



**OFFICE OF
THE CITY MANAGER
MEMORANDUM**

DATE: March 7, 2014
TO: Mayor Harper and City Council Members
FROM: Steve Duran, City Manager
RE: City Manager's Weekly Report

MEETING SCHEDULE

Date and Time	Event	Location
Tuesday, March 11, 2014 - 7:00 p.m.	City Council Meeting	City Council Chamber 200 H Street
Wednesday, March 19, 2014 - 6:30 p.m.	Planning Commission Meeting	City Council Chamber 200 H Street
Tuesday, March 25, 2014 - Workshop at 5:30 p.m. and Regular Meeting at 7:00 p.m.	City Council Budget Workshop City Council Meeting	City Council Chamber 200 H Street
Tuesday, April 1, 2014 - 6:00 p.m.	Economic Development Commission Meeting	City Council Chamber 200 H Street

OFFICE OF THE CITY CLERK UPDATES

The Annotated Agenda for the City Council Meeting of February 25, 2014 have been posted onto the City's Website as well as the approved Minutes for the February 11, 2014 Council Meeting.

The application period for the Parks & Recreation Commission has been extended again to March 13th since we received two applications for the four vacancies advertised. No applications were received this week.

FINANCE UPDATES

The interviews for the Sales Tax Citizen's Oversight Committee were conducted by Mayor Wade Harper and Council Member Gary Agopian on February 26th and February 27th at City Hall. Appointments are scheduled to be made at the March 25th City Council meeting.

Finance staff, Human Resources and the City Manager have been meeting with all City department heads to craft the proposed fiscal year 2014-2015 budget. A City Council budget workshop is scheduled for 5:30 p.m. on March 25th.

COMMUNITY DEVELOPMENT UPDATES

Planning:

- Current project descriptions, status, location, and submitted documents can be found at the following link:
<http://ci.antioch.ca.us/CityGov/CommDev/PlanningDivision/docs/Project-Pipeline.pdf>

Building Activity:

- Number of permits issued..... 43
- Number of inspections..... 117

Code Enforcement:

- A house on Cypress Street was posted sub-standard (red-tagged) due to fire damage
- The red tag was removed from a house on Havenrock after corrections were made by owner and inspected by Code Enforcement staff.
- This week: 14 New Cases Open
7 Cases Closed
48 Inspections
2 Citations Issued
5 Demand to Title Company for cost recovery
6 Demand to property owner for cost recovery
24 Phone Messages on complaint line (779 7042)

Environmental Resources:

- Energy Conservation - The City of Antioch has 5 locations signed up for Peak Day Pricing with PG&E. This involves being asked to conserve energy during high usage days on the grid. Due to the efforts of the Water Treatment and Police

Department staff to conserve on the 9 PDP days over the summer and fall, the City saved an estimated **\$8,104**.

- Park Recycling- the installation of 50 new recycling receptacles should be completed by Pacheco Brothers this week. Next step will to begin evaluating the program. If the unseasonable warm and dry weather continues, that will start shortly after installation. If we get the rain that we need, we will hold off until the spring.
- Environmental Enforcement- a \$100 citation was issued to a shopping center with inadequate levels of garbage and recycling service this week. Additionally, 27 residential properties that have been previously abated for garbage service were mailed letters notifying/reminding them that they need to establish their own service with Republic or we will re-abate. Completed over 60 property site inspections to verify occupancy on addresses without garbage service and will be preparing abatement notices for those at that are occupied.
- Keep Antioch Beautiful Day is Saturday, April 26th from 8:30-11am. Join us for the City's largest annual litter clean up! Sign up at www.art4antioch.org/Keep-Antioch-Beautiful.asp or 925-779-6137.
- Environmental Enforcement - A second citation was written to the owners of the shopping center without adequate garbage and recycling service for \$200.
- 27 residential properties that have been previously abated for garbage service were mailed letters notifying/reminding them that they need to establish their own service with Republic or we will re-abate. 14 cases were closed on properties that were previously abated and now have garbage service on their own.
- Upcoming eco events- Staff put a display into the lobby display case at the Antioch Branch Library on W 18th Street. The display promotes the upcoming eco-events over the next two months. These events are:
 - Wednesday, March 12, 7-9pm– Free Composting Workshop at Antioch Council Chambers, 200 H St, call 779-6137 to register
 - Wednesday, April 23, 3-3:45pm- Free Reuse Art Project at the Antioch Branch Library. Join us to make pins to help promote Keep Antioch Beautiful Day and sun catchers!
 - Saturday, April 26th- Keep Antioch Beautiful Day, Citywide Litter Pick up www.art4antioch.org/Keep-Antioch-Beautiful.asp
 - Sunday, May 4th- Bring Back the Natives Garden Tour– www.bringingbackthenatives.net
 - Thursday, May 8th– Bike to Work Day, www.youcanbikethere.com
 - Friday May 9th, 5:30-8:30pm- Flower Friday gifts for Mom workshop, ACC, class #757 \$5/pre-register required through the Recreation Department, 776-3050, 4703 Lone Tree Way
 - Saturday & Sunday May 17th & 18th– East Bay Sustainability Challenge, www.eastbaysustainabilitychallenge.org

