



**OFFICE OF
THE CITY MANAGER
MEMORANDUM**

DATE: July 24, 2014
TO: Mayor Harper and City Council Members
FROM: Michelle Fitzer, Acting City Manager, on behalf of Steve Duran
RE: City Manager's Weekly Report

MEETING SCHEDULE

Date and Time	Event	Location
Monday, July 28, 2014 6:30 p.m.	Committee for the Lone Tree Golf Course	Lone Tree Golf Course 4800 Golf Course Road
Saturday, August 2, 2014 9:00 a.m. – 11:00 a.m.	Neighborhood Cleanup	Report to the Parking Lot at Marsh Elementary School 2304 G Street
Tuesday, August 5, 2014 6:00 p.m. – 9:00 p.m.	National Night Out	Citywide For more information go to: www.natw.org
Wednesday, August 6, 2014 – 6:30 p.m.	Planning Commission Meeting	City Council Chamber 200 H Street
Thursday, August 7, 2014 3:00 p.m.	Board of Administrative Appeals	City Council Chamber 200 H Street
Tuesday, August 12, 2014 7:00 p.m.	City Council Meeting	City Council Chamber 200 H Street
Wednesday, August 20, 2014 – 6:30 p.m.	Planning Commission Meeting	City Council Chamber 200 H Street
Tuesday, August 26, 2014 7:00 p.m.	City Council Meeting	City Council Chamber 200 H Street
Tuesday, September 2, 2014, 6:00 p.m.	Economic Development Commission Meeting	City Council Chamber 200 H Street

SISTER CITY DELEGATION VISIT

Representatives from Antioch's Sister City, Chichibu, Japan, will be visiting our fair City from July 25th through August 8th. This Sister City Organization is celebrating 47 years this year. Sean Wright heads up this program for Antioch.

There are a number of opportunities to participate in the events of the week pertaining to this visit. Two of the events are dinners on July 28th and August 6th. Brian Nunnally has provided the Council with more detailed information.

DOWNTOWN EAST DEVELOPMENT RFQ/P

With the approval of the City Council, staff has released a Request for Qualifications and Proposals (RFQ/P) for the redevelopment of the old lumber yard site at the east edge of downtown and the Nick Rodriguez Center and Senior Center. There has been quite a bit of misinformation bouncing around on e-mail and social media, so here are a few facts:

- The City owns all the sites included in the RFQ/P. The former redevelopment agency owns none of the sites.
- The old lumber yard site is zoned for residential development under the General Plan, which was vetted through a transparent public process, and was designated for residential with a retail component in the 2006 Arcadis Plan, which also was also vetted through a transparent public process. The RFQ/P calls for additional community input as a project concept is developed.
- The City is seeking market-rate for-sale residential housing; not low-income apartments.
- The historic lumber yard building across the street is not part of the project and is not being removed. Incidentally, it has been purchased recently and is being restored.
- The senior center is not to be eliminated. If the project economics can support it, the City would have the developer building a new senior center. If it is not feasible to build a new senior center, then land sales proceeds could be used to upgrade the existing senior center and theater.

The RFQ/P can be found on the City's web site www.ci.antioch.ca.us
Additional questions can be directed to me at sduran@ci.antioch.ca.us

"HUMPHREY'S" RESTAURANT RFQ/P

A total of 148 Requests for Qualifications and Proposals (RFQ/P) were mailed out July 16 to prospective bidders representing nearly 170 restaurants. The City is seeking a well qualified and financed restaurant operator to renovate and reopen the restaurant space at One Marina Plaza. Staff will be conducting a pre-submission walk through with prospective tenants before the August 19 submission deadline and bid opening.

OFFICE OF THE CITY CLERK UPDATES

Seven City Council Candidates have pulled candidate packets (Lori Ogorchock, Diane Gibson-Gray, Tony Tiscareno, Lamar Thorpe, Sandra McGee, Karl Dietzel & Austin Davis).

We continued to accept FPPC Campaign Finance filings which are due by 5:00 p.m., Thursday, July 31, 2014.

We completed the annotated minutes for the July 22nd Council meeting; and distributed and posted on the City website.

We posted the approved minutes for the June 24th Council meeting on the City website.

The Board of Administrative Appeals hearing was held on Thursday, July 24 – one appeal is being heard.

The next Board of Administrative Appeals hearing will be on Thursday, August 7th at 3:00 p.m.- one appeal has been filed.

We finalized the resolutions and an ordinance adopted at the 7/22/14 Council meeting.

We are preparing the tentative agenda for the August 12th City Council meeting.

Certificates were prepared for the Mayor to present to the ten delegates from Antioch's Sister City, Chichibu, Japan, whom are being welcomed on Monday, July 28th.

We received four Public record requests which for forwarded to the appropriate departments for a response.

We picked up and delivered requested files from the Records Warehouse to Community Development; and returned several files to the Records Warehouse.

Another sixty entries were made to the Records Warehouse data base of records which have been checked out.

We received several delinquent FPPC Form 700 "Statement of Economic Interests" as a result of our outreach program.

HUMAN RESOURCES UPDATES

Human Resource staff has been very busy with recruitment activities this week.

- A conditional job offer was made to an Associate Planner candidate. We are hoping to have a start date around mid-August.
- Oral Board interviews were held for Accountant I/II.
- The Parks & Recreation and Human Resources Technician filing periods closed.
- The recruitment for Operations Supervisor (Public Works) was posted.

- Oral Board interviews were held for Police Trainee, Lateral Police Officer and Entry Level Police Dispatcher.
- The Physical Agility Test for Police Officer applicants will be held on Friday.

The comprehensive classification plan update project was completed with Council adoption of the descriptions for the Antioch Police Officers' Association on Tuesday night. We are now moving on to updating the Employer/Employee Relations Resolution, Personnel Rules and Administrative Orders.

FINANCE UPDATES

None for this week.

INFORMATION SYSTEMS UPDATES

Work orders opened/completed for the week: 220/185

Email filter activity: 16,142 processed, 8,564 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

COMMUNITY DEVELOPMENT UPDATES

Planning/Building:

- A building permit was issued for a 20,000 s.f. medical office building at Country Hills Drive and Deer Valley Road. This project was entitled several years ago but stalled due to the recession. This is a good sign that the economy and commercial/office construction is rebounding. A second medical office building at this location is currently in plan check.
- A building permit was issued for façade improvements at Contra Loma Plaza (SaveMart location).
- The Building Division participated in a BayREN (Bay Area Regional Area Energy Network) Energy Code compliance review. The BayREN Codes and Standards program is a joint effort of Bay Area cities and counties to achieve full compliance with provisions of the California Energy Code. This program is a locally driven effort of local governments to reduce energy use in buildings through improved design and construction. The program is administered jointly by each of the nine Bay Area counties and the Association of Bay Area Governments (ABAG). Funding for the program is provided through the California Public Utilities Commission (CPUC).
- Responded to 59 telephone/counter/email public Planning inquiries.

Building Permit Activity:

- Number of permits issued..... 55
- Number of inspections..... 170

Code Enforcement:

13 New Cases Open
18 Cases Closed
57 Inspections
9 Citations
3 Posted Sub-Standard
1 Demands to Title for Cost recovery
5 Demands to Property Owners for cost recovery
3 Special Assessment Liens recorded
61 Phone messages on complaint line
12 Web reports

Environmental Resources:

- Environmental Enforcement - There were 75 actions on cases. 22 cases were closed, as there is now service or the property is vacant. 36 residences were abated by signing the properties up for garbage service.
- EcoEvents:

Only 1 week left to submit photos in our 'I recycled on my Summer Vacation' photo contest. Details:

Attention Antioch Residents or Visitors that Recycle:

What did you do on your summer vacation?

Did you recycle wherever you went?

If so you could win 4 Prewett Water Park Passes (a \$56 value)

Who: All Antioch Residents or Visitors that recycle

What: Participate in EcoAntioch photo contest: I recycled on my summer vacation

When: July 2-31

Where: EcoAntioch Facebook page or Instagram account

Why: Promote conservation & recycling in Antioch

How:

Step 1: Take a picture of you recycling on your summer vacation. Only have a Staycation planned? Pictures of you recycling in any of our parks or other public recycling receptacles located in the City of Antioch can be entered.

Step 2: Follow EcoAntioch on Facebook or Instagram.

Step 3: Post your pictures and tag #ecoantioch and #vacayrecycler to enter the contest. The pictures with the most likes by 5pm on July 31st will win!

For winning pictures of recycling outside the City of Antioch, proof of residency will be required. For winning pictures of recycling at receptacles located within the City of Antioch there are no residency restrictions.

Water Park Passes will be purchased by Environmental Resources and Republic Service.

RECREATION:

Antioch Senior Center

- Collaborated with Latino Senior Peer Counseling on providing an Alzheimer's seminar for Spanish speaking participates. Guest speaker was Ernesto Hildalgo. Over 25 members and family attend.
- Serviced four members with Spanish Peer Counseling (a value of \$50 per participant)
- California Health Advocates serviced three participates with free services.
- Hosted a free movie day for members of the Antioch Senior Center with over 30 participants.
- Seven new participants signed up for membership to the Antioch Senior Citizens Club
- Eleven new participants signed up for the CC Café Nutrition program.
- Serviced 368 participants through the CC Café Nutrition meal program for the week of July14-July18.
- Provided five members with public transit training to aide them to travel outside the Antioch Area.
- Hosted AARP Smart Driver Classes on June 26, 2014. This class provides seniors with up-to-date traffic laws and tips to help keep them safe on the road. 16 members attended.
- Serviced 44 members with free Blood Pressure Screening through collaboration with John Muir Health (a value of \$21.00 per hour @ 3 hours per month).
- Monthly summary provided by Contra Costa County Nutrition has the Antioch Senior Center listed as the overall highest meals served for the month of July at 1701 meals.
- Serviced seven senior community members with free will information (a value of \$300 per person).
- Serviced five senior community members with free Legal Aid provided by Contra Costa Senior Legal Services.

PUBLIC WORKS UPDATES

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 — The Contractor is finishing paving the Phase 2 interior streets. Staff is reviewing submittals for E. 18th Street/Phillips Lane traffic signal and landscape irrigation and assisted the contractor with signal layout.
- 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 is reviewing 2nd submittal civil plans, landscaping plans, right-of-way and utility easement dedications.
- Delta De Anza Trail repairs (Viera Ranch Subdivision 7220, between Ridgeline Drive and Neroly Rd.) — Construction began June 9th and is expected to be completed by August 8th. Trail paving is nearing completion.

- 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 completed review of 32 new home plot plans. Existing driveway approaches are being adjusted to new locations under a City 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 — Pending developer submittals, Staff expects to take Unit 1 tract improvements with a deferred improvement agreement to the City Council for approval on August 12th.
- 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. (between Buchanan Road and St. Frances Dr.) will be closed to traffic Monday through Friday between the hours of 8 a.m. to 2 p.m. until August 6th for construction of Retaining Wall #13. Staff is reviewing an Ingress/Egress access easement to a Caltrans storm water basin.
- The SR4 (Segment 3A) 'A' Street/Lone Tree Way Interchange – Cavallo Road/Garrow Drive Undercrossing Project — Staff provided direction to CCTA regarding decorative stamped concrete for areas of raised landscaped medians under and adjacent to SR4 freeway crossings. The CCTA/Caltrans will begin this fall to prepare landscape designs in two construction packages for the Somersville Road through Hillcrest Avenue interchanges.
- The SR4 (Segment 3B) Hillcrest Avenue Interchange project will widen State Route 4 (04-CC-4-28.6/30.5) 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.
- Davidon Homes Park Ridge Phase I consisting of 123 residential units located west of Canada Valley Road and east of Highway 4. Plans and maps have been resubmitted for second review.
- 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. Civil plans and lot merger have been approved. Encroachment permit has been issued for the project.
- Processing plan revisions for Somersville Road reconstruction between CCWD canal and 700 feet south of James Donlon Blvd. Construction started May 15.
- Returned civil plans and easement documents for Wal-Mart expansion.

Capital Improvements

- Deer Valley Road and Lone Tree Way turn pocket widening. Construction is complete. Resolving final change orders so project can be accepted by City.
- Cambridge Booster Pumping Station Upgrades – The City Council accepted the work performed by Koch and Koch, Inc. at the July 22nd City Council Meeting. The Notice of Completion for this work is being recorded by the County Recorder.

- Country Hills Drive Sanitary Sewer Rehabilitation – The City Council awarded the project to Michels Corporation DBA Michels Pipeline Construction in the amount of \$297,897 at the July 22nd City Council meeting.
- Maintenance Service Center Fueling System Improvements – The City Council awarded this project to GEMS Environmental Management Services, Inc. in the amount of \$136,705.15 at the July 22nd City Council meeting.
- Water Treatment Plant River Pipeline Connection – Requests for Qualifications have been sent to various engineering consulting firms for the preparation of project plans, specifications and estimates.
- Wastewater Collection System Master Plan - RMC Water and Environment has provided the Final Draft Report of this document.
- Fishing Pier Shade Structure – Staff had a pre-construction site meeting with SRP Company. ICR Electric will relocate PG&E meter and electrical service in preparation for the restroom demolition. Construction is scheduled to start in August 2014 and be completed by November 2014.
- Annual Rubberized Cape Seal Program – California Pavement Maintenance Company completed this year's project. Staff is working on developing a list of streets for next year's Rubberized Cape Seal project.
- Wilbur Avenue Bridge Widening – The City Council is scheduled to accept the project at the August 12th meeting. Staff is working on the Final Closeout Report and on the federal grant reimbursement billing submittals to Caltrans.
- Safe Routes to School Grant – Staff is awaiting the Federal Highway grant funding allocation from MTC for the project.
- Surface Transportation Program Grant – Staff is awaiting the Federal Highway grant funding allocation from MTC for the project.
- Staff is working on Safe Routes to School grant applications for a traffic signal at Wild Horse Road and Folsom Drive, a traffic signal at Contra Loma Blvd. and Longview Road, and new curb ramps in the Delta Estates area around Turner Elementary School. Resolutions of support were approved at the July 22nd Council meeting. Applications are due July 24th.
- Staff is preparing a request for proposals to update the engineering and traffic surveys for many of the major roadways within the City. The surveys are required by the California Vehicle Code prior to the use of radar for speed enforcement.
- Staff is working with Antioch Unified School District to study the existing and potential crossing guard locations in the City.

Water Distribution

- Staff provided and made up six removable cores so NPDES could install locks on trash gates at a drainage unit behind Kmart to prevent vandalism and entry.
- Inspected and tagged 10 fire extinguishers that were due for yearly inspections for Vehicle Maintenance.
- Construction crews replaced a copper water service on Harris Drive that had failed.
- Construction crew repaired sewer laterals at E. 16th Street and J Street.
- Water distribution staff worked at the Fulton Yard to fill transport trucks provided by CCT to haul green waste accumulated by tree and brush trimmings

throughout the City. Staff also filled dumpsters provided by the garbage contractor with citywide trash and debris.

- Water staff is preparing parts to exchange a backflow preventer on Sycamore Drive.
- Welding and fabricating a basket to catch large debris in sewer lift station at the Marina to prevent the pumps from clogging.
- Water crews repaired a failed 36" storm drain that is for future use on Willow Ave.
- Top dress and temporarily repaving water and sewer service cuts citywide until permanent asphalt is installed.
- Cross-Connection Control staff continues to test and repair backflow devices on schedule.
- Water meter staff made 200 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 continue to experience a higher than usual failure rate of meter transmitters due to the summer heat. The failures will be replaced and sent out for warranty replacement. We are stepping up our efforts to identify and replace outdated meters at high usage properties.
- Water staff has completed a total of 25 requests for utility marking.

Water Treatment Plant

- Sludge holding tank sump pump was installed after being out for repairs.
- Replaced batteries on 'B' plant generator.
- Installed new re-circulating pumps at "A" plant basin.

POLICE DEPARTMENT UPDATES

Tuesday night, our SWAT personnel partnered with the Contra Costa Sheriff's Offices "J" Team in the Sycamore Corridor for a proactive detail. 13 arrests were made in a very short period of time. The charges included carjacking, loitering with the intents to distribute controlled substances, seven warrants arrests, possession of controlled substances, and possession of ammunition by a felon. We have a proactive detail scheduled in the same area for next week.

Weekly Calls For Service, Case Reports and Arrest data:

Time Period:	07/17/14 00:00:00 – 07/23/14 23:59:59
Number of Calls for Service:	1,598
Number of Case Reports:	298
Number of Arrests:	65
Felony:	28
Misdemeanor:	37
Arrests with DUI charge:	2

CITY MANAGER'S NOTES

On Tuesday, I met with School Superintendent Don Gil and Associate Superintendent Tim Forester to discuss issues of common interest for the City and School District.

On Thursday, Public Works Director/City Engineer Ron Bernal, Community Development Director Tina Wehrmeister and I met with representatives from East Bay Regional Park District (EBRPD) to discuss various issues of common interest. EBRPD will be sending us their master plan for East County so we can have more informed discussions soon.