



Council Chambers
200 H Street
Antioch, CA 94509

Closed Session - 5:30 P.M.
Regular Meeting - 7:00 P.M.

ANNOTATED AGENDA

for

March 13, 2018

Antioch City Council
Regular Meeting

Sean Wright, Mayor
Lamar Thorpe, Mayor Pro Tem
Monica E. Wilson, Council Member
Tony Tiscareno, Council Member
Lori Ogorchock, Council Member

Arne Simonsen, CMC, City Clerk
Donna Conley, City Treasurer

Ron Bernal, City Manager
Derek Cole, Interim City Attorney

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Notice of Availability of Reports

This agenda is a summary of the actions proposed to be taken by the City Council. For almost every agenda item, materials have been prepared by the City staff for the Council's consideration. These materials include staff reports which explain in detail the item before the Council and the reason for the recommendation. The materials may also include resolutions or ordinances which are proposed to be adopted. Other materials, such as maps and diagrams, may also be included. All of these materials are available at the City Clerk's Office, located on the 3rd Floor of City Hall, 200 H Street, Antioch, CA 94509, during normal business hours for inspection and (for a fee) copying. Copies are also made available at the Antioch Public Library for inspection. Questions on these materials may be directed to the staff member who prepared them, or to the City Clerk's Office, who will refer you to the appropriate person.

Notice of Opportunity to Address Council

The public has the opportunity to address the Council on each agenda item. To address the Council, fill out a yellow Speaker Request form, available on each side of the entrance doors, and place in the Speaker Card Tray. See the Speakers' Rules on the inside cover of this Agenda. Comments regarding matters not on this Agenda may be addressed during the "Public Comments" section.

5:31 P.M. ROLL CALL – CLOSED SESSIONS – for Council Members – *Council Members Thorpe, Tiscareno Ogorchock and Mayor Wright (Council Member Wilson – Absent)*

PUBLIC COMMENTS for Closed Sessions – *None*

CLOSED SESSIONS:

1) **CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION** – Potential Litigation pursuant to Election Code 14025: California Voter Rights Act Demand Letter.

No reportable action taken

2) **CONFERENCE WITH LEGAL COUNSEL** – Existing Litigation pursuant to California Government Code §54956.9 (d)(1): Discovery Builders, Inc., v. City of Antioch et al. Contra Costa County Superior Court, Case No. N18-0349.

No reportable action taken

7:01 P.M. ROLL CALL – REGULAR MEETING – for Council Members - *Council Members Thorpe, Tiscareno Ogorchock and Mayor Wright (Council Member Wilson – Absent)*

PLEDGE OF ALLEGIANCE

1. PROCLAMATIONS

- In Honor of Red Cross Month, March 2018
- Idle-Free Proclamation for Motorized Vehicles in Antioch, March 13, 2018

STAFF REPORT

STAFF REPORT

Approved, 4/0

Recommended Action: It is recommended that the City Council approve the proclamations.

ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS

ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS

- *CONTRA COSTA TRANSIT AUTHORITY-CITIZEN ADVISORY COMMITTEE*
- *SALES TAX CITIZENS' OVERSIGHT COMMITTEE*
- *PARKS AND RECREATION COMMISSION*
- *ECONOMIC DEVELOPMENT COMMISSION*

PUBLIC COMMENTS – *Members of the public may comment only on unagendized items. The public may comment on agendized items when they come up on this Agenda.*

CITY COUNCIL COMMITTEE REPORTS

MAYOR'S COMMENTS

PRESENTATION – *Antioch Police Department Stats, presented by Chief Tammany Brooks*

2. CONSENT CALENDAR

A. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR FEBRUARY 15, 2018

Approved, 4/0

Recommended Action: It is recommended that the City Council approve the Special Meeting Minutes.

STAFF REPORT

B. APPROVAL OF COUNCIL MINUTES FOR FEBRUARY 27, 2018

Approved, 4/0

Recommended Action: It is recommended that the City Council approve the minutes.

STAFF REPORT

C. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR MARCH 10, 2018

Continued, 4/0

Recommended Action: It is recommended that the City Council continue the Special Meeting Minutes.

STAFF REPORT

D. APPROVAL OF COUNCIL WARRANTS

Approved, 4/0

Recommended Action: It is recommended that the City Council approve the warrants.

STAFF REPORT

E. REJECTION OF CLAIM: JOSE PERALTA

Rejected, 4/0

Recommended Action: It is recommended that the City Council reject the claim of Jose Peralta that was received on December 14, 2017.

STAFF REPORT

F. APPROVAL OF TREASURER'S REPORT FOR JANUARY 2018

Approved, 4/0

Recommended Action: It is recommended that the City Council approve the report.

STAFF REPORT

CONSENT CALENDAR – Continued

- G.** SECOND READING – FORMATION OF THE PROPOSED CITY OF ANTIOCH COMMUNITY FACILITIES DISTRICT NO. 2018-01 (PUBLIC SERVICES) *(Introduced on 02/27/18)*

Ord. No. 2137-C-S adopted, 4/0

Recommended Action: It is recommended that the City Council adopt the Ordinance Levying Special Taxes within the City of Antioch Community Facilities District No. 2018-01 (Public Services).

STAFF REPORT

- H.** SECOND READING – ORDINANCE AMENDING TITLE 9, CHAPTER 5 OF THE ANTIOCH MUNICIPAL CODE (ZONING ORDINANCE) REGARDING DONATION BINS AND GARAGE SALES *(Introduced on 02/27/18)*

**Reintroduced Ordinance with Modification,
To 03/27/18 for adoption, 4/0**

Recommended Action: It is recommended that the City Council adopt the Ordinance Amending Title 9, Chapter 5 of the Antioch Municipal Code (Zoning Ordinance) Regarding Donation Bins and Garage Sales.

STAFF REPORT

- I.** SECOND READING – ORDINANCE AMENDING ANTIOCH MUNICIPAL CODE SECTION 1-5.06 TO CHANGE PROCEDURES RELATED TO THE ISSUANCE OF CITATIONS *(Introduced on 02/27/18)*

Ord. No. 2138-C-S adopted, 4/0

Recommended Action: It is recommended that the City Council adopt the Ordinance amending Section 1-5.06-*Fines: Amounts* of the Antioch Municipal Code Title 1: General Provisions, Chapter 5: Citation Procedure.

STAFF REPORT

- J.** SECOND READING – JOHNSON REZONE (Z-17-03) *(Introduced on 02/27/18)*

Ord. No. 2139-C-S adopted, 4/0

Recommended Action: It is recommended that the City Council adopt the Ordinance for a zoning map amendment for the site at 1600 G Street (APN 067-202-014) from Single Family Residential (R-6) to Convenience Commercial (C-1).

STAFF REPORT

- K.** RESOLUTION APPROVING A DEBT MANAGEMENT POLICY

Reso No. 2018/29 adopted, 4/0

Recommended Action: It is recommended that the City Council adopt the resolution approving a Debt Management Policy for the City of Antioch.

STAFF REPORT

- L.** VEHICLE REPLACEMENT PURCHASES – PETERBILT 10 WHEEL DUMP TRUCKS AND FORD PD/PW VEHICLES

Reso No. 2018/30 adopted, 4/0

Recommended Action: It is recommended that the City Council adopt a resolution approving 13 vehicle replacements in the Police, Community Development and Public Works Departments for a total amount not to exceed \$656,944 and authorize the City Manager or his designee to enter into an agreement with the overall lowest qualified bidders: All Star Ford, Pittsburg, CA for \$303,045; Elk Grove Ford, Elk Grove, CA for 58,977; and Coast Counties Peterbilt, San Leandro, CA for \$294,922.

STAFF REPORT

CONSENT CALENDAR – Continued

- M.** LANDSCAPE MAINTENANCE BID AWARDS – 3 PERSON LANDSCAPE TRIM CREW AND 5 PERSON LANDSCAPE TRIM CREW AND A 4 PERSON LANDSCAPE TRIM ‘SURGE’ CREW

Reso No. 2018/31 adopted, 4/0

Recommended Action: It is recommended that the City Council adopt a resolution approving bid awards and authorizing the City Manager to execute an agreement with AIFresco Landscaping Inc. to provide a 3-Person Landscape Trim Crew for \$850,000 and a 5-Person Landscape Trim Crew and a 4-Person Landscape Trim ‘Surge’ Crew for \$1,750,000 for the period of April 1, 2018 through June 30, 2022 with optional years exercised.

STAFF REPORT

- N.** COUNTY ASSISTANCE FINANCING OF PINECREST AND TERRACE GLEN APARTMENT REHABILITATION

Reso No. 2018/32 adopted, 4/0

Recommended Action: It is recommended that the City Council adopt the Resolution to support the proposed County of Contra Costa (the “County”) issuance of tax-exempt revenue bonds to finance the cost of rehabilitation of Pinecrest and Terrace Glen Apartments by Resources for Community Development.

STAFF REPORT

- O.** RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE FIRST CONTRACT AMENDMENT WITH THE LEW EDWARDS GROUP

Reso No. 2018/33 adopted, 4/0

Recommended Action: It is recommended that the City Council adopt a resolution authorizing the City Manager to execute the first contract amendment with the Lew Edwards Group to continue community outreach, assessment of community priorities and planning efforts related to the City of Antioch Quality of Life in the amount of \$39,600 for a total of \$89,550.

STAFF REPORT

PUBLIC HEARING

- 3.** REQUESTED MODIFICATIONS TO THE PROJECT APPROVAL FOR THE PROMENADE – VINEYARDS AT SAND CREEK PROJECT (*con’t from 02/13/18*)

No action required by Council

Recommended Action: No action is required by the City Council. The applicant has withdrawn their application and will not be proceeding any further with the request for modifications.

STAFF REPORT

COUNCIL REGULAR AGENDA

- 4. BOARD OF ADMINISTRATIVE APPEAL APPOINTMENT FOR ONE (1) PARTIAL-TERM VACANCY EXPIRING MARCH 2020

Reso No. 2018/34 adopted appointing Marie Livingston to the One partial-term vacancy, expiring March 2020, 4/0

Recommended Action: It is recommended that the Mayor nominate and Council appoint by resolution one (1) member to the Board of Administrative Appeals for a partial-term vacancy which will expire March 2020.

STAFF REPORT

- 5. POLICE CRIME PREVENTION COMMISSION APPOINTMENTS FOR ONE FULL-TERM VACANCY EXPIRING OCTOBER 2021 AND ONE PARTIAL-TERM VACANCY EXPIRING OCTOBER 2020

Reso No. 2018/35 adopted appointing John Goodson to the one full-term vacancy expiring October 2021, and Lynden G. Price to the one partial-term vacancy expiring October 2020, 4/0

Recommended Action: It is recommended that the Mayor nominate and Council appoint by resolution one full term vacancy to the Police Crime Prevention Commission expiring October 2021 and one partial-term vacancy expiring October 2020.

STAFF REPORT

- 6. AWARD MARKETING AND BRANDING CONTRACT

Reso No. 2018/36 adopted, 3/1-Thorpe

Recommended Action: It is recommended that the City Council adopt a resolution authorizing the City Manager to execute a Consultant Services Contract with Evviva Brands, LLC for marketing and branding services in the amount of \$95,000.

STAFF REPORT

- 7. REVIEW OF COUNCIL CHAMBERS REMODEL PROJECT DESIGN OPTIONS AND CONSTRUCTION COST ESTIMATES (P.W. 247-P)

Direction given to staff

Recommended Action: It is recommended that the City Council review the proposed design options and construction cost estimates for the Council Chambers Remodel project and provide direction to staff.

STAFF REPORT

- 8. MID-YEAR BUDGET REVIEW

Fund all recommended positions and reclassifications, 4/0

Reso No. 2018/37 adopted, 4/0

Recommended Action: It is recommended that the City Council adopt a resolution approving mid-year budget adjustments in the 2017-19 budget.

STAFF REPORT

STAFF REPORT

PUBLIC COMMENT

STAFF COMMUNICATIONS

COUNCIL COMMUNICATIONS AND FUTURE AGENDA ITEMS – Council Members report out various activities and any Council Member may place an item for discussion and direction on a future agenda. Timing determined by Mayor and City Manager – no longer than 6 months.

ADJOURNMENT – 11:25 p.m.



*IN HONOR OF
AMERICAN RED CROSS MONTH
MARCH 2018*

WHEREAS, the American Red Cross saw a record-breaking year in 2017 of challenging domestic and international response efforts. In just 45 days, the Red Cross responded to six of the largest and most complex disasters of 2017, including back-to-back hurricanes, the deadliest week of wildfires in California history, and the horrific mass shooting in Las Vegas; and,

WHEREAS, in Contra Costa County, the Red Cross has a long history of helping our neighbors in need. They assisted at 113 local disasters affecting 202 families in the past year. In our area, the Red Cross handled 124 emergency military calls, assisted 471 military families, and collected 15,937 units of blood from our generous blood donors. The Red Cross taught first aid, CPR and AED to 5,141 enrollees. Aquatic and water safety classes were taught to 4,464 enrollees; and,

WHEREAS, March is a special time to recognize the Red Cross volunteers and donors who give of their time and resources to help members of the community. We applaud our heroes here in Antioch who give of themselves to assist their neighbors when they need a helping hand; and,

WHEREAS, across the country and around the world, the American Red Cross responds to disasters big and small. It collects about 40 percent of the nation's blood supply; provides 24-hour support to military members, veterans and their families; and teaches millions lifesaving skills such as lifeguarding and CPR; and,

WHEREAS, we dedicate the month of March to all those who support the American Red Cross mission to prevent and alleviate human suffering in the face of emergencies. Our community depends on the American Red Cross, which relies on donations of time, money, and blood to fulfill its humanitarian mission.

NOW, THEREFORE, I, SEAN WRIGHT, Mayor of the City of Antioch, do hereby proclaim March 2018 as "American Red Cross Month" and encourage our residents to support this organization and its noble humanitarian mission as we recognize the volunteers for their dedication, support and positive influence in Antioch.

MARCH 13, 2018

SEAN WRIGHT, Mayor

1.01
03-13-18



***IDLE-FREE PROCLAMATION FOR MOTORIZED VEHICLES IN ANTIOCH
MARCH 13, 2018***

WHEREAS, emissions from vehicle idling contribute significantly to air pollution, climate change, increased rates of cancer, and heart and lung diseases, which adversely affect health; and

WHEREAS, emissions from vehicle idling significantly affect the natural environment, air quality and well-being of residents, guests and visitors of Antioch; and

WHEREAS, idling a typical vehicle for longer than ten seconds consumes more fuel than restarting that vehicle, resulting in excessive emissions and wasted fuel; and

WHEREAS, it is vital that we protect the health and well-being of communities most at risk, such as our children, who are the future for our community; and

WHEREAS, every resident can improve Antioch's air quality by turning off vehicles whenever we are going to idle more than 30 seconds; and

WHEREAS, education about idle reduction can raise community awareness, encourage our community to develop idle free habits; and

WHEREAS, the City of Antioch's Climate Action Plans outline Education on Low Carbon Transportation as a strategy to help the City meet its climate goals and recommend an idling reduction program for the municipal fleet; and

WHEREAS, the City strives to minimize air pollutant emissions as called for in the General Plan; and

WHEREAS, the City of Antioch promotes anti-idling policies and programs as an effort to reduce mobile emissions in addition to the other examples listed in the Antioch General Plan.

NOW, THEREFORE, I, SEAN WRIGHT, Mayor of the City of Antioch, County of Contra Costa, State of California, do hereby express concern over the health, safety, and environmental issues associated with car idling, and encourage staff and community members to practice no idling for the greater benefit of the City of Antioch.

MARCH 13, 2018

SEAN WRIGHT, Mayor

**1.02
03-13-18**

ANTIOCH CITY COUNCIL SPECIAL MEETING

Special Meeting
7:00 P.M.

February 15, 2018
Antioch Community Center
4703 Lone Tree Way, Antioch

Mayor Wright called the meeting to order at 7:05 P.M., and City Clerk Simonsen called the roll.

Present: Council Members Wilson, Tiscareno, Ogorchock and Mayor Wright
Absent: Council Member Thorpe (arrived at 7:12 P.M.)

PLEDGE OF ALLEGIANCE

Council Member Ogorchock led the Council and audience in the Pledge of Allegiance.

PUBLIC COMMENTS - None

PUBLIC HEARING

1. DISTRICT-BASED ELECTIONS

City Manager Bernal announced that this item would be introduced by Interim City Attorney Cole.

City Attorney Cole announced that this was the second meeting in the process of a five meeting process. The first two meetings are designed to gather input from the public on how to draw districts. This meeting is being held on the south side of Antioch to allow more residents to participate. He then introduced the consultant, Karin MacDonald who walked us through the process.

Karin MacDonald introduced the Spanish Translator who would be available to assist those needing translation services. She then explained that the California Voting Rights Act (CVRA) expanded on the Federal Voting Right Act. Antioch had received a "Demand Letter" in November 2017 to transition from "at-large" to "by district" elections for council members. She explained that there had to be five hearings that must take place with 2 of those meetings taking place before creating a draft map. Tonight's meeting was to take input from the public. Next she explained the difference between "at-large" and "by-district" elections. She said that if the council approved the transition, the by-district elections could take place in November 2018 or 2020.

MacDonald said that at the March 10th Special Meeting, they would show the City Council what had been developed and how the districts could be put together. The Council can modify and basically develop a draft map that they wanted the public to make comments.

The release of the draft districting plan on the City Website would be on March 12th. The public would be able to comment a draft district map or maps between then and the next meeting on March 27th. The district map would then be finalized at the April 10th City Council meeting, if the Council so chooses.

MacDonald then explained the process for drawing the district maps that included five criteria: equal population, compliance with the Federal Voting Rights Act, contiguity, compactness and communities of interest. They were to disregard incumbents, candidates and political parties.

MacDonald next explained the Federal Voting Rights Act (FVRA) and equal population. She explained that Antioch did not fall under Section 2 of the FVRA which gave more flexibility. Criteria 1 & 2 involved the 14th and 15th Amendments to the U.S. Constitution against discrimination; and the U.S. Constitution requires districts to have reasonable equal populations. This required the use of the 2010 Census where the population of Antioch was 102,710 so that each of the four districts should have a population of 25,678; but can vary by plus or minus 5 percent.

Under Section 2 of the FVRA prohibits the denial or abridgement of voting rights on the basis of race or language minority. The FVRA defines "language minority" as Asian, Native American, Alaskan Native or Spanish language and does not apply to other language groups.

Electoral systems can limit the "ability to elect a candidate of choice" by a protected class of voters. For example, at-large election systems can make it impossible for even a large minority group to elect a candidate of choice, when the majority votes against them; or single-member districts can be drawn in ways that minimize voters' ability to elect a candidate of choice. Systems that limit ability to elect in this way are said to "dilute" minority voting strength. This commonly referred to as "gerrymandering".

A district plan can dilute minority voting strength through two main ways: "Cracking" by dividing up a politically viable population concentration so it doesn't constitute a majority in any district; and, "packing" by drawing high proportion minority population into one district when it could be politically viable in more than one district. She also noted that race cannot be the predominant criterion in line drawing.

Criterion 3 is Compactness, which addresses the geography of a district and assumed to guard against gerrymandering.

Criterion 4 is Contiguity where a contiguous district is one in which all parts are connected to each other, where one may travel from any location to any other location without crossing the district boundary.

Criterion 5 is Communities of Interest (COI). This is where the public input can help in determining the district boundaries. Individuals and their neighbors are the ones who define a COI. They can include economic interests, social interest or neighborhoods. MacDonald said that they would need to know the boundaries of your COI.

MacDonald emphasized why everyone should participate to make sure she knows about your COI, to give your community a voice and make sure it has equal access to the political process, to encourage citizens to register to vote and remain politically engaged, and to help shape a districting plan that provides communities a meaningful opportunity to elect candidates who represent their interests on issues that are important to their lives.

MacDonald encouraged residents to testify, submit written testimony, send supporting information to the City before the final deadline on March 7th. Submit information by mail; at a hearing; dropped off at the City Clerk's office; or emails can be sent to Districtelections@ci.antioch.ca.us. There is also additional information and map interface at <http://districtelections@ci.antioch.ca.us>.

Karin MacDonald's assistant Jamie showed the information and map interface on the City website. She pointed out two important links regarding frequently asked questions and the Community of Interest form which is also available in hardcopy. She emphasized the importance of being specific on boundaries of your Community of Interest. She next explained how to use the interface map which can show the Census Tract and its population. To date, most of the input they have received has been from north of Highway 4 and they would like to received more input from south of Highway 4.

City Attorney Cole suggested that the Council take a break so that people in the audience can speak with Karin and Jamie; then reconvene and take public testimony.

Mayor Wright then called a break at 7:46 P.M. for audience members to speak with the demographer.

Mayor Wright reconvened the meeting at 8:01 P.M. – City Clerk Simonsen reported that all members of the City Council were present and for the record, Mayor Pro Tem Thorpe arrived at 7:12 P.M.

Mayor Wright opened the public comments portion of the Public Hearing and requested anyone who wished to speak, to submit a Speaker Card to the City Clerk. Each speaker would have up to 5 minutes to speak.

Mayor Wright opened up the Public Hearing.

Marty Fernandez stated that he was totally against this and asked if anyone had looked into the two lawsuits of the cities that were already sued. He pointed out how San Jose didn't recognize that it had a large Vietnamese community for years. He asked how much this was going to cost the City. He asked whether we'd have to hire another person for the Clerk's office.

Tim McCall started off by saying that the Council already knew how he felt about this process from the last meeting. He noted how one slide asked several questions. "What is the interest of my community" He said "It is the City of Antioch". "What do we have in common?" He said, "We live in Antioch". "Why should we be kept together?" He said, "Because we are Antiochans". "Where are my community borders?" He said "The City of Antioch borders". He said dividing Antioch is a big mistake and it is going to cause problems. Unify our diverse community. That is part of our mission statement, not divide. He hoped that staff were doing everything they can to research all options and thinking outside the box.

The Mayor read a Speaker Request from Gil Murillo: "In favor. My community feels our voices are not heard. Having local elected represented we feel will bring better understanding of our community issues."

Sandra Kelly said she was from north Antioch. She felt that the current council was very representative of the City. She didn't want to go back to the days when there were two Antioch's: Old Antioch and New Antioch; and instead have us end up as four Antioch's. She wanted the Council to work together for the common good rather than what was good for my district. She said that she lived in a very diverse neighborhood.

Linda Suliven agreed with what Sandra Kelly said. She said that she looked up the interactive map and had trouble reading it and found it to be unusable. She asked about the GIS person hired by the City. Jamie said that she would email the GIS to her from the City to make the labels larger for populations. She asked about the items on the side of the interactive map that show populations and churches, she asked how many she could choose and they were blurred.

Allen Payton wanted to clarify some comments he previously made about the challenges redistricting in 2011 at the state level with the commission that it was not a shot at the consultant. It was in regards to the commission, the congressional districts. He agreed with Mayor Pro Tem Thorpe that the state assembly and senate districts were drawn fairly; but he felt that the congressional districts were gerrymandered, carving Contra Costa into four different districts. Specifically on the communities of interest, a pretty easy one was Rivertown; but what defines Rivertown? Historically it is 6th Street north. But those of us more recently have defined it as 10th Street north and from A Street to Auto Center Drive as a common area community of interest from both businesses and residents who live down there.

John Malcolm spoke against districting. Dividing the City up into districts is gerrymandering in itself. He stated that we have a good City Council. He doesn't believe that anyone in the room believes we need district elections. He questioned who the consultant represents. We have people in this town represented from all aspects.

Sean Sasser said that he is not a native of Antioch, or of California or of this country. That he was an immigrant. He said he learned early on "E pluribus unum", the nation's motto. The Council Members represent everyone. He did not support the idea of districting. He felt it was dividing the City and not in the best interest of the community.

With no other requests to speak, Mayor Wright closed the Public Hearing.

PUBLIC COMMENTS – *None*

STAFF COMMUNICATIONS – *None*

Mayor Wright thanked everyone for coming out on both sides to speak and share their opinion. He said that we need more people to participate.

COUNCIL COMMUNICATIONS – *None*

ADJOURNMENT

With no further business, Mayor Wright adjourned the special meeting at 8:15 P.M. to the next regular Council meeting on February 27, 2018.

Respectfully submitted:

Arne Simonsen

ARNE Simonsen, CMC, City Clerk

**CITY COUNCIL MEETING
INCLUDING THE ANTIOCH CITY COUNCIL
ACTING AS HOUSING SUCCESSOR
TO THE ANTIOCH DEVELOPMENT AGENCY**

**Regular Meeting
7:00 P.M.**

**February 27, 2018
Council Chambers**

Mayor Pro Tem Thorpe called the meeting to order at 7:00 P.M., and City Clerk Simonsen called the roll.

Present: Council Members Wilson, Tiscareno, Ogorchock and Mayor Pro Tem Thorpe
Absent: Mayor Wright

PLEDGE OF ALLEGIANCE

Councilmember Wilson led the Council and audience in the Pledge of Allegiance.

ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS

Tim McCall, Antioch resident, announced there was a community fund set up to accept donations to fund a K9 for the Antioch Police Department. He offered to match all funds donated this evening, through his company and asked Council to match the funds to support the second K9 for the City.

ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS

City Clerk Simonsen announced the following Board and Commission openings:

- Contra Costa Transportation Authority - Citizens Advisory Committee: One (1) vacancy; deadline date is March 23, 2017
- Sales Tax Citizens' Oversight Committee: Seven (7) vacancies; deadline date is March 23, 2017
- Parks and Recreation Commission: Four (4) vacancy; deadline date is March 23, 2017

He reported applications would be available in Council Chambers, online at the City's website and at the City Clerk's and Deputy City Clerks offices.

PUBLIC COMMENTS

Susan Williams, Antioch resident, presented Council with emails sent to the City and photos of an RV in her neighborhood that she believed was in violation of the City's ordinance. She noted that the issue was unresolved and requested the City address the violation as soon as possible because it was negatively impacting property values in the area.

Susan Svihula, Antioch resident, expressed concern that numerous complaints to the City regarding barking dogs in her neighborhood had not been addressed and noted that she had also

been falsely accused of harming one of the animals. She played an audio recording of the dogs and requested the City address the issue.

Mayor Pro Tem Thorpe read a letter from John Huh, Contra Costa County Library Commissioner, which stated he was submitting a \$1000.00 donation toward the Antioch Library's 50th Anniversary celebration and requesting the City to transfer the funds to the library. He invited Council to attend the event at 12:00 P.M. on March 29, 2018 at the Antioch Library.

Bob Atlas, Battalion Chief of the Contra Costa Fire District, reported their statistics and activities for the month of January. He thanked everyone who attended the Fire Academy graduation ceremony and announced the Fire District Administrative Offices had relocated to Port Chicago Highway in Concord.

Tim McCall, Antioch resident, announced any donations for the Antioch Police Department K9 could be made at gofundme.com/k9yes.

COUNCIL SUBCOMMITTEE REPORTS

Councilmember Wilson announced that she would be attending the Tri Delta Transit meeting on February 28, 2018.

MAYOR'S COMMENTS

Mayor Pro Tem Thorpe welcomed everyone to the meeting; spoke to the success of in the Black History Month activities held in February and thanked Councilmembers for participating in those activities.

- 1. CONSENT CALENDAR for City /City Council Members acting as Housing Successor to the Antioch Development Agency**
 - A. APPROVAL OF COUNCIL MINUTES FOR FEBRUARY 13, 2018**
 - B. APPROVAL OF COUNCIL SPECIAL MEETING MINUTES FOR FEBRUARY 15, 2018**
 - C. APPROVAL OF COUNCIL WARRANTS**
 - D. APPROVAL OF TREASURER'S REPORT FOR DECEMBER 2017**
 - E. ORDINANCE NO. 2136-C-S SECOND READING – WILDFLOWER STATION PROJECT (Introduced on 02/13/18)**
 - F. RESOLUTION NO. 2018/23 STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT ASSISTANT CITY ENGINEER'S REPORT FOR FY 2018/2019**

- G. **RESOLUTION NO. 2018/24 ACCEPTING ALL OF VOLUME 1 AND THE CITY'S PORTION OF VOLUME 2 OF THE CONTRA COSTA COUNTY OPERATIONAL AREA HAZARD MITIGATION PLAN (PW 705)**
- H. **RESOLUTION NO. 2018/25 THIRD AMENDMENT TO THE CONSULTANT SERVICES AGREEMENT WITH JN ENGINEERING FOR ON-CALL INSPECTION SERVICES**

City of Antioch Acting as Housing Successor to the Antioch Development Agency

I. APPROVAL OF HOUSING SUCCESSOR WARRANTS

City Clerk Simonsen announced the Clerk's office received an email with a letter attached from Hanson Bridgett LLP representing Discovery Builders regarding agenda item 1E and copies were made available to Council, staff and the public.

Councilmember Tiscareno pulled item 1E from the Consent Calendar.

On motion by Councilmember Wilson, seconded by Councilmember Ogorchock, the City Council members present unanimously approved the Council Consent Calendar with the exception of item E which was removed for further discussion.

ITEM E – Councilmember Tiscareno stated he pulled this item to be consistent with his previous vote on this item.

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson, the City Council approved item E. The motion carried the following vote:

Ayes: Wilson, Ogorchock, Thorpe

Noes: Tiscareno

Absent: Wright

PUBLIC HEARING

2. FORMATION OF THE PROPOSED CITY OF ANTIOCH COMMUNITY FACILITIES DISTRICT NO. 2018-01 (PUBLIC SERVICES) (Continued from 02/13/18)

City Manager Bernal introduced Public Hearing Item #2.

Assistant City Engineer Filson presented the staff report dated February 27, 2018 recommending the City Council take the following actions: 1) Adopt the Resolution Authorizing Formation of the City of Antioch Community Facilities District ("CFD") No. 2018-01 (Public Services); and 2) Adopt the Resolution Calling Special Landowner Election; and 3) Adopt the Resolution Declaring Results of Special Landowner Election and Directing Recording of Notice of Special Tax Lien; and 4) Introduce the Ordinance Levying Special Taxes within the City of Antioch Community Facilities District No. 2018-01 (Public Services) by title only.

Interim City Attorney Cole discussed the process for the formation of the proposed Community Facilities District (CFD).

Mayor Pro Tem Thorpe opened the public hearing.

Interim City Attorney Cole stated it was not mandatory that anyone speak on behalf of either side of this item.

Mayor Pro Tem Thorpe closed the public hearing.

In response to Councilmember Ogorchock, Assistant City Engineer Filson explained that if the Homeowners Association failed to maintain the property, the City would do so and then impose an assessment to recover the costs.

Interim City Attorney Cole stated his recommendation would be for Council to consider items #1 and #2 first and then take action on items #3 and #4 if the formation of the CFD was approved.

RESOLUTION NO. 2018/26
RESOLUTION NO. 2018/27

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson, the City Council members present unanimously 1) Adopted the Resolution Authorizing Formation of the City of Antioch Community Facilities District ("CFD") No. 2018-01 (Public Services); and 2) Adopted the Resolution Calling Special Landowner Election.

Mayor Pro Tem Thorpe declared a recess at 7:31 P.M. The meeting reconvened at 7:31 P.M.

City Clerk Simonsen reported that he received the ballot from the property owner which was properly signed and affirmed it was yes vote.

RESOLUTION NO. 2018/28

On motion by Councilmember Ogorchock, seconded by Councilmember Wilson, the City Council members present unanimously 3) Adopted the Resolution Declaring Results of Special Landowner Election and Directing Recording of Notice of Special Tax Lien; and 4) Introduced the Ordinance Levying Special Taxes within the City of Antioch Community Facilities District No. 2018-01 (Public Services) by title only.

3. INTRODUCE ORDINANCE AMENDING TITLE 9, CHAPTER 5 OF THE ANTIOCH MUNICIPAL CODE (ZONING ORDINANCE) REGARDING DONATION BINS AND GARAGE SALES

City Manager Bernal introduced Public Hearing Item #3.

Director of Community Development Ebbs presented the staff report dated February 27, 2018 recommending the City Council introduce an ordinance amending Title 9, Chapter 5 of the Antioch Municipal Code (Zoning Ordinance) regarding Donation Bins and Garage Sales.

Mayor Pro Tem Thorpe opened and closed the public hearing with no members of the public requesting to speak.

Councilmember Tiscareno stated he supported amending the ordinance because he believed it would provide the structure needed to address unsightly storage bins and residents who frequently held garage sales as a business.

In response to Councilmember Tiscareno, Director of Community Development Ebbs explained that the goal was to inform residents of the ordinance and request compliance. He noted this method was typically successful; however, the ordinance could be amended in the future if it needed to be more restrictive.

In response to Councilmember Wilson, Director of Community Development Ebbs explained that the City could cite someone for violating the terms of their administrative use permit and it could also be revoked.

Interim City Attorney Cole added that sections in the municipal code that dealt with citations and abatement would apply if this item were approved by Council.

Councilmember Ogorchock stated she did not believe the process was strict enough to address the issues related to storage bins. She also suggested limiting garage sales to two (2) per year and requiring permits issued through the planning department.

Councilmember Thorpe stated moving this process forward would give staff the power to enforce the ordinances and issue citations. He asked the public to be patient noting it would be a lengthy process.

Director of Community Development Ebbs explained that permits for the donation bins would include contact information and it would be a provisional approval for as long as the applicant abided by the ordinance.

Councilmember Ogorchock stated that she believed the donations bins should be manned and noted that historically property owners were unable to contact the companies to get them picked up.

Director of Community Development Ebbs stated if a donation bin was placed on a property, a letter would be sent to the property owner informing them that it required an administrative use permit and if they failed to obtain one, they would begin the citation process.

Councilmember Ogorchock suggested a permit be required for garage sales.

Director of Community Development Ebbs stated that garage sales would be responded to based on complaints. He noted Council may consider a self registration process because it would not create labor intensive action.

Councilmember Thorpe stated the intent of the ordinance was to address chronic garage sales.

Interim City Attorney Cole discussed a court ruling regarding donations bins and noted the City was not in that type of situation and he did not believe there was a free speech issue.

Councilmember Tiscareno stated he believed staff would be enforcing the ordinance and if necessary they could bring it back for stronger language in the future.

Following discussion the Council majority supported no more than four (4) garage sales per calendar year and not requiring a registration component.

Director of Community Development Ebbs explained that the City's goal was to address the problem cases and bring them to a reasonable level.

On motion by Councilmember Tiscareno, seconded by Councilmember Wilson, the City Council members present unanimously introduced an ordinance amending Title 9, Chapter 5 of the Antioch Municipal Code (Zoning Ordinance) regarding Donation Bins and Garage Sales.

4. AMENDMENT TO THE ANTIOCH MUNICIPAL CODE SECTION 1-5.06 TO CHANGE PROCEDURES RELATED TO THE ISSUANCE OF CITATIONS

City Manager Bernal introduced Public Hearing Item #4.

Director of Community Development Ebbs presented the staff report dated February 27, 2018 recommending the City Council introduce the Ordinance amending Section 1-5.06-Fines: Amounts of Antioch Municipal Code Title 1: General Provisions, Chapter 5: Citation Procedure.

Mayor Pro Tem Thorpe opened the public hearing.

Loretta Breeze, Antioch resident, informed Council that her property was an ongoing problem due to her health issues. She asked the City for leniency and urged Council to give her another opportunity to clean up her property.

Mayor Pro Tem Thorpe closed the public hearing.

Director of Community Development Ebbs informed Council that Code Enforcement exercised discretion, common sense and compassion when dealing with the public.

Councilmember Tiscareno added that the City was compassionate and suggested staff work with Ms. Breeze.

On motion by Councilmember Tiscareno, seconded by Councilmember Ogorchock, the City Council members present unanimously introduced the Ordinance amending Section 1-5.06-Fines: Amounts of Antioch Municipal Code Title 1: General Provisions, Chapter 5: Citation Procedure.

5. JOHNSON REZONE (Z-17-03)

City Manager Bernal introduced Public Hearing Item #5.

Associate Planner Scudero presented the staff report dated February 27, 2018 recommending the City Council introduce the Ordinance for a zoning map amendment for the site at 1600 G Street (APN 067-202-014) from Single Family Residential (R-6) to Convenience Commercial (C-1).

Mayor Pro Tem Thorpe opened and closed the public hearing with no members of the public requesting to speak.

Interim City Attorney Cole stated that Council had the ability to bring speakers up to ask questions without having to re-open the public hearing.

In response to Councilmember Ogorchock, Mr. Johnson, Antioch resident, stated he had owned the property for over 40 years. He noted the new tenant was a Mexican takeout restaurant. He explained that the building had been empty for three years so that he could find a tenant that would not impact traffic in the area.

Francisco Herrera, stated that the hours of operation would be from 7:00 A.M. – 7:30 P.M. He clarified the paint on the building was placed there to cover up graffiti and once the City provided a color chart it would be repainted.

Associate Planner Kevin Scudero added that a restaurant use was permitted by right; however, outdoor dining would require a use permit subject to the approval of the Zoning Administrator or Planning Commission.

Councilmember Ogorchock stated her main concern was for the hours of operation and the impact it would have on the residents in the area.

Councilmember Tiscareno stated he supported improvements made to the property and having a restaurant in the area; however, he was concerned for the impact it would have on the residents in the surrounding area. He stated he would support the project if the business owner was willing to adhere to the recommendations and be respectful to the neighborhood.

In response to Councilmember Ogorchock, Interim City Attorney Cole stated that the request was to put this property into a zoning district so the zoning regulations would apply and allow the use as a right.

Councilmember Wilson stated she was pleased to see that this area had been cleaned up and maintained.

Councilmember Thorpe clarified whether the zoning was approved or not, the Council would not be considering this item again unless they wanted to expand the business to outside which would require a use permit.

In response to Councilmember Thorpe, Mr. Johnson stated the restaurant would be providing catering services and takeout meals.

Director of Community Development Ebbs added that the zoning of the property was for life and C1 was the most restrictive of the commercial districts. He noted that in the future it could be another use consistent with C1 zoning and those would be less impactful on the neighborhood.

Councilmember Thorpe stated he supported the zoning map amendment for this site.

Councilmember Ogorchock stated that she had major concerns with a restaurant at this location and the impact it would have on the neighborhood; due to the lack of parking in the area.

Councilmember Tiscareno stated he understood Councilmember Ogorchock's concerns; however, the property had always been run as a business and he appreciated that something positive was being proposed for this location. He stated the approval this evening was based on what the applicant had indicated he was going to do with the property and zoning of the property would allow it to be available for future businesses.

On motion by Councilmember Tiscareno, seconded by Councilmember Wilson, the City Council introduced the Ordinance for a zoning map amendment for the site at 1600 G Street (APN 067-202-014) from Single Family Residential (R-6) to Convenience Commercial (C-1). The motion carried the following vote:

Ayes: Wilson, Tiscareno, Thorpe

Noes: Ogorchock

Absent: Wright

PUBLIC COMMENTS – None

STAFF COMMUNICATIONS

City Manager Bernal announced the following events:

- Mayor's Conference at the Antioch Community Center – March 1, 2018
- Neighborhood Cleanup at Belshaw Elementary School - March 3, 2018 from 9:00 A.M. – 11:00 A.M.
- Economic Development Special Meeting - Presentation regarding Cannabis in Council Chambers - March 6, 2018 at 7:00 P.M.

- Special City Council Public Hearing meeting regarding District Based Elections at Nick Rodriguez Community Center - March 10, 2018 at 9:00 A.M.

COUNCIL COMMUNICATIONS

Councilmembers Ogorchock, Tiscareno, Wilson and Mayor Pro Tem Thorpe as well as City Manager Bernal and Interim City Attorney Cole pledged to donate \$100.00 each for the Antioch Police Department K9.

ADJOURNMENT

With no further business, Mayor Pro Tem Thorpe adjourned the meeting at 8:51 P.M.

Respectfully submitted:

Kitty Eiden

KITTY EIDEN, Minutes Clerk



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Christina Garcia, CMC, Deputy City Clerk *Cg*

APPROVED BY: Nickie Mastay, Administrative Services Director *NM*

SUBJECT: City Council Special Meeting Minutes of March 10, 2018

RECOMMENDED ACTION

It is recommended that the City Council continue the Special Meeting Minutes of March 10, 2018 to the next meeting.

STRATEGIC PURPOSE

N/A

FISCAL IMPACT

None

DISCUSSION

N/A

ATTACHMENT

None.

CITY OF ANTIOCH
 CLAIMS BY FUND REPORT
 FOR THE PERIOD OF
 FEBRUARY 16 - MARCH 3, 2018
 FUND/CHECK#

100 General Fund

Non Departmental

| | | |
|---------------------------------------|-------------------------|-----------|
| 373361 CMNG PROPERTY LLC | SB1186 REFUND | 1.00 |
| 373366 CONTRA COSTA COUNTY | FILING FEES | 2,280.75 |
| 373382 JARVIS FAY AND DOPORTO LLP | LEGAL SERVICES RENDERED | 22,983.50 |
| 373401 RANEY PLANNING & MANAGEMENT IN | CONSULTING SERVICES | 26,283.98 |
| 931075 ZUMWALT ENGINEERING GROUP INC | CONSULTING SERVICES | 3,363.00 |

City Council

| | | |
|------------------------------|---------------------------|----------|
| 931070 LONE TREE GOLF COURSE | MAYOR'S CONFERENCE DINNER | 3,816.48 |
|------------------------------|---------------------------|----------|

City Attorney

| | | |
|---------------------------------|-------------------------|----------|
| 373446 COTA COLE ATTORNEYS LLP | LEGAL SERVICES RENDERED | 3,815.96 |
| 373470 GIBBONS AND CONLEY | LEGAL SERVICES RENDERED | 1,885.18 |
| 373493 LIEBERT CASSIDY WHITMORE | LEGAL SERVICES RENDERED | 321.00 |
| 373534 SHRED IT INC | SHRED SERVICES | 57.48 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 78.95 |

City Manager

| | | |
|-------------------------------------|-------------------------|-----------|
| 373374 FEDERAL ADVOCATES INC | CONSULTING SERVICES | 4,166.67 |
| 373391 LAW OFFICE OF MATTHEW EMRICK | WATER LITIGATION | 13,755.00 |
| 373423 BANK OF AMERICA | ADVERTISING | 829.98 |
| 373427 BERNAL JR, ROWLAND | MILEAGE REIMBURSEMENT | 551.85 |
| 373428 BEST BEST AND KRIEGER LLP | LEGAL SERVICES RENDERED | 225.68 |
| 373474 GUALCO GROUP INC, THE | ADVOCACY SERVICES | 2,001.52 |
| 373483 INFOSEND INC | MAIL/PRINT SERVICES | 1,759.47 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 78.95 |

City Clerk

| | | |
|----------------------------|-----------------------|----------|
| 373426 BAY AREA NEWS GROUP | LEGAL AD | 328.50 |
| 373459 EIDEN, KITTY J | MINUTES CLERK | 616.50 |
| 373467 GARCIA, CHRISTINA L | EXPENSE REIMBURSEMENT | 1,602.83 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 78.95 |

City Treasurer

| | | |
|---------------------------|-------------------|----------|
| 373519 PFM ASSET MGMT LLC | ADVISORY SERVICES | 7,820.84 |
|---------------------------|-------------------|----------|

Human Resources

| | | |
|-----------------------|-----------------------|----------|
| 373463 FEDEX | SHIPPING | 27.34 |
| 373481 IEDA INC | PROFESSIONAL SERVICES | 4,191.59 |
| 373513 OFFICE MAX INC | OFFICE SUPPLIES | 141.83 |
| 373534 SHRED IT INC | SHRED SERVICES | 57.47 |

CITY OF ANTIOCH
 CLAIMS BY FUND REPORT
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 FEBRUARY 16 - MARCH 3, 2018
 FUND/CHECK#

| | | |
|--|----------------------------|-----------|
| 373548 WESTAMERICA BANK | COPIER LEASE | 250.02 |
| Economic Development | | |
| 373548 WESTAMERICA BANK | COPIER LEASE | 78.95 |
| Finance Administration | | |
| 373548 WESTAMERICA BANK | COPIER LEASE | 250.02 |
| Finance Accounting | | |
| 373463 FEDEX | SHIPPING | 38.45 |
| 373534 SHRED IT INC | SHRED SERVICES | 57.47 |
| Finance Operations | | |
| 373543 UNITED PARCEL SERVICE | WEEKLY PRINTER SERVICE FEE | 52.50 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 350.36 |
| Non Departmental | | |
| 373354 BOB GUNSON REAL ESTATE | BL TAX REFUND | 500.00 |
| 373361 CMNG PROPERTY LLC | BL TAX REFUND | 850.00 |
| 373389 KUMAR ABRIL INVESTMENTS LLC | BL TAX REFUND | 640.00 |
| 373393 LEAGUE OF CALIF CITIES | 2018 MEMBERSHIP DUES | 26,836.00 |
| 373406 SOMERSET APARTMENTS | BL TAX REFUND | 1,561.09 |
| 373491 LEW EDGARDS GROUP, THE | CONSULTING SERVICES | 4,950.00 |
| 373505 MUNISERVICES LLC | QTR3 PROFESSIONAL SERVICES | 21,510.41 |
| 931141 RETIREE | MEDICAL AFTER RETIREMENT | 1,709.04 |
| Public Works Maintenance Administration | | |
| 373548 WESTAMERICA BANK | COPIER LEASE | 22.50 |
| Public Works General Maintenance Services | | |
| 373548 WESTAMERICA BANK | COPIER LEASE | 60.00 |
| Public Works Street Maintenance | | |
| 373348 ANCHOR CONCRETE CONSTRUCTION I | SIDEWALK REPAIR PROJECT | 36,451.86 |
| 373373 FASTENAL CO | SUPPLIES | 51.72 |
| 373497 LOWES COMPANIES INC | SUPPLIES | 53.46 |
| 373510 NEXTEL SPRINT | CELL PHONE | 172.15 |
| 373520 PITTS, BRYAN J | SAFETY BOOT REIMBURSEMENT | 189.38 |
| 931067 GRAINGER INC | SUPPLIES | 41.33 |
| 931069 ICR ELECTRICAL CONTRACTORS | ELECTRICAL SERVICES | 11,333.55 |

CITY OF ANTIOCH
 CLAIMS BY FUND REPORT
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Public Works-Signal/Street Lights

| | | |
|------------------------------------|---------------------|----------|
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 5,728.36 |
| 373516 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 1,930.28 |
| 931069 ICR ELECTRICAL CONTRACTORS | ELECTRICAL SERVICES | 3,073.01 |

Public Works-Striping/Signing

| | | |
|--------------------------------|------------|--------|
| 373350 ACE HARDWARE, ANTIOCH | SUPPLIES | 12.01 |
| 373371 EAST BAY WELDING SUPPLY | SUPPLIES | 93.11 |
| 373373 FASTENAL CO | SUPPLIES | 347.60 |
| 373497 LOWES COMPANIES INC | SUPPLIES | 85.05 |
| 373510 NEXTEL SPRINT | CELL PHONE | 172.15 |

Public Works-Facilities Maintenance

| | | |
|------------------------------------|-------------|-----------|
| 373377 HOME DEPOT, THE | SUPPLIES | 184.12 |
| 373400 PACIFIC GAS AND ELECTRIC CO | GAS | 12,839.82 |
| 373497 LOWES COMPANIES INC | SUPPLIES | 436.63 |
| 373510 NEXTEL SPRINT | CELL PHONE | 77.25 |
| 373521 PLATINUM ROOFING INC | ROOF REPAIR | 730.00 |

Public Works-Parks Maint

| | | |
|------------------------------------|--------------------|--------|
| 373368 DELTA FENCE CO | REPAIR SERVICES | 960.00 |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 889.08 |
| 373408 STEWARTS TREE SERVICE INC | LANDSCAPE SERVICES | 550.00 |

Public Works-Median/General Land

| | | |
|------------------------------------|--------------------|----------|
| 373350 ACE HARDWARE, ANTIOCH | SUPPLIES | 29.48 |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 1,603.85 |
| 373408 STEWARTS TREE SERVICE INC | LANDSCAPE SERVICES | 6,790.00 |
| 373419 ACE HARDWARE, ANTIOCH | SUPPLIES | 8.50 |
| 373436 CALIF DEPARTMENT OF JUSTICE | FINGERPRINTS | 49.00 |
| 373512 OCCUPATIONAL HEALTH CENTERS | MEDICAL EXAM | 413.00 |
| 373516 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 89.71 |
| 373538 STEWARTS TREE SERVICE INC | LANDSCAPE SERVICES | 6,600.00 |

Public Works-Work Alternative

| | | |
|----------------------|------------|--------|
| 373510 NEXTEL SPRINT | CELL PHONE | 151.28 |
|----------------------|------------|--------|

Police Administration

| | | |
|-----------------------------|---------------------|-----------|
| 373362 CONCORD UNIFORMS LLC | EQUIPMENT | 448.54 |
| 373363 CONTRA COSTA COUNTY | RANGE FEES | 370.00 |
| 373364 CONTRA COSTA COUNTY | PROSECUTION PROGRAM | 10,226.00 |
| 373372 EIDEN, KITTY J | MINUTES CLERK | 105.00 |

Prepared By: Lauren Posada
 Finance Accounting

3/8/2018

CITY OF ANTIOCH
 CLAIMS BY FUND REPORT
 FOR THE PERIOD OF
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| | | |
|---|-------------------------|-----------|
| 373383 JEONG, JISEOK | TRAINING PER DIEM | 370.00 |
| 373392 LC ACTION POLICE SUPPLY | AMMUNITION | 8,898.10 |
| 373398 OFFICE MAX INC | OFFICE SUPPLIES | 147.52 |
| 373407 STATE OF CALIFORNIA | DOJ FEES | 64.00 |
| 373536 SMITH, ROJANI RANDALL | ALARM PERMIT FEE REFUND | 45.00 |
| 373543 UNITED PARCEL SERVICE | SHIPPING | 65.94 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 1,642.05 |
| Police Prisoner Custody | | |
| 373548 WESTAMERICA BANK | COPIER LEASE | 151.33 |
| Police Community Policing | | |
| 373395 MOORE K9 SERVICES | K9 TRAINING | 3,900.00 |
| Police Investigations | | |
| 373365 CONTRA COSTA COUNTY | CRIME LAB FEES | 1,210.00 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 607.78 |
| Police Communications | | |
| 373352 AT AND T | PHONE | 208.57 |
| 373451 DELL COMPUTERS | COMPUTER EQUIPMENT | 1,304.95 |
| Police Facilities Maintenance | | |
| 373359 CLASSY GLASS | TINT SERVICES | 3,150.00 |
| 373400 PACIFIC GAS AND ELECTRIC CO | GAS | 11,381.71 |
| 373403 ROCHESTER MIDLAND CORP | SUPPLIES | 1,442.81 |
| 373511 NEXTEL SPRINT | CELL PHONE | 3,316.55 |
| Community Development Land Planning Services | | |
| 373367 CONTRA COSTA COUNTY | FILING FEES | 2,280.75 |
| 373380 ICF JONES AND STOKES INC | CONSULTING SERVICES | 19,419.81 |
| 373390 LAND USE PLANNING SERVICES INC | CONSULTING SERVICES | 6,862.50 |
| 373426 BAY AREA NEWS GROUP | LEGAL AD | 804.60 |
| 373432 BRIDGEHEAD SELF STORAGE | STORAGE | 225.00 |
| 373463 FEDEX | SHIPPING | 69.46 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 113.69 |
| CD Code Enforcement | | |
| 373386 K2GC | ABATEMENT SERVICES | 485.47 |
| 373510 NEXTEL SPRINT | CELL PHONE | 831.42 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 175.26 |

CITY OF ANTIOCH
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PW Engineer Land Development

| | | |
|-------------------------|-----------------|--------|
| 373410 UC REGENTS | TRAINING COURSE | 150.00 |
| 373510 NEXTEL SPRINT | CELL PHONE | 510.12 |
| 373546 VERIZON WIRELESS | CELL PHONE | 76.02 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 686.14 |

Community Development Building Inspection

| | | |
|-------------------------|-----------------|--------|
| 373399 OFFICE MAX INC | OFFICE SUPPLIES | 96.74 |
| 373434 CALBO | TRAINING COURSE | 390.00 |
| 373510 NEXTEL SPRINT | CELL PHONE | 328.04 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 113.69 |

Capital Imp. Administration

| | | |
|-------------------------|--------------|--------|
| 373546 VERIZON WIRELESS | CELL PHONE | 38.01 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 108.50 |

Community Development Engineering Services

| | | |
|-------------------------|--------------|--------|
| 373510 NEXTEL SPRINT | CELL PHONE | 321.71 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 105.31 |

212 CDBG Fund

CDBG

| | | |
|--------------------------|-----------------------|-----------|
| 373434 CALBO | TRAINING COURSE | 195.00 |
| 373469 GHILOTTI BROS INC | CDBG DOWNTOWN PROJECT | 69,741.01 |

213 Gas Tax Fund

Streets

| | | |
|------------------------------------|-----------------------|------------|
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 29,373.41 |
| 373469 GHILOTTI BROS INC | CDBG DOWNTOWN PROJECT | 119,924.09 |
| 373516 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 925.23 |

214 Animal Control Fund

Animal Control

| | | |
|------------------------------------|---------------------|----------|
| 373400 PACIFIC GAS AND ELECTRIC CO | GAS | 2,003.66 |
| 373506 MWI VETERINARY SUPPLY CO | VETERINARY SUPPLIES | 1,231.01 |
| 373511 NEXTEL SPRINT | CELL PHONE | 270.41 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 151.33 |

219 Recreation Fund

Non Departmental

| | | |
|----------------------|----------------|--------|
| 373356 CASTRO, PERLA | DEPOSIT REFUND | 465.00 |
|----------------------|----------------|--------|

CITY OF ANTIOCH
 CLAIMS BY FUND REPORT
 FOR THE PERIOD OF
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 FUND/CHECK#

| | | |
|---------------------------------------|----------------------|-----------|
| 373413 WARREN, KATERINA | DEPOSIT REFUND | 500.00 |
| 373450 DEER VALLEY HIGH SCHOOL | DEPOSIT REFUND | 1,000.00 |
| Recreation Admin | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | GAS | 2,139.80 |
| Senior Programs | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | GAS | 1,426.52 |
| Recreation Sports Programs | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 1,510.72 |
| 373411 UNIQUE PEST CONTROL | PEST CONTROL | 50.00 |
| Recreation-New Comm Cntr | | |
| 373369 DISCOUNT SCHOOL SUPPLY | SUPPLIES | 295.88 |
| 373448 CPR FAST | CONTRACTOR PAYMENT | 222.00 |
| 373497 LOWES COMPANIES INC | SUPPLIES | 147.01 |
| 373498 LSA ASSOCIATES INC | OWL MONITORING | 887.62 |
| 373509 NEOFUNDS BY NEOPOST | POSTAGE FUNDS | 200.00 |
| 373516 PACIFIC GAS AND ELECTRIC CO | GAS | 11,776.59 |
| 373525 RIDLEY, DEXTER | CONTRACTOR PAYMENT | 294.00 |
| 373526 ROBERTS, NANCY | CONTRACTOR PAYMENT | 197.40 |
| 373542 UNIQUE PEST CONTROL | BIRD CONTROL | 400.00 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 300.62 |
| 226 Solid Waste Reduction Fund | | |
| Solid Waste Used Oil | | |
| 373443 CONTRA COSTA COUNTY | OUTREACH SERVICES | 5,000.00 |
| 229 Pollution Elimination Fund | | |
| Channel Maintenance Operation | | |
| 373510 NEXTEL SPRINT | CELL PHONE | 151.28 |
| 931067 GRAINGER INC | SUPPLIES | 149.27 |
| Storm Drain Administration | | |
| 373478 HOFFMEISTER, PHILIP L | MILEAGE REIMBURSEMNT | 63.55 |
| 251 Lone Tree SLLMD Fund | | |
| Lonetree Maintenance Zone 1 | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 693.84 |

CITY OF ANTIOCH
 CLAIMS BY FUND REPORT
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| | | |
|--|--------------------|--------|
| 373540 TERRACARE ASSOCIATES | TURF MOWING | 273.20 |
| Lonetree Maintenance Zone 2 | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 668.53 |
| Lonetree Maintenance Zone 4 | | |
| 373540 TERRACARE ASSOCIATES | TURF MOWING | 437.12 |
| 252 Downtown SLLMD Fund | | |
| Downtown Maintenance | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 222.10 |
| 373408 STEWARTS TREE SERVICE INC | LANDSCAPE SERVICES | 550.00 |
| 373540 TERRACARE ASSOCIATES | TURF MOWING | 273.20 |
| 253 Almondridge SLLMD Fund | | |
| Almondridge Maintenance | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 194.44 |
| 254 Hillcrest SLLMD Fund | | |
| Hillcrest Maintenance Zone 1 | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 541.87 |
| 373540 TERRACARE ASSOCIATES | TURF MOWING | 710.32 |
| Hillcrest Maintenance Zone 2 | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 676.19 |
| 373540 TERRACARE ASSOCIATES | TURF MOWING | 972.60 |
| Hillcrest Maintenance Zone 4 | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 604.16 |
| 373540 TERRACARE ASSOCIATES | TURF MOWING | 546.40 |
| 255 Park 1A Maintenance District Fund | | |
| Park 1A Maintenance District | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 93.40 |
| 373516 PACIFIC GAS AND ELECTRIC CO | GAS | 48.19 |
| 373540 TERRACARE ASSOCIATES | TURF MOWING | 710.32 |
| 256 Citywide 2A Maintenance District Fund | | |
| Citywide 2A Maintenance Zone 3 | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 70.97 |

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| 373540 TERRACARE ASSOCIATES | TURF MOWING | 10.92 |
| Citywide 2A Maintenance Zone 4 | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 285.36 |
| 373538 STEWARTS TREE SERVICE INC | LANDSCAPE SERVICES | 550.00 |
| Citywide 2A Maintenance Zone 5 | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 373.01 |
| Citywide 2A Maintenance Zone 6 | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 206.52 |
| 373540 TERRACARE ASSOCIATES | TURF MOWING | 655.68 |
| Citywide 2A Maintenance Zone 8 | | |
| 373540 TERRACARE ASSOCIATES | TURF MOWING | 54.64 |
| Citywide 2A Maintenance Zone 9 | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 442.22 |
| 373540 TERRACARE ASSOCIATES | TURF MOWING | 163.92 |
| Citywide 2A Maintenance Zone10 | | |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 150.43 |
| 373405 SILVA LANDSCAPE | LANDSCAPE SERVICES | 3,420.00 |
| 373535 SILVA LANDSCAPE | LANDSCAPE SERVICES | 2,736.00 |
| 257 SLLMD Administration Fund | | |
| SLLMD Administration | | |
| 373373 FASTENAL CO | SUPPLIES | 184.85 |
| 373510 NEXTEL SPRINT | CELL PHONE | 496.47 |
| 373540 TERRACARE ASSOCIATES | TURF MOWING | 655.68 |
| 311 Capital Improvement Fund | | |
| Parks & Open Space | | |
| 373426 BAY AREA NEWS GROUP | LEGAL AD | 412.20 |
| Northeast Annexation | | |
| 373353 BKF ENGINEERS INC | CONSULTING SERVICES | 10,274.18 |
| 376 Lone Diamond Fund | | |
| Assesctment District | | |
| 373439 CENTRAL SELF STORAGE ANTIOCH | STORAGE | 252.00 |

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416 Honeywell Capital Lease Fund

Non Departmental

| | | |
|------------------------|---------------|-----------|
| 373422 BANK OF AMERICA | LEASE PAYMENT | 44,942.88 |
|------------------------|---------------|-----------|

570 Equipment Maintenance Fund

Non Departmental

| | | |
|--------------------------|------|-----------|
| 373378 HUNT AND SONS INC | FUEL | 14,198.60 |
|--------------------------|------|-----------|

Equipment Maintenance

| | | |
|---------------------------------------|-----------------------|----------|
| 373347 ALL STAR AUTO ELECTRIC | MAINTENANCE SERVICES | 878.50 |
| 373351 ANTIOCH AUTO PARTS | AUTO PARTS | 1,667.11 |
| 373358 CHUCKS BRAKE AND WHEEL SERVICE | AUTO PARTS | 304.50 |
| 373370 EAST BAY TIRE CO | TIRE SERVICES | 300.78 |
| 373371 EAST BAY WELDING SUPPLY | SUPPLIES | 88.28 |
| 373400 PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 482.44 |
| 373412 WALNUT CREEK FORD | AUTO PARTS | 40.99 |
| 373477 HARLEY DAVIDSON | MOTORCYCLE PARTS | 91.91 |
| 373497 LOWES COMPANIES INC | SUPPLIES | 4.12 |
| 373499 MAKAI SOLUTIONS | EQUIPMENT REPAIR | 738.18 |
| 373502 MISSION VALLEY FORD TRUCK | EQUIPMENT PARTS | 218.51 |
| 373533 SGS TESTCOM | SMOG CERTIFICATES | 31.90 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 27.50 |
| 931073 SC FUELS | SUPPLIES | 1,682.62 |
| 931150 KARSTE CONSULTING INC | PROFESSIONAL SERVICES | 225.00 |
| 931172 NIXON EGLI EQUIPMENT CO | EQUIPMENT PARTS | 262.40 |

573 Information Services Fund

Network Support & PCs

| | | |
|-------------------------|---------------------|----------|
| 373417 AMS DOT NET INC | SUPPORT SERVICES | 4,542.50 |
| 373442 COMCAST | CONNECTION SERVICES | 55.08 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 102.03 |
| 931071 ODIN SYSTEMS INC | SOFTWARE | 1,050.00 |

577 Post Retirement Medical-Police Fund

Non Departmental

| | | |
|----------------|--------------------------|----------|
| 373424 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |
| 373430 RETIREE | MEDICAL AFTER RETIREMENT | 1,134.00 |
| 373435 RETIREE | MEDICAL AFTER RETIREMENT | 779.86 |
| 373438 RETIREE | MEDICAL AFTER RETIREMENT | 1,894.64 |
| 373449 RETIREE | MEDICAL AFTER RETIREMENT | 1,114.78 |
| 373468 RETIREE | MEDICAL AFTER RETIREMENT | 1,114.78 |
| 373479 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |

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| | | |
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| 373490 RETIREE | MEDICAL AFTER RETIREMENT | 963.20 |
| 373500 RETIREE | MEDICAL AFTER RETIREMENT | 1,224.46 |
| 373528 RETIREE | MEDICAL AFTER RETIREMENT | 256.93 |
| 373532 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |
| 373541 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |
| 373549 RETIREE | MEDICAL AFTER RETIREMENT | 499.68 |
| 931077 RETIREE | MEDICAL AFTER RETIREMENT | 499.68 |
| 931083 RETIREE | MEDICAL AFTER RETIREMENT | 963.20 |
| 931084 RETIREE | MEDICAL AFTER RETIREMENT | 295.92 |
| 931086 RETIREE | MEDICAL AFTER RETIREMENT | 1,274.92 |
| 931089 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |
| 931090 RETIREE | MEDICAL AFTER RETIREMENT | 1,274.92 |
| 931100 RETIREE | MEDICAL AFTER RETIREMENT | 967.60 |
| 931102 RETIREE | MEDICAL AFTER RETIREMENT | 837.00 |
| 931105 RETIREE | MEDICAL AFTER RETIREMENT | 558.94 |
| 931108 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |
| 931119 RETIREE | MEDICAL AFTER RETIREMENT | 1,559.72 |
| 931124 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |
| 931125 RETIREE | MEDICAL AFTER RETIREMENT | 837.00 |
| 931126 RETIREE | MEDICAL AFTER RETIREMENT | 183.34 |
| 931127 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |
| 931138 RETIREE | MEDICAL AFTER RETIREMENT | 183.34 |
| 931140 RETIREE | MEDICAL AFTER RETIREMENT | 256.93 |
| 931143 RETIREE | MEDICAL AFTER RETIREMENT | 499.68 |
| 931144 RETIREE | MEDICAL AFTER RETIREMENT | 1,116.23 |
| 931145 RETIREE | MEDICAL AFTER RETIREMENT | 270.04 |
| 931148 RETIREE | MEDICAL AFTER RETIREMENT | 506.91 |
| 931166 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |
| 931168 RETIREE | MEDICAL AFTER RETIREMENT | 646.86 |
| 931169 RETIREE | MEDICAL AFTER RETIREMENT | 963.20 |
| 931182 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |
| 931183 RETIREE | MEDICAL AFTER RETIREMENT | 558.94 |
| 931184 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |
| 931186 RETIREE | MEDICAL AFTER RETIREMENT | 1,036.79 |
| 931195 RETIREE | MEDICAL AFTER RETIREMENT | 646.86 |
| 931205 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |
| 931207 RETIREE | MEDICAL AFTER RETIREMENT | 779.86 |
| 931211 RETIREE | MEDICAL AFTER RