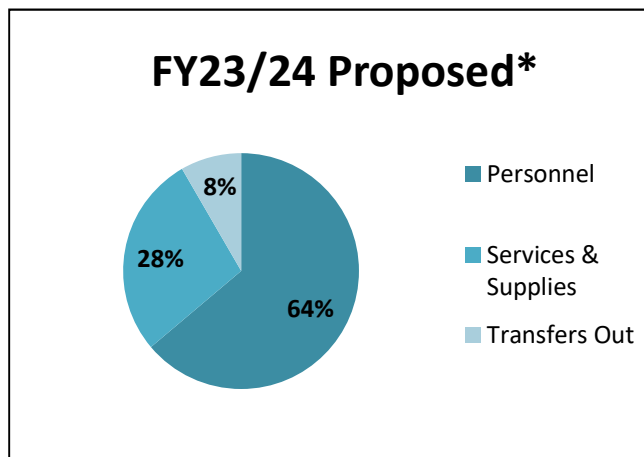


CHART B GENERAL FUND BUDGET BY EXPENDITURE CATEGORY

	June 30, 2023 Revised	June 30, 2024 Proposed	% Change	June 30, 2025 Proposed	% Change
Expenditures:					
Personnel	\$58,146,028	\$65,146,166	12.0%	\$68,741,594	5.52%
Services and Supplies	33,126,572	28,000,381	-15.5%	28,731,337	2.61%
Transfers Out	9,767,518	8,449,581	-13.5%	9,301,378	10.08%
Internal Services	(3,005,021)	(4,096,649)	36.3%	(4,096,649)	0.00%
Total Expenditures	\$98,035,097	\$97,499,479	-0.5%	\$102,677,660	5.31%



*Excludes internal services

Personnel costs increase in FY24 over FY23 due to: vacancy savings recognized in FY23; 4% approved cost of living increase; step increases for eligible employees; increased pension and other benefit contribution costs that occur each year. FY25 increase over FY24 due to 3% approved cost of living increase; step increases for eligible employees and increased pension and other benefit contribution costs that occur each year.

Services & Supplies variances are explained in Attachment A draft budget worksheets.

Transfers out decrease in FY24 from FY23 includes transfers out to the Capital Improvement Fund for CIP projects in FY23. FY25 increase due to increases in the subsidies to Recreation, Animal Services and the Marina Fund.

Internal Services represent the costs allocated to other funds as determined by the City's 2023 update to the Cost Allocation Plan. The amount remains the same in 2025 and will be re-evaluated again in the 2025-27 budget cycle.

ADDITIONAL BUDGET REQUESTS (POSITIONS/OTHER) BY DEPARTMENT

Several additional budget items, including positions, are being requested by departments. Only those that have a direct or indirect financial impact on the General Fund are included in this report for consideration. Other budget items and positions that impact other funds will be discussed at future budget study sessions.

City Attorney

The City Attorney's office additional budget request is for staffing and budget for a fee study related to rent stabilization:

1. **Assistant City Attorney.** Currently, a significant portion of police legal services are outsourced at an expense to the City, estimated at a cost of \$300,000-\$350,000 annually, dependent on the volume of legal assistance required. Therefore, the City Attorney's Office is requesting an Assistant City Attorney to assist in providing legal advice for contracts, participate in the Pitchess/Brady process, and to aid in the police decertification legalities of SB2. Further duties would include assessment and presentation of legal updates that might require training or policy amendments and review of Public Records Act requests, which will become increasingly more complex with current and future legislative changes. This position will reduce legal expenses related to outsourcing legal services. The position may provide additional cost-savings in the form of risk management and liability mitigation. When not working on police matters, this attorney would be assigned work in other departments throughout the City. We believe this position would pay for itself through the reduction of contract legal services costs. The FY24 estimated annual salary and benefits cost range (Step A to E) is \$297,016 to \$354,057. The position would also require an initial outlay of approximately \$5,000 for computer and other start up supplies.
2. \$50,000 is being requested in FY24 for a fee study for the rent stabilization program. The fee study would establish appropriate fees to charge landlords for staffing and related costs of maintaining an office for the rent stabilization program.

Engineering

The City Manager's office had previously presented a re-organization of the Public Works, Community Development and Engineering functions that currently exist in the municipal code to the City Council. An item to introduce an ordinance change and consideration of a new City Engineer department director was brought to City Council on March 14th. City Council tabled the item until a future meeting. However, for budget purposes, should the City Council be in support of the re-organization and create a new City Engineer director position, the fiscal impact would be as follows:

1. **City Engineer.** Creating this position would separate the current Public Works Director/City Engineer position into two distinct and separate positions. The estimated FY24 annual salary and benefits cost at Step E is \$386,492 with an additional outlay of approximately \$5,000 for computer and other start up supplies. The job specification and salary scale would need to be created and brought back to City Council for approval.

Staff may also consider other organizational models to address the current challenges and vacancies.

Finance

The Finance Department's additional budget request is for staffing only:

1. Accounting Technician – Water Department (reclassification). This position would reclassify an existing budgeted Customer Service Representative (CSR) position, which is budgeted 10% General Fund and 45% each to the Water and Sewer Funds, to an Accounting Technician. There is currently only one Accounting Technician position assigned to the water utility area that creates and monitors approximately 33,000 utility bills per month, posts adjustments to water accounts, pulls payment packets from the third-party processor, creates statistical reports and other water utility reports for other agencies, among a variety of other complex duties. This position is also supposed to process monthly miscellaneous accounts receivable for the City but has no capacity to do so with the volume of other work, so that function is handled by the supervisor and Finance Director as a backup. When that employee is absent, the supervisor or a CSR (that doesn't have full training in the role) has to backfill the job duties. Due to volume of work, it is requested to reclassify a budgeted CSR to an Accounting Technician to align with the needs of the water department to accomplish all tasks in an efficient and timely manner and to provide another level of support to utility billing functions. The estimated FY24 General Fund budget impact is \$2,684 and \$12,082 to each of the Water and Sewer Fund.
2. Accounting Technician – Accounts Payable. The City currently has only one position responsible for processing weekly accounts payable transactions, which includes purchase order processing, manual invoice requests, responding to vendor and department inquiries, and tracking retainages for capital projects. Approximately 544 accounts payable records are processed weekly and fiscal year to date over 18,000 records have been processed. The position also reconciles, prepares and files annual 1099 forms, sales tax remittances and the Council warrant reports among other duties. The volume of invoices to process has increased significantly over the last several years as the City grows. A variety of other team members have to assist and be trained whenever the position is absent, vacant or has too many invoices to process in any given week that exceed the available time in order to meet payment deadlines. An additional Accounting Technician position is being requested to meet service needs. The estimated FY24 annual salary and benefit range (Step A to E) is \$127,339 to \$147,609.

Should the City Council not be willing to add this position, it is requested that City Council approve funding this position in lieu of a budgeted, but unfilled, Finance Analyst position due to the higher priority need in Finance which would provide some budget savings (\$20,868 estimated for FY24). Funding the Finance Analyst could then be re-visited in the next midyear budget cycle.

Human Resources

The Human Resources Department's additional budget request is for staffing only:

1. Human Resources Manager. This would be a new position classification. With the increase in City staff and new departments being created, additional Human Resources support is needed. The Manager would assist the Director managing projects, supervision of staff, serve as second in command in Director's absence and other higher complex duties as needed. The estimated FY24 annual salary and benefits cost range (Step A to E) is \$196,984 to \$232,455, with an additional \$5,000 needed in the first year for startup supplies and equipment.
2. Administrative Analyst II/III. The position would assist with staff reports, creating and updating class specifications, maintain the class and compensation schedule, create and update policies, assist with confidential employee investigations and discipline and provide overall administrative support. The estimate salary and benefit range cost range (Step A of II to Step E of III) is \$184,420 to \$236,025, with an additional \$5,000 needed in the first year for startup supplies and equipment.

Economic Development

The Economic Development Department's additional budget request is for staffing only:

1. Administrative Analyst I. Annual salary and benefits from Step A to E is estimated to be \$167,492 to \$196,587, with an additional \$5,000 needed in the first year for equipment and supplies. Should this position be approved, part time salaries can be eliminated in the amount of \$22,000 and \$23,000 in FY24 and 25 respectively. This position is being requested to support:
 1. contract management
 2. grant support
 3. monitoring and maintenance of the business database
 4. monitoring and maintenance of the commercial property database
 5. additional support for the implementation of visitation, retention, expansion, and attraction programs by identifying and contacting any of the over 3,300 companies that operate in Antioch
 6. focus and provide attention to the Rivertown Dining/Business District
 7. social media efforts
 8. business outreach
 9. clerical duties of department such as phones, emails, etc.

Public Works

Public Works staffing requests will be discussed as part of the Enterprise Funds review at a future budget meeting. Other budget requests impacting the General Fund are as follows:

Other Public Works Budget Requests:

	FY23	FY24	FY25
Two New Trucks	\$178,784	\$0	\$0
Vehicle Replacement	0	52,000	0
Paver Replacement	0	0	306,098
Furniture Replacement	0	4,732	0
Sandblaster Trailer	0	60,000	0
Thermos Stripper	0	100,000	0
Flatbed Trailer	0	40,000	0
Total Budget Requests	\$178,784	\$256,732	\$306,098

Recreation

This request addresses staffing only. Recreation has other new budget requests which will be discussed at a future budget meeting.

1. Recreation Coordinator – Sports. The addition of a sports coordinator will allow Recreation to continue the current rapid expansion of sports programs since the end of the COVID-19 pandemic. Currently the sports fields have capacity for additional programming, but there is not adequate staff to add additional programming such as additional baseball, flag football, basketball, soccer, and other sports programming. The community has expressed desire for additional little league programming, and there is the possible opportunity of utilizing the Babe Ruth fields, which are owned by Corteva and have been vacant since the Antioch Little League folded. While this position would reside in the Recreation Special Revenue Fund, it would result in an increase in the General Fund subsidy to the Recreation Fund for the cost of the position. The FY24 estimated salary and benefits cost range (Step A to E) is \$133,082 to \$154,757 with an additional \$5,000 in computer and other start up supplies needed.
2. Recreation Services Manager. The Recreation Services Manager will serve as the “2nd in command” of the department. This position will primarily oversee operations of the Parks and Recreation Department. This will provide the department with additional leadership depth and provide a “bridge” between the Supervisor and Director that can serve as a path for career advancement. The Recreation Services Manager will have direct oversight of all programs at the Antioch Community Center and City Parks (Sports), while the Director will maintain direct oversight of the Antioch Water Park and Antioch Senior Center/NRCC. With the rapid expansion of programs and special events, evening and weekend attendance will be split between the Director and Recreation Services Manager. This will allow the Director to take on additional projects the department desires to implement that have taken a “back seat” to immediate and/or operational needs. While this position would reside in the Recreation Special Revenue Fund, it would result in an increase in the General Fund subsidy to the Recreation Fund for the cost of the position. The FY24 estimated salary and benefits cost range (Step A to E) is

\$205,325 to \$242,587 with an additional \$5,000 in computer and other start up supplies needed.

3. Two (2) Recreation Services Assistants – New Classification. The Recreation Assistant will be the entry-level, full-time role for the Parks and Recreation Department. This classification will be a blend of direct program implementation and program planning. One position will be assigned to the Antioch Community Center and the other will be assigned to the Antioch Senior Center/Nick Rodriguez Community Center. The position assigned to the Community Center will work an altered schedule, perhaps Thursday-Monday, 1pm-10pm. This person will be primarily responsible for overseeing events and activities that occur outside of business hours. Currently, full time staff is often called in during these hours for complex and difficult conversations around these programs that part-time staff are not equipped to handle. The position at the Senior Center will focus on customer service, basic administrative functions, as well as setup and teardown of daily activities and events. The salary range is envisioned to align with Administrative Assistant III (Non-exempt) and be represented by OE3. While this position would reside in the Recreation Special Revenue Fund, it would result in an increase in the General Fund subsidy to the Recreation Fund for the cost of the position. The FY24 estimated salary and benefits cost range (Step A to E) is \$122,363 to \$141,741 per position with an additional \$5,000 in computer and other start up supplies needed for both.
4. Reclassification of one Administrative Assistant II to either Administrative Assistant III or Recreation Services Assistant (if position classification approved by City Council). The Administrative Assistant overseeing facility rentals has the working title of “Facilities Coordinator.” Upon review of the work plan of this position, it has been determined that the Administrative Assistant III classification will be a better fit. The Administrative Assistant III Job Specification states that it is distinguished from Administrative Assistant I/II by “the performance of complex technical assignments or program responsibility.” As this position oversees the rental program for the department, Administrative Assistant III would be a better fit. Alternatively, since the requested Recreation Services Assistant position would have the same salary range and similar level of responsibility, this classification could be used as well. While this position resides in the Recreation Special Revenue Fund, it would result in an increase in the General Fund subsidy to the Recreation Fund for the cost of the increase. The estimated FY24 budget impact of the reclassification is \$5,123.

Police

The Police Department has new position and budget requests as follows:

Staffing

1. Police Evidence Supervisor. This position is being requested in order to re-assign an existing Corporal position completing the duties of this new position to alternate functions. This new position will be responsible for overseeing the intaking, logging, and storage of evidence in the department. This position is critical as the Property and Evidence division currently has no direct supervisor. This position classification does not currently exist and will need to have specifications and a

salary range brought back for approval. The FY24 estimated salary and benefits range (Step A to E) is \$201,540 to \$237,998.

2. Two (2) Police Dispatchers. Two positions are being requested to support the added interactions, duties and responsibilities involved with supporting the personnel from the CART/Felton Institute Crisis Response Team, Code Enforcement and SP Plus parking enforcement. The FY24 estimated annual salary and benefits cost range (Step A to F) is \$157,791 to \$198,908 per position.
3. Seven (7) Police Officers in FY25. Additional Police Officers would further aid in fully staffing patrol, as well as increasing personnel in special assignments such as traffic and pro-active teams, to reduce crime, improve quality of life, and provide better service to our fast growing community. In Antioch, we have approximately one officer authorized per 1,000 people, which is below the national average of 2.4 officers per 1,000 people, but also below most of our neighboring cities. Additional staffing would allow for significant improvement to response times and potentially a reduction of overtime expenses. The FY25 estimated annual salary and benefits cost range (Step A to E) is \$198,300 to \$406,337 per officer.
4. Reclassification of Office Assistant position in Animal Services to a Customer Service Representative position. This reclassification is requested to better reflect the duties and responsibilities required. The position is a customer facing, front desk position, working directly with the public and not internally. Although this position lies within the Animal Services Special Revenue Fund, it would result in an increase of the General Fund subsidy to Animal Services. The FY24 estimated annual salary and benefit impact is \$4,135.
5. Volunteer Coordinator – Animal Services. The new volunteer program launched in August 2021 has been well received and the number of active volunteers has grown to more than 75. However, without a dedicated, full-time Volunteer Coordinator to manage the growing number of volunteers, the volunteer program is limited in scope. A dedicated Volunteer Coordinator would be able to increase volunteer engagement and expand the program to fulfil our needs, thus helping to increase pet adoptions. A Volunteer Coordinator for Animal Services was specifically noted as needed in Contra Costa Grand Jury Report 2105. This position does not currently exist and a job specification and salary scale would need to be created and brought back to City Council for approval. Although this position lies within the Animal Services Special Revenue Fund, it would result in an increase of the General Fund subsidy to Animal Services. The FY24 estimated annual salary and benefit range (Step A to E) is \$133,127 to \$154,803.
6. Pet Adoption/Foster/Rescue Coordinator – Animal Services. Pathway planning for shelter pets is an integral part of ensuring pets move through the shelter in a timely manner. Currently, several animal services personnel work together to ensure pets are put on the correct path. To determine the correct pathway, each pet must be individually evaluated for health and temperament several times during their stay in the shelter. As the proper pathway is determined, a staff member must begin the processes needed for placing the animal up for adoption, into a rescue or into a foster home. With an average of 80 pets in the shelter daily, coordinating this

process between multiple employees is an exhaustive process. One which often results in delays in placement due to confusion on who is handling the process for each individual pet. There needs to be one employee, the Pet Adoption/Rescue/Foster Coordinator, designated to handle this responsibility for the department, so other employees can focus on their intended duties. This position does not currently exist and a job specification and salary scale would need to be created and brought back to City Council for approval. Although this position lies within the Animal Services Special Revenue Fund, it would result in an increase of the General Fund subsidy to Animal Services. The FY24 estimated annual salary and benefit range (Step A to E) is \$133,127 to \$154,803.

7. Registered Veterinary Technician – Animal Services. Animal Services currently relies upon one Registered Veterinary Technician (RVT) to assist the veterinarian with medical care and surgery for all shelter pets. With only one RVT, we are limited in the number of spay/neuter surgeries that can be completed. Adding a second RVT would increase our surgery capacity and allow us to provide medical care for shelter pets earlier in their stay at the shelter. Additionally, without a second RVT available when the one current RVT is on leave, surgeries come to a halt, which causes an increased length of stay for all pets in the shelter. An increased length of stay causes a domino effect, as pets are held longer, overcrowding causes a higher workload for animal care staff and the potential for disease in the shelter increases drastically. If spay/neuter surgeries must be outsourced during an RVT absence, the cost for these surgeries is approximately \$10,000.00 per week. Although this position lies within the Animal Services Special Revenue Fund, it would result in an increase of the General Fund subsidy to Animal Services. The FY24 estimated annual salary and benefit range (Step A to E) is \$113,056 to \$130,411.

Note that all positions would require additional budget for uniforms, equipment, training, etc. if approved.

Other Police Budget Requests:

	FY24	FY25
Vehicle Replacements	\$576,318	\$541,272
Community Cameras	200,000	200,000
Taser Replacements	100,000	100,000
New Evidence Van	50,000	0
New Cubicles/Desks for Records	75,000	0
New Chairs for Dispatch	10,000	0
New Recording System for Dispatch	35,000	0
StarChase Subscription	60,000	60,000
Stop Sticks	10,000	10,000
SWAT replacement robot, drone, sniper rifles	116,000	0
Total Budget Requests	\$1,232,318	\$911,272

Public Safety and Community Resources

Additional budget requests are as follows:

1. It is anticipated that this Department will be allocated \$400,000 from the County Probation Department. The funds are not included in the draft budget as there is no formal documentation or agreement as of yet, or clear direction on what the funds can be spent on. In preparation for the anticipated funding, the City has been exploring leasing a storefront at the Sycamore Plaza as a resource center. Preliminary research indicates that the City may be able to lease the space for a term of three years at \$30,000 annually. It is unclear if the lease, or any portion thereof, can be paid for from the County funds which means potential General Fund impact could be \$90,000 over the three-year period.
2. Part time help for the Community Engagement Coordinator in the amount of \$26,289 in FY24 and \$26,339 in FY25.
3. Extension of Delta Landing contract in the amount of \$383,250 each fiscal year if agreed upon by County.
4. Purchase of two staff vehicles in FY24 at a budgeted cost of \$90,000.

The next table is a summary of the positions with their costs at the highest step and additional budget requests to reflect the total potential General Fund budget impact to aid the City Council in their evaluation.

SUMMARY OF GENERAL FUND POSITION AND OTHER BUDGET REQUESTS

Position Requests	FY24 Estimated Max Cost
Deputy City Attorney	\$ 354,057
City Engineer	386,492
Accounting Technician (Water Dept)	2,684
Accounting Technician (Accts Payable)	147,609
Human Resources Manager	232,455
Administrative Analyst (HR)	236,025
Administrative Analyst (Econ Development)	174,587
Recreation Coordinator	154,757
Recreation Services Manager	242,587
Two Recreation Services Assistants	283,482
Reclass Admin Asst II to Admin Asst III (Recreation)	5,123
Police Evidence Supervisor	237,998
Two Police Dispatchers	397,816
Seven Police Officers (requested for FY25)	2,844,359
Reclass Office Asst to CSR (Animal Services)	4,135
Volunteer Coordinator	154,803
Pet Adoption Coordinator	154,803
Registered Veterinary Technician	130,411
Part Time Help for Community Engagement Coordinator	26,289
Total FY24 Estimated Maximum Cost of All Positions	\$ 6,170,472

Other Budget Requests	FY23	FY24	FY25
Public Works Requests	\$ 178,784	\$ 256,732	\$ 306,098
City Attorney Request	\$ -	50,000	-
Police Department Requests	-	1,232,318	911,272
Public Safety and Community Resources Requests	-	503,250	413,250
Total Additional Budget Requests	\$ 178,784	\$ 2,042,300	\$ 1,630,620

As outlined above, the impact to the General Fund of all positions is \$6,170,472 (although the Officer positions are requested for FY25) if all were filled at the highest step. This amount will increase in FY25 due to COLA's and other benefit increases. Council direction is requested on each position and additional budget requests to include or exclude from the proposed General Fund budget. Based on current General Fund projections, the City cannot fiscally sustain approving all of these positions and additional asks. Funding these will increase General Fund expenditures and further reduce reserves, completely depleting Budget Stabilization Funds by the end of 2025 and General Fund reserves by fiscal year 2027. Projections with staffing and other budget requests are included in Attachment B.

ONE-TIME REVENUES

At the close of FY21, there was \$1,051,661 in non-police salary savings considered "one-time revenues" under current City policy. With the close of FY22, there was an additional \$950,823 in non-police salary savings, bringing the total for both fiscal years to

\$2,002,484 available for spending. On December 13, 2022, City Council allocated \$400,000 to Water Park slide structure repairs leaving \$1,602,484 unspent.

Funds should be allocated to projects one-time in nature. Ideas that have been proposed since 2021 include:

- a) Apply all funds to unfunded liabilities. In prior years, 50% of funds were applied to unfunded liabilities which allowed the City to fully fund the Police Supplemental Retirement Plan. However, with market volatility and a required change in the discount rate, this plan has gone from being over funded to now having a liability of \$354,906 should the Council want to consider again paying down this liability.
- b) Hard House rehabilitation costs.
- c) Public Safety and Community Resources building costs that may exceed the \$4.3M in ARPA funding already allocated.
- d) Emergency Operations Center (EOC) upgrades at an estimated cost of \$600,000.
- e) Allocate funds to Recreation to be used at the Nick Rodriguez/Senior Center building for upgrades, repairs and maintenance needs.
- f) Allocate \$110,000 to 4th of July funding for the budget amendment that was approved on March 14th.
- g) Keep funds in General Fund reserves to reduce future use of Budget Stabilization funds.
- h) Leak repairs in City Hall, including windows and roof.

It is requested that City Council deliberate and provide direction on the allocation of these funds as it has been a continued discussion since late 2022.

NEXT STEPS

Budget sheets by each department and then division are included in Attachment A for review, discussion and feedback from the City Council. The next budget study session will be April 11, 2023 at 5:30 p.m. to continue the fiscal year 2023-25 budget development.

ATTACHMENTS

- A.** Draft Budget Sheets by Department
- B.** General Fund Projections

Budget Study Session

Attachment A

March 28, 2023



DEFINITIONS/EXPLANATIONS OF EXPENSE CATEGORIES USED:

PERSONNEL: All salary and benefit cost associated with full and part-time employees of the City, including projected overtime and standby costs.

MATERIALS & SUPPLIES: Office and operating supplies (pens, paper, etc); postage; copier charges; printing costs; chemicals; pipes & fittings; fuel; paving and building materials and other miscellaneous operating supplies and costs.

SAFETY MATERIALS: Ammunition, bullet proof vests, helmets, uniforms, AED's, body cameras and other protective equipment for police.

CONTRACTS: Contracts for professional services such as legal services, landscape services, design services, software maintenance, repairs, outside staffing (plan review, etc.), County lab testing, etc.

COMPUTER/PHONE MAINTENANCE & REPLACEMENT: The Information Services Department is responsible for Citywide computer and phone maintenance and replacement of devices and is accounted for in an Internal Service Fund of the City. Departments are charged/allocated a share of the cost of maintaining the Information Services Department as well as a charge to put aside money in the Information Services Internal Service Fund for future replacement of devices.

VEHICLE MAINTENANCE & REPLACEMENT: The City's Vehicle/Fleet Division is responsible for Citywide vehicle maintenance and replacement of vehicles and is accounted for in an Internal Service Fund of the City. Departments are charged/allocated a share of cost of maintaining the Vehicle/Fleet Division as well as a charge to put aside money in the Vehicle Replacement Internal Service Fund for future replacement of vehicles.

PARTS & SERVICE – VANDALISM & ACCIDENTS: The cost of repair parts and related services for damage to City owned property as a result of vandalism or accidents.

BUSINESS EXPENSE: Expenses related to costs of training, conferences, membership dues to organizations, long distance phone charges, recruitment, etc.

UTILITIES: Electricity and gas charges.

FURNITURE & EQUIPMENT: Includes office furniture, computer/software purchases, vehicle purchases and other equipment needs.

INTERNAL SERVICES: As determined by the City's Cost Allocation Plan last updated in 2023, this is the cost of General Fund services provided to other departments. The amount is allocated to funds other than the General Fund and shown as a "positive" Internal Services expense in those funds and as a "negative" Internal Services expense in the General Fund departments that are being allocated.

BUDGET STUDY SESSION – MARCH 28, 2023



LEGISLATIVE AND ADMINISTRATIVE SUMMARY

LEGISLATIVE AND ADMINISTRATIVE SUMMARY									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
SOURCE OF FUNDS:									
1% Sales Tax	53,430	134,033	46,074	162,771	162,771	0	-100%	0	0%
Billings to Departments	250,218	260,505	456,697	397,926	414,999	418,896	1%	425,484	2%
Charges for Services	5,651	0	36,217	0	10,000	0	0%	0	0%
Miscellaneous Revenue	1,187	16,145	150	500	3,807	500	-87%	500	0%
TOTAL SOURCE OF FUNDS	310,486	410,683	539,138	561,197	591,577	419,396	-29%	425,984	2%
USE OF FUNDS:									
Personnel	2,741,787	3,219,914	3,578,236	5,062,845	4,141,244	4,829,729	17%	5,089,072	5%
Services & Supplies	1,821,673	2,545,455	3,630,274	3,235,788	3,370,636	3,336,124	-1%	3,457,581	4%
Internal Services	(859,388)	(1,026,640)	(1,026,640)	(1,026,640)	(1,026,640)	(1,722,768)	68%	(1,722,768)	0%
TOTAL USE OF FUNDS	3,704,072	4,738,729	6,181,870	7,271,993	6,485,240	6,443,085	0%	6,823,885	6%

Authorized & Funded FTE's:	Funded 2022-23	Funded 2023-24	Funded 2024-25
City Council	5.00	5.00	5.00
City Attorney	3.00	3.00	3.00
City Manager	4.00	4.00	4.00
City Clerk	4.00	4.00	4.00
City Treasurer	1.15	1.15	1.15
Human Resources	6.00	6.00	6.00
Economic Development	2.00	2.00	2.00
Total Funded FTE's	25.15	25.15	25.15

BUDGET STUDY SESSION – MARCH 28, 2023



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

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

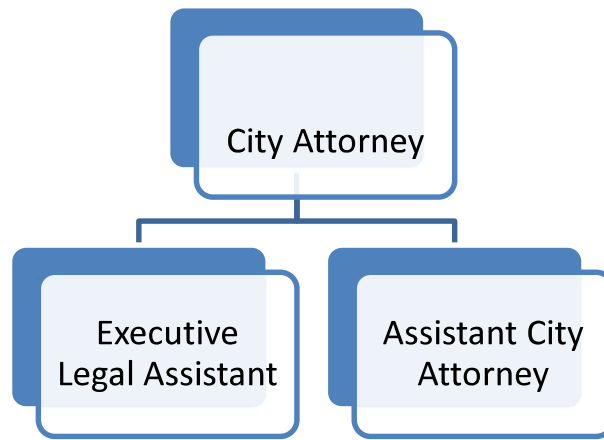
City Council (100-1110)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Personnel	128,607	144,470	168,172	203,608	199,775	293,963	47% ¹	309,234	5%
Supplies	100	345	1,040	2,000	2,000	2,000	0%	2,000	0%
Computer/Phone Maint. & Replace	20,308	17,680	17,680	17,680	17,680	22,469	27%	22,469	0%
Business Expense	19,136	25,772	13,401	33,880	33,880	32,600	-4%	33,880	4%
Internal Services	(120,563)	(173,955)	(173,955)	(173,955)	(173,955)	(343,939)	98% ²	(343,939)	0%
Total Use of Funds	47,588	14,312	26,338	83,213	79,380	7,093	-91%	23,644	233%
Elected Officials	5.00	5.00	5.00	5.00	5.00	5.00		5.00	

¹VARIANCE: Part time secretaries approved for City Council.

²VARIANCE: Cost Allocation Plan was updated in 2023, increasing allocations to various City departments.



CITY ATTORNEY



# of Funded Positions	# of Filled Positions	# of Vacant Positions
3.00	3.00	0.00

BUDGET STUDY SESSION – MARCH 28, 2023



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

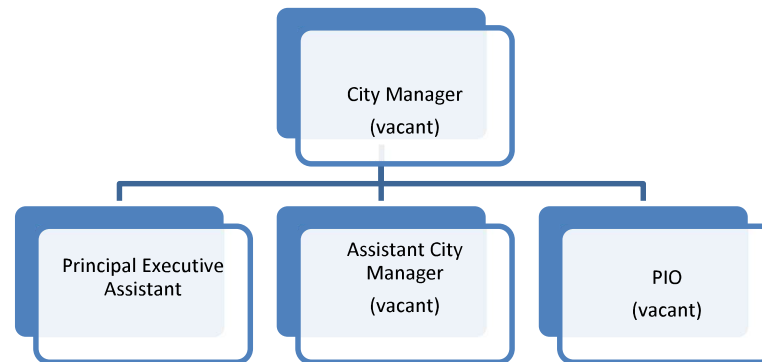
City Attorney (100-1120)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Legal Fees	5,651	0	36,217	0	10,000	0	-100%	0	0%
Other	56	15	0	0	0	0	0%	0	0%
Total Source of Funds	5,707	15	36,217	0	10,000	0	0%	0	0%
Use of Funds:									
Personnel	473,424	497,731	552,151	952,675	801,735	914,493	14% ¹	968,913	6%
Supplies	6,919	7,673	12,815	11,155	11,655	10,930	-6%	12,930	18%
Contracts/Outside Legal	376,296	1,127,607	1,759,631	911,000	1,201,000	1,252,000	4%	1,252,000	0%
Computer/Phone Maint. & Replace	19,587	16,938	17,938	17,938	17,938	20,087	12%	20,087	0%
Business Expense	7,305	2,152	2,142	8,720	9,020	11,720	30%	14,300	22%
Internal Services	(219,744)	(275,101)	(275,101)	(275,101)	(275,101)	(576,117)	109% ²	(576,117)	0%
Total Use of Funds	663,787	1,377,000	2,069,576	1,626,387	1,766,247	1,633,113	-8%	1,692,113	4%
Funded FTE's	2.00	2.00	3.00	3.00	3.00	3.00		3.00	

¹VARIANCE: Vacancy savings recognized in FY23. All positions now filled.

²VARIANCE: Cost Allocation Plan was updated in 2023, increasing allocations to various City departments.



CITY MANAGER



# of Funded Positions	# of Filled Positions	# of Vacant Positions
4.00	1.00	3.00

BUDGET STUDY SESSION – MARCH 28, 2023



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

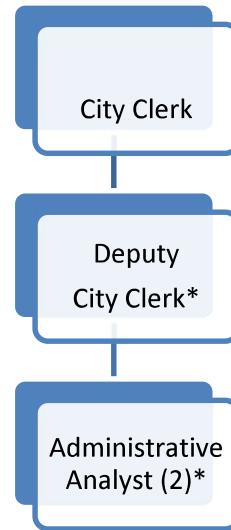
City Manager (100-1130)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Personnel	691,889	947,101	1,286,746	1,463,313	1,120,391	1,326,976	18% ¹	1,403,155	6%
Supplies	4,247	7,753	8,157	9,200	20,000	20,000	0%	20,000	0%
Contracts	143,808	214,655	281,306	200,000	225,000	150,000	-33% ¹	150,000	0%
Homeless Services	20,196	54,744	300,156	0	0	0	0%	0	0%
Computer/Phone Maint. & Replace	33,405	29,301	29,301	29,301	29,301	34,760	19%	34,760	0%
Business Expense	31,285	45,158	77,924	88,250	98,250	106,750	9%	106,750	0%
Internal Services	(190,930)	(263,586)	(263,586)	(263,586)	(263,586)	(370,096)	40% ²	(370,096)	0%
Total Use of Funds	733,900	1,035,126	1,720,004	1,526,478	1,229,356	1,268,390	3%	1,344,569	6%
Funded FTE's	3.00	4.00	4.00	4.00	4.00	4.00		4.00	

¹VARIANCE: Cancellation of PIO contract in FY23, re-allocation of funds to full time position in personnel as previously approved by City Council.

²VARIANCE: Cost Allocation Plan was updated in 2023, increasing allocations to various City departments.



CITY CLERK



# of Funded Positions	# of Filled Positions	# of Vacant Positions
4.00	3.00	1.00

***Positions report to City Attorney**

BUDGET STUDY SESSION – MARCH 28, 2023



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

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

City Clerk (100-1140)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Other	557	14,067	150	500	3,807	500	-87% ¹	500	0%
Total Source of Funds	557	14,067	150	500	3,807	500	-87%	500	0%
Use of Funds:									
Personnel	160,828	230,171	260,767	614,520	564,047	585,290	4%	618,186	6%
Supplies	14,799	11,920	19,975	26,976	29,480	28,716	-3%	28,716	0%
Elections	2,709	123,305	53,124	124,908	45,000	0	-100% ²	123,305	100% ²
Contracts	115,577	90,602	98,172	285,340	332,340	169,000	-49% ³	176,000	4%
Computer/Phone Maint. & Replace	15,609	13,589	13,589	13,589	13,589	14,453	6%	14,453	0%
Business Expense	13,693	1,381	6,286	14,145	14,145	17,970	27%	17,365	-3%
Internal Services	(27,245)	(27,674)	(27,674)	(27,674)	(27,674)	(48,357)	75% ⁴	(48,357)	0%
Total Use of Funds	295,970	443,294	424,239	1,051,804	970,927	767,072	-21%	929,668	21%
Funded FTE's	2.00	3.00	4.00	4.00	4.00	4.00		4.00	

¹VARIANCE: FY23 includes candidate filing fees.

²VARIANCE: No election anticipated in FY24 and will have in FY25.

³VARIANCE: FY23 includes records management automation.

⁴VARIANCE: Cost Allocation Plan was updated in 2023, increasing allocations to various City departments.

BUDGET STUDY SESSION – MARCH 28, 2023

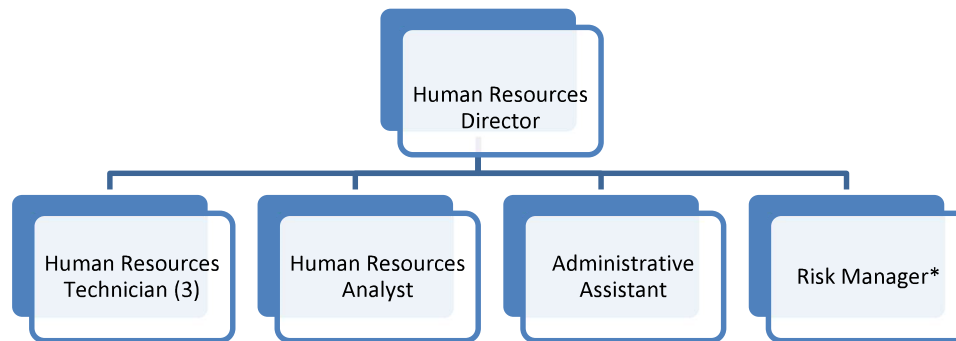


CITY TREASURER (100-1150) - The City Treasurer is elected to a four-year term of office. The duties of a City Treasurer are to receive and safely keep all money coming into the City; to comply with all laws governing the deposit and securing of public funds and the handling of trust funds in the possession of the City; to pay out money on warrants signed by persons legally designated by the City; and review and update the City's investment policy. The City Treasurer prepares the monthly Investment Report to Council.

City Treasurer (100-1150)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Billings to Departments	250,218	260,505	456,697	397,926	414,999	418,896	1%	425,484	2%
Other	0	1,167	0	0	0	0	0%	0	0%
Total Source of Funds	250,218	261,672	456,697	397,926	414,999	418,896	1%	425,484	2%
Use of Funds:									
Personnel	58,838	54,121	67,554	69,000	72,308	73,061	1%	74,649	2%
Supplies	0	1	1	25	25	0	-100%	0	0%
Investment Svcs/Bank Charges	186,685	202,962	384,946	323,435	336,800	340,000	1%	345,000	1%
Computer/Phone Maint. & Replace	4,507	3,856	3,856	3,856	3,856	3,975	3%	3,975	0%
Business Expense	188	732	340	1,610	2,010	1,610	-20%	1,610	0%
Total Use of Funds	250,218	261,672	456,697	397,926	414,999	418,646	1%	425,234	2%
Funded FTE's	1.15	1.15	1.15	1.15	1.15	1.15		1.15	



HUMAN RESOURCES



# of Funded Positions	# of Filled Positions	# of Vacant Positions
7.00	6.00	1.00

*Risk Manager position accounted for in the Loss Control Internal Service Fund

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HUMAN RESOURCES (100-1160) - The Human Resources Department is responsible for overseeing the management of personnel services including recruitment, benefit administration, employee relations, labor relations, training, and maintaining the personnel classification system.

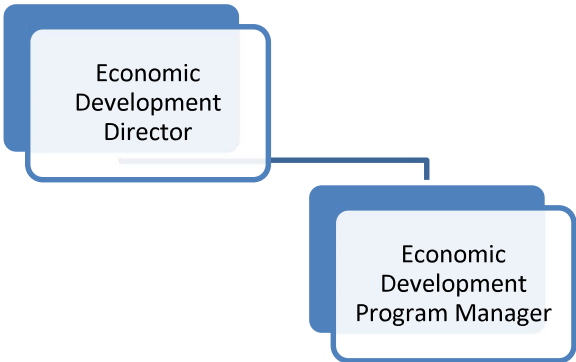
Human Resources (100-1160)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
1% Sales Tax ¹	53,430	134,033	46,074	162,771	162,771	0	-100% ¹	0	0%
Other	574	0	0	0	0	0	0%	0	0%
Total Source of Funds	54,004	134,033	46,074	162,771	162,771	0	-100%	0	#DIV/0!
Use of Funds:									
Personnel	780,232	858,870	791,981	1,191,184	939,102	1,077,322	15%	1,133,301	5%
Supplies	9,310	10,815	16,120	9,800	9,800	11,800	20%	11,800	0%
Contracts	111,497	218,784	146,181	177,305	177,305	213,500	20% ²	213,500	0%
Computer/Phone Maint. & Replace	22,303	23,423	24,323	24,323	24,323	45,716	88%	45,716	0%
Business Expense	10,659	21,017	13,443	29,215	38,365	47,700	24%	47,700	0%
Internal Services	(300,906)	(286,324)	(286,324)	(286,324)	(286,324)	(384,259)	34%	(384,259)	0%
Total Use of Funds	633,095	846,585	705,724	1,145,503	902,571	1,011,779	12%	1,067,758	6%
Funded FTE's	5.00	5.00	6.00	6.00	6.00	6.00		6.00	

¹NOTE: 1% sales tax paid for one Human Resources Technician position in prior years.

²VARIANCE: Increased consultant work for continued policy updates and technology upgrades.



ECONOMIC DEVELOPMENT



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

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ECONOMIC DEVELOPMENT (100-1180) - The Economic Development Department improves the local economy by providing programs to attract, retain, expand and assist business in Antioch. Department goals include promoting a positive business environment, expanding the local tax base, creating opportunities for new jobs, retail shops, employment centers and quality dining experiences.

Economic Development (100-1180)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Personnel	447,969	487,450	450,865	568,545	443,886	558,624	26% ¹	581,634	4%
Supplies	2,233	2,542	1,985	5,700	5,700	5,900	4%	5,900	0%
Contracts	180,759	77,210	64,737	140,000	140,000	190,000	36% ²	190,000	0%
Marketing/Programming	362,058	138,426	146,100	581,575	435,000	430,000	-1%	410,000	-5%
Computer/Phone Maint. & Replace	6,136	13,174	13,574	47,962	13,574	54,868	304% ³	57,265	4%
Business Expense	80,359	41,938	42,719	79,750	66,450	95,850	44% ⁴	94,350	-2%
Total Use of Funds	1,079,514	760,740	719,980	1,423,532	1,104,610	1,335,242	21%	1,339,149	0%
Funded FTE's	2.00	2.00	2.00	2.00	2.00	2.00		2.00	

¹VARIANCE: Vacancy savings in FY23. Position now filled.

²VARIANCE: Increase due to anticipated studies for East Lone Tree area and Waterfront.

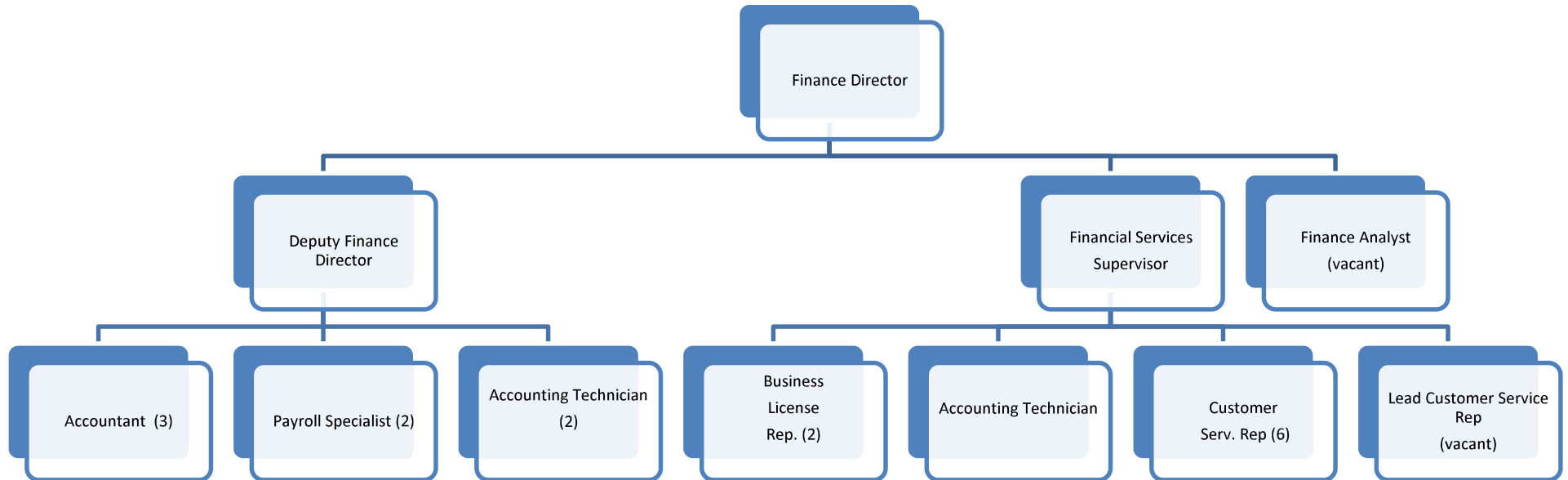
³VARIANCE: Anticipated that GIS Specialist position will be finally be hired in FY24, for which Economic Development has a share of the position cost.

⁴VARIANCE: Increased anticipated expenses with position now filled.



BUDGET STUDY SESSION – MARCH 28, 2023

FINANCE DEPARTMENT



# of Funded Positions	# of Filled Positions	# of Vacant Positions
20.00*	18.00	2.00
*Although 20 actual positions under Finance, some positions split funding as follows: Finance Director - .80 Gen Fund Finance, .05 Gen Fund City Treasurer, .15 Wtr/Swr Accountant – 1.90 Gen Fund Finance, .10 Gen Fund City Treasurer Financial Services Supervisor - .15 Gen Fund Finance, .85 Wtr/Swr Customer Service Rep. - .50 Gen Fund Finance, 4.5 Wtr/Swr Accounting Technician - .50 Wtr, .50 Swr		

BUDGET STUDY SESSION – MARCH 28, 2023



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

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

FINANCE SUMMARY									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
SOURCE OF FUNDS:									
1% Sales Tax	4,335	114,901	125,364	140,889	140,889	0	-100%	0	0%
Billings to Departments	7,930	8,625	7,727	6,000	6,000	6,000	0%	6,000	0%
Administrative Services	25,000	5,000	0	0	0	0	0%	0	0%
Other	2,335	4,481	1,766	2,000	2,227	1,700	-24%	1,700	0%
TOTAL SOURCE OF FUNDS	39,600	133,007	134,857	148,889	149,116	7,700	-95%	7,700	0%
USE OF FUNDS:									
Personnel	1,462,842	1,548,961	1,624,077	2,231,352	1,855,317	2,096,345	13%	2,287,098	9%
Services & Supplies	471,284	466,919	523,737	577,533	619,863	657,381	6%	681,311	4%
Internal Services	(595,469)	(579,772)	(579,542)	(579,542)	(579,542)	(730,152)	26%	(730,152)	0%
TOTAL USE OF FUNDS	1,338,657	1,436,108	1,568,272	2,229,343	1,895,638	2,023,574	7%	2,238,257	11%

Funded FTE's:	Funded 2022-23	Funded 2023-24	Funded 2024-25
Finance Administration	0.80	0.80	0.80
Finance Accounting	8.90	8.90	8.90
Finance Operations	2.55	2.55	2.55
Total Finance Funded FTE's	12.25	12.25	12.25

BUDGET STUDY SESSION – MARCH 28, 2023



Finance Administration (100-1210)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Admin Services Mello Roos	25,000	5,000	0	0	0	0	0%	0	0%
Other	(109)	0	0	0	0	0	0%	0	0%
Total Source of Funds	24,891	5,000	0	0	0	0	0%	0	0%
Use of Funds:									
Personnel	254,385	257,983	282,080	306,256	306,256	302,395	-1%	307,928	2%
Supplies	9,657	12,742	7,693	16,050	16,050	12,550	-22%	12,555	0%
Contracts	0	5,493	0	5,828	5,828	6,000	3%	6,180	3%
Computer/Phone Maint. & Replace	7,594	10,734	11,234	11,234	11,234	36,080	221% ¹	36,080	0%
Business Expense	1,244	1,161	1,726	2,100	2,100	2,400	14%	2,400	0%
Internal Services	(31,893)	(30,372)	(30,372)	(30,372)	(30,372)	(37,009)	22% ¹	(37,009)	0%
Total Use of Funds	240,987	257,741	272,361	311,096	311,096	322,416	4%	328,134	2%
Funded FTE's	0.80	0.80	0.80	0.80	0.80	0.80		0.80	

¹VARIANCE: Increased share of Information Services costs and increased allocation of Finance costs to other departments per updated Cost Allocation Plan.

BUDGET STUDY SESSION – MARCH 28, 2023



Finance Accounting (100-1220)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
1% Sales Tax ¹	4,335	114,901	125,364	140,889	140,889	0	-100% ¹	0	0%
Other	0	0	0	0	567	0	0%	0	0%
Total Source of Funds	4,335	114,901	125,364	140,889	141,456	0	-100%	0	0%
Use of Funds:									
Personnel	942,015	1,052,658	1,111,029	1,606,610	1,264,276	1,471,799	16% ²	1,635,903	11%
Supplies	11,153	13,264	17,101	20,200	19,300	21,500	11%	22,000	2%
Contracts	96,667	76,776	84,338	112,935	116,135	90,186	-22%	92,134	2%
Contracts – Software Maint.	218,635	228,278	239,258	251,628	251,628	275,039	9%	288,536	5%
Computer/Phone Maint. & Replace	41,732	47,958	48,458	48,458	48,458	59,235	22%	59,235	0%
Business Expense	3,130	947	804	6,350	6,350	8,850	39%	8,850	0%
Furniture & Equipment	0	0	0	5,000	16,800	3,000	-82%	3,000	0%
Internal Services	(527,694)	(524,062)	(523,832)	(523,832)	(523,832)	(693,143)	32%	(693,143)	0%
Total Use of Funds	785,638	895,819	977,156	1,527,349	1,199,115	1,236,466	3%	1,416,515	15%
Funded FTE's	6.90	6.90	7.90	8.90	8.90	8.90		8.90	

¹NOTE: Funded one Accountant position.

²VARIANCE: Vacancy savings in FY23.

BUDGET STUDY SESSION – MARCH 28, 2023



Finance Operations (100-1230)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Billings to Departments	7,930	8,625	7,727	6,000	6,000	6,000	0%	6,000	0%
Other	2,444	4,481	1,766	2,000	1,660	1,700	2%	1,700	0%
Total Source of Funds	10,374	13,106	9,493	8,000	7,660	7,700	1%	7,700	0%
Use of Funds:									
Personnel	266,442	238,320	230,968	318,486	284,785	322,151	13% ¹	343,267	7%
Supplies	31,167	26,104	23,118	31,800	29,860	32,400	9%	35,200	9%
Contracts	7,419	5,164	5,733	8,000	16,200	13,000	-20% ²	13,000	0%
Contracts – Software Maint.	12,061	12,714	13,099	27,500	27,500	27,500	0%	27,500	0%
Computer/Phone Maint. & Replace	28,101	24,150	24,350	24,350	24,350	57,041	134% ³	57,041	0%
Business Expense	2,724	1,434	1,657	6,100	6,100	11,100	82%	16,100	45%
Internal Services	(35,882)	(25,338)	(25,338)	(25,338)	(25,338)	0	-100% ³	0	0%
Total Use of Funds	312,032	282,548	273,587	390,898	363,457	463,192	27%	492,108	6%
Funded FTE's	2.65	2.55	2.55	2.55	2.55	2.55		2.55	

¹VARIANCE: Vacancy savings in FY23.

²VARIANCE: Postage machine failed in FY23, requiring new equipment lease with initial outlay in FY23.

³VARIANCE: Updated Cost Allocation Plan increased share of costs of Information Services and reduced cost to other departments in Internal Services.

BUDGET STUDY SESSION – MARCH 28, 2023



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

GENERAL FUND NONDEPARTMENTAL (100-1250)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Taxes	45,455,714	49,738,460	51,941,232	54,188,697	54,536,568	55,535,247	2%	57,433,633	3%
1% Sales Tax	5,997	73,794	0	0	0	21,145,433	100% ¹	21,727,902	3%
Investment Income & Rentals	1,196,374	788,139	-50,053	620,000	641,000	665,000	4%	675,000	2%
Revenue from other Agencies	155,125	599,611	147,614	105,000	105,000	130,000	24%	130,000	0%
Charges for Services	522,081	1,499,265	1,803,081	2,082,400	1,872,400	2,023,400	8%	2,148,400	6%
Other Revenue	979,203	640,266	4,623,073	300,000	300,000	150,000	-50% ²	150,000	0%
Transfer in – Budget Stabilization	80,971	0	0	13,955,121	6,669,388	6,440,845	-3%	8,914,162	38%
Total Source of Funds	48,395,465	53,339,535	58,464,947	71,251,218	64,124,356	86,089,925	34%	91,179,097	6%
Use of Funds:									
Personnel	17,150	16,144	14,333	20,600	20,600	20,600	0%	20,600	0%
OPEB/Pension Contribution	0	385,620	0	0	0	0	0%	0	0%
Supplies	1,716	8,316	12,159	10,000	15,000	10,000	0%	10,000	0%
Contracts	368,158	238,759	215,415	807,585	662,585	359,780	-46% ³	365,268	2%
Insurance & Claims	3,235,520	1,559,294	2,516,518	3,453,495	3,381,817	3,446,745	0%	3,740,738	9%
Library Contribution	156,877	162,434	152,529	175,000	175,000	167,000	-5%	175,000	5%
Water – Golf Course	249,971	196,418	70,264	250,000	250,000	250,000	0%	250,000	0%
Water - AUDS	32,676	95,860	117,254	150,000	150,000	150,000	0%	150,000	0%
Vehicle Maint/Replacement	207,647	10,252	5,735	6,522	6,522	4,325	-34%	4,971	15%
Business Expense	96,937	910,827	187,006	176,000	176,000	173,000	-2%	176,000	2%
One Time Projects Holding	0	0	0	1,602,484	1,602,484	0	-100% ⁴	0	0%
Transfer Out - CIP	505,997	1,759,075	2,309,372	1,728,463	1,728,463	0	-100% ⁵	0	0%
Transfer Out – Debt Service	345,778	345,213	344,520	348,732	348,732	341,907	-2%	344,977	1%
Transfers Out – Marina Subsidy	0	0	100,000	400,000	491,000	621,000	0%	621,000	0%
Transfer Out – Budget Stabilization	5,727,665	5,759,745	7,583,062	0	0	0	0%	0	0%
Internal Services	(701,723)	(702,736)	(702,736)	(702,736)	(702,736)	(851,589)	21% ⁶	(851,589)	0%
Total Use of Funds	10,244,369	10,745,221	12,925,431	8,426,145	8,305,467	4,692,768	-44%	5,006,965	7%

BUDGET STUDY SESSION – MARCH 28, 2023



¹VARIANCE: Reflecting Measure W tax total budget in non-departmental until allocated by City Council.

²VARIANCE: FY23 final year of payment from GenOn pursuant to Northeast Annexation agreement.

³VARIANCE: FY23 includes \$110,000 for 4th of July approved by Council on 3/14/23.

⁴VARIANCE: FY23 includes unallocated balance of one-time revenues.

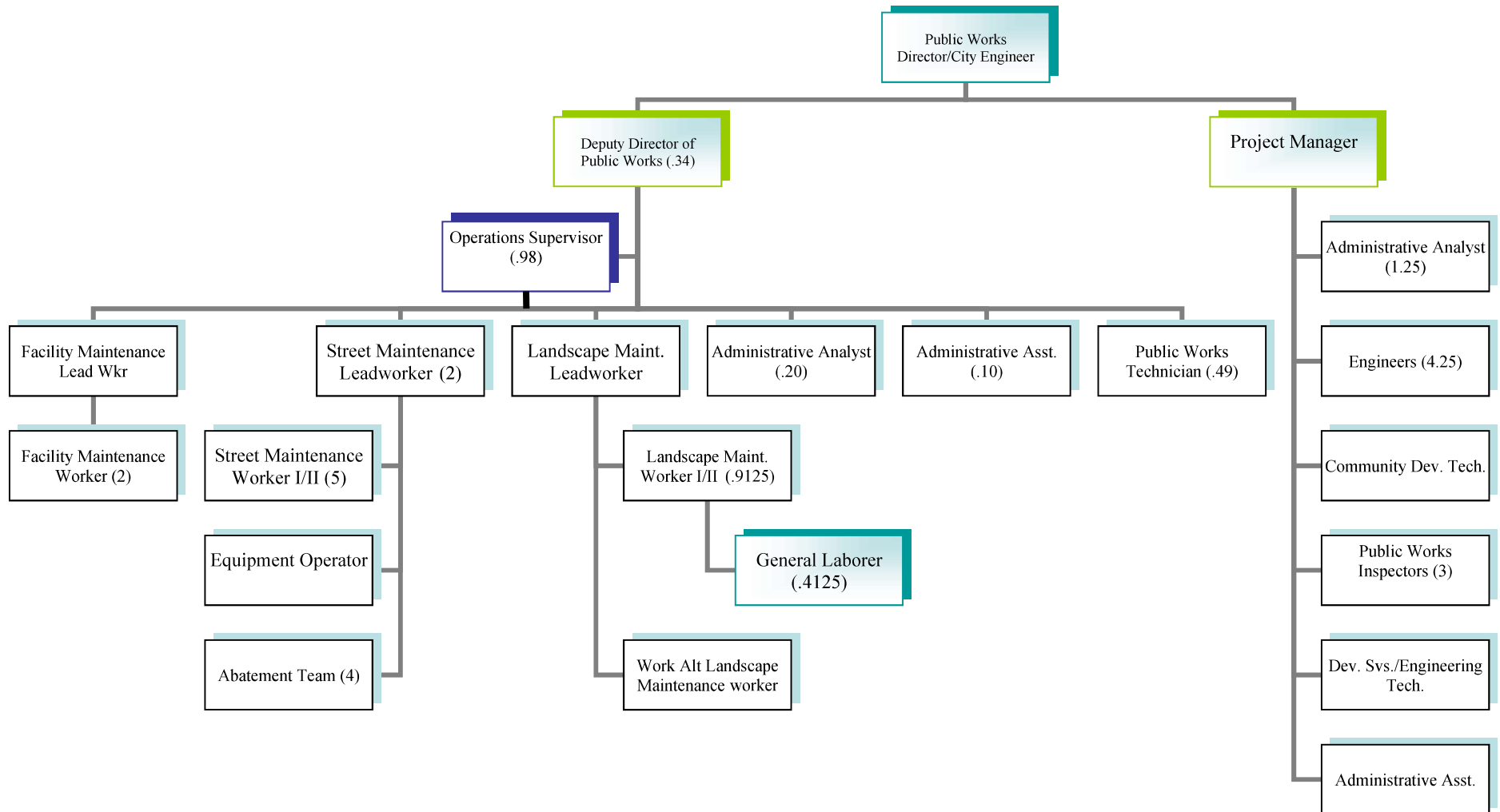
⁵VARIANCE: FY23 includes CIP approved to be funded by General Fund. CIP review for FY24 and 25 not completed yet.

