



**OFFICE OF  
THE CITY MANAGER  
MEMORANDUM**

**DATE:** January 24, 2014  
**TO:** Mayor Harper and City Council Members  
**FROM:** Steve Duran, City Manager  
**RE:** City Manager's Weekly Report

**MEETING SCHEDULE**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
<b>Saturday, January 25, 2014 - 10:00 a.m.</b>	CC Special Meeting Community Cafe	Prewett Water Park, Community Room, 4701 Lone Tree Way
<b>Monday, January 27, 2014 - 6:30 p.m.</b>	CC Special Meeting Community Cafe	Nick Rodriguez Community Center 213 F Street
<b>Tuesday, January 28, 2014 - 7:00 p.m.</b>	City Council Meeting	City Council Chamber 200 H Street
<b>Wednesday, January 29, 2014 - 6:30 p.m.</b>	CC Special Meeting Community Cafe	Nick Rodriguez Community Center 213 F Street
<b>Wednesday, January 29, 2014 - 7:00– 9:00 p.m.</b>	Coffee With the Cops	Antioch Police Department Community Room 300 L Street

**COMMUNITY CAFES**

The Mayor, City Council and senior staff hosted the first of four "Community Cafes" Thursday evening at the Prewett Water Park Community Room. About 45 Antioch residents turned out to provide input on how City government can gain greater community participation in identifying priorities and working together to solve problems and to improve life in Antioch. The three remaining Community Cafes are noted in the meeting schedule above. These Cafes will provide input into a strategic plan for City governmental operations. Antioch residents and businesses are welcome to drop into one of the remaining Cafes. All ideas and concerns are also always welcome at [sduran@ci.antioch.ca.us](mailto:sduran@ci.antioch.ca.us).

## **OFFICE OF THE CITY CLERK UPDATES**

The City of Antioch encourages residents to become involved in their local community. One way to do so is to serve on various commissions, boards and committees. Currently we have the following vacancies:

1. Board of Administrative Appeals - (1) One partial-term vacancy and (1) One Alt. vacancy (4 applicants applied)
2. Parks and Recreation Commission - (4) Four full-term vacancies (1 applicant applied)
3. Contra Costa County Mosquito & Vector Control District Board - (1) One Antioch Citizen Representative Vacancy (no applications received)
4. Contra Costa County Library Commission - (1) One Antioch Citizen Representative Vacancy (1 applicant applied).

(The deadline date to apply for the Sales Tax Citizens' Oversight Committee was January 16, 2014; our office received 21 applications.)

Any interested resident is encouraged to apply. To be considered for these volunteer positions, a completed application must be received in the Office of the City Clerk by 5:00 p.m. on Thursday, January 30, 2014. Applications are available at [www.ci.antioch.ca.us](http://www.ci.antioch.ca.us) and at the City Clerk's Office, City Hall, 200 H Street, Antioch, CA 94509, (925) 779-7009. Your interest and desire to serve our community is appreciated.

The FPPC Technical Assistance Division will be providing free webinar training geared toward assisting campaign committee treasurers with completing Form 460s for the upcoming January 31, 2014 filing deadline in our office. Call the City Clerk's office for additional information.

## **FINANCE UPDATES**

The City and Antioch Public Financing Authority are required to have audited annual financial statements completed by December 31, 2013, as well as a Single Audit Report by March 31, 2014. All required reports have been completed on time and received unqualified audit opinions. The reports are being submitted to the Council at the January 28, 2014 meeting. The Comprehensive Annual Report (CAFR) for the City has also been submitted to the Government Finance Officers Association Certificate of Achievement Program for Excellence in Financial Reporting. The City received the award last year for the fiscal year 2012 report, which was the twenty-third consecutive year that it was received.

Applications for the Oversight Committee for the Measure C Sales Tax were due by January 16<sup>th</sup>. Twenty-one applications were received. Finance will be working with the Deputy City Clerk to establish interview dates for the potential candidates.