- Saturday May 17, 9-11am– Free Composting Workshop at Prewett Water Park, 4701 Lone Tree Way, call 779-6137 to register

RECREATION UPDATES

The Spring 2014 Recreation Guide is available on-line at <http://ci.antioch.ca.us/Recreation/recguide.asp>

Dance:

- The Antioch Recreation Department School of Dance is holding its Winter Dance Recital on Saturday, March 8 at the El Campanil Theatre. Performances are at 1:00pm and 3:00pm. Tickets can be purchased March 3-6 at the Antioch Community Center, and Saturday, March 8 at the door.

Senior Center:

- Senior fraud prevention event will be held on March 10th.

PUBLIC WORKS UPDATES

Administration

- Antioch is participating in a program where the National Recreation and Park Association have partnered with Macy's, Inc on a program that will donate funds to Antioch City Park. The program begins March 7th and continues through March 31st. Customers will be able to make donations of \$1 or more when making a purchase at the Somersville Towne Center Macy's. Additionally, Macy's will be matching the first \$250,000 raised, dollar-for dollar. Distribution of the donation check is anticipated to occur by June 2nd.
- Staff will be attending a forum being hosted by Restore the Delta on impacts of the BDCP (Bay Delta Conservation Plan) impacts on lower Delta water quality. The event is being held at the Lone Tree Golf Course and Event Center.

Engineering and Development Services

- Nelson Ranch Subdivision 6893 (102-unit single-family home development by Standard Pacific Housing), located northeasterly of Wild Horse Road and Ridgeline Drive and southwesterly of State Route 4, is built-out but not accepted to date. The 90-day maintenance period for the completed Wild Horse Road landscaping has begun. Staff returned comments to joint trench, street lighting and improvement

plans for the Wild Horse Road extension from its current terminus to Slatten Ranch Road to the design engineer.

- Almondridge East Subdivision 8880 (81-unit single family home development by KB Homes), located between East 18th Street and Oakley Road, east of Phillips Lane and west of the State Highway 160, has begun installation of Phillips Lane joint trench. Revised waterline improvement plans and in-tract pavement sections have been approved for the project.
- The SR4 (Segment 0) Loveridge Road I/C and Century Blvd. undercrossing construction is 99% completed. Staff will present a staff report for approval of the Freeway Maintenance Agreement (FMA) for this segment at the March 25 City Council meeting.
- The SR4 Sand Creek Road Interchange and 4-Lane Widening Project widened SR4 from 2 to 4 lanes (2 in each direction) from Lone Tree Way to Sand Creek Road. The project included the construction of a bridge overcrossing Lone Tree Way, the Sand Creek Road Interchange and a median wide enough to accommodate mass transit. A design schedule for the Lone Tree Way median landscaping improvements has been provided for staff review.
- The Nelson Ranch Park Wall Extension project's Notice of Completion was sent to the County for recordation and staff is processing the final payment to the contractor.
- The Marsh Landing (GenOn, NRG) Generating Station Wilbur Avenue sewer improvement bond was released to the contractor following completion of the project.
- Davidon Homes Park Ridge Phase I consisting of 123 residential units located west of Canada Valley Road and east of Highway 4 final map and improvement plans have been returned to developer. Expecting resubmitted map, plans and conditioned items returned to the City for review. Lot line adjustments (LLAs) between Lots 5 & 6 and Lots 6 & 7 (3505 & 3509 Ram Ct. & 3601 Sita Ct.) of Golden Bow Estates Subdivision 8538 have been approved by staff and are being processed for recordation.