⁶VARIANCE: Amount allocated to departments increased in updated Cost Allocation Plan.



BUDGET STUDY SESSION – MARCH 28, 2023

PUBLIC WORKS – GENERAL FUND OPERATIONS



# of Positions Funded	# of Filled Positions	# of Vacant Positions
32.935*	26.173	6.762
*General Fund positions only. Does not include .14 Warehouse/Stores positions as report to Water Distribution Superintendent		

BUDGET STUDY SESSION – MARCH 28, 2023



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

PUBLIC WORKS/ENGINEERING SUMMARY									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
SOURCE OF FUNDS:									
1% Sales Tax	25,644	99,044	356,179	654,341	654,341	0	-100%	0	0%
Revenue from Other Agency	3,572	0	0	0	0	0	0%	0	0%
Charges for Services	1,212,853	1,059,488	922,485	1,150,500	1,150,770	1,006,125	-13%	1,006,125	0%
Permits	237,017	302,074	598,060	232,000	394,051	300,240	-24%	300,240	0%
Other	401,771	459,389	616,486	195,500	261,870	189,500	-28%	189,500	0%
Transfers In	3,040,755	3,308,650	3,130,804	3,225,858	3,388,551	3,405,271	0%	3,437,893	1%
TOTAL SOURCE OF FUNDS	4,921,612	5,228,645	5,624,014	5,458,199	5,849,583	4,901,136	-19%	4,933,758	1%
USE OF FUNDS:									
Personnel	3,543,226	3,419,047	4,009,270	5,338,848	4,994,861	5,349,189	7%	5,587,048	4%
Services & Supplies	5,177,212	5,670,156	6,321,351	8,869,993	8,467,304	7,000,163	-21%	7,078,170	1%
Transfers Out	429,246	512,528	777,000	1,059,458	1,059,458	1,331,458	20%	1,827,458	37%
Internal Services	(596,475)	(696,103)	(696,103)	(696,103)	(696,103)	(792,140)	12%	(792,140)	0%
TOTAL USE OF FUNDS	8,553,209	8,905,628	10,411,518	14,572,196	13,825,520	12,888,670	-7%	13,700,536	6%

Funded FTE's	Funded 2022-23	Funded 2023-24	Funded 2024-25
Maintenance Administration	1.78	1.78	1.78
Street Maintenance	12.43	12.43	12.43
Facilities Maintenance	3.415	3.415	3.415
Parks Maintenance	1.325	1.325	1.325
Parks Median/General Landscape	1.475	1.475	1.475
Work Alternative Program	1.15	1.15	1.15
Engineering and Development Svcs	7.75	7.75	7.75
Capital Improvement Administration	3.75	3.75	3.75
Total Public Works Funded FTE's	33.075	33.075	33.075

BUDGET STUDY SESSION – MARCH 28, 2023



Public Works Administration (100-2140)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Personnel	557,535	477,413	500,881	572,665	602,841	554,478	-8% ²	593,032	7%
Supplies	7,304	5,724	3,164	7,050	7,750	8,370	8%	9,040	8%
Contracts	69	0	188	1,000	1,000	1,080	8%	1,166	8%
Vehicle Maint/Replace.	12,672	10,614	0	0	0	58	100%	66	0%
Computer/Phone Maint. & Replace	77,041	71,299	71,999	71,999	71,999	195,925	172% ¹	195,925	0%
Business Expense	899	723	934	4,600	7,600	9,708	28%	10,364	7%
Internal Services	(372,214)	(502,380)	(502,380)	(502,380)	(502,380)	(679,539)	35% ¹	(679,539)	0%
Total Use of Funds	283,306	63,393	74,786	154,934	188,810	90,080	-54%	130,054	44%
Funded FTE's	1.595	1.78	1.78	1.78	1.78	1.78		1.78	

¹VARIANCE: Increases calculated from Cost allocation Plan update.

²VARIANCE: FY23 includes payoff for separated employee.

BUDGET STUDY SESSION – MARCH 28, 2023



Public Works Street Maintenance (100-2160)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
1% Sales Tax ¹	0	0	157,284	421,812	421,812	0	-100%	0	0%
Revenue from Other Agencies	3,572	0	0	0	0	0	0%	0	0%
Charges for Services	373	4,937	1,114	500	500	0	-100%	0	0%
Other	78,855	131,439	49,958	0	0	0	0%	0	0%
Trans in from Gas Tax Fund	1,010,000	1,010,000	1,010,000	1,010,000	1,010,000	1,010,000	0%	1,010,000	0%
Trans in from St Impact Fund	1,461,505	1,633,525	1,644,559	1,693,896	1,893,896	1,898,135	0%	1,925,000	1%
Total Source of Funds	2,554,305	2,779,901	2,862,915	3,126,208	3,326,208	2,908,135	-13%	2,935,000	1%
Use of Funds:									
Personnel	853,557	915,374	1,227,441	1,813,787	1,499,686	1,749,139	17% ²	1,822,173	4%
Materials & Supplies	345,290	368,332	407,663	454,136	554,136	547,851	-1%	566,615	3%
Contracts	291,841	365,308	360,104	596,121	345,486	350,578	1%	350,582	0%
Parts & Serv-Vandalism/Accidents	3,041	7,218	4,200	14,000	14,000	13,105	-6%	13,213	1%
Vehicle Maint/Replace.	210,477	509,441	386,540	582,660	582,660	361,900	-38% ³	378,478	5%
Computer/Phone Maint. & Replace	6,036	5,363	5,363	5,363	5,363	14,018	161%	14,018	0%
Business Expense	3,299	4,595	2,445	9,800	9,800	9,800	0%	9,800	0%
Furniture & Equipment	0	0	0	144,618	144,618	0	-100% ⁴	0	0%
Total Use of Funds	1,713,541	2,175,631	2,393,756	3,620,485	3,155,749	3,046,391	-3%	3,154,879	4%
Funded FTE's	8.23	8.38	12.43	12.43	12.43	12.43		12.43	

¹NOTE: Funds 4 person abatement team previously funded.

²VARIANCE: Vacancy savings in FY23.

³VARIANCE: Vehicle replacement balances were not sufficient in FY23 requiring additional funding.

⁴VARIANCE: Vehicle purchases FY23.

BUDGET STUDY SESSION – MARCH 28, 2023



Public Works Signal/Street Lights (100-2170)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Other	33,742	37,995	21,497	110,000	1,000	1,000	0%	1,000	0%
Trans in from Traffic Safety Fund	85,000	195,000	100,000	120,000	120,000	110,000	-8%	110,000	0%
Total Source of Funds	118,742	232,995	121,497	230,000	121,000	111,000	-8%	111,000	0%
Use of Funds:									
Contracts	691,894	740,560	788,697	720,000	720,000	770,000	7%	770,000	0%
Computer/Phone Maint. & Replace	0	0	500	500	500	1,000	100%	1,000	0%
Parts & Serv-Vandalism/Accidents	112,086	96,905	67,243	115,000	115,000	104,000	-10%	105,175	1%
Utilities	108,326	108,254	112,368	159,500	159,500	159,500	0%	164,750	3%
Total Use of Funds	912,306	945,719	968,808	995,000	995,000	1,034,500	4%	1,040,925	1%
Funded FTE's	0.00	0.00	0.00	0.00	0.00	0.00		0.00	

BUDGET STUDY SESSION – MARCH 28, 2023



Public Works Facilities Maintenance (100-2190)									
	2017-18 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
1% Sales Tax ¹	0	19,224	141,165	124,228	124,228	0	-100% ¹	0	0%
Other	0	7,933	0	0	0	0	0%	0	0%
Total Source of Funds	0	27,157	141,165	124,228	124,228	0	-100%	0	0%
Use of Funds:									
Personnel	292,226	360,715	457,908	545,554	547,867	573,045	5%	598,754	4%
Supplies	58,311	61,831	48,549	120,450	57,450	63,650	11%	64,850	2%
Contracts	326,246	309,733	518,418	938,917	1,014,417	780,500	-23%	789,000	1%
Parts & Serv-Vandalism/Accidents	22,169	21,383	10,653	46,000	32,000	32,000	0%	32,000	0%
Insurance & Taxes	9,077	12,220	13,731	18,360	18,654	19,819	6%	21,101	6%
Vehicle Maint/Replacement	59,634	10,533	12,772	13,920	13,920	12,987	-7%	14,123	9%
Computer/Phone Maint. & Replace	1,029	1,007	1,507	1,507	1,507	17,994	1094% ¹	17,994	0%
Utilities	155,865	146,809	160,318	190,000	220,000	195,000	-11%	195,000	0%
Business Expense	1,685	1,280	1,325	3,400	3,400	2,900	-15%	2,900	0%
Furniture & Equipment	65,000	0	0	22,000	22,000	6,409	-71%	0	-100%
Transfers Out	18,246	1,528	0	0	0	0	0%	0	0%
Internal Services	(224,261)	(193,723)	(193,723)	(193,723)	(193,723)	(112,601)	-42% ¹	(112,601)	0%
Total Use of Funds	785,227	733,316	1,031,458	1,706,385	1,737,492	1,591,703	-8%	1,623,121	2%
Funded FTE's	2.89	3.415	3.415	3.415	3.415	3.415		3.415	

¹NOTE: Funded Facility Maintenance Worker previously.

²VARIANCE: Increase/decrease from updated Cost Allocation Plan.

BUDGET STUDY SESSION – MARCH 28, 2023



Public Works Parks Maintenance (100-2195)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Miscellaneous Revenue	205,076	39,438	38,169	38,500	38,500	39,500	3%	39,500	0%
Transfer in from SLLMDs	182,947	182,947	92,369	111,598	71,598	91,598	28%	91,598	0%
Total Source of Funds	388,023	222,385	130,538	150,098	110,098	131,098	19%	131,098	0%
Use of Funds:									
Personnel	247,179	199,165	241,264	301,360	292,254	293,859	1%	302,721	3%
Supplies	6,760	25,912	19,265	17,300	18,500	18,564	0%	19,935	7%
Contracts	1,327,388	1,204,274	1,372,167	1,909,966	1,909,966	1,373,979	-28%	1,483,377	8%
Parts & Serv-Vandalism/Accidents	61,709	43,910	60,439	91,752	91,752	63,400	-31%	63,832	1%
Computer/Phone Maint. & Replace	1,358	1,315	2,015	2,015	2,015	2,685	33%	2,685	0%
Taxes	9,087	11,923	7,405	12,000	12,000	12,960	8%	13,996	8%
Utilities	19,401	15,360	14,933	22,450	22,450	24,166	8%	26,187	8%
Bus Exp/Conf/Dues		0	0	2,500	2,500	5,130	105%	2,500	-51%
Furniture & Equipment	0	0	0	20,000	20,000	0	-100%	0	0%
Transfer out to SLLMDs	411,000	511,000	777,000	1,059,458	1,059,458	1,331,458	26% ¹	1,827,458	37% ¹
Total Use of Funds	2,083,882	2,012,859	2,494,488	3,438,801	3,430,895	3,126,201	-9%	3,742,691	20%
Funded FTE's	1.00	1.325	1.325	1.325	1.325	1.325		1.325	

¹VARIANCE: Increase in landscape enhancement projects.

BUDGET STUDY SESSION – MARCH 28, 2023



Public Works Park Median/General Landscape Maintenance (100-2196)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
1% Sales Tax ¹	25,644	79,820	57,730	65,337	65,337	0	-100% ¹	0	0%
Other	29,223	33,971	52,891	2,000	0	0	0%	0	0%
Trans in from SLLMD's	47,505	47,505	38,704	14,494	14,494	14,494	0%	14,494	0%
Total Source of Funds	102,372	161,296	149,325	81,831	79,831	14,494	-82%	14,494	0%
Use of Funds:									
Personnel	158,433	227,699	140,126	263,338	225,861	252,315	12% ²	264,437	5%
Supplies	109,232	134,812	87,271	206,612	172,612	173,616	1%	179,792	4%
Contracts	271,223	496,665	399,947	435,265	435,265	450,000	3%	466,000	4%
Parts & Serv-Vandalism/Accidents	6,280	337	151,440	251,000	101,000	101,000	0%	101,000	0%
Computer/Phone Maint. & Replace	300	300	1,000	1,000	1,000	1,500	50%	1,500	0%
Vehicle Maint/Replacement	32,551	43,084	23,397	32,861	39,961	25,889	-35% ³	29,707	15%
Utilities	27,604	28,932	29,272	29,000	29,000	31,840	10%	33,209	4%
Furniture & Equipment	0	0	0	15,000	15,000	0	-100%	0	0%
Total Use of Funds	605,623	931,829	832,453	1,234,076	1,019,699	1,036,160	2%	1,075,645	4%
Funded FTE's	1.475	1.475	1.475	1.475	1.475	1.475		1.475	

¹NOTE: Funded a Landscape Worker position previously.

²VARIANCE: Vacancy savings in FY23.

³VARIANCE: Vehicle replacement balances were not sufficient in FY23 requiring additional funding.

BUDGET STUDY SESSION – MARCH 28, 2023



Public Works Work Alternative Program (100-2198)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Other	0	938	0	0	0	0	0%	0	0%
Transfer in from NPDES	83,708	72,317	76,752	101,508	103,680	105,681	2%	110,323	4%
Transfer in from SLLMD Admin	20,090	17,356	18,420	24,362	24,883	25,363	2%	26,478	4%
Total Source of Funds	103,798	90,611	95,172	125,870	128,563	131,044	2%	136,801	4%
Use of Funds:									
Personnel	169,293	145,934	153,381	210,838	207,360	210,152	1%	219,269	4%
Supplies	2,903	116	7,207	17,250	15,750	10,750	-32%	10,750	0%
Insurance	0	0	0	1,800	0	0	0%	0	0%
Business Expense	485	193	126	750	750	750	0%	750	0%
Total Use of Funds	172,681	146,243	160,714	230,638	223,860	221,652	-1%	230,769	4%
Funded FTE's	1.15	1.15	1.15	1.15	1.15	1.15		1.15	

BUDGET STUDY SESSION – MARCH 28, 2023



***NOTE: THIS DIVISION IS SHOWN AS ENGINEERING DEPARTMENT ON THE SUMMARY BUDGET TABLE IN STAFF REPORT – CURRENTLY UNDER PURVIEW OF PUBLIC WORKS

Public Works Engineering and Development (100-5150)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
1% Sales Tax ¹	0	0	0	42,964	42,964	0	-100% ¹	0	0%
Permits	237,017	302,074	598,060	232,000	404,481	300,240	-26%	300,240	0%
Charges for Services	1,212,280	1,054,551	921,371	1,150,000	1,150,000	1,006,000	-13%	1,006,000	0%
Other	55,075	207,675	453,971	45,000	222,370	149,125	-33%	149,125	0%
Transfers In	150,000	150,000	150,000	150,000	150,000	150,000	0%	150,000	0%
Total Source of Funds	1,654,372	1,714,300	2,123,402	1,619,964	1,969,815	1,605,365	-19%	1,605,365	0%
Use of Funds:									
Personnel	1,023,731	941,897	1,089,874	1,210,881	1,210,801	1,239,587	2%	1,290,626	4%
Supplies	18,352	10,545	15,599	23,700	27,000	15,990	-41%	15,990	0%
Contracts	559,639	682,715	1,010,581	1,221,881	1,221,881	700,000	-43% ²	700,000	0%
Computer/Phone Maint. & Replace	39,829	58,122	58,222	58,222	58,222	25,104	-57% ³	25,104	0%
Vehicle Maint/Replacement	33,724	10,391	17,000	17,409	17,409	16,058	-8%	16,066	0%
Business Expense	7,999	6,583	6,449	13,932	13,932	11,450	-18%	11,450	0%
Furniture & Equipment	29,778	0	4,176	65,824	10,000	65,000	550% ⁴	10,000	-85%
Total Use of Funds	1,713,052	1,710,253	2,201,901	2,611,849	2,559,245	2,073,189	-19%	2,069,236	0%
Funded FTE's	7.25	7.25	7.75	7.75	7.75	7.75		7.75	

¹NOTE: Funded one Senior Civil Engineer previously.

²VARIANCE: Assumes reductions in contract engineering work.

³VARIANCE: Reduction in amount from Cost Allocation Plan update.

⁴VARIANCE: Office renovations and re-configurations needed in City Hall basement where staff located delayed until FY24.

BUDGET STUDY SESSION – MARCH 28, 2023



Capital Improvement Administration (100-5170)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Personnel	241,272	150,850	198,395	420,425	408,191	476,614	17% ¹	496,036	4%
Supplies	10,054	8,599	11,906	12,000	12,500	12,500	0%	12,500	0%
Contracts	0	3,354	16,309	50,000	52,000	50,000	-4%	50,000	0%
Computer/Phone Maint. & Replace	28,044	20,279	20,279	20,279	20,279	52,880	161% ³	52,880	0%
Business Expense	4,221	3,303	2,089	11,500	11,800	11,800	0%	11,800	0%
Furniture & Equipment	0	0	4,176	65,824	10,000	65,000	550% ²	10,000	-85%
Total Use of Funds	283,591	186,385	253,154	580,028	514,770	668,794	30%	633,216	-5%
Funded FTE's	3.25	3.25	3.75	3.75	3.75	3.75		3.75	

¹VARIANCE: Vacancy savings in FY23.

²VARIANCE: Office renovations and re-configurations needed in City Hall basement where staff located delayed until FY24.

³VARIANCE: Increased allocation per updated Cost Allocation Plan.

BUDGET STUDY SESSION – MARCH 28, 2023



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

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

	Funded Positions In Budget*	Filled Positions as of March 17, 2023	Vacant
Police Chief	1.00	1.00	0.00
Captain	2.00	2.00	0.00
Lieutenant	6.00	6.00	0.00
Sergeant	11.00	11.00	0.00
Corporal	7.00	7.00	0.00
Officers*	88.00	72.00	16.00
Community Service Officers	11.00	10.00	1.00
Communications Supervisor	1.00	1.00	0.00
Records Supervisor	1.00	1.00	0.00
Crime Analyst	2.00	1.00	1.00
Dispatcher Lead	4.00	4.00	0.00
Dispatcher	11.00	9.00	2.00
Lead Police Records Technician	2.00	2.00	0.00
Police Records Technician	7.00	4.00	3.00
Administrative Analyst	2.00	2.00	0.00
Grand Total	156.00	133.00	23.00

BUDGET STUDY SESSION – MARCH 28, 2023



POLICE DEPARTMENT SUMMARY									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
SOURCE OF FUNDS:									
Taxes – Measure C	120,468	118,649	20,167	0	0	0	0%	0	0%
1% Sales Tax	13,053,974	15,624,254	17,272,446	12,743,745	12,937,052	0	-100%	0	0%
P.O.S.T. Funds	87,968	49,341	35,020	12,000	12,000	12,000	0%	12,000	0%
Federal Grant	123,647	317,728	68,640	0	20,288	0	-100%	0	0%
Grant Reimbursement State/Local	46,863	0	0	0	0	0	0%	0	0%
AB109 Reimbursement	146,795	0	0	0	0	0	0%	0	0%
Other Service Charges	40,100	41,675	38,914	30,000	50,000	40,000	-20%	40,000	0%
Police Services General	111,569	173,037	149,478	1,396,345	1,431,345	150,000	-90%	150,000	0%
False Alarm Permit Fees	56,701	70,876	66,185	100,000	70,000	70,000	0%	70,000	0%
False Alarm Response	77,140	123,580	96,955	50,000	50,000	50,000	0%	50,000	0%
Other	9,976	8,775	3,189	7,500	7,623	7,500	-2%	7,500	0%
Donations	0	250	220	0	0	0	0%	0	0%
Booking Fee Reimbursements	1,158	143	0	1,000	1,000	0	-100%	0	0%
Sales Tax Public Safety	647,331	712,696	861,802	775,000	888,300	934,800	5%	985,000	5%
Non-Traffic Fines	475	90	1,984	100	2,123	100	-95%	100	0%
Vehicle Code Fines	102,006	77,290	72,545	135,000	75,000	75,000	0%	75,000	0%
Abatement Fees	0	0	100	0	0	0	0%	0	0%
Transfers in	440,770	590,161	749,151	685,628	1,032,841	967,522	-6%	967,121	0%
Total Source of Funds	15,066,941	17,908,545	19,436,796	15,936,318	16,577,572	2,306,922	-86%	2,356,721	2%
USE OF FUNDS:									
Personnel	34,879,158	38,836,956	39,055,455	44,693,967	41,805,803	45,022,815	8%	47,233,303	5%
Services & Supplies	7,099,151	6,654,544	7,396,344	10,699,726	10,430,025	9,693,577	-7%	9,628,925	-1%
Transfers Out	1,267,140	1,314,386	1,313,715	2,027,290	1,923,994	2,103,368	9%	2,277,869	8%
Total Use of Funds	43,245,449	46,805,886	47,765,514	57,420,983	54,159,822	56,819,760	5%	59,140,097	4%



POLICE DEPARTMENT SUMMARY (Continued)

	Funded 2022-23	Funded 2023-24	Funded 2024-25
Funded FTE'S (General Fund)			
Administration	21.90	21.90	21.90
Prisoner Custody	4.00	4.00	4.00
Community Policing	88.00	88.00	88.00
Traffic	7.00	7.00	7.00
Investigations	13.00	13.00	13.00
Special Investigations Unit	6.00	6.00	6.00
Communications	16.00	16.00	16.00
Total Police Dept Funded FTE's	155.90	155.90	155.90

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Police Administration (100-3110)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Revenue from Other Agencies	134,831	60,341	35,020	12,000	12,000	12,000	0%	12,000	0%
Charges for Services	285,510	409,168	351,532	295,000	320,000	310,000	-3%	310,000	0%
Other	7,422	5,110	1,820	7,500	7,500	7,500	0%	7,500	0%
Transfer In - Byrne Grant	50,000	25,000	50,000	25,000	25,000	0	-100%	0	0%
Total Source of Funds	477,763	499,619	438,372	339,500	364,500	329,500	-10%	329,500	0%
Use of Funds:									
Personnel	3,927,163	4,316,229	4,027,136	5,277,058	4,330,803	5,641,204	30% ¹	5,961,850	6%
Supplies	223,067	213,404	199,027	220,000	212,500	248,500	17% ²	248,500	0%
Safety Materials	275,477	291,409	527,763	694,393	754,393	736,000	-2%	736,000	0%
Contracts	445,810	372,358	455,245	463,000	543,000	740,000	36% ³	742,000	0%
Contracts – REACH	204,996	204,996	204,996	205,000	205,000	205,000	0%	205,000	0%
Vehicle Maint/Replacement	35,088	31,378	70,820	73,458	73,458	15,978	-78% ⁴	17,671	11%
Computer/Phone Maint. & Replace	232,381	226,332	241,937	241,937	241,937	647,761	168% ⁵	647,761	0%
Business Expense	279,844	329,301	484,477	502,900	567,900	774,100	36% ⁶	684,200	-12%
Furniture & Equipment	0	364,091	319,678	307,176	337,384	0	-100% ⁷	0	0%
Total Use of Funds	5,623,826	6,349,498	6,531,079	7,984,922	7,266,375	9,008,543	24%	9,242,982	3%

¹VARIANCE: Vacancy savings in FY23 as well as re-allocation of staffing between divisions in FY24.

²VARIANCE: Inflationary costs as well as increased evidence storage costs.

³VARIANCE: Increase in contracts for Peregrine contract renewal, outside investigations, cell phone monitoring.

⁴VARIANCE: Decrease in share of Vehicle Maintenance Fund cost allocation.

⁵VARIANCE: Increase in allocation of Information Services Fund with updated Cost Allocation Plan.

⁶VARIANCE: Increase recruitment and training expenses.

⁷VARIANCE: Purchase and installation of new alarm equipment at the Police Department. FY24 and 25 additional asks not included in draft and will be discussed separately.

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Police Cadets (100-3120)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Personnel	0	117	0	2,156	2,156	2,156	0%	2,156	0%
Explorers	10,000	8,267	9,929	10,000	10,000	10,000	0%	10,000	0%
Total Use of Funds	10,000	8,384	9,929	12,156	12,156	12,156	0%	12,156	0%

Police Prisoner Custody (100-3130)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Booking Fee Reimbursements	1,158	143	0	1,000	1,000	0	-100%	0	0%
Total Source of Funds	1,158	143	0	1,000	1,000	0	-100%	0	0%
Use of Funds:									
Personnel	286,656	626,887	653,803	798,477	575,338	633,596	10% ¹	657,609	4%
Supplies	882	119	1,153	3,000	3,000	3,000	0%	3,000	0%
Contracts – County Jail	0	0	0	120,000	0	0	0%	0	0%
Computer/Phone Maint. & Replace	41,603	40,487	40,487	40,487	40,487	11,256	-72% ²	11,256	0%
Total Use of Funds	329,141	667,493	695,443	961,964	618,825	647,852	-3%	671,865	4%

¹VARIANCE: Vacancy savings in FY23.

²VARIANCE: Decrease in Information Services allocation per updated Cost Allocation Plan.

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Police Community Policing (100-3150)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Taxes – Measure C	120,468	118,649	20,167	0	0	0	0%	0	0%
1% Sales Tax	13,053,974	15,624,254	17,272,446	12,743,745	13,015,259	0	-100% ¹	0	0%
Sales Tax Public Safety	647,331	712,696	861,802	775,000	888,300	934,800	5%	985,000	5%
Fines & Penalties	475	90	1,984	100	2,123	100	-95%	100	0%
Revenue from Other Agency	14,127	201,130	36,257	0	20,288	0	-100%	0	0%
Current Service Charges	0	0	0	1,281,345	1,281,345	0	-100% ²	0	0%
Other	0	436	0	0	0	0	0%	0	0%
Transfer In-SLESF/CFDs	348,155	518,164	655,433	647,628	994,841	967,522	-3%	967,121	0%
Total Source of Funds	14,184,530	17,175,419	18,848,089	15,447,818	16,202,156	1,902,422	-88%	1,952,221	3%
Use of Funds:									
Personnel	20,255,470	23,834,121	24,387,000	27,063,110	26,756,405	26,964,531	1% ³	28,402,809	5%
Supplies	313,394	376,335	387,371	420,100	431,100	421,100	-2%	421,100	0%
Contracts	167,503	231,421	298,563	596,284	596,284	660,000	11%	660,000	0%
Vehicle Maint/Replacement	1,222,445	804,255	1,035,278	1,144,166	1,144,166	1,398,194	22%	1,594,223	14%
Computer/Phone Maint. & Replace	44,523	262,603	283,622	318,011	283,622	9,478	-97% ⁴	9,478	0%
Business Expense	10,618	6,857	7,502	17,000	17,000	17,000	0%	17,000	0%
Furniture & Equipment	615,611	400,163	132,791	1,516,360	1,136,360	0	-100% ⁵	0	0%
Total Use of Funds	22,629,564	25,915,755	26,532,127	31,075,031	30,364,937	29,470,303	-3%	31,104,610	6%

¹VARIANCE: Measure W previous allocation. Shown in non-departmental in FY24 and 25 as Council to determine funding priorities for next two fiscal years.

²VARIANCE: FY23 was AMCAL project one-time upfront payment in lieu of annual police CFD.

³VARIANCE: FY23 had salary payoffs and more OT projected, therefore increase in personnel low.

⁴VARIANCE: Decreased allocation of Information Services per updated Cost Allocation Plan.

⁵VARIANCE: FY23 includes vehicle and equipment purchases previously authorized. FY24 and 25 requests will be deliberated separately by City Council.

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Police Traffic (100-3160)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Vehicle Code Fines	102,006	77,290	72,545	135,000	75,000	75,000	0%	75,000	0%
Abatement Fees	0	0	100	0	0	0	0%	0	0%
Total Source of Funds	102,006	77,290	72,645	135,000	75,000	75,000	0%	75,000	0%
Use of Funds:									
Personnel	890,755	1,280,217	1,202,426	1,463,093	1,579,315	2,168,408	37% ¹	2,264,400	4%
Supplies	1,827	28,451	18,036	10,000	10,000	30,000	200% ²	50,000	67% ²
Vehicle Maint/Replacement	27,003	61,420	61,523	64,477	89,477	49,473	-45% ³	50,054	1%
Computer/Phone Maint. & Replace	4,507	3,856	3,856	3,856	3,856	0	-100% ⁴	0	0%
Total Use of Funds	924,092	1,373,944	1,285,841	1,541,426	1,682,648	2,247,881	34%	2,364,454	5%

¹VARIANCE: Re-allocation of staffing among divisions as well as projected salary and benefit increases.

²VARIANCE: PD wants to expand this unit requiring more equipment and supplies.

³VARIANCE: FY23 included replacement shortfalls for motorcycles.

⁴VARIANCE: Decreased allocation of Information Services and per updated Cost Allocation Plan.

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Police Investigations (100-3170)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
AB109 Reimbursement	146,795	0	7,583	0	0	0	0%	0	0%
Other	2,554	3,229	1,369	0	123	0	-100%	0	0%
Total Source of Funds	149,349	3,229	8,952	0	123	0	0%	0	0%
Use of Funds:									
Personnel	4,898,783	4,340,477	3,833,144	4,776,636	3,761,393	4,083,184	9%	4,226,267	4%
Supplies	54,452	59,292	67,727	60,000	60,000	60,000	0%	60,000	0%
Contracts	597,338	582,585	537,043	752,350	752,350	800,000	6%	800,000	0%
Vehicle Maint/Replacement	32,555	54,082	76,205	80,489	80,489	126,810	58% ¹	130,781	3%
Computer/Phone Maint. & Replace	132,002	122,169	131,086	131,086	131,086	16,588	-87% ²	16,588	0%
Business Expense	5,026	4,709	2,153	5,000	5,000	5,000	0%	5,000	0%
Total Use of Funds	5,720,156	5,163,314	4,647,358	5,805,561	4,790,318	5,091,582	6%	5,238,636	3%

¹VARIANCE: Updated allocation of vehicle replacement costs and share of Vehicle Maintenance Fund.

²VARIANCE: Updated allocation of Information Services from updated Cost Allocation Plan.

Police Special Investigations Unit (100-3175) (formerly Special Operations Unit)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Personnel	1,602,966	1,372,192	1,847,593	1,794,175	1,545,985	2,068,368	34% ¹	2,152,106	4%
Supplies	15,778	14,069	11,763	16,000	16,000	30,000	88% ²	30,000	0%
Contracts	23,621	30,661	45,325	60,000	60,000	60,000	0%	60,000	0%
Vehicle Maint/Replacement	4,211	4,052	15,470	15,700	15,700	18,978	21%	19,745	4%
Computer/Phone Maint. & Replace	27,043	23,135	23,135	23,135	23,135	0	-100% ³	0	0%
Business Expense	332	529	0	1,000	1,000	1,000	0%	1,000	0%
Total Use of Funds	1,673,951	1,444,638	1,943,286	1,910,010	1,661,820	2,178,346	31%	2,262,851	4%

¹VARIANCE: Vacancy savings in FY23 as well as re-allocation of staffing among divisions in FY24.

²VARIANCE: PD reconfiguring unit and need equipment for incoming staff.

³VARIANCE: Updated allocation of Information Services from updated Cost Allocation Plan.

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Police Communications (100-3180)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Transfer In – Byrne Grant	1,503	1,780	2,664	0	0	0	0%	0	0%
Total Source of Funds	1,503	1,780	2,664	0	0	0	0%	0	0%
Use of Funds:									
Personnel	2,965,344	2,980,593	3,040,100	3,459,227	3,195,353	3,401,333	6%	3,506,071	3%
Supplies	4,899	7,009	3,782	10,000	10,000	10,000	0%	10,000	0%
Contracts	1,088,292	722,712	969,966	959,107	959,107	1,160,000	21% ¹	960,000	-17%
Computer/Phone Maint. & Replace	43,429	65,578	71,037	71,037	71,037	327,666	361% ²	327,666	0%
Business Expense	32,433	16,792	15,117	35,000	35,000	35,000	0%	35,000	0%
Furniture & Equipment	56,900	14,576	3,640	311,390	311,390	0	-100% ³	0	0%
Total Use of Funds	4,191,297	3,807,260	4,103,642	4,845,761	4,581,887	4,933,999	8%	4,838,737	-2%

¹VARIANCE: FY24 increased to cover RIMS contract. Mark 43 will expire in FY24, thus reducing FY25.

²VARIANCE: Updated allocation of Information Services from updated Cost Allocation Plan.

³VARIANCE: FY23 for trenching work to bring EBRCS power to Walton Lane site. Request for FY24 not included to be deliberated by Council separately.

Police Office of Emergency Management (100-3185)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Revenue from Other Agencies	109,520	105,598	0	0	0	0	0%	0	0%
Total Source of Funds	109,520	105,598	0	0	0	0	0%	0	0%
Use of Funds:									
Supplies	3,685	4,559	0	2,585	2,585	2,585	0%	2,585	0%
COVID Expenses	165,312	92,547	433	0	0	0	0%	0	0%
Contracts	0	50,000	20,137	115,000	115,000	75,000	-35%	75,000	0%
Computer/Phone Maint. & Replace	10,581	10,147	10,147	10,147	10,147	11,848	17%	11,848	0%
Business Expense	4,781	4,212	3,931	5,056	5,056	5,063	0%	5,063	0%
Total Use of Funds	184,359	161,465	34,648	132,788	132,788	94,496	-29%	94,496	0%

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Police Community Volunteers (100-3195)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Donations	0	250	220	0	0	0	0%	0	0%
Transfer in from Byrne Grant	41,112	45,217	41,054	13,000	13,000	0	-100%	0	0%
Total Source of Funds	41,112	45,467	41,274	13,000	13,000	0	-100%	0	0%
Use of Funds:									
Personnel	52,021	86,123	64,253	60,035	60,035	60,035	0%	60,035	0%
Supplies	4,003	7,223	3,793	10,300	10,300	10,300	0%	10,300	0%
Vehicle Maint/Replacement	1,100	7,054	7,771	8,039	8,039	9,144	14%	9,351	2%
Business Expense	6	0	0	1,300	1,300	1,300	0%	1,300	0%
Total Use of Funds	57,130	100,400	75,817	79,674	79,674	80,779	1%	80,986	0%

Police Facilities Maintenance (100-3200)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Parts & Service	102,839	68,796	75,104	89,000	89,000	89,000	0%	89,000	0%
Contracts	174,545	186,840	245,417	253,000	253,000	253,000	0%	253,000	0%
Computer/Phone Maint. & Replace	3,174	0	0	0	0	3,555	0%	3,555	0%
Utilities	266,983	237,864	267,182	345,900	345,900	345,900	0%	345,900	0%
Business Expense	87,252	5,849	4,926	9,000	9,000	9,000	0%	9,000	0%
Furniture & Equipment	0	0	0	307,500	307,500	250,000	-19%	250,000	0%
Transfer Out to Honeywell	19,960	1,672	0	0	0	0	0%	0	0%
Total Use of Funds	654,753	501,021	592,629	1,004,400	1,004,400	950,455	-5%	950,455	0%

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Police Animal Control Support (100-3320)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Furniture & Equipment	0	0	0	40,000	40,000	0	-100% ¹	0	0%
Transfer Out to Animal Control	1,247,180	1,312,714	1,313,715	2,027,290	1,923,994	2,103,368	9%	2,277,869	8%
Total Use of Funds	1,247,180	1,312,714	1,313,715	2,067,290	1,963,994	2,103,368	7%	2,277,869	8%

¹VARIANCE: Animal Shelter share of chiller replacement in FY23.

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Parks and Recreation provides the City's residents recreational, preschool, social and meeting space within the community. Recreation programs are accounted for in the Recreation Special Revenue Fund. This division within the General Fund account for support given to Recreation for operations.

Park & Recreation Administration Support (100-4110)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
1% Sales Tax ¹	1,293,382	1,683,054	501,311	3,027,234	3,027,234	0	-100% ¹	0	0%
Total Source of Funds	1,293,382	1,683,054	501,311	3,027,234	3,027,234	0	-100%	0	0%
Use of Funds:									
Personnel	0	135,121	0	0	0	0	0%	0	0%
One-Time Revenue Projects	132,708	24,109	42,012	402,041	417,557	0	-100% ²	0	0%
Transfer Out to Recreation	2,582,674	2,972,346	1,790,603	4,443,526	4,215,871	4,051,848	-4%	4,230,074	4%
Total Use of Funds	2,715,382	3,131,576	1,832,615	4,845,567	4,633,428	4,051,848	-13%	4,230,074	4%

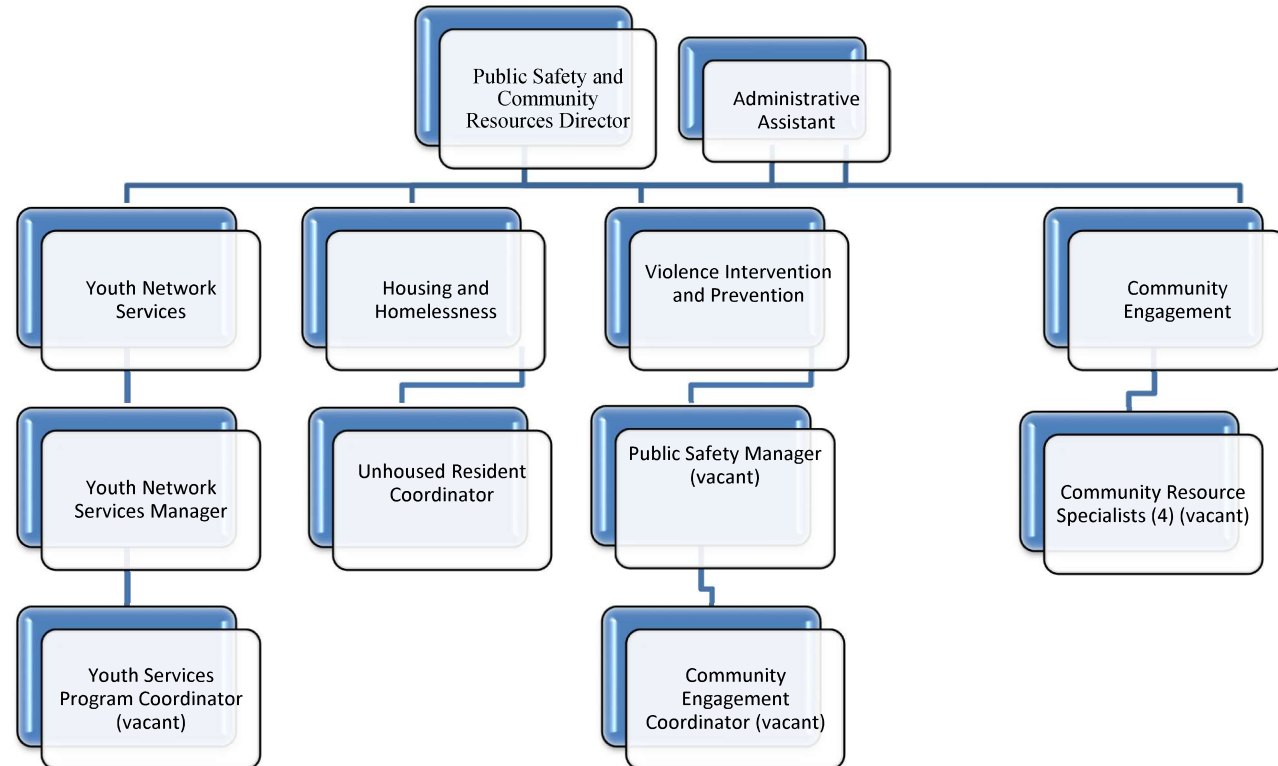
¹NOTE: Measure W previously funded amount of General Fund subsidy required over FY19 base year. Council deliberation for FY24 and 25 pending.

²VARIANCE: One time projects funding in FY23 (theater upgrades from prior fiscal years balance and slide repairs approved in FY23).



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PUBLIC SAFETY AND COMMUNITY RESOURCES* – GENERAL FUND



# of Positions Funded	# of Filled Positions	# of Vacant Positions
10.75*	3.75	7.00

***NOTE:** Environmental Services and CDBG programs/staffing accounted for in Special Revenue Funds

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PUBLIC SAFETY AND COMMUNITY RESOURCES DEPARTMENT – The Public Safety and Community Resources was created in fiscal year 2022 to provide a central department to encompass youth services, unhoused resident services, violence intervention, community engagement, environmental services and CDBG/Housing Successor activities. The department is responsible for building partnerships and developing strategies that enhance the productivity and sustainability of public and community-based resources as well as for the administration of programs and initiatives that foster public trust and transparency within, the City of Antioch. Public safety in Antioch is the most important role of local government and this department is responsible for implementing initiatives that foster greater community well-being and public safety that provides Antioch residents and other stakeholders with credible, customized, and responsive opportunities.

PUBLIC SAFETY AND COMMUNITY RESOURCES SUMMARY									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
SOURCE OF FUNDS:									
1% Sales Tax	0	0	494,459	1,049,906	856,599	0	-100%	0	0%
Total Source of Funds	0	0	494,459	1,049,906	856,599	0	-100%	0	0%
USE OF FUNDS:									
Personnel	0	0	345,723	1,836,096	1,213,707	2,101,252	73%	2,174,404	3%
Services & Supplies	0	0	187,538	1,261,697	1,241,802	818,978	-34%	867,228	6%
Total Use of Funds	0	0	533,261	3,097,793	2,455,509	2,920,230	19%	3,041,632	4%
					Funded 2022-23	Funded 2023-24		Funded 2024-25	
Funded FTE's									
Youth Network Services					2.20	2.00		6.64	
Housing and Homelessness					1.15	1.00		1.00	
Violence Intervention and Prevention					2.15	2.00		2.00	
Community Engagement					4.15	4.00		4.00	
Administration					1.10	1.75		1.75	
Total Public Safety and Community Resources Funded FTE's					10.75	10.75		10.75	

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Youth Network Services (100-4700)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
1% Sales Tax ¹	0	0	494,459	1,049,906	856,599	0	-100% ¹	0	0%
Total Source of Funds	0	0	494,459	1,049,906	856,599	0	-100%	0	0%
Use of Funds:									
Personnel	0	0	306,921	634,129	472,849	526,493	11% ²	544,595	3%
Supplies	0	0	12,439	73,750	73,750	72,250	-2%	92,250	28%
Youth Stipends/Council of Teens	0	0	10,725	70,000	25,000	42,000	68%	52,000	24%
Contracts	0	0	163,674	275,000	275,000	350,000	27%	325,000	-7%
Computer/Phone Maint. & Replace	0	0	0	0	0	1,400	100%	1,400	0%
Business Expense	0	0	700	5,000	10,000	11,000	10%	12,000	9%
Total Use of Funds	0	0	494,459	1,057,879	856,599	1,003,143	17%	1,027,245	2%
Funded FTE's	0.00	0.00	2.20	2.20	2.20	2.00		2.00	

¹NOTE: Measure W previously funded total program. Council deliberation on FY24 and 25 needed.

²VARIANCE: Vacancy savings in FY23.

Housing and Homelessness (100-4705)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Personnel	0	0	38,802	245,714	201,811	193,472	-4%	203,777	5%
Contracts	0	0	0	155,000	180,000	75,000	-58%	75,000	0%
Homeless Services	0	0	0	442,247	442,247	50,000	-89% ¹	50,000	0%
Computer/Phone Maint. & Replace	0	0	0	0	0	1,400	100%	1,400	0%
Business Expense	0	0	0	0	0	6,000	100%	6,000	0%
Total Use of Funds	0	0	38,802	842,961	824,058	325,872	-60%	336,177	3%
Funded FTE's	0.00	0.00	1.15	1.15	1.15	1.00		1.00	

¹VARIANCE: Delta Landing MOU expires FY23.

BUDGET STUDY SESSION – MARCH 28, 2023



Violence Intervention and Prevention (100-4706)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Personnel	0	0	0	184,136	184,502	227,799	23% ¹	232,953	2%
Contracts	0	0	0	25,000	25,000	25,000	0%	50,000	100%
Computer/Phone Maint. & Replace	0	0	0	0	0	1,400	100%	1,400	0%
Business Expense	0	0	0	0	0	2,250	100%	6,000	167%
Total Use of Funds	0	0	0	209,136	209,502	256,449	22%	290,353	13%
Funded FTE's	0.00	0.00	0.00	1.15	1.15	1.00		1.00	

¹VARIANCE: Vacancy savings in FY23. FY24 and 25 represent 50% of salary and benefits of Public Safety Manager and Community Engagement Coordinator positions funded 50% with CalVIP grant accounted for in separate Special Revenue Fund. After FY25, 100% of salaries and benefits will be charged to the General Fund.

Community Engagement (100-4707)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Personnel	0	0	0	567,771	211,547	706,045	234% ¹	728,749	3%
Contracts	0	0	0	25,000	25,000	25,000	0%	25,000	0%
Computer/Phone Maint. & Replace	0	0	0	0	0	1,400	100%	1,400	0%
Business Expense	0	0	0	0	0	0	0%	6,000	100%
Total Use of Funds	0	0	0	592,771	236,547	732,445	210%	761,149	4%
Funded FTE's	0.00	0.00	0.00	4.15	4.15	4.00		4.00	

¹VARIANCE: Vacancy savings in FY23.

BUDGET STUDY SESSION – MARCH 28, 2023



Public Safety and Community Resources Administration (100-4708)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Personnel	0	0	0	204,346	142,998	447,443	213% ¹	464,330	4%
Supplies	0	0	0	17,000	25,000	27,500	10%	27,500	0%
Contracts	0	0	0	85,200	69,700	69,700	0%	69,700	0%
Computer/Phone Maint. & Replace	0	0	0	5,000	5,000	22,678	354% ²	22,678	0%
Vehicle Maint/Replacement	0	0	0	0	0	5,000	100%	5,000	0%
Business Exp/Conf./Dues	0	0	0	21,000	23,605	30,000	27%	27,500	-8%
Furniture & Equipment	0	0	0	62,500	62,500	0	-100% ³	10,000	100%
Total Use of Funds	0	0	0	395,046	328,803	602,321	83%	626,708	4%
Funded FTE's	0.00	0.00	0.00	1.10	1.10	1.75		1.75	

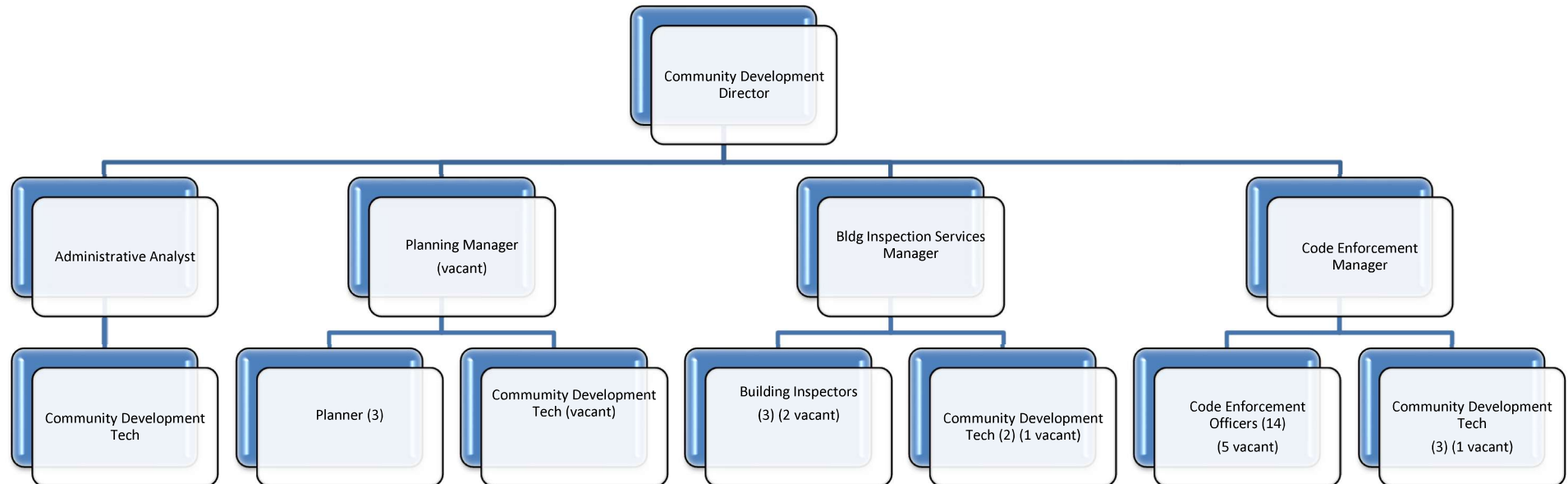
¹VARIANCE: Vacancy savings in FY23.

²VARIANCE: Staffing in place will require Information Services support.

³VARIANCE: FY23 budget for purchase of a van.



COMMUNITY DEVELOPMENT DEPARTMENT – GENERAL FUND



# of Positions Funded	# of Filled Positions	# of Vacant Positions
32.00	21.00	11.00

BUDGET STUDY SESSION – MARCH 28, 2023



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

COMMUNITY DEVELOPMENT SUMMARY									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
SOURCE OF FUNDS:									
1% Sales Tax	1,145,578	1,756,215	1,712,728	3,257,813	3,257,813	0	-100%	0	0%
Building Permits	1,552,016	2,775,820	3,706,974	2,450,000	2,000,000	2,450,000	23%	2,450,000	0%
Plan Checking Fees	482,951	481,461	298,332	410,000	340,000	410,000	21%	410,000	0%
Planning Fees	66,257	110,390	121,394	77,200	30,000	75,000	150%	75,000	0%
Other Service Charges		0	7,859	0	0	0	0%	0	0%
Pool Safety Fee	1,232	1,934	2,604	1,100	1,100	1,100	0%	1,100	0%
Cert Access Spec Consultation	0	0	250	0	30	0	0%	0	0%
Technology Fee	29,716	51,253	168,931	105,000	105,000	105,000	0%	105,000	0%
Energy Inspection Fee	29,415	51,205	57,520	45,750	45,750	45,750	0%	45,750	0%
Accessibility Fee	2,236	2,746	21,962	2,550	2,550	2,550	0%	2,550	0%
Green Bldg Verif & Compliance	96,858	238,913	269,500	199,000	100,000	199,000	99%	199,000	0%
General Plan Maintenance Fee	74,318	128,331	143,858	115,000	115,000	115,000	0%	115,000	0%
Reimbursement Developers	3,263	4,374	3,316	4,400	5,000	0	-100%	0	0%
Assessment Fees	291,979	560,746	223,808	750,000	50,000	200,000	300%	200,000	0%
Abatement Fees	39,785	14,961	1,533	17,000	1,577	0	0%	0	0%
Revenue from Other Agencies	0	59,950	97,583	740,050	693,906	0	-100%	0	0%
Miscellaneous Revenue	138,396	234,240	448,547	136,875	100,904	171,000	70%	171,000	0%
Total Source of Funds	3,954,000	6,472,539	7,286,699	8,311,738	6,848,630	3,774,400	-45%	3,774,400	0%
USE OF FUNDS:									
Personnel	3,207,428	3,953,229	3,312,016	5,576,476	4,114,496	5,726,236	39%	6,350,069	11%
Services & Supplies	972,920	660,696	1,980,346	2,751,208	2,159,977	1,933,308	-10%	2,146,145	11%
Total Use of Funds	4,180,348	4,613,925	5,292,362	8,327,684	6,274,473	7,659,544	22%	8,496,214	11%



COMMUNITY DEVELOPMENT SUMMARY (Continued)

	Funded 2022-23	Funded 2023-24	Funded 2024-25
Funded FTE's			
Administration	0.00	3.00	3.00
Land Planning Services	6.68	5.00	5.00
Code Enforcement	18.66	18.00	18.00
Building Inspection	6.66	6.00	6.00
Total Community Development Funded FTE's	32.00	32.00	32.00

BUDGET STUDY SESSION – MARCH 28, 2023



Community Development Administration (100-5110)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Use of Funds:									
Personnel	0	0	0	0	0	745,992	100%	771,253	3%
Supplies	0	0	0	0	0	28,500	100%	29,500	4%
Contracts	0	0	0	0	0	25,000	100%	25,000	0%
Computer/Phone Maint. & Replace	0	0	0	0	0	15,703	100%	15,703	0%
Business Expense	0	0	0	0	0	5,050	100%	6,550	30%
Software	0	0	0	0	0	189,000	100%	189,000	0%
Total Use of Funds	0	0	0	0	0	1,009,245	100%¹	1,037,006	3%
Funded FTE's	0.00	0.00	0.00	0.00	0.00	3.00		3.00	

¹VARIANCE: Re-establishment of an Administration division in starting in FY24. Expense budgets have been re-allocated from the other Community Development division budgets.

BUDGET STUDY SESSION – MARCH 28, 2023



Community Development Land Planning Services (100-5130)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
1% Sales Tax ¹	66,679	168,795	163,900	202,310	202,310	0	-100% ¹	0	0%
Charges for Services	328,273	445,547	373,546	372,200	255,000	370,000	45%	370,000	0%
Revenue from Other Agencies	0	59,950	97,583	740,050	693,906	0	-100% ²	0	0%
Other	35,251	65,670	56,868	59,525	60,125	55,000	-9%	55,000	0%
Total Source of Funds	430,203	739,962	691,897	1,374,085	1,211,341	425,000	-65%	425,000	0%
Use of Funds:									
Personnel	939,306	1,143,703	1,086,804	1,525,245	1,302,060	956,532	-27% ³	1,138,232	19%
Supplies	23,499	12,654	15,554	14,350	16,475	9,200	-44%	14,075	53%
Contracts	81,013	118,934	744,333	764,414	426,725	525,000	23% ⁴	1,225,000	133% ⁴
Computer/Phone Maint. & Replace	40,158	50,717	51,017	85,406	51,017	95,476	87% ⁵	95,476	0%
Business Expense	6,730	2,432	4,031	13,100	10,500	11,800	12%	11,800	0%
Total Use of Funds	1,090,706	1,328,440	1,901,739	2,402,515	1,806,777	1,598,008	-12%	2,484,583	55%
Funded FTE's	6.64	6.64	6.68	6.68	6.68	5.00		5.00	

¹NOTE: Funded one Planner position previously.

