



**OFFICE OF
THE CITY MANAGER
MEMORANDUM**

DATE: May 2, 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, May 6, 2014 6:00 p.m.	Economic Development Commission Meeting	City Council Chamber 200 H Street
Wednesday, May 7, 2014 6:30 p.m. CANCELLED	Planning Commission Meeting	City Council Chamber 200 H Street
Thursday, May 8, 2014 4:00 p.m.	Sales Tax Citizens Oversight Committee	City Council Chamber 200 H Street
Tuesday, May 13, 2014 Budget Study Session at 6:00 p.m. Regular Council Meeting at 7:00 p.m.	City Council Meeting	City Council Chamber 200 H Street
Wednesday, May 21, 2014 6:30 p.m.	Planning Commission Meeting	City Council Chamber 200 H Street
Monday, May 26, 2014 CITY HOLIDAY	Memorial Day	
Tuesday, May 27, 2014 7:00 p.m.	City Council Meeting	City Council Chamber 200 H Street

ANTIOCH GROWTH

The City received its annual population data from the Department of Finance. As of January 1, 2014, we have a population of 106,455, making us the second largest City in Contra Costa County.

NEIGHBORHOOD CLEAN-UPS

The Antioch Neighborhood Clean-Up scheduled for May 3 has been cancelled due to the City wide clean-up scheduled for April 26.

SOMERSVILLE ROAD WIDENING AND TEMPORARY CLOSURE

Somersville Road is being widened to a four lane arterial street from James Donlon Boulevard to the existing four-lane section at the CCWD bridge. A full traffic signal will also be installed at James Donlon Boulevard. In order to facilitate the fastest and least disruptive construction of this work, the road will be closed from May 15 to September 1. The scheduled project completion date is December 31. The primary detour route will be Contra Loma Boulevard where the widening efforts on Highway 4 will be the primary roadway to receive this traffic. For additional information call Lynne Filson at (925) 779-7050.

OFFICE OF THE CITY CLERK UPDATES

A roster of the newly formed Sales Tax Citizens' Oversight Committee was prepared and the Maddy Act listing was updated to reflect its creation and updates were made to other boards, commissions and committees.

The Oath of Office was administered by the City Clerk to three new members of the Sales Tax Oversight Committee and received their FPPC Form 700 Statement of Economic Interests on assuming office.

Provided Human resources a list of all City employees required to file a FPPC Form 700 Statement of Economic Interests, as requested. A reminder to those required to submit a FPPC Form 700 "Statement of Economic Interest" that they are due to the City Clerk's office by 5 p.m., Tuesday, April 1st.

Staff has been requested to submit all agenda materials to the City Clerk's Office no later than 2 pm, Wednesday, May 7th, as the City Clerk and Deputy will be attending a workshop with the County Clerk on Thursday, May 8th in Martinez.

Four applications for the Planning Commission were scanned and sent to the Mayor and city staff.

Posted notices for one full 4-year term on the Parks & Recreation Commission; and posted the application on the City website with hard copy applications available at the City Clerk's Counter.

The Board of Administrative Appeals for May 1st was cancelled and a Special Meeting has been scheduled for Thursday, May 22nd in the City Council Chambers at 3 p.m.

City Clerk Arne Simonsen attended the City Clerks Association of California's annual conference and training sessions April 22-25 in Pasadena.

INFORMATION SYSTEMS UPDATES

Work orders opened/completed for the week: 151/167

Email filter activity: 13,628 processed, 9,254 automatically discarded do to violations pertaining to suspected virus's, spam, malware, fraudulent material, or isolated for staff to review and release, based on legitimacy

Installed and configured server monitoring technology.

Replaced security cameras in 1st floor of City Hall.

Installed three mobile fingerprint readers in Police cars.

Upgraded Council Chambers staff PC to Windows 7.

Evaluated threat to City regarding latest Internet Explorer vulnerability.

Finalized basic Windows 7 image for distribution throughout PC.

