



**OFFICE OF
THE CITY MANAGER
MEMORANDUM**

DATE: June 27, 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 |
|--|---|---|
| Wednesday, July 2, 2014 | Planning Commission Meeting Cancelled | |
| Thursday, July 3, 2014 | Independence Day City Holiday | |
| Thursday, July 3, 2014 | Board of Administrative Appeals Cancelled | |
| Saturday, July 5, 2014 9:00 a.m. – 11:00 a.m. | Neighborhood Cleanup | Report to the Parking Lot of Marchetti Park 5298 Belle Drive |
| Tuesday, July 8, 2014 | City Council Meeting Cancelled | |
| Wednesday, July 16, 2014 6:30 p.m. | Planning Commission Meeting | City Council Chamber 200 H Street |
| Thursday, July 17, 2014 3:00 p.m. | Board of Administrative Appeals | City Council Chamber 200 H Street |
| Monday, July 21, 2014 7:00 p.m. | Crime Prevention Commission | Antioch Police Department Community Room 300 L Street |
| Tuesday, July 22, 2014 7:00 p.m. | City Council Meeting | City Council Chamber 200 H Street |

CELEBRATION OF ART

The 10th Annual Celebration of Art Exhibit Opens June 28th. The Celebration of Art Exhibit has been held in partnership with the Antioch Historical Society and the Arts & Cultural Foundation of Antioch for the past 9 years. The free exhibit runs June 28th through July 19th on Wednesdays & Saturdays from 1-4 PM and features the artworks of 35 artists. A free artist reception will be held on June 28th from 2-4 PM. The Antioch Historical Society and the Sports Legends Museums are located at 1500 West 4th Street, in downtown Antioch. For more information visit www.art4antioch.org or call Diane Gibson-Gray at (925) 325-9897.

REDUCED LIBRARY HOURS EFFECTIVE JULY 1

This week, the Contra Costa County Librarian notified the City of the new hours at the 18th Street Library, effective July 1st. They will be:

| | |
|-----------|--------|
| Monday | closed |
| Tuesday | 12-8 |
| Wednesday | 10-5 |
| Thursday | 10-5 |
| Friday | closed |
| Saturday | 12-5 |
| Sunday | closed |

NEIGHBORHOOD CLEAN-UP

The Antioch Police Department is excited to announce the 53rd installment of the Neighborhood Cleanup Program. This is a collaborative community effort which involves active participation from The Antioch Police Department Crime Prevention Commission; Neighborhood Watch Program; Volunteers in Police Service; community volunteers and the Public Works Department.

Collectively, everyone who works and lives in the City Antioch, can make a difference and improve the quality of life. It's our community and it's our chance to make a difference.

The City of Antioch Neighborhood Cleanup program is not just for residential neighborhoods. It is a program that will change venues on a monthly basis and it will include business and commercial areas as well. Neighborhoods that are free of trash and refuse are inviting, and a clean community instills a sense of community pride.

The 51st Neighborhood Cleanup event will occur on **Saturday, July 5th from 9:00 a.m. to 11:00 a.m. in the Delta Estates neighborhood. Volunteers should report to the parking lot of Marchetti Park, 5298 Belle Drive.**

Volunteers will receive instructions and the equipment necessary to accomplish the goal.

The targeted area is within walking distance. Excluding inclement weather, future Neighborhood Cleanup events are scheduled for the first Saturday of every month and the locations will be announced in advance.

OFFICE OF THE CITY CLERK UPDATES

- The next Board of Appeals hearing date to be a Special Meeting on 07/17/14 since 07/03/14 is a holiday (Kitty is on vacation the 2nd week of July, hence the reason we are going with the date of 07/17/14)

Friendly reminder: At the February 11th City Council meeting, the City Council approved the following changes to scheduled City Council meetings for the remainder of 2014:

- 1) July 8, 2014 Regular Council Meeting cancelled for "Summer Break."
- 2) August 12 & 26, 2014 Regular Council Meeting dates will stay on the calendar.
- 3) November 11, 2014 Regular Council Meeting rescheduled to November 13, 2014 in observance of Veteran's Day.

INFORMATION SYSTEMS UPDATES

- Work orders opened/completed for the week: 137/140
- Email filter activity: 15,515 processed, 8,123 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
- Staff assisted users with the Windows 7 transition; mainly printer issues, desktop preferences, and data access.

FINANCE UPDATES

The fiscal year 2014-15 budget was adopted by the City Council on June 10th. The budget can be accessed on the City's website at

<http://www.ci.antioch.ca.us/CityGov/Finance/Adopted-Budget-6-10-14.pdf>

COMMUNITY DEVELOPMENT UPDATES

Planning Division:

- 33 public inquires via email/counter/telephone responded to.

Building Division:

- Permits issued – 71
- Inspections requested – 147

Code Enforcement:

| | |
|-----------------------------------|----|
| Cases followed up on | 50 |
| New Cases Open | 20 |
| Posted Sub-standard | 0 |
| Citations Issued | 14 |
| Warrants obtained and served | 0 |
| Cases Closed | 25 |
| | |
| Demand to Title for Cost recovery | 4 |
| Demands to Property Owners | 7 |
| Special Assmt Liens recorded | 0 |
| Prepare & record Release of Lien | 4 |
| Phone messages on complaint line | 57 |
| Web reports | 4 |

A downtown business was cited for continuous code violations - A follow up inspection of the business cited two weeks ago for substantial structural and environmental violations found that they have corrected most of the violations and are working toward 100% compliance in the near future.

Environmental Services

Environmental Enforcement - We are working on another batch of enforcement for lack of garbage service. There were 225 actions on cases this week. Over 99 inspections to verify occupancy were conducted. 66 Abatement notices were mailed out. 16 cases were closed, as there is now service or the property is vacant.

EcoEvents - City-wide yard sale- On October 3-6, the city will have the 5th Annual Citywide Yard Sale. Planning is underway to bring in a new partner, Prudential Realty. Staff attended an initial meeting with Prudential representatives and Republic Services to discuss Prudential assisting us in promoting the event and providing lawn signs for residents have yard sales over the weekend. More to come!

Staff facilitated, again, the outreach effort to alert the community that the signal at James Donlon and Gentrytown would be off due to a planned power interrupt on Monday June 30th from 9am to 1:30pm. This is a reschedule of the planned interrupt that was originally scheduled for June 18th and was canceled at the last minute by PG&E.

PARKS & RECREATION UPDATES**Water Park**

- The Antioch Water Park had over 4,000 General Admission patrons visit the park in the last week.
- There were 14 birthday parties with over 175 guests,
- Over 900 Small and Large group admissions including, Embarcadero YMCA, Grace Bible Fellowship, Salesian Day Camp, Downtown Oakland YMCA, Town of

Yountville, Downtown Oakland YMCA, Walnut Heights Kids Club, Chinatown YMCA, Cornerstone Christian School, and Mt. Diablo CARES.

- The first session of summer Swim Lessons began with 377 participants ages 6 months and up. The next session of weekday classes begin on Monday, June 30.
- Summer Water Aerobics began with 67 registered participants and 90 drop-in participants.

Recreation Maintenance

- Installed 6 LED underwater Light Fixtures in the Lap Pool. This is our last pool to be retrofitted with LED lighting. The remaining 6 fixtures will be replaced in the new Fiscal Year. The installation of LED technology allows us to conserve 90% of the electricity that was previously used in our incandescent fixtures and will greatly reduce our maintenance costs over the life of the fixture when compared to the old incandescent fixtures. This project demonstrates our ongoing commitment to green technology.
- Serviced the filtration systems for all 5 bodies of water.
- Installed a 3 sink chemical proportioning system for the Water Park concessions building. This will allow us to meter the amount of soap and sanitizer we use all while assuring that we meet the requirements of the health code for 3 compartment sink dish washing.
- Staff attended Food Manager training as required by the California Health Code.
- Staff attended factory training on Regenerative Media Filtration systems. This will allow us to take even better advantage of the cutting edge filtration systems we employ at the Water Park.
- Worked with Information Services on the details required for the installation of an additional video surveillance camera at the Prewett Park Facilities.
- Retrofitted elevated Lifeguard towers with new steps to ensure staff safety.
- Installed chemical metering system for kitchen degreaser at the Community Center.
- Repaired flow meter for the "Splash Pool" recirculation system.
- Worked with vendor to reestablish remote monitoring and recording of our chemical control systems. Communication has been reestablished to warn operator of conditions outside of our normal operating range prior to entering any sort of condition outside of the requirements of the health and safety code.

Antioch Community Center

- The summer session of Youth Dance and Gymnastics began with 197 participants ages 1-17 years.

PUBLIC WORKS UPDATES

- Staff met with the developer of the proposed Heidorn Village Subdivision to discuss progress being made with the Heritage Baptist Church related to required Heidorn Ranch Road improvements.
- Staff requested and received an affirmative response from the Police Department to provide additional resources and visibility on Gentrytown Drive while Somersville

Road is closed for widening. The widening work is progressing with September 1st the scheduled date for reopening the new four-lane arterial street.