²VARIANCE: SB2, LEAP and REAP grants projected to be completed.

³VARIANCE: Re-organization of staffing with establishment of Administration division.

⁴VARIANCE: General Plan update.

⁵VARIANCE: Increase in allocation of Information Services in updated Cost Allocation Plan.

BUDGET STUDY SESSION – MARCH 28, 2023



Community Development Code Enforcement (100-5140)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
1% Sales Tax ¹	1,078,899	1,587,420	1,548,828	3,055,503	3,055,503	0	-100% ¹	0	0%
Assessment/Abatement Fees	330,931	575,707	225,341	767,000	51,577	200,000	288% ²	200,000	0%
Other	52,124	71,488	285,594	15,750	15,779	50,000	217% ²	50,000	0%
Total Source of Funds	1,461,954	2,234,615	2,059,763	3,838,253	3,122,859	250,000	-92%	250,000	0%
Use of Funds:									
Personnel	1,285,021	1,755,734	1,546,252	2,896,538	1,993,529	3,072,269	54% ³	3,260,178	6%
Supplies	144,732	47,005	38,804	388,400	169,627	152,000	-10%	126,000	-17%
Contracts	63,389	2,043	0	50,000	50,000	6,000	-88% ⁴	6,000	0%
Vehicle Maint/Replacement	333,306	45,325	99,095	108,820	108,820	134,102	23%	140,756	5%
Computer/Phone Maint. & Replace	51,134	48,280	48,480	48,480	48,480	82,364	70% ⁵	82,364	0%
Business Expense	10,008	12,035	15,684	11,550	11,645	43,000	269% ⁶	35,000	-19%
Furniture & Equipment	14,049	0	96,087	5,250	5,250	10,000	90%	10,000	0%
Total Use of Funds	1,901,639	1,910,422	1,844,402	3,509,038	2,387,351	3,499,735	47%	3,660,298	5%
Funded FTE's	14.63	14.63	18.66	18.66	18.66	18.00		18.00	

¹NOTE: Funded Code Enforcement personnel costs previously.

²VARIANCE: Projecting increase in citation and other revenue with increased staffing and enforcement.

³VARIANCE: Vacancy savings in FY23.

⁴VARIANCE: Leasing vehicles in FY23 due to delay in vehicle purchasing.

⁵VARIANCE: Increase in Information Services allocation from updated Cost Allocation Plan.

⁶VARIANCE: Increase in training/conferences with full staffing.

BUDGET STUDY SESSION – MARCH 28, 2023



Community Development Building Inspection (100-5160)									
	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Revised	2023-24 Proposed	% Change	2024-25 Proposed	% Change
Source of Funds:									
Permits	1,552,016	2,775,820	3,706,974	2,450,000	2,000,000	2,450,000	23%	2,450,000	0%
Charges for Services	455,543	620,686	718,664	583,400	484,430	583,400	20%	583,400	0%
Other	54,284	101,456	109,401	66,000	30,000	66,000	120%	66,000	0%
Total Source of Funds	2,061,843	3,497,962	4,535,039	3,099,400	2,514,430	3,099,400	23%	3,099,400	0%
Use of Funds:									
Personnel	983,101	1,053,792	678,960	1,154,693	818,907	951,443	16% ¹	1,180,406	0%
Supplies	39,271	21,626	19,842	20,391	20,391	12,640	-38%	19,115	51%
Contracts	-35,744	215,185	721,999	1,131,458	1,131,458	480,000	-58% ²	0	-100% ²
Vehicle Maint/Replacement	137,249	28,736	45,362	49,889	49,889	44,252	-11%	48,585	10%
Computer/Phone Maint. & Replace	55,717	49,095	49,095	49,095	49,095	49,716	1%	49,716	0%
Business Expense	8,409	6,629	3,194	9,605	9,605	11,505	20%	11,505	0%
Furniture & Equipment	0	0	27,769	1,000	1,000	3,000	200%	3,000	0%
Total Use of Funds	1,188,003	1,375,063	1,546,221	2,416,131	2,080,345	1,552,556	-25%	1,312,327	-15%
Funded FTE's	5.63	5.63	6.66	6.66	6.66	6.00		6.00	

¹VARIANCE: Vacancy savings in FY23

²VARIANCE: Anticipate reduction in contract building services with hiring and then fully staffed in FY25 requiring no contract staffing.

GENERAL FUND PROJECTIONS 3.28.23

	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Beginning Fund Balance	\$34,730,176	\$34,730,176	\$34,730,176	\$34,730,176	\$31,959,219	\$21,817,917
Taxes	55,424,868	56,470,047	58,418,633	59,694,549	61,631,908	63,571,987
1% Sales Tax	21,036,699	21,145,433	21,727,902	22,384,269	23,049,000	23,775,000
Services Charges/Permits	8,251,002	7,668,061	7,799,649	7,646,948	7,919,457	8,191,511
All Other Revenues	2,231,748	1,402,300	1,412,300	1,279,300	1,289,300	1,299,300
Transfers In	4,421,392	4,372,793	4,405,014	4,456,817	4,518,462	4,561,526
Total Revenues	91,365,709	91,058,634	93,763,498	95,461,883	98,408,127	101,399,324
% Change		0%	3%	2%	3%	3%
Personnel	58,146,028	65,146,166	68,741,594	71,705,391	73,671,540	75,781,310
Services/Supplies/Transfers	39,889,069	32,353,313	33,936,066	34,602,542	34,877,889	36,214,570
Total Expenditures	98,035,097	97,499,479	102,677,660	106,307,933	108,549,429	111,995,880
% Change		-1%	5%	4%	2%	3%
Transfer In Budget Stabilization	6,669,388	6,440,845	8,914,162	8,075,093	-	-
Surplus/(Deficit)	-	-	-	(2,770,957)	(10,141,302)	(10,596,557)
Ending Fund Balance	\$34,730,176	\$34,730,176	\$34,730,176	\$31,959,219	\$21,817,917	\$11,221,361
Committed	1,670,473	1,890,135	1,006,546	1,228,846	1,453,492	1,680,531
Unassigned	\$33,059,703	\$32,840,041	\$33,723,630	\$30,730,373	\$20,364,425	\$9,540,830
Unassigned %	36.18%	36.06%	35.97%	32.19%	20.69%	9.41%

GENERAL FUND PROJECTIONS 3.28.23 - WITH STAFFING AND OTHER BUDGET REQUESTS

	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28
Beginning Fund Balance	\$34,730,176	\$34,730,176	\$34,730,176	\$30,635,675	\$13,136,009	(\$3,991,590)
Taxes	55,424,868	56,470,047	58,418,633	59,694,549	61,631,908	63,571,987
1% Sales Tax	21,036,699	21,145,433	21,727,902	22,384,269	23,049,000	23,775,000
Services Charges/Permits	8,251,002	7,668,061	7,799,649	7,646,948	7,919,457	8,191,511
All Other Revenues	2,231,748	1,402,300	1,412,300	1,279,300	1,289,300	1,299,300
Transfers In	4,421,392	4,372,793	4,405,014	4,456,817	4,518,462	4,561,526
Total Revenues	91,365,709	91,058,634	93,763,498	95,461,883	98,408,127	101,399,324
% Change		0%	3%	2%	3%	3%
STAFFING/OTHER BUDGET	178,784	5,323,413	7,967,397	6,653,616	6,986,297	7,335,612
Personnel	58,146,028	65,146,166	68,741,594	71,705,391	73,671,540	75,781,310
Services/Supplies/Transfers	39,889,069	32,353,313	33,936,066	34,602,542	34,877,889	36,214,570
Total Expenditures	98,213,881	102,822,892	110,645,057	112,961,549	115,535,726	119,331,492
% Change		5%	8%	2%	2%	3%
Transfer In Budget Stabilization	6,848,172	11,764,258	12,787,058	-	-	-
Surplus/(Deficit)	-	-	(4,094,501)	(17,499,666)	(17,127,599)	(17,932,169)
Ending Fund Balance	\$34,730,176	\$34,730,176	\$30,635,675	\$13,136,009	(\$3,991,590)	(\$21,923,758)
Committed	1,670,473	1,890,135	1,006,546	1,228,846	0	0
Unassigned	\$33,059,703	\$32,840,041	\$29,629,129	\$11,907,163	(\$3,991,590)	(\$21,923,758)
Unassigned %	36.18%	36.06%	31.60%	12.47%	-4.06%	-21.62%



***PRESCRIPTION DRUG ABUSE AWARENESS MONTH
March 2023***

WHEREAS, when used as prescribed by a doctor, prescription medicines such as stimulants, sedatives and opioids can be helpful in treating many illnesses, but when these medications are misused, they can have serious consequences;

WHEREAS, many prescription drugs can alter a person's thinking and judgment, and can lead to health risks, including addiction, drugged driving, infectious disease, and adverse effects on pregnancy;

WHEREAS, anyone who takes prescription opioids can become addicted to them. In fact, as many as one in four patients receiving long-term opioid therapy in a primary care setting struggles with an opioid use disorder (OUD);

WHEREAS, in Contra Costa County 2021, there were 498,097 opioid prescriptions given to patients, which is an age-adjusted rate of 349.6 per 1,000 residents, higher than the state rate of 321.7. The Centers for Disease Control and Prevention (CDC) recommends avoiding taking benzodiazepines while taking prescription opioids whenever possible due to risk of overdose;

WHEREAS, in 2021, a total of 21,016 emergency department visits occurred in California that were related to an opioid overdose and 341 of those visits occurred in Contra Costa County;

WHEREAS, according to the Center for Disease Control (CDC), 106,699 drug overdose deaths occurred nationally in 2021; 80,411 were from opioids, and 183 of those opioid related overdose deaths occurred in Contra Costa County;

WHEREAS, Synthetic opioids other than methadone (primarily fentanyl) and stimulants such as methamphetamine were the main drivers of drug overdose deaths in the U.S. in 2021;

WHEREAS, to help prevent substance use disorder and overdose deaths, the Antioch City Council encourages community members to dispose of their expired and unwanted prescription drugs throughout the year and safely store those still needed; and

WHEREAS, The Contra Costa County Medication Education and Disposal Safety (MEDS) Coalition engages all community members in the county to participate in Prescription Drug Abuse Awareness Month activities to raise prescription drug safety awareness.

NOW, THEREFORE, I, LAMAR A. THORPE, Mayor of the City of Antioch, do hereby declare March 2023 as "Prescription Drug Abuse Awareness Month", and encourage all citizens to participate in prescription drug abuse related prevention programs and activities. The Antioch City Council also encourages all community members pledge to, "Spread the Word... One Pill Can Kill".

MARCH 28, 2023

LAMAR A. THORPE Mayor

ALL AGES!

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ACTIVITY SHOWCASE,
GAMES, AND MORE!**



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EGG-STRAVAGANZA & REC EXPO

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ANTIOCH
CALIFORNIA
RECREATION DEPARTMENT

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

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

**February 14, 2023
Council Chambers**

6:30 P.M. - CLOSED SESSION

Mayor Thorpe called Closed Session to order at 6:30 P.M., and City Clerk Householder called the roll.

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

1. **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.
2. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION: CITY ATTORNEY.** This closed session is authorized pursuant to Government Code section 54957(b)(1).

PUBLIC COMMENTS – None

ADJOURN TO CLOSED SESSION

Mayor Thorpe adjourned to Closed Session at 6:32 P.M.

7:00 P.M. REGULAR MEETING

Mayor Thorpe called the meeting to order at 7:25 P.M., and City Clerk Householder called the roll.

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

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 gave the following report: **#1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**, no reportable action and, **#2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION: CITY ATTORNEY**, direction was given to the City Attorney.

1. INTRODUCTION OF NEW CITY EMPLOYEES

Interim Director of Public Works/City Engineer Buenting introduced Rachel Harris, Assistant Public Works Technician, Andrew Finley, General Laborer and Juan Luis Garcia Codinez, General Laborer, who thanked Interim Director of Public Works/City Engineer Buenting for the introduction and stated they looked forward to serving the City.

Finance Director Merchant introduced Emily Modar, Business License Representative I, who thanked Finance Director Merchant for the introduction and stated she looked forward to serving the City.

Director of Community Development Ebbs announced introductions of new employees for Community Development would be rescheduled for March 14, 2023.

Police Chief Ford introduced Andrew Schnitzius, Community Service Officer, Ryan Tryner, Community Service Officer, Vanessa Flores, Community Service Officer (not in attendance), Cathie Marlow, Lead Records Technician and Cat Cottle, Animal Services Supervisor who thanked Police Chief Ford for the introduction and stated they looked forward to serving the City.

Director of Parks and Recreation Helfenberger introduced Jun Clyde Aquino Gandia, Recreation Supervisor and Dustin Daroy, Aquatics Maintenance Worker, who thanked Director of Parks and Recreation Helfenberger for the introduction and stated they looked forward to serving the City.

Mayor Thorpe thanked the new employees for choosing public service.

2. PROCLAMATIONS

*In Memory of Ronald A. Grant, Public Servant Leader
In Honor of Black History Month, February 2023*

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

Family members of Mr. Grant accepted the *In Memory of Ronald A. Grant, Public Servant Leader* proclamation.

Representatives from the ECNAACP accepted the *In Honor of Black History Month, February 2023* proclamation.

3. ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS

City Clerk Householder announced the following Board and Commission openings.

- Sales Tax Citizens' Oversight Committee
- Antioch Police Oversight Commission

For more information and to apply, visit the City's website.

ON MOTION BY COUNCILMEMBER WILSON, SECONDED BY COUNCILMEMBER BARBANICA THE CITY COUNCIL UNANIMOUSLY SUSPENDED THE RULES AND MOVED REGULAR AGENDA ITEM #9, TO BE HEARD AS THE NEXT ORDER OF BUSINESS.

COUNCIL REGULAR AGENDA

9. CONTRA COSTA COUNTY LIBRARY COMMISSION APPOINTMENT FOR ONE VACANCY EXPIRING JUNE 30, 2025 (ANTIOCH REPRESENTATIVE)

Mayor Thorpe nominated Dr. John M.Huh to the Contra Costa County Library Commission.

City Clerk Householder read Dr. Huh's biography.

RESOLUTION NO. 2023/20

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica the City Council unanimously appointed by resolution Dr. John Huh to the Contra Costa County Library Commission for the vacancy expiring June 30, 2025.

City Clerk Householder administered the Oath of Office to Dr. Huh.

PUBLIC COMMENTS

Eddie, Della Currie, Kim Carlson, Devin Williams and Treyveon Carlson representing ACCE and Tachina Garrett, spoke in support of Council enacting Anti-Harassment and Just Cause ordinances.

Norma Hernandez, Antioch resident, reported on her attempts to meet with the City Attorney to discuss the legality of the tobacco ordinance and requested the tobacco ordinance be agendaized for reconsideration.

Ralph Hernandez, Antioch resident, discussed adverse side effects of vaccinations and commended the City for not requiring employees to be vaccinated.

Lucas Stuart-Chilcote wished Ms. Gardner well. He commented that he had installed a device on his vehicle to prevent catalytic converter theft and urged residents to be vigilant. He announced he won a seat as a delegate of the California Democratic Party for Assembly District 15.

Leslie May requested Council advance a discussion on the creation of a committee to consider reparations in Antioch.

Frank Sterling spoke in support of reparations as well as Anti-Harassment and Just Cause ordinances. He encouraged the City to consider safety of the rail system running along the Delta.

Edgar advocated for improving street lighting along East 18th Street and addressing blight in plazas within District 1 and along major arterials. He announced the Antioch Boys Varsity Cross Country Team won the Bay Valley Athletic League title. He also announced the retirement of a local Veterinary Clinic.

Patricia Granados expressed concern regarding the investigation of the DOJ into the Antioch Police Department. She discussed harassment occurring in the community and suggested the community members watch films addressing racism.

CITY COUNCIL COMMITTEE REPORTS/COMMUNICATIONS

Councilmember Wilson reported on her attendance at a Delta Diablo meeting. She announced she would be attending a Conference next week.

Councilmember Torres-Walker reported on her participation in a meeting with Councilmember Wilson regarding the new location for the Department of Public Safety and Community Resources. She also reported on her attendance at a Lion's event. She recognized and thanked her stand-in Councilmembers.

Mayor Thorpe reported on his attendance at the Highway 4 Bypass Authority, East Contra Costa Regional Fee & Financing Authority (ECCRFFA), Contra Costa Transportation Authority (CCTA) and Tri Delta Transit meetings.

MAYOR'S COMMENTS – None

4. PRESENTATION

Approaches to the State of California's Homekey Program by Dignity Moves

Elizabeth Funk and Joanne Price, representing Dignity Moves and Steve Good, representing Five Keys, gave the Dignity Moves PowerPoint presentation.

Andrew Becker, Devin Williams, ACCE, Lucas Stuart-Chilcote, Edgar, Patricia Granados and Frank Sterling spoke in support of a Homekey Project in Antioch for the unsheltered homeless. Councilmember Ogorchock thanked the speakers for the presentation and spoke in support of a Homekey Project for Antioch.

Councilmember Torres-Walker and Councilmember Wilson thanked the speakers for the presentation and spoke in support of a Homekey Project for Antioch. They recognized Mr. Becker for his attention to this matter.

Mr. Good explained their trauma informed care approach.

Mayor Thorpe provided a history of the City's Project Homekey RFP process. He stated he hoped there were competitive bids for several organizations including Dignity Moves for a future Homekey project.

Mayor Thorpe and Councilmember Torres-Walker acknowledged that timelines had been a challenge.

Ms. Funk commented that several cities had reached a legal decision that Homekey was the vetting process with the state and generally they did not have to reply to RFPs. She noted this matter was up to the discretion of the City.

Assistant City Manager Bayon Moore stated discussion needed to occur regarding the City's financial commitment and obligation. She reported that staff had previously come forward with a request for \$6M; however, only \$2M was approved which had influenced the interest level of applicants.

Following discussion, Mayor Thorpe discussed the possibility of calling a special meeting to consider the financial pledge for the City. He suggested a sidebar conversation occur leading up to the special meeting to evaluate City's that had not utilized the RFP process.

- 5. CONSENT CALENDAR for City /City Council Members acting as Housing Successor to the Antioch Development Agency/Antioch Public Financing Authority**
 - A. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR JANUARY 13, 2023**
 - B. APPROVAL OF COUNCIL MEETING MINUTES FOR JANUARY 24, 2023**
 - C. APPROVAL OF COUNCIL WARRANTS**
 - D. APPROVAL OF HOUSING SUCCESSOR WARRANTS**

- E. **ORDINANCE NO. 2223-C-S AND ORDINANCE NO. 2224-C-S SECOND READING – CITY OF ANTIOCH 6TH CYCLE HOUSING ELEMENT UPDATE REZONE AND EAST LONE TREE SPECIFIC PLAN AMENDMENT *(Introduced on 01/24/2023)***
- F. **CITY OF ANTIOCH ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2022**
- G. **ANTIOCH PUBLIC FINANCING AUTHORITY – BASIC FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR’S REPORT FOR THE YEAR ENDED JUNE 30, 2022**
- H. **RESOLUTION NO. 2023/21 TERMINATING THE DECLARATION OF A LOCAL EMERGENCY CONCERNING THE SEVERE WINTER STORMS**
- I. **RESOLUTION NO. 2023/22 CONSIDERATION OF BIDS FOR THE ANTIOCH WATER PARK PERIMETER FENCE REPAIR (P.W. 567-11)**
- J. **RESOLUTION NO. 2023/23 AB 361: RESOLUTION MAKING FINDINGS NECESSARY TO CONDUCT BROWN ACT MEETINGS BY TELECONFERENCE FOR THE CITY COUNCIL, BOARDS, COMMISSIONS, AND COMMITTEES**
- K. **RESOLUTION 2023/24 APPROVING THE FINAL MAP, IMPROVEMENT PLANS AND SUBDIVISION IMPROVEMENT AGREEMENT FOR DEER VALLEY ESTATES 9518 (MERITAGE HOMES OF CALIFORNIA) (PW 681-2)**
- L. **RESOLUTION NO. 2023/25 INCREASE TO THE PURCHASE ORDER OF NATIONAL AUTO FLEET GROUP FOR THE PROCUREMENT OF ELEVEN (11) POLICE VEHICLES UTILIZING THE SOURCEWELL COOPERATIVE PURCHASING CONTRACT NO. 091521-NAF**

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson, the City Council unanimously approved the Council Consent Calendar with the exception of items J and L which were removed for further discussion.

Item J – Mayor Thorpe suggested the resolution have a date certain of February 28, 2023, since the state of emergency would be over at the end of February.

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson the City Council approved Item J with an end date of February 28, 2023. The motion carried the following vote:

Ayes: Torres-Walker, Ogorchock, Wilson, Thorpe

Noes: Barbanica

Item L – Councilmember Ogorchock stated that she believed the Antioch Police Department needed to oversee the purchase of their vehicles since they were aware of their needs.

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica the City Council unanimously approved Item L.

ON MOTION BY COUNCILMEMBER TORRES-WALKER, SECONDED BY COUNCILMEMBER BARBANICA THE CITY COUNCIL UNANIMOUSLY SUSPENDED THE RULES AND MOVED PUBLIC HEARING AGENDA ITEM #7, TO BE HEARD AS THE NEXT ORDER OF BUSINESS.

ON MOTION BY COUNCILMEMBER OGORCHOCK, SECONDED BY COUNCILMEMBER BARBANICA THE CITY COUNCIL UNANIMOUSLY SUSPENDED THE RULES AND MOVED PUBLIC HEARING AGENDA ITEM #8, TO BE HEARD AS THE NEXT ORDER OF BUSINESS.

PUBLIC HEARING

8. UP-22-15 USE PERMIT FOR DELTA DISTRIBUTION 2101 W. 10TH STREET, SUITE D

Associate Planner Cortez presented the staff report dated February 14, 2023, recommending the City Council adopt the resolution approving UP-22-15, a Use Permit for a cannabis distribution business at 2101 W. 10th Street.

Mayor Thorpe opened the public hearing.

Rick Hoke, Delta Distribution, explained distribution would occur within their facility with deliveries of their products from their extraction and cultivation facilities to the dispensary.

Ralph and Norma Hernandez, Antioch residents, discussed the adverse effects of cannabis use and businesses.

Patricia Granados spoke in support of cannabis use and businesses.

In response to Councilmember Ogorchock, Mr. Hoke reviewed the building tenants and site security plan.

Mayor Thorpe closed the public hearing.

RESOLUTION NO. 2023/26

On motion by Councilmember Wilson, seconded by Councilmember Torres-Walker the City Council adopted the resolution approving UP-22-15, a Use Permit for a cannabis distribution business at 2101 W. 10th Street. The motion carried the following vote:

Ayes: Torres-Walker, Ogorchock, Wilson, Thorpe

Noes: Barbanica

7. ORDINANCE AMENDING CERTAIN CHAPTERS OF TITLE 8 OF THE ANTIOCH MUNICIPAL CODE “BUILDING REGULATIONS”, ADOPTING THE CALIFORNIA CODE OF REGULATIONS TITLE 24, 2019 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODES AND RELATED MODEL CODES AS AMENDED

Director of Community Development Ebbs presented the staff report dated February 14, 2023, recommending the City Council introduce, read by title only, and waive further reading of the ordinance amending Title 8 of the Antioch Municipal Code, adopting by reference the California Code of Regulations Title 24, 2019 Edition of the California Building Standards Codes and related model codes, as amended.

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

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson the City Council unanimously introduced, read by title only, and waived further reading of the ordinance amending Title 8 of the Antioch Municipal Code, adopting by reference the California Code of Regulations Title 24, 2019 Edition of the California Building Standards Codes and related model codes, as amended.

6. BILLBOARD REGULATIONS (Z-22-04)

Senior Planner Merideth presented the staff report dated February 14, 2023, recommending the City Council introduce, waive the first reading, and read by title only the ordinance amending Antioch Municipal Code section “Sign Regulations” (Chapter 5, Article 5).

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

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson the City Council unanimously introduced, waived the first reading, and read by title only the ordinance amending Antioch Municipal Code section “Sign Regulations” (Chapter 5, Article 5).

COUNCIL REGULAR AGENDA – Continued

10. STREET SWEEPING SERVICES

Interim Director of Public Works/City Engineer Buening presented the staff report dated February 14, 2023, recommending the City Council: 1) Provide direction to staff regarding potentially increasing Street Sweeping Services utilizing the City’s existing service provider, Delta Diablo, or bringing services in-house. 2) Provide direction to staff on a funding source for additional street sweeping services.

Lucas-Stuart-Chilcote suggested Council discuss installing signage mandating vehicles be removed during street sweeping to assist with identifying abandoned vehicle for abatement purposes.

In response to Councilmember Torres-Walker, Project Manager Buenting clarified that the cost for signage had not been included.

Mayor Thorpe reported Delta Diablo had a third-party contractor that could provide enhanced services.

Interim Director of Public Works/City Engineer Buenting stated if the options provided this evening were insufficient with what Council wanted to accomplish, he would work with Delta Diablo to determine if they would be able to provide enhanced services to include litter pick up.

Councilmembers Ogorchock and Barbanica stated they did not support increasing street sweeping and requested staff provide costs analysis for hiring laborers to address litter abatement/pollution prevention.

Councilmember Torres-Walker discussed the importance of parking enforcement and street sweeping services working together.

Following discussion, Council consensus directed staff to bring back options for expanding street sweeping and adding litter abatement through Delta Diablo.

11. CITY COUNCIL ASSISTANTS

Director of Human Resources Cortez presented the staff report dated February 14, 2023, recommending the City Council: 1) Adopt a resolution approving the allocation of up to three part-time Secretaries to provide administrative support to City Council; and/or 2) Provide direction to City staff to create a Citywide paid Internship Program including class specifications for City interns and a proposed program budget.

Lucas Stuart-Chilcote spoke in support of adopting the resolution approving the allocation of part-time secretaries to provide administrative support to City Council. He questioned which positions would be available for the internship program.

Patricia Granados spoke in support of adopting the resolution approving the allocation of part-time secretaries to provide administrative support to City Council. She stated that she was available for an internship position for graphics communications.

Following discussion, Council consensus supported adopting a resolution approving up to five part-time secretaries to provide administrative support to the City Council. They also directed staff to create a Citywide paid Internship Program.

RESOLUTION NO. 2023/27

On motion by Councilmember Torres-Walker, seconded by Councilmember Wilson the City Council adopted an amended resolution approving the allocation of up to **five** part-time Secretaries to provide administrative support to City Council. The motion carried the following vote:

Ayes: Torres-Walker, Wilson, Thorpe

Noes: Barbanica, Ogorchock

PUBLIC COMMENT – None

STAFF COMMUNICATIONS – None

COUNCIL COMMUNICATIONS AND FUTURE AGENDA ITEMS

Councilmember Torres-Walker wished everyone a Happy Valentine's Day and encouraged the community to celebrate Black History month. She stated she looked forward to working with Mayor Thorpe on the potential creation of a Human Rights and Racial Equity Commission. She requested the City agenda the following items: a presentation on current reparation efforts, a review of the current rental inspection ordinance, Anti-Harassment and Just Cause for Eviction policies, and improving connectivity for neighborhoods hardest impacted during the pandemic.

Councilmember Ogorchock requested staff agenda consideration of the Antioch Police Department overseeing the purchase of their fleet vehicles, and a review of the smoking ordinance as it related to cigars and packaging limits.

Councilmember Wilson requested the City agenda a discussion on EV charging stations, and a ban on new gas stations.

Mayor Thorpe announced he would be scheduling a Special Meeting for Homekey as soon as possible.

ADJOURNMENT

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson the City Council unanimously adjourned the meeting at 11:00 P.M.

Respectfully submitted:

Kitty Eiden

KITTY EIDEN, Minutes Clerk

CITY COUNCIL MEETING

Special Meeting
5:00 P.M.

February 23, 2023
Council Chambers

5:00 P.M. - SPECIAL MEETING

Mayor Thorpe called the meeting to order at 5:00 P.M., and City Clerk Householder called the roll.

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

PLEDGE OF ALLEGIANCE

Mayor Thorpe led the Pledge of Allegiance.

COUNCIL REGULAR AGENDA

1. HOMEKEY PROGRAM AND UNHOUSED STRATEGIES IN THE CITY OF ANTIOCH

Assistant City Manager Bayon Moore and Finance Director Merchant presented the staff report and Megan Kurteff-Schatz representing Focus Strategies presented the PowerPoint presentation dated February 23, 2023, recommending the City Council: a) Receive and discuss a presentation by Focus Strategies; b) Consider potential initiation of a second Homekey proposal solicitation process; and c) Make a motion determining the City's potential financial pledge and designating a source of City funds.

Andrew Becker stated Dignity Moves had indicated there were alternatives to the traditional RFP process and he expressed concern that the City had not responded.

Edgar Martinez expressed concern regarding the potential impacts to the City's General Fund and spoke in support of a regional approach to homelessness.

A speaker representing Dignity Moves stated there were opportunities to move forward with a Homekey Project outside the RFP method and offered to assist the City with expediting the process.

A speaker representing California Supportive Housing, expressed interest in working with the City on a project for Antioch.

In response to Councilmember Barbanica, Finance Director Merchant explained that based on General Fund Projections and the annual financial commitment for this project, she was unsure of where the City would get the funds unless they received grants or services were cut. She noted ARPA funding was available; however, that money needed to be obligated by December

31, 2024, spent by 2026, and it was not continued funding, so it would affect any program going forward.

Councilmember Barbanica stated he could not support the program since it would place the City in a position of deficit spending.

Mayor Thorpe responded that it was up to Council to determine budget priorities.

In response to Councilmember Wilson, Ms. Kurteff-Schatz reviewed project examples.

Councilmember Wilson stated she did not know if the City could afford a Homekey Project and spoke in support of a regional approach to homelessness.

Councilmember Ogorchock stated there may be an opportunity to partner with the County for a housing project for unhoused residents. She commented that she was not in support of moving forward with a Homekey project due to the budget impacts.

Leslie May discussed her efforts to work with City Manager Johnson to seek grant funding opportunities to purchase or build homeless projects.

Assistant City Manager Bayon Moore clarified if Council wanted to move forward, staff was asking for a pledge of a financial commitment.

Mayor Thorpe stated given the discussion this evening, there was no consensus to move forward with any of the options before Council. He reminded the public that City's were not normally task with these types of services; however, there had been a lack of support from the County to address these matters.

Councilmember Ogorchock stated she was interested in looking for other options and noted that hopefully the State would allocate funding to cities to address homelessness issues.

Councilmember Wilson supported looking at other options.

Mayor Thorpe stated Council may need to consider establishing a Standing Committee on Homelessness to focus on this topic.

2. DISCUSSION ITEM: POTENTIAL URGENCY ORDINANCE BANNING ALL NEW LIQUOR STORES IN THE CITY OF ANTIOCH

City Attorney Smith presented the staff report dated February 23, 2023, recommending the City Council provide direction whether staff should prepare an urgency ordinance prohibiting all new liquor stores in the City of Antioch.

Councilmember Wilson clarified that the prohibition would be on new liquor stores and would allow the Council to discuss public safety and public health as it related to oversaturation of these businesses.

Jim Lanter, Business Owner, stated he did not support a total prohibition on all liquor businesses. He agreed that there were some existing liquor stores that were a concern; however, others had improved their businesses. He stated he believed there was a policing issue in Antioch.

Johnny Walker requested that he be anonymous and asked that his real name not be used when Council addressed him. He announced he would file a lawsuit if his real name was used again.

Mayor Thorpe reminded the speaker to limit his comments to the agenda item.

Mr. Walker commented that he was allowed to remain anonymous because he feared retaliation and being addressed by his real name was a violation of the Brown Act. He opposed the urgency ordinance banning all new liquor stores.

Edgar Martinez suggested Council address concerns related to existing liquor stores. He questioned why the Antioch Police Department had not commented on a recent project approved by the Planning Commission. He stated he supported the urgency ordinance.

Andrew Becker expressed concern for neglected neighborhoods and noted the blame should not be placed on one type of business. He also expressed concern regarding liquor stores and cannabis businesses approved in other areas of the City. He noted it was the City's responsibility to police their community. He encouraged Council to uplift and support underserved communities.

Mayor Thorpe stated that the City needed to be thoughtful in where they placed liquor/convenience stores so they would not oversaturate communities. He noted he would support an urgency ordinance to allow the City to develop a policy.

Councilmember Barbanica supported a policy to outline where liquor stores could be located; however, he did not support a ban on any business that wanted to come into the City.

Mayor Thorpe explained the ban would be temporary until Council agreed on a policy.

Councilmember Ogorchock stated being thoughtful about location was important; however, she was concerned for a ban of all liquor businesses. She believed this was not an urgency item.

Councilmember Wilson supported the urgency ordinance so Council could have a discussion on policy.

There was no consensus to move forward with the preparation of an urgency ordinance banning all new liquor stores in the City of Antioch..

Councilmember Ogorchock stated this item could be brought back for discussion without the ordinance.

ADJOURNMENT

On motion by Councilmember Wilson, seconded by Councilmember Barbanica the City Council members present unanimously adjourned the meeting at 6:26 P.M.

Respectfully submitted:

Kitty Eiden
KITTY EIDEN, Minutes Clerk

CITY COUNCIL MEETING

Regular Meeting
7:00 P.M.

February 28, 2023
Council Chambers

7:00 P.M. REGULAR MEETING

Mayor Thorpe called the meeting to order at 7:01 P.M. and Acting City Clerk Rosales called the roll.

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

PLEDGE OF ALLEGIANCE

Mayor Thorpe led the Pledge of Allegiance.

1. ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS

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

- Sales Tax Citizens' Oversight Committee

For more information and to apply, visit the City's website.

PUBLIC COMMENTS

Renee Ya read a letter from her neighbor recognizing the Antioch Police Department for their professionalism during a recent incident. They requested traffic calming measures be installed in the neighborhood to improve safety.

LaShelle Renee Harris, Devin Williams and Jilandra Plaza representing ACCE, and Brendon O'Laskey and Maria Lopez representing East County Regional Group, spoke in support of Council considering enacting Just Cause and Anti-Harassment ordinances.

Matt Sigmon discussed the Special City Council meeting in which Council discussed unhoused strategies and his personal experience with homelessness. He encouraged Council to address homelessness in Antioch.

Melissa Case encouraged an elected official to accompany their apologies with actions.

Krystle Law spoke in support of Council enacting Just Cause and Anti-Harassment ordinances. She suggested the City reach out to assist the homeless.

Edgar M. spoke in support of Council enacting Just Cause and Anti-Harassment ordinances. He encouraged the community to reach out to other local elected officials to seek assistance.

CITY COUNCIL COMMITTEE REPORTS/COMMUNICATIONS

Councilmember Ogorchock expressed concern that an article was published misrepresenting the Antioch Police Department and using Police Chief Ford's name. She requested an investigation take place regarding this incident.

MAYOR'S COMMENTS

Mayor Thorpe announced he would be attending the Mayor's Conference, an Annual Legislated Day in Washington D.C. on behalf of Tri Delta Transit, and a CCTA meeting. He addressed public comments and provided an overview of the City's efforts to address homelessness.

2. PRESENTATIONS

- *PFM Asset Management LLC Report on City Investments, presented by Sarah Meacham, Managing Director*
- *Micro-Housing Project Update, presented by Forrest Ebbs, Community Development Director*

Finance Director Merchant introduced Sarah Meacham, Managing Director of PFM Asset Management LLC who gave a PowerPoint presentation of the City of Antioch Investment Performance Review for the Quarter Ending December 31, 2022.

Mayor Thorpe stated he felt divesting from fossil fuel companies should be discussed.

Director of Community Development Ebbs introduced Meredith Rupp, Partnership for the Bay's Future, Jasmine Tarkoff, Multi-Faith ACTION Coalition and Hope Solutions and Jocelyn Vera and Deborah Carney, Hope Solutions, who gave a Micro-Housing Project Update PowerPoint presentation.

Loren Kadar and Christina Loyola Cabral, Hope Solutions, discussed their personal experiences with homelessness and spoke in support of an affordable housing project in Antioch.

Father Robert, St. Ignatius Catholic Church, and Chaplain for the Antioch Police Department and the Contra Costa Fire District discussed his observations of homelessness in Antioch. He commented that they had everything needed and would like to build housing for the unhoused, on parish property.

Jackie Lowery, Antioch resident representing Hope Solutions, spoke in support of the City working with their organization to bring housing opportunities for the unhoused.

Brian McCoy, St. Ignatius Catholic Church, Antioch resident, discussed his efforts to assist the unhoused and spoke in support of policies that would give churches a reasonable path to construct permanent housing on their unused land.

Christopher Watson, Golden Hills Outreach Center, discussed services they provided to the unhoused and spoke to the need for affordable housing in Antioch.

William Goodwin, Hope Solutions, and Michelle Kuslits discussed their observations of homelessness and spoke in support of building a Micro Housing community on faith-based land.

Andrew Becker spoke in support of building a Micro-Housing community as well as other opportunities to address homelessness in Antioch.

Rev. Millie Phillips, Faith Alliance for a Moral Economy, spoke in support of building a Micro-Housing community with supportive services for the unhoused.

Councilmember Ogorchock thanked Hope Solutions and Father Roberts for the presentation. She spoke in support of providing homes for families and requested the County partner with the City on this project. She thanked Director of Community Development Ebbs for participating in the discussions and spoke in support of the project moving forward.

In response to Councilmember Barbanica, Ms. Tarkoff explained the project would be built to HCD standards and they proposed permanent housing with supportive services specific to the population being served. She noted this grant was for exploring the development of a Micro-Housing project on faith-owned land and creating policy standards to streamline the entitlement process. She explained that Hope Solutions was planning on seeking private and public funding for construction and operations. She noted there would be no time limitations; however, their goal and hope was that people would thrive and move onto other housing.

Mayor Thorpe thanked Hope Solutions for the presentation.

In response to Mayor Thorpe, Director of Community Development Ebbs clarified that state law regarding this type of project had not gone into effect yet; however, this project would exceed the number of units that would be imposed by the State. He confirmed that the City would be addressing zoning which would be the catalyst for moving the project forward.

Mayor Thorpe supported the City addressing zoning so faith-based groups had the opportunity to move forward in an efficient manner.

Father Robert acknowledged Director of Community Development Ebbs, Assistant City Manager Bayon Moore and City Manager Johnson for attending their meeting. He expressed interest in partnering with the City to address an important problem they were facing.

Mayor Thorpe stated he did not want the City to impede the project in any way. He recognized Assistant City Manager Bayon Moore for being heavily involved in unhoused resident matters. He appreciated her for those efforts and for transforming the lives of several of Antioch's unhoused residents. He announced she would be leaving Antioch to become the City Administrator for Piedmont.

3. CONSENT CALENDAR

- A. APPROVAL OF COUNCIL MEETING MINUTES FOR JANUARY 24, 2023**
- B. APPROVAL OF COUNCIL MEETING MINUTES FOR FEBRUARY 14, 2023**
- C. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR FEBRUARY 23, 2023**
- D. ORDINANCE NO. 2225-C-S SECOND READING – BILLBOARD REGULATIONS (Z-22-04) (*Introduced on 02/14/2023*)**
- E. ORDINANCE NO. 2226-C-S SECOND READING – BUILDING CODE UPDATES (*Introduced on 02/14/2023*)**
- F. BUILDING INSPECTION SERVICES DIVISION ANNUAL REPORT**
- G. RESOLUTION NO. 2023/28 APPROVAL OF AWARDS FOR THE 2022-2023 CIVIC ENHANCEMENT GRANT PROGRAM**
- H. RESOLUTION NO. 2023/29 ACCEPTANCE OF WORK AND NOTICE OF COMPLETION FOR THE CITY HALL PLAZA IMPROVEMENTS AND LEO FONTANA FOUNTAIN PROJECT (P.W. 247-R)**
- I. RESOLUTION NO. 2023/30 TERMINATING THE DECLARATION OF A LOCAL EMERGENCY CONCERNING THE NOVEL CORONAVIRUS DISEASE 2019 (“COVID-19”)**
- J. RESOLUTION NO. 2023/31 IN SUPPORT OF CLEAN MOBILITY OPTIONS PROGRAM VOUCHER APPLICATION**
- K. RESOLUTION NO. 2023/32 APPROVING A SIXTH AMENDMENT TO THE PROFESSIONAL SERVICES CONTRACT WITH 4LEAF, INC., TO PROVIDE SUPPORT TO THE BUILDING INSPECTION SERVICES DIVISION OF THE COMMUNITY DEVELOPMENT DEPARTMENT AND AUTHORIZING THE CITY MANAGER TO ENTER INTO THE AGREEMENT**

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica, the City Council members present unanimously approved the Council Consent Calendar with the exception of Items G, J and K, which were removed for further discussion.

Item G – Amina Siddigi, Love Never Fails, Dwayne Eubanks, Antioch Historical Society and Lynda Green, Be Exceptional, thanked the City for awarding their organizations Civic Enhancement Grants.

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica the City Council members present unanimously approved Item G.

Item J – Lucas Stuart-Chilcote spoke in support of the Clean Mobility Options Program.

Andrew Becker stated he believed this item deserved a presentation from the organization with more details.

Environmental Resource Coordinator Haas-Wajdowicz explained Richmond Community Foundation was taking the lead on applying for the voucher process and if approved project details would then be discussed.

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica the City Council members present unanimously approved Item J.

Item K – Lucas Stuart-Chilcote announced his grandfather Tom Chilcoat was a former Building Inspector for the City of Antioch.

Councilmember Ogorchock recognized Mr. Stuart-Chilcote's grandfather for his public service.

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica the City Council members present unanimously approved Item K.

PUBLIC HEARING

4. SUBSTANTIAL AMENDMENT TO THE FISCAL YEAR 2022-23 ACTION PLAN/2020-25 CONSOLIDATED PLAN TO DISSOLVE REVOLVING LOAN FUND AND REPROGRAM FUNDING TO HIGH PRIORITY GOAL # CD-7 GOAL: INFRASTRUCTURE AND ACCESSIBILITY, STRATEGY CD-7.1 CITY DOWNTOWN STREET AND ACCESSIBILITY PROJECT, AND AMENDMENT TO THE CONSTRUCTION AGREEMENT WITH REDGWICK CONSTRUCTION CO. FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT DOWNTOWN ROADWAY PAVEMENT REHABILITATION, PHASE 9 PROJECT (P.W. 678-9)

Director of Public Safety and Community Resources Johnson introduced CDBG/Housing Consultant House who presented the staff report dated February 28, 2023, recommending the City Council: 1) Adopt the resolution approving the substantial amendment to the Fiscal Year (FY) 2022-23 Action Plan and 2020-25 Contra Costa Consortium Consolidated Plan for the City of Antioch: a. Determining that it is appropriate to submit the revised City of Antioch FY 2022-23 Action Plan to the U.S. Department of Housing and Urban Development (HUD), outlining the Substantial Amendment to the City's expenditure of CDBG funds in support of HUD's national objectives, which includes (1) dissolution of the Housing Revolving Loan Fund, (2) cancellation of the CDBG project allocation to the Antioch Home Ownership Program, and (3) reallocation of \$550,000 in former Revolving Loan Fund monies to the City Downtown Street and Accessibility Project; and b. Identifying the City Manager, or designee, (1) shall be the City representative to submit the Substantial Amendment to the FY 2022-2023 Action Plan and all understandings and assurances contained therein, (2) is hereby directed and authorized to disburse funds and execute all attendant documents and agreements consistent with the City Council's designation and approval of the programs, activities and projects as designated in the Amended City of

Antioch FY 2022-23 Action Plan, and (3) shall act in connection with the submission and provide such additional information as may be required; and, 2) Adopt the resolution amending the Fiscal Year 2022-23 Capital Improvements and Operating Budgets to include an amendment to increase the construction agreement with Redgwick Construction Co. for the CDBG Downtown Roadway Pavement Rehabilitation, Phase 9 Project PW. 678-9: a. Increasing the FY 2022/2023 Capital Improvement and Operating Budgets in the amount of \$550,000 for the Project from the Community Development Block Grant Fund for a total project budget of \$1,483,000; b. Increasing the construction agreement with Redgwick Construction Co. for the Project by \$550,000 for a total agreement amount of \$1,235,000; and c. Authorizing and directing the City Manager to execute the amendment in a form approved by the City Attorney.

Mayor Thorpe opened the public hearing.

Andrew Becker, Opponent, announced GIS maps and a previous presentation had not been included in agenda packets. He expressed his frustration that staff was recommending Housing Revolving Loan fund dollars be reallocated to the Downtown Roadway Project.

Krystle Law stated she had never heard of the Housing Revolving Loan fund and opposed Council reallocating the money to the Downtown Roadway Project.

Mayor Thorpe closed the public hearing.

CDBG/Housing Consultant House explained the First-Time Homebuyer Program still had \$500,000 in Housing Successor funds that would cover all applicants that were eligible. She noted once applicants qualified for a regular mortgage, this program would assist with closing costs and downpayment assistance. She commented that the funds were administered by Bay Area Affordable Housing Associates (BAAHA) and residents could apply online at their website. She reported that when the program was established, over 300 residents had participated in homeownership classes held in Council Chambers; however, since COVID, those classes had moved online. She explained that if CDBG funds were not utilized, HUD would take the balance from their next allocation. She confirmed that CDGB funds could not be used for public services.

Councilmember Barbanica thanked CDBG/Housing Consultant House for her work with the Community Development Block Grant Program.

In response to Councilmember Barbanica, CDBG/Housing Consultant House confirmed the downpayment assistance program was taking applications and they should begin making loans next week. She reiterated \$500,000 was sufficient to meet the needs in that program and if it was not, they could come before Council to determine if they wanted to allocate more funds for the program this fiscal year. She noted moving this money would have no impact on the housing program.

Mayor Thorpe reopened the public hearing.

Melissa Case stated she knew about this program; however, she was unsure of how to inform her clients on how to obtain funding. She suggested giving program information to local lenders so they could help clients utilize these funds.

Mayor Thorpe closed the public hearing.

Mayor Thorpe stated that in the future the City should bring these types of decisions earlier so timelines would not be a concern.

RESOLUTION NO. 2023/33

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica the City Council members present unanimously adopted the resolution approving the substantial amendment to the Fiscal Year (FY) 2022-23 Action Plan and 2020-25 Contra Costa Consortium Consolidated Plan for the City of Antioch.

RESOLUTION NO. 2023/34

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica the City Council members present unanimously adopted the resolution amending the Fiscal Year 2022-23 Capital Improvements and Operating Budgets to include an amendment to increase the construction agreement with Redgwick Construction Co. for the CDBG Downtown Roadway Pavement Rehabilitation, Phase 9 Project PW. 678-9.

COUNCIL REGULAR AGENDA

5. RESOLUTION APPROVING AN AMENDMENT TO THE 2022/23 FISCAL YEAR BUDGET TO INCLUDE EXPENDITURES FOR THE JULY 4, 2023, CELEBRATION IN THE AMOUNT OF \$110,000

Director of Parks and Recreation Helfenberger presented the staff report dated February 28, 2023, recommending the City Council adopt the resolution approving an amendment to the 2022/23 fiscal year budget to include expenditures for the July 4, 2023, Celebration in the amount of \$110,000.

Andrew Becker questioned if staff had the capacity to cover this event. He requested Celebrate Antioch Foundation (CAF) provide the budget for the 2022 July 4th celebration. He suggested the City work with an event planner to organize this year's event.

Councilmember Ogorchock thanked CAF for all their hard work organizing past events for the City. She expressed concern for the City assuming responsibility for the event since they were short staffed. She suggested staff work with CAF to have them organize the event.

Mayor Thorpe asked that this item be continued since a consensus could not be determined.

On motion by Councilmember Barbanica, seconded by Councilmember Ogorchock the City Council members present unanimously tabled Agenda Item #5.

6. CONSIDERATION OF WHETHER TO PROVIDE TELECONFERENCE MEETING ACCOMMODATIONS FOR BROWN ACT MEETINGS OF THE CITY COUNCIL AND CITY BOARDS, COMMISSIONS AND COMMITTEES

City Attorney Smith presented the staff report dated February 28, 2023 recommending the City Council: 1) Make a motion to implement teleconference meeting accommodations, as permitted by Assembly Bill (AB) 2449, for Brown Act meetings of the City Council and City boards, commissions, and committees; or 2) Make a motion to conduct meetings of the City Council and City boards, commissions, and committees in person and without teleconferencing.

Lucas Stuart-Chilcote spoke in support of providing residents the ability to participate in City meetings via zoom.

In response to Councilmember Ogorchock, City Attorney Smith clarified that if Council chose to allow for teleconferencing the public would also have the opportunity to participate audio/visually.

Councilmember Barbanica and Mayor Thorpe stated they supported conducting City meetings in person without teleconferencing.

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica the City Council members present unanimously motioned to conduct meetings of the City Council and City Boards, Commissions, and Committees in person and without teleconferencing.

PUBLIC COMMENT

Greg Farina, Director of Civic Engagement for Genesis Church, offered his services to the City Council and announced they were a registered food bank.

Andrew Becker stated he appreciated the City Council. He expressed concern that no direction had been given with regards to Project Homekey. He explained that there were still opportunities available. He requested the City allocate \$4M in ARPA funds and donate the Delta Fair site, with the State matching funds. He noted the County could assume responsibility for the project in the future.

STAFF COMMUNICATIONS

City Attorney Smith announced it was his four-year anniversary of working for the City of Antioch.

COUNCIL COMMUNICATIONS AND FUTURE AGENDA ITEMS

Mayor Thorpe congratulated City Attorney Smith on celebrating four years as City Attorney.

Councilmember Barbanica congratulated City Attorney Smith and stated he appreciated his hard work. He thanked Assistant City Manager Bayon Moore for her professionalism and stated Piedmont's gain would be Antioch's loss.

Councilmember Ogorchock reported graffiti remained on the Highway 4 overpass sign and requested that it be removed. She thanked Assistant City Manager Bayon Moore for her service and noted that she would be missed.

City Manager Johnson, on behalf of the City, stated Assistant City Manager Bayon Moore was an extraordinary leader and her dedication would be missed. He noted she would make a great City Administrator for Piedmont and he thanked her for all of her accomplishments in Antioch.

City Attorney Smith stated it was a pleasure working with Assistant City Manager Bayon Moore and he looked forward to seeing the great things she would accomplish for the City of Piedmont.

ADJOURNMENT

On motion by Councilmember Ogorchock, seconded by Councilmember Barbanica the City Council members present unanimously adjourned the meeting at 10:16 P.M.

Respectfully submitted:

Kitty Eiden

KITTY EIDEN, Minutes Clerk



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

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 March 14, 2023

RECOMMENDED ACTION

It is recommended that the City Council continue the Meeting Minutes of March 14, 2023, to the next meeting.

FISCAL IMPACT

None

DISCUSSION

N/A

ATTACHMENT

None.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

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 Special Meeting/Closed Session Minutes of
March 17, 2023

RECOMMENDED ACTION

It is recommended that the City Council continue the Special Meeting/Closed Session Minutes of March 17, 2023, to the next meeting.

FISCAL IMPACT

None

DISCUSSION

N/A

ATTACHMENT

None.

CITY OF ANTIOCH CALIFORNIA

CLAIMS BY FUND REPORT FOR THE PERIOD OF MARCH 3 - 16, 2023 FUND / CHECK#

100 General Fund

Non Departmental

00002624	PRO PLUMBERS NEAR	BOND REFUND	1,500.00
00405435	COLONIAL LIFE	MONTHLY PREMIUM	1,724.68
00405439	CONTRA COSTA COUNTY	PAYROLL	50.00
00405463	LAW OFFICE OF RUTHANN G ZIEGLER	LEGAL SERVICES RENDERED	330.00
00405468	LIFE INSURANCE COMPANY	PAYROLL	4,422.01
00405474	MISSIONSQUARE 301362	PAYROLL	1,661.77
00405478	MUNICIPAL POOLING AUTHORITY	PAYROLL	2,172.19
00405486	PARS	PAYROLL	3,889.14
00405490	RANEY PLANNING & MANAGEMENT INC	CONSULTING SERVICES	41,693.00
00405501	STATE OF CALIFORNIA	PAYROLL	183.07
00405519	AFLAC	PAYROLL	4,512.14
00405607	PAREKH, PRITESH	OVERPAYMENT REFUND	4.00
00944944	NATIONWIDE RETIREMENT SOLUTIONS	PAYROLL	50,698.74
00944951	NATIONWIDE RETIREMENT SOLUTION	PAYROLL	29,918.12
00405440	COOK SR, DAVID LEIGH	SETTLEMENT	10,000.00
00405449	EIDEN, KITTY J	MINUTES CLERK	100.00
00405600	MUNICIPAL POOLING AUTHORITY	UNMET LIABILITY DEDUCTIBLE	4,217.17
00405606	PACIFIC CREDIT SERVICES	COLLECTION SERVICES	66.00
00405607	PAREKH, PRITESH	OVERPAYMENT REFUND	285.00

City Council

00405508	VERIZON WIRELESS	DATA USAGE	103.22
00405603	OGORCHOCK, LORI ANN	EXPENSE REIMBURSEMENT	213.81

City Attorney

00405420	ATKINSON ANDELSON LOYA RUUD ROMO	LEGAL SERVICES RENDERED	7,474.20
00405454	HANSON BRIDGETT LLP	LEGAL SERVICES RENDERED	25,317.00
00405463	LAW OFFICE OF RUTHANN G ZIEGLER	LEGAL SERVICES RENDERED	797.50
00405473	MEYERS NAVE PROFESSIONAL CORP	LEGAL SERVICES RENDERED	54,822.77
00405508	VERIZON WIRELESS	DATA USAGE	750.56
00405519	AFLAC	PAYROLL	70.46
00405537	BEST BEST AND KRIEGER LLP	LEGAL SERVICES RENDERED	8,591.96
00405573	HANKINSLAW	LEGAL SERVICES RENDERED	19,050.00
00405589	LEXISNEXIS	LEGAL RESEARCH	236.00
00405602	OFFICE DEPOT INC	OFFICE SUPPLIES	87.88
00405625	TELECOM LAW FIRM PC	LEGAL SERVICES RENDERED	9,240.25
00944936	CANON FINANCIAL SERVICES	COPIER LEASE	153.51
00944938	DELL COMPUTER CORP	ADOBE ACROBAT PRO	62.41
00944955	CANON FINANCIAL SERVICES	COPIER LEASE	140.69

City Manager

00405411	ANTIOCH HISTORICAL SOCIETY	CONSULTANT SERVICES	5,124.00
00405490	RANEY PLANNING & MANAGEMENT INC	CONSULTANT SERVICES	825.00
00405508	VERIZON WIRELESS	DATA USAGE	171.26
00405509	VOLER STRATEGIC ADVISORS INC	CONSULTANT SERVICES	16,000.00
00405522	AMBIUS	BUSINESS EXPENSE	340.91
00405559	EAST BAY LEADERSHIP COUNCIL	MEMBERSHIP FEES	2,500.00
00405587	LEAGUE OF CALIF CITIES	PROFESSIONAL SERVICES	500.00
00944936	CANON FINANCIAL SERVICES	COPIER LEASE	153.51

Finance Accounting
Prepared by:
Avangelina Balingit
3/23/2023

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CITY OF
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00944955	CANON FINANCIAL SERVICES	COPIER LEASE	140.68
City Clerk			
00405406	ACCONTEMPS	TEMP SERVICES	1,493.76
00405482	OFFICE DEPOT INC	OFFICE SUPPLIES	83.61
00405562	EIDEN, KITTY J	MINUTES CLERK	1,525.00
City Treasurer			
00405591	LOOMIS ARMORED LLC	ARMORED CAR PICKUP	526.32
Human Resources			
00405482	OFFICE DEPOT INC	OFFICE SUPPLIES	85.57
00405532	BANK OF AMERICA	BUSINESS EXPENSES	648.69
00405544	BROWN, JAZZMAN MONIQUE	EXPENSE REIMBURSEMENT	73.74
00405602	OFFICE DEPOT INC	OFFICE SUPPLIES	172.37
00944955	CANON FINANCIAL SERVICES	COPIER LEASE	686.49
Economic Development			
00405497	SAN FRANCISCO BUSINESS TIMES	ADVERTISING	17,734.03
00405508	VERIZON WIRELESS	DATA USAGE	51.61
00405610	PROFESSIONAL SPORT PUBLICATIONS	ADVERTISING	6,000.00
00405619	SAN FRANCISCO BUSINESS TIMES	ADVERTISING	3,076.92
00944936	CANON FINANCIAL SERVICES	COPIER LEASE	153.51
00944955	CANON FINANCIAL SERVICES	COPIER LEASE	140.68
Finance Administration			
00405602	OFFICE DEPOT INC	OFFICE SUPPLIES	91.97
00944946	RAY MORGAN COMPANY	COPIER LEASE	992.74
Finance Accounting			
00405482	OFFICE DEPOT INC	OFFICE SUPPLIES	322.86
00405496	SAM CLAR OFFICE FURNITURE	NAMEPLATES	660.26
00944949	SUPERION LLC	ASP SERVICES	19,768.13
Finance Operations			
00405482	OFFICE DEPOT INC	OFFICE SUPPLIES	13.27
Public Works Administration			
00405508	VERIZON WIRELESS	DATA USAGE	38.01
00405628	VERIZON WIRELESS	DATA USAGE	38.01
Public Works Street Maintenance			
00405448	EAST BAY WORK WEAR	UNIFORM SUPPLIES	986.36
00405482	OFFICE DEPOT INC	OFFICE SUPPLIES	208.38
00405508	VERIZON WIRELESS	DATA USAGE	76.02
00405527	ANTIOCH ACE HARDWARE	SUPPLIES	39.50
00405531	BANK OF AMERICA	BUSINESS EXPENSES	443.50
00405555	DISPENSING TECHNOLOGY CORP	BURNER JET AND IGNITOR	169.16
00405564	FASTENAL CO	HARDWARE	134.68
00405628	VERIZON WIRELESS	DATA USAGE	76.02
00944962	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	157.50
Public Works-Signal/Street Lights			
00405417	AT AND T MCI	PHONE	1,959.70
00405418	AT AND T MOBILITY	PHONE	138.69
00405446	DC ELECTRIC GROUP INC	ELECTRICAL SERVICES	6,851.94
00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	16,504.43
00405550	CONTRA COSTA COUNTY	SIGNAL MAINTENANCE	43,649.33

Finance Accounting
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Avangelina Balingit
3/23/2023



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Public Works-Facilities Maintenance

00405417	AT AND T MCI	PHONE	237.27
00405448	EAST BAY WORK WEAR	UNIFORM SUPPLIES	311.14
00405456	HONEYWELL INTERNATIONAL INC	HVAC SERVICES	7,433.84
00405469	LIM AUTOMOTIVE SUPPLY INC	AUTOPARTS	274.36
00405480	NC FLOORING GROUP INC	MATERIAL DEPOSIT	23,819.18
00405482	OFFICE DEPOT INC	OFFICE SUPPLIES	19.58
00405485	PACIFIC GAS AND ELECTRIC CO	GAS	40,354.66
00405487	PEPPER INVESTMENTS INC	SANITIZER SERVICE	550.00
00405508	VERIZON WIRELESS	DATA USAGE	38.01
00405531	BANK OF AMERICA	BUSINESS EXPENSES	80.00
00405553	DC ELECTRIC GROUP INC	ELECTRICAL SERVICES	1,256.00
00405575	HOME DEPOT, THE	SMALL TOOLS	322.85
00405612	REAL PROTECTION INC	TESTING SERVICES	337.98
00405628	VERIZON WIRELESS	DATA USAGE	38.01
00944953	AMERICAN PLUMBING INC	PLUMBING SUPPLIES	262.50
00944962	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	5,887.50
00944964	WILLIAMS SCOTSMAN INC	STORAGE	1,105.11

Public Works-Parks Maint

00405417	AT AND T MCI	PHONE	403.75
00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	2,393.29
00405502	STEWARTS TREE SERVICE INC	TREE SERVICE	12,420.00
00405512	WATERSAVERS IRRIGATION	IRRIGATION REPAIR PARTS	1,408.15
00405597	MIRACLE PLAYSYSTEMS INC	PLAYGROUND EQUIPMENT	6,588.53
00405632	WATERSAVERS IRRIGATION	IRRIGATION SUPPLIES	603.04

Public Works-Median/General Land

00405417	AT AND T MCI	PHONE	1,221.97
00405482	OFFICE DEPOT INC	OFFICE SUPPLIES	183.39
00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	3,921.82
00405502	STEWARTS TREE SERVICE INC	TREE REMOVAL	2,227.00
00405512	WATERSAVERS IRRIGATION	IRRIGATION REPAIR PARTS	1,187.11
00405623	STEWARTS TREE SERVICE INC	TREE SERVICE	135.00
00405632	WATERSAVERS IRRIGATION	IRRIGATION SUPPLIES	177.54
00944948	SITEONE LANDSCAPE SUPPLY	IRRIGATION SUPPLIES	498.62

PW-Work Alternative-Strt Maint

00944960	GRAINGER INC	ORANGE VESTS	88.57
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Police Administration

00405419	AT AND T MOBILITY	CELL PHONES	7,081.05
00405422	BANK OF AMERICA	BUSINESS EXPENSES	12,401.13
00405423	BANK OF AMERICA	BUSINESS EXPENSES	5,605.34
00405424	BANK OF AMERICA	BUSINESS EXPENSES	4,006.90
00405425	BANK OF AMERICA	BUSINESS EXPENSES	1,410.93
00405432	CANINE TACTICAL OPERATIONS	TRAINING	1,875.00
00405438	CONTRA COSTA COUNTY	TRAINING RANGE FEES	195.00
00405443	CRIME SCENE CLEANERS INC	CLEANING SERVICES	208.00
00405447	EAN SERVICES LLC	CAR RENTAL	1,211.63
00405452	GALLS LLC	EQUIPMENT	1,075.56
00405464	LC ACTION POLICE SUPPLY	AMMUNITION	7,605.40

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00405467	LEXISNEXIS	LEO DATABASE	252.50
00405481	NET TRANSCRIPTS	TRANSCRIPTS	118.70
00405482	OFFICE DEPOT INC	OFFICE SUPPLIES	1,026.35
00405495	SAFESTORE INC	EVIDENCE STORAGE	4,119.53
00405519	AFLAC	PAYROLL	124.99
00405543	BROGDON, CASEY AMON	TRAINING PER DIEM	59.00
00405557	EAN SERVICES LLC	CAR RENTAL	836.82
00405558	EAN SERVICES LLC	TOLL CHARGES	14.95
00405561	ED JONES CO INC	BADGES	4,286.21
00405563	EVANS, JOSHUA FIELD	TRAINING PER DIEM	395.00
00405565	FERNANDES AUTO WRECKING	RV TOW AND DISMANTLING	1,500.00
00405569	GALLS LLC	EQUIPMENT	2,298.58
00405577	IBANEZ, ROBERT G.	TRAINING PER DIEM	222.00
00405582	JEONG, JISEOK	TRAINING PER DIEM	236.00
00405583	KAWALYA, COSTANTINE TENDO	TRAINING PER DIEM	148.00
00405584	KING, JACOB SCOTT	TRAINING PER DIEM	148.00
00405588	LENDERMAN, THOMAS E	MILEAGE REIMBURSEMENT	103.04
00405594	MARCOTTE, BROCK A	TRAINING PER DIEM	222.00
00405595	MARTIN, RICHARD B	EXPENSE REIMBURSEMENT	1,574.43
00405596	MILNER, BRAYTON THOMAS	TRAINING PER DIEM	222.00
00405602	OFFICE DEPOT INC	OFFICE SUPPLIES	246.81
00405608	PEDREIRA, NICCO	TRAINING PER DIEM	222.00
00405611	RAMIREZ, JOHN ANTHONY	TRAINING PER DIEM	370.00
00405615	REINKE, LISA MARIE	TRAINING PER DIEM	207.00
00405616	RIOS BAAS, JOSHUA SHAWN	TRAINING PER DIEM	148.00
00405620	SHRED IT INC	SHREDDING SERVICES	518.62
00405629	VIGIL JR, JOSEPH	TRAINING PER DIEM	395.00
00944940	GRAINGER INC	FLARES	417.69
00944963	RAY MORGAN COMPANY	COPIER LEASE	1,031.48
Police Community Policing			
00405422	BANK OF AMERICA	BUSINESS EXPENSES	114.66
00405425	BANK OF AMERICA	BUSINESS EXPENSES	570.03
00405471	LUMA BUILDERS	TURF REPLACEMENT	22,718.00
00405500	SHOTSPOTTER INC	SHOTSPOTTER CONTRACT	145,000.00
00405519	AFLAC	PAYROLL	91.92
00405529	ARROWHEAD 24 HOUR TOWING INC	TOWING SERVICE	1,024.00
00405576	HUNT AND SONS INC	GASOLINE AND DIESEL FUEL	291.39
00405585	KOCH, MATTHEW T	FUEL REIMBURSEMENT	320.97
00405621	SP PLUS CORPORATION	MARCH PARKING SERVICES	21,422.10
00405631	WARD, CHAD MICHAEL	FUEL REIMBURSEMENT	34.00
Police Traffic Division			
00405424	BANK OF AMERICA	BUSINESS EXPENSES	3,390.23
00405425	BANK OF AMERICA	BUSINESS EXPENSES	476.10
Police Investigations			
00405423	BANK OF AMERICA	BUSINESS EXPENSES	78.89
00405425	BANK OF AMERICA	BUSINESS EXPENSES	592.64
00405519	AFLAC	PAYROLL	74.00
00944939	DRIVESAVERS INC	EVIDENCE RECOVERY	2,834.87

Finance Accounting
Prepared by:
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3/23/2023

CITY OF
ANTIOCH
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Police Communications

00405414	AT AND T	DISPATCH PHONE	119.78
00405417	AT AND T MCI	PHONE	6,399.70
00405425	BANK OF AMERICA	BUSINESS EXPENSES	160.02
00405436	COMCAST	CONNECTION SERVICES	323.60
00405549	COMCAST	CONNECTION SERVICES	11,862.20

Office Of Emergency Management

00405417	AT AND T MCI	PHONE	1,229.29
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Police Facilities Maintenance

00405417	AT AND T MCI	PHONE	780.80
00405485	PACIFIC GAS AND ELECTRIC CO	GAS	41,720.65
00405535	BARNETT MEDICAL SERVICES INC	BATHROOM SERVICE	182.00
00405556	DREAM RIDE ELEVATOR	ELEVATOR SERVICE	320.00
00405575	HOME DEPOT, THE	LIGHT	148.99
00405609	PEPPER INVESTMENTS INC	FEBRUARY PEST SERVICE	222.00
00405612	REAL PROTECTION INC	QUARTERLY FIRE TESTING	311.38
00405614	REINHOLDT ENGINEERING CONSTR	TESTING SERVICES	1,000.00
00944937	CONSOLIDATED ELECTRICAL DIST INC	ELECTRICAL SUPPLIES	638.75
00944953	AMERICAN PLUMBING INC	PLUMBING REPAIR	795.00
00944962	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	5,680.00

Youth Network Services

00405465	LEAGUE XS APPRENTICESHIP ACADEMY	PROFESSIONAL SERVICES	9,000.00
00405508	VERIZON WIRELESS	DATA USAGE	103.07
00944936	CANON FINANCIAL SERVICES	COPIER LEASE	25.00

Housing and Homelessness

00405450	FOCUS STRATEGIES	CONSULTANT	23,386.25
00405586	LAUNDERLAND	VOUCHER PROGRAM	680.00

Community Development Land Planning Services

00405490	RANEY PLANNING & MANAGEMENT INC	CONSULTING SERVICES	483.92
00405530	BANK OF AMERICA	BUSINESS EXPENSES	40.00
00405532	BANK OF AMERICA	BUSINESS EXPENSES	99.95

CD Code Enforcement

00405430	CACEO	WEBINAR	60.00
00405530	BANK OF AMERICA	BUSINESS EXPENSES	1,440.88
00405546	CACEO	WEBINAR	250.00

PW Engineer Land Development

00405417	AT AND T MCI	PHONE	156.49
00405459	INTERWEST CONSULTING GROUP INC	ENGINEERING SERVICES	114,252.50
00405482	OFFICE DEPOT INC	OFFICE SUPPLIES	129.36
00405508	VERIZON WIRELESS	DATA USAGE	76.02
00405531	BANK OF AMERICA	BUSINESS EXPENSES	103.90
00405540	BKF ENGINEERS INC	ENGINEERING SERVICES	43,489.50
00405580	INTERWEST CONSULTING GROUP INC	CONSULTANT SERVICES	114,647.50

Community Development Building Inspection

00405506	TYLER TECHNOLOGIES INC	CONSULTANT SERVICES	22,621.74
00405530	BANK OF AMERICA	BUSINESS EXPENSES	30.35



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Capital Imp. Administration

00405427	BELLECCI AND ASSOCIATES INC	PROFESSIONAL SERVICES	1,700.00
00405508	VERIZON WIRELESS	DATA USAGE	38.01
00405602	OFFICE DEPOT INC	OFFICE SUPPLIES	40.53

206 American Rescue Plan Fund

Administrative Support

00405579	INDIGO HAMMOND PLAYLE ARCHITECTS	DESIGN SERVICES	8,260.00
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209 RMRA Fund

Streets

00405540	BKF ENGINEERS INC	ENGINEERING SERVICES	6,273.13
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212 CDBG Fund

Non Departmental

CDBG

00405476	MONUMENT IMPACT	CDBG SERVICES	3,747.49
00405492	REDGWICK CONSTRUCTION COMPANY	CDBG PROJECT	56,460.34
00405613	REDGWICK CONSTRUCTION COMPANY	CDBG PROJECT	263,529.00
00944943	KLEINFELDER INC	PROFESSIONAL SERVICES	530.00

213 Gas Tax Fund

Streets

00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	89,551.05
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214 Animal Services Fund

Animal Services

00405421	BANK OF AMERICA	BUSINESS EXPENSES	1,182.77
00405422	BANK OF AMERICA	BUSINESS EXPENSES	1,009.08
00405434	COGENT SOLUTIONS AND SUPPLIES	CLEANING SUPPLIES	62.33
00405455	HILLS PET NUTRITION	ANIMAL FOOD	889.92
00405462	KOEFRAN SERVICES INC	CREMATION SERVICES	1,928.00
00405479	MWI VETERINARY SUPPLY CO	VETERINARY SUPPLIES	3,251.80
00405485	PACIFIC GAS AND ELECTRIC CO	GAS	10,307.74
00405494	ROO VETERINARY INC	TEMP SERVICES	818.00
00405514	ZOETIS LLC	VETERINARY SUPPLIES	536.96

219 Recreation Fund

Non Departmental

00405442	CORRAL, DESTINY	DEPOSIT REFUND	500.00
00405534	BANK OF AMERICA	BUSINESS EXPENSES	1,142.34

Nick Rodriguez Community Cent

00405485	PACIFIC GAS AND ELECTRIC CO	GAS	9,976.71
00405521	AMAZON CAPITAL SERVICES INC	SUPPLIES	2,057.45
00405542	BRADY INDUSTRIES	CUSTODIAL SUPPLIES	1,847.35
00405609	PEPPER INVESTMENTS INC	PEST CONTROL SERVICE	222.00
00405612	REAL PROTECTION INC	TESTING SERVICES	499.63
00944962	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	500.00

Senior Programs

00405417	AT AND T MCI	PHONE	622.27
00405485	PACIFIC GAS AND ELECTRIC CO	GAS	4,429.32
00405521	AMAZON CAPITAL SERVICES INC	SUPPLIES	180.23
00405524	AMERICAN STAGE TOURS	SENIOR EVENT	1,575.00
00944962	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	4.00

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Recreation Sports Programs

00405417	AT AND T MCI	PHONE	80.75
00405445	DAVIS, WAYNE	OFFICIATING SERVICES	1,120.00
00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	7,684.80
00405508	VERIZON WIRELESS	DATA USAGE	39.02
00405521	AMAZON CAPITAL SERVICES INC	SUPPLIES	36.18

Recreation-Comm Center

00405415	AT AND T MCI	PHONE	206.68
00405417	AT AND T MCI	PHONE	83.80
00405426	BE EXCEPTIONAL	CONTRACTOR PAYMENT	388.80
00405456	HONEYWELL INTERNATIONAL INC	EQUIPMENT INSTALLATION	10,155.05
00405515	AAA FIRE PROTECTION SVCS	EQUIPMENT SERVICE	1,418.39
00405521	AMAZON CAPITAL SERVICES INC	SUPPLIES	780.40
00405533	BANK OF AMERICA	BUSINESS EXPENSES	292.00
00405534	BANK OF AMERICA	BUSINESS EXPENSES	1,089.98
00405538	BIG SKY LOGOS AND EMBROIDERY	UNIFORMS	267.52
00405542	BRADY INDUSTRIES	JANITORIAL SUPPLIES	1,557.98
00405549	COMCAST	CONNECTION SERVICES	3,616.68
00405591	LOOMIS ARMORED LLC	ARMORED CAR PICKUP	263.16

Recreation Water Park

00405404	AAA FIRE PROTECTION SVCS	FIRE SYSTEM SERVICE	1,455.24
00405417	AT AND T MCI	PHONE	469.49
00405461	KNORR SYSTEMS INC	CHEMICALS	658.24
00405470	LINCOLN EQUIPMENT INC	POOL CHEMICALS	300.11
00405485	PACIFIC GAS AND ELECTRIC CO	GAS	31,841.35
00405505	GARLAND COMPANY INC, THE	ROOF REPLACEMENT	39,741.73
00405521	AMAZON CAPITAL SERVICES INC	SUPPLIES	645.47
00405533	BANK OF AMERICA	BUSINESS EXPENSES	7,163.51
00405534	BANK OF AMERICA	BUSINESS EXPENSES	1,986.96
00405554	DEPT OF INDUSTRIAL RELATIONS	INSPECTION SERVICES	297.98
00405609	PEPPER INVESTMENTS INC	PEST CONTROL SERVICE	543.00
00405612	REAL PROTECTION INC	TESTING SERVICES	286.71
00944937	CONSOLIDATED ELECTRICAL DIST INC	ELECTRICAL SUPPLIES	717.70
00944962	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	500.00

229 Pollution Elimination Fund

Channel Maintenance Operation

00405408	AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	8,640.00
00405520	AL FRESCO LANDSCAPING INC	LANDSCAPE SERVICES	5,400.00

251 Lone Tree SLLMD Fund

Lonetree Maintenance Zone 1

00405417	AT AND T MCI	PHONE	323.00
00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,792.55

Lonetree Maintenance Zone 2

00405417	AT AND T MCI	PHONE	555.20
00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,583.60

Lonetree Maintenance Zone 3

00405417	AT AND T MCI	PHONE	242.25
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252 Downtown SLLMD Fund

Downtown Maintenance

00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	870.79
00405599	MORGANS HOME AND GARDEN	LANDSCAPE SUPPLIES	2,006.78

253 Almondridge SLLMD Fund

Almondridge Maintenance

00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	473.16
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254 Hillcrest SLLMD Fund

Hillcrest Maintenance Zone 1

00405417	AT AND T MCI	PHONE	161.50
00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,583.78

Hillcrest Maintenance Zone 2

00405417	AT AND T MCI	PHONE	565.25
00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,661.65
00405504	TERRACARE ASSOCIATES	IRRIGATION REPAIR	225.00

Hillcrest Maintenance Zone 4

00405417	AT AND T MCI	PHONE	479.49
00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,554.63

255 Park 1A Maintenance District Fund

Park 1A Maintenance District

00405417	AT AND T MCI	PHONE	376.07
00405437	COMCAST	CONNECTION SERVICES	113.80
00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	269.06

256 Citywide 2A Maintenance District Fund

Citywide 2A Maintenance Zone 3

00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	176.14
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Citywide 2A Maintenance Zone 4

00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	801.97
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Citywide 2A Maintenance Zone 5

00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,350.80
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Citywide 2A Maintenance Zone 6

00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	539.47
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Citywide 2A Maintenance Zone 9

00405417	AT AND T MCI	PHONE	323.00
00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,087.36

Citywide 2A Maintenance Zone10

00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	319.13
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257 SLLMD Administration Fund

SLLMD Administration

00405417	AT AND T MCI	PHONE	354.12
00405448	EAST BAY WORK WEAR	SAFETY SHOES-JL GARCIA	440.82
00405508	VERIZON WIRELESS	DATA USAGE	76.02
00405628	VERIZON WIRELESS	DATA USAGE	76.02

259 East Lone Tree SLLMD Fund

Zone 1-District 10

00405504	TERRACARE ASSOCIATES	LANDSCAPE ENHANCEMENT	6,399.00
00405512	WATERSAVERS IRRIGATION	LAUREL ENHANCEMENT	799.97
00944948	SITEONE LANDSCAPE SUPPLY	LAUREL ENHANCEMENT	2,273.32

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261 Storm Damage Fund

Major Projects

00405624	TEICHERT CONSTRUCTION	EMERGENCY REPAIR	539,000.00
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311 Capital Improvement Fund

Non Departmental

Parks & Open Space

00405472	MERCOZA	CH PLAZA PROJECT	7,382.00
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417 2015 Ref Bond (02 Lease Rev) Fund

Non Departmental

00405634	WILLDAN FINANCIAL SERVICES	CONTINUING DISCLOSURE	100.00
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570 Equipment Maintenance Fund

Non Departmental

00405458	HUNT AND SONS INC	FUEL	17,219.18
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00405576	HUNT AND SONS INC	FUEL	15,622.25
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Equipment Maintenance

00405410	ALTEC INDUSTRIES	SUPPLIES	73.29
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00405448	EAST BAY WORK WEAR	SUPPLIES	427.00
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00405466	LES SCHWAB TIRES OF CALIFORNIA	TIRE REPLACEMENT	53.24
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00405469	LIM AUTOMOTIVE SUPPLY INC	BATTERY	306.67
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00405475	MITCHELL ONE INC	AUTO REPAIR PARTS	156.59
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00405477	MUNICIPAL MAINT EQUIPMENT INC	SEWER EQUIPMENT	427.21
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00405483	OREILLY AUTO PARTS	AUTO PARTS	1,370.85
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00405488	PHILS DIESEL CLINIC INC	ENGINE PARTS	1,603.95
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00405503	STOMMEL INC	LED HEADLIGHT	496.86
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00405508	VERIZON WIRELESS	DATA USAGE	38.01
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00405510	WALNUT CREEK FORD	AUTO REPAIR PARTS	307.32
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00405513	WISMER, JEREMY EARL	EXPENSE REIMBURSEMENT	54.12
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00405531	BANK OF AMERICA	BUSINESS EXPENSES	40.00
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00405547	CHUCKS BRAKE & WHEEL SERVICE	AUTO SUPPLIES	927.39
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00405590	LIM AUTOMOTIVE SUPPLY INC	AUTO REPAIR PARTS	3,779.92
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00405598	MITCHELL ONE INC	SOFTWARE	4,338.39
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00405604	OREILLY AUTO PARTS	AUTO PARTS	522.14
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00405628	VERIZON WIRELESS	DATA USAGE	38.01
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00405630	WALNUT CREEK FORD	AUTO REPAIR PARTS	2,441.57
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00944942	KIMBALL MIDWEST	SHOP SUPPLIES	622.90
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00944950	UNLIMITED GRAPHIC AND SIGN	REFLECTIVE DECALS	790.20
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573 Information Services Fund

Information Services

00405417	AT AND T MCI	PHONE	307.93
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00405508	VERIZON WIRELESS	DATA USAGE	309.21
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Network Support & PCs

00405417	AT AND T MCI	PHONE	841.56
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00405526	AMS DOT NET INC	SOFTWARE	632.32
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00405548	COMCAST	CONNECTION SERVICES	165.89
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00405549	COMCAST	CONNECTION SERVICES	328.12
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00405626	TRISYS INC	SOFTWARE SUPPORT	1,485.00
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00944956	CARTER, RONN	CAMERA OPERATOR	520.00
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00944958	DIGITAL SERVICES	WEBSITE MAINTENANCE	7,605.00
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Telephone System

00405415	AT AND T MCI	PHONE	4,427.81
00405417	AT AND T MCI	PHONE	6,538.94
00405523	AMERICAN MESSAGING	PAGER	116.34

GIS Support Services

00405508	VERIZON WIRELESS	DATA USAGE	38.01
00405628	VERIZON WIRELESS	DATA USAGE	38.01

Office Equipment Replacement

00944934	ALTURA COMMUNICATION SOLUTIONS	AVAYA SUPPORT	47,897.30
00944952	ALTURA COMMUNICATION SOLUTIONS	PHONE SYSTEM UPGRADE	16,056.96

580 Loss Control Fund

Human Resources

00405519	AFLAC	PAYROLL	202.41
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611 Water Fund

Non Departmental

00405407	ACE INDUSTRIAL SUPPLY INC	GLOVES	1,317.00
00405428	BIG SKY LOGOS AND EMBROIDERY	UNIFORMS	2,203.89
00405429	BISHOP CO	SUPPLIES	642.21
00405448	EAST BAY WORK WEAR	RAIN JACKETS	2,135.03
00405525	AMERICAN TEXTILE AND SUPPLY	RAGS	904.89
00405539	BISHOP CO	SUPPLIES	1,395.69
00405560	EAST BAY WORK WEAR	COMPANY GEAR	1,304.18
00405578	IDN WILCO	MASTER LOCKS	2,140.64
00944940	GRAINGER INC	SUPPLIES	1,118.70
00944960	GRAINGER INC	FILE CABINETS	4,761.92

Water Supervision

00405413	ASCENCIO, VICTORIA	REPLACEMENT CHECK	125.38
00405508	VERIZON WIRELESS	DATA USAGE	152.04
00405574	HAYS, NATALIE	REPLACEMENT CHECK	118.85
00405628	VERIZON WIRELESS	DATA USAGE	152.04

Water Production

00405412	ARAMARK UNIFORM SERVICES	LAUNDRY SERVICE	86.81
00405415	AT AND T MCI	PHONE	414.61
00405417	AT AND T MCI	PHONE	2,643.06
00405431	CA DEPT OF TAX & FEE ADMIN	MAINTENANCE FEE	264.98
00405448	EAST BAY WORK WEAR	UNIFORMS	986.36
00405453	HAGGARD, WILLIAM T	SHOE REIMBURSEMENT	350.00
00405456	HONEYWELL INTERNATIONAL INC	HEATER REPAIR	5,286.10
00405457	HOUSE, KEVIN SHAW	EXPENSE REIMBURSEMENT	423.55
00405482	OFFICE DEPOT INC	OFFICE SUPPLIES	447.66
00405485	PACIFIC GAS AND ELECTRIC CO	GAS	212,447.72
00405493	RESA SERVICE LLC	DISSOLVED GAS ANALYSIS	1,575.00
00405499	SHAPE INCORPORATED	REPLACEMENT PUMP	27,273.97
00405505	GARLAND COMPANY INC, THE	PROFESSIONAL CONTRACTS	62,542.82
00405507	UGSI CHEMICAL FEED INC	SUPPLIES	2,252.29
00405508	VERIZON WIRELESS	DATA USAGE	38.01
00405511	WALTER BISHOP CONSULTING	CONSULTING SERVICES	5,876.94
00405517	ACCURATE STAIRS	REPAIR SERVICE	4,967.00

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00405527	ANTIOCH ACE HARDWARE	SUPPLIES	9.78
00405528	ARAMARK UNIFORM SERVICES	LAUNDRY SERVICES	173.62
00405536	BAY AREA AIR QUALITY MGMT DIST	ANNUAL PERMIT RENEWAL	485.00
00405541	BORGES AND MAHONEY	SUPPLIES	611.55
00405551	CRWA	RENEWAL FEE	1,507.00
00405553	DC ELECTRIC GROUP INC	ELECTRICAL SERVICES	2,005.92
00405560	EAST BAY WORK WEAR	SHOES	384.22
00405566	FINBERG FENCING INC	FENCE REPAIR	675.00
00405567	FISHER SCIENTIFIC COMPANY	LAB SUPPLIES	1,108.87
00405570	GENERAL PLUMBING SUPPLY	WATER HEATER	1,197.48
00405571	GUERRA BROS PLUMBING INC	PLUMBING SERVICES	1,710.00
00405572	HACH CO	LABORATORY SUPPLY	314.99
00405593	M AND L OVERHEAD DOORS	GATE REPAIR	501.06
00405618	ROYAL BRASS INC	PLUMBING PARTS	2,642.14
00405627	UNIVAR SOLUTIONS USA INC	CHEMICALS	22,883.30
00405628	VERIZON WIRELESS	DATA USAGE	38.01
00944940	GRAINGER INC	SUPPLIES	3,575.98
00944953	AMERICAN PLUMBING INC	PLUMBING SUPPLIES	6,995.00
00944957	CONSOLIDATED ELECTRICAL DIST INC	SUPPLIES	658.43
00944959	EUROFINS EATON ANALYTICAL INC	TESTING SERVICES	1,210.00
00944960	GRAINGER INC	SUPPLIES	358.39
00944962	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	350.00
Water Distribution			
00405405	ACCONTEMPPS	TEMP HELP	595.97
00405417	AT AND T MCI	PHONE	80.75
00405433	CHECK PROCESSORS INC	LOCKBOX PROCESSING	530.69
00405448	EAST BAY WORK WEAR	UNIFORMS	2,978.28
00405451	G AND S PAVING	ASPHALT REPAIRS	12,451.85
00405469	LIM AUTOMOTIVE SUPPLY INC	AUTO REPAIR PARTS	716.64
00405482	OFFICE DEPOT INC	SUPPLIES	325.99
00405484	PACE SUPPLY CORP	SUPPLIES	4,095.19
00405508	VERIZON WIRELESS	DATA USAGE	418.11
00405516	ACCONTEMPPS	TEMP HELP	1,143.09
00405527	ANTIOCH ACE HARDWARE	SUPPLIES	53.32
00405545	C AND J FAVALORA TRUCKING INC	FULTON YARD RECYCLING	41,280.00
00405549	COMCAST	CONNECTION SERVICES	5,120.16
00405552	CWEA SFBS	CONNELY MEMBER FEE	202.00
00405568	G AND S PAVING	ASPHALT REPAIRS	12,983.61
00405581	ISINGS CULLIGAN	WATER SERVICE	40.40
00405590	LIM AUTOMOTIVE SUPPLY INC	AUTOMOTIVE REPAIR PARTS	2,424.31
00405601	NO CA BACKFLOW PREVENTION	TRAINING	2,500.00
00405605	PACE SUPPLY CORP	PIPE FITTINGS	30,395.51
00405606	PACIFIC CREDIT SERVICES	COLLECTION SERVICES	549.02
00405617	ROBERTS AND BRUNE CO	PIPE FITTINGS	783.03
00405622	SWRCB	BROOKS CERT FEE	80.00
00405628	VERIZON WIRELESS	DATA USAGE	418.11
00405633	WATERWISEPRO TRAINING LLC	TRAINING	4,950.00
00944935	BADGER METER INC	METER BASES	37,245.20

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00944938	DELL COMPUTER CORP	SOFTWARE	62.41
00944941	INFOSEND INC	PRINT AND MAIL SERVICES	1,665.80
00944960	GRAINGER INC	SUPPLIES	180.67
00944961	INFOSEND INC	PRINT AND MAIL SERVICES	11,375.91
00944962	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	157.50
00944964	WILLIAMS SCOTSMAN INC	STORAGE	1,105.10
Public Buildings & Facilities			
00944947	SHIMMICK CONSTRUCTION INC	BRACKISH WATER PROJECT	3,964,575.14
Water Systems			
00944954	BADGER METER INC	WATER METERS	51,331.39
621 Sewer Fund			
Swr-Wastewater Administration			
00405405	ACCONTEMPS	TEMP HELP	595.97
00405417	AT AND T MCI	PHONE	164.55
00405433	CHECK PROCESSORS INC	LOCKBOX PROCESSING	530.69
00405441	COOKE JR, BRUCE ALAN	TRAINING PER DIEM	296.00
00405444	CWEA SFBS	ANNUAL CONFERENCE	4,408.00
00405448	EAST BAY WORK WEAR	SHOES-PHILLIP JEFFERSON	1,978.50
00405451	G AND S PAVING	ASPHALT REPAIRS	12,451.86
00405460	JACK DOHENY COMPANY	SEWER HOSE	10,436.18
00405482	OFFICE DEPOT INC	OFFICE SUPPLIES	393.42
00405485	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,515.23
00405489	RAMOS JR, GONZALO	TRAINING PER DIEM	296.00
00405491	RAPOSO, CHRISTINE ELAINE	TRAINING PER DIEM	296.00
00405498	SANTOYO, MIGUEL FELIPE	TRAINING PER DIEM	296.00
00405508	VERIZON WIRELESS	DATA USAGE	304.08
00405516	ACCONTEMPS	TEMPORARY HELP	1,143.09
00405518	ADVANCED TRENCHLESS INC	EMERGENCY STORM REPAIR	106,926.60
00405519	AFLAC	PAYROLL	1,382.38
00405531	BANK OF AMERICA	BUSINESS EXPENSES	975.00
00405545	C AND J FAVALORA TRUCKING INC	FULTON YARD RECYCLING	41,280.00
00405549	COMCAST	CONNECTION SERVICES	5,120.16
00405552	CWEA SFBS	TCP SEMINAR	300.00
00405568	G AND S PAVING	VARIOUS ASPHALT REPAIRS	12,983.61
00405581	ISINGS CULLIGAN	WATER SERVICE	40.40
00405592	LOONEY, ZACHARY MICHAEL	EXPENSE REIMBURSEMENT	95.00
00405617	ROBERTS AND BRUNE CO	FITTINGS	31.00
00405628	VERIZON WIRELESS	DATA USAGE	304.08
00944936	CANON FINANCIAL SERVICES	COPIER LEASE	90.85
00944940	GRAINGER INC	SUPPLIES	719.46
00944941	INFOSEND INC	PRINT AND MAIL SERVICES	1,665.81
00944945	OWEN EQUIPMENT SALES	LATERAL MACHINE CUTTERS	149.16
00944960	GRAINGER INC	MATERIALS	238.31
00944961	INFOSEND INC	PRINT AND MAIL SERVICES	11,375.90
00944962	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	157.50
00944964	WILLIAMS SCOTSMAN INC	STORAGE	1,105.11



CLAIMS BY FUND REPORT
FOR THE PERIOD OF
MARCH 3 - 16, 2023
FUND / CHECK#

631 Marina Fund

Marina Administration

00405409	ALHAMBRA	WATER SERVICE	27.98
00405456	HONEYWELL INTERNATIONAL INC	REPAIR SERVICES	1,532.33
00405485	PACIFIC GAS AND ELECTRIC CO	GAS	12,387.42
00405508	VERIZON WIRELESS	DATA USAGE	38.01
00405519	AFLAC	PAYROLL	201.63
00405560	EAST BAY WORK WEAR	COMPANY GEAR	90.66
00405609	PEPPER INVESTMENTS INC	PEST CONTROL SERVICE	125.00
00405612	REAL PROTECTION INC	FIRE TESTING	65.62
00405628	VERIZON WIRELESS	DATA USAGE	38.01
00944962	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	1,300.00



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Kevin Scudero, Senior Planner *ZM for KS*
Teri House, CDBG/Housing Consultant

APPROVED BY: Forrest Ebbs, Acting City Manager

SUBJECT: 2022 Annual Housing Element Progress Report, Housing Successor Annual Report and Progress Report for the General Plan

RECOMMENDED ACTION

It is recommended that the City Council receive and file the 2022 Annual Housing Element Progress Report, Housing Successor Annual Report, and Progress Report for the General Plan.

FISCAL IMPACT

The recommended action has no impact to the General Fund.

DISCUSSION

Article 10.6. Housing Elements [65580 - 65589.11] of the California Government Code requires that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community. All jurisdictions in California are required to prepare and adopt a Housing Element as part of their General Plan. Elements are updated every eight (8) years and are submitted to the California Department of Housing and Community Development ("HCD") for certification. The City Council and HCD have adopted and certified Antioch's Housing Element for the period of 2015-2023. The City of Antioch General Plan and Housing Element are in compliance with State Government Code requirements.

An annual report is required to be prepared for the previous calendar year detailing housing development activity and implementation progress. Detailed reporting forms with related definitions are provided by HCD. Housing Element Annual Progress Reports ("APR") must be submitted to HCD by April 1 of each year.

Changes to California Housing Element Law

In 2018, the Annual Housing Element Progress Report requirements changed considerably due to the passage of AB 879 (Grayson, Chapter 374, Statutes of 2017). This legislation expands upon existing law that required general law cities to send an annual report to their respective city councils, the state Office of Planning and Research (“OPR”) and HCD that includes information related to the implementation of the Housing Element of the General Plan, including:

- The City’s progress in meeting its share of Regional Housing Needs Allocation (“RHNA”);
- The City’s progress in removing governmental constraints to the maintenance, improvement and development of housing; and
- Actions taken by the city toward completion of the programs identified in its housing element and the status of the city’s compliance with the deadlines in its housing element.

Under AB 879, all cities including charter cities must submit an annual report by April 1 of each year containing the above information. In addition, cities must also provide the following new information in the annual report:

- The number of housing development applications received in the prior year;
- The number of units included in all development applications in the prior year;
- The number of units approved and disapproved in the prior year;
- A listing of sites rezoned to accommodate that portion of the city’s RHNA for each income level that could not be accommodated in its housing element inventory and any additional sites identified under the “no net loss” provisions;
- The net number of new units of housing that have been issued a “completed entitlement,” building permit or certificate of occupancy thus far in the housing element cycle (identified by the Assessor’s Parcel Number) and the income category that each unit of housing satisfied (distinguishing between rental and for-sale units);
- The number of applications submitted under the new processing provided for by Section 65913.4 (enacted by SB 35), the location and number of developments approved pursuant to this new process, the total number of building permits issued pursuant to this new process and total number of units constructed pursuant to this new process; and
- The number of units approved within a Workforce Housing Opportunity Zone.

AB 879 also requires cities to include additional information when they submit their housing element to HCD, including:

- An analysis of governmental constraints that must include local ordinances that “directly impact the cost and supply of residential development”; and

- An analysis of nongovernmental constraints that must include requests to develop housing at densities below those anticipated in site inventory and the length of time between receiving approval for housing development and submittal of an application for building permit. The analysis must also include policies to remove nongovernmental constraints.

RHNA Allocation

For each Housing Element period, the State identifies the total housing need for the San Francisco Bay Area for an eight-year period (the current cycle is 2015-2023). This is based on projections for expected population growth throughout the State. The State then calculates how much of this growth will take place in each region based on the expected number of households and the age and type of housing stock available. This regional distribution of growth is designed to do three things:

- 1) Increase housing supply, affordability and diversity;
- 2) Encourage efficient development to avoid sprawl and minimize greenhouse gas emissions by reducing commute distances; and
- 3) Promote balance between job creation and housing availability.

The Association of Bay Area Governments (“ABAG”) and Metropolitan Transportation Commission (“MTC”) figure out where this growth will take place and allocate housing targets to each city to match the projections. The amount of housing each city must plan for is called the Regional Housing Needs Allocations (“RHNA”). Once a local government has received its final RHNA, it must revise its Housing Element to show how it plans to accommodate its portion of the region's housing need.

The City of Antioch has a RHNA allocation of 1,448 units of housing. Of these, 349 units are designated affordable to households of very low-income, 205 units affordable to low-income, 214 units affordable to moderate income, and 680 units affordable to above moderate-income households. Affordability is based on income limits determined by the U.S. Department of Housing and Urban Development (“HUD”).

Annual Housing Element Annual Progress Report

The 2022 Annual Housing Element Progress Report is provided as Attachment “A”. Table A2 of the report details annual building activity including new construction, entitled, permits and completed units. These units are further enumerated by their affordability by household income, which details units by very low-, low-, moderate- and above moderate-income, and whether the units are deed restricted, and by tenure for renters or ownership.

Table B below details the jurisdiction’s progress toward achieving its RHNA allocation. In 2020 the City of Antioch met its RHNA requirements for low income and above moderate-income housing.

Excerpt of 2022 APR Table B

Income Level	RHNA Allocation by Income Level	Permitted Units								Total Units to Date	Total Remaining RHNA by Income Level
% of AMI*		2015	2016	2017	2018	2019	2020	2021	2022		
Very Low	349	1	84	2	1	2	105	12	0	207	142
0-50%											
Low	205	0	0	0	1	0	299	19	0	319	0
50-80%											
Moderate	214	19	1	0	0	12	2	1	0	35	179
80-120%											
Above Moderate	680	47	42	41	119	279	308	564	365	1765	0
>120%											
Total:	1448	67	127	43	121	293	714	596	365	2326	321
* AMI stands for Area Median Income											

Table C of the report details any sites identified or rezoned to accommodate shortfall housing need. This table is blank because this was not required in 2022 for the City of Antioch.

Table D of the report summarizes the status of the implementation of all of the program goals listed in the Housing Element under the following six goals:

- Goal 1 – Conserve and improve the existing housing supply to provide adequate, safe, and decent housing for existing Antioch residents.
- Goal 2 – Facilitate the development of a broad array of housing types to accommodate new and current Antioch residents of diverse ages and socioeconomic backgrounds.
- Goal 3 – Facilitate the development of special purpose housing to meet the needs of the elderly, persons with disabilities, large families, and the homeless.
- Goal 4 - Reduce residential energy and water use to conserve energy/water and reduce the cost of housing.
- Goal 5 - Remove governmental constraints inhibiting the development of housing required to meet identified needs in Antioch.

- Goal 6 - Provide equal housing opportunities for all existing and future Antioch residents.

Table E of the report lists commercial development bonuses approved with housing. The City did not receive any such applications in 2022.

Table F of the report details units that were rehabilitated, preserved, and acquired for alternative adequate sites during the year. Again, the City did not have any such units.

Table G of the report details locally owned lands included in the housing element site sites inventory that have been sold, leased or otherwise disposed of. The table is blank because the City did not have any properties that met this requirement.

Lastly, Table H of the report lists the locally owned sites that have been designated as surplus property.

Housing Successor Annual Report

HCD also requires that a Housing Successor Annual Report be submitted annually with the Housing Element Progress Report for city and county Housing Successors to former redevelopment agencies. This report is provided both to HCD and the State Controller's Office.

The purpose of this Report is to provide HCD and the governing body of the Housing Successor an annual report on the housing assets and activities of the Housing Successor under Part 1.85, Division 24 of the California Health and Safety Code, in particular sections 34176 and 34176.1 ("Dissolution Law").

The 2022 Antioch Housing Successor Annual Report regarding the Low- and Moderate-Income Housing Asset Fund (Attachment "B") has been prepared pursuant to California Health and Safety Code Section 34176.1(f) and is dated April 1, 2023. This Report sets forth certain details of the housing activities of the City of Antioch, successor to the former Antioch Development Agency ("ADA"), during calendar year 2022.

General Plan Annual Progress Report

Government Code Section 65400 mandates that certain cities and all counties submit an update of the status of the General Plan and progress in its implementation to their legislative bodies, OPR, and HCD by April 1 of each year. Only charter cities are exempt from the requirement to prepare General Plan Annual Progress Reports ("APRs") unless the charter stipulates otherwise (Government Code Section 65700). The purpose of submitting APRs to the State Department of Housing and Community Development ("HCD") and the Office of Planning and Research ("OPR") is to identify statewide trends in land use decision making and how local planning and development activities relate to statewide planning goals and policies. APRs may also identify needed modifications and improvements to OPR's General Plan Guidelines. Lastly, submittal of APRs enables OPR to track progress on a local jurisdiction's comprehensive General Plan update using the information provided in the APR. There is no standardized form or format for

preparation of the General Plan APR. The attached General Plan APR (Attachment “C”) is a brief update on General Plan progress and updates in 2022.

ATTACHMENTS

- A. 2022 Housing Element Report
- B. 2022 Housing Successor Agency Report
- C. 2022 General Plan Annual Progress Report

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	Antioch
Reporting Year	2022 (Jan, 1 - Dec, 31)
Planning Period	5th Cycle 01/31/2015 - 01/31/2023

Note: "+" indicates an optional field

Table A
Housing Development Applications Submitted

[illegible]

Table A2

[illegible]

[illegible]

057190013	057190043	057190053	057190063	057190073	057190083	057190093	057190103	057190113	057190123	057190133	057190143	057190153	057190163	057190173	057190183	057190193	057190203	057190213	057190223	057190233	057190243	057190253	057190263	057190273	057190283	057190293	057190303	057190313	057190323	057190333	057190343	057190353	057190363	057190373	057190383	057190393	057190403	057190413	057190423	057190433	057190443	057190453	057190463	057190473	057190483	057190493	057190503	057190513	057190523	057190533	057190543	057190553	057190563	057190573	057190583	057190593	057190603	057190613	057190623	057190633	057190643	057190653	057190663	057190673	057190683	057190693	057190703	057190713	057190723	057190733	057190743	057190753	057190763	057190773	057190783	057190793	057190803	057190813	057190823	057190833	057190843	057190853	057190863	057190873	057190883	057190893	057190903	057190913	057190923	057190933	057190943	057190953	057190963	057190973	057190983	057190993	057191003	057191013	057191023	057191033	057191043	057191053	057191063	057191073	057191083	057191093	057191103	057191113	057191123	057191133	057191143	057191153	057191163	057191173	057191183	057191193	057191203	057191213	057191223	057191233	057191243	057191253	057191263	057191273	057191283	057191293	057191303	057191313	057191323	057191333	057191343	057191353	057191363	057191373	057191383	057191393	057191403	057191413	057191423	057191433	057191443	057191453	057191463	057191473	057191483	057191493	057191503	057191513	057191523	057191533	057191543	057191553	057191563	057191573	057191583	057191593	057191603	057191613	057191623	057191633	057191643	057191653	057191663	057191673	057191683	057191693	057191703	057191713	057191723	057191733	057191743	057191753	057191763	057191773	057191783	057191793	057191803	057191813	057191823	057191833	057191843	057191853	057191863	057191873	057191883	057191893	057191903	057191913	057191923	057191933	057191943	057191953	057191963	057191973	057191983	057191993	057192003	057192013	057192023	057192033	057192043	057192053	057192063	057192073	057192083	057192093	057192103	057192113	057192123	057192133	057192143	057192153	057192163	057192173	057192183	057192193	057192203	057192213	057192223	057192233	057192243	057192253	057192263	057192273	057192283	057192293	057192303	057192313	057192323	057192333	057192343	057192353	057192363	057192373	057192383	057192393	057192403	057192413	057192423	057192433	057192443	057192453	057192463	057192473	057192483	057192493	057192503	057192513	057192523	057192533	057192543	057192553	057192563	057192573	057192583	057192593	057192603	057192613	057192623	057192633	057192643	057192653	057192663	057192673	057192683	057192693	057192703	057192713	057192723	057192733	057192743	057192753	057192763	057192773	057192783	057192793	057192803	057192813	057192823	057192833	057192843	057192853	057192863	057192873	057192883	057192893	057192903	057192913	057192923	057192933	057192943
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A8

5431 PINZANO WAY	0571900657	not available	5360 BENMORE VALLEY LANE	0571800262	not available
5360 GUENOC VALLEY LN	0571900110	not available	5364 BENMORE VALLEY LANE	0571800262	not available
5345 GUENOC VALLEY LN	0571900065	not available	5368 BENMORE VALLEY LANE	0571800262	not available
5349 GUENOC VALLEY LN	0571900065	not available	5372 BENMORE VALLEY LANE	0571800262	not available
5353 GUENOC VALLEY LN	0571900007	not available	5376 BENMORE VALLEY LANE	0571800262	not available
5357 GUENOC VALLEY LN	0571900008	not available	5380 BENMORE VALLEY LANE	0571800262	not available
5361 GUENOC VALLEY LN	0571900009	not available	5384 BENMORE VALLEY LANE	0571800262	not available
5344 GUENOC VALLEY LN	0571900014	not available	5388 BENMORE VALLEY LANE	0571800262	not available
5322 CAUZEETTO WAY	0571900710	not available	5392 BENMORE VALLEY LANE	0571800262	not available
5326 CAUZEETTO WAY	0571900710	not available	5400 GUENOC VALLEY LANE	0571800262	not available
5334 CAUZEETTO WAY	0571900710	not available	5440 GUENOC VALLEY LANE	0571800262	not available
5336 CAUZEETTO WAY	0571900710	not available	5477 GUENOC VALLEY LANE	0571800262	not available
5348 CAUZEETTO WAY	0571900710	not available	5473 GUENOC VALLEY LANE	0571800262	not available
5342 CAUZEETTO WAY	0571900710	not available	5469 GUENOC VALLEY LANE	0571800262	not available
5422 PAULARO WAY	0571900710	not available	5465 GUENOC VALLEY LANE	0571900332	not available
5430 PAULARO WAY	0571900710	not available	5461 GUENOC VALLEY LANE	0571900332	not available
5432 PAULARO WAY	0571900710	not available	5464 GUENOC VALLEY LANE	0571900364	not available
5111 TREELINE WAY	0538400316	not available	5472 GUENOC VALLEY LANE	0571900364	not available
5105 TREELINE WAY	0538400318	not available	5476 GUENOC VALLEY LANE	0571900364	not available
5104 TREELINE WAY	0538400318	not available	5480 GUENOC VALLEY LANE	0571900364	not available
5102 TREELINE WAY	0538400318	not available	5464 TRMONTI CIR	0571900710	not available
5108 TREELINE WAY	0538400318	not available	5468 TRMONTI CIR	0571900710	not available
5200 PROMONTORY WAY	0538400021	not available	5462 TRMONTI CIR	0571900710	not available
5220 TREELINE COURT	0538400035	not available	5466 TRMONTI CIR	0571900710	not available
5202 TREELINE COURT	0538400036	not available	5474 TRMONTI CIR	0571900710	not available
5206 TREELINE COURT	0538400037	not available	5382 CAUZEETTO WAY	0571900811	not available
5208 TREELINE COURT	0538400038	not available			
5209 TREELINE COURT	0538400038	not available			
5207 TREELINE COURT	0538400040	not available			
5429 PROMONTORY WAY	0538400041	not available			
5440 GRAY PINE WAY	0538300028	not available			
5444 GRAY PINE WAY	0538300029	not available			
5448 GRAY PINE WAY	0538300030	not available			
5454 GRAY PINE WAY	0538300031	not available			
5451 GRAY PINE WAY	0538300040	not available			
5447 GRAY PINE WAY	0538300041	not available			
5443 GRAY PINE WAY	0538300042	not available			
5439 GRAY PINE WAY	0538300043	not available			
5435 GRAY PINE WAY	0538300044	not available			
5431 GRAY PINE WAY	0538300045	not available			
5354 CAUZEETTO WAY	0571900718	not available			
5358 CAUZEETTO WAY	0571900719	not available			
5357 CAUZEETTO WAY	0571900814	not available			
5363 CAUZEETTO WAY	0571900815	not available			
5345 CAUZEETTO WAY	0571900817	not available			
5439 PAULARO WAY	0571900817	not available			
5304 COSTA COURT	0571900818	not available			
5302 COSTA COURT	0571900818	not available			
5300 COSTA COURT	0571900818	not available			
5301 COSTA COURT	0571900818	not available			
5303 COSTA COURT	0571900818	not available			
5305 COSTA COURT	0571900818	not available			
5360 BENMORE VALLEY LANE	not available	not available			
5364 BENMORE VALLEY LANE	not available	not available			
5368 BENMORE VALLEY LANE	not available	not available			
5372 BENMORE VALLEY LANE	not available	not available			
5376 BENMORE VALLEY LANE	not available	not available			
5380 BENMORE VALLEY LANE	not available	not available			
5384 BENMORE VALLEY LANE	not available	not available			
5388 BENMORE VALLEY LANE	not available	not available			
5392 BENMORE VALLEY LANE	not available	not available			
5400 GUENOC VALLEY LANE	0571800262	not available			
5440 GUENOC VALLEY LANE	0571800262	not available			
5477 GUENOC VALLEY LANE	0571800262	not available			
5473 GUENOC VALLEY LANE	0571800262	not available			
5469 GUENOC VALLEY LANE	0571800262	not available			
5465 GUENOC VALLEY LANE	0571900332	not available			
5461 GUENOC VALLEY LANE	0571900332	not available			
5464 GUENOC VALLEY LANE	0571900364	not available			
5472 GUENOC VALLEY LANE	0571900364	not available			
5476 GUENOC VALLEY LANE	0571900364	not available			
5480 GUENOC VALLEY LANE	0571900364	not available			
5464 TRMONTI CIR	0571900710	not available			
5468 TRMONTI CIR	0571900710	not available			
5462 TRMONTI CIR	0571900710	not available			
5466 TRMONTI CIR	0571900710	not available			
5474 TRMONTI CIR	0571900710	not available			
5382 CAUZEETTO WAY	0571900811	not available			

