



**OFFICE OF
THE CITY MANAGER
MEMORANDUM**

DATE: August 9, 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, 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
Monday, September 1, 2014 - CLOSED	Labor Day City Holiday	
Tuesday, September 2, 2014, 6:00 p.m.	Economic Development Commission Meeting	City Council Chamber 200 H Street
Wednesday, September 3, 2014 – 6:30 p.m.	Planning Commission Meeting	City Council Chamber 200 H Street
Thursday, September 4, 2014 – 3:00 p.m.	Board of Administrative Appeals	City Council Chamber 200 H Street
Tuesday, September 9, 2014 – 7:00 p.m.	City Council Meeting	City Council Chamber 200 H Street
Wednesday, September 17, 2014 – 6:30 p.m.	Planning Commission Meeting	City Council Chamber 200 H Street

OFFICE OF THE CITY CLERK UPDATES

A total of 16 Antioch residents pulled nomination papers for the two Council Member seats that are up for election November 4, 2014. The following have submitted their nomination papers with the City Clerk by the close of the filing period: 5:00 p.m., Friday, August 8th:

Diane Gibson-Gray - Qualified

Lori Ogorchock - Qualified

Anthony Segovia - Qualified

Tony Tiscareno - Qualified

Lamar A. Thorpe - Qualified

Steven Bado - Qualified

Karl Dietzel - Qualified

Jeffrey Hall-Cottrell – Awaiting verification of signature count

Amber Avelino - Awaiting verification of signature count

Sandy McGee - Awaiting verification of signature count

The City of Antioch's ten (10) adopted ordinances from 01-01-14 through 06-30-14 have been e-mailed to American Legal for codification. Once codified (30-45 days approximately), the ordinances will be posted onto our City's folio/code. To access City of Antioch's Municipal Code, simply go to our City's Website: www.ci.antioch.ca.us, click on the GOVERNMENT tab, and then click on MUNICIPAL CODE. Or you can simply click on the following link:

[http://www.amlegal.com/nxt/gateway.dll/California/antioch/cityofantiochcaliforniacodeofordinances?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:antioch_ca](http://www.amlegal.com/nxt/gateway.dll/California/antioch/cityofantiochcaliforniacodeofordinances?f=templates$fn=default.htm$3.0$vid=amlegal:antioch_ca)

We received 1 resignation from the Economic Development Commission and he submitted his "Leaving Office" Form 700.

All required Campaign Committee Fair Political Practices Commission (FPPC) Form 460's covering the dates of 01-01-14 through 06-30-14 were submitted to the City Clerk's office on time.

The Board of Administrative Appeals hearing was held on Aug. 7th. Details of the outcome will be in next week's report.

The Board of Administrative Appeals Special Meeting for a continued appeal will be held on Aug. 28th.

We received four California Public Records Requests this week which were forwarded to the appropriate Departments for a response.

HUMAN RESOURCES UPDATES

Recruitment activities this week include:

- Oral Board interviews were held for the Parks & Recreation Director.
- The Aquatics Maintenance Worker I/II position is now open. The final filing date is August 15th.

INFORMATION SYSTEMS UPDATES

Work orders opened/completed for the week: 105/177

Email filter activity: 15,916 processed, 8,435 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 troubleshoot, found, and replaced a failed wireless device at the Water Treatment Plant.

COMMUNITY DEVELOPMENT UPDATES

Planning/Building:

- A Building Permit for Panda Express at Auto Center & Mahogany was issued.
- The Planning Commission approved a use permit for a 3,500 s.f. produce market located at 1625 A Street.
- The Planning Commission approved a use permit for an adult day program that provides services for developmentally disabled adults at 10 South Lake Drive.
- Responded to 40 telephone/counter/email public Planning inquiries.

Building Permit Activity:

- Number of permits issued..... 65
- Number of inspections..... 192

Code Enforcement:

22 New Cases Open
14 Cases Closed
50 Inspections
6 Citations
3 Posted Sub-Standard
2 Demands to Title for Cost recovery
7 Demands to Property Owners for cost recovery
58 Special Assessment Liens recorded
9 Prepare and Record Release of Lien
32 Phone messages on complaint line
12 Web reports

- New Code Enforcement Officer Started this week.
- Property on Dunes Way was posted sub-standard due to lack of water service.
- Property on G Street was re-posted sub-standard. Two subjects were arrested by APD for trespassing.
- Illegal homeless encampment actions:
 - Vacant transient encampment at 6th and I ST posted with notice to clean property.
 - Posted transient encampment at A and 6th with notice to clean property. A resource handout was provided to occupants.
 - Walked the water front area for transient encampments. It appears several encampments in the area have moved out. One encampment was located.
 - Made contact with two transient living behind Longs on Delta Fair Blvd. They were provided with a resource handout.
 - Made contact with two people sleeping in the parking lot at W 19th Street.