FINANCE UPDATES

The next (and final) budget study session will be held on May 13th at 6 p.m. in the City Council Chambers and will cover Special Revenue, Capital Projects, Enterprise and Internal Service Funds and the 5-Year Capital Improvement Program. The final budget document will be presented for Council consideration on June 10th.

The draft Master Fee Schedule is in the process of being prepared and the public hearing will be held at the May 13th City Council meeting.

The City's independent auditors are here for two weeks starting April 28th to begin interim audit work for our financial statements ending June 30, 2014.

COMMUNITY DEVELOPMENT UPDATES

Planning/Building:

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..... 133

Code Enforcement:

Abatement warrant served on Phillips Lane.

Sub-standard home posted uninhabitable on Hillside Street.

This week:

- 7 New Cases Open
- 10 Cases Closed
- 25 Inspections
- 1 Red Tags
- 1 Warrant Obtained
- 2 Citations
- 5 Demand to Title Company for cost recovery
- 6 Demands to property owners for cost recovery
- 13 Special Assessment Liens recorded for cost recovery
- 3 Release of Liens
- 61 Phone Messages on complaint line (779 7042)
- 11 Online violation reports

Environmental Resources:

Environmental Enforcement - Currently four commercial sites with open cases for inadequate levels of garbage and recycling service. Two have made changes and are being monitored. The other two will have citations issued next week if no changes are made. For the week of April 26 through May 1, seven homes were sent abatement notices for 6 months of garbage service. In total, there were 36 actions on cases this week.

EcoEvents- Next Thursday, May 8th is Bike to Work Day. Staff will be hosting an Energizer Station in front of Sutter Delta Medical Center from 6-8am and from 5-7pm. To find other energizer stations visit www.youcanbikethere.com.

Keep Antioch Beautiful (KAB) was Saturday, April 26th. We are still working on the event results and will post those as soon as they are ready. We anticipate the data will be ready by Monday, May 5th. Look for pictures of the event at www.facebook.com/ecoantioch and www.art4antioch.org. Staff continued planning for a joint Republic Services/Clean Water Program outreach booth at the Contra Costa County Fair, May 29-June 1. The theme will be proper disposal/diversion of materials with an anti-littering message.

Our next composting workshop will be Saturday, May 17th. This is being done in conjunction with the East Bay Community Resilience Challenge, <http://www.eastbayresiliencechallenge.org/>. More to come on this event next week!

RECREATION:

Summer Recreation Guide will be mailed this week to Antioch & Oakley Residents.

Contracted repair of Cement Bench in the patio of the Antioch Community Center.

Conducted Interviews for Summer Day Camp staff.

Arranged for warranty replacement of 14 tables at the Antioch Community Center.

Senior Center

- On April 9, 2014 we held our Volunteer of the Year appreciation. We are pleased to announce that we had over 19,000 volunteer hours accumulated for the 2013 year. We had over 105 senior members track their volunteer hours for 2013. We received three gift baskets from Sutter Delta Medical Center which were given to the persons with the highest number of volunteer hours and the 2013 Volunteer of the Year recipient.
- On April 17, we held our Easter Bonnet parade and were pleased to have over 40 senior members participating in this fun event. We even had the Easter Bunny drop by and participate in the parade.
- Staff is in the planning processes for the Annual Antioch Senior Picnic that will be held on May 23, 2014. Plans include meal order and arrangements with C.C. Café meal program, creating invitations for senior homes & facilities within Antioch, event décor & design, layout to accommodate 200+ participants and special guests, etc. We are pleased to announce that we have received donations for the 32nd Annual Senior Picnic from Sutter Delta Medical Center and the Elderly Wish Foundation to offset the cost. We did send out other donation letters and are waiting back from those community business and organization and hope to receive additional support.
- Redesigned the Antioch Senior Citizens Club 20 page newsletter. Each month a 20 page newsletter is sent out to over 1800 members to advertise all the different senior services, events, classes and nutrition program.
- Volunteer provided free Will services to 10 senior participants (a value of \$100 per participant).
- Volunteer provided low income notary services through a senior care manager to three senior participants from our community (Value of \$50).
- Volunteer provided five senior participants with Free Legal Services (a value of \$100 per participant).
- Volunteer provided eight senior participants with Peer Counseling Services (a value of \$50 per participant).
- Offered beginning and advanced computer classes for the month of April.
- Volunteer provided tax services to 46 senior community members in conjunction with AARP.
- Over 40 volunteer hours provided by current senior citizen's club members for the Co Co Café nutrition program each week for month of April.
- Over 25 hours of volunteer building maintenance provided by senior citizen's club members.

- Over 30 hours of volunteer office assistance and clerical support provided by senior citizen's club members each week for month of April.
- Four senior participants successfully use the Senior Center's Transit Trainer and were able to successfully venture out via public transit (Amtrak, Tridelta bus, Bart) to Monterey-Salinas, Oakland airport and San Francisco in the month of April.
- Painted interior lobby/nutrition desk area.
- Hosted AARP Smart Driver Classes on April 24 & 25 for 24 senior participants. This class provides seniors with up-to-date traffic laws and tips to help keep them safe on the road.
- Had over 50 senior participants attend the day trip to the Graton Casino.

PUBLIC WORKS UPDATES

Administration

Staff met with several developers to discuss currently inactive and proposed subdivisions. These included the Park Ridge Subdivision and related Slatten Ranch Road improvements, Sierra Vista Subdivision and the Heidorn Ranch Development. Interest in new development continues to be strong.

Staff met with Standard Pacific Homes to discuss completion of Wild Horse Road, Slatten Ranch Road and finalizing reimbursement for the Nelson Ranch Park.

Staff met with CCWD and many of their other water customer agencies to discuss the status of their analysis on the BDCP and strategy for comments that is due June 13th.

Engineering and Development Services

- 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.
- Processing a parcel map at the Lowe's on Auto Center Drive to create two parcels. The additional parcel is for a new Panda Express. Reviewing Civil plans for project.
- Processing lot merger, lot line adjustment and civil plan review for new commercial project at Deer Valley Business Park fronting Country Hills Drive between Lone Tree Way and Deer Valley Road.
- Processing plan revisions for Somersville Road reconstruction between canal and James Donlon Blvd. Processing right-of-way dedications. Construction to start next month.
- Returned civil plans and easements documents for Wal-Mart expansion.
- 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. Contractor has completed installation of joint trench and is constructing a retaining wall next to the Mexi-Cal property on Phillips

Lane. Curb, gutter and sidewalk are being installed in the interior streets of the subdivision.

- Buchanan Crossings Shopping Center, a 103,139 square foot commercial center on a 13.5-acre site located at the northwest corner of Somersville Road and Buchanan Road. Staff continues its review of on-site and off-site construction drawings.
- Nelson Ranch Unit 1 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. The 60-day walk of landscaping improvements is scheduled for May 8. Staff is reviewing the Wild Horse Road extension improvement, joint trench and streetlight plans and met this week with Standard Pacific Homes to discuss acceptance of tract improvements.
- PG&E Line 114 - Gas Line Replacement Project. Staff is reviewing an Easement Grant Deed to Pacific Gas & Electric Company over a portion of City-owned property for a relocated gas line.
- The eBART Parking Lot (99% complete) and Maintenance Facility (75% complete) project, located east of Hillcrest Avenue at the eastern terminus of Slatten Ranch Road has been assigned street addresses.
- The SR4 (Segment 2) Contra Loma Blvd/L St Interchange & G St Overcrossing Project proceeds with construction of retaining wall 13 (RW13) west of Contra Loma Blvd. between Buchanan Road and St. Francis Drive. Staff is reviewing revised conceptual drawings of the sewer siphon at the Contra Loma Blvd./'L' Street undercrossing and sewer line modifications on Contra Loma Blvd. and Fitzuren Road. Staff is working with Caltrans to connect irrigation water to an area between the realigned Fitzuren Road and SR4 right-of-way. The Caltrans contractor has been directed to perform weed abatement for their portion of work next to the new sound wall along Drake Street.
- The SR4 (Segment 3A) 'A' Street/Lone Tree Way Interchange & Cavallo Road/Garrow Drive Undercrossing Project continues median work near the 'A' St./Lone Tree Way undercrossing with single-lane closures in each direction during non-commute hours.
- The SR4 (Segment 3B) Hillcrest Avenue Interchange Project will widen State Route 4 from 4 to 8 Lanes and modify the Hillcrest Avenue Interchange. The Contractor continues removal of the old Park and Ride lot and retaining wall. Rail delivery for the new eBART line is continuing this week.
- The SR4/SR160 Northbound and Southbound Ramp Connector Project. The Use Agreement temporary construction use of a City-owned parcel located adjacent to the new connector ramps has been signed by the Contractor and is awaiting City signature.

CIP

- Deer Valley Road and Lone Tree Way turn pocket widening project received the final lift of asphalt on Deer Valley Road. The signal work and median curb and gutter have been completed. The final items to be completed are the median concrete and median landscaping.
- Fishing Pier Shade Structure - The structure design is completed. Construction of the project is scheduled to be out for bid in May and construction to start in July 2014.

- Wilbur Avenue Bridge Widening - The contractor completed relocating the water main and working on the final concrete crash wall along the railroad tracks. The project is scheduled for completion in June 2014.
- Safe Routes To School Grant - Staff has selected a surveying consultant for the new curb ramps along Cavallo Road, Garrow Drive, East Tregallas Road and Drake Street. Construction of the project is expected to start in August 2014.
- Surface Transportation Program Grant - Staff has selected a surveying consultant for the roadway improvement project along Ninth Street from A to H Streets. Construction of the project is expected to start in August 2014.
- Five-Year CIP Budget – Staff has completed the Draft 2014-2019 CIP manual and budget. On April 16th the Planning Commission reviewed the Draft CIP and determined that it is consistent with the general plan. Staff is planning to present the Draft CIP to City Council at the City Council Budget Study Session May 13th meeting. Staff will circulate the document to the Parks and Recreation Commission and to the Economic Development Commission for their review.
- Cambridge Booster Pumping Station Upgrades - Koch and Koch, Inc. has installed the two new vertical turbine booster pumps. Electrical wiring and switchgear facilities have been put in place. Parking lot asphalt concrete repairs have been performed.
- West Antioch Creek Channel Improvements - Staff has submitted an application for grant funding from the U.S. Environmental Protection Agency Region 9, San Francisco Bay Water Quality Improvement Fund in the amount of \$2,000,000. If obtained, this grant will require a minimum non-federal fund match of 50% of the total project cost. Results of the initial application review are expected on May 30, 2014.

Water Treatment Plant

- Representatives from the Contra Costa Hazardous Materials Program conducted an unannounced inspection of the Water Treatment Plant on April 24 to ensure compliance with California hazardous materials regulations.
- The Department of Water Resources Division of Safety of Dams has scheduled an inspection of our dam for Wednesday April 30.

Water Distribution

- Cross-Connection Control staff continues to test and repair backflow devices on schedule.
- Water Meter staff is anticipating about 175 total stops for service. This includes establishing water service and water service disconnects.
- Meter reading is on schedule. Staff has worked with a number of commercial locations to map and record the actual locations of our water meters and backflow devices. This will provide the property owner and the City accurate maps for service and emergencies.
- Water staff has completed a total of 32 requests for utility marking.

- Central Stores staff assisted Water Distribution Leadworkers in obtaining the correct parts for two upgrades to Senior Housing units. These parts should be delivered in a few days and installed after that.
- Staff issued 280 line items from Stores stock and had other non-stock requests as well.
- City construction crew replaced 4' of sewer lateral on W. 3rd Street between K and L Streets. It will eliminate further blockages, call outs and possible overflows.
- Exchanged and updated backflow prevention devices on Fairview Avenue and Ridgerock Drive.
- City construction crew replaced an 8' section of sewer main on L Street.
- Water Distribution is assisting crews at the water plant vacuum out debris from a holding tank.
- Hauled concrete and asphalt from excavations from Fulton Yard to be recycled.
- Water Distribution crews completed irrigation repairs on Mark Twain Drive.
- Water valve cans are being raised for access to our water valves on Via Dora Drive after the leveling course was placed on the road.

Public Works Maintenance

Landscape Maintenance

- The Firebreak Abatement Program continues this week. Work is progressing nicely, with disking crews moving from the Mokelumne Trail onto the Golf Course Road areas. The mow crews have completed the Williamson Ranch subdivisions, and have begun working in the area around Deer Valley High School. Approximately 5% of the work Citywide has been completed.
- Spring irrigation schedule programming has begun in the parks, and is 35% complete at the City's 32 neighborhood parks.
- City Park public donation campaign concluded at Macy's Department Store. March 31, 2014, at Somersville Town Center Mall was the last day. We are awaiting the grand total of funds raised for City Park.
- City Park Soccer Field #1, new turf seed germinated and is 90% established for play. The Pee-Wee League Soccer teams began their seasonal play on April 12, 2014, on the newly revitalized field. League play continues this week.
- ARBOR DAY CELEBRATION at Mira Vista Park was held Friday, April 25, 2014, and a good time was had by all attending! The City and the Antioch Riverview Garden Club worked together and made this a great event. This year the Garden Club President dedicated a bench to a past Garden Club member who had volunteered countless hours in efforts to make our City better. The Cub Scouts were not able to attend, so the City's Certified Arborist (Wayne Burgess) was on site to pick up the slack. In between rain drops Wayne planted the ceremonial Arbor Day Tree. A Redwood tree was the specimen of choice this year. Wayne's outstanding knowledge is always a great hit and center of attention at this wonderful event. Due to shower activity this group improvised and moved the "Pot Luck" meal to the Public Works lunch room. This made for more comfortable arrangement for the attendees. The famous Public Works Rolling BBQ produced some tasty

burgers and hot dogs. Side dishes were plentiful, all supplied by the marvelous folks at the Riverview Garden Club. This is one event you won't want to miss next year!

- Landscape crews continued the spraying of post emergent weeds on E. 18th street and Hillcrest Ave.
- 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 65% complete.
- Numerous other irrigation leaks were attended to and repaired
- The growing season is upon us and the 5 person contract trimming crew continues to trim on the side of the road in the landscape area on Deer Valley Road north of Lone Tree Way. This week the 4 person contract trimming crew will continue trimming the sides of Davison Dr. and the 3 person trim crew is trimming the sides of Country Hills east of Hillcrest Ave.
- Landscape staff has begun to re-program the irrigation controllers from their winter programs to their spring programs. They are approximately 30% complete with this task.

Street Maintenance

- Staff removed graffiti from numerous areas around the City.
- Crews continue to repaint stencils (Cross walks and Legends).
- Staff has repainted 120 stencils and repainted 650 linear ft. of 12" (12" is cross walks and STOP bars). The majority of the work took place in the Beede Park and Marie Ave. area.
- Crews replaced 10 existing signs due to poor condition and installed 6 new signs.
- Crews assisted P.D. staff with the removal of 10yds of debris out of their auxiliary yard.
- Crews replaced over 140 tons of asphalt on E Street between 9th and 10th Streets. This has been a long time coming and the crews did a great job on the project!
- Over 90 tons of roadway was removed and replaced with new asphalt on 10th St near Est.

Facility Maintenance

- Replaced an air hose in the Mechanics Shop at the Maintenance Yard.
- Performed Annual Safety Inspection corrections at the Maintenance Yard.
- Repaired the main lobby door at the Police Department.
- Painted the access panel at the Police Department.
- Changed out ballast and repaired a light at City Hall.

Collections Division

- The Collections team cleaned over 19,927 linear feet of sewer lines.
- Approximately 1 acre was weed abated in various creeks and channels.
- Staff continues to work with Fish & Wildlife to ensure good communication and regulatory compliance while working in the City creeks and channels.

- 28 cubic yards was cleaned out of the creeks running through the City Collections Division.

Marina

- Continued preparations for Annual Customer Appreciation BBQ on May 3rd.
- Commenced removal of primrose on A Dock with assistance from the Work Alternative crew.
- Removed leaves, tree trimmings and various debris piles along the walking path.
- Customer follow ups regarding billing issues were addressed with Finance for a mutual solution
- Completed editing new advertisements for the marina and marina services in preparation for new promotional campaign to attract new berthers.
- Custom fuel sign completed and delivered to the marina for use on fuel dock.

Fleet

- Performed 15 preventative maintenance services on vehicles as scheduled.
- Staff made 20 miscellaneous repairs to City vehicles.

GIS Division

- Completed Revised Sanitary Sewer Overflow Statistics of Downtown for 2012/2013.
- City Fire Break data collection - 65% complete.
- Revisions to Finance Water Zone Rate Study Map (60x78) - 90% complete.
- City regulatory sign data editing - 100% complete.
- Began Backflow device data collection - 2% Complete.
- Completion of Parks Acreage maps.

POLICE DEPARTMENT UPDATES

On 4/25/14 during the early morning hours an individual or Individuals used river rocks to vandalize and burglarize approximately 25 vehicles and homes in our city. The area affected consisted of streets off James Donlon and Golf Course Road. The investigation is on-going.

On 4/26/14 Antioch PD participated in a prescription drug drop off. We collected over 160 lbs of medication during the event.

On 4/27/14 Officers were preparing to make a vehicle stop, when they noticed two subjects walking along Sycamore carrying a flat screen TV with the wires hanging down. When the subjects saw the officers, they dropped the TV and took off running in opposite directions. Reed decided to stop running and was taken into custody. The second subject fled through yards and started hopping fences. A Kindle was recovered that the second subject dropped. About the same time, a resident on Lemontree Way called to report seeing two subjects breaking into a residence and leave carrying a flat screen TV. This

turned out to be the TV the subjects dropped. The victim later arrived and identified the TV and Kindle as his. Reed was sent to County Jail. The second suspect is still outstanding. The investigation is on-going.

The next Coffee with the Cops will be May 17th, 2014 from 9:00 A.M. -11:00 A.M. at the Antioch Police Department Community room.

Weekly Calls For Service, Case Reports and Arrest data:

Time Period:	04/23/14 00:00:00 – 05/01/14 23:59:59
Number of Calls for Service:	1,926
Number of Case Reports:	355
Number of Arrests:	64
Felony:	32
Misdemeanor:	32
Arrests with DUI charge:	4

CITY MANAGER NOTES

Mayor Harper and I met with the Mayors and City Managers from Pittsburg, Oakley and Brentwood on Tuesday to discuss issues of mutual interest, including various areas of state legislation, economic development, police services, and water issues. This was the first of what we plan to be quarterly meetings that, going forward, will include Supervisors Glover and Piepho.

Chief Cantando and I helped kick off a very productive meeting on Wednesday with Animal Control staff and several animal welfare groups. The goal is to develop and implement a plan to control, immunize, and reduce the feral cat population over time, implementing “trap-neuter-return” (TNR) strategies, adoption, and the elimination of “rogue feeding” that is not part of the collaborative strategy. Also, we will be suspending the fee for dropping off cats at the animal shelter for six months to encourage people who cannot care for their cats to get them to the shelter so we can increase adoptable cats and not increase strays that become feral.

On Wednesday, I attended a rally at Black Diamond Middle School that featured Mayor Harper and Chief Cantando among the speakers. It was a bit warm, but the kids hung in there and enjoyed pizza and soft drinks to cap the program.

I attended the Mayor's Conference in Concord last night along with Mayor Harper. The focus of the meeting was sharing best practices on dealing with homelessness in Contra Costa County, which has been a growing problem in recent years. Pamela Singh, who has presented on this subject in Antioch, was a featured presenter.

This afternoon, City Attorney Lynn Tracy Nerland, Public Works Director/City Engineer Ron Bernal and I will be meeting in Walnut Creek with our consultants on the Bay Delta Conservation Plan to discuss our comments on the proposed project.