A14

Table A2
Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

A15

057140092	5325 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN							1	3/25/2022	1
057150080	5397 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	3/25/2022	1
057150081	5401 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	3/25/2022	1
057150098	5406 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	3/25/2022	1
057180035	5453 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	3/30/2022	1
057180037	5445 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	3/30/2022	1
057180038	5441 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	3/30/2022	1
057180061	5448 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	3/30/2022	1
057180062	5452 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	3/30/2022	1
057160019	5418 PINZANO WAY	DE NOVA HOMES INC							1	5/6/2022	1
057160020	5422 PINZANO WAY	DE NOVA HOMES INC							1	5/6/2022	1
057160055	5439 PINZANO WAY	DE NOVA HOMES INC							1	5/6/2022	1
057160056	5435 PINZANO WAY	DE NOVA HOMES INC							1	5/6/2022	1
057160058	5427 PINZANO WAY	DE NOVA HOMES INC							1	5/6/2022	1
051430033	3041 HONEYCOMB CT	KNOLL LLC; ANTIOCH							1	5/10/2022	1
051430039	3031 HONEYCOMB CT	KNOLL LLC; ANTIOCH							1	5/10/2022	1
051430040	3029 HONEYCOMB CT	KNOLL LLC; ANTIOCH							1	5/10/2022	1
057140072	5330 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN							1	5/16/2022	1
057140075	5342 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN							1	5/16/2022	1
057080120	5343 POTTER VALLEY LN	ARROYO, CAP V LLC							1	7/5/2022	1
057160072	5446 TRIMONTI CIR	DE NOVA HOMES INC							1	7/25/2022	1
057160073	5450 TRIMONTI CIR	DE NOVA HOMES INC							1	7/25/2022	1
057160083	5455 TRIMONTI CIR	DE NOVA HOMES INC							1	7/25/2022	1
057160084	5451 TRIMONTI CIR	DE NOVA HOMES INC							1	7/25/2022	1
057160080	5467 TRIMONTI CIR	DE NOVA HOMES INC							1	7/25/2022	1
057160081	5463 TRIMONTI CIR	DE NOVA HOMES INC							1	7/25/2022	1
057160082	5459 TRIMONTI CIR	DE NOVA HOMES INC							1	7/25/2022	1
057160070	5438 TRIMONTI CIR	DE NOVA HOMES INC							1	8/29/2022	1
057160071	5442 TRIMONTI CIR	DE NOVA HOMES INC							1	8/29/2022	1
057160085	5477 TRIMONTI CIR	DE NOVA HOMES INC							1	8/29/2022	1
089560031	3518 MARKLEY CREEK DR	CHEN, CHEUK							1	9/27/2022	1
057080120	5343 POTTER VALLEY LN	ARROYO, CAP V LLC							1	7/5/2022	1
068221077	310 WORRELL RD	GILDO, EFREN							1	6/2/2022	1
076680016	3915 SITA CT	MCLEOD, DOUGLAS							1	3/3/2022	1
051430033	3043 HONEYCOMB CT	KNOLL LLC; ANTIOCH							1	5/10/2022	1
057150037	5158 PORCIA PLACE	LENNAR HOMES OF CALIFORNIA IN							1	1/25/2022	1
051430035	3039 HONEYCOMB CT	DISCOVERY, BUILDERS INC							1	7/12/2022	1
051430037	3035 HONEYCOMB CT	DISCOVERY, BUILDERS INC							1	7/12/2022	1
051430038	3033 HONEYCOMB CT	DISCOVERY, BUILDERS INC							1	7/12/2022	1
057140030	5113 MANIAGO WAY	DE NOVA HOMES INC							1	3/7/2022	1
057160040	5404 OVARO WAY	DENOVA HOMES							1	2/15/2022	1
057140023	5141 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057140025	5133 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057140026	5129 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057140028	5121 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057140097	5305 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057140098	5301 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057150042	5518 MAJANO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057150043	5514 MAJANO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057150044	5510 MAJANO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057150045	5506 MAJANO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057150090	5374 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057150091	5378 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057150092	5382 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
057150007	5352 TRIMONTI CIRCLE	LENNAR HOMES OF CALIFORNIA IN							1	1/25/2022	1
057150001	5205 SISTIANA WAY	LENNAR HOMES OF CALIFORNIA IN							1	1/25/2022	1
057150006	5335 TRIMONTI CIRCLE	LENNAR HOMES OF CALIFORNIA IN							1	1/25/2022	1
057150010	5149 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN							1	1/25/2022	1
057150012	5157 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN							1	1/25/2022	1

057150031	5182 SISTIANA WAY	LENNAR HOMES OF CALIFORNIA IN						1	1/25/2022	1
057160046	5475 PINZANO WAY	DENOVA HOMES						1	2/14/2022	1
057160047	5471 PINZANO WAY	DENOVA HOMES						1	2/14/2022	1
057090034	5337 GUENOC VALLEY LN	ARROYO, CAP V LLC						1	3/10/2022	1
057030012	5437 ALEXANDER VALLEY LANE	TRI POINTE HOMES HOLDINGS INC						1	2/15/2022	1
057190054	5429 ALEXANDER VALLEY LANE	TRI POINTE HOMES HOLDINGS INC						1	2/15/2022	1
057030012	5425 ALEXANDER VALLEY LANE	TRI POINTE HOMES HOLDINGS INC						1	2/15/2022	1
057030012	5428 ALEXANDER VALLEY LANE	TRI POINTE HOMES HOLDINGS INC						1	2/15/2022	1
057100025	5579 SADDLE ROCK LN	ARROYO, CAP V LLC						1	2/24/2022	1
053840022	5416 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053840023	5412 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053840024	5408 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053840025	5404 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053840026	5400 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053840027	5394 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053840028	5390 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053840029	5385 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053840030	5395 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053840031	5401 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053840032	5405 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053840033	5409 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053840034	5413 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053830019	5512 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053830020	5508 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053830021	5504 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053830023	5492 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053830024	5424 GRAY PINE WAY	DAVIDON HOMES						1	2/28/2022	1
053830025	5428 GRAY PINE WAY	DAVIDON HOMES						1	2/28/2022	1
053830046	5427 GRAY PINE WAY	DAVIDON HOMES						1	2/28/2022	1
053830047	5423 GRAY PINE WAY	DAVIDON HOMES						1	2/28/2022	1
053830048	5501 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053830050	5509 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
053830051	5513 PROMONTORY WAY	DAVIDON HOMES						1	2/28/2022	1
057100017	5349 MCDOWELL VALLEY LN	ARROYO, CAP V LLC						1	3/10/2022	1
057100018	5353 MCDOWELL VALLEY LN	CENTURY COMMUNITIES						1	3/10/2022	1
057100019	5357 MCDOWELL VALLEY LN	CENTURY COMMUNITIES						1	3/10/2022	1
057100020	5599 SADDLE ROCK LN	CENTURY COMMUNITIES						1	3/10/2022	1
057100021	5595 SADDLE ROCK LN	CENTURY COMMUNITIES						1	3/10/2022	1
057100022	5591 SADDLE ROCK LN	CENTURY COMMUNITIES						1	3/10/2022	1
057150075	5377 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN						1	3/18/2022	1
057150076	5381 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN						1	3/18/2022	1
057150079	5393 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN						1	3/18/2022	1
057150093	5386 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN						1	3/18/2022	1
057150094	5390 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN						1	3/18/2022	1
057180041	5429 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC						1	3/11/2022	1
057180056	5428 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC						1	3/11/2022	1
057180057	5432 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC						1	3/11/2022	1
057180058	5436 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC						1	3/11/2022	1
057190012	5388 HIGH VALLEY LANE	TRI POINTE HOMES HOLDINGS INC						1	3/11/2022	1
057190017	5408 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC						1	3/11/2022	1
057190018	5412 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC						1	3/11/2022	1
057190069	5405 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC						1	3/11/2022	1
057190070	5409 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC						1	3/11/2022	1
057140089	5337 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN						1	3/25/2022	1
057140090	5333 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN						1	3/25/2022	1
057140091	5329 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN						1	3/25/2022	1
057140093	5321 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN						1	3/25/2022	1
057140094	5317 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN						1	3/25/2022	1
057140095	5313 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN						1	3/25/2022	1

057140096	5309 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN							1	3/25/2022	1
057150095	5394 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	3/25/2022	1
057150096	5398 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	3/25/2022	1
057150097	5402 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	3/25/2022	1
057150099	5410 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	3/25/2022	1
057150100	5414 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	3/25/2022	1
057160024	5438 PINZANO WAY	DE NOVA HOMES INC							1	3/21/2022	1
057160052	5451 PINZANO WAY	DE NOVA HOMES INC							1	3/21/2022	1
57130042	5226 MEDEA WAY	DENOVA HOMES									0
57130043	5230 MEDEA WAY	DENOVA HOMES									0
57130044	5234 MEDEA WAY	DENOVA HOMES									0
not available	5153 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5157 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5161 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5165 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5169 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5173 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5182 SISTIANA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5178 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5174 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5170 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5166 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5162 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5158 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5154 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5150 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
not available	5146 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN									0
51180020	3026 HICKORYNUT STREET	KNOLL LLC, ANTIOCH									0
51180020	3030 HICKORYNUT STREET	KNOLL LLC, ANTIOCH									0
51180020	3021 HICKORYNUT STREET	KNOLL LLC, ANTIOCH									0
51180020	3017 HICKORYNUT STREET	KNOLL LLC, ANTIOCH									0
51180020	3013 HICKORYNUT STREET	KNOLL LLC, ANTIOCH									0
57090024	5619 TRINITY LAKES LN	CENTURY COMMUNITIES									0
57090025	5301 GUENOC VALLEY LN	CENTURY COMMUNITIES									0
57090026	5305 GUENOC VALLEY LN	CENTURY COMMUNITIES									0
57090027	5309 GUENOC VALLEY LN	CENTURY COMMUNITIES									0
57090028	5313 GUENOC VALLEY LN	CENTURY COMMUNITIES									0
57090029	5317 GUENOC VALLEY LN	CENTURY COMMUNITIES									0

[illegible]

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units											
Project Identifier			Affordability by Household Incomes - Certificates of Occupancy								
Current APN	Street Address	Project Name ⁺	10								12
			Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Certificates of Occupancy or forms of readiness (see instructions) <u>Date Issued</u>	# of Units issued Certificates of Occupancy or other forms of readiness
051200025	3570 E 18TH ST	CAL. ANTIOCH FUND	23	91	2	299	3	0	1	463	859
051200025	3542 E 18TH ST	CAL. ANTIOCH FUND	5			64					88
051200025	3562 E 18TH ST	CAL. ANTIOCH FUND	5			19					24
051200025	3586 E 18TH ST	CAL. ANTIOCH FUND	5			19					24
051200025	3530 E 18TH ST	CAL. ANTIOCH FUND	5			18			1		24
051200025	3534 E 18TH ST	CAL. ANTIOCH FUND	5			19					24
051200025	3546 E 18TH ST	CAL. ANTIOCH FUND	5			18			1		24
051200025	3550 E 18TH ST	CAL. ANTIOCH FUND	5			19					24
051200025	3554 E 18TH ST	CAL. ANTIOCH FUND	5			19					24
051200025	3558 E 18TH ST	CAL. ANTIOCH FUND	5			19					24
051200025	3574 E 18TH ST	CAL. ANTIOCH FUND	23			66			1		90
052201038	3220 ISLEWOOD CT #A	RUANO, MARIO SALVADOR RUIZ							1		1
068381006	3051 BARMOUTH DR #B	TERRANOVA, NORA TIRE							1		1
066141004	414 H ST #A	BLAISURE, DEBORAH L							1		1
071231011	2900 LONGVIEW RD #A	CERDA DE TELLEZ, BEATRIZ							1		1
071341001	3212 MEADOWBROOK RD #A	MEZA, JHIM HANDREX							1		0
052201039	3216 ISLEWOOD CT #A	CERVANTES, LEONARDO ISRAEL G							1		1
076202007	2725 DEL ORO CIR #A	NELSON, MICHAEL DARRELL REYNOSO,							1		1
74113009	2100 KENDREE ST	DAGOBERTO F MEZA							1		1
											0
76064001	1214 ST FRANCES DR	AJANI, AKEEM									0
068022014	1931 ACACIA AVE #A	ARELLANO, JUAN					1		1		1
											0
											0
053242004	4726 FAWN HILL WAY #A	MUKHTAR, ROKAY JALAL							1		0
71401002	3505 TABORA DR #A	ZAVALA, ADAN TAPIA	1								1
65065008	109 E 13TH ST #A	HERNANDEZ, MARTIN					1				0
68013008	1923 ACACIA AVE #A	ESPINOSA ARCLLANO, JUAN					1				1
											0
											0
not available	5354 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN							1		1
											0
											0
											0
											0

not available	5473 SIERRA TRAIL WAY	DAVIDON HOMES										1	5/12/2022	1
not available	5489 SIERRA TRAIL WAY	DAVIDON HOMES										1	5/12/2022	1
57120070	5262 MEDEA WAY	DENOVA HOMES										1	1/24/2022	1
57080004	5350 POTTER VALLEY LN	ARROYO, CAP VI LLC										1	3/18/2022	1
57080096	5343 ALEXANDER VALLEY LN	ARROYO, CAP VI LLC										1	3/18/2022	1
57080100	5344 ALEXANDER VALLEY LN	ARROYO, CAP VI LLC										1	3/17/2022	1
57080120	5343 POTTER VALLEY LN	ARROYO, CAP VI LLC										1	3/18/2022	1
not available	5358 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN										1	3/10/2022	1
57140056	5370 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN										1	2/7/2022	1
not available	5365 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN										1	3/21/2022	1
not available	5361 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN										1	3/15/2022	1
not available	5357 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN										1	3/18/2022	1
57080108	5347 ALEXANDER VALLEY LN	CENTURY COMMUNITIES										1	3/24/2022	1
not available	5351 ALEXANDER VALLEY LN	CENTURY COMMUNITIES										1	3/30/2022	1
not available	5355 ALEXANDER VALLEY LN	CENTURY COMMUNITIES										1	4/4/2022	1
57080001	5362 POTTER VALLEY LN	CENTURY COMMUNITIES										1	5/31/2022	1
57090080	5580 TRINITY LAKES LN	COMMUNITIES, CAP VILLC										1	4/12/2022	1
57090081	5584 TRINITY LAKES LN	COMMUNITIES, CENTURY										1	4/25/2022	1
57090082	5588 TRINITY LAKES LN	COMMUNITIES, CENTURY										1	4/29/2022	1
57090014	5579 TRINITY LAKES LN	COMMUNITIES, CENTURY										1	4/19/2022	1
57090015	5583 TRINITY LAKES LN	COMMUNITIES, CENTURY										1	4/13/2022	1
57090016	5587 TRINITY LAKES LN	COMMUNITIES, CENTURY										1	4/28/2022	1
57090017	5591 TRINITY LAKES LN	COMMUNITIES, CENTURY										1	5/2/2022	1
not available	5340 TRIMONTI CIRCLE	LENNAR HOMES OF CALIFORNIA IN										1	4/6/2022	1
not available	5344 TRIMONTI CIRCLE	LENNAR HOMES OF CALIFORNIA IN										1	4/11/2022	1
not available	5348 TRIMONTI CIRCLE	LENNAR HOMES OF CALIFORNIA IN										1	4/15/2022	1
not available	5356 TRIMONTI CIRCLE	LENNAR HOMES OF CALIFORNIA IN										1	5/6/2022	1
not available	5360 TRIMONTI CIRCLE	LENNAR HOMES OF CALIFORNIA IN										1	5/13/2022	1
not available	5145 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN										1	5/16/2022	1
not available	5326 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN										1	6/10/2022	1
not available	5330 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN										1	6/8/2022	1
not available	5334 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN										1	6/8/2022	1
not available	5338 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN										1	6/3/2022	1
not available	5342 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN										1	5/20/2022	1

057190073	5420 ALEXANDER VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	10/10/2022
057180044	5417 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	9/12/2022
057180045	5413 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	9/9/2022
057180046	5409 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	8/18/2022
057180047	5405 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	8/16/2022
057180048	5401 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	8/16/2022
057180049	5400 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	8/24/2022
057180050	5404 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	8/24/2022
057180051	5408 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	8/29/2022
057180052	5412 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	9/2/2022
057180053	5416 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	9/8/2022
057140024	5137 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA INC							1	9/21/2022
057140027	5125 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA INC							1	9/21/2022
057150041	5522 MAJANO WAY	LENNAR HOMES OF CALIFORNIA INC							1	8/18/2022
057100004	5348 RAMONA VALLEY LN	BENCHMARK COMMUNITIES LLC							1	9/22/2022
057100026	5364 RAMONA VALLEY LN	ARROYO, CAP VILLC							1	9/23/2022
057100027	5368 RAMONA VALLEY LN	ARROYO, CAP VILLC							1	9/20/2022
057100028	5392 RAMONA VALLEY LN	ARROYO, CAP VILLC							1	9/8/2022
057100029	5580 SALADO CREEK LN	ARROYO, CAP VILLC							1	9/8/2022
057100030	5584 SALADO CREEK LN	ARROYO, CAP VILLC							1	8/31/2022
057100031	5588 SALADO CREEK LN	ARROYO, CAP VILLC							1	8/29/2022
053830022	5500 PROMONTORY WAY	DAVIDON HOMES							1	12/12/2022
053830049	5505 PROMONTORY WAY	DAVIDON HOMES							1	12/27/2022
057140029	5117 MANIAGO WAY	DE NOVA HOMES INC							1	6/23/2022
057140031	5109 MANIAGO WAY	DENOVA HOMES							1	6/21/2022
057140032	5105 MANIAGO WAY	DENOVA HOMES							1	6/23/2022
057090030	5321 GUENOC VALLEY LN	ARROYO, CAP VILLC							1	6/23/2022
057090035	5341 GUENOC VALLEY LN	ARROYO, CAP VILLC							1	8/16/2022
057090036	5340 GUENOC VALLEY LN	ARROYO, CAP VILLC							1	8/10/2022
057090039	5328 GUENOC VALLEY LN	ARROYO, CAP VILLC							1	11/1/2022
057100032	5592 SALADO CREEK LN	ARROYO, CAP VILLC							1	8/16/2022
057100033	5598 SALADO CREEK LN	ARROYO, CAP VILLC							1	7/27/2022
057100034	5600 SALADO CREEK LN	ARROYO, CAP VILLC							1	8/30/2022
057100035	5369 MCDOWELL VALLEY LN	ARROYO, CAP VILLC							1	8/3/2022
057100036	5365 MCDOWELL VALLEY LN	ARROYO, CAP VILLC							1	7/22/2022
057100037	5361 MCDOWELL VALLEY LN	ARROYO, CAP VILLC							1	7/26/2022
057100023	5587 SADDLE ROCK LN	CENTURY COMMUNITIES							1	7/25/2022
057100024	5583 SADDLE ROCK LN	CENTURY COMMUNITIES							1	9/30/2022
057180039	5437 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	9/27/2022
057180040	5433 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	9/27/2022
057180042	5425 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	10/26/2022
057180043	5421 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	10/27/2022
057180054	5420 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	9/26/2022
057180055	5424 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	10/5/2022
057180052	5392 HIGH VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	9/29/2022
057190013	5398 HIGH VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	10/6/2022
057190014	5400 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC							1	11/9/2022
057190015	5404 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC							1	11/8/2022
057190016	5401 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC							1	11/9/2022
057190068	5373 PAULARO WAY	LENNAR HOMES OF CALIFORNIA INC							1	11/22/2022
057150074	5385 PAULARO WAY	LENNAR HOMES OF CALIFORNIA INC							1	11/14/2022
057150077	5389 PAULARO WAY	LENNAR HOMES OF CALIFORNIA INC							1	10/21/2022
057150078	5458 PINZANO WAY	DE NOVA HOMES INC							1	11/10/2022
057160028	5460 PINZANO WAY	DE NOVA HOMES INC							1	11/10/2022
057160029	5464 PINZANO WAY	DE NOVA HOMES INC							1	9/23/2022
057160030	5468 PINZANO WAY	DE NOVA HOMES INC							1	9/23/2022
057160031	5463 PINZANO WAY	DE NOVA HOMES INC							1	9/21/2022
057160049	5459 PINZANO WAY	DE NOVA HOMES INC							1	9/9/2022
057160050	5455 PINZANO WAY	DE NOVA HOMES INC							1	9/12/2022
057160051									1	9/12/2022

057160025	5444 PINZANO WAY	DE NOVA HOMES INC							1	10/10/2022	1
057160026	5448 PINZANO WAY	DE NOVA HOMES INC							1	10/10/2022	1
057160027	5452 PINZANO WAY	DE NOVA HOMES INC							1	9/30/2022	1
057140092	5325 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN							1	10/27/2022	1
057150080	5397 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	11/22/2022	1
057150081	5401 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	11/22/2022	1
057150098	5406 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN							1	12/9/2022	1
057180035	5453 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	12/12/2022	1
057180037	5445 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	11/10/2022	1
057180038	5441 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	11/8/2022	1
057180061	5448 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	12/12/2022	1
057180062	5452 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC							1	12/12/2022	1
057160019	5418 PINZANO WAY	DE NOVA HOMES INC							1	11/1/2022	1
057160020	5422 PINZANO WAY	DE NOVA HOMES INC							1	11/1/2022	1
057160055	5439 PINZANO WAY	DE NOVA HOMES INC							1	10/24/2022	1
057160056	5435 PINZANO WAY	DE NOVA HOMES INC							1	10/27/2022	1
057160058	5427 PINZANO WAY	DE NOVA HOMES INC							1	10/27/2022	1
051430033	3041 HONEYCOMB CT	KNOLL LLC, ANTIOCH							1	12/19/2022	1
051430039	3031 HONEYCOMB CT	KNOLL LLC, ANTIOCH							1	10/24/2022	1
051430040	3029 HONEYCOMB CT	KNOLL LLC, ANTIOCH							1	11/21/2022	1
057140072	5330 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN							1	12/6/2022	1
057140075	5342 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN							1	12/19/2022	1
057080120	5343 POTTER VALLEY LN	ARROYO, CAP VI LLC							1	3/18/2022	1
057160072	5446 TRIMONTI CIR	DE NOVA HOMES INC							1	12/9/2022	1
057160073	5450 TRIMONTI CIR	DE NOVA HOMES INC							1	12/9/2022	1
057160083	5455 TRIMONTI CIR	DE NOVA HOMES INC							1	12/6/2022	1
057160084	5451 TRIMONTI CIR	DE NOVA HOMES INC							1	12/6/2022	1
057160080	5467 TRIMONTI CIR	DE NOVA HOMES INC							1	11/10/2022	1
057160081	5463 TRIMONTI CIR	DE NOVA HOMES INC							1	11/10/2022	1
057160082	5459 TRIMONTI CIR	DE NOVA HOMES INC							1	11/10/2022	1
057160070	5438 TRIMONTI CIR	DE NOVA HOMES INC							1	12/27/2022	1
057160071	5442 TRIMONTI CIR	DE NOVA HOMES INC							1	12/27/2022	1
057160085	5447 TRIMONTI CIR	DE NOVA HOMES INC							1	12/21/2022	1
089560031	3518 MARKLEY CREEK DR	CHEN, CHEUK							1	12/21/2022	1
057080120	5343 POTTER VALLEY LN	ARROYO, CAP VI LLC							1	11/29/2022	1
068221077	310 WORRELL RD	GILDO, EFREN									0
076680016	3915 SITA CT	MCLEOD, DOUGLAS									0
051430033	3043 HONEYCOMB CT	KNOLL LLC, ANTIOCH									0
057150037	5158 PORCIA PLACE	LENNAR HOMES OF CALIFORNIA IN									0
051430035	3039 HONEYCOMB CT	DISCOVERY, BUILDERS INC									0
051430037	3035 HONEYCOMB CT	DISCOVERY, BUILDERS INC									0
051430038	3033 HONEYCOMB CT	DISCOVERY, BUILDERS INC									0
057140030	5113 MANIAGO WAY	DE NOVA HOMES INC									0
057160040	5404 OVARO WAY	DENOVA HOMES									0
057140023	5141 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057140025	5133 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057140026	5129 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057140028	5121 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057140097	5305 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057140098	5301 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057150042	5518 MAJANO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057150043	5514 MAJANO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057150044	5510 MAJANO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057150045	5506 MAJANO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057150090	5374 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057150091	5378 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057150092	5382 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057150007	5352 TRIMONTI CIRCLE	LENNAR HOMES OF CALIFORNIA IN									0
057150001	5205 SISTIANA WAY	LENNAR HOMES OF CALIFORNIA IN									0

057150006	5335 TRIMONTI CIRCLE	LENNAR HOMES OF CALIFORNIA IN								0
057150010	5149 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN								0
057150012	5157 PORCIA WAY	LENNAR HOMES OF CALIFORNIA IN								0
057150031	5182 SISTIANA WAY	LENNAR HOMES OF CALIFORNIA IN								0
057160046	5475 PINZANO WAY	DENOVA HOMES								0
057160047	5471 PINZANO WAY	DENOVA HOMES								0
057090034	5337 GUENOC VALLEY LN	ARROYO, CAP VI LLC								0
057030012	5437 ALEXANDER VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057190054	5429 ALEXANDER VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057030012	5425 ALEXANDER VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057030012	5428 ALEXANDER VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057100025	5579 SADDLE ROCK LN	ARROYO, CAP VI LLC								0
053840022	5416 PROMONTORY WAY	DAVIDON HOMES								0
053840023	5412 PROMONTORY WAY	DAVIDON HOMES								0
053840024	5408 PROMONTORY WAY	DAVIDON HOMES								0
053840025	5404 PROMONTORY WAY	DAVIDON HOMES								0
053840026	5400 PROMONTORY WAY	DAVIDON HOMES								0
053840027	5394 PROMONTORY WAY	DAVIDON HOMES								0
053840028	5390 PROMONTORY WAY	DAVIDON HOMES								0
053840029	5385 PROMONTORY WAY	DAVIDON HOMES								0
053840030	5395 PROMONTORY WAY	DAVIDON HOMES								0
053840031	5401 PROMONTORY WAY	DAVIDON HOMES								0
053840032	5405 PROMONTORY WAY	DAVIDON HOMES								0
053840033	5409 PROMONTORY WAY	DAVIDON HOMES								0
053840034	5413 PROMONTORY WAY	DAVIDON HOMES								0
053830019	5512 PROMONTORY WAY	DAVIDON HOMES								0
053830020	5508 PROMONTORY WAY	DAVIDON HOMES								0
053830021	5504 PROMONTORY WAY	DAVIDON HOMES								0
053830023	5492 PROMONTORY WAY	DAVIDON HOMES								0
053830024	5424 GRAY PINE WAY	DAVIDON HOMES								0
053830025	5428 GRAY PINE WAY	DAVIDON HOMES								0
053830046	5427 GRAY PINE WAY	DAVIDON HOMES								0
053830047	5423 GRAY PINE WAY	DAVIDON HOMES								0
053830048	5501 PROMONTORY WAY	DAVIDON HOMES								0
053830050	5509 PROMONTORY WAY	DAVIDON HOMES								0
053830051	5513 PROMONTORY WAY	DAVIDON HOMES								0
057100017	5349 MCDOWELL VALLEY LN	ARROYO, CAP VI LLC								0
057100018	5353 MCDOWELL VALLEY LN	CENTURY COMMUNITIES								0
057100019	5357 MCDOWELL VALLEY LN	CENTURY COMMUNITIES								0
057100020	5599 SADDLE ROCK LN	CENTURY COMMUNITIES								0
057100021	5595 SADDLE ROCK LN	CENTURY COMMUNITIES								0
057100022	5591 SADDLE ROCK LN	CENTURY COMMUNITIES								0
057150075	5377 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057150076	5381 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057150079	5393 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057150083	5386 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057150084	5390 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057180041	5429 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057180056	5428 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057180057	5432 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057180058	5436 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057190012	5388 HIGH VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057190017	5408 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC								0
057190018	5412 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC								0
057190069	5405 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC								0
057190070	5409 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC								0
057140089	5337 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057140090	5333 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057140091	5329 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN								0

not available	5520 PROMONTORY WAY	DAVIDON HOMES									1	10/27/2022	1
not available	5516 PROMONTORY WAY	DAVIDON HOMES									1	10/27/2022	1
not available	5517 PROMONTORY WAY	DAVIDON HOMES									1	9/27/2022	1
not available	5521 PROMONTORY WAY	DAVIDON HOMES									1	9/27/2022	1
not available	5525 PROMONTORY WAY	DAVIDON HOMES									1	9/21/2022	1
not available	5529 PROMONTORY WAY	DAVIDON HOMES									1	9/14/2022	1
not available	5533 PROMONTORY WAY	DAVIDON HOMES									1	9/7/2022	1
not available	5537 PROMONTORY WAY	DAVIDON HOMES									1	9/7/2022	1
57090031	5325 GUENOC VALLEY LN	ARROYO, CAP VI LLC									1	7/11/2022	1
57090033	5333 GUENOC VALLEY LN	ARROYO, CAP VI LLC									1	7/21/2022	1
57090037	5336 GUENOC VALLEY LN	ARROYO, CAP VI LLC									1	7/25/2022	1
57090038	5332 GUENOC VALLEY LN	ARROYO, CAP VI LLC									1	7/22/2022	1
57090040	5324 GUENOC VALLEY LN	ARROYO, CAP VI LLC									1	7/6/2022	1
not available	5104 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA IN									1	8/10/2022	1
not available	5108 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA IN									1	8/11/2022	1
not available	5112 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA IN									1	8/23/2022	1
not available	5116 MANIAGO WAY	LENNAR HOMES OF CALIFORNIA IN									1	8/23/2022	1
not available	5117 VILLOTA WAY	LENNAR HOMES OF CALIFORNIA IN									1	8/1/2022	1
not available	5109 VILLOTA WAY	LENNAR HOMES OF CALIFORNIA IN									1	7/19/2022	1
not available	5105 VILLOTA WAY	LENNAR HOMES OF CALIFORNIA IN									1	7/18/2022	1
not available	5321 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN									1	7/13/2022	1
57030012	5352 HIGH VALLEY LN	GBN, PARTNERS LLC									1	6/29/2022	1
57030012	5356 HIGH VALLEY LN	GBN, PARTNERS LLC									1	6/29/2022	1
57030012	5368 HIGH VALLEY LN	GBN, PARTNERS LLC									1	7/1/2022	1
57030012	5372 HIGH VALLEY LN	GBN, PARTNERS LLC									1	7/1/2022	1
53820001	5365 PROMONTORY WAY	DAVIDON HOMES									1	9/12/2022	1
53820002	5361 PROMONTORY WAY	DAVIDON HOMES									1	9/12/2022	1
53820003	5357 PROMONTORY WAY	DAVIDON HOMES									1	8/31/2022	1
53820004	5353 PROMONTORY WAY	DAVIDON HOMES									1	8/31/2022	1
53820005	5349 PROMONTORY WAY	DAVIDON HOMES									1	8/22/2022	1
53820006	5345 PROMONTORY WAY	DAVIDON HOMES									1	8/22/2022	1
53820006	5341 PROMONTORY WAY	DAVIDON HOMES									1	8/11/2022	1
53820008	5337 PROMONTORY WAY	DAVIDON HOMES									1	8/11/2022	1
53820045	5366 PROMONTORY WAY	DAVIDON HOMES									1	7/27/2022	1
53820046	5370 PROMONTORY WAY	DAVIDON HOMES									1	7/18/2022	1
53820047	5374 PROMONTORY WAY	DAVIDON HOMES									1	7/18/2022	1
53820048	5378 PROMONTORY WAY	DAVIDON HOMES									1	7/27/2022	1
not available	5383 COTTONWOOD TRAIL WAY	DAVIDON HOMES									1	9/14/2022	1
not available	5382 MOUNTAIN RIDGE WAY	DAVIDON HOMES									1	11/10/2022	1
53820052	5385 MOUNTAIN RIDGE WAY	DAVIDON HOMES									1	11/10/2022	1
not available	5369 MOUNTAIN RIDGE WAY	DAVIDON HOMES									1	11/10/2022	1
52540051	4533 GOODE ST	K HOVANIAN COMPANIES OF CALIFO									1	4/27/2022	1
57120002	5381 CANEVA WAY	DENOVA HOMES									1	5/10/2022	1

57140055	5366 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/17/2022	1
57170005	5396 SOPRA STREET	DENOVA HOMES							1	2/17/2022	1
57170006	5392 SOPRA STREET	DENOVA HOMES							1	2/17/2022	1
183057054	5362 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
57140057	5374 FRISANCO WAY	LENNAR HOMES OF CALIFORNIA IN							1	2/18/2022	1
57110009	5332 HAMES VALLEY LN	ARROYO, CAP VI LLC							1	2/22/2022	1
57170026	5399 SOPRA STREET	DENOVA HOMES							1	2/22/2022	1
57170027	5395 SOPRA STREET	DENOVA HOMES							1	2/22/2022	1
57110010	5328 HAMES VALLEY LN	ARROYO, CAP VI LLC							1	2/23/2022	1
not available	5501 SUMMIT VIEW WAY	DAVIDON HOMES							1	2/24/2022	1
57080006	5342 POTTER VALLEY LN	ARROYO, CAP VI LLC							1	2/28/2022	1
57080005	5346 POTTER VALLEY LN	ARROYO, CAP VI LLC							1	2/28/2022	1
52540049	4525 GOODE ST	K HOVANIAN COMPANIES OF CALIFO							1	3/1/2022	1
53810012	5497 SUMMIT VIEW WAY	DAVIDON HOMES							1	3/1/2022	1
53810013	5493 SUMMIT VIEW WAY	DAVIDON HOMES							1	3/1/2022	1
57110006	5344 HAMES VALLEY LN	ARROYO, CAP VI LLC							1	3/1/2022	1
57110007	5340 HAMES VALLEY LN	ARROYO, CAP VI LLC							1	3/2/2022	1
057160053	5447 PINZANO WAY	DE NOVA HOMES INC									0
057160054	5443 PINZANO WAY	DE NOVA HOMES INC									0
057190019	5416 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC									0
057190020	5420 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC									0
057190021	5424 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC									0
057190022	5428 SPRING MOUNTAIN LANE	TRI POINTE HOMES HOLDINGS INC									0
057180034	5457 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC									0
057180036	5449 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC									0
057180059	5440 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC									0
057180060	5444 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC									0
057180063	5456 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC									0
057160015	5436 Nimitis Way	DE NOVA HOMES INC									0
057160016	5406 PINZANO WAY	DE NOVA HOMES INC									0
057160017	5410 PINZANO WAY	DE NOVA HOMES INC									0
057160018	5414 PINZANO WAY	DE NOVA HOMES INC									0
057160059	5423 PINZANO WAY	DE NOVA HOMES INC									0
057160021	5426 PINZANO WAY	DE NOVA HOMES INC									0
057160022	5430 PINZANO WAY	DE NOVA HOMES INC									0
057160023	5434 PINZANO WAY	DE NOVA HOMES INC									0
057160057	5431 PINZANO WAY	DE NOVA HOMES INC									0
057100010	5360 GUENOC VALLEY LN	ARROYO, CAP VI LLC									0
057100005	5345 GUENOC VALLEY LN	ARROYO, CAP VI LLC									0
057100006	5349 GUENOC VALLEY LN	ARROYO, CAP VI LLC									0
057100007	5353 GUENOC VALLEY LN	ARROYO, CAP VI LLC									0
057100008	5357 GUENOC VALLEY LN	ARROYO, CAP VI LLC									0
057100009	5361 GUENOC VALLEY LN	ARROYO, CAP VI LLC									0
057100014	5344 GUENOC VALLEY LN	ARROYO, CAP VI LLC									0
057140070	5322 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057140071	5326 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057140073	5334 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057140074	5338 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057140076	5346 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN									0
057140077	5350 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN									0

057150102	5422 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057150103	5426 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057150104	5430 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN								0
053840016	5111 TREELINE WAY	DAVIDON HOMES								0
053840017	5105 TREELINE WAY	DAVIDON HOMES								0
053840018	5104 TREELINE WAY	DAVIDON HOMES								0
053840019	5108 TREELINE WAY	DAVIDON HOMES								0
053840020	5112 TREELINE WAY	DAVIDON HOMES								0
053840021	5420 PROMONTORY WAY	DAVIDON HOMES								0
053840035	5200 TREELINE COURT	DAVIDON HOMES								0
053840036	5202 TREELINE COURT	DAVIDON HOMES								0
053840037	5206 TREELINE COURT	DAVIDON HOMES								0
053840038	5208 TREELINE COURT	DAVIDON HOMES								0
053840039	5209 TREELINE COURT	DAVIDON HOMES								0
053840040	5207 TREELINE COURT	DAVIDON HOMES								0
053840041	5429 PROMOTORY WAY	DAVIDON HOMES								0
053830028	5440 GRAY PINE WAY	DAVIDON HOMES								0
053830029	5444 GRAY PINE WAY	DAVIDON HOMES								0
053830030	5448 GRAY PINE WAY	DAVIDON HOMES								0
053830031	5454 GRAY PINE WAY	DAVIDON HOMES								0
053830040	5451 GRAY PINE WAY	DAVIDON HOMES								0
053830041	5447 GRAY PINE WAY	DAVIDON HOMES								0
053830042	5443 GRAY PINE WAY	DAVIDON HOMES								0
053830043	5439 GRAY PINE WAY	DAVIDON HOMES								0
053830044	5435 GRAY PINE WAY	DAVIDON HOMES								0
053830045	5431 GRAY PINE WAY	DAVIDON HOMES								0
057140078	5354 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057140079	5358 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057140084	5357 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057140085	5353 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057140087	5345 CLAUZETTO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057150062	5435 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057150063	5439 PAULARO WAY	LENNAR HOMES OF CALIFORNIA IN								0
057150084	5304 COSTA COURT	LENNAR HOMES OF CALIFORNIA IN								0
057150085	5302 COSTA COURT	LENNAR HOMES OF CALIFORNIA IN								0
057150086	5300 COSTA COURT	LENNAR HOMES OF CALIFORNIA IN								0
057150087	5301 COSTA COURT	LENNAR HOMES OF CALIFORNIA IN								0
057150088	5303 COSTA COURT	LENNAR HOMES OF CALIFORNIA IN								0
057150089	5305 COSTA COURT	LENNAR HOMES OF CALIFORNIA IN								0
not available	5380 BENMORE VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
	5364 BENMORE VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
	5368 BENMORE VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
	5372 BENMORE VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
	5376 BENMORE VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
	5384 BENMORE VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
	5384 BENMORE VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
	5388 BENMORE VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
	5392 BENMORE VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
	5481 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057180028	5477 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057180029	5473 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057180030	5469 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057180032	5465 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057180033	5461 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057180064	5464 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057180065	5472 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057180066	5476 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057180067	5480 GUENOC VALLEY LANE	TRI POINTE HOMES HOLDINGS INC								0
057160074	5454 TRIMONTI CIR	DE NOVA HOMES INC								0

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier		Housing without Financial Assistance or Deed Restrictions				Term of Affordability or Deed Restriction		Demolished/Destroyed Units			Density Bonus					
Current APN	Street Address	Project Name*	How many of the units were Extremely Low Income?	Streamlining	Infill	Housing with Financial Assistance and/or Deed Restrictions	16	17	18	19	20	21	22	23	24	
				Was Project Streamlined? GC 65033.5(b) (SB 35 Streamlining) Y/N	Infill Units? Y/N*	Assistance Programs for Each Development (may select multiple - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, explain the basis for the units being affordable (see instructions)	Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter 1000)	Demolished or Destroyed Units	Demolished or Destroyed Units	Total Density Bonus Applied to Increase in Total Allowable Units or Total Maximum Allowable Gross Floor Area	Number of Other Concessions, Waivers, or Other Modifications Given to the Project (Excluding Parking Waivers or Parking Reductions)	List the incentives, concessions, waivers, or other modifications (Excluding Parking Waivers or Parking Modifications)	Did the project receive a density bonus or waive parking standards? (Y/N)	
051200025	3570 E 18TH ST	CAL ANTOCH FUND	0	N			DB				0		6.0%	0 Other		Yes
051200025	3542 E 18TH ST	CAL ANTOCH FUND	0	N			DB						6.0%	0 Other		Yes
051200025	3562 E 18TH ST	CAL ANTOCH FUND	0	N			DB						6.0%	0 Other		Yes
051200025	3530 E 18TH ST	CAL ANTOCH FUND	0	N			DB						6.0%	0 Other		Yes
051200025	3530 E 18TH ST	CAL ANTOCH FUND	0	N			DB						6.0%	0 Other		Yes
051200025	3534 E 18TH ST	CAL ANTOCH FUND	0	N			DB						6.0%	0 Other		Yes
051200025	3554 E 18TH ST	CAL ANTOCH FUND	0	N			DB						6.0%	0 Other		Yes
051200025	3550 E 18TH ST	CAL ANTOCH FUND	0	N			DB						6.0%	0 Other		Yes
051200025	3554 E 18TH ST	CAL ANTOCH FUND	0	N			DB						6.0%	0 Other		Yes
051200025	3558 E 18TH ST	CAL ANTOCH FUND	0	N			DB						6.0%	0 Other		Yes
052201038	3229 ELENWOOD CT #A	RUANO, MARCO SALV	0	N			DB						6.0%	0 Other		Yes
088381006	3051 BARMOUTH DR #B	TERRANOVA, NORA	0	N												
071231011	2950 LONGVIEW RD #A	CERDA, TEJELZ	0	N												
071341001	3212 MEADOWBROOK RD #A	MEZA, JIM HANDBERG	0	N												
072922037	2725 DEL ORO DR #A	NELSON, MICHAEL	0	N												
74113009	2100 KENDREE ST	REYNOSO, DANIEL ANTONIO F MEZA	0	N				Square footage x Antioch rental housing cost per sf + utility cost by bedroom (HA) compared to Max Income & Rent Limits 2021								
76064001	1214 ST FRANCES DR	AJANI, AKEEM	0	N				Square footage x Antioch rental housing cost per sf + utility cost by bedroom (HA) compared to Max Income & Rent Limits 2021								
080020214	1931 ACACIA AVE #A	ARELLANO, JUAN	0	N												
052420204	4725 FANNY HILL WAY #A	MURTHAR, ROKAY J	0	N												
71401002	3505 TABORA DR #A	ZAVALA, ADAN TAPA	0	N				Square footage x Antioch rental housing cost per sf + utility cost by bedroom (HA) compared to Max Income & Rent Limits 2021								
65065008	109 E 13TH ST #A	HERNANDEZ, MARTIN	0	N				Square footage x Antioch rental housing cost per sf + utility cost by bedroom (HA) compared to Max Income & Rent Limits 2021								
68013008	1923 ACACIA AVE #A	REYNOSA, ARELLANO, JUAN	0	N				Square footage x Antioch rental housing cost per sf + utility cost by bedroom (HA) compared to Max Income & Rent Limits 2021								
not available	5354 FRANCISCO WAY	LENNAR HOMES OF CALIFORNIA	0	N												
67333025	3 BREDALE PL #A	BANGA, PARMINDER	0	N				Square footage x Antioch rental housing cost per sf + utility cost by bedroom (HA) compared to Max Income & Rent Limits 2021								
5240044	4509 GOODE ST	K HOWARD, COMPANIES OF CALIF	0	N												
5240050	4529 GOODE ST	K HOWARD, COMPANIES OF CALIF	0	N												
52261039	3406 SUNWOOD CT	ROMARCO, RLP	0	N												
not available	5504 GRAY FINE WAY	DAVIDSON HOMES	0	N												
not available	5486 GRAY FINE WAY	DAVIDSON HOMES	0	N												
not available	5478 GRAY FINE WAY	DAVIDSON HOMES	0	N												
not available	5500 SUMMIT VIEW WAY	DAVIDSON HOMES	0	N												

[illegible]

Jurisdiction	Antioch
Reporting Year	2022 (Jan. 1 – Dec. 31)
Planning Period	5th Cycle 01/31/2015 – 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
1			2										
Income Level	RHNA Allocation by Income Level	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date (all years)	3	4
		-	-	84	2	-	-	91	-	-	-	-	-
Very Low	Deed Restricted	349	1	-	2	1	2	14	12	-	-	207	142
	Non-Deed Restricted	-	-	-	-	-	-	299	-	-	-	319	-
Low	Deed Restricted	205	-	-	-	-	-	-	19	-	-	-	-
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-
Moderate	Deed Restricted	214	-	-	-	-	-	-	-	-	-	35	179
	Non-Deed Restricted	-	19	1	-	-	12	2	1	-	-	-	-
Above Moderate	Deed Restricted	680	47	42	41	119	279	308	564	365	-	1,765	-
	Non-Deed Restricted	-	-	-	-	-	-	-	-	-	-	-	-
Total RHNA		1,448											
Total Units		-	67	127	43	121	293	714	596	365	-	2,326	321
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).													
5		6											
Extremely low-income Need		2015	2016	2017	2018	2019	2020	2021	2022	2023	Total Units to Date	Total Units Remaining	7
Extremely Low-Income Units*		175	1	30	-	-	-	-	-	-	31	144	

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.
Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).
Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.
Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	Antioch		
Reporting Year	2022 (Jan. 1 - Dec. 31)		
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
GOAL 1	Conserve/Improve Existing Housing Supply	Ongoing	This is a housing element goal. Please see specific program implementation below.
Policy 1.1	Ensure the supply of safe, decent, and sound housing for all residents	Ongoing	This is a housing element policy . Please see specific program implementation below.
1.1.1. Monitor and Preserve At-Risk Projects	Retention of existing affordable housing stock through early action regarding 82 “at risk” units	by 2020	The only At Risk project is Casa del Rio, senior housing. Staff (TH) contacted owner to discuss and is confident they will be retained. Staff will monitor annually to ensure.

1.1.2 Neighborhood Preservation Program (zero and low-interest loans to low and moderate income households for housing rehabilitation)	Adequate assistance to provide loans to 3-4 homeowners per year (CDBG)	Ongoing	<p>After contracting with Contra Costa County for over 20 years to administer the Neighborhood Preservation Program, the City found a new provider when the County discontinued this service.</p> <p>Habitat for Humanity East Bay/Silicon Valley is the new provider for the program, which began to rehabilitate homes in FY 2021. The Housing Rehabilitation Program provides housing rehabilitation loans and grants to low- and moderate-income homeowners to bring their homes up to code, to ensure health and safety code standards are met, to meet emergency repair needs, and provide handicap access. Unfortunately, due to the pandemic, people (usually seniors) were very reluctant to let workers into their homes and the program stalled. Only one emergency grant was made during the year.</p> <p>In 2022, the Housing Rehabilitation Program slowly started to increase activity, emerging from the pandemic amidst supply chain issues, a shortage of contractors, and increased cost of construction materials and supplies. Although there was only 1 grant bestowed during 2021, there were 10 grants and 1 loan completed in FY 2021-22, for a total of \$204,764 distributed.</p>
1.1.3 Community Education Regarding the Availability of Rehabilitation Programs	Through public education, the public's ability to use programs will be enhanced and other specific quantified objectives will be easier to achieve.	Ongoing	<p>Outreach increased significantly in 2022. The program was advertised on the City's and Habitat's website, and through social media. Habitat also continued to work its way through the backlog of people who had indicated interest in the funds before the COVID lockdown. By the end of the year, they had made considerable progress.</p>
1.1.4 Rental Rehabilitation Program	Provide financial assistance to owners of 3-5 rental properties annually to rehabilitate substandard units.	Cancelled	<p>The Rental Rehab program was cancelled, as it has not been successful in attracting participants in the past decade. The demand for housing in Contra Costa County (and all of California) far exceeds the supply, and owners are increasingly unwilling to enter into an obligation to rent at a lower price to LMI renters, even in exchange for very favorable rehab loans. The program also suffered because the upfront costs (credit report, title report, appraisal, and lead paint inspection and report) total \$800+ (depending on the # of units.) The funding source for this program was CDBG, which does not allow expenditures that do not result in accomplishments. Therefore, we must charge the owner for these items if they choose not to go forward with a loan.</p>

1.1.5 Code Enforcement	Elimination of code violations within Antioch	Ongoing	<p>A 1/2 cent sales tax was passed by City voters in 2014 and in 2018 the tax was increased to 1 cent (1%). This allowed the City to have sufficient operating revenues to fund Code Enforcement without CDBG funds. For Calendar year 2022, Code Enforcement officers received 7,227 calls for service, resulting in 2,685 new cases being created for Code Enforcement officers to investigate. During 2022, officers closed 2,566 cases.</p> <p>In 2022, the Code Enforcement Division continued participating in the Mattress Recycling Council (MRC) program operated by the State of California's Department of Resources Recycling and Recovery (Cal Recycle). In 2022, nearly 938 mattresses were reported to MRC/CalRecycle resulting in nearly \$14,000 back to the city in reimbursements.</p> <p>During 2022, the Code Enforcement Division continued the neighborhood cleanup events to assist residents with debris removal. The City of Antioch and Republic Services partnered together to host cleanup events so that residents have a no-cost way to legally dispose of unwanted items. During 2022, 16 cleanup events were held in various neighborhoods resulting in over 226 tons of debris removed from private properties and disposed of in a lawful manner.</p>
1.1.6 Infrastructure to Support Housing for Extremely-Low, Very-Low, Low Income, and Large Households	Provide infrastructure improvements necessary to accommodate the City's remaining lower-income RHNA need	Annually	<p>The City Roadway project was funded almost \$500k in FY 21-22 but had to wait for the FY 22-23 allocation to have sufficient funding to bid out a project, so it was a dormant year. This project improves the roadway, drainage, and handicap access in low-income census tract 3050, which includes the new Amcal project of over 400 affordable units. The City also allocated an additional \$650k for other infrastructure improvements in that census tract in 2022.</p>
1.1.7 Condominium Conversion	Conservation of rental units currently being rented by lower income households and tenants with special needs.	Ongoing	No conversion took place in 2022.
1.1.8 Rental Inspection Program	Proactive identification and rehabilitation or elimination of blighted, deteriorated and substandard rental housing stock	Ongoing	Currently, the Code Enforcement division has nine officers who have or are receiving training and experience in investigating building and housing issues. They are responsible for addressing those violation types within their beat.

1.1.9 Neighborhood Stabilization Program	Construct 85 multi-family units affordable at below 50% AMI through partnership with Satellite Housing, Inc.; Assist in the purchase, as funds are available, and rehabilitation of single family units through partnerships with Habitat for Humanity East Bay and Heart and Hands of Compassion or other non-profit organizations.	Completed	<p>The City began working with Satellite Affordable Housing Associates in 2009 to develop 85 units of affordable senior housing, utilizing City funding from the former Redevelopment Agency, NSP-1, CDBG, HOME, Housing Successor Agency, and other funding sources including State Veterans funding, MHP and 4% tax credits.</p> <p>Satellite broke ground in September 2016 and completed the project with projected in April 2018, with full lease up in June. All remaining NSP program income was invested in this project, so no further acquisition/rehab projects with Habitat or Heart & Hands will occur.</p>
1.1.10 Foreclosure Prevention	Foreclosure prevention	Ongoing	<p>The City continues to post information on foreclosure prevention on its website, and to direct callers to Bay Legal and Echo Housing, as well as 211, for further assistance.</p> <p>Because of the COVID-19 pandemic, the City used CDBG-CV funding to provide both Eviction Prevention and Foreclosure Prevention services for the first time since the Recession of 2008. Services began January 2021 and continue to this year. Outreach was conducted in the census tract block groups with the highest number of residents with incomes from 0-30% AMI with two mailings to over 6,000 residents. Information was also posted in English and Spanish on the City's website, on social media (NextDoor, Facebook and Instagram) and in the City Manager's newsletter, as well as announced at City Council meetings. Nonprofits serving lower income Antioch residents were also informed and given electronic outreach materials for their clients.</p> <p>Foreclosure Prevention was part of the full slate of services which included: rental, mortgage and utility assistance; legal assistance for residents; tenant/landlord counseling and mediation; and fair housing services.</p>
GOAL 2	Facilitate development of broad array of housing types to accommodate new and current residents of diverse ages and socioeconomic backgrounds.	Ongoing	This is a housing element goal. Please see specific program implementation below.
Policy 2.1	Provide adequate residential sites for production of new for-sale and rental residential units	Ongoing	This is a housing element policy . Please see specific program implementation below.

2.1.1 Inventories	Maintenance of an inventory of available sites for use in discussions with potential developers and evaluating the City's ability to meet projected future housing needs.	Completed	A spreadsheet and GIS maps of available sites was developed, and it is updated as projects are applied for or approved.
2.1.2 Adequate Sites for Housing; No Net Loss	Prevention of net loss of housing sites and capacity for extremely low, very low, low, and moderate income housing.	Ongoing	No sites were downzoned in 2022.
2.1.3 Meet with Potential Developers	To facilitate the development review process by ensuring a clear understanding on the part of developers as to City expectations for their projects and timeline. Discussion is also anticipated to function as a feedback loop, and assist the City in minimizing the costs of the development review process to new residential development.	Ongoing	The City Community Development Director and City Planners continue to meet with prospective developers, both for-profit and non-profit, market rate and affordable, as requested and at no cost to the developer. Meetings help educate developers on the City's development review and design review processes, City requirements and expectations, and help to save time and money for both the City and developers. Meetings with nonprofit developers also include strategizing about the availability of funding assistance. Market rate units - In 2022, staff met with potential developers including DeNova Homes, Brightsky Residential, and Richland Development.
2.1.4 Above Moderate-Income Housing	To facilitate the development of needed above moderate-income housing by reserving areas for such development.	Ongoing	The City Community Development Director and City Planners continue to meet with prospective developers, both for-profit and non-profit, market rate and affordable, as requested and at no cost to the developer. Meetings help educate developers on the City's development review and design review processes, City requirements and expectations, and help to save time and money for both the City and developers. Meetings with nonprofit developers also include strategizing about the availability of funding assistance. In 2022, staff met with potential developers including Brightsky Residential, and Grupe Co., Lennar Group and DeNova Homes regarding potential multi-family developments.
Policy 2.2	Facilitate the development of new housing for all economic segments of the community, including lower income, moderate- and above moderate-income households.	Ongoing	Market rate units - In 2022, staff met with potential developers including Brightsky Residential, Denova Homes, Lennar and Grupe Co. regarding potential multi-family developments.
2.2.1 Promote Loan Programs	Increase awareness of funds available for eligible first-time homebuyers.	Ongoing	Because of the COVID-19 pandemic, the City's First Time Homeowner program continued to be suspended throughout the calendar year 2022 and no loans were issued. It is relaunching in March 2023.

Policy 2.3	Actively pursue and support the use of available County, State, and Federal housing assistance programs.	Ongoing	This is a housing element policy . Please see specific program implementation below.
2.3.1 Affordable Housing Program Inventory; Pursue Available Projects	Maximize access to governmental and private housing programs, and thereby facilitate achievement of other Housing Element objectives.	Ongoing	<p>The City has worked with the County Health, Housing and Homeless Services division on adding 50 units of extremely-low and very-low income housing as part of the Homeless CARE Center development. City and County staff has been working to find potential sources of funding, including City Housing Successor and CDBG funds, County CDBG, HOME, ESG, and HOPWA funds, State HEAP, VHHP, MHP, Whole Person Care, Mental Health, Re-entry and other potential sources of funding for the entire project. (see detail in 2.3.2 below). In 2022, the COVID-19 pandemic continued to occupy staff at the County homeless program, and no progress was made on this project.</p> <p>However, the City met with two nonprofit housing developers and their service partners who are interesting in each constructing about 20 units of permanent supportive housing for persons who are homeless with disabilities. One is working on an initiative with a faith partner who has property, and the other already has a program running on a site with additional space to grow. They are currently seeking LIHTC and other funding.</p>
2.3.2 Housing for Extremely Low-Income Households	Encourage and facilitate construction of 175 units affordable to extremely low-income households to meet RHNA.	<p>Outreach to developers at least Annually; apply for/support applications - Ongoing; prioritize local funding at least twice in the planning period.</p>	<p>The Satellite "Tabora Gardens" project, finished in 2018, completes 84 (+1 manager unit) units affordable to households from 0-50% AMI.</p> <p>In 2020 the City sold a city-owned approx. 5 acre parcel with an Emergency Shelter overlay as a potential CARE Center/Homeless Housing project. The City has been working with the County Continuum of Care staff and nonprofit affordable housing agencies to envision the campus. The site may be able to accommodate up to 50 small studio apartments to help homeless persons find housing in this extremely restricted housing environment. These units are envisioned as permanent supportive housing at this time. A survey by the CoC has found that Contra Costa County lacks inventory of SRO and studio apartments for this population. The addition of a possible 50 units extremely and very-low income RHNA units would meet 135 of the 175 unit goal.</p> <p>This project continues to be developed but was stagnant during 2022 due to the continuing pandemic and its effects on construction labor and material cost and availability.</p>

Policy 2.4	Proactively assist and cooperate with non-profit, private, and public entities to maximize opportunities to develop affordable housing...(and) distribute low and moderate-income housing throughout the City, rather than concentrate it in one portion of the community.	Ongoing	This is a housing element policy . Please see specific program implementation below.
2.4.1 Support Non-Profit Housing Sponsors	(Including providing funding, supporting grant applications, identifying available sites, & City involvement in development of sites) By supporting these entities in their efforts, increase the production of affordable housing to meet other objectives of the Housing Element.	Ongoing	<p>As mentioned previously, the City worked with Satellite Affordable Housing Associates on the Tabora Gardens project, which completed construction on 85 units (84 + 1 manager unit) of affordable housing for extremely low- and low-income seniors, including homeless persons, homeless Veterans and Veterans. The City provided significant funding from multiple funding sources totaling \$3,283,755, supported their TCAC application, conducted their TEFRA hearing, and worked closely with the County and their funding sources.</p> <p>Also see 2.3.1. narrative which details City efforts in developing the CARE Center site on City-owned property, including funding sources as well as two additional sites.</p> <p>In 2022, the City Housing Consultant continued discussions with Resources for Community Development (RCD), Mercy Housing, Satellite Affordable Housing Associates (SAHA), Hope Solutions and The Portia Bell Hume Center to discuss and encourage further affordable housing development in the City of Antioch.</p>
Policy 2.5	Proactively encourage the development of affordable housing within the Rivertown area.	Ongoing	This is a housing element policy . Please see specific program implementation below.
2.5.1 Additional Development Incentives for the Rivertown Focus Area	Achievement of objectives for development of new housing for very low-income households.	Ongoing	The City put out an RFP for city-owned former RDA properties in 2014 and entered into negotiations with one developer in 2015. The Specific plan was finalized for adoption in 2017. These continued during 2022 with little forward motion due to the pandemic.
Goal 3	Facilitate the development of a broad array of housing types to accommodate new and current Antioch residents of diverse ages and socioeconomic backgrounds.	Ongoing	This is a housing element goal. Please see specific program implementation below.

3.1.1 Housing Opportunities for Special Needs Groups	Maximize opportunities to address the housing needs of special needs groups within the City, as identified in Section 3 of this Housing Element.	Ongoing	AMCAL received entitlement in 2019 and in 2020 began construction of 394 affordable apartments for seniors and families. Construction of the project was completed in 2022. Age-restricted units will comprise 177 units, including 38 units @ 30%, 28 units at 40%, 14 units @ 50%, and 19 @ 60% AMI level (proposed in application). Project will meet standards for accessibility and accommodation for hearing impaired individuals, and the senior buildings will have elevators. CARE Center - The Homeless Care Center site, discussed in detail in 2.3.1. would potentially add between 30-50 units of affordable rental housing for persons with incomes 0-30% who are experiencing homelessness, including veterans, persons with HIV/AIDS, persons with mental illness, and persons with disabilities.
3.1.2 Senior Housing	Facilitate housing that is affordable for lower-income seniors.	Ongoing	See above description of AMCAL senior housing. The Antioch Homeless CARE Center site housing would also be available to homeless senior individuals.
3.1.3 Incentives for Special Needs Housing (reasonable accommodation ordinance)	Continue to provide reasonable accommodations to encourage the development of specialized housing for persons with disabilities.	Ongoing	No reasonable accommodations were requested in 2022
3.1.4 Coordination with Agencies Serving the Homeless	Develop housing self-sufficiency for those who are currently homeless by working with appropriate agencies to implement housing and employment programs.	Ongoing	<p>The City works very closely with the Contra Costa Homeless Continuum of Care body, called the Council on Homelessness. In 2022, the City's Housing consultant continued to serve on the Boards of the Council on Homelessness, Healthcare for the Homeless, and the FEMA/United Way EFSP local board, sat on the Review and Ranking Committee for the CoC funding as well as for ESG and Emergency Food and Shelter (EFSP) Grants Committee, and participated in the Equity taskforce. She also is a member of and actively participated in the All Home Regional Impact Council as a member of the Steering and Technical Committees.</p> <p>The City actively participates in all efforts to develop housing and services for persons who are homeless, is an active participant in the County's Zero: 2016 campaign strategy to end Veteran and Chronic Homelessness, and works closely with the Housing Authority of Contra Costa and Veteran Administration in Martinez. The City hosts the County's only homeless shelter for disabled homeless persons, continues to work with the County to place a CARE Center in Antioch, and is working to develop the five-acre land the City sold to the County to build homeless housing with services.</p>

3.1.5 Emergency Shelters and Supportive and Transitional Housing	Compliance with SB 2	Ongoing	<p>The City is in compliance with SB 2, having designated sites for homeless emergency shelters. In 2017, discussions continued with a nonprofit interested in establishing a 50-bed homeless shelter for women and children. In 2016, at City expense, the emergency shelter overlay was changed to include an additional parcel, owned by the City, to possibly become the site of the shelter.</p> <p>In 2020, the City transferred the parcel to the County for development of the homeless shelter and studio apartments/micro units for homeless individuals. Work on this project at the County level waned due to the intensive response required by the County homeless staff to the Covid 19 pandemic. In 2022 the City Council adopted an ordinance to amend the zoning code to create a transitional housing overlay district. The council also placed the overlay on a hotel site at 515 E. 18th Street and is partnering with the owner of the property to establish it as a site for transitional housing.</p>
3.1.6 Zoning for Employee Housing:	Compliance with Health and Safety Code regarding Employee Housing	Within 18 months of Hsg Element adoption	This action will occur in tandem with zoning ordinance updates to comply with SB 330 and SB 2 grant.
Goal 4	Reduce residential energy and water use to conserve energy /water and reduce the cost of housing.	Ongoing	This is a housing element goal. Please see specific program implementation below.
Policy 4.1	Provide incentives for energy conservation measures in new housing by providing information on programs available through PG&E.	Ongoing	This is a housing element policy . Please see specific program implementation below.

4.1.1 Encourage Energy Conservation	Minimize costs of space heating and cooling in new and existing dwelling units.	Ongoing	<p>Energy conservation for existing housing and neighborhoods is encouraged and supported in a variety of ways:</p> <ul style="list-style-type: none"> - Condition of Approval - Energy conservation is incorporated into the standard condition of approval for new developments. - In 2022 the city continued to partner with the County and the cities of San Pablo and Walnut Creek to launch www.cleanercontracosta.org. This web-platform provides resources to residents that are offered for their address. It allows for residents to easily find energy efficiency tools and rebates for their homes. - The city continues to promote The programs available through BayREN and EnergyUpgrade California. - Property Assessed Clean Energy (PACE) - Financing Legislation passed by the State of California, and approved by the City in 2015 now enables Antioch property owners to finance a wide range of energy and water efficiency upgrades by attaching PACE financing to their property tax bill. Upgrades such as solar installations, attic insulation, energy efficient windows, water-on-demand water heaters, grey water systems, and more are covered. Financing defers upfront costs, lowers energy bills, and allows homeowners easy financing with their property tax bill. - The City promotes PACE programs and all other energy efficiency and solar programs on the City website, through social media and on our local access channel.
4.1.2 Water Conservation Program - ensure that new residential development meets City standards and guidelines for conserving water	Conservation of water resources	Ongoing	<p>Antioch is operating under the State of CA Water Efficient Landscape Ordinance (WELO), and has tiered water rates for residential water. The City water department complied with the States drought regulations. Staff promotes a variety of workshops on water conservation, such as "Lose a Lawn, Gain a Garden" and all residents are eligible for Contra Costa Water District water conservation programs and rebates. Water customers receive information online, through our Recreation Guide and on their water bills. All new development projects are required to comply with WELO requirements.</p>
4.1.3 Green Building Encouragement	Encourage green building practices in new and existing housing development and neighborhoods.	Ongoing	<p>In addition to the efforts in 4.1.1, the City partnered with California Youth Energy Services to conduct 121 Green Home Site Visits at homes and apartments in Antioch over the summer of 2019, did outreach blitzes with PG&E to Antioch businesses on the East Bay Energy Watch program and participated as an outreach partner in the Sunshares program for discounted photovoltaic systems and electric vehicles.</p> <p>These efforts were suspended in 2020 & 2021 due to the restrictions imposed by the pandemic; however, they resumed in 2022 with staff working remotely to help households conduct their own self-assessment.</p>

Goal 5	Remove governmental constraints inhibiting the development of housing required to meet identified needs in Antioch.	Ongoing	This is a housing element goal. Please see specific program implementation below.
Policy 5.1	Remove governmental constraints inhibiting the development of housing required to meet identified needs in Antioch.	Ongoing	This is a housing element policy . Please see specific program implementation below.
5.1.1 Maintain a Streamlined, Affordable Application Process	Minimize the costs of residential development within Antioch attributable to the time it takes to review development applications and plans.	Annual review, revisions as found appropriate	The Master Fee Schedule was reviewed in 2022 to ensure that it only recovers actual costs of providing services. The Schedule is reviewed on an annual basis, and is adopted by Council annually. The City augments its small planning and engineering staff with consultants to enable projects to move through the entitlement process quicker. CEQA is consistently the aspect of the entitlement process that increases the time it takes to review development applications.
5.1.2 Residential Development Impact Fee Ordinances	Continually ensure provision of adequate public facilities and services to new and existing residential development.	Ongoing	The City Council adopted new development impact fees at a lower rate for qualified Senior Housing.
5.1.3 Density Bonus Ordinance	Ensure that City density bonus provisions comply with State requirements.	Ongoing	The Zoning Ordinance was amended in 2014 to bring City into compliance with State law. Further modifications were made in 2020 to update the ordinance to mirror the State ordinance.
5.1.4 Pre-Application Conferences (continue)	Minimize development review time and costs for new residential projects.	Ongoing	Preapplication conferences at no cost to the applicant continue to occur for all affordable and market rate housing projects.
5.1.5 Development Standards Handouts: Regularly update handouts on development standards.	Minimize development review time and costs for new residential projects.	Ongoing	Handouts on development standards were updated in 2022. Handouts are available online and at City offices.
Goal 6	Provide equal housing opportunities for all existing and future Antioch residents.	Ongoing	This is a housing element goal. Please see specific program implementation below.
Policy 6.1.	Encourage and support the enforcement of laws and regulations prohibiting discrimination in lending practices and in the sale or rental of housing.	Ongoing	This is a housing element policy . Please see specific program implementation below.

[illegible]

Jurisdiction	Antioch
Reporting Period	2022 (Jan. 1 - Dec. 31)
Planning Period	5th Cycle 01/31/2015 - 01/31/2023

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				TOTAL UNITS ⁺	Low-Income ⁺	Very Low-Income ⁺	Extremely Low-Income ⁺	TOTAL UNITS ⁺	The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺ . For detailed reporting requirements, see the checklist here: https://www.hcd.ca.gov/community-development/docs/adequate-sites-checklist.pdf
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺						
Rehabilitation Activity														
Preservation of Units At-Risk														
Acquisition of Units														
Mobilehome Park Preservation														
Total Units by Income														

[illegible]

NOTE: STUDENT HOUSING WITH DENSITY BONUS ONLY. This table only needs to be completed if there were student housing projects **WITH** a density bonus approved pursuant to Government Code 65915(b)(4)(F)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Cells in g	Not
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[illegible]

Jurisdiction	Antioch	
Reporting Year	2022	(Jan. 1 - Dec. 31)
Planning Period	5th Cycle	01/31/2015 - 01/31/2023

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		365
Total Units		365

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
SFA	0	0	0
SFD	0	0	450
2 to 4	0	0	0
5+	126	0	394
ADU	0	0	15
MH	0	0	0
Total	126	0	859

Housing Applications Summary	
Total Housing Applications Submitted:	1
Number of Proposed Units in All Applications Received:	74
Total Housing Units Approved:	0
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas

[illegible]

Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		126
Total Units		126

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		365
Total Units		365

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	91
	Non-Deed Restricted	2
Low	Deed Restricted	299
	Non-Deed Restricted	3
Moderate	Deed Restricted	0
	Non-Deed Restricted	1
Above Moderate		463
Total Units		859



CITY OF ANTIOCH
HOUSING SUCCESSOR TO THE REDEVELOPMENT AGENCY
SB 341 ANNUAL REPORTING REQUIREMENT
FOR FISCAL YEAR 2021-22, ENDING JUNE 30, 2022

This Housing Successor Annual Report (Report) regarding the Low and Moderate Income Housing Asset Fund (LMIHAF) has been prepared pursuant to California Health and Safety Code Section 34176.1(f) and is dated March 25, 2023. This Report sets forth certain details of the housing activities of the City of Antioch, successor to the former Antioch Development Agency (ADA), during Fiscal Year 2021-22 year.

The purpose of this Report is to provide the governing body of the Housing Successor an annual report on the housing assets and activities of the Housing Successor under Part 1.85, Division 24 of the California Health and Safety Code, in particular sections 34176 and 34176.1 (Dissolution Law).

The following Report is based upon information prepared by Housing Successor consultants, from information obtained from City staff and legal council, and the independent financial audit of the Low and Moderate Income Housing Asset Fund. The Annual Comprehensive Financial Report for Fiscal Year 2020-21, was prepared by Badawi & Associates, CPAs, and is separate from this annual summary Report. This Report conforms with Section 34176.1(f) of the Dissolution Law, and is organized into section I. through XI.

This Report was provided to the Housing Successor's governing body. This Report and the former redevelopment agency's pre-dissolution Implementation Plans are available to the public on the City's website at: <http://www.ci.antioch.ca.us/citygov/finance/econdev/default.htm>



1. **Amount the City received:** *This section provides the amount the City received pursuant to subparagraph (A) or paragraph (3) of subdivision (b) of section 34191.4: repayments for loans between the City and former redevelopment agency allowed after the successor agency has been issued a finding of completion by the Department of Finance.*

Low and Moderate Income Housing Fund	0
Set Aside Deficit Repayment	

2. **Amount Deposited into LMIHAF:** *This section provides the total amount of funds deposited into the LMIHAF during the Calendar Year, distinguishing between amounts deposited pursuant to subparagraphs (B) and (C) of paragraph (3) of subdivision (b) of Section 34191.4, amounts deposited for other items listed on the Recognized Obligation Payment Schedule (ROPS), and other amounts deposited.*

Recognized Obligation Payment Schedule (ROPS) funding	0
Loan Payment (Eden & Tabora, from surplus)	26,118
Loan Payoffs	154,742
Loan Interest Earnings/Shared Appreciation	55,840
Interest Earnings on Cash Balance	(109,575)
Other	0
Total Deposits	\$127,125

3. **Ending Balance of LMIHAF:** *This section provides a statement of the balance in the LMIHAF as of the close of the Fiscal Year, distinguishing any amounts held for items listed on the ROPS from other amounts.*

Cash	\$6,965,792
Restricted for Current Payables	\$130,507
Restricted for Encumbrances/Commitments	\$0
Anticipated Current Receivables	\$1,933
Available Cash Balance	\$6,837,218

4. **Description of Expenditures from LMIHAF:** *This section provides a description of the expenditures made from the LMIHAF during the Fiscal Year. The expenditures are to be categorized by (A) for monitoring and preserving the long-term affordability of units subject to affordability restrictions or covenants entered into by the redevelopment agency or the housing successor and administering the activities described in paragraphs (2) and (3) of subdivision (a), (B) for homeless prevention and rapid rehousing services for the development of housing described in paragraph (2) or subdivision (a), and (C) for the development of housing pursuant to paragraph (3) of subdivision (a).*

(A) Monitoring & Administration Expenditures	\$223,519.87
(B) Homeless Prevention & Rapid Rehousing Services Expenditures	\$153,762.91
(C) Housing Development Expenditures	
Antioch Homeownership Program (AHOP) Administration	0
AHOP Loans Issued	0
Multi-Family Housing Loan Issued	0
Housing Rehabilitation Loan & Grant Program Administration & loans (10 grants, 1 loan)	\$240,605.39
Other	0
Total LMIHAF Expenditures	\$617,888.17

The Housing Successor is allowed to spend up to the greater of \$296,797 (expenditure cap adjusted for 2021-22) or 2% of the value of the Housing Assets Portfolio (defined and calculated in Section 5) on Monitoring and Administration Expenditures. The total value of Antioch Housing Successor assets is \$13,201,451, and 2% of this value is \$264,029. Therefore, **the maximum allowable amount for administrative expenditures and monitoring is the expenditure cap of \$296,797.** The agency has spent significantly less than this on administration this year. Homeless prevention and rapid rehousing services expenditures may not exceed \$250,000 /year once obligations pursuant to Section 33413 and 33418 are fulfilled and the City met this test.

5. **Statutory Value of Assets Owned by Housing Successor:** *This section provides the statutory value of real property owned by the Housing Successor, the value of loans and grants receivables, and the sum of these two amounts. Under the Dissolution Law and for the purposes of this Report, the "statutory value of real property" means the value of properties formerly held by the former redevelopment agency as listed on the Housing Asset Transfer Schedule approved by the Department of Finance, as listed in such schedule under Section 34176(a)(2), the value of the properties transferred to the Housing Successor pursuant to Section 34181(f), and the purchase price of the property purchased by the Housing Successor.*

Statutory Value of Real Property	\$0
Value of Loans Receivable	\$13,201,451
Value of Grants Receivable	\$0
Value of Deferred Set-Aside (owed to Housing Fund)	\$0
Total Value of Assets	\$13,201,451

6. **Description of Transfers:** *This section describes any transfer to another housing agency made in previous Fiscal Year(s), including whether the funds are unencumbered and the status of projects, if any, for which the transferred LMIHAF will be used. The sole purpose of the transfers must be for the development of transit priority projects, permanent supportive housing, housing for agricultural employees or special needs housing.*

The Housing Successor did not make an LMIHAF transfer to other Housing Successor(s) under Section 34176.1(c)(2) to develop a joint project during the Fiscal Year 2021-22.

7. **Project Descriptions:** *This section describes any project for which the Housing Successor receives or holds property tax revenue pursuant to the Recognized Obligation Payment Schedule (ROPS) and the status of that project.*

None remaining

8. **Status of Compliance with Section 33334.16:** *This section provides a status update on compliance with Section 33334.16 for interests in real property acquired by the former redevelopment agency prior to February 1, 2012. For interests in real property acquired on or after February 1, 2012, a status update on the project is provided.*

Not Applicable – no properties purchased using LMIHF prior to or after February 1, 2012.

9. **Description of Outstanding Obligations under Section 33413:** *This section describes the outstanding inclusionary and replacement housing obligations, if any, under Section 33413 that remained outstanding prior to dissolution of the former redevelopment agency as of February 1, 2012, along with the Housing Successor's progress in meeting those prior obligations, if any, of the former redevelopment agency.*

Replacement Housing: No Section 33413(a) replacement housing obligations were transferred to the Housing Successor according to the 2009-10 through 2015-16 City of Antioch Implementation Plan for the former Redevelopment Agency.

10. **Inclusionary/Production Housing:** No Section 33413(b) inclusionary/production housing obligations were transferred to the Housing Successor according to the 2009-10 through 2015-16 City of Antioch Implementation Plan for the former Redevelopment Agency. The former Redevelopment Agency's Implementation Plans are posted on the City's website at: <http://www.ci.antioch.ca.us/citygov/finance/econdev/default.htm>.

Income Targeting Test: Section 34176.1(a)(3)(A) states that all funds remaining after the monitoring and administration and homeless prevention and rapid rehousing services expenditures are deducted must be used for the development of housing affordable to and occupied by households earning 80% or less of the area median income (AMI), **with at least 30% of these remaining funds expended for the development of rental housing affordable to and occupied by households earning 30% or less of the AMI and no more than 20% of these remaining funds expended for the development of housing affordable to and occupied by households earning between 60% and 80% of the AMI.** The Housing Successor must demonstrate in the 2019 annual report, and every five years thereafter, that the Housing Successor's expenditures from January 1, 2014 through the end of the latest fiscal year covered in the report comply with these requirements.

If the Housing Successor fails to comply with the Extremely-Low Income requirement in any five-year period, then the Housing Successor must ensure that at least 50% of the funds remaining in the LMIHAF be expended in each fiscal year following the latest fiscal year following the report on households earning 30% or less of the AMI until the Housing Successor demonstrates compliance with the Extremely-Low Income requirement.

If the Housing Successor exceeds the expenditure limit for households earning between 60% and 80% of the AMI in any five-year report, the Housing Successor shall not expend any of the remaining funds for households earning between 60% and 80% of the AMI until the Housing Successor demonstrates compliance with this limitation in an annual report.

For purposes of this calculation, 'development' means new construction, acquisition and rehabilitation, substantial rehabilitation as defined in Section 33413, acquisition of long-term affordability covenants on multifamily units as described in Section 33413, or the preservation of an assisted housing development that is eligible for prepayment or termination or for which within the expiration of rental restrictions is scheduled to occur within five years.

For informational purposes, the following provides the Housing Successor's Extremely-Low Income Housing Test as of Fiscal Year 2021-22:

Fiscal Year	Type	Description	Households Assisted by % of AMI		
			0-30%	31-50%	51-80%
2014-15	Rent Subsidy	Senior mobile home park	46,748.38	30,991.68	19,800.24
		Total Expenses 2014-15:	46,748.38	30,991.68	19,800.24
2015-16	Rent Subsidy	Senior mobile home park	33,545.28	28,409.04	18,939.36
		Total Expenses 2015-16:	33,545.28	28,409.04	18,939.36
2016-17	Rent Subsidy	Senior mobile home park	26,211.36	29,826.72	19,884.48
	Loan	Tabora Gardens - Senior, Veteran & Homeless Housing	216,000.00	384,000.00	0
		Total Expenses 2016-17:	242,211.36	413,826.72	19,884.48
2017-18	Rent Subsidy	Senior mobile home park	5,649.00	8,134.56	4,067.28
	Homeownership	Down payment assistance	0	0	20,457.00
		Total Expenses 2017-18:	5,649.00	8,134.56	24,524.28
2018-19	Homeownership	Down payment assistance	0	0	50,776.00
		Total Expenses 2018-19:	0	0	50,776.00
2019-20	Homeownership	Down payment assistance	0	0	19,688.00
	Housing Rehabilitation	Habitat Housing Rehab	35,760.54	0	0
		Total Expenses 2019-20:	35,760.54	0.00	19,688.00
2020-21	Housing Rehabilitation	Habitat Housing Rehab	35,760.54	0	0
		Total Expenses 2020-21:	35,760.54	0	0
2021-22	Housing Rehabilitation	Habitat Housing Rehab	27,261.00	48,406.00	164,939.00
		Total Expenses 2021-22:	27,261.00	48,406.00	164,939.00
Total \$ LMIHAF spent on households to date (Does not include Homeless & Admin):		1,275,255.46	426,936.10	529,768.00	318,551.36
% spent on households to date:		100%	33%	42%	25%
Total \$ LMIHAF spent on households 5 years (17-18 to 21-22):		420,898.92	104,431.08	56,540.56	259,927.28
% spent on households last 5 years:		100%	25%	13%	62%
			30%+ \$ spent on 0-30% AMI		<20% \$ spent on 60-80% AMI

As illustrated in the chart above, the Housing Successor is no longer in compliance with the 2021-22 Income Targeting Test due to the slowed production of the 0-30% AMI homeless housing that was planned.

- 11. Senior Housing Test:** *The Housing Successor is to calculate the percentage of units in deed-restricted rental housing that is restricted to seniors and assisted by the Housing Successor, the former redevelopment agency, and/or the City, within the previous 10 years, in relation to the aggregate number of units of deed-restricted rental housing assisted by the Housing Successor, the former redevelopment agency, and/or the City, within the same period. If this percentage exceeds 50%, then the Housing Successor cannot expend future funds in the LMIHAF to assist additional senior housing units until the Housing Successor or City assists, and construction has commenced, on a number of restricted rental units that is equal to 50% of the total amount of deed-restricted rental units.*

The following provides the Housing Successor's Senior Housing Test for the 10-year period of FY 2011-12 to 2021-22:

Housing Development Name & Address	Date Assisted	# Units Senior	# Units Family
Tabora Gardens (85 units, 84 affordable, completed construction May 2018)	6/1/2011 & 2016	84	0
TOTAL ASSISTED UNITS		84 Senior	0 Family
		Total Units = 84	
SENIOR HOUSING PERCENTAGE		100%	

The previous new family housing construction was in 2007 and fell off of the 10-year testing window several years ago. The only remaining project was senior housing in 2011, so the City does not meet this test.

- 12. Excess Surplus Test:** *This section provides the amount of excess surplus in the LMIHAF, if any, and the length of time that the Housing Successor has had excess surplus, and the Housing Successor's plan for eliminating the excess surplus. Excess Surplus is defined in Section 34176.1(d) as an unencumbered amount in the account that exceeds the greater of one million dollars (\$1,000,000) or the aggregate amount deposited into the account during the Housing Successor's preceding four Fiscal Years, whichever is greater.*

The amount deposited in the preceding four years **from loan payoffs** (not tax increment deposits) as reported in #2, "Amount Deposited into LMIHAF" is as follows:

2021-22 - \$ 154,742
 2020-21 - \$ 682,539
 2019-20 - \$ 49,130
TOTAL: \$ 886,411

The LMIHAF balance FY 2021-22 was **\$6,837,218** (see Section 3), and the total deposited into the LMIHAF in the preceding four years was **\$886,411**. Therefore, excess surplus will be the amount over \$1,000,000, which is \$5,837,218. The City plans to expend the excess surplus in the next two years with approximately \$1,000,000 going to Housing Rehabilitation and \$5,837,218 to produce 40-50 units for homeless persons. The COVID-19 pandemic brought all housing projects to a standstill, but we have seen progress resuming this year.

13. Inventory of Assisted Units: *This section provides an inventory of the homeownership units assisted by the former redevelopment agency or the housing successor that are subject to covenants or restrictions or to adopted programs that protects the former redevelopment agency's investment of moneys from the Low and Moderate Income Housing Fund pursuant to subdivision (f) of section 33334.3 This inventory shall include:*

- a) Number of Units – At the end of FY 2021-22 there are 9 homeowners with down payment assistance loans, 11 single-family homeowners with housing rehabilitation loans, and two multi-family rental property owners with rehabilitation loans, for a total of 22 homeowners who currently have loans with the former Redevelopment Agency/Housing Successor.**
- b) Number of Units Lost - In the first report pursuant to this subdivision, the number of units lost to the portfolio after February 1, 2012, and the reason or reasons for those losses. For all subsequent reports, the number of units lost to the portfolio since the last fiscal year and the reason for those losses. – Records show that 8 single family loans totaling \$345,026 have been lost to the portfolio since February 2012. The main reasons have been divorce and/or bankruptcy, resulting in foreclosures and short sales. No loans were lost last year.**
- c) Installment payments and loan payoffs – Any funds returned to the housing successor as part of an adopted program that protects the former redevelopment agency's investment of moneys from the Low and Moderate Income Housing Fund. During FY 2021-22, the Housing Successor received \$26,118 as installments payment on a multifamily loans. The Housing Successor had 5 loans paid in full during the fiscal year. The loan payoff amounts (principal and interest or shared appreciation) was \$154,742 received by the City. (see #2)**
- d) Management of Units – Whether the housing successor has contracted with any outside entity for the management of the units and, if so, the identity of the entity. The Housing Successor performs these services in-house, with assistance from the City's CDBG/Housing Consultant Teri House.**

* * *

If you have any questions about this report, please contact Teri House: CDBG@antiochca.gov.

2022 GENERAL PLAN ANNUAL REPORT

California Government Code Section 65400 mandates that cities and counties submit an annual progress report (APR) on the General Plan and progress on its implementation to City Council, the Governor’s Office of Planning and Research (OPR) and the Housing and Community Development Department (HCD) each year. This document fulfills that mandate and was reviewed by the City Council at its meeting of March 28, 2023.

The main purpose of the APR is to provide City Council with an update of the City’s progress in implementing its General Plan vision. This annual assessment grants to City Council an opportunity to adjust or modify its policies or approach to implementation to ensure that the City meets its stated vision. A secondary purpose of the APR is to fulfill housing element statutory requirements regarding the City’s progress in meeting its share of regional housing needs and its efforts to remove governmental constraints to the development of housing in accordance with Government Code Section 65584.3(c) and 65584.5(b)(5). These have separate reporting requirements and forms, which have been submitted electronically by the City prior to April 1st of each year. To assist in the review of the General Plan Progress Report, this report presents the following information:

- I. General Plan Background
- II. Amendments to the General Plan considered by the City in 2022
- III. Proposed General Plan Amendments

I. GENERAL PLAN BACKGROUND

The City of Antioch General Plan establishes the fundamental policy framework to guide decisions related to land use and development, public services and facilities, public safety, resource management, recreation, and the overall health and quality of life in the community. The General Plan presents a vision for the City’s future, and embodies goals, policies, and strategies to turn that vision into a reality.

The City of Antioch adopted a comprehensive update to the General Plan on November 24, 2003 after an extensive community participation effort. State law requires that the General Plan include seven mandatory elements (Land Use, Circulation, Housing, Conservation, Open Space, Noise, and Safety) but allows flexibility in how each local jurisdiction structures these elements. The City of Antioch General Plan contains these seven mandatory elements, in either their own chapter or within another chapter, as well as three “optional” elements (Public Services and Facilities, Growth Management, Economic Development) that, once adopted, have the same force and effect as policies related to the General Plan elements required by the State. The City of Antioch General Plan elements are as follows:

- Community Vision
- Growth Management
- Land Use
- Community Image and Design
- Economic Development
- Circulation
- Public Services and Facilities
- Housing
- Resource Management
- Environmental Hazards

Each of these elements describes its purpose, its goals, objectives and policies. Each of these elements functions as a guide to the type of community Antioch desires for its future and provides the means by which that desired future will be obtained. The General Plan expresses in the form of text, maps and illustrations, the organization of physical, environmental protection, economic, and social activities sought by the community in order to create and maintain a healthful, functional, and desirable place in which to live.

II. AMENDMENTS TO THE GENERAL PLAN CONSIDERED BY THE CITY IN 2022

State law allows the General Plan to be amended four times annually. This allows the General Plan to remain a current document responsive to the community's needs. Requests for amendments may be submitted by individuals or initiated by the City. Three amendments to the City of Antioch General Plan were considered in 2022 and are listed in Table 1.

Table 1 2021 Proposed Amendments to the General Plan			
Amendment Request	Action	Applicant	Description
Wild Horse Multifamily Project (GP-20-03)	Approved by City Council on January 11, 2022	CCP_Contra Costa Investor, LLC.	1. A proposed General Plan amendment to the land use element to change a land use designation from single family residential to medium/high density residential to allow a Planned Development for 126 unit multifamily project.
SB2 Planning Grant (GP-22-01)	Approved by City Council on April 12, 2022	City of Antioch	2. The SB2 Planning Grant activities will update the city's General Plan and Zoning Ordinance to create

Table 1 2021 Proposed Amendments to the General Plan			
Amendment Request	Action	Applicant	Description
			policies and objective design standards for infill, high density housing in targeted commercial properties that are partially built or struggling.
United Pacific Gas Station (GP-21-01)	Denied by City Council on June 27, 2022	Embree Asset Group, LLC	3. A proposed General Plan amendment to the land use element to change a land use designation from commercial office to convenience commercial to allow the development of a gas station/convenience store/car wash

III. FUTURE PROPOSED GENERAL PLAN AMENDMENTS

In the next year or two, there are multiple General Plan amendments that are proposed or will need to be prepared for consideration by City Council, pursuant to State law. These amendments include:


- **Update the Housing Element:** The most recent Housing Element update covers the planning period from January 31, 2015, through January 31, 2023. A new Housing Element update began in 2021 and was approved by the City Council on January 24, 2023.
- **Environmental Justice and Safety Elements:** These new elements are being drafted concurrent with the Housing Element update pursuant to State Law. The Safety Element was adopted with the Housing Element on January 24, 2023 and the Environmental Justice Element is anticipated to be approved later in 2023.
- **Comprehensive General Plan Update:** The City's General Plan was adopted in 2003 and was proposed to have a lifespan of 25 years. The City recently released an RFQ for consultant services to solicit proposals for a comprehensive General Plan update. The City anticipates the comprehensive General Plan update process commencing in late 2023 or early 2024 with the goal of completing the new General Plan in two to five years.
- **DECA East (GP-22-02):** A proposed General Plan amendment to the land use element to change a land use designation from regional commercial to light industrial to allow a Planned Development for the development of a 431,797-square foot (sf) warehouse for light industrial, warehouse, distribution, and storage use.

- **Albers Ranch (GP-19-04):** A proposed General Plan amendment to the land use element to change a residential land use designation to increase density in a single family residential subdivision to allow for the development of up to 300 single-family homes.

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Brad Helfenberger, Parks and Recreation Director 

SUBJECT: Memorandum of Understanding with the Antioch Historical Society for Charitable Bingo Operations at the Antioch Senior Center

RECOMMENDED ACTION

It is recommended that the City Council adopt the attached resolution:

1. Approving a Memorandum of Understanding with the Antioch Historical Society for Charitable Bingo Operations at the Antioch Senior Center.
2. Authorizing the Acting City Manager to execute the agreement.

FISCAL IMPACT

There will be no direct fiscal impact to the City of Antioch as a result of this action. The bingo program is estimated to generate \$4,500-\$9,000 annually, which will benefit the Antioch Historical Society.

DISCUSSION

For many years, bingo games have been a staple program of the Antioch Senior Center. Under Article IV, Section 19 of the California Constitution, games of bingo must be conducted by a 501c3 charitable organization. Previously, bingo games at the Antioch Senior Center were conducted by another organization that is no longer in operation. In order to continue the program, City staff sought a new partner to operate bingo games at the Antioch Senior Center.

Under the proposed MOU, the Antioch Historical Society will begin operating bingo games at the Antioch Senior Center. Initially, the games will be held once per week each Thursday from 1pm-3pm and may expand to include Mondays. Cards cost \$1 each and players typically purchase anywhere from two to ten cards. Door prizes are also provided. Ten games are played over a two-hour period with cash prizes ranging from \$10-\$20. Games are open to the public for anyone ages 18 and older.

ATTACHMENTS

- A. Resolution
- B. Memorandum of Understanding

RESOLUTION NO. 2023/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
APPROVING A MEMORANDUM OF UNDERSTANDING WITH ANTIOCH
HISTORICAL SOCIETY REGARDING CHARITABLE BINGO OPERATIONS AT THE
ANTIOCH SENIOR CENTER.**

WHEREAS, bingo games have been a staple program at the Antioch Senior Center for many years;

WHEREAS, under Article IV, Section 19 of the California State Constitution, games of bingo must be conducted by a 501c3 charitable organization;

WHEREAS, the City of Antioch sought out a 501c3 charitable organization to conduct games of bingo at the Antioch Senior Center; and

WHEREAS, the Antioch Historical Society desires to conduct games of bingo at the Antioch Senior Center.

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

1. Approves a Memorandum of Understanding with the Antioch Historical Society for Charitable Bingo Operations at the Antioch Senior Center.
2. Authorizes the Acting City Manager to execute the agreement.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 28th day of March, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
CITY OF ANTIOCH
AND
ANTIOCH HISTORICAL SOCIETY
REGARDING CHARITABLE BINGO OPERATIONS**

This Memorandum of Understanding (“MOU”) is entered into on this ___ day of _____, 2023, by and between the CITY OF ANTIOCH, a California municipal corporation (“City”), and ANTIOCH HISTORICAL SOCIETY, a 501c3 non-profit corporation (“Operator”). City and Operator are sometimes referred to herein individually as a “Party” and collectively as the “Parties.” This MOU is intended to set forth the basic terms of the agreement between Operator and the City for the operation of games of bingo at the Antioch Senior Center, located at 415 W 2nd St, Antioch, CA 94509 (the “Program”) administered by Operator with the assistance of the City.

RECITALS

WHEREAS, Operator is a non-profit agency that seeks to preserve and educate the community about the history of the City of Antioch;

WHEREAS, Operator’s target populations include residents of the City generally, including senior citizens;

WHEREAS, the City has a demonstrated commitment to providing services to seniors and the wider Antioch community;

WHEREAS, the City desires to increase City services available to seniors and the wider Antioch community;

WHEREAS, the City is empowered by Article IV, Section 19 of the California Constitution to authorize, by ordinance, the operation of games of bingo within its jurisdiction;

WHEREAS, Antioch Municipal Code Title 5, Chapter 15 (Bingo Games) authorizes games of live bingo to be played on limited days and times; and

WHEREAS, Operator desires to operate games of bingo at the Antioch Senior Center through the Program, in conformance with the Antioch Municipal Code and California Penal Code Section 326.5.

NOW, THEREFORE, in consideration for the promises set forth herein, the receipt and adequacy of which is hereby acknowledged, the Parties hereto agree as follows:

1. Incorporation of Recitals. The recitals above are true and correct and are hereby incorporated herein by this reference.

2. Operator agrees to:

- A. Operate the Program in a good and professional manner, and in full conformance with the requirements of City and State law, including but not limited to Antioch Municipal Code Title 5, Chapter 15 and California Penal Code Section 326.5.
- B. Provide games of live caller bingo up to twice per week, on Mondays and Thursdays between the hours of 1:00 P.M. and 3:00 P.M.
- C. Oversee quality control of the Program, including but not limited to ensuring compliance with City and State law by its volunteers and employees.
- D. Only take possession of the Antioch Senior Center immediately prior to, during, and immediately after any live bingo operations under this MOU, in order to set up, operate, and conclude such bingo operations, and subject to all terms and conditions of the Donation of Use and Facility Use Terms Addendum set forth in Exhibit "A" to this MOU, attached hereto and incorporated by reference herein.
- E. Operator shall not:
 - 1. Conduct or allow to be conducted any games of bingo under the Program more than twice per calendar week (excepting any special annual events coordinated between the City and Operator pursuant to Antioch Municipal Code section 5-15.12(a)).
 - 2. Limit participation in any games of bingo under the Program based on membership in Operator's organization. All games must be open to the public.
 - 3. Allow minors to participate in any bingo game.
 - 4. Other than security personnel, pay any profit, wage, or salary from any bingo game to any person.
 - 5. Permit any person to operate or staff any game of bingo who is not a member of Operator's organization.
 - 6. Exclude any person on the grounds of race, sex, creed, color, religion, national origin, or other protected class from participating in or enjoying the benefits of the Program.
 - 7. Subject any person to discrimination on the grounds of race, sex, creed, color, religion, national origin, or other protected class in any activities, programs, or employment supported by this MOU.
- F. Track the number of seniors served, average attendance, prize amounts, and net proceeds from bingo games, and provide reports to City as may be requested.

3. The City agrees to:

- A. Only for as long as this MOU is in effect, donate the use of those designated portions of the Antioch Senior Center set forth in Exhibit A to the Operator to run the Program in conformance with the requirements of City and State law, including but not limited to Antioch Municipal Code Title 5, Chapter 15 and California Penal Code Section 326.5.
- B. Promote the Bingo program utilizing marketing tools including but not limited to the Antioch Senior Center Newsletter the "Rivertown Report," the City's Recreation Guide, City Website, and City's social media.

4. Release of Liability: Operator hereby releases, waives, and discharges the City, the City Council, members of the City Council, and its officials, directors, officers, employees, volunteers, agents or assigns (collectively, "Released Parties") from and against any and all claims, liens, agreements, contracts, actions, suits, costs, attorneys' fees, damages, judgments, orders and liabilities of whatever kind or nature in law, equity or otherwise, whether now known or unknown, suspected or unsuspected, and whether or not concealed or hidden (collectively, "Claims") arising out of or in any manner related to this use of the City Property. Operator knowingly and voluntarily waives any and all rights and benefits conferred upon Operator by the provisions of Section 1542 of the California Civil Code or by any similar law or provision, which Section reads as follows:

"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR THE RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXISTS IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY."

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

6. Effective Date and Term. This MOU shall become operational and effective as of the date first set forth above and will remain in effect for one year from the effective date, unless terminated earlier in accordance with Section 7 of this MOU. The term of this MOU may be renewed by written amendment between the parties, unless a Party provides notice of non-renewal to the other Party prior to the end of the then-current term.

7. Termination and Modification. Either Party may terminate the MOU at any time by giving thirty days prior written notice to the other Party specifying the date of termination. The City may

immediately terminate this MOU by written notice specifying the date of termination for breach by Operator of its obligations hereunder. This MOU may only be modified in a writing signed by both Parties.

8. Insurance. The Operator shall maintain insurance through the life of this MOU as required in Exhibit "B" to this MOU, attached to this MOU and incorporated herein by reference.

9. Entire Agreement. This MOU represents the entirety of the agreement of the Parties with respect to the subject matter hereof.

10. Authority. The persons signing this MOU hereby warrant that he or she has the authority to bind the Party for which he or she is signing.

11. Severability. If any provision of this MOU shall be determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable, that portion shall be deemed severed from this MOU and the remaining parts shall remain in full force as though the invalid, illegal, or unenforceable portion has never been part of this MOU.

12. Governing Law and Venue. This MOU shall be governed by the laws of the State of California without regard to conflicts of laws principles. Venue shall be in Contra Costa County, California.

13. Counterparts. This MOU may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same MOU.

14. Electronic Signatures. The Parties hereto hereby agree that electronic signatures are acceptable and shall have the same force and effect as original wet signatures.

[attached behind this page]

**SIGNATURE PAGE TO
MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
CITY OF ANTIOCH
AND
ANTIOCH HISTORICAL SOCIETY
REGARDING CHARITABLE BINGO OPERATIONS**

IN WITNESS WHEREOF, the Parties hereto have the authority to execute this MOU on the date as written below.

OPERATOR:

ANTIOCH HISTORICAL SOCIETY

CITY OF ANTIOCH

By: _____
Dwayne Eubanks, President

By: _____
Forrest Ebbs, Acting City Manager

Date: _____

Date: _____

ATTEST:

By: _____
Elizabeth Householder,
City Clerk

APPROVED AS TO FORM:

By: _____
Thomas Lloyd Smith,
City Attorney

ANTIOCH HISTORICAL SOCIETY

Contact:

DWAYNE EUBANKS

PRESIDENT

1500 W. 4th ST.

ANTIOCH, CA 94509

925-757-1326

antiochhistoricalsociety@comcast.net

The City of Antioch Contact:

BRAD HELFENBERGER

PARKS AND RECREATION DIRECTOR

4703 LONE TREE WAY

ANTIOCH, CA 94531

925-779-7078

bhelfenberger@antiochca.gov

EXHIBIT A

DONATION OF USE AND FACILITY USE TERMS ADDENDUM

1. DEFINITIONS

“City Facility” means and refers to that certain City property commonly referred to and identified as the Antioch Senior Center, located at 415 W 2nd St, Antioch, CA 94509.

“Services” means the administration and operation of games of live-caller bingo by Operator and Operator’s personnel, as well as attendant planning, set-up, and tear-down activities.

All other defined terms set forth in the Memorandum of Understanding between the City and Operator, to which this Exhibit A is attached (“MOU”), are incorporated as though fully set forth herein.

2. OPERATOR SHALL:

- a. Be permitted to utilize the City Facility to provide Services on the dates and times as specified in the MOU, or as otherwise agreed to by both parties in writing. Operator shall only use that portion of the City Facility as designated by City staff for Operator’s use. City staff may expand, limit, or remove from use by Operator any and all portions of the City Facility by later written designation.
- b. Provide all prizes and other incidental items, to be paid for with proceeds from the Services.
- c. Ensure that Operator staff performing Services at the City Facility:
 - i. Meet any requirements for background checks (through the Department of Justice or other background check resource), required education or professional certification, and required insurance, as applicable. The City will conduct required background screenings for any volunteers conducting Bingo games at the Senior Center.
 - ii. Use the City Facility in a manner compliant all rules, regulations and policies of the City applicable to the City Facility.
 - iii. Assist in setting up or breaking down equipment used in the City Facility for providing Services, unless otherwise allowed by the City.
 - iv. Notify the City in writing of:
 1. Damage to the property or unsafe conditions resulting from, or discovered during, performance of Services;

2. Conditions at the City Facility that require repair or maintenance in order to conduct Services;
 3. Vandalism, damage, or unsafe conditions at the City Facility that are discovered by the Operator upon arrival at or during the use of the City Facility.
- d. Cooperate fully with all reasonable requests from City staff.
 - e. Use the City Facility for performance of the Services and the Program, and for no other purpose.
 - f. Conduct the Services at the City Facility, at all times, in a safe, orderly and professional manner so as not to create a disturbance or nuisance, and so as not to impact any other uses of the City Facility or other City property, or to bother or harass any persons present at the City Facility.

2. THE CITY OF ANTIOCH SHALL:

- a. During the term of the MOU, donate to Operator the use of those portions of the City Facility designated by staff on the dates and times as specified in the MOU, or as approved in advance and in writing by the City's Parks and Recreation Director, and allow the Operator to use such portions of the City Facility as further specified herein at no cost for such use.
- b. Upon request, subject to availability and approval by the City's Parks and Recreation Director or designee, allow the Operator to use specified City desks, tables, chairs, and other equipment at the City Facility, as reasonably necessary for the provision of the Services.
- c. Keep the City Facility in good repair and in a condition reasonably suitable for the Operator to perform Services, including the City's provision of maintenance and janitorial services.

EXHIBIT B

INSURANCE REQUIREMENTS.

Before beginning performance under this MOU, Operator, at its own cost and expense, shall procure insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of this MOU by Operator and its agents, representatives and employees. Operator shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects to the City. Operator shall maintain the insurance policies required by this section throughout the term of this MOU. Verification of the required insurance shall be submitted and made part of this MOU prior to execution. Insurers shall have an AM Best rating of no less than A:VII unless otherwise accepted by the City in writing:

1.1 Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

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

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

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

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

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

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

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

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

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

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

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

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


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

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Dawn Merchant, Finance Director 

SUBJECT: Award of an Agreement for Print and Mail Services for Utility Billing
RFP 946-0203-23G

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution:

- approving award of an agreement for print and mail services of water utility bills to InfoSend for a five-year term, and
- authorizing the Acting City Manager to execute the contract in a form approved by the City Attorney.

FISCAL IMPACT

The five-year projected cost of the contract is \$395,700 and will be paid for out of the Water and Sewer Enterprise Funds. An estimated cost for these services is included in the FY2023-25 draft budget.

DISCUSSION

In 2018, the City Council approved entering into a print and mail services contract for the printing and mailing of the City's utility bills with InfoSend. The current contract expires June 30, 2023. The City of Antioch generates approximately 37,000 water utility bills per month.

A request for quotation (RFP) was sent out on February 2, 2023 and was due on March 3, 2023. The RFP requested all respondents to provide costing of the three year contract term with the option of renewing it for two years.

Three service providers responded to the RFQ. Original respondents were: InfoSend, Standard Printing Company, and BMS Direct. Finance staff reviewed and analyzed all proposals. The selection criteria was not solely cost based. Responsiveness to all required quotation requirements; overall cost; ease and timeliness of conversion; depth of services and support; technical and online capability; and references were all considered.

Based upon the review, InfoSend will provide the required services at the most cost-effective price. InfoSend provided a fixed per item cost over a five-year term while the other two respondents will adjust per item costs in future years if materials costs increase.

The City has been very satisfied with InfoSend's services since the inception of the prior contract. The five-year contract cost is estimated to be \$395,700, excluding postage costs. The per item cost (as outlined in Attachment A and Exhibit A) will be fixed for the contract term, but the monthly costs will fluctuate based on the actual per item count processed. The costs will be paid out of the Water and Sewer Enterprise Funds.

ATTACHMENTS

A. Bid Tabulation

B. Resolution

1. Exhibit A to Resolution – InfoSend Five-Year Pricing Proposal

ATTACHMENT A

BID TABULATION-PRINT AND MAIL SERVICES RFP 946-0202-23G					
Vendor		STANARD PRINTING	INFOSEND - 3 YEAR	INFOSEND - 5 YEAR	BMS DIRECT INC (c)
Location		COMPANY (a)	CONTRACT (b)	CONTRACT (b)	
		PHOENIX, AZ	Anaheim, CA	Anaheim, CA	LYNCHBURG,VA
	Est. Quantity				
Programming, testing and implementation		\$1,000.00	\$0.00	\$0.00	\$600.00
Set up fees		\$0.00	\$0.00	\$0.00	\$0.00
Bulk permit costs		\$0.00	\$0.00	\$0.00	\$0.00
Shipping costs		AT COST IF NEEDED	AT COST IF NEEDED	AT COST IF NEEDED	AT COST IF NEEDED
Requested programming changes after initial implementaion		\$150.00 HR	N/A	N/A	150.00 HR
Service Fees Regular Bills		PER ITEM COST	PER ITEM COST	PER ITEM COST	PER ITEM COST
File transmission		\$0.00	\$0.00	\$0.00	\$275 PER FILE
Data processing		\$0.005	\$0.00	\$0.00	
Two sided Bill printing, electronic overlay.	37000/mos	\$0.022	\$0.0649	\$0.079	\$0.0950
Standard Paper Stock	37000/mos	\$0.022	\$0.0153	\$0.019	INCLUDED ABOVE
Outgoing Envelope	37000/mos	\$0.025	\$0.0225	\$0.028	\$0.0300
Return Envelope	37000/mos	\$0.035	\$0.0205	\$0.025	\$0.0442
Sorting / Folding / inserting	37000/mos	\$0.0550	\$0.0000	\$0.0000	
Mail preparation	37000/mos	\$0.0000	\$0.0000	\$0.0000	\$150 PER MONTH
Delivery to USPS	37000/mos	\$0.0000	\$0.0000	\$0.0000	
Total per item cost		\$0.164	\$0.1232	\$0.151	\$0.169
Subtotal monthly per item cost		\$6,068.00	\$4,558.40	\$5,587.00	\$6,259.29
Subtotal monthly per file/other cost		\$0.0000	\$0.0000	\$0.0000	\$9,225.00
Total monthly cost for regular bills		\$6,068.00	\$4,558.40	\$5,587.00	\$15,484.29
Service Fees Delinquent Bills					
File transmission		\$0.00	\$0.00	\$0.00	\$275 PER WEEK
Data processing		\$0.005	\$0.00	\$0.00	
Bill Printing electronic overlay	2000/wk	\$0.022	\$0.0649	\$0.079	\$0.1550
Standard Paper Stock	2000/wk	\$0.022	\$0.0153	\$0.019	\$0.0000
Outgoing Envelope	2000/wk	\$0.025	\$0.0225	\$0.028	\$0.0000
Sorting / Folding / inserting	2000/wk	\$0.055	\$0.00	\$0.00	
Mail preparation	2000/wk	\$0.00	\$0.00	\$0.00	\$150 PER WEEK
Delivery to USPS	2000/wk	\$0.00	\$0.00	\$0.00	
Total per item cost		\$0.1290	\$0.1027	\$0.1260	\$0.1550
Subtotal monthly per item cost		\$1,032.00	\$821.60	\$1,008.00	\$1,240.00
Subtotal other monthly cost		\$0.00	\$0.00	\$0.00	\$1,700.00
Total monthly cost for delinquent bills		\$1,032.00	\$821.60	\$1,008.00	\$2,940.00
TOTAL MONTHLY COST TO OUTSOURCE		\$7,100.00	\$5,380.00	\$6,595.00	\$18,424.29
ESTIMATED ANNUAL COST TO OUTSOURCE		\$85,200.00	\$64,560.00	\$79,140.00	\$221,091.48
ESTIMATED 5 YEAR COST		\$426,000.00	N/A	\$395,700.00	\$1,105,457.40
Notes:					
(a)Standard Printing terms state pricing may be adjusted for increases in cost of materials, labor and other overhead with 30 day notice					
(b)Infosend offering fixed cost per item pricing over 5 year term					
(c)BMS pricing terms state future adjustments to pricing will be adjusted by the PPI Industry					

ATTACHMENT B

RESOLUTION NO. 2023/

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH APPROVING
AWARD OF AN AGREEMENT FOR PRINT AND MAIL SERVICES OF UTILITY BILLS
TO INFOSEND**

WHEREAS, the City currently outsources the printing and mailing of its water utility bills; and

WHEREAS, the current contract for services expires June 30, 2023; and

WHEREAS, the City issued a Request for Quotation in February 2023; and

WHEREAS, after consideration of all bids received, staff recommends awarding an agreement for print and mail services of utility bills to InfoSend for the fees as proposed in Exhibit A for a term of five years.

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

- 1) Approves award of an agreement for print and mail services of the City's utility bills to InfoSend for a term five years for the fees proposed in Exhibit A, attached hereto and incorporated by reference; and
- 2) Authorizes the Acting City Manager to execute the agreement in a form approved by the City Attorney.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 28th day of March 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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

Exhibit A

PRICING OPTION #2: Pricing for this option is locked for five years.

InfoSend Data Processing, Print and Mail Pricing Detail

Document Production Summary	
Utility Bills Package includes: one printed page up to 2/2 ink, InfoSend outgoing #10 envelope, InfoSend #9 return envelope	\$0.151 per document

Finished mail pieces are delivered to the USPS **within one (1) business day**. If electronic PDF samples (proofs) are requested then the mailing will be completed within one day of sample approval. File upload deadline for next-day mailing is 3:00PM local time at the production facility designated for your account. If samples are required then they must be approved by 5:30PM local time for the file to be mailed by the next business day.

The below provides the components of the summary price given above. All pricing is based on "Client Volume Assumptions" and excludes applicable sales tax.

Client Volume Assumptions
Customers Contacted or Billed Monthly 37,000 – Printed Utility Bills 12,000 – Printed Late Notices 4,000 – Printed Final Notices

Data Processing	
Setup Fee - Express PDF Input Files	\$0 Currently Implemented
Setup Fee – Data Only Input Files	\$0 Currently Implemented

Data Processing, Printing and Mailing Service	
Utility Bill Printing & Mailing Fee per Page with 3/2 Ink	\$0.079
USPS Postage	Pass-through
Print Color Options (colors per side) *	\$0.079 for up to 3/2 printing \$0.084 for up to 4/4 printing
Excess Pages Handwork Surcharge (per mail piece)	\$0.35
Address Updates – per "hit" (address that gets updated)	\$0.30 NCOA \$0.30 ACS

*Prices assume normal ink/toner coverage for business documents. Flood coating the entire page in color or other types of extremely high coverage designs may cost more or not be technically feasible. Extremely high coverage designs can cause content to bleed through to the other side of the page or to cause the page to curl too much to work properly with high-speed mail inserting equipment.

Materials	
Standard 8.5" x 11" Paper Stock (per sheet)	\$0.019
Standard Double Window Outgoing #10 Envelope	\$0.028
Standard Single Window Return #9 Envelope	\$0.025
Outgoing Flat Envelope – used for mail pieces with excess pages	\$0.29

Insert Services	
InfoSend Produced	Quoted based on specification
Envelope Messaging (Snipes)	Quoted based on specification
Inserting Fee	\$0.01 per insert

Optional Document Services	
Enhanced Print Quality	\$0.02
Print Image Archiving (Per Document Image), with included USPS mail tracking	\$0.01 - For 12 Months of Retention \$0.017 - For 18 Months of Retention \$0.022 - For 24 Months of Retention \$0.027 - For 36 Months of Retention
Print Image Archive API Monthly Support Fee	\$100.00
Final Doc Transfer (FDT)	\$0.009 per image InfoSend Batch File \$0.015 per image Custom File Format
Professional Services Rate (per hour)	\$150.00
Returned Mail Handling	\$0.35 per reported returned mail piece
Remit Tracking	\$100 monthly support fee

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Scott Buenting, Acting Public Works Director/City Engineer CZ
FOR
SB

SUBJECT: Resolution Accepting Completed Improvements and the Release of Bonds for AMCAL Family/Senior Apartments; PW 371-RA-57

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution accepting the completed improvements, authorizing the Acting City Manager or designee to file a Notice of Completion for the project and the release of bonds for AMCAL Family/Senior Apartments; PW 371-RA-57.