Engineering and Development Services

- 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. Staff returned comments to revised model home complex plans and is reviewing an amended garage sales office conversion agreement. Contractor has completed installation of soundwalls along the east boundary of the development, is installing curb, gutter and sidewalk along Phillips Lane and is preparing to pave Phase 2 streets within the subdivision.
- Delta De Anza Trail repairs (Viera Ranch Subdivision 7220, between Ridgeline Drive and Neroly Rd.) - Construction began June 9th and will be completed August 8th. Staff performed a site inspection on June 25th.
- William Lyon Homes is building homes on 130 lots within Hidden Glen Subdivisions 6909, 7505, 8387 & 8388. The project is located east of Hillcrest Avenue and generally north and south of Hidden Glen Drive between Donegal Way and Braemar Street. Staff is reviewing an additional 20 new home plot plans. Existing driveway approaches are being adjusted to new locations under an encroachment permit.
- 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 - Staff is reviewing Wild Horse Road extension improvement plans. Staff is processing the final park reimbursement and expects to take Unit 1 tract improvements with a deferred improvement agreement to the City Council for approval on July 22nd.
- PG&E Line 114 - Gas Line Replacement Project, Easement Grant Deed to Pacific Gas & Electric Company for a portion of City-owned property to relocate a 24" gas line. Staff is processing recordation of a gas line easement to PG&E at the County Recorder's Office.
- 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. Southbound Contra Loma Blvd. traffic between Buchanan Road and St. Francis Dr. will be closed a minimum of one day a week between the hours of 8 a.m. to 2 p.m. until completion of construction of Retaining Wall #13. Staff is awaiting the contractor's estimate for sewer line modifications at Contra Loma Blvd. and Fitzuren Road.
- The eBART Parking Lot (99% complete) and Maintenance Facility (80% complete) project, located east of Hillcrest Avenue at the eastern terminus of Slatten Ranch Road - Flagmen are directing traffic for rail delivery, which is now 80% complete.
- The SR4 (Segment 3B) Hillcrest Avenue Interchange Project will widen State Route 4 from 4 to 8 lanes and modify the Hillcrest Avenue Interchange. Grading for westbound on-/off-ramps and Slatten Ranch Road widening and signalized intersection is ongoing.
- SR4 - Lone Tree Way Widening/Sand Creek Road Interchange Project - Staff is awaiting revisions to technical specifications and revised landscaping plans.

- 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. Civil plans for the project are approved.
- 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 CCWD canal and 700 feet south of James Donlon Blvd. Construction started May 15th. The road will be closed until September 1, 2014. Construction will continue until the end of the year.
- Returned civil plans and easements documents for Wal-Mart expansion.

Capital Improvements

- Deer Valley Road and Lone Tree Way turn pocket widening. Construction is complete. Contractor continues to work on punch list items.
- Cambridge Booster Pumping Station Upgrades - Koch and Koch, Inc. is rectifying minor deficiencies in the work. Control and communication training have been performed.
- Curb, Gutter and Sidewalk Repair (2014-2015) – Project was awarded to Anchor Concrete Construction, Inc. of Antioch at the City Council meeting held on June 24th
- Sanitary Sewer Main Replacement at Various Locations – Project was awarded to RGW Construction, Inc. of Livermore at the City Council meeting held on June 24th.
- Country Hills Drive Sanitary Sewer Rehabilitation – Project plans and specifications are available for purchase at a cost of \$75 per set. Copies may be obtained by logging on www.blueprintexpress.com/antioch or by calling BPXpress Reprographics at (707) 745-3593. The public bid opening for this project is scheduled for July 1, 2014, at 2:00 P.M. in the City Council Chambers located at 200 "H" Street.
- Maintenance Service Center Fueling System Improvements – Project plans and specifications for the re-bid of this project are available for purchase at a cost of \$75 per set. Copies may be obtained by logging on www.blueprintexpress.com/antioch or by calling BPXpress Reprographics at (707) 745-3593. A mandatory pre-bid meeting is scheduled for July 1, 2014 at 1:00 P.M. at the City's Maintenance Service Center located at 1201 West 4th Street. The public bid opening for this project is scheduled for July 8, 2014 at 2:00 p.m. at the City Council Chambers, located at 200 "H" Street.
- Fishing Pier Shade Structure – Construction contract was awarded to S.R.P. Company of Antioch. Construction is scheduled to start in August 2014 and be completed by October 2014.
- 2014 Rubberized Cape Seal – California Pavement Maintenance Company completed the paving work and is working on the striping.