Capital Improvement Program (CIP)

- Deer Valley Road and Lone Tree Way turn pocket widening. Base lift of asphalt was constructed on Deer Valley Road. Relocating street light bases and poles in median of Deer Valley Road.
- Minor deficiencies observed during the one year warranty inspections of the lining and painting installed by Simpson Sandblasting & Special Coatings, Inc. on the James Donlon Storage Reservoir were corrected.
- The City's "Curb, Gutter, and Sidewalk Repair" contractor, J.D. Partners Concrete, continued to remove and replace deteriorating, damaged and uneven concrete throughout the city. Over past week 447 square feet of sidewalk, 84 lineal feet of curb and gutter and 178 square feet of driveway approach were repaired.
- Fishing Pier Shade Structure, Poligon, the manufacturer of the shade structure, has completed the design the structure and submitted the plans for review. Construction of the project is scheduled to start in June 2014.

- Wilbur Avenue Bridge Widening, The contractor is working on completing the last of the concrete crash walls along the railroad tracks. The final guardrail will be installed Friday 3/7/2014. The project is scheduled for completion in April 2014.
- Five-Year CIP Budget, staff is working on updating the projected CIP budget expenditures for the next five years. The draft Five-Year CIP is scheduled for review by the Planning Commission in April, and the Parks and Recreation Commission and the Economic Development Commission in May.

Water Distribution

Distribution:

- One fire hydrant was hit by an automobile. Police report numbers were obtained for billing purposes for time and material to repair or replace fire hydrant, bacteria test and water loss.
- Will be starting our “dead end” flushing the first of March for water quality purposes in our water distribution system.
- Continue to repair and replace sewer laterals from property cleanout to main, to ensure continued flow.
- Replacing curb and angle shut offs in meter boxes to insure easy operation and the ability to lock off due to an old account or tamper.
- Water Distribution Floater position during work week continues to isolate City water supply for downstream leaks on homeowner’s side of water meter and troubleshoot water leaks and pressure problems for Antioch citizens’ water accounts.
- The backflow prevention department is currently on time in working towards their goal of completing testing of all city backflow prevention devices. They have installed 12 new meters with backflow preventers that were tested and certified working this week. We have completed a project with the GIS department to accurately map out all zone regulating valves and zone isolation valves. We worked closely with the finance department to verify the type of equipment and connections used at 6 separate accounts.

Public Works Maintenance

Landscape Maintenance

- The first quarter recycled water inspection was completed and passed. (Chichibu, City, Fairview and Mountaire parks).
- Replaced lamp fixtures at Meadow Creek Park.
- A contractor has been retained to trim the downtown trees. The project is 80% completed.
- The Landscape Crew is 99% complete with their proactive weed pre-emergent program.
- Crews have completed the uplifting of the trees and shrubs along the Deerfield corridor trail.

- Landscape staff has started the spring check of the turf irrigation. This will be an ongoing project throughout the spring months. The initial check is 15% complete.
- Staff responded to three accident sites: James Donlon median landscaping, Nelson Ranch Park fence and landscaping, and Deerfield corridor fence.
- Work Alternative Program crews painted the interior of restrooms at the following parks: Marchetti, Gentrytown, Canal, Mira Vista, Chichibu, Mountaire, Harbour, Williamson Ranch, Hillcrest and Meadowcreek.

Street Maintenance

- The Street Crew replaced or repaired 146 signs throughout the City that were found to be in less than satisfactory condition and/or not up to reflectivity standards. Most of the respective signs being changed out were identified during the annual "Night Time" survey.
- Crews filled over 109 potholes on various roadways throughout the City.
- Crews replaced or installed 52 blue fire hydrant markers.
- Staff removed graffiti from numerous areas around the City.