FISCAL IMPACT

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

DISCUSSION

On May 14, 2019, the City Council approved Resolution 2019/74, permitting a Senior Housing Density Bonus, Use Permit, Lot Merger, and Design Review for AMCAL Family/Senior Apartments project. The project consists of a 394-unit multi-family residential development on 14.85 acres (Attachment "B").

On May 12, 2020, the City Council adopted Ordinance No. 2184-C-S, approving a Development Agreement between the City and AMCAL Antioch Fund, LP, regarding the property and project.

On June 9, 2020, the City Council adopted Resolution No. 2020/92, approving a Public Improvement Agreement for the design and construction of a traffic signal and signal interconnect to adjacent signals at the intersection of E. 18th Street and Holub Lane, as required by project Condition of Approval Item J.9 and all public improvements on Holub Lane, Filbert Street, and E. 18th Street.

On April 14, 2020, City Council adopted Resolution 2020/53, annexing the project into City-Wide Street Light and Landscape Maintenance District 2-A Zone 3, allocating funding for maintenance costs.

Public Works Inspectors approved the completion of the final punch-list items for certain construction improvements. The warranty period for certain accepted construction improvements shall begin upon the date of recordation of a notice of completion (Attachment "C"). The City of Antioch shall assume responsibility for maintenance upon expiration of the one-year warranty period.

ATTACHMENTS

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

ATTACHMENT "A"

RESOLUTION NO. 2023/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
ACCEPTING PUBLIC IMPROVEMENTS AND RELEASE OF BONDS FOR AMCAL
FAMILY/SENIOR APARTMENTS
PW 357-RA-57**

WHEREAS, on May 14, 2019, the City Council approved Resolution 2019/74, permitting a Senior Housing Density Bonus, Use Permit, Lot Merger, and Design Review for AMCAL Family/Senior Apartments project;

WHEREAS, on June 9, 2020, the City Council adopted Ordinance No. 2184-C-S, approving a Development Agreement between the City and AMCAL Antioch Fund, LP, regarding the property and project;

WHEREAS, on June 9, 2020, the City Council adopted Resolution No. 2020/92, approving a Public Improvement Agreement for the design and construction of a traffic signal and signal interconnect to adjacent signals at the intersection of E. 18th Street and Holub Lane, as required by project Condition of Approval Item J.9;

WHEREAS, on April 14, 2020, the City Council adopted Resolution 2020/53 annexing the project into City-Wide Street Light and Landscape Maintenance District 2A Zone 3, allocating funding for maintenance costs;

WHEREAS, AMCAL Family/Senior Apartments has designed and constructed full roadway paving, curb, gutter, storm drainage facilities, sanitary sewer, water mains, bio-swale, streetlights, and signalization improvements, in accordance with the approved project plans and specifications;

WHEREAS, improvements consisting of roadway paving, curb, gutter, storm drainage facilities, sanitary sewer, water mains, bio-swale, streetlights and traffic signalization equipment have been constructed and dedicated for public use;

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

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

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby authorizes the Acting City Manager or designee to accept completed improvements, file a notice of completion for said improvements, and approve the release of bonds related to the construction of AMCAL Family/Senior Apartments; and

RESOLUTION NO. 2023/**

March 28, 2023

Page 2

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

* * * * *

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 28th day of March 2023, by the following vote:

AYES:

NOES:

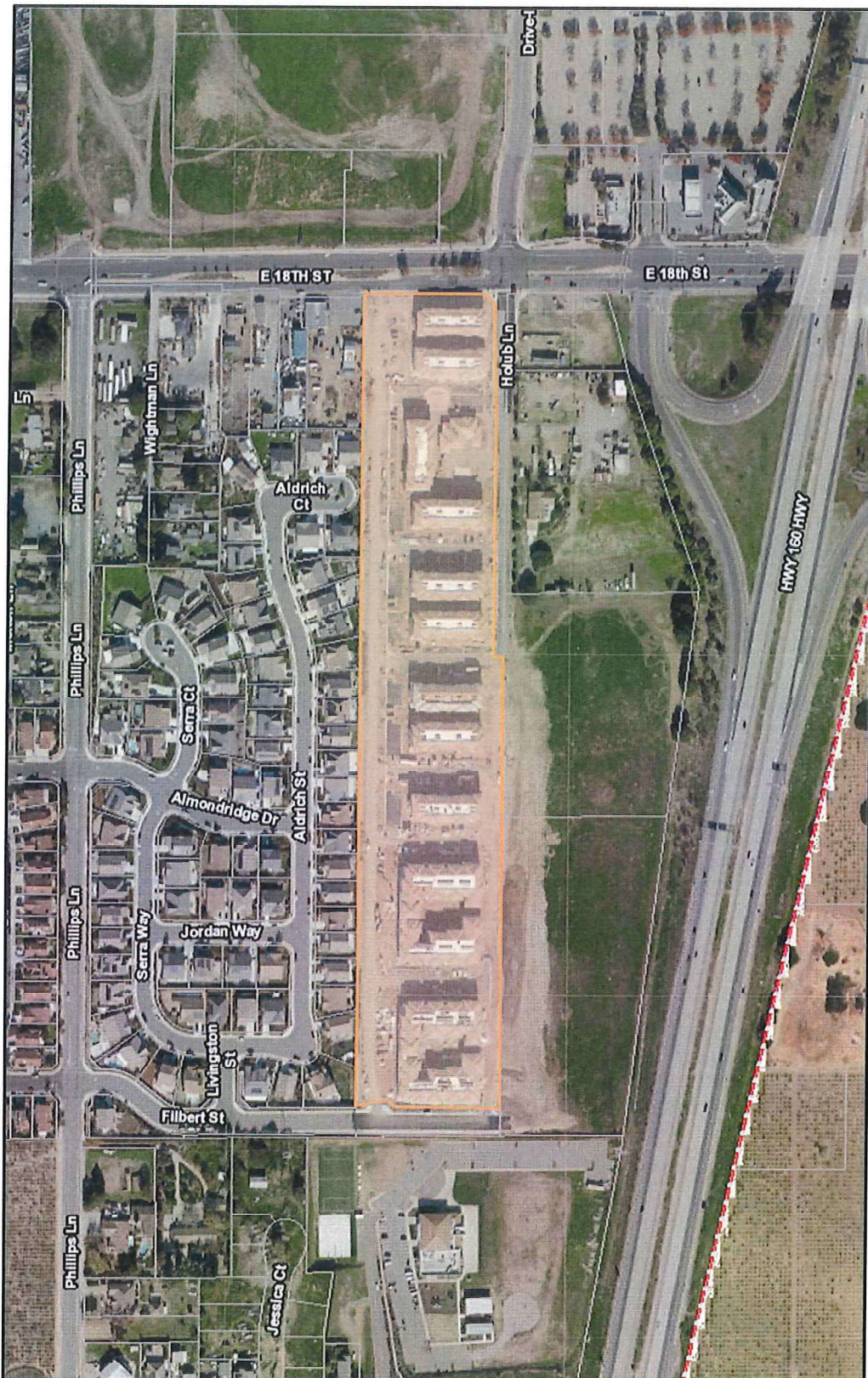
ABSTAIN:

ABSENT:

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

ATTACHMENT "B"

VICINITY MAP



ATTACHMENT "C"

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

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

THIS SPACE FOR RECORDER'S USE

**NOTICE OF COMPLETION FOR
AMCAL FAMILY/SENIOR APARTMENTS
IN THE CITY OF ANTIOCH (PW 357-RA-57)**

NOTICE IS HEREBY GIVEN:

1. That the interest or estate stated in paragraph 3 herein the real property herein described is owned by: City of Antioch, 200 H Street, Antioch, California 94509.
2. That the full name and address of the Owner of said interest or estate, if there is only one Owner, and that the full names and addresses of all the co-owners who own said interest or estate as tenants in common, as joint tenants, or otherwise, if there is more than one owner, are set forth in the preceding paragraph.
3. That the nature of the stated owner, or if more than one owner, then of the stated owner and co-owners is: In fee.
4. That on March 28, 2023, the work and improvements hereinafter described was completed.
5. That the name of the original developer, of any, for said work of improvement was AMCAL Antioch Fund, LP.
6. The project is located southwest of the intersection of E. 18th Street and Holub Lane (APN 051-200-074).
7. The surety for said project was Arch Insurance Company.
8. This project consisted of all public improvements including paving, curb, gutter, storm drain facilities, sewer mains, water mains, and traffic signalization equipment which have been installed and completed in the subdivision by the developer to the satisfaction of the City Engineer.

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

Date


Scott Buenting
Acting Public Works Director/City Engineer
City of Antioch

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Lori Medeiros, Administrative Analyst I 

APPROVED BY: Scott Buenting, Acting Public Works Director/City Engineer

SUBJECT: First Amendment to the Consulting Services Agreement with Kleinfelder, Inc. for Services Related to the Water Main Replacement at Various Locations Project; PW 503-19

RECOMMENDED ACTION

It is recommended that the City Council adopt the resolution:

1. Approving the first amendment to the Consulting Services Agreement with Kleinfelder, Inc. for services related to the Water Main Replacement at Various Locations Project in the amount of \$73,779 for a total contract amount of \$123,779 in substantially the form attached as Exhibit "1" to the Resolution (Attachment "A"); and
2. Authorizing the Acting City Manager to execute the first amendment to the Agreement with Kleinfelder, Inc.

FISCAL IMPACTS

The fiscal year 22/23 Capital Improvement Budget includes adequate funding for material testing and special inspection services during construction of the Water Main Replacement at Various Locations Project ("Project").

DISCUSSION

On February 20, 2023, the City entered into an agreement with Kleinfelder, Inc. ("Kleinfelder") for "As Needed" Material Testing and Special Inspection Services in the amount of \$50,000.

Staff is recommending an amendment to Kleinfelder's existing Consulting Services Agreement to include sampling, compaction testing, laboratory testing and project management at a cost not to exceed \$73,779 for this Project, for a total contract amount of \$123,779.

ATTACHMENTS

A. Resolution

ATTACHMENT "A"

RESOLUTION NO. 2023/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
APPROVING THE FIRST AMENDMENT TO THE AGREEMENT WITH
KLEINFELDER, INC. FOR SERVICES RELATED TO THE WATER MAIN
REPLACEMENT AT VARIOUS LOCATIONS PROJECT AND AUTHORIZING THE
ACTING CITY MANAGER TO EXECUTE THE FIRST AMENDMENT TO THE
AGREEMENT
P.W. 503-19**

WHEREAS, on February 20, 2023, Kleinfelder, Inc. entered into an "As Needed" Consulting Services Agreement ("Agreement") for material testing and special inspection services in the amount of \$50,000; and

WHEREAS, on March 28, 2023, the City Council has considered approving the first amendment to the Agreement with Kleinfelder, Inc. for services related to the Water Main Replacement at Various Locations Project in the amount of \$73,779 for a total contract amount of \$123,779.

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

1. Approves the first amendment to the Agreement with Kleinfelder, Inc. for services related to the Water Main Replacement at Various Locations Project in the amount of \$73,779 for a total contract amount of \$123,779 in substantially the form attached as Exhibit "1"; and
2. Authorizes the Acting City Manager to execute the first amendment to the Agreement with Kleinfelder, Inc.

* * * * *

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 28th day of March 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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

EXHIBIT "1"

AMENDMENT NO. 1 TO AGREEMENT WITH KLEINFELDER, INC. FOR THE WATER MAIN REPLACEMENT AT VARIOUS LOCATIONS PROJECT P.W. 503-19

THIS FIRST AMENDMENT TO THE AGREEMENT FOR CONSULTANT SERVICES is entered into this 28th day of March 2023, by and between the CITY OF ANTIOCH, a municipal corporation ("City") and KLEINFELDER, INC., their address is 981 Garcia Avenue, Suite A, Pittsburg, CA 94565 ("Consultant").

RECITALS

WHEREAS, on February 20, 2023, Kleinfelder, Inc. entered into an Agreement for "As Needed" Material Testing and Special Inspection Services ("Agreement") in the amount of \$50,000; and

WHEREAS, on March 28, 2023, the City Council approved the first amendment to the Agreement with Kleinfelder, Inc. for "As Needed" Material Testing and Special Inspection Services for the Water Main Replacement at Various Locations Project ("Agreement") in the amount of \$73,779 for a total amount of \$123,779.

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, materials, 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 ("Services"). 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 **One hundred twenty-three thousand, seven hundred seventy-nine dollars (\$123,779.00)**, 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.

CITY OF ANTIOCH:

KLEINFELDER, INC.

By: _____
Forrest Ebbs, Acting City Manager

By: _____
Thomas Minter, Bay Area Manager, VP

ATTEST:

Elizabeth Householder, City Clerk

APPROVED AS TO FORM:

Thomas Lloyd Smith, City Attorney

EXHIBIT "A"



March 2, 2023
Proposal No.: MF230685.001P

Scott Buening, P.E.
Project Manager
City of Antioch
Capital Improvements Division
200 "H" Street
Antioch, CA 94531-5007
sbuening@ci.antioch.ca.us

**Subject: Proposal for Construction Materials Testing Services
City of Antioch Water Main Replacements at Various Locations
PW 503-19
Antioch, California**

Dear Mr. Buening:

Kleinfelder is pleased to present this proposal to provide construction testing services for the proposed Water Main Replacements at Various Locations, PW 503-19, in Antioch, California. Our services will be provided under our On-Call Professional Services Agreement with the City of Antioch.

The purpose of our services will be to provide the City (or your representative) with field data and information in order to assess compliance with the project plans and specifications. Included in this proposal is a discussion of our understanding of the project, the scope of services we can provide, an estimate of our fees, and project limitations.

Kleinfelder is committed to providing quality services to its clients, commensurate with their wants, needs, and desired level of risk. If a portion of this proposal does not meet your needs, or if those needs have changed, Kleinfelder stands ready to consider appropriate modifications, subject to the standards of care to which we adhere as professionals. Modifications such as changes in scope, methodology, scheduling, and contract terms and conditions may result in changes to the risks assumed by the client, as well as adjustments to our fees.

PROPOSED CONSTRUCTION

The proposed project generally involves installation and backfilling of domestic water main pipeline and laterals on East 13th Street from A Street to Cavallo Street, Nash Avenue, Louis Drive, August Way, Inland Court, and Eagleridge Drive from Rockford Drive to Bluerock Drive, as shown on the City of Antioch project plans dated February 2022. Additional work will include restoration of the roadway section impacted by trenching at these locations. Based on the provided tentative project schedule, the construction will last approximately 146 working days.

A4

SCOPE OF SERVICES

Based on our review of the provided project plans, and previous experience on similar projects, we anticipate providing the following services during construction:

- Periodic observation, sampling, and compaction testing (as-needed) by a field technician during pipeline trench backfill, and during placement of Class II aggregate base (AB) and asphalt concrete (HMA) for roadway pavement restoration;
- Laboratory testing of collected samples of Recycled AB used for trench backfill, Class II AB, and HMA for laboratory maximum density relationships (compaction curves) per ASTM or Caltrans test methods, as appropriate; and
- Project management, review of daily test reports, and administrative support and dispatching.

It should be noted our services will not include: (1) review of project plans and specifications with respect to local codes or reports prepared for the site or project; (2) supervision, direction, or acceptance of the contractor's work; (3) interpretation or modification of the project plans or specifications; or (4) job site safety.

ESTIMATED FEES

We propose our services be compensated on a time-and-expense basis using the following unit rates in our current On-Call Agreement with the City of Antioch and based on 2-hour minimums for our field technicians with hourly increments thereafter. Time is measured portal to portal from our Pittsburg office to the project site.

Technician Services:

Technician – field testing and sampling	\$135.00/hour
Technician – sample delivery and travel	\$95.00/hour
Vehicle Mileage	\$0.65/mile

Laboratory Testing:

Laboratory Compaction Curves (ASTM D1557)	\$290.00/each
Maximum Theoretical Specific Gravity - HMA	\$200.00/each

Other Services:

Senior Project Manager	\$215.00/hour
Administration / Dispatch	\$90.00/hour

Other Labor Charges:

Minimum show up time	Minimum 2-hours
Work from 0 to 8 hours	1-hour increments
Work over 8 hours	1.5 times hourly rate
Work over 12 hours	2.0 times hourly rate
Swing Shift and Graveyard Shift	1.1 times hourly rate
Saturdays	1.5 times hourly rate
Sundays/Holidays	2 times hourly rate

A5

The total number of hours that will be required of Kleinfelder to perform the required field testing will primarily be a function of the general contractor's schedule, and the degree of services requested by the City's Inspector. Similarly, the number of each material test to be performed is a function of both the quantities of the various materials to be tested, as well as the construction schedule.

Our total estimated fee for this project is listed below. A breakdown of our estimated fee is presented in the attached Table 1. Any additional services requested that are not currently anticipated and included in Table 1, will be charged on a time and materials basis in accordance with our City of Antioch On-Call rates.

- Construction Materials Testing Services **\$73,779**

In the event conditions arise which are beyond our control, were unknown at the time this proposal was prepared, unanticipated based on the available information, or differ significantly from the assumptions outlined above, we may need to revise our scope of work and budget in order to complete the project. Should this occur, we will contact you for authorization before proceeding with additional work.

The California Prevailing Wage Law requires payment of a local "prevailing wage" to workers on publicly funded projects. This includes projects "paid for in whole or in part out of public funds" and has been expanded to include various types of payments, credits and monetary equivalents provided by the State or public entity. The Prevailing Wage Law extends to geotechnical engineering consultants, their soils/material testing and building inspection personnel. Services subject to prevailing wage are typically non-professional field services and are applicable during design as well as construction. This law significantly increases employee wages for qualified activities on publicly funded projects. It is our understanding that this project falls under the definition of a prevailing wage project. Therefore, we have included hourly rates for field services that we believe are subject to prevailing wage.

LIMITATIONS

Kleinfelder will perform its services in a manner consistent with the standards of care and skill ordinarily exercised by members of the profession practicing under similar conditions in the geographic vicinity and at the time the services will be performed. No warranty or guarantee expressed or implied, is part of the services offered by this proposal.

As our client, please recognize that construction monitoring is a technique employed to reduce the risk of problems arising during construction. Provision of construction monitoring by a technician is not insurance, nor does it constitute a warranty or guarantee of any type. Even with diligent construction monitoring, some construction defects may be missed. In all cases, the contractor shall retain responsibility for the quality of the work and for adhering to plans and specifications and for repairing defects regardless of when they are found.

WORK SAFETY

The safety of our employees is of paramount concern to Kleinfelder. You will be notified if the location of your project represents a potential safety concern to our employees. Unsafe conditions for fieldwork will require a modification of our estimated scope of work and

Alp

associated fees. We will advise you of the additional costs necessary to mitigate these unanticipated conditions, if applicable.

AUTHORIZATION

A purchase order or task order provided by the City of Antioch under our current On-Call Agreement, may serve as our formal authorization to proceed. Please note that all conditions included in this proposal and contract will be in effect during this work.

CLOSURE

We appreciate the opportunity of providing assistance to the City of Antioch on this project and look forward to its forthcoming success. If you have questions regarding this proposal or the fees or if additional information is required, please contact our office at (925) 427-6477.

Sincerely,

KLEINFELDER, INC.



Fernando J. Silva, PE, GE
Senior Project Manager



Reyhaneh Rahbar Rastegar, PhD, PE
Project Manager

FJS/RR/dw

Attachment: Table 1 - Cost Summary

A7



TABLE 1 - COST ESTIMATE
CONSTRUCTION MATERIALS TESTING SERVICES
 City of Antioch Water Main Replacement at Various Locations
 PW 503-19

	Site Visits	Hours Per Visit	Quantity (Hrs.)	Quantity (Mi.)	Quantity (Ea.)	Rate	Cost
COMPACTION TESTING OF TRENCH BACKFILL, STREET AB SECTION, AND ASPHALT							
Field							
Technician - compaction testing / sampling	123	3	369			\$ 135.00	\$ 49,815.00
Technician - travel	123	1	123			\$ 95.00	\$ 11,685.00
Technician - sample pickup & delivery	6	3	18			\$ 95.00	\$ 1,710.00
Mileage				3060		\$ 0.65	\$ 1,989.00
Laboratory							
Modified Proctor, 6" Mold (ASTM D1557)					3	\$ 290.00	\$ 870.00
Max. Theoretical Specific Gravity, HMA					5	\$ 200.00	\$ 1,000.00
SUBTOTAL							\$ 67,069.00
PROJECT MANAGEMENT AND ADMINISTRATION							
Senior Project Manager			22			\$ 215.00	\$ 4,730.00
Administration and Dispatching			22			\$ 90.00	\$ 1,980.00
SUBTOTAL							\$ 6,710.00
GRAND TOTAL							\$ 73,779.00

AS

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Phil Hoffmeister, Administrative Analyst II *PH*

APPROVED BY: Scott Buenting, Acting Public Works Director/City Engineer

SUBJECT: Initiate Preparation of the Street Lighting and Landscape Maintenance District City Engineer's Report for Fiscal Year 2023/24

RECOMMENDED ACTION

It is recommended the City Council adopt the resolution directing the City Engineer to prepare a consolidated Engineer's Report for fiscal year 2023/24 Street Lighting and Landscape Maintenance District assessments.

FISCAL IMPACT

Adoption of this resolution has no fiscal impact.

DISCUSSION

To begin the annual Street Lighting and Landscape Maintenance District assessment proceedings, the City Council must adopt a resolution describing any proposed new improvements and any substantial changes in existing improvements and ordering the engineer to prepare an Engineer's Report for the coming fiscal year. The attached resolution determines there are no proposed new improvements or substantial changes in existing improvements and directs the City Engineer to prepare a report that will be considered at a public hearing in the future.

ATTACHMENT

A. Resolution

ATTACHMENT "A"

RESOLUTION NO. 2023/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
DIRECTING THE CITY ENGINEER TO PREPARE A CONSOLIDATED ENGINEER'S
REPORT FOR FISCAL YEAR 2023/2024 STREET LIGHTING AND LANDSCAPE
MAINTENANCE DISTRICT ASSESSMENTS**

WHEREAS, Streets and Highways Code §22622 requires the City Council to adopt a resolution describing any proposed new improvements or substantial changes in existing improvements in the various landscape maintenance districts, and to order the City Engineer of work to prepare a report pursuant to the Act;

WHEREAS, there are no significant improvements or substantial changes, other than projects already approved in the City's budget documents or that are scheduled to be accepted from new developments; and

WHEREAS, in November of 1996, California's voters adopted Proposition 218, which will affect certain matters involving the upcoming Engineer's report.

NOW, THEREFORE, BE IT RESOLVED that the City Council determines that, for the levy of annual assessments of all the landscaping districts, there are no proposed new improvements or substantial changes in existing improvements, other than maintenance of new facilities accepted by the City since the last Engineer's Report or installed through the normal City budget process, and other than those already described in the formation of the districts.

BE IT FURTHER RESOLVED that the City Engineer shall prepare and file a consolidated report for all the landscaping districts pursuant to Article 4 (commencing with §22565) of the Streets and Highways Code and the requirements of Proposition 218.

* * * * *

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 28th day of March 2023, 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 March 28, 2023

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Phil Hoffmeister, Administrative Analyst II 

APPROVED BY: Scott Buenting, Acting Public Works Director/City Engineer

SUBJECT: Resolution Establishing the Rate per Equivalent Runoff Unit for Fiscal Year 2023/24 and Requesting the Contra Costa County Flood Control and Water Conservation District to Adopt an Annual Parcel Assessment for Drainage Maintenance and the National Pollution Discharge Elimination System Program

RECOMMENDED ACTION

It is recommended that the City Council adopt the resolution:

1. Determining that the rate to be assigned to a single Equivalent Runoff Unit for fiscal year 2023/24 shall be set at twenty-five dollars (\$25.00); and
2. Requesting the Contra Costa County Flood Control and Water Conservation District adopt Stormwater Utility Assessment Drainage levies based on the rate for a single Equivalent Runoff Unit for fiscal year 2023/24, which shall be set at twenty-five dollars (\$25.00).

FISCAL IMPACTS

The adoption of the National Pollution Discharge Elimination System ("NPDES") rate of \$25 per equivalent runoff unit ("ERU") will generate approximately \$1,200,000 annually. The City of Antioch will receive approximately \$850,000 of that revenue to provide services and administer the NPDES program as mandated by the Clean Water Act. The remaining \$350,000 reflects the City's share of County Clean Water Program costs. Such costs are allocated to all participating agencies on a population basis.

DISCUSSION

At its March 9, 1993, meeting, the City Council adopted Resolution 93/49 authorizing the establishment of an annual parcel assessment for drainage maintenance and the NPDES program. That action set the fee for fiscal year 1993/94 at \$20 per ERU per year and established a maximum rate of \$25 per ERU per year. At its April 12, 1994, meeting, the Council concurred with budget revisions proposed by staff and reduced that fee for fiscal

year 1994/95 to \$17 per ERU per year. By subsequent actions, City Council set the rate for fiscal years 1995/96 through 2001/02 at \$17 per ERU per year.

At the April 9, 2002, Council meeting, in preparation for permit revisions and increased costs by the State Water Resources Control Board, staff presented alternatives to raising the ERU from \$17 to the maximum of \$25 over a 3-year period to meet projected increased costs. Staff recommended raising the ERU to \$21 in 2002/03 and proposed increasing the fee per ERU to \$23 in 2003/04 and \$25 in 2004/05. Council approved those increases respectively. The City is required by April 1st to determine the cost to be assigned to the ERU for the forthcoming fiscal year. The resolution submitted with this report meets that condition.

With the uncertainty of future regulations and the cost to implement and administer State mandates, reliable cost projections are challenging to calculate. However, based on the City's current NPDES permit requirements and financial data and estimates for revenue and expenditures to meet those provisions, a revised zero fund balance could be realized by the end of fiscal year 2026/27.

ATTACHMENTS

A. Resolution

ATTACHMENT "A"

RESOLUTION NO. 2023/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
ESTABLISHING THE RATE PER EQUIVALENT RUNOFF UNIT FOR FISCAL YEAR
2023/24 AND REQUESTING THE CONTRA COSTA COUNTY FLOOD CONTROL
AND WATER CONSERVATION DISTRICT TO ADOPT AN ANNUAL PARCEL
ASSESSMENT FOR DRAINAGE MAINTENANCE AND THE NATIONAL POLLUTION
DISCHARGE ELIMINATION SYSTEM PROGRAM**

WHEREAS, under the Federal Clean Water Act, prescribed discharges of stormwater require a permit from the appropriate California Regional Water Quality Control Board under the National Pollutant Discharge Elimination System ("NPDES") program;

WHEREAS, the City of Antioch ("City") applied for, and received, a NPDES permit which requires the implementation of selected Best Management Practices to minimize or eliminate pollutants from entering stormwaters;

WHEREAS, it is the intent of the City to utilize funds received from its Stormwater Utility Area ("SUA") for implementation of the NPDES program and drainage maintenance activities;

WHEREAS, at the request of the City, the Contra Costa County Flood Control and Water Conservation District ("District") has completed the process for formation of a SUA, including the adoption of the Stormwater Utility Assessment Drainage Ordinance No. 93-47; and

WHEREAS, the SUA and Program Group Costs Payment agreement between City and District requires the City, by April 1st, determine the rate to be assessed to a single Equivalent Runoff Unit ("ERU") for the forthcoming fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Antioch hereby determines that the rate to be assigned to a single Equivalent Runoff Unit for fiscal year 2023/24 shall be set at twenty-five dollars (\$25.00).

BE IT FURTHER RESOLVED that the City Council hereby requests the Contra Costa County Flood Control and Water Conservation District adopt Stormwater Utility Assessment Drainage levies based on the rate for a single Equivalent Runoff Unit for fiscal year 2023/24, which shall be set at twenty-five dollars (\$25.00).

* * * * *

RESOLUTION NO. 2023/**

March 28, 2023

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 28th day of March, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:


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

A2

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Dawn Merchant, Finance Director 

SUBJECT: Sales Tax Citizens' Oversight Committee Appointments for the vacancies expiring March 2026

RECOMMENDED ACTION

It is recommended that:

- 1) The Mayor nominates two (2) members to the Sales Tax Citizens' Oversight Committee for the vacancies expiring March 2026.
- 2) The City Council appoint [Seanzell Lewis and Erika Raulston] by resolution as members to the Sales Tax Citizens' Oversight Committee for the vacancies expiring March 2026.

FISCAL IMPACT

There is no fiscal impact to the City as all positions are voluntary.

DISCUSSION

The Sales Tax Citizens' Oversight Committee (Committee) is responsible for reviewing the receipt and expenditure of funds under Measure W as they relate to the Council's stated priorities outlined in the adopted budgets of the City. The Committee is responsible for reporting out the result of their review by April 1st of each year at a public meeting. The Committee consists of seven members who are Antioch residents. The terms of the Committee members are staggered with four members serving a 4-year term and 3 members serving a 2-year term. At least one member of the Committee shall have a financial, accounting or auditing background. The Committee is appointed by the Mayor and approved by the City Council.

Four (4) partial-term positions expiring March 2026 and one (1) partial-term expiring March 2024 are currently vacant. The City of Antioch advertised to fill the vacancies in the usual manner with an application deadline of January 4, 2023 at 5:00 p.m. The applicants were interviewed by Mayor Lamar Thorpe and Finance Director Dawn Merchant. Mayor Thorpe is nominating the following two applicants for partial terms expiring March 2026:

- Seanzell Lewis
- Erika Raulston

ATTACHMENTS

- A. Resolution
- B. Applications

ATTACHMENT A

RESOLUTION NO. 2023/**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
APPOINTING **[TO BE FILLED IN AFTER APPOINTMENT]** TO THE SALES TAX
CITIZENS' OVERSIGHT COMMITTEE FOR TWO OF THE PARTIAL-TERM
VACANCIES EXPIRING IN MARCH 2026

WHEREAS, four (4) partial-term committee member vacancies on the Sales Tax Citizens' Oversight Committee expire in March 2026 and one (1) partial-term committee member vacancy expires March 2024;

WHEREAS, the City Clerk's Office announced vacancies and accepted applications for the vacancies through January 3, 2023;

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

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

WHEREAS, Mayor Lamar Thorpe has nominated **[to be filled in]** to two of the Sales Tax Citizens' Oversight Committee member partial-term vacancies expiring in March 2026.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby approves Mayor Thorpe's nominations of **[to be filled in]** to two of the Sales Tax Citizens' Oversight Committee member partial-term vacancies expiring in March 2026 appointing *him/her/them* to serve on the Sales Tax Citizens' Oversight Committee.

* * * * *

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 28th day of March 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ELIZABETH HOUSEHOLDER
CITY CLERK OF THE CITY OF ANTIOCH

DEC 14 2022

RECEIVED

City of Antioch Application for Community Service: Sales Tax Citizens Oversight Committee (STCOC)

***EXTENDED* APPLICATION DEADLINE:**

Friday, January 4, 2023 at 5:00 p.m.

AVAILABLE POSITIONS:

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

One (1) Committee Member, partial-term vacancy, expiring March 2024

SALES TAX CITIZENS' OVERSIGHT COMMITTEE BACKGROUND:

- 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 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. The Committee shall meet at least twice a year. The meetings will be public.
- Members of the Sales Tax Citizens' Oversight Committee will be required to file an annual "Statement of Economic Interest".

Board and Commission Application Page: bit.ly/ApplyAntiochQuestions? Email the Office of the City Clerk at cityclerk@antiochca.gov, call (925) 779-7009, or visit bit.ly/AntiochCityClerk to find answers to most frequently asked questions.

Email *



Name *

Seanzell Lewis

Address (example: 200 H Street, Antioch, CA 94509) *

Antioch, CA 94531

Phone number *

Employer *

Mt. Diablo Unified School District

Occupation *

Human Resources Employer/Employee Relations Specialist

How long have you lived in Antioch? *

13 years

List the three (3) main reasons for your interest in this appointment. *

- 1.) To couple my knowledge and experience being a state employee with impactful contributions to the city/community in which I live in.
 - 2.) I have a desire to seek growth by widening my horizons and making meaningful connections with city personnel, and community members.
 - 3.) If appointed, it is my belief that I can be a valuable asset to the vision and goal Antioch holds for its residents and visitors.
-

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?

Aside from my educational endeavors which lead me to a degree in Business Administration and Management, I have served as a Human Resources professional for three years with my most recent experience being with Mt. Diablo Unified School District as I assist in managing the HR Department. Also, I am considered a minority in the population and have acquired the ability to provide diverse, insightful, and meaningful input which can be brought to the table with a team to assist in making Antioch a beautifully quintessential place to live.

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

Enthralling references are available upon request.

Have you reviewed the meeting times, and can attend meetings at the designated time?

- ☒ Yes
- ☐ No
- ☐ Maybe

Upload resume (optional - recommended to enhance your application)

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 relating to the Sales Tax Citizens' Oversight Committee

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) *

MM DD YYYY

01 / 04 / 2023

Electronic Signature *

Please type your full name

Seanzell James Lewis

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 STCOC application,

visit: www.antiochca.gov/fc/community/boards/sales-tax-app.pdf

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

(Email) cityclerk@antiochca.gov

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Google Forms

City of Antioch Application for Community Service: Sales Tax Citizens Oversight Committee (STCOC)

EXTENDED APPLICATION DEADLINE:

Friday, September 30th at 5:00 p.m.

AVAILABLE POSITIONS:

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

SALES TAX CITIZENS' OVERSIGHT COMMITTEE BACKGROUND:

- 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 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. The Committee shall meet at least twice a year. The meetings will be public.
- Members of the Sales Tax Citizens' Oversight Committee will be required to file an annual "Statement of Economic Interest".

Board and Commission Application Page: bit.ly/ApplyAntioch

Questions? Email the Office of the City Clerk at cityclerk@antiochca.gov, call (925) 779-7009, or visit bit.ly/AntiochCityClerk to find answers to most frequently asked questions.

Email *



Name *

ERIKA M RAULSTON

Address (example: 200 H Street, Antioch, CA 94509) *

Phone number *

Employer *

Eden Housing

Occupation *

Property Manager

How long have you lived in Antioch? *

8yrs

List the three (3) main reasons for your interest in this appointment. *

Understanding of the inner works of the city

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?

n/a


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

n/a

Have you reviewed the meeting times, and can attend meetings at the designated time?

- ☐ Yes
- ☒ No
- ☐ Maybe

Upload resume (optional - recommended to enhance your application)

 E_Raulston_Resu...

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 relating to the Sales Tax Citizens' Oversight Committee

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) *

MM DD YYYY

08 / 22 / 2022

Electronic Signature *

Please type your full name

ERIKA M RAULSTON

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 STCOC application,

visit: www.antiochca.gov/fc/community/boards/sales-tax-app.pdf

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

(Email) cityclerk@antiochca.gov

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Google Forms

Erika M. Raulston

Location: Antioch, CA | Email:

Phone:

Branding Statement

Strategically focused, dynamic, and performance-driven individual with a robust skillset. Multidisciplinary industry expertise with emphasis in leadership.

Languages

(Written & Verbal Communication)
English

Competencies

- Communication
- People Management
- Adaptability
- Organization
- Time Management

Technical Skills

- Microsoft Office
- GSuite
- Certified Nursing Assistant (CNA)
- Medical Terminology
- Medical Records
- Medical Administration
- HIPPA Compliance & Regulations
- Project Management
- Process Management
- Trend Analysis
- Training & Development
- Scheduling
- Insurance Processing & Appeals
- Technical Writing
- Mentoring
- Hospice Training
- Youth & Adolescent Care
- Patient Charting
- Residential Carpentry

• Professional Experience

• Housing is Key – State of California

- *Case Manager* | February 2021 – Present
- Proactively resolves and troubleshoots documentation errors for customers.
- Processes time sensitive material for review and decisioning.
- Maintains a high-volume workload within a fast-paced environment.
- Completes assignments accurately and within deadlines.
- Navigates multiple application system to resolve customer inquiries.

• Sutter Health Hospital

- *Patient Access Representative* | January 2016 – December 2020
- Greeted patients and completed the Check-in/Check-out process.
- Scheduled appointments & managed the patient's medical records including pulling and replacing files and filing reports.
- Created cases for Workers Compensation, maintained statistics for the department and physicians in the department.
- Communicated work status, as well as completed department mailings and reports.

• The Tenderloin Housing Clinic

- *Sr. Supportive Assistant Housing Manager* | June 2014 – January 2016
- Supported tenant retention in accordance with Tenderloin Housing Clinic's (THC's) Mission, Core Values, and Customer Service Philosophy.
- Assisted the SHM hire, train, direct, supervise, develop, evaluate, and performance manage the daily activities of staff.
- Ensured staff were aware of and correctly implement all safety rules and regulations, and all policies and procedures.
- Held staff accountable for high levels of performance, teamwork, and quality customer service.

• Transition to Independence

- *ILS Supervisor/ ILS Instructor* | October 2013 – January 2014
- Processed all required paperwork and reports surrounding development.
- Administered assessments.
- Held staff accountable for high levels of performance, teamwork, and quality customer service.

• Lighthouse Mentoring Center

- *Residential Counselor* | July 2011 – October 2013
- Provided transportation to school and appointments for youth.
- Supported educational & medication management.
- Helped youth develop independent living skills.

• SVS Services

- *Case Manager* | March 2010 – July 2011
- Developed and monitored individual client plans within a day program office.

Erika M. Raulston

Location: Antioch, CA | **Email:** [REDACTED]

Phone: (REDACTED)

Academic History

Richmond Builds, CA

Green Construction & Solar
Installation Training

Arc University
Contra Costa, CA

*Learning Styles & techniques in
violence, abuse, and disabilities*

Las Positas – Chabot
Community College
Livermore, CA

Pre-Nursing Education

Career Solutions College
Union City, CA
*Clinical Medical Assistant
Program*

Merritt College
Oakland, CA
Home Healthcare Aide Program

- Provided vocational and/or skills training to persons with developmental disabilities.
- Provided support and training for an assigned group of clients with developmental disabilities living within their homes.
- Trained and/or supervised clients placed individually or in groups in supported employment.
- **Vintage Senior Living at the Kensington**
 - *Medication Aide* | January 2009 – March 2010
 - Delivered & documented medication services for residents.
 - Notified LPN of any untoward medication response.
 - Acted as a liaison between caregivers and nursing staff.
 - Monitored resident needs according to service plan and ensured high quality resident care.
- **Alameda Point Collaborative**
 - *Workforce Development Specialist* | June 2007 – December 2008
 - Implemented and maintained residential group activities, classes, and events to ensure the integration of employment and career activities into the APC program service.
 - Interviewed, advised, and guided clients to deliver comprehensive career services, job-placement, and longitudinal tracking and support.
 - Provided onboarding assessment to gauge program candidate employability level and type of employment/ training to pursue for everyone.
 - Managed data collection and outcome reports for Career Center activities through BIRP notes.
 - Completed service logs and notes to facilitate effective and holistic coordination of support.
- **Genentech**
 - *Case Manager* | February 2006 – June 2007
 - Acted as a liaison between patients, providers, MDs, pharmacies, and insurance carrier to assure services were provided in the least restrictive, least costly manner.
 - Identified barriers to reimbursement and continually identify program efficiencies.
 - Conducted necessary benefits, coverage, and payer research/investigations to ensure appropriate resources, compliance with payer appeal policies, practices, and timelines.
 - Assisted and followed up with patients and their families on the appeals process.
- **Las Trampas Inc**
 - *Direct Support Professional* | January 2005 – February 2006
 - Cared for mentally delayed clients transitioning from Napa State Mental Hospital to individual care homes.
 - Assisted with dressing, daily personal hygiene (IDLs), light housekeeping, food preparation, and delivery of medications.

Erika M. Raulston

Location: Antioch, CA | **Email:**

Phone:

- Conducted all aspects of case management, using person centered processes to develop, coordinate and monitor individual plans.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Forrest Ebbs, Acting City Manager *ZM for FE*

SUBJECT: Tobacco Ordinance Discussion

RECOMMENDED ACTION

It is recommended that the City Council receive and file this report and offer any questions or direction to staff.

FISCAL IMPACT

There are no fiscal impacts incurred by the City as no action is required.

DISCUSSION

Tobacco Retailer

Antioch Municipal Code (AMC) Section 9-5.3843 describes the regulations pertaining to the Tobacco Retailer land use, which is defined as "Any establishment that sells tobacco products as defined herein". This includes, but is not limited to, large retailers, grocery stores, convenience stores, liquor stores, and dedicated cigarette shops.

Section 9-5.3843(B) prohibits new Tobacco Retailers in the City of Antioch. Those stores that were lawfully established prior to adoption of the ordinance on August 8, 2017, are considered legal nonconforming and may continue to sell tobacco products. Any store established since this date may not sell tobacco products with the following common exceptions:

- a) Convenience stores when ancillary to a gas station and having less than 20% of their sales area devoted to tobacco products.
- b) Retail businesses larger than 5,000 square feet with less than 5% of their sales area devoted to tobacco products.

If a new business qualifies as one of these exceptions, it may be established with a Use Permit. However, Section 9-5.3843(E)(2)(c) requires a separation of 1,000 feet from a Tobacco Retailer and any school, public park, playground, recreational center, or child care center.

In addition, Section 9-5.3843(D)(2) limits how certain Tobacco Retailer businesses can be transferred or sold. Those Tobacco Retailers with 20% or more of their floor area

devoted to the sale or display of tobacco products may not be sold or transferred after January 1, 2023. This applies primarily to dedicated cigarette shop (smoke shops) that primarily sell tobacco products. Most convenience stores, liquor stores, and similar use less than 20% of their floor area for tobacco products. Sold or Transferred is defined as follows:

Any assignment, delegation, designation, sale, or transfer of real property or interests in real property, including but not limited to:

- (a) A change to the name of the operator on the city business license;
- (b) A change in the leaseholder of the commercial space;
- (c) A change to the name listed on any other official government document related to the business.

Persons currently owning a qualifying Tobacco Retailer may not sell or transfer the business to another party, which includes gifting or willing the business to a relative or other party. The business may continue to operate but would theoretically be closed when the current operator no longer desires to operate the business. It could not be reopened under new ownership.

Tobacco Products

The City Council adopted an ordinance on June 14, 2022 that restricted the local sale of certain tobacco products. This ordinance went into effect on December 14, 2022. This ordinance, now contained in Section 6-8.14, imposes restrictions on the type and quantity of tobacco products that can be sold in the City of Antioch. These restrictions apply to all existing Tobacco Retailers and are as follows:

Statewide Restriction

1. Tobacco products with an added ingredient that imparts a characterizing flavor are prohibited. This includes, but is not limited to, menthol cigarettes, flavored vape products, flavored smokeless tobacco, and flavored cigarillos.

Local Restrictions

2. Tobacco products with a characterizing flavor are prohibited.
3. The sale of electronic cigarettes (vapes) is prohibited.
4. Little cigars, or cigarillos, must be sold in packs of at least twenty. This includes products sold under the Swisher Sweet brand name that are commonly sold in two packs.
5. Large cigars must be sold in packs of at least six. This includes conventional cigars weighing more than three pounds per thousand.
6. Any package of cigarettes, little cigars, or cigars may not be sold for less than ten dollars, including applicable fees and taxes.

The local restriction on products with characterizing flavor is similar to state law State law, except it is not limited to added ingredients. The four additional restrictions are unique to the City of Antioch and exceed State standards.

Other Tobacco Regulations

In addition to these recent additions, the Antioch Municipal Code contains extensive

restrictions on smoking throughout the City. These regulations primarily date to 1993 with limited updates. A complete copy of the smoking regulations is attached. The City discontinued issuing local tobacco retailer licenses when the State of California began State licensing in 2003.

Enforcement Actions

Since enactment of the local ordinance and State law, the Code Enforcement Division has addressed multiple complaints through an educational campaign. Individual stores have been visited and their operators have been advised of the State and local restrictions. The State law is commonly understood by local vendors, but the local restrictions are not well known. The educational approach has resulted in improved compliance and no citations have been issued or warranted.

Options for Discussion

City staff has been approached by local business owners and their representatives about the burden created by the City's local restrictions. Since the local restrictions are under the sole authority of the City Council, they may be revisited at its discretion. Staff is requesting a discussion and, if desired, direction to either maintain the current ordinance or to pursue targeted revisions.

ATTACHMENT

- A. Antioch Municipal Code Sections 9-5.3843 and Title 6, Chapter 8.

§ 9-5.3843 TOBACCO AND PARAPHERNALIA RETAILERS.

(A) *Definitions.* For the purposes of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

DRUG PARAPHERNALIA. Drug paraphernalia shall have that definition set forth in Cal. Health and Safety Code § 11364.5, as it may be amended.

DRUG PARAPHERNALIA RETAILER. Any establishment that sells drug paraphernalia as defined herein.

PERSON. Any natural person, partnership, cooperative association, corporation, personal representative, receiver, trustee, assignee, or any other legal entity.

SOLD OR TRANSFERRED. Any assignment, delegation, designation, sale, or transfer of real property or interests in real property, including but not limited to:

- (a) A change to the name of the operator on the city business license;
- (b) A change in the leaseholder of the commercial space;
- (c) A change to the name listed on any other official government document related to the business.

TOBACCO PRODUCT.

(a) 1. A product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff.

2. Any device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, vaporizer pen, or hookah.

3. Any component, part, or accessory of a tobacco product, whether or not sold separately.

(b) **TOBACCO PRODUCT** does not include any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where such product is marketed and sold solely for such an approved purpose.

TOBACCO RETAILER. Any establishment that sells tobacco products as defined herein.

(B) *Tobacco retailers prohibited.* It is unlawful for any person to cause or permit the creation of, or operation of, a tobacco retailer. The operation of a tobacco retailer shall constitute a public nuisance subject to abatement under this code.

(C) *Drug paraphernalia retailers prohibited.* It is unlawful for any person to cause or permit the creation of, or operation of, a drug paraphernalia retailer business. The operation of a drug paraphernalia retail business shall constitute a public nuisance subject to abatement under this code.

(D) *Nonconforming uses.*

(1) Tobacco retailers or drug paraphernalia retailers lawfully established and operating prior to the effective date of this section may continue to operate as nonconforming uses.

(2) Those tobacco retailers having 20% or more of their floor area devoted to the sale or display of tobacco products or drug paraphernalia retailers are subject to the following additional provisions:

(a) The tobacco retailer or drug paraphernalia retailer may be sold and transferred at any point prior to January 1, 2023.

(b) From January 1, 2023 onward, the tobacco retailer or drug paraphernalia retailer may not be sold or transferred.

(3) All nonconforming tobacco retailers and drug paraphernalia retailers shall comply with state regulations regarding the sale of tobacco products and drug paraphernalia, as these laws may be amended from time to time.

(E) *Exceptions.*

(1) The prohibition described in division (B) above shall not apply to the following:

(a) Any pharmacist or other authorized person who sells or furnishes drug paraphernalia upon the prescription of a physician, dentist, podiatrist, or veterinarian as permitted by law.

(b) Any physician, dentist, podiatrist, or veterinarian who furnishes or prescribes drug paraphernalia to his or her patients as permitted by law.

(c) Any manufacturer, wholesaler, or retailer licensed by the Board of Pharmacy to sell or transfer drug paraphernalia.

(d) Any tobacco retailer or drug paraphernalia retailer operating with a valid use permit issued by the city prior to the effective date of Ordinance 2125-C-S. Consistent with Ordinance 2125-C-S, such tobacco retailer or drug paraphernalia retailer shall continue to be a nonconforming use and subject to all provisions of this section and the Municipal Code.

(2) The following business types shall be permitted to sell tobacco products subject to approval of a use permit in

zoning districts where such business types are allowed under the Zoning Code:

(a) Convenience stores when ancillary to a gas station and having less than 20% of their sales area devoted to tobacco products.

1. The sale of drug paraphernalia is prohibited.

(b) Retail businesses larger than 5,000 square feet with less than 5% of their sales area devoted to tobacco products.

(c) A new use permit shall not be issued for a business that is located within 1,000 feet of any school, public park, playground, recreational center, or child care center.

(Ord. 2125-C-S, passed 8-8-17; Am. Ord. 2206-C-S, passed 3-8-22)

Section

- 6-8.01 Findings and purpose
- 6-8.02 Definitions
- 6-8.03 Prohibition of smoking in city-owned facilities
- 6-8.04 Regulation of smoking in enclosed and open places
- 6-8.05 Regulation of smoking in places of employment
- 6-8.06 Optional smoking areas
- 6-8.07 Posting requirements
- 6-8.08 Vending machines
- 6-8.09 Distribution of free samples and coupons; out-of-package sales
- 6-8.10 Enforcement; penalty
- 6-8.11 Tobacco-free youth ordinance
- 6-8.12 Sale and distribution of tobacco-related promotional items
- 6-8.13 Self-service displays
- 6-8.14 Restrictions on tobacco retailers and businesses
- 6-8.15 Enforcement of state law
- 6-8.16 Application procedure
- 6-8.17 Issuance and display of license
- 6-8.18 License Fee Transference
- 6-8.19 Suspension of license
- 6-8.20 Administrative fine
- 6-8.21 Enforcement tools cumulative

§ 6-8.01 FINDINGS AND PURPOSE.

(A) The City Council finds that:

(1) The U. S. Environmental Protection Agency has determined that tobacco smoke is the major contributor of particulate indoor air pollution;

(2) Reliable studies have shown that breathing sidestream or secondhand smoke is a significant health hazard, in particular for elderly people, individuals with cardiovascular disease, and individuals with impaired respiratory function, including asthmatics and those with obstructive airway disease;

(3) Health hazards induced by breathing sidestream or secondhand smoke include heart disease, lung cancer, respiratory infection, decreased exercise tolerance, decreased respiratory function, bronchoconstriction, and bronchospasm;

(4) Nonsmokers with allergies, respiratory diseases and those who suffer other ill effects of breathing sidestream or secondhand smoke may experience a loss of job productivity or may be forced to take periodic sick leave because of adverse reactions to same;

(5) The smoking of tobacco, or any other weed or plant, is a danger to health;

(6) The health care costs and lost productivity incurred by smoking-related disease and death represent a heavy and avoidable financial drain on our community; and

(7) The free distribution of cigarettes and other tobacco products is aimed at encouraging people to begin smoking and using tobacco products and tempts those who quit smoking to begin smoking again.

(B) *Purpose.* The compelling purpose and intent of this chapter includes, but is not limited to, promoting the health, safety, and welfare of all people in the community against the health hazards and harmful effects of the use of addictive tobacco products.

('66 Code, § 6-8.01) (Ord. 869-C-S, passed 9-23-93)

§ 6-8.02 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

AREA OPEN TO THE PUBLIC. Any area available to and customarily used by the general public.

BAR. An area which is devoted to the serving of alcoholic beverages and in which the service of food is only incidental to the consumption of such beverages (Department of Alcoholic Beverages Control Type 61, 42 or 48 licenses). That area of a restaurant which is devoted to the serving of alcoholic beverages and in which the service of food may be only incidental to the consumption of such beverages shall also be considered a bar. An area in which food service is only incidental shall not exceed 40% of a restaurant's total seating capacity, or shall encompass only those areas in which gross receipts of the restaurant from food do not exceed 40%. The operator of each restaurant shall designate by which method it determines its bar area.

BOWLERS' SETTEE. The area immediately behind the bowling line in which score is kept and seating is provided for bowlers waiting their turn to bowl.

BOWLING CENTER CONCOURSE. That area separated from the bowling lane, bowlers' settee and visitors' settee by at least one step or a physical barrier.

BOWLING LANE. The bowler's approach, the foul line and the lanes.

CHARACTERIZING FLAVOR. A taste or aroma other than the taste or aroma of tobacco, imparted either prior to or during consumption of tobacco product or any byproduct produced by the tobacco product, including, but not limited to, tastes or aromas relating to menthol, mint, wintergreen, fruit, chocolate, vanilla, honey, candy, cocoa, dessert, alcoholic beverages, herb, or spice, provided, however, that a tobacco product shall not be determined to have a characterizing flavor solely because of the use of additives or flavorings or the provision of ingredient information.

CIGAR. Any roll of tobacco, other than a cigarette, wrapped entirely or in part in tobacco or in any substance containing tobacco and weighing more than three pounds per thousand.

DISTRIBUTE. To give, sell, deliver, dispense, issue, or cause or hire any person to give, sell, deliver, dispense, issue or offer to give, sell, deliver, dispense or issue.

EMPLOYEE. Any person who is employed by any employer in consideration for direct or indirect monetary wages or profit.

EMPLOYER. Any person, partnership, corporation, including municipal corporation or public entity, who employs the services of two or more persons or two or more people conduct business within the establishment.

ENCLOSED. Closed in by a roof and walls with appropriate openings for ingress and egress.

GENERAL PUBLIC. Shoppers, customer, patrons, patients, students, clients and other invitees of a commercial enterprise or nonprofit entity.

LITTLE CIGAR. Any roll of tobacco, with or without a filter, other than a cigarette, wrapped entirely or in part in tobacco or in any substance containing tobacco and weighing no more than three pounds per thousand. **LITTLE CIGAR** includes, but is not limited to, any tobacco product known or labeled as "small cigar" or "cigarillo."

PLACE OF EMPLOYMENT. Any enclosed area under the control of a public or private employer which employees normally frequent during the course of employment, including, but not limited to, work areas, employee lounges, conference rooms, and employee cafeterias. A private residence is not a place of employment unless it is used as a child care or health care facility.

SMOKING. The carrying or holding of a lighted pipe, cigar, or cigarette of any kind, or any other lighted smoking equipment or the lighting or emitting or exhaling the smoke of a pipe, cigar, or cigarette of any kind including, but not limited to, tobacco, cannabis, or any other weed or plant. **SMOKING** shall also include the use, whether by vaping or other means, of an "electronic cigarette" or "e-cigarette" (such as an electronic and/or battery-operated device) the use of which may resemble smoking, which can be used to deliver an inhaled dose of nicotine or other substances. **ELECTRONIC CIGARETTE** or **E-CIGARETTE** also includes any such device, whether manufactured, distributed, marketed, or sold as an electronic cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe, an electronic hookah, or any other similar product name or descriptor.

SPORTS ARENA. Sports pavilions, gymnasiums, health spas, boxing arenas, swimming pools, roller and ice rinks, bowling centers, halls, and other similar places where members of the public assemble to engage in physical exercise, participate in athletic competition, or witness sporting events.

VENDING MACHINE. Any electronic or mechanical device or appliance the operation of which depends upon the insertion of money, whether in coin, paper bill, or other thing representative of value, which dispenses or releases a tobacco product and/or tobacco accessories.

VISITORS' SETTEE. Seating provided immediately behind the bowlers' settee.

('66 Code, § 6-8.02) (Ord. 869-C-S, passed 9-23-93; Am. Ord. 2196-C-S, passed 6-8-21; Am. Ord. 2207-C-S, passed 3-8-22)

§ 6-8.03 PROHIBITION OF SMOKING IN CITY-OWNED FACILITIES.

Smoking is prohibited in all buildings, vehicles and other enclosed areas occupied by city employees, owned or leased by the city, or otherwise operated by the city.

('66 Code, § 6-8.03) (Ord. 869-C-S, passed 9-23-93) Penalty, see § 6-8.10

§ 6-8.04 REGULATION OF SMOKING IN ENCLOSED AND OPEN PLACES.

