



**OFFICE OF
THE CITY MANAGER
MEMORANDUM**

DATE: November 26, 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, November 25, 2014 – 7:00 p.m.	City Council Meeting	City Council Chamber 200 H Street
Wednesday, November 26, 2014	City Holiday CLOSED	
Thursday, November 27, 2014	City Holiday CLOSED	
Monday, December 1, 2014 – 6:30 p.m.	Oversight Board to the Successor Agency to the Antioch Development Agency	City Council Chamber 200 H Street
Wednesday, December 3, 2014 – 6:30 p.m.	Planning Commission Meeting	City Council Chamber 200 H Street
Thursday, December 4, 2014 – 3:00 p.m.	Board of Administrative Appeals	City Council Chamber 200 H Street
Saturday, December 6, 2014 – 9:00 a.m.–11:00 a.m.	Neighborhood Cleanup	Report to Parking Lot of John Muir Elementary 615 Greystone Dr.
Tuesday, December 9, 2014 – 6:00 p.m.	City Council Meeting	City Council Chamber 200 H Street
Tuesday, December 16, 2014 – 7:00 p.m.	City Council Meeting	City Council Chamber 200 H Street

“HOLIDAY DeLITES”

The Celebrate Antioch Foundation expanded their efforts include the return of the Holiday De Lites parade, city tree lighting and Santa Claus event this year. Like the 4th of July parade and fireworks, Holiday De Lites was stopped in 2010 when the City of Antioch could no longer afford to support it due to the economic downturn. This year’s event will take place on Saturday, December 6th.

The parade will start at 4:00 pm at 2nd and E Streets, proceed down 2nd to I Street, around City Hall to 3rd Street and return down 3rd Street to the dirt lot at 3rd and D Streets. Santa Claus will stop and stage at City Hall parking lot to greet the children. Families will be able to take pictures of their children with Santa. The memorial tree in the center of City Hall parking lot will be lit at about 5:30 pm. The parade should be over by 6 pm, just in time for everyone to enjoy the lighted boat parade on the river.

This year’s theme is **“Celebrate Antioch, Joy of the Holidays.”**

MEASURE O IMPLEMENTATION

Under Measure O, residential landlords will pay a Business License Tax of \$250 per year for single family dwelling rentals (e.g. houses) and \$150 per year for multi-family rental units (e.g. apartments and condos). Hotel/motel, hospital, convalescent, extended care (nursing) and residential care (assisted living) facilities are exempt from the proposed per unit fee. Non-profits continue to be exempt from the Business License Tax. The minimum annual Business License Tax will go from \$25 to \$100. Measure O will not raise the Business License Tax on smaller home-based businesses, which will remain at \$25.

Assuming certification of the election in late November to early December, the City will commence collection of the Business License Tax under Measure O on January 1, 2015. Residential landlords that have a current City of Antioch Business License will pay the new tax amount with the renewal of their Business License each year going forward. Those that do not have a current Business License will pay the new tax amount effective January 1, 2015. Likewise for businesses subject to the new \$100 minimum Business License Tax.

OFFICE OF THE CITY CLERK UPDATES

At the October 14th City Council meeting, the City Council approved several changes to scheduled City Council meetings, including:

- Schedule the meeting to seat the Council as the regular meeting of Tuesday, Dec. 9th *
- Schedule a special meeting to conduct business on Tuesday, Dec. 16th
- Cancel the regular meeting scheduled for Tuesday, Dec. 23rd

- Schedule a special meeting to provide land use training followed by a closed session for litigation and other legal matters on Tuesday, January 6, 2015

*The Tuesday, December 9th Council meeting will start at 6:00 p.m. in our Council Chambers when the Council Member Elects will be administered the Oath of Office.

The City Clerk's office received three applications for the Police Crime Prevention Commission (one partial term). A fourth application received was late. The applicant was notified and will re-apply when there is another opening in July 2014.

The Board of Administrative Appeals regularly scheduled meeting will be held on December 4th.

HUMAN RESOURCES UPDATES

Last week written exams were held for the promotional Police Sergeant and Police Corporal recruitments.

This week Oral Board interviews were held for the Aquatics Maintenance Worker recruitment.

INFORMATION SYSTEMS UPDATES

Work orders opened/completed for the week: 44/53

Email filter activity: 9,034 processed, 6,419 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.

ECONOMIC DEVELOPMENT UPDATES

Downtown Farmer's Market Planned for 2015 - Economic Development staff submitted supporting material to a farmer's market organization this week for consideration to approve a farmers market downtown. In the coming weeks, staff will continue to engage local downtown businesses' support for this effort. The projected start date is May 2015.

Lynn House Gallery Exhibit - The Arts & Cultural Foundation of Antioch is having their 10th Annual Local Artist Collection including 35 local artists FREE at the Lynn House Gallery from November 22nd - December 13th. The opening weekend hours are Saturday and Sunday, November 22nd & 23rd from 11 am - 5 PM, with a free artist reception on Saturday from 2-4 PM. The exhibit will continue through December 13th from 1- 4 PM. For additional information, e-mail Diane@Art4Antioch.org or check out www.Art4Antioch.org

December & January Art Exhibit at Umpqua Bank - The Arts & Cultural Foundation of Antioch's continues their partnership with Antioch's Umpqua Bank and features six artists in their upcoming exhibit. The bank is a perfect venue for local artists to showcase their work,

which changes every two months. The featured artists for the December / January exhibit are: Arturo Garcia, David Frazier, Paul Yang, Sandra Berkson, Sherry Cullison and Vicky Dendy.

The new exhibit begins December 1st and continues through January 30th. The free artist reception is Wednesday, December 3rd from 5:30 - 6:30 PM. Umpqua Bank is located at 3700 Lone Tree Way and is open Monday-Friday, 9 AM - 5 PM, excluding bank holidays. For more information visit www.art4antioch.org or call Diane Gibson-Gray at (925) 325-9897.

Real Estate Office Downtown at 340 W 2nd Street - Rodney Lal's dream came true when he bought the Antioch Lumber Company building on June 19, 2014. He has renovated and restored this 1864 building with old charm but modern amenities & technology to operate his real estate business. He has stabilized the foundation, added new electrical & central heating and air conditioning system, rebuilt the deck, painted through-out, added new plumbing and a new ADA bathroom. It's also a smart building with modern technology and sophisticated internet system including WI-FI.

Rodney Lal, has sold real estate for 25 years, teaming up with his wife, he currently has five real estate agents working through Prime Vintage Realty and he plans to recruit 20 more by the end of 2015. Lal can be reached directly at 925-366-8077 or email him at: RodneyLal@Yahoo.com Stop by and speak to Rodney Lal at 340 W 2nd St., Antioch Prime Vintage Realty.

Four 20 Bar & Grill at 420 2nd Street – This downtown bar and grill is open for business with a fresh new look inside. City officials and the Chamber of Commerce, along with Owners Celestino Torres and his daughter Yesenia, held the official ribbon cutting on Thursday, November 6th. Four 20 has a full bar and serves Italian and American food. They are open for lunch and dinner; they have live music, karaoke and dancing on the weekends. <http://www.yelp.com/biz/four-20-bar-and-grill-antioch>

Go Vegan at 2940 Delta Fair Blvd – Are you ready to go vegan, even part time? The family owned Vietnamese restaurant opened their doors a month ago to great reviews on Yelp. First of its kind in East County, on the menu you will find vegan and some gluten free items, including appetizers, noodle soups, rice plates, desserts like fried bananas with vegan ice cream, and coffee specialty drinks. Open every day from 11am to 9pm. <http://www.yelp.com/biz/go-vegan-antioch>

RECREATION UPDATES

- On November 11, on-line registration began for Winter 2015 activities.
- Last week, a new session of preschool began. Enrollment has increased 14% compared with Fall 2013.
- Last week, the Fall 2014 Art program classes ended. Budding artists enrolled in our Teen 3D Drawing class showcased amazing works of art and learned about perspective, composition, and the use of light and shadow.
- On November 15, the record breaking number of basketball players completed their clinic and team assignments; players are ready for some basketball!

- Staff met with contractors to review the maintenance schedule of projects planned during the building closure in late December.
- On November 19, staff hosted an open house and planning meeting for scheduling the Nick Rodriguez Theater in 2015. Three visual and performing arts organizations participated – they provide unique opportunities for youth and teens.
- On November 20, the Parks and Recreation Commission met; the primary agenda item was to review and recommend a list of priority improvements for the Prewett Community Park development project.

Senior Center Services

- Last week, AARP provided a Smart Driver course that allowed 9 members to stay informed on new rules and hazards of the road, reduce chances of receiving a traffic violation, getting into an accident, or becoming injured.
- On November 14, the Antioch Senior Citizen’s Club hosted an appreciation Thanksgiving Dinner and Dance. Eighty individuals enjoyed socialization with live music and good food provided by Nature’s Bounty. Attendance was 20% more than 2013.
- Last week, 51 members ventured to Reno for a fun overnight trip and a memorable getaway. Additionally, 28 members escaped for a unique day trip to San Francisco.
- Last week, 384 affordable, healthy meals were served which was an increase of 47 additional meals from the previous week.
- On November 20, the Antioch Senior Citizen’s Club held their annual Board of Directors election and new will be inaugurated in January 2015.

COMMUNITY DEVELOPMENT UPDATES

Planning/Building:

- A Building permit for a 23,000 s.f. medical office building on Country Hills Dr. was issued.
- Smart & Final will occupy the former Marshall’s location at Somersville Towne Center.
- 14 public inquires responded to via phone/counter/email

Building Permit Activity:

- Number of permits issued..... 42
- Number of inspections... .. 84

Code Enforcement:

Demand to Title for Cost recovery	2
Demands to Property Owners	4
Phone messages on complaint line	19
Web reports	2
Cases followed up on	22
New Cases Open	13
Citations Issued	2
Cases Closed	10

- Prepared and mailed 36 “Letters of Intent to Lien” for confirmation by the Board of Administrative Appeals, totaling \$19,149.02.

Environmental Resources:

- Environmental Enforcement: Over 45 actions on cases. Five cases were closed. Seven properties were abated for six months of garbage service.
- Eco Events:
 - Holiday De-lites Ornament Making Craft-in: On November 24th, in partnership with the Celebrate Antioch Committee, Republic Services and the Antioch Senior Center, the community participated in our first ever craft-in to make creative reuse ornaments for the City Hall tree for Holiday De-Lites. Over 40 participants helped to make 61 plexi-glass icicles, 54 poster tube lid snowmen, 38 vinyl banner snowflakes, 125 CD balls, 56 snow globes and about 50 feet of t-yarn garland!

PUBLIC WORKS UPDATES

Engineering & 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 new model home complex is open to the public. Phillips Lane striping is completed and the new traffic signal at E. 18th Street is under construction.
- 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 has approved project construction drawings. Staff will recommend a Subdivision and Deferred Improvement Agreement for approval at the 12/16 City Council meeting.
- Cellular Providers on City-owned Property – Staff is processing Metro PCS’ request to decommission two of its cell sites on City-owned parcels at Antioch City Park and 4506 Via Dora Drive. Staff is working with Sprint and PG&E to remedy graffiti, litter and criminal activity at their Lotus Ct. tower and cell site. Staff is working with American Tower to process 3 consent letters and one administrative use permit for their cell sites. Staff is plan checking Verizon modifications at their Via Dora site.
- Contra Loma Estates HOA Privatization – Staff is reviewing Contra Loma Estates Homeowner’s Association application for a permit to install security gates and fencing at the entrances to their subdivision.
- Golden Bow Estates HOA Privatization (PW 652) – Staff is reviewing Golden Bow Estates Homeowner’s Association application for a permit to install security gates and fencing at the entrance to their subdivision.
- 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 processing bond releases for accepted tract improvements.
- Nelson Ranch Unit 3 Subdivision 8851 (130-unit single family home development by Standard Pacific Homes, the third and final unit of this development), located on

approximately 38.10 acres northeasterly of the intersection of Wild Horse Road and Ridgeline Drive – Staff is processing an 80% bond reduction for completed tract improvements.

- Wilkinson-VanSandt LLA (PW 443-06-14) – Staff is reviewing a lot line adjustment for 4316 and 4325 Berryessa Ct.
- The SR4 (Segment 3A) 'A' Street/Lone Tree Way Interchange – Cavallo Road/Garrow Drive Undercrossing Project – Work will continue on the Cavallo overcrossing after Thanksgiving. Staff will process the request for a two-day closure when submitted.
- eBART Parking Lot and Maintenance Facility – The Contractor has requested permit final on the encroachment permit for Slatten Ranch Road improvements.
- 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.
- Laurel Ranch 109 unit housing development at Highway 4 and Laurel Road – Finalizing comments from engineering for the preliminary development plan review by Planning Commission.
- Heidorn Village 112 unit housing development at Heidorn Ranch Road and Prewett Ranch Drive – Creating conditions of approval for tentative map.
- Wal-Mart expansion – processing easements and vacation of existing easements.
- Deer Valley Business Park Commercial development fronting Country Hills Drive between Lone Tree Way and Deer Valley Road – Processing abandonment of existing easement.
- The Vineyards at Sand Creek, 641 unit housing development located on Sand Creek Road between Heidorn Ranch Drive and Hillcrest Avenue – Staff continues to meet with the developer to discuss various site and infrastructure issues.
- Aviano – Staff continues to meet with the developer to discuss various site and infrastructure issues. The revised tentative map has been submitted for review and staff is updating the conditions of approval.

Capital Improvement Program (CIP)

- Sanitary Sewer Main Replacement at Various Locations – RGW Construction is installing new sanitary sewer facilities on West 19th Street.
- Country Hills Drive Sanitary Sewer Rehabilitation – Michels Pipeline Construction is continuing the trenchless rehabilitation of the sanitary sewer main on Country Hills Drive between Parkdale Way and Hillcrest Avenue.
- Fulton Shipyard Road Transfer Station Trash Enclosure – J.D. Partners Concrete has constructed the reinforced concrete footings and installed the structure wall, steel and form boards.
- Marina Boat Launch Facility, Third Boarding Float – Staff has submitted the Streambed Alteration Agreement for California Department of Fish and Wildlife for final execution.
- West Antioch Creek Channel Improvements – Staff continues to work with the Contra Costa County Public Works Real Property Divisions on acquiring the property and easements necessary for this work.

- Rubberized Cape Seal Program – Staff has developed the 2015-2017 recommended list of streets for the next Cape Seal project and submitted a grant application for \$250,000 from the CalRecycle’s Rubberized Pavement Grant. Staff will be requesting additional budget at the December 16th City Council meeting so that we can include all of the streets on the list during this fiscal year to take advantage of low oil prices. The project will include installing new curb ramps, placing asphalt concrete leveling courses in the uneven surface areas, repairing roadway base course areas, and placing a final layer of rubberized chip cape seal over the streets.
- 2015/2016 Transportation Development Act (TDA) Grant – Staff developed a list of new handicap ramps locations to be included in the 2015/2016 TDA grant application for pedestrian and bicycle funding. This will be presented to the City Council to approve the grant application at the December 16th meeting.
- Safe Routes to School Grant (Cavallo/Garrow/E. Tregallas curb ramps) – PLS Surveys completed the survey work and Staff is working on the design. The project will be out for bid in January 2015 and construction is scheduled for March 2015.
- Transportation Impact Fee Study – Staff received two proposals for consultant services to provide technical and nexus analyses necessary to develop and implement a Transportation Development Impact Fee program. Staff conducted consultant interviews on November 24th. This will be presented to the City Council to award the selected consultant contract at the December 16th City Council meeting.
- Antioch Fishing Pier Shade Structure – SRP Company completed the new railings and the new concrete slab. The shade structure materials are scheduled for delivery December 19, 2014.
- Cavallo Road and Country Hills Drive Pavement Rehabilitation – Staff is working on the design. Construction is scheduled for May 2015.

Traffic Engineering

- Crossing Guard Study – The City has partnered with the Antioch Unified School District (AUSD) to review the current and potential crossing guard locations and determine if additional or alternative locations would provide the best use of limited crossing guard funds. The draft report has been completed and staff and AUSD will meet next week to review.
- Engineering and Traffic Surveys – Surveys of motorist’s speeds and average daily traffic counts (tubes across the roadway) have been conducted on many of the arterial and collector street over the past several weeks. The consultant has also completed the analyses on collision rates on the various roadway segments. The remainder of the analyses to complete the Engineering and Traffic Surveys will be completed in the next couple of weeks. These surveys are required on major streets in order for the police department to use radar for speed enforcement.
- Somersville Road – Permanent striping began this week and will be completed next week weather permitting. Street lights and the traffic signal will be completed in December.

Water Treatment Plant

- Performed weekly cleaning of the Solar Bees at the reservoir.
- Started installing the infrastructure for the second phase of the wireless communication between pump stations and tanks and the Water Treatment Plant.

Water Distribution

- There were 83 stops for water service including disconnections.
- There were a total of 14 USA tickets completed for utility location.
- Meter reading for the month has been completed.
- 4 business license renewal notices were delivered.
- 2 notices were issued for drought water usage violations.
- Water crews are continuing to haul green waste from the Fulton Yard and maintain the backfill material area and dumpster area for Allied Waste.
- Water crews are continuing to replace aged or broken curb stops.
- Water crews continue checking fire hydrants for proper operation, missing port caps and painting. Crews are also operating hydrant auxiliary valves for proper operation.
- Water crews are repairing water service on Silverado Dr.
- Water crews continue to upgrade and maintain pressure regulators and zone valves to improve overall water distribution system performance.
- Water crews repaired hydrant auxiliary valve at Antioch High School.
- Stores staff assisted Water Distribution staff with the installation of a 10" fire line at the end of Second St.
- Stores staff continues to keep Fulton Shipyard boat launch facility and Amtrak platform free from debris and graffiti.
- Stores staff continues processing orders for stock and non-stock items with various vendors.
- Water crews have participated in hands on training for a new hydraulic valve turner and are preparing to start the required flushing and valve operation program.

Public Works Maintenance Operations – Landscape

- Playground and park safety inspections were completed at Almondridge, City, Fairview, Hillcrest, Jacobsen, Meadowbrook and Prosserville Parks.
- Meadowbrook and Prosserville Parks have had brand new stainless steel basketball nets installed, replacing the worn out nets.
- Mira Vista Park's Community Playground construction has begun. The main play structure has been installed; swings and climbing rocks are scheduled next. The project is approximately 50% complete.
- Park turf aerating is complete.
- Park winter fertilizing program has begun.
- Staff completed the 4th quarter recycled water inspections at Fairview, City, Mountaire and Chichibu Parks.
- Tree removal requests and customer tree concerns continue to be processed as needed.

- Fairview Park had a new water-efficient Rainmaster DX-2 Irrigation Controller installed and connected to the Park's Central Irrigation System.
- Landscape crews continued spraying post emergent weeds on the rights of way of 4th St., Lone Tree Way, Somersville Rd. (under the freeway) and the medians of L St. and Buchanan Rd.
- Numerous irrigation leaks were attended to and repaired.
- The 5-person contract trimming crew continues trimming and cleaning up debris in the open space of the Wildcat Circle area. The 4-person contract trimming crew continues the trimming of the landscaped areas of Via Dora Dr. The 3-person trimming crew finished the trimming of the courts in the 4541 zone and are now assisting with the cleanup of the Wildcat Circle open space.
- Landscape maintenance staff along with the "Work Alternative" participants trimmed the entrance of the Rock Island open space and is now trimming sections of the Mt. Conness Trail.
- Landscape staff along with Street staff began the annual Pre Emergent Spray Program. This program is approximately 80% complete.
- Landscape staff began reprogramming the irrigation controllers to winter settings. This program is approximately 50% complete.

Public Works Maintenance Operations – Street Maintenance

- The fence at McElheney Rd. north of E 6th St. was repaired. This should help prevent illegal dumping on that section of the road.
- Staff removed graffiti from numerous areas around the City.
- Crews replaced 14 signs due to poor reflectivity.
- Crews removed 37 yards of debris and household dumping on Wilbur Ave.
- Crews are currently assisting the Parks Division with its annual Pre Emergent Spray Program.
- Crews filled 20 potholes.

Public Works Maintenance Operations – 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 32 yards of debris were removed from various creeks and channels.
- The Collections team received 5 calls for service and cleaned over 18,630 linear feet of sewer lines.
- Crews televised 329 feet of sewer main lines while testing multiple cameras for the new CCTV van.
- Staff televised 9 sewer laterals for a Capital Improvement project on Belshaw Street.

Public Works Maintenance Operations – Fleet Maintenance

- Performed 14 preventative maintenance on vehicles as scheduled.
- Staff made 34 miscellaneous repairs to City vehicles.

GIS

- Storm Route Book Updates - 65% Complete
- Sewer Utility Book Updates - 85% Complete
- Continued 'clean up' of Collections Lateral Layer - Complete
- Storm Utility System Updates - 35% Complete
- Sewer Utility System Updates - 35% Complete
- Maintenance Yard Underground Utility Map - 55% Complete
- Collections Divisional Template - Complete

Marina

- The Marina received 2 applications for permanent berthers and responded to 4 inquiries.
- The Tall Ship Hawaiian Chieftain utilized the public dock for an overnight stay for crew change out.
- Marina staff continues to remove large amounts of hyacinth blocking the main channel and surrounding areas.
- Marina staff reviewed accounts and processed 3 deposit returns.
- Marina staff met with Diablo Power and Sail Squadron to discuss possible safe boating classes and boating information available to Antioch Marina boaters.

POLICE DEPARTMENT UPDATES

- On 11/22/14, a Strategic Threat Management security guard was driving on routine patrol in the 1500 block of Sycamore Drive when he spotted a group of 10-15 subjects getting ready to fight. The security guard then heard 5-6 gunshots and one of the rounds struck his windshield. He was not injured and did not appear to be the intended target.
- On 11/22/14, an off-duty armed security guard went to a convenience store located in the 900 block of W. 10th Street. As he exited his vehicle he was approached by three subjects, one of whom was armed with a handgun. Fearing he would be shot, the security guard ran into the store. The security guard watched as the subjects rummaged through his car and stole his firearm, which he had left on the front passenger seat in plain view. The subjects fled the scene in a green SUV.
- On 11/23/14, officers were dispatched to the 600 block of Faria Street on a report of two victims who had been robbed at gunpoint and pistol whipped. The victims provided a good description of the suspects and their vehicle. Minutes later, officers spotted the vehicle on Sycamore Drive. Two subjects fled the vehicle on foot, and two were taken into custody. Evidence of the crime was located inside the vehicle, and the two subjects were positively identified in an in-field show up.
- Members of the Antioch Police Department have begun organizing a holiday, non-perishable food drive event. More information will be coming, but the event is scheduled to begin December 1 and will conclude December 21. All food items collected will be distributed locally to needy families.

CITY MANAGER'S NOTES

City business offices are closed Wednesday, November 26th through the weekend, opening again on Monday, December 1st due to the combination of Friday furloughs and the Thanksgiving Holiday. I am thankful to be here today, with my San Joaquin River view (fogged in this morning) and working in this wonderful community. The City has accomplished much this year thanks to the hard work of the City Council, staff and the great volunteers in this City who give so much to the community, asking only that we all work together to make Antioch even better. We can do that.