Collections Division

- The "Collections Team" cleaned over 31,051 linear feet of sewer lines.
- Cleaned 11 Catch Basins.
- 12 Cubic Yards of trash and debris were picked up out of various creeks and channels that run through Antioch.
- 6,733 linear feet of V-Ditch were cleaned.

Marina

- The Marine Science Institute has departed with their vessel the "Brownlee" after several successful educational cruises for local school children. This has made a positive impact on how the attending school children understand and view the Delta habitat.
- Tall Ships Lady Washington and Hawaiian Chieftain made a historic stay this past weekend. Despite the poor weather, the attraction was heavily attended by the public. The open house tours and Adventure Sail & Battle Sail cruises were a huge success. This event continues to be a great benefit to Antioch and the general public.
- Marina Staff attended to several security concerns about non authorized bathroom entry and made necessary repairs.
- In process of updating Marina Software Program to ease billing procedures and save resources.
- Surveyed Marina Park and pathways to note any potential hazards with extreme high tides blocking a pathway.
- Fire extinguishers and fixed firefighting hoses annual inspection completed and passed.
- In process of developing and updating a modern Fire Plan for the marina, as required.
- Marina Staff replaced security lighting on "A" dock.

Fleet

- Performed 14 preventative maintenance on vehicles as scheduled.
- Staff made 13 miscellaneous repairs to City vehicles.
- Staff refurbished a 2003 Service Truck in an effort to provide service for additional years.

GIS Division

- Continued updates of the Stormwater Collection System.
- Prepared Engineering Data on age of Collections infrastructure.
- Completed Sanitary Sewer Overflow Update for months of January and February.

POLICE DEPARTMENT UPDATES

The next "Coffee with Cops" is scheduled for Saturday, March 15th at Holy Rosary Church on A Street from 9:30 to noon. Spanish translation will be provided. This is something that Chief Cantando does semi-regularly, moving the location throughout the community.

Police Activity of note:

- On 2/27/14 Officer Torres made a traffic stop on a truck that had no plates. A check of the VIN revealed it was a recently reported Antioch stolen. Johnson was driving the vehicle at the time and was taken into custody. During a search of the vehicle 4 grams of Methamphetamine was found. Johnson was sent to County Jail on various charges.
- On 2/28/14 Melvin came into the community center after being warned numerous prior times not to return due to his behavior. Davis became upset and left the building by kicking the doors open with his foot causing the swing arm to break on one of them. He was located at Jack In the Box on LTW a few minutes later and was arrested for vandalism of city property after being identified by the City Employee working at the Community Center. Davis was released with a citation from the scene.
- On 3/2/14 Officers responded to an unoccupied, suspicious vehicle parked in the parking lot of 221 Wilbur Ave. The vehicle's ignition was damaged and there was a chain and lock on the steering wheel, which was attached to a bar underneath the seat. The vehicle was found to be a cold plated stolen vehicle out of our City. Not far from the truck, ARR-Cappucini was contacted in the laundry room of the complex. Cappucini had several keys around his neck and one of the keys unlocked the lock that was on the steering wheel of the stolen truck. Cappucini was arrested and sent to County Jail.

CITY MANAGER NOTES

My wife and I attended the crab feed for the Senior Center and History Museum Saturday evening at the Nick Rodriguez Community Center, along with the Mayor, all our Council Members, and our Human Resources and Economic Development Director.

I attended the Contra Costa Transportation Authority Planning Committee Meeting Wednesday evening in Walnut Creek to hear a presentation from the County on the Northern Waterfront Economic Development Initiative, in which Antioch is a participant.

I was honored to speak at the Wednesday afternoon Rotary Club meeting at the Lone Tree Event Center, here in Antioch. The Rotarians had a lot of great questions about what we are up to at City Hall and in the community.

I attended the Mayor's conference in Walnut Creek Thursday evening with Mayor Harper.

I will be attending the East Bay Leadership Council's Water Forum this afternoon in Pleasanton. The key topic of discussion will be the Bay Delta Conservation Plan.