(A) Smoking is prohibited in the following places within the city:

(1) In all enclosed areas available to and customarily used by the general public and all businesses patronized by the public, including, but not limited to, retail stores, the common areas of hotels and motels, pharmacies, banks, shopping malls, and other offices;

(2) *All restaurants.* The owner or operator of the restaurant shall post signs as prescribed by § 6-8.07(A) and remove all ashtrays from tables and counter(s);

(3) Waiting rooms, hallways, wards, and semi-private rooms of health facilities, including, but not limited to, hospitals, clinics, physical therapy facilities, doctors' offices, except that health facilities shall also be subject to the provisions of § 6-8.05 regulating smoking in places of employment;

(4) Elevators, public restrooms, indoor service lines, buses, taxicabs and other means of public transit under the authority of public entities, and in ticket, boarding, and waiting areas of public transit facilities; provided, however, this prohibition does not prevent the establishment of separate waiting areas of smokers of non-smokers, provided at least 60% of a given waiting area shall be designated as a non-smoking area;

(5) In the public area(s) of museums and galleries;

(6) Theaters, auditoriums, concert facilities and halls which are used for motion pictures, stage dramas and musical performances, ballets or other exhibitions, both indoor and outdoor, except when smoking is part of any such production; provided, however, in outdoor facilities, designated smoking areas may be provided which shall be segregated from non-smoking areas;

(7) Retail food marketing establishments, including grocery stores, and supermarkets;

(8) Public schools and other public facilities under the control of another public agency, which are available to and customarily used by the general public, to the extent that the same are subject to the jurisdiction of the city;

(9) Sports arenas, both indoor and outdoor, and convention halls, except in outdoor sports arenas, designated smoking areas may be provided which shall be segregated from non-smoking areas;

(10) Bowling centers, including, but not limited to, bowling lanes, bowlers' settees, visitors' settees, and game rooms; provided, however, that a designated smoking area may be provided on the bowling center concourse. The owner, manager or operator of the bowling center shall post signs as required by § 6-8.07 and removal all ashtrays from non-smoking areas;

(11) Private residences when used as child care or health care facilities. Board and care facilities shall provide smoke-free living quarters for non- smoking boarders;

(12) All city-owned facilities and any area, public or private, open to the general public for recreational purposes, regardless of any fee or age requirement, including, but not limited to parklands, including portions of parks, such as picnic areas, playgrounds, or sports fields, walking paths, hiking trails, bike paths, athletic fields, skateboard parks, amusement parks, and beaches.

(B) Notwithstanding any other provision of this section, any owner, operator, manager or other person who controls any establishment described in this section may declare that entire establishment as a non-smoking establishment.

('66 Code, § 6-8.04) (Ord. 869-C-S, passed 9-23-93; Am. Ord. 873-C-S, passed 10-12-93; Am. Ord. 2196-C-S, passed 6-8-21) Penalty, see § 6-8.10

§ 6-8.05 REGULATION OF SMOKING IN PLACES OF EMPLOYMENT.

(A) Smoking is prohibited in any place of employment, including, but not limited to, open office areas, shared offices and private offices occupied by employees performing clerical, technical, administrative or other business or work functions; and, conference and meeting rooms, classrooms, auditoriums, restrooms, medical facilities, hallways, and elevators.

(B) The provisions of this section shall be communicated to all employees within three weeks of its adoption, and at least annually thereafter.

('66 Code, § 6-8.05) (Ord. 869-C-S, passed 9-23-93) Penalty, see § 6-8.10

§ 6-8.06 OPTIONAL SMOKING AREAS.

Notwithstanding any provision of the chapter to the contrary, the following areas shall not be subject to the smoking restrictions of this chapter:

(A) A private residence, including one which may serve as a place of employment, except when covered by §6-8.04(A) (11);

(B) Bars, except as provided otherwise in this chapter;

(C) Licensed cardrooms;

(D) Hotel and motel rooms rented to guests; provided, however, that each hotel and motel designates not less than 30% of their guest rooms as non-smoking rooms and removes ashtrays from these rooms;

(E) Rooms in restaurants, hotel and motel conference or meeting rooms and public and private assembly rooms while these rooms are being used for private functions;

(F) Retail stores that deal exclusively in the sale of tobacco and smoking paraphernalia;

(G) In places of employment, employers may provide specific smoking areas for employees provided all of the following conditions are met:

(1) The smoking area shall be provided with a heating, ventilating and air-conditioning (HVAC) system designated such that none of the air from the smoking area will be recirculated into the other areas of the building.

(2) The smoking area shall be completely separated from the remainder of the building by solid partitions or glazing without openings other than doors and all doors leading to the smoking area shall be self-closing. The doors shall be provided with a gasket so installed as to provide a seal where the door meets the stop on both sides and across the top.

(3) The smoking areas shall maintain a minimum negative pressure of 0.005-inch water column relative to non-smoking areas.

(4) The employer shall submit written verification and test results to the City Manager or his/her designee prepared by a licensed mechanical contractor or engineer that the HVAC system has been designed and tested and meets the requirements set forth in subdivisions (1) through (3) of this division.

(5) If the HVAC system is part of a smoke removal system or pressurization system, any modifications to these systems to provide smoking areas will require approval from the Riverview Fire Protection District. Written verification of this approval shall be provided to the City Manager.

(6) If the specific smoking area is an employee break room, lunch room or other area which may be used by non-smoking employees, then a separate non-smoking break room, lunch room or other area shall be provided of equal or larger size and include at least equal facilities;

(H) Bingo parlors.

('66 Code, § 6-8.06) (Ord. 869-C-S, passed 9-23-93; Am. Ord. 873-C-S, passed 10-12-93) Penalty, see § 6-8.10

§ 6-8.07 POSTING REQUIREMENTS.

(A) "Smoking" or "No Smoking" signs whichever are appropriate, with letters of not less than one inch in height or the international "No Smoking" symbol (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a red diagonal bar across it) shall be clearly, sufficiently and conspicuously posted in every building or other place where smoking is controlled by this chapter, by the owner, operator, manager or other person having control of such building or other place.

(B) Every hotel or motel regulated by this chapter will have posted at its entrance a sign clearly stating that non-smoking rooms are available, and every patron shall be asked as to his or her preference.

('66 Code, § 6-8.07) (Ord. 869-C-S, passed 9-23-93) Penalty, see § 6-8.10

§ 6-8.08 VENDING MACHINES.

Vending machines as defined in §6-8.02 may be located only on those premises which have either a type 61, type 42 or type 48 license from the Department of Alcoholic Beverage Control. Vending machines must be at least 25 feet from any entry into the premises.

('66 Code, § 6-8.08) (Ord. 869-C-S, passed 9-23-93) Penalty, see § 6-8.10

§ 6-8.09 DISTRIBUTION OF FREE SAMPLES AND COUPONS; OUT-OF-PACKAGE SALES.

(A) No person, firm, association or corporation in the business of selling or otherwise distributing cigarettes or other tobacco or smoking products for commercial purposes shall in the course of such business distribute, or direct, authorize, or permit any agent or employee to distribute, any cigarette or other tobacco or smoking product, including smokeless tobacco product; or coupons, certificates, or other written material which may be redeemed for tobacco products without charge, to any person on any public street or sidewalk or in any public park or playground or on any other public ground or in any public building.

(B) No agent or employee of any person, firm association or corporation in the business of selling or otherwise distributing cigarettes or other tobacco or smoking products for commercial purposes shall in the course of such business distribute, any cigarette or product; or coupons, certificates, or other written material which may be redeemed for tobacco products without charge, to any person on any public street or sidewalk or in any public park or playground or on any other public ground or in any public building.

(C) For purposes of this section, **PUBLIC GROUND** and **PUBLIC BUILDING** include sports arenas as defined in §6-8.02, and any entertainment facility, except a bar, whether enclosed or not, for which a charge is made for admission, whether publicly or privately owned.

(D) *Out of package sales.* No person shall sell or offer for sale cigarettes or smokeless tobacco not in the original packaging provided by the manufacturer.

('66 Code, § 6-8.09) (Ord. 869-C-S, passed 9-23-93) Penalty, see § 6-8.10

§ 6-8.10 ENFORCEMENT; PENALTY.

(A) *Enforcement.*

(1) Administration of this chapter shall be by the City Manager or his/her designees.

(2) Any citizen who desires to register a complaint hereunder may initiate enforcement consideration with the City Manager or his/her designees.

(3) Any owner, manager, operator or employer of any establishment subject to this chapter may inform persons violating this chapter of the appropriate provisions hereof.

(B) *Violations.*

(1) It is unlawful for any person who owns, manages, operates or otherwise controls the use of any premises subject to the restrictions of this chapter to fail to properly post signs required hereunder.

(2) It shall be unlawful for any person to smoke in any area restricted to non-smoking by the provisions of this chapter.

(C) *Penalty.* Any person or business who violates division (B) of this section or any other provision of this chapter, shall be guilty of an infraction, punishable by fines as specified in §§ 1-2.01 et seq. of this code.

(D) *Nonretaliation.* No person or employer shall discharge, refuse to hire, or in any manner retaliate against any person, employee or applicant for employment because such person exercises any rights afforded by this chapter.

(E) *Other applicable laws.* This chapter shall not be interpreted or construed to permit smoking where it is otherwise restricted by other applicable laws.

('66 Code, § 6-8.10) (Ord. 869-C-S, passed 9-23-93)

§ 6-8.11 TOBACCO-FREE YOUTH ORDINANCE.

This ordinance shall be known and may be cited as the City of Antioch Tobacco-Free Youth Ordinance. It encompasses §§ 6-8.11 through 6-8.21 and § 9-5.519 of this Code. In adopting this ordinance, it is the intent of City Council to discourage teenagers from beginning the habit of smoking and to assist in the enforcement of existing tobacco products laws.

(Ord. 961-C-S, passed 9-14-99)

§ 6-8.12 SALE AND DISTRIBUTION OF TOBACCO-RELATED PROMOTIONAL ITEMS.

No manufacturer, distributor or retailer of tobacco products may market, license, distribute, sell, or cause to be marketed, licensed, distributed or sold any item or service to a minor, which bears the brand name (alone or in conjunction with any other word), logo, symbol, motto, selling message, recognizable color or pattern of colors, or any other indicia or product identification identical with, or similar to, or identifiable with, those used for any brand of tobacco product. However, nothing in this section shall be construed to prevent minors, or any person, from wearing or possessing such items.

(Ord. 961-C-S, passed 9-14-99)

§ 6-8.13 SELF-SERVICE DISPLAYS.

(A) It shall be unlawful for any person to sell, permit to be sold, offer for sale, or display any tobacco product by means of a self-service display rack, counter-top or shelf that allows any self-service customer access to any tobacco product.

(B) All tobacco products shall be offered for sale exclusively by means of seller assistance. Tobacco products shall be located exclusively in a locked case, located behind counters out of reach of customers, or in a similar location that is inaccessible to customers, requiring seller assistance for the customer to obtain access to the tobacco products.

(Ord. 961-C-S, passed 9-14-99)

§ 6-8.14 RESTRICTIONS ON TOBACCO RETAILERS AND BUSINESSES.

(A) No tobacco retailer or business shall sell, offer for sale, possess with the intent to sell, offer in exchange for any form of consideration, or provide at no cost any tobacco or tobacco product with a characterizing flavor.

(B) No tobacco retailer or business shall sell, offer for sale, possess with the intent to sell, offer in exchange for any form of consideration, or provide at no cost any electronic cigarette or e-cigarette for use with tobacco or tobacco products.

(C) No tobacco retailer or business shall sell, offer for sale, possess with the intent to sell, offer in exchange for any form

of consideration, or provide at no cost any of the following:

- (1) Any package of fewer than 20 little cigars;
- (2) Any package of fewer than six cigars;
- (3) Any package of cigarettes, little cigars, or cigars at a price that is less than \$10 per package, including applicable fees and taxes.

(Ord. 2207-C-S, passed 3-8-22; Am. Ord. 2215-C-S, passed 6-14-22)

§ 6-8.15 ENFORCEMENT OF STATE LAW.

If an employee sells a tobacco product to a minor, the retailer shall immediately notify the Chief of Police or his designee of the violation of Penal Code section 308 for enforcement under that statute.

(Ord. 961-C-S, passed 9-14-99)

§ 6-8.16 APPLICATION PROCEDURE.

An application for a tobacco retailer's license shall be submitted in the name of the retailer who, following a finding of violation, proposes to conduct retail tobacco sales on the business premises and shall be signed by such retailer or its authorized agent. All applications shall be submitted on a form supplied by the city and shall contain the following information:

- (A) The names, addresses and telephone number of the applicant;
- (B) The business name, address and telephone number of each establishment where tobacco is to be sold; and
- (C) Such other information as the City Manager or his designee determines is necessary for implementation of this ordinance.

(Ord. 961-C-S, passed 9-14-99)

§ 6-8.17 ISSUANCE AND DISPLAY OF LICENSE.

Upon receipt of a completed application for a tobacco retailer's license, including payment of the license fee, the Director or his designee, will issue a license, which each licensee shall display prominently at the location where the tobacco retail sales are conducted.

Ord. 961-C-S, passed 9-14-99)

§ 6-8.18 LICENSE FEE TRANSFERENCE.

The fee for a tobacco retailer's license is non-transferable. If there is a change in location, a new tobacco retail license will be issued for the new address upon receipt of an application for a change of location. The new license will retain the same expiration date as the previous one.

(Ord. 961-C-S, passed 9-14-99)

§ 6-8.19 SUSPENSION OF LICENSE.

(A) *Grounds for suspension.* A tobacco retailer's license may be suspended as stated hereinby the Director of Health Services or his designee upon a finding, after giving the licensee notice and opportunity to be heard, that the licensee or his employee, has violated any law regulating the sale or distribution of tobacco products.

(B) *Time period of suspension of license.*

(1) Upon the first time that the Director makes a finding of violation, the license to sell tobacco products may be suspended for up to 60 days.

(2) Upon the second time that the Director makes a finding of violation within 12 months of the first determination, the license to sell tobacco products may be suspended for up to 120 days.

(3) Upon the third and each subsequent time that the Director makes a finding of violation within twelve months of the prior determination, the license to sell tobacco products may be suspended for up to one year.

(C) *Appeal of suspension.* The decision of the Director to suspend a tobacco retailer's license may be appealed to the Board of Administrative Appeals.

(Ord. 961-C-S, passed 9-14-99)

§ 6-8.20 ADMINISTRATIVE FINE.

(A) *Grounds for fine.* If the City Manager or his designee, after giving notice and an opportunity to be heard, finds a person is selling or offering tobacco products for sale without a required tobacco retailer's permit, that person may be subject to an administrative fine, as permitted under Government Code Section 53069.4, as follows:

- (1) Up to a maximum of \$100 for a first violation;
- (2) Up to a maximum of \$200 for a second violation within one year;
- (3) Up to a maximum of \$500 for the third and subsequent violations within one year.

(B) *Fine procedures.* Notice of the fine shall be served on the tobacco retailer or person who is owner of the establishment by certified mail and shall be deemed properly served and delivered if mailed to the address shown on the business license for the establishment. The notice shall contain an advisement of the right to request a hearing before the City Manager or his designee contesting the imposition of the fine. Said hearing must be requested within ten days of the date of the notice of the fine.

(C) *Appeal to the Small Claims Court.* Any fine imposed by the City Manager may be appealed by filing claim with the Small Claims Court.

(D) *Failure to pay fine.* Prior to the issuance of any license by the Contra Costa Health Services, any outstanding fines must be paid.

(E) *Fine and license separate.* The administrative fine provided for in this section is separate and apart from the tobacco retailer's license issued by the Director and for which a separate fee is obtained.

(Ord. 961-C-S, passed 9-14-99)

§ 6-8.21 ENFORCEMENT TOOLS CUMULATIVE.

The enforcement mechanisms contained in this Tobacco-Free Youth Ordinance are cumulative with other procedures provided for in this code, and nothing herein shall prevent the issuance of citations or the application for injunctive relief, all as provided for in this code.

(Ord. 961-C-S, passed 9-14-99)



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Forrest Ebbs, Acting City Manager *ZM for FE*

SUBJECT: Rental Inspection Program Information

RECOMMENDED ACTION

It is recommended that the City Council receive and file this report and offer any questions or direction to staff.

FISCAL IMPACT

There are no fiscal impacts incurred by the City as no action is required.

DISCUSSION

Background

Antioch Municipal Code (AMC) Title 5, Chapter 20 describes a Rental Dwelling Unit Maintenance and Inspection Program, known as the Residential Rental Inspection Program (RRIP). The current ordinance was adopted in 2007 and was implemented through approximately 2010 when the program was discontinued due to staffing reductions. It has not been active since that time but the ordinance remains valid and the program may be reactivated at any time.

The current program applies to all “rental dwelling units”, which includes single-family homes, duplexes, and apartments. It does not apply to mobile home parks or hotels. The owner of each rental unit is required to register the rental unit with the City of Antioch for the purposes of this ordinance. Once registered, the rental unit is inspected by a City inspector. The purpose of the inspection is to identify any substandard conditions or municipal code violations that require remedy. The ordinance includes specific building and maintenance standards as well as other standards that are contained in Title 5, Chapter 1, Property Maintenance, and throughout the municipal code. Building and fire codes are also applied during the inspection to ensure building safety and that proper fire egress is maintained.

If no substandard conditions are identified or if substandard conditions are identified and corrected by the first re-inspection, the rental unit is eligible for future self-certification. Under this streamlined process, a physical inspection by a City inspector is not required and the property owner may self-certify that their property is in compliance. If a property owner is subject to a valid complaint, its owner loses the privilege of self-certification.

The current fees for the Residential Inspection Program, according to the Master Fee Schedule, are as follows:

- Initial Registration: \$73
- Inspection Fee (1st four units): \$227
- Inspection Fee (add'l units): \$14
- Annual Self Certification Fee: \$33
- Re-Inspection Fee: \$160

Other Models

The Cities of Oakley and Brentwood each have a residential rental inspection program that only evaluates the exterior of a rental property. It applies to single-family as well as multifamily properties. Basic inspections of the visible exterior of the property are performed and any visible violations are noted and addressed through their code enforcement processes. A self-certification process is available to compliant properties.

The City of Concord operates a residential rental inspection program that only addresses multi-family properties. The inspections are more thorough and include the interior and exterior of all multi-family buildings and apartment units. The inspections include, but are not limited to, the common areas and amenities, parking lots, landscaping, and carports. A self-certification process is also available for compliant properties.

The Contra Costa County Fire Protection District administers a program to annually inspect all multi-family residential buildings to ensure that life safety and fire suppression systems are maintained. General conditions not relating to safety are not addressed by their inspections.

Code Enforcement Division

The Code Enforcement Division of the Community Development Department is currently budgeted for fourteen code enforcement officers and will soon fill the two remaining vacancies. The Division is also in the process of moving some staff to the Antioch Community Center to establish a southern bureau. The rapid growth of the Code Enforcement Division affords opportunity to establish new priorities or assignments. A residential rental inspection program could be reestablished under current staffing levels without a new impact to the City's budget. Between two and four of the code enforcement officers would be assigned to this specific responsibility on a full-time basis. This would reduce the division's capacity to address neighborhood blight abatement and general code enforcement assignments. No change to the budget would be required unless the City Council elects to maintain current assignments for the budgeted officers and pursue additional staff specifically for a rental inspection program.

Options for Discussion

If the City Council desires to reestablish a residential rental inspection program, staff recommends that the existing ordinance be updated to reflect the current priorities of the City Council and needs of the community. The following options are provided for discussion.

1. Reestablish the Residential Rental Inspection Program (RRIP) as currently described in the Antioch Municipal Code (AMC). The program would apply to the interior and exterior of single-family and multi-family rental units.
2. Amend the AMC to direct the focus on multi-family rental units with improved clarity on standards specific to these building types. Single-family rental units would be excluded, except when a complaint is received.
3. Amend the AMC to emphasize multi-family rental units while requiring exterior-only inspection of single-family rental units.

Each of the above options would have a self-certification process and appropriate fees, and would use existing and anticipated Code Enforcement staff.

If an amendment to the AMC is supported, staff will return at a later date with a draft ordinance and supporting analysis.

ATTACHMENT

- A. Title 5, Chapter 20, Rental Dwelling Unit Maintenance and Inspection Program

CHAPTER 20: RENTAL DWELLING UNIT MAINTENANCE AND INSPECTION PROGRAM

Section

Article 1: Title and Purpose

5-20.101 Title

5-20.102 Purpose

Article 2: General Provisions

5-20.201 Definitions

5-20.202 Application

5-20.203 Exemptions

5-20.204 Administration procedures

5-20.205 Registration of rental dwelling unit

Article 3: Standards

5-20.301 Responsibility for property maintenance

5-20.302 Exterior maintenance standards

5-20.303 Site maintenance standards

Article 4: Enforcement

5-20.401 Inspections of rental dwelling units

5-20.402 Notice of intent to inspect

5-20.403 Notice to tenants

5-20.404 Refusal to inspect

5-20.405 Notice and order to correct

5-20.406 Permits

5-20.407 Re-inspections

5-20.408 Self-certification

5-20.409 Remedies

5-20.410 Appeals

Article 5: Licenses, Fees and Costs

5-20.501 Fees

5-20.502 Relocation costs

ARTICLE 1: TITLE AND PURPOSE**§ 5-20.101 TITLE.**

This chapter is known as the Rental Dwelling Unit Maintenance and Inspection Program Ordinance of the City of Antioch.
(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.102 PURPOSE.

The provisions of this chapter set forth rules and procedures to proactively identify blighted and deteriorated housing stock; ensure the rehabilitation or abatement of housing that does not comply with state and local building, property maintenance and housing laws and with maintenance standards established by this chapter or is unsafe to occupy; and preserve and enhance the quality of life for residents of the city living in rental dwelling units.

(Ord. 1099-C-S, passed 8-14-07)

ARTICLE 2: GENERAL PROVISIONS**§ 5-20.201 DEFINITIONS.**

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a

different meaning.

COMMUNITY DEVELOPMENT DIRECTOR. The Director of Community Development or his or her designee.

PROPERTY OWNER. A person, persons, corporation, partnership, limited liability company, or any other entity holding fee title to the subject real property. If more than one person or entity owns the subject real property, "property owner" refers to each person or entity holding any portion of the fee interest in the property, and the property owners' obligations in this chapter are joint and several as to each property owner.

RENTAL DWELLING UNIT. Any building or portion of a building in the city that contains living facilities, including provisions for sleeping, eating, cooking, and sanitation, which is hired, rented or leased by a person within the meaning of Cal. Civ. Code § 1940. A "rental dwelling unit" includes a single family dwelling, either attached or detached, or a unit in a multifamily or multipurpose dwelling, or a unit in a condominium or cooperative housing project, or any room or group of rooms located within a dwelling and forming a single unit with facilities that are used or intended to be used for living, sleeping, cooking or eating. The definition of "rental dwelling unit" applies to any dwelling space that is actually used or available for residential purposes whether or not the residential use is legally permitted.

SUBSTANDARD CONDITION. A rental dwelling unit or its premises that is:

(1) Not in compliance with the California Building Standards Codes as adopted in Title 8 of this Code, including the building, electrical, plumbing, and mechanical codes; the Uniform Housing Code as adopted in Title 8 of this Code; Cal. Civ. Code § 1941 et. seq.; the State Housing Law (Cal. Health and Safety Code § 17910 et seq.); or the exterior maintenance standards and site maintenance standards established by Title 5, Chapter 1 of this Code.

(2) Unsafe to occupy pursuant to the Uniform Housing Code, as modified; or

(3) In violation of any provision of this Municipal Code, including but not limited to this Chapter, Chapter 10 of Title 4, "Abandoned, Wrecked, Dismantled or Inoperative Vehicles," Chapter 1 of Title 5, "Property Maintenance" and Chapter 3 of Title 6, "Solid Waste and Rubbish."

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.202 APPLICATION.

(A) This chapter applies to all existing rental dwelling units, as defined in this chapter, except as set forth in §-20.203. This chapter also applies to the premises on which these units are located, including parking lots, driveways, landscaping, accessory structures, fences, walls, swimming pools, hot tubs, and spas.

(B) The provisions of this chapter are supplementary and complementary to other provisions of this code and applicable state and local regulations and statutes. Nothing in this chapter may be construed to limit any existing right of the City of Antioch to abate nuisances or to enforce any provisions of applicable law, statute, or this code, including provisions of uniform codes adopted by reference in this code. These provisions include, but are not limited to, the California Building Standards Codes as adopted in Title 8 of this code, including the building, electrical, plumbing, and mechanical codes and the State Housing Law (Cal. Health and Safety Code § 17910 et seq.).

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.203 EXEMPTIONS.

(A) All mobile homes, manufactured homes, recreational vehicles, and other dwelling units located in a mobile home park are exempt from this chapter.

(B) Hotels and motels are exempt from this chapter. This exception does not apply to residential hotels as defined in Cal. Health and Safety Code § 50519(b)(1).

(C) Units that are unavailable for rent as indicated by a statement that the property owner has submitted to the Community Development Director that the Rental Dwelling Unit is not offered or available for rent and that prior to offering or making available the unit as a rental dwelling unit, the property owner will notify the city and submit an enrollment package and associated initial inspection. Property owner shall sign such statement under penalty of perjury.

(D) Housing accommodations which a government unit, agency or authority owns, operates, or manages, or which are specifically exempted from municipal regulation by state or federal law or administrative regulation. This exception shall not apply once the governmental ownership, operation, or management regulation is discontinued. This exemption shall not apply to privately owned residential housing units that have a portion or all of the rent paid through a government subsidized housing program.

(E) Newly constructed buildings containing more than four rental units for a period of five years commencing on the date the Building Official issues a certificate of occupancy for the first unit on the property unless complaints are received in which case the property would immediately be subject to this chapter and lose its exemption. A similar grace period is not established for single-family rental units.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.204 ADMINISTRATION PROCEDURES.

This chapter is administered and enforced as deemed necessary by the Community Development Director. The Community Development Director may establish procedures implementing this chapter.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.205 REGISTRATION OF RENTAL DWELLING UNIT.

Every property owner of a rental dwelling unit is required to complete and submit the registration packet that will be mailed to the property owner at the last known address as it appears on equalized tax assessment rolls of the county. Failure to submit completed registration within 30 days shall be a violation of Municipal Code.

(Ord. 1099-C-S, passed 8-14-07)

ARTICLE 3: STANDARDS

§ 5-20.301 RESPONSIBILITY FOR PROPERTY MAINTENANCE.

Every property owner of a rental dwelling unit in the City of Antioch shall:

(A) Maintain the rental dwelling unit and its premises so that no substandard condition exists at the rental dwelling unit or on the premises;

(B) Correct all substandard conditions identified during self-certification or a City inspection before a re-inspection occurs; and

(C) Be liable for violations of this chapter regardless of any contract or agreement with any third party concerning the rental dwelling unit and its premises.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.302 EXTERIOR MAINTENANCE STANDARDS.

Rental dwelling units and premises shall meet the following exterior maintenance standards in addition to not being in a substandard condition:

(A) Buildings, or portions of buildings, must have exterior walls that are weather tight and watertight, and kept free of deterioration, holes, breaks, or loose boards or coverings. Roof surfaces must be watertight and not have any defects that will allow water to enter into the structure.

(B) The exterior finish of all structures on the premises must be maintained. If the exterior finish of a structure is paint or stain, the structure must be repainted or re-stained before the exterior finish has substantially deteriorated.

(C) All architectural projections such as cornices, moldings, lintels, sills and similar projections must be maintained in good and safe condition and free of defects.

(D) All chimneys, antennae, vents, gutters and downspouts and similar projections or building accessories must be structurally sound and in good and safe condition. These projections must be properly secured to an exterior wall or roof.

(E) Windows must be soundly and adequately glazed, free from loose and broken glass and cracks that could cause physical injury or allow the elements to enter the structure. Exterior doors must be maintained weather tight, watertight and rodent proof.

(F) All structures and exterior property must be maintained free of rodent, insect or vermin infestation, as set forth in Title 5, Chapter 1 of this Code.

(G) All accessory structures must be maintained in a state of good and safe condition or removed from the site. These structures include, but are not limited to, clubhouses, offices, maintenance buildings, carports, retaining walls, fences, garages, swimming pools, spas, hot tubs, and miscellaneous sheds or structures.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.303 SITE MAINTENANCE STANDARDS.

Rental dwelling units and premises shall meet the following site maintenance standards in addition to not being in a substandard condition:

(A) All units and premises must be clear of weeds, vegetation, junk (including, but not limited to, abandoned, unused or non-operational appliances, equipment, vehicles, machinery, or household furnishings), dead organic matter, debris, garbage, stagnant water, combustible materials, and similar materials or conditions that constitute fire, health, or safety hazards.

(B) All parking areas must be clear of potholes, cracks or other deterioration. All striping and signage, including parking signage and fire lane or access signage, must be clearly legible and maintained in good condition.

(C) All landscaped areas must be maintained so as not to constitute a public safety hazard and all dead, severely damaged, or overgrown plant materials shall be removed.

(D) If upon inspection, the inspector reasonably determines that landscape areas in a multi-family rental dwelling unit constitute a public health, safety and welfare hazard, the property owner shall submit a landscape plan to the Community Development Department for approval. If a rental dwelling unit and premises are in a land use district requiring a development plan, the landscape plan must conform to the development plan initially approved by the city. All other landscape plans must provide for the replacement of all dead or severely damaged plant material with plant material equivalent to that removed. Landscape areas include right-of-ways and detention or pond areas. Driveways, hardscape parking areas, patios or walks are not included as landscape areas.

(E) Refuse enclosures must be installed and maintained for multi-family rental dwellings. All refuse must be kept inside the enclosure. Oversized trash that will not fit within the refuse enclosure, or designated receptacles, must be removed from the property. "Refuse" has the meaning prescribed to Garbage, Grass and Garden Clippings, and Rubbish set forth in Chapter 3 or Title 6.

(F) Refuse containers for single family rental dwelling units must be stored out of public view.

(Ord. 1099-C-S, passed 8-14-07)

ARTICLE 4: ENFORCEMENT

§ 5-20.401 INSPECTIONS OF RENTAL DWELLING UNITS

(A) Unless otherwise exempt under this chapter, every rental dwelling unit is subject to physical inspection by the Community Development Director or designee to determine whether any substandard conditions exist at a rental dwelling unit or its premises.

(B) Inspections under this chapter will occur on a periodic basis. The Community Development Director will establish procedures specifying the frequency of inspections of rental dwelling units. Inspections may also be complaint based.

(C) All properties initially registering will be inspected. Properties that pass their initial inspection will be eligible for self-certification one year from their initial inspection. All properties that had violations that were corrected on the first re-inspection will also be eligible for self-certification one year from the initial inspection.

(D) Any property that does not correct the violation(s) after the first inspection will not be eligible for self-certification until the property is inspected and free of violations at the city's next inspection cycle and will be subject to renewal inspection fees.

(E) Any property that receives more than one complaint where a violation was confirmed by staff during the self-certification period or the period leading up to the first self certification period will not be eligible for self-certification for the upcoming cycle and will be subject to the renewal inspection fees.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.402 NOTICE OF INTENT TO INSPECT.

Before an inspection occurs under this chapter, a notice of intent to inspect a rental dwelling unit will be mailed by first class mail to the property owner at the property owner's last known address as it appears on the latest equalized tax assessment roll of the county or the contact information in the registration packet, as applicable. In the case of multiple property owners, notice to any of the property owners is sufficient notice. The notice will state the date and time of the inspection. Periodic or annual inspections will be scheduled at least 30 days after the date the notice of inspection is mailed. Complaint driven inspection notice will be in determined by the severity of the complaint.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.403 NOTICE TO TENANTS.

The property owner must notify the individual tenants of the date and time of the inspection.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.404 REFUSAL TO INSPECT.

If the occupant of the rental dwelling unit or property owner does not consent to the entry for inspection, the Community Development Director or designee is authorized to seek an inspection warrant from a court of competent jurisdiction to cause the inspection to take place. Costs to obtain such a warrant, including attorneys' fees, shall be the responsibility of the property owner pursuant to Chapter 2 of Title 1 of this code.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.405 NOTICE AND ORDER TO CORRECT.

(A) If, upon inspection, any substandard condition exists within the rental dwelling unit or its premises, the Community Development Director or designee will provide the property owner with a written "notice and order to correct" describing the substandard condition(s) and the location of the substandard condition(s). The notice will specify a reasonable time for correction of the substandard condition or conditions that ranges, depending on the severity of the condition, from 24 hours to 60 days from the date of the notice.

(B) The notice and order to correct will be mailed by first class mail to the property owner at the property owner's last known address as it appears on the latest equalized tax assessment roll of the county, or if the property is already registered in the rental program the information from the registration packet will be used. In the case of multiple property owners, service by mail of the notice and order to correct on any of the property owners is sufficient.

(C) If the condition is not corrected within the time limits provided in the notice, the city may abate the condition, issue administrative citations or take any other action authorized by the municipal code.

(D) This program does not preclude the city from taking any actions to address a substandard condition as authorized by the municipal code.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.406 PERMITS.

Before initiating any correction of the substandard condition or conditions identified in the notice and order to correct, the property owner of the rental dwelling unit shall obtain all necessary permits and pay all required fees including, but not limited to, any penalty imposed by this code by reason of any repair, improvement or maintenance which had been done in the past without a required permit, inspection or final approval.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.407 RE-INSPECTIONS.

(A) One or more re-inspections will be conducted to verify that the substandard condition(s) identified in the notice and order to correct has been corrected, subject to any fees established by the city as set forth in the master fee schedule. The notice and order to correct will include a follow-up inspection date and invoice for payment for re-inspections when applicable.

(B) The property owner shall provide notice to any tenants of the re-inspections. If the Community Development Director or designee appears at the rental dwelling unit for the re-inspection as scheduled and access is denied, the owner shall pay an additional re-inspection fee for each subsequent scheduled re-inspection as well as the costs, including attorneys' fees, for securing an inspection warrant if necessary. Violations not noted on the initial inspection report but discovered on re-inspection must be corrected by the property owner as set forth in this chapter.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.408 SELF-CERTIFICATION.

(A) Unless the property is subject to an annual physical inspection for non-compliance with this chapter, all property owners of rental dwelling units within the city can conduct a self-certification inspection annually if they meet the requirements of § 5-20.401.

(B) Self-certification shall occur as follows:

(1) Eligible properties for the self-certification program will be sent a self-certification package from the city by first class mail to the property owner according to the contact information in the registration packet.

(2) Using a City of Antioch self-certification checklist, the property owner shall conduct a self-inspection of all rental dwelling units and the premises, and certify that the conditions at the property meet the standards listed on the self-certification checklist.

(3) The completed self-certification checklist for each rental property and payment of the self-certification fee shall be submitted to the Community Development Director each year no later than 30 days after the certification package is sent.

(4) In addition to annual self-certification, rental units are subject to a physical inspection by the City of Antioch on a periodic basis as previously described in § 5-20.401.

(5) If the package or payment is not returned or completed within 30 days, then the property will no longer be eligible for self-certification and will be subject to an inspection of the property and renewal and inspection fees.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.409 REMEDIES.

If after a notice and order to correct a property owner fails to correct the substandard condition(s) within the time allowed, the city may seek code compliance by any remedy allowed under this code, including but not limited to misdemeanor or infraction prosecution (Chapter 2 of Title 1 of the Municipal Code), administrative citations and fines (Chapter 5 of Title 1 of the Municipal Code), abatement (Chapter 1 of Title 5 of the Municipal Code), and any other remedy allowed by law, including notification to the Franchise Tax Board of the property owner's noncompliance for purposes of disallowance for state income tax purposes of interest, depreciation, taxes, or amortization deductions, derived from the property ownership of substandard rental housing as set forth in Cal. Rev. and Tax. Code § 24436.5.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.410 APPEALS.

The property owner may appeal any determination of the Community Development Director made under this chapter in the time allowed and in the manner prescribed in Article 3, Chapter 1 of Title 5 of this code.

(Ord. 1099-C-S, passed 8-14-07)

ARTICLE 5: LICENSES, FEES AND COSTS

§ 5-20.501 FEES.

Initial registration fees, inspections and re-inspection fees, self-certification and renewal fees, legal assistance rates and penalties for non-compliance will be in amounts established by the City Council in the current fee schedule.

(Ord. 1099-C-S, passed 8-14-07)

§ 5-20.502 RELOCATION COSTS.

If any tenant is displaced from a rental unit after an order to vacate is issued by the Community Development Director because a violation is of such a nature that the immediate health and safety of the tenant is endangered, the costs and expenses of relocating the tenant from the unit are the responsibility of the property owner to the extent required by state law.


(Ord. 1099-C-S, passed 8-14-07)

CITY OF
ANTIOCH
CALIFORNIA

STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Lori Medeiros, Administrative Analyst I 

APPROVED BY: Scott Buenting, Acting Public Works Director/City Engineer
Tasha Johnson, Director of Public Safety and Community Resources

SUBJECT: Department of Public Safety and Community Resources;
P.W. 289-15

RECOMMENDED ACTION

It is recommended that the City Council provide direction for the design approval and funding of the Department of Public Safety and Community Resources.

FISCAL IMPACT

The fiscal year 22/23 Capital Improvement Budget includes \$4,300,000 of American Rescue Plan Act (ARPA) funds for the design and construction of the Public Safety and Community Resource building. Design and construction of this facility is currently estimated at \$14,000,000 with \$9.7 million unfunded.

DISCUSSION

A study was conducted last year to determine the feasibility of converting the 1970-vintage, 8,235 square foot former police building at 301 West 10th Street into the new home of the Department of Public Safety and Community Resources (DPSCR). Programming meetings were held with City staff and a technical investigation of the existing site and building was conducted by architects, structural, mechanical, and electrical engineers. It was determined that the parking lot and all major building systems are either obsolete or at the end of their useful life and would have to be replaced. The existing masonry and concrete jail enclosure at the center of the floor plan would have to be demolished and removed, and infill construction added in order to make way for the new use.

A preliminary planning exercise determined that a 2,500 square foot addition would be required, which together with a remodel of the existing building, would meet many but not all needs of the new department, bringing the total building area to 10,735 square feet. The construction cost was estimated at \$7.4 million and the project would require approximately 2 1/2 years to complete. Due to the extensive remodel requirements and replacement of systems, the cost was found to exceed 75% of replacement value, a

common threshold which when exceeded, indicates that funds might better be used to create a new, purpose-built building on this site instead of renovating the existing.

Building new allows for a more functional and purpose-built design which better supports the new Department's goals compared to what is possible through a remodel and addition to the former police building. The mini-plaza approach proposed along 10th and D streets provides a public event space with tiered seating and a raised platform, creates a venue for possible events, classes, and gatherings. At roughly 15,300 square feet, the new 2-story building completely meets the needs of the new Department, housing not only all of the staff needed to serve the community but also providing community spaces, classrooms, conference rooms, and breakout rooms available for residents to use. It provides 42% more usable area than does the remodel and addition of the existing building. The new design will provide a safe space for citizens to utilize while also giving plenty of room to operate and grow into as the DPSCR adapts over time. The construction cost is estimated at \$12.5 million, and the project is expected to take approximately 2 1/2 years to complete.

Many sustainability measures can be designed into the building at little or no cost, and with great benefit to the environment. Should the City desire, the new DPSCR project can be built to standards that qualify it for compliance with environmental rating systems such as Leadership in Energy and Environmental Design (LEED) and the Living Building Challenge (LBC) of the International Living Future Institute (ILFI), potentially making this project a sustainability showcase for the surrounding community. Any such designations would reflect the City of Antioch's vision for a better and inclusive future for all.

The design shown here has been prepared only to show the possibilities. The next steps, should Council want to proceed, are to create a detailed design, prepare plans, determine a funding source, and construct the facility. The final design can be prepared using interactive workshop sessions with interested community members should Council so desire. Technical site studies will need to be conducted concurrent with design, such as topographic and utility survey and an assessment of hazardous materials. It is estimated that final design documents ready-to-bid could be prepared within 8 to 9 months of notice to proceed to the consultant.

ATTACHMENTS

A. PowerPoint Presentation



ANTIOCH DEPARTMENT OF PUBLIC SAFETY & COMMUNITY RESOURCES

03.28.2023



INDIGO | HAMMOND + PLAYLE ARCHITECTS, LLP

ANTIOCH

CITY OF ANTIOCH, CALIFORNIA

OVERVIEW & GOALS

- Prior feasibility study for remodel work
- Explore the opportunities that come from a new build

COMMUNITY-BASED

INVITING

MULTI-FUNCTIONAL

SUSTAINABLE

PROGRAM REQUIREMENTS

SERVICE

SPACE REQUIRED

Environmental Resources	4 workstations
Youth Services	1 office, 5 workstations
Housing & Unhoused Services (CDBG)	1 shared office with 2 workstations
Violence Prevention & Intervention	8 workstations
Public Safety	1 office, 1 workstation
Community Engagement	1 office, 4 workstations
Director	1 office
Support Staff	2 workstations

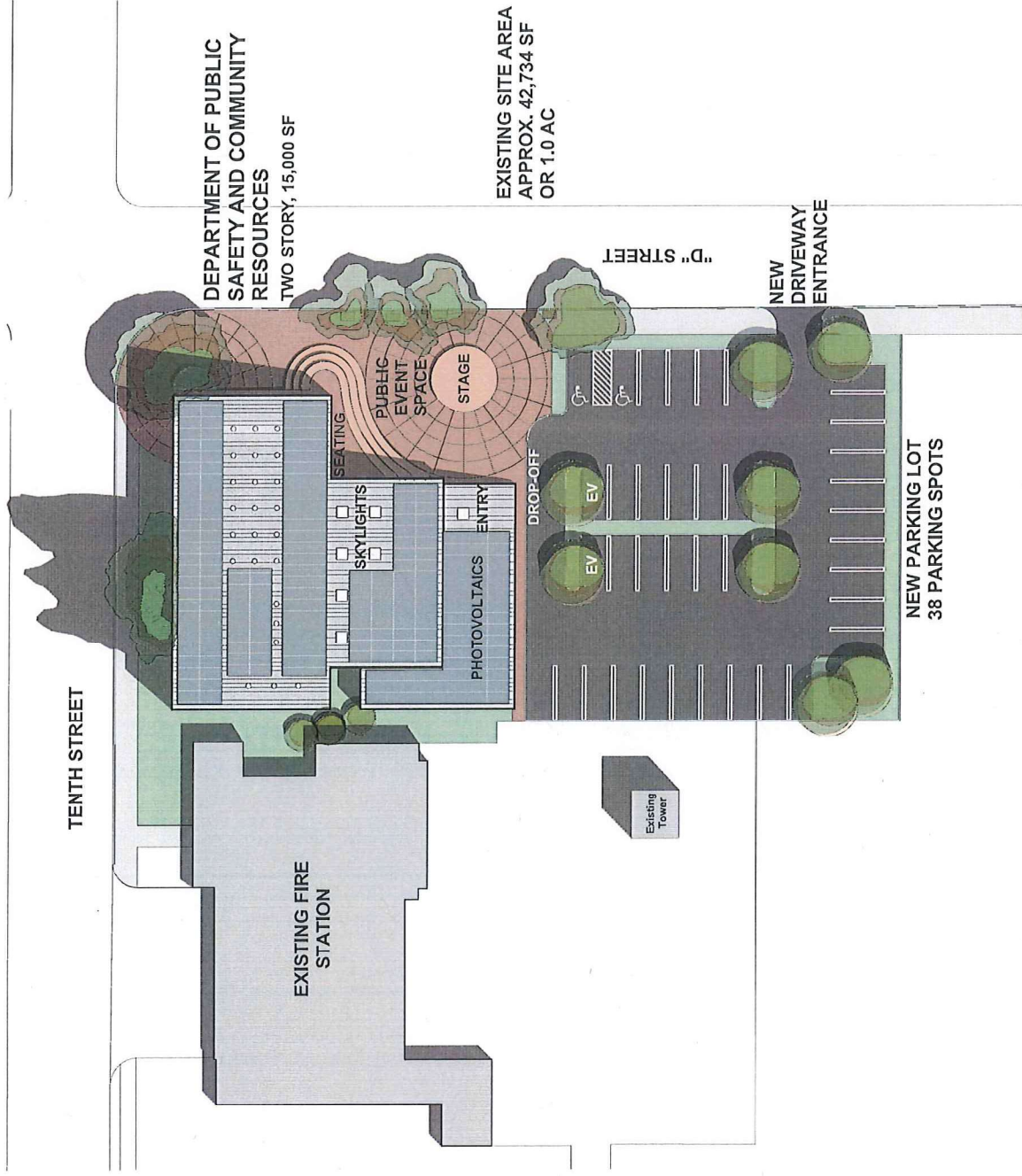
SUPPORT AREAS

SPACE REQUIRED

Conference Rooms	1 public, 1 staff
Public Toilet Rooms	2 - all gender
Staff Toilet Rooms	3 - all gender
Breakout Rooms	4 "fish bowl" style - seats up to 4
Children's Play Area	Visible from breakout rooms
Back of house operations	Server room, Janitorial room, Storage
Reception / Waiting Area	
Staff Break Area	
Quiet Room	

SITE PLAN

- Engaging streetfront
- Large public event space
- Two story structure



FIRST FLOOR PLAN

- Two story lobby
- Community Space
- Public first floor

Legend

Public
Staff / Admin
Circulation



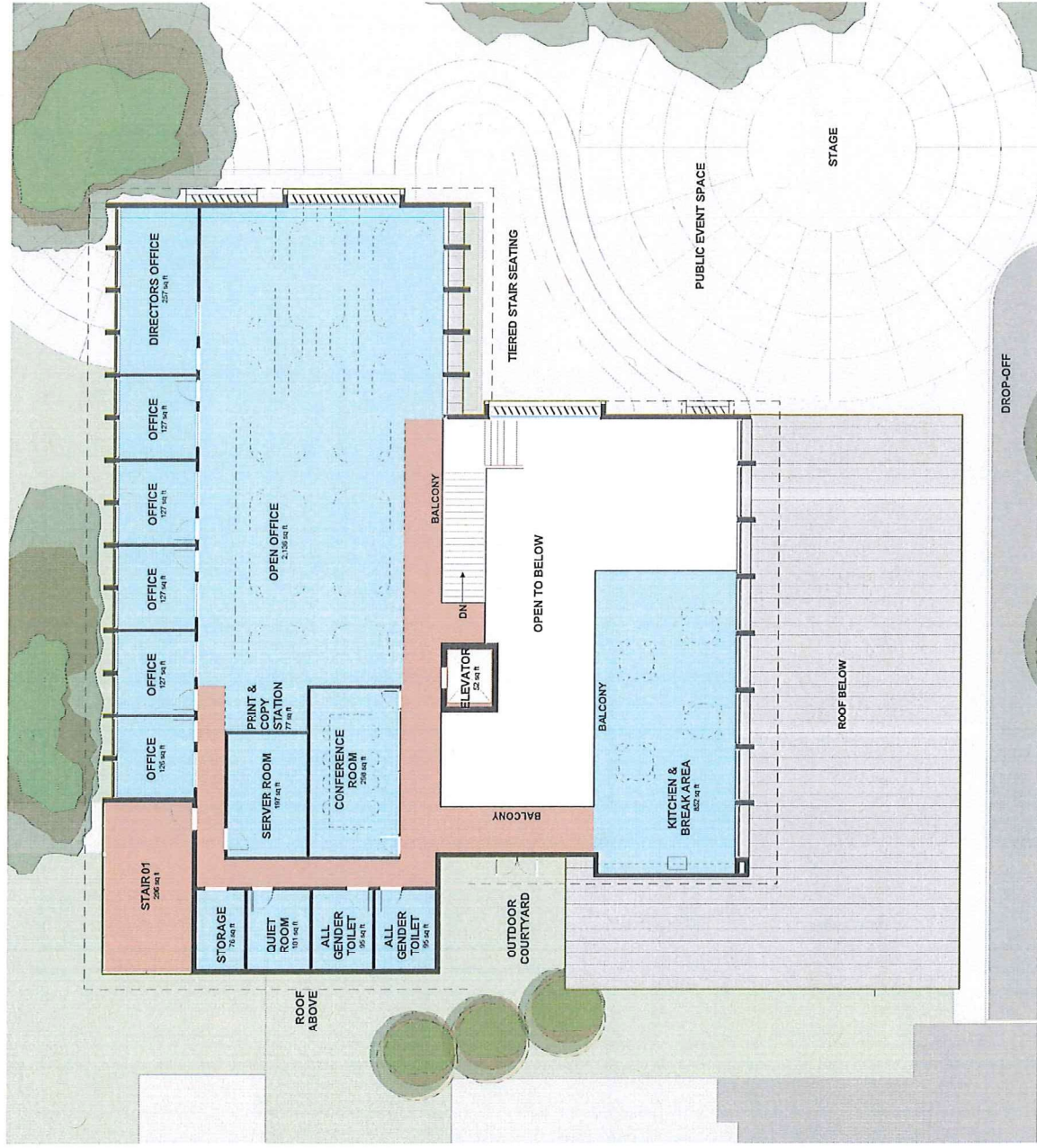
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SECOND FLOOR PLAN

- Staff / Admin
- Balconies
- Break area

Legend

Public
Staff / Admin
Circulation



ALP

CONCEPT SKETCH



A7

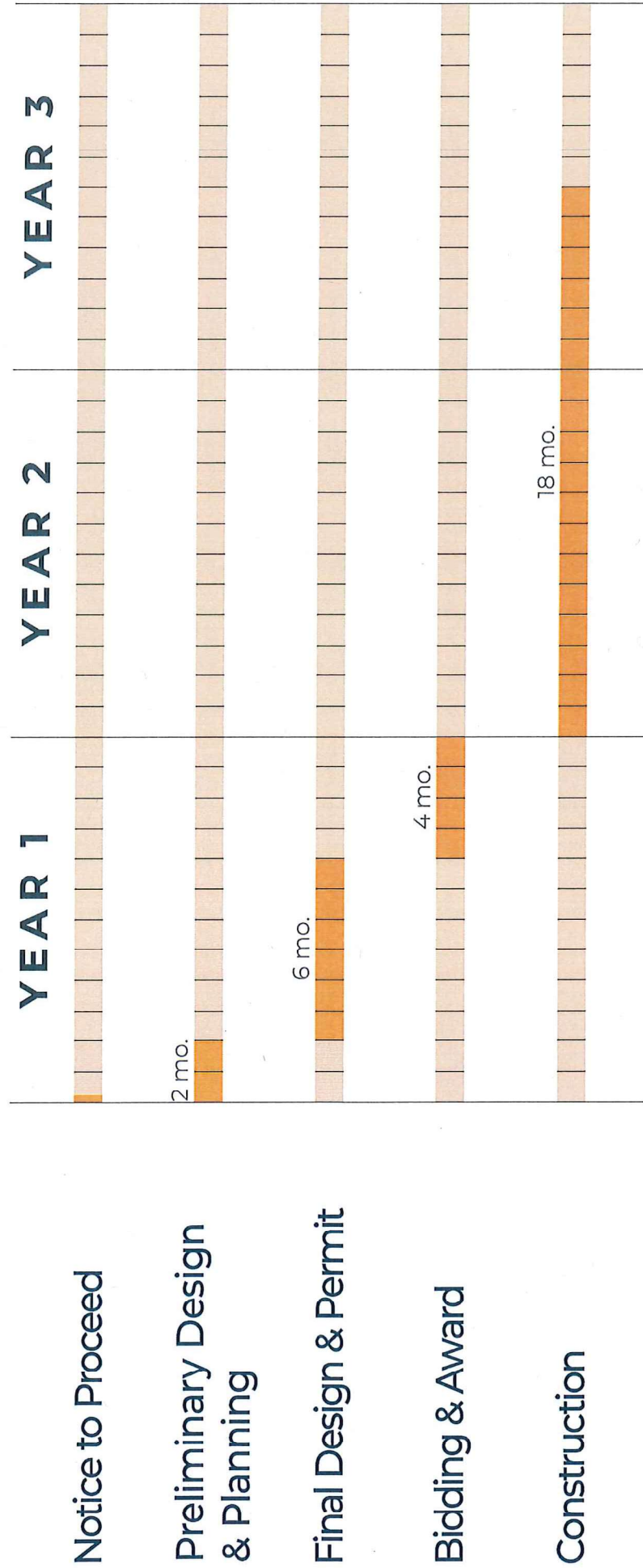
CONCEPT SKETCHES



COST

Estimated Bid Day Cost	\$11,400,000
10% Contingency	\$1,100,000
Projected Cost at End of Construction	\$12,500,000

SCHEDULE



A10



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 28, 2023

TO: Honorable Mayor and Members of the City Council

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

APPROVED BY: Forrest Ebbs, Acting City Manager

SUBJECT: Economic Development Commission Review of Past Purpose and Future Value

RECOMMENDED ACTION

It is recommended that the City Council discuss the future relevance of the Economic Development Commission.

FISCAL IMPACT

This discussion has no fiscal impact.

DISCUSSION

Background – The Antioch City Council took action to create the Economic Development Commission (“EDC”) by Resolution 2001/16 on February 13, 2001. The EDC was composed of seven members of Antioch residents with preferred backgrounds in commercial real estate, marketing, or investment banking. The purpose of the EDC was to make recommendations to the City Council and staff regarding policies, regulations, marketing, development strategies and activities to retain and enhance the economic base of the community, and further to articulate a vision of economic development with clearly defined goals and objectives for the City of Antioch during the initial five years of its formation.

In an effort to address issues related to lack of quorum due to resignations and on-going attendance, in June 2008, the City Council changed the size and composition of the EDC, reducing it from seven to five members allowing for two members to be non-resident business owners. On January 13, 2009, the City Council took action restoring the size of the EDC back to seven members with at least 5 members being Antioch residents.

Over the years, the EDC has provided recommendations to the City Council that include but are not limited to the following:

- Prevailing Wage and Project Labor Agreements related issues to a specific development – 2002

- Rivertown Parking Study and Rivertown Promotional Partnership – 2007
- Provided input in the creation of the Northern Waterfront Economic Development Initiative – 2015
- Recurring discussions on three areas of focus, Antioch's Competitive Advantage and Business Climate, Infrastructure and Targeted Development, and Regional Economic Development – 2015-2017
- Evaluation of the potential benefits of the cannabis industry – 2017
- Measure W evaluation – 2018
- Somersville District Analysis with Saint Mary's College – 2018-2020
- Modern Workspaces recommendation to City Council – 2018-2019
- Analyzed Economic Development section of the Strategic Visioning Plan 2018-2022
- Evaluated staff recommendations on COVID-19 small business support efforts 2020

The Economic Development Department currently administers the EDC. Due to a lack of attendance and commissioner vacancies, the EDC met once during the 2022 calendar year on April 5, 2022. The Department now has a staff of two and is working on the implementation of nine initiatives that were approved with the adoption of the Economic Development Strategic Action Plan and Tool Kit. Continued administration of the Commission will limit the Department's capacity to address some initiatives due to the resources required to properly notice and conduct meetings. The benefits of the Commission should be evaluated in the context of limited staff resources and other initiatives with greater impact.

The City Council is asked to provide direction on the future of the Economic Development Commission. The following alternatives are provided for discussion:

1. Reinstate the EDC by seeking 4 new members to accompany the three remaining members
2. Reform the EDC to an advisory committee that meets when needed and isn't subject to the rules and regulations of a City-appointed commission (i.e. subject to the Brown Act)
3. Dissolve the EDC
4. Other City Council recommendation

ATTACHMENTS

None