- Wilbur Avenue Bridge Widening – The City Council is scheduled to accept the project at the July 22nd meeting.
- Safe Routes to School Grant – The City expects to receive the notice to proceed with construction from Caltrans by July 1st. Construction of the project is expected to start in September 2014.
- Surface Transportation Program Grant – Caltrans has completed processing the grant documents. The City expects to receive the notice to proceed with construction from Caltrans by July 1st.

Water Distribution

- Water crews replaced a fire hydrant on Willow Ave. that was damaged by vandals.
- Water crews repaired a water main leak on Sunset Ln.
- Water crews are preparing and will begin to replace water services on Rockford Dr. as well as Crestview Dr.
- Water staff is mapping out a new water main on W 5th St.
- Water Meter staff completed 194 total stops for service during the week. This includes establishing water service and water service disconnects.
- Meter reading is on time for the week. We are still experiencing a higher than usual failure rate of meter transmitters. This is normally due to the summer heat. The failures will be exchanged and sent out for warranty replacement.
- Water staff has completed a total of 57 requests for utility marking.
- Stores staff started annual inventory. This will not impact the daily operation of Central Stores as we will stay open and available during the process.
- Stores processed 10 requests for non-stock items for other departments. These included lamps for lighting the ball fields at Community Park and a specialty pole for Verne Roberts Circle, among others. Staff also processed 347 line item requests for stock items during this time.
- Staff ordered a new street lighting pole for Verne Roberts Circle. This pole is different from others in the city, yet is consistent with the look of the surrounding area.

Water Treatment Plant

- Completed SCADA training on the new Cambridge pump station.
- Installed new piping to the chemical storage tank that was out of service. When piping is complete the tank will be used for additional Alum storage.
- Installed a new sludge pump in the sludge holding tank.
- Performed quarterly testing and calibration on the chlorine detectors.

Public Works Maintenance Operations

Landscape Maintenance

- The Firebreak Abatement Program continues this week. Work is almost completed, with disking crews finishing all Maintenance Zone work. The mowing crews have finished Trembath St. PG&E Tower Open Space, and Greystone Dr. Minor work

remains off Deerfield Drive and north of Prewett Water Park. Approximately 95% of the work Citywide is completed.

- Fire Abatement GIS mapping continues, with completion of the disking areas D8, D9, and D10. Citywide mapping now stands at 96% complete.
- Summer irrigation schedule programming is 100% complete. Irrigation upgrades and repairs are ongoing in order to eliminate water waste.
- A playground and park safety inspection was completed at Nelson Ranch Park (4700 Wild Horse Road).
- A playground and park safety inspection was completed at Knoll Park (5000 Country Hills Dr.).
- A main-line water break was repaired at Diablo West Park and a stuck-on turf valve was repaired (2000 Prewett Ranch Dr.).
- Antioch Community Park had a Sycamore tree removed by the main parking lot for safety reasons.
- PG&E continues High-Voltage line safety tree removals this week at Meadowbrook Park by removing 3 established trees (2 Oaks and 1 Pine).

Street Maintenance

- Staff removed graffiti from numerous areas around the City.
- Crews continue to repaint stencils (crosswalks and legends). Staff has repainted 132 stencils and repainted 2,735 linear ft. of 12" (cross walks and STOP bars).
- Crews replaced 3 existing signs due to poor condition.
- The striper crew repainted 8 miles of bike lanes.
- Crews filled 2 potholes.
- Crews replaced 700 raised pavement markers (road buttons).
- Crews removed 20 cubic yards of homeless encampment debris.

Collections Division

- The Collections team received 16 calls for service and cleaned over 33,469 linear feet of sewer lines.
- Staff televised 35 sewer laterals and hydro flushed 13 potential blockages on various sanitary sewer main lines.
- Staff continues to make progress on the revisions/self audit of the city's Sanitary Sewer Management Plan that is required by the state.
- 34 cubic yards of vegetation/material and 2 bags of trash were cleaned out of the creeks throughout the City.
- Approximately 6.2 acres were weed abated in various creeks and channels.
- Management staff is going over the quotes for new utility beds to go on replacement trucks.

Facility Maintenance

- Several burned out lights and lighting repairs were made at the P.D. jail.
- A water leak at the P.D. jail was repaired.
- Additional bracing was installed on the water heater at the Public Works yard.
- Repairs were made to the air conditioning unit at the Marina office.

- Various repairs were made in Animal Services.
- Repairs were made to vandalized areas at the Lynn House.
- Removed graffiti off of various City buildings.
- Strapped and secured the water heater in the Vehicle Maintenance Shop.
- Installed a metal cabinet for City Hall staff.
- Repaired the door to the men's bathroom (Almond Ridge Park).
- Removed a broken bench (Marina).
- Repaired the fire alarm bell (Senior Center).
- Replaced the ballast on a parking lot light at the P.D.

Fleet

- Performed 21 preventative maintenance on vehicles, as scheduled.
- Staff made 17 miscellaneous repairs to City vehicles.

Marina

- Marina Staff removed debris & algae collecting in several slips to clear the water of obstructions and hazards.
- Marina Staff attended to thick algae build up within the marina by utilizing the harvester to keep the channel and slips clear.
- The weekend resulted in heavy traffic using the launch ramp, 4 citations were issued for failure to obtain a launch permit.
- Marina Staff developed a worked with Dow Wetlands personnel in order to further promote the local area for boaters and public use. A full tour was provided of the Dow Wetlands grounds and proved helpful for marketing of the local area for transient boaters.
- The fishing pier was struck by a 150' ship in a "dead ship" tow heading up river by an unlicensed tug and possibly an unlicensed operator. Damage was minor and was reviewed by marina staff and facilities. While it appears that damage was minor, there may be underlying damage below the waterline. This is unlikely, but still a concern given the size and tonnage of the vessel that struck it. A full Coast Guard investigation was launched. The marina has made contact with the Coast Guard to aid them in any way with the investigation.

POLICE DEPARTMENT UPDATES

- On 6/21/14, a concerned citizen called to report a man passed out behind the wheel of a suspicious vehicle. Officers arrived and found the man sleeping in the driver's seat of a stolen vehicle that was taken in Antioch on 6/15/2014. The suspect is a transient from Richmond who was also found to be on Parole for burglary. He was sent to county jail.
- On 6/23/14, Antioch's newest Police Officer, Jake Spencer, was sworn in at the Antioch Police Department community room by Mayor Wade Harper.

- On 6/23/14, APD conducted a proactive enforcement detail in the Sycamore Drive corridor, D Street corridor, and Cavallo Road corridor. A total of 11 arrests were made, which included two gun violations.
- On 6/25/14, Officers responded to a 911 call of an unknown subject attempting to enter a Wilbur Avenue apartment through a window. The suspect was contacted attempting to open the front door. An Officer attempted to detain the suspects in cuffs, but he fought with the Officer and was taken to the ground where he continued to struggle. The second Officer deployed his K9 and the suspect kicked the K9. The suspect was taken into custody and was taken to County Jail.
- On 6/26/14, a man stumbled into the parking lot of the 7-11 store on Buchanan Road and collapsed in front of the main doors. He was found to have an apparent stab wound to the back. He was transported to a local hospital and was determined to have a collapsed lung. He was admitted into surgery for non life threatening injuries. The investigation is on-going.
- Weekly Calls For Service, Case Reports and Arrest Data:

| | |
|------------------------------|---------------------------------------|
| Time Period: | 06/19/14 00:00:00 – 06/25/14 23:59:59 |
| Number of Calls for Service: | 1,626 |
| Number of Case Reports: | 242 |
| Number of Arrests: | 65 |
| Felony: | 27 |
| Misdemeanor: | 38 |
| Arrests with DUI charge: | 1 |

CITY MANAGER NOTES

RELAY FOR LIFE

I attended the Relay for Life of Antioch event last Saturday at Deer Valley High School as part of the City of Antioch Team. Our team captains, Sonia Johnsen and Vanessa Rosales and other City employees did a great job getting our team organized and into the game. Mayor Harper and Council Member Tiscareno were also on hand during my short stint.



On Tuesday, Police Chief Alan Cantando and I served on separate Grand Jury Orientation Panels in Martinez, providing information on the City of Antioch and issues important to our community.

On Thursday, Chief Cantando and I attended an organizational meeting with Deer Valley Plaza merchants, community leaders and Neighborhood Watch members to help the merchants (1) get organized and deal with ownership that has not been providing adequate security and maintenance for the shopping center and (2) develop strategies for dealing effectively with loitering and criminal behaviors by high school students and assorted low-life drug pushers.

Also on Thursday, I attended the Chamber of Commerce mixer at Sutter Delta Urgent Care – Blue Rock and the infamous annual “demotion dinner” for Antioch Rotary.

I will be on vacation from about the time I e-mail this report until July 14th. In my absence, Ron Bernal will be Acting City Manager, with all authority to approve and execute documents as needed. There will be no Weekly Report next week due to the holiday shortened week. (We are closed Thursday and Friday.) Ron will provide a Weekly Report on July 11th.

Enjoy Antioch’s birthday on the 4th of July!