## **PUBLIC WORKS UPDATES**

### **Engineering and Development Services**

- Assistant City Engineer Lynne Filson began work for the City last week. Lynne was Antioch's Traffic Engineer in the 1990's and brings a wealth of knowledge and experience to our organization.
- KB Homes has commenced grading and undergrounding improvements on the 81 unit Almondridge East Subdivision located on the east side of Phillips Lane south of East 18<sup>th</sup> Street. In addition to internal subdivision improvements, this project will widen and improve Phillips Lane and install a traffic signal at the intersection of Phillips and East 18<sup>th</sup> Street.
- Standard Pacific Homes is completing subdivision improvements for Nelson Ranch Unit 3 including landscape improvements along Wildhorse Road and Goode Street.
- The masonry wall extension project along the rear of the Menona Court residents who live adjacent to the gazebo and playground areas of the Nelson Ranch Park have been completed.
- Somersville Road interchange improvements have been completed and four lanes of eastbound Highway 4 have been completed and opened up to this point. The G Street overcrossing is going to be paved this week and signal at West Tregallis/Fitzuren/G Street will be activated. Construction on the remainder of Highway 4 widening improvements continues with the other three Antioch interchanges and associated City street improvements. CCTA and Caltrans has informed City staff that they are beginning work on the landscape plans for Highway 4 from Loveridge to Somersville including the interchanges and associated median islands. A presentation will be made to the City Council once the proposed design has been developed.
- Paving of the eBART parking lot and adjacent Slatten Ranch Road (formerly Sunset Drive) have been completed. The new eBART lot is scheduled to be opened in mid February when the existing lot is demolished in preparation for westbound Highway 4 off ramp Hillcrest interchange improvements.

### **Capital Improvement Program**

- The Cambridge Booster Pump Station upgrades are approximately 80% complete.
- The Water Main Replacement Project in the vicinity of East and West Madill Streets is 90% complete.
- The Deer Valley Road left turn lane widening project at the intersection of Lone Tree Way will receive paving next week with this portion of the project scheduled for completion in late February. Other project improvements include the final lift of pavement for the extended left turn pocket at the entrance to the Prewett Water Park/Community Center and median island stamped concrete at various locations.

### **Maintenance** Street Division

- The Street Crew has recently completed their "Night Time" survey. This is a proactive way for checking the reflectivity of street signs and reflective road

markings. During this survey they also check for street lights that are not working and schedule them for repairs.

- The following streets are in the process of being prepared for an Asphalt Rubber Cape Seal (Asphalt Rubber Chip Seal with a Slurry Seal over the top) in late June of this year.

Asilomar Dr.	Via Dora Dr. to New Overlay W. of Eagleridge Dr.
Asilomar Dr. Level	Brocket Ct. to Montara Dr.
Asilomar Dr. Level	Pronghorn Way to Grove Ct.
Bliss Ct.	Asilomar Dr. to End
Avilia Ct.	Asilomar Dr. to End
Brocket Ct.	Asilomar Dr. to End
Musk Ct.	Asilomar Dr. to End
Pincrest Ct.	Asilomar Dr. to End
Grove Ct.	Asilomar Dr. to End
Carpenteria Dr.	Via Dora to Garrow Dr.
Carpenteria Dr. Level	Via Dora to Deer Valley
Carpenteria Dr. Level	Graphite Ct. to Garrow
Ben Bow Ct.	Carpenteria Dr. to End
Stratford Ct.	Carpenteria Dr. to End
Topaz Ct.	Carpenteria Dr. to End
Peridot Ct.	Carpenteria Dr. to End
Topaz Ct.	Carpenteria Dr. to End
Stratford Ct.	Carpenteria Dr. to End
Via Dora Dr.	Hillcrest Ave. to Deerfield Dr.
Via Dora Dr. Level	Hillcrest Ave. to Deerfield Dr.
San Elijo Ct.	Via Dora Dr. to End
San Gregorio Ct.	Via Dora Dr. to End
San Onofre Ct.	Via Dora Dr. to End
Longview Rd.	G St. to Putnam
Longview Rd. Level	G St. to Putnam
Tanganyika Ct.	Longview to End

### Landscape Maintenance

- All contract landscape trimming has been completed for the winter months and will start back up in the spring. Landscape trimming work has been greatly reduced due to funding limitations.
- If we do not get some rain soon staff will need to adjust and increase the irrigation to landscape areas.
- Staff is researching computerized irrigation reduction technology that will involve an integrated weather station in an effort to reduce water use and improve conservation.
- The soccer field at City Park is in the process of its annual reseeding. This will provide a nice field of play for the upcoming soccer season.
- The entrance area to the turf fields at Community Park is being widened with crushed granite to make easier access for vehicle and pedestrians.

### Geographic Information Systems (GIS)

- Staff upgraded Lucity (Maintenance Work Order Program) software to the latest version. This will improve our interface between work orders and our GIS system.

### Collections

- The sewer lift station that serves the Marina and restaurant (formerly known as Humphrey's) has been updated. This is an effort to make sure all City supplied services are in good working order prior to a new proprietor coming in.
- A sewer roach program has been started downtown. The program will be phased over the entire City during the next three years.

### Facility Maintenance

- Lynn House Fire – A contractor has been awarded the job and plans on starting work within the next two weeks.

### Marina

- Our new Marina Leadworker/Property Manager James Pflueger started work the first of the year. James is well qualified for the position and is motivated to good things for our Marina business.

### Water Treatment

- The river pump has been pulled for repairs and is expected to be reinstalled next month. The City is not able to pump from the river at this time due to high chloride levels in the water and a lack of precipitation over the past year and a half.

## **POLICE DEPARTMENT UPDATES**

On January 21<sup>st</sup>, the representatives from the California Board of State and Community Corrections inspected the Antioch Police Department Temporary Holding Facility. The inspector was presented with our newly updated Jail Policy as well as all other requested supporting documentation. The records reviewed during this inspection consisted of the following:

- Jail Policy
- Procedure 5
- Jail Logs for the last 12 months
- Administrative Inspection records for the last 12 months
- Daily inspection records for the last 12 months
- Juvenile Detention records for the last 12 months
- Fire Safety Inspection records for the current year
- Environmental Health Inspection records for the last 2 years
- All of our records were found to be in order and there were no violations. No recommendations were given for improvement or procedural change.
- The inspection then progressed to the Temporary Detention Facility itself. Each cell was inspected and found to be in order. All other areas of the jail to include the booking area, intoxilyzer room, fingerprint room, kitchen and sally port were also inspected and found to be in compliance with state standards.
- An extensive review of our procedures took place, particularly as they pertain to the detention of juveniles. Again all was found to be in order.

The facility and documentation passed the inspection with flying colors. The inspector said that this is one of the nicest facilities he has inspected.

### **Other Items of Note:**

- Police Oral Boards January 23-24, 2014 for 30 applicants
- On Wednesday January 29, 2014 Chief Cantando will be hosting "Coffee with the Cops" at the Antioch Police Department Community room from 7-9 PM. Chief Cantando will be discussing our latest crime stats as well as contemporary issues facing the APD and the community.
- February 1, 2014 entry level test for Police Dispatcher applicants.
- In May of 2013 Resident Patrick Chang was assaulted and robbed. Chang later succumbed to his injuries. A juvenile was later identified and arrested for the crime. The juvenile was recently tried and convicted of Murder.
- Officer Evans was on patrol when he saw two individuals driving a vehicle. He ran the plate which came back stolen. They were both taken into custody without incident. During a search of the vehicle Methamphetamine was found inside the vehicle. Cannon was in possession of 15 photocopies of \$20.00 bills which she appeared to be in the process of cutting down to try and pass as real currency. Both were booked on various charges and sent to County Jail.