Environmental Resources:

- Environmental Enforcement- There were 54 actions on cases. Eleven abatement notices were sent out, 15 cases were closed, as there is now service or the property is vacant. One residence was abated by signing the property up for 6 months of garbage service. Calls continue to come in from residents regarding Emergency Water Conservation Regulations the State enacted last month. Staff has mailed out two courtesy notices to properties where we received reports of possible water wasting.
- Eco Events:
 - National Night Out- Staff was invited to have an information table at a NNO event on Tuesday. Information about the drought/water savings and upcoming eco-events was handed out.
 - Coastal Cleanup Day- Our water ways could use a pick me up! Registration is now open for our annual Coastal Cleanup Day event on Saturday, September 20th from 9am to noon. Join us at the Antioch Marina, Red Caboose and Prewett Water Park to clean up our local water ways. You can register at <http://art4antioch.org/Coastal-Cleanup.asp> or by calling the Environmental Resource Line at 779-6137.
 - Citywide Yard Sale- Registration is open for the 5th Annual Citywide yard sale held October 3-5 and sponsored by the City of Antioch and Republic Services. Sellers can register their sales and buyers can create their lists of favorites to visit at www.antiochyardsales.com. New this year, Prudential will be offering sellers a free lawn sign to promote their sales!

RECREATION UPDATES:

Community Center

- All Day Camps are completed for the summer with over 355 youth participating.
- Fall Recreation Guides mailed to residents August 6th.
- Fall Online Registration for Classes and Programs begins August 11th
- Full warranty replacement of non-functioning tables for facility rentals received.

Active Recreation Software Administration

- Set up parameters for upcoming 2014 Jr. Warriors League in Active Software.
- Implemented new calendars and procedures to communicate facility use and staffing needs.
- Updated Scholarship info in active to reflect 2014-2015 CDBG scholarship amounts.
- Research the use of existing Active Net software for possible Recreation guide use to streamline processes and utilize software capabilities when partnering with printers/graphic designers for upcoming recreation guide projects.
- Contacted Active technical support to update and increase report time-out boundaries for activity participation reports.
- Created finance report manual for the City of Antioch Finance Department use of Active Net for reconciliation of daily deposits.

Antioch Senior Center

- 340 meals were served to seniors through the Contra Costa Senior Nutrition Program hosted and operated by the Senior Center.
- Collaborated with the Cal State East Bay University Nursing Program to offer a free health and wellness seminar featuring blood pressure and glucose checks, serviced 32 participants.
- Three participants signed up for the Senior Nutrition program.
- Antioch Senior Citizen's Club Board of Directors held their monthly meeting.

Sports Programs

- The midway point for the Junior Giants season was Saturday July 26th All 42 teams totaling 640 participants and over 60 volunteer coaches are having a good time. Games are scheduled to be played from 9am to 5pm every Saturday with the last games of the year taking place on August 16th.
- Adult Fall Softball League registration for both men's and women's teams ended on Monday July 28th with 45 teams and over 700 participants being enrolled in the current season which is to begin August 7th running through the end of November. Games to be played on Monday, Thursday and Fridays.

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 — Staff is reviewing revised model home plans and is preparing comments to the E. 18th Street/Phillips Lane traffic signal submittal.
- 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, and right-of-way and utility easement dedications.
- Cellular Providers on City-owned Property – Staff is reviewing Sprint applications for cellular modifications on six (6) City-owned parcels.
- Delta Bowl (Melton) Lot Merger – Staff is reviewing lot merger documentation for recordation purposes.
- 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 and retaining wall construction have been completed and fence installation is in progress. Staff is preparing a bond release for Tract 7219.
- 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. 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 — The developer has withdrawn his request for tract acceptance with a deferred improvement agreement and has requested bond releases for completed improvements.
- 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 an Ingress/Egress access easement to a Caltrans storm water basin.
- 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. The eBART contractor is adjusting the elevation and alignment of a 10" waterline to plan specifications.
- 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 15th.
- Returned civil plans and easements documents for Wal-Mart expansion.

Capital Improvement Program (CIP)

- Deer Valley Road and Lone Tree Way turn pocket widening - Construction is complete. Project to be accepted at the August 12th Council meeting.
- Sanitary Sewer Main Replacement at Various Locations – This project will replace the existing sewer facilities on East 19th Street, Acacia Avenue, Birch Avenue, Chestnut Avenue, Deodar Avenue, Evergreen Avenue and Belshaw Street. Work on this project is expected to commence in mid-August.
- 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 estimate. Consultant responses are due August 28th.
- Fishing Pier Shade Structure – Contractor is working on the restroom demolition plan and the schedule. ICR Electric will relocate PG&E 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 estimating funding balance projections for next year's Rubberized Cape Seal project.
- Wilbur Avenue Bridge Widening – The City Council is scheduled to accept the project at the August 26th meeting. Staff is working on the Final Closeout Report.
- Safe Routes To School Grant – Staff is awaiting the Federal Highway grant funding allocation from MTC for the project.
- Surface Transportation Program Grant – Staff received the grant funding authorization from Caltrans to proceed with construction. PLS Surveys will start survey work in August. Design work will be completed in November 2014. Construction is scheduled for May 2015.

Water Distribution

- Water field tech responded to customer calls regarding water related issues citywide.
- Water crews replaced water services due to leaks on Cerro Ct., Desrys Dr., and Sage Ct.
- Water crews shut off a water main for contractor to tie in a new water main on Phillips Ln.
- Water crews repaired a leaking fire hydrant on Apollo Ct.
- Water crews replaced curb stops as preventative maintenance.
- Water staff hauled off green waste for recycle, as well as cleaned up debris at the city's Fulton yard.
- Water crews repaired a sewer lateral on W. 5th St.
- Water crews attended training on defensive driving, as well as Lock Out Tag Out.
- Cross connection control specialists continue to test and repair backflows on schedule.

- Water service technicians made 147 stops for water services, including disconnections.
- There were a total of 32 USA tickets completed for utility location.
- Meter reading for the month has begun and is on schedule.
- Central Stores staff assisted 6 citizen's request for barricades for the annual National Night Out event and various block parties. These barricades are issued prior to, and then received after their event.
- Met with Water Distribution Leadworkers to form parts lists for two installs of backflow devices that replace older devices currently in use.

Public Works Maintenance Operations

Landscape Maintenance

- Fire Abatement GIS mapping continues with the Mokelumne Walking Trail, Zones D42 and D44, from Lone Tree Way to Buchanan Road, in addition to the Deerfield walking trail, Park Junior High School hill, Greystone open space and other miscellaneous areas. With these areas complete, mapping stands at 97% complete.
- Landscape crews continued the spraying of post emergent weeds on Dallas Ranch Rd., Prewett Ranch Dr., and Delta Fair Blvd.
- Numerous irrigation leaks were attended to and repaired.
- The growing season is in full swing and the 5 person contract trimming crew has finished the trimming of the center medians of Lone Tree Way and started trimming Laurel Rd. The 4 person contract trimming crew completed the trimming of Carpinteria Dr. and is now trimming the R.O.W. (Right-of-Way) along Mokelumne Dr. The 3 person trim crew completed the trimming of Mt. Hamilton Dr. and is now trimming Judsonville Dr.
- Landscape Maintenance Staff along with the "Work Alternative" participants have completed the trimming of Country Hills Dr. and the R.O.W. (Right-of-Way) along the south side of E. 18th St.
- Landscape staff assisted in the installation of a new irrigation controller on the east side of Dallas Ranch Rd. north of Mt. Hamilton Dr.
- The park maintenance contractor (Pacheco Brothers) has completed the fertilizing of the following parks: Contra Loma, Marchetti, Gentrytown, Canal, Markley Creek, Mira Vista Hills, Mira Vista, Chichibu, Eagleridge, Harbour, Almondridge and Community Parks.

Street Maintenance

- Staff removed graffiti from numerous areas around the City.
- Crews continue to repaint stencils. Staff has repainted 80 stencils and repainted 543 linear ft.
- Crews replaced 4 existing signs due to poor condition.
- Crews completed spot spraying for roadside weed abatement at various locations throughout the City.
- The crew paved over 340 tons of asphalt on Blue Rock Dr. This work is in preparation of a future cape seal project that will resurface the entire roadway. The date for the cape seal project has not yet been scheduled.
- Staff replaced over 800 raised pavement markers (road buttons).

Collections Division

- Staff continues to make progress on the revisions/self audit of the City's Sanitary Sewer Management Plan, which is required by the state.
- Approximately 4 acres were weed abated in various creeks and channels.
- The Collections team received 5 calls for service and cleaned over 20,583 linear feet of sewer lines.
- Staff televised 5 sewer laterals and hydro flushed them.
- 192 cubic yards of vegetation/material were cleaned out of the creeks throughout the City.
- Management staff is creating door hangers to assist with outreach for the future sewer lateral program.

Fleet

- Preventative maintenance was performed on 15 vehicles, as scheduled.
- Staff made 20 miscellaneous repairs to City vehicles.
- Staff refurbished a 2003 service truck for the landscape maintenance crew.

Marina

- Marina staff reviewed account status and made proper notifications.
- Marina staff cleared debris out of A and B docks.
- Repaired damaged dock area fenders along E99 berth.
- Replaced pump out station nozzle and hose for better equipment on the fuel dock.
- Cleaned public restroom utility closet and stocked cleaning materials. Met with cleaning staff to facilitate better cleaning instructions.
- Received 3 new dock carts and started assembly.

GIS

- City fire break data collection – complete.
- 2014 City fire break map - 34" x 44" – complete.
- Creation of Lucity Streets dashboard – complete.
- Code Enforcement/Community Development census map revisions – 34" x 44" – complete.
- Code Enforcement/Community Development census map – 11" x 17" - 50% complete.
- City fire break map(s) 11" x 17" maps – complete.
- City fire break 34" x 44" maps – complete.
- Street zone map revisions upsize 68" x 70" - 25% complete.

POLICE DEPARTMENT UPDATES

On 8/5/14 the Antioch Police Department joined Neighborhood Watch groups, other neighborhood groups, Mayor Harper, Council Members and the City Manager to celebrate National Night Out. There were a number of BBQs and pot lucks Tuesday evening.

On 8/6/14, officers and detectives of the Antioch Police Department, in partnership with members of the Pittsburg Police Department, the Contra Costa District Attorney's Office and the FBI conducted a crime suppression detail in the City of Antioch and parts of Pittsburg. This operation was targeted at some of the high crime areas of these cities. The entire operation lasted from early evening into the late night hours and yielded a total of 11 arrests for charges ranging from narcotics possession and sales to weapon possession and assault with a deadly weapon. In addition to these misdemeanor and felony arrests, 4 firearms were seized during this operation along with various amounts of narcotics. One of the subjects arrested during this operation was Emmitt Tippie. Tippie was wanted on two outstanding felony warrants. He was also the suspect in a recent Antioch shooting (which occurred on 7/31/14 in the 1600 block of Sycamore Drive) where a 29-year-old female was shot in front of her apartment. Information was developed in the subsequent investigation into that incident that identified Tippie as the shooter. During his arrest, he was also found to be in possession of a loaded firearm. He was taken to the Contra Costa County Detention Facility in Martinez on his arrest warrants as well as charges of PC 245(A)(2) – Assault with a deadly weapon (firearm). The case is currently being prepared for filing with the Contra Costa County District Attorney's Office.

Alleged case of police brutality: A You-Tube video was shown this week on local television news, accompanied by reports of police brutality. The City is investigating the incident, which involved several officers and a K-9. Because the incident involves personnel, the investigation is confidential and no comments should be made to the media.

Weekly Calls For Service, Case Reports and Arrest data:

Time Period:	07/31/14 00:00:00 – 08/06/14 23:59:59
Number of Calls for Service:	1,627
Number of Case Reports:	296
Number of Arrests:	98
Felony:	51
Misdemeanor:	47
Arrests with DUI charge:	4

CITY MANAGER'S NOTES

On Tuesday, Mayor Harper and I attended the second quarterly meeting of what is being called "Delta Six" – that is the Mayors and City Managers of Antioch, Brentwood, Oakley and Pittsburg, and the two County Supervisors representing east Contra Costa County or their representatives. Topics discussed included: the Habitat Conservation Plan and the idea of Antioch joining with the other three cities and the county; the James Donlan Extension, which will provide an alternate route to Buchanan and a better connection from Antioch to Kirker Pass; the Bay Delta Conservation Plan and its fatal flaws; a proposed Park and Ride and Train Station site in Oakley; and regional law enforcement coordination. Brentwood and Oakley have hosted the first two meetings and Antioch is set to host the third in October.

On Tuesday, I rode with Lieutenant Morefield and Council Member Wilson to five National Night Out block parties in Antioch. The Mayor and other Council Members rode with other offices to different gatherings. This is one of the fun parts of the job – meeting people in their neighborhoods.

On Thursday, Mayor Harper and I attended the Contra Costa County Mayors Conference, which was in Lafayette this month. The focus of the meeting was water issues and representatives from the Contra Costa Water District and the East Bay Municipal Utilities District provided information on the drought, water supplies and other water issues. The meeting was closed in honor of Antioch City Council Member, Gary Agopian.

I will be attending the memorial service this afternoon for Council Member Gary Agopian. I want to thank City Attorney Lynn Tracy Nerland, Administrative Services Director Michelle Fitzner, and Executive Assistant Sharon Daniels for taking care of all the City activities related to Gary's passing. On a personal note, Council Member Agopian and his family have been a shining example, as a light on a hill, of how to handle such adversity with faith, hope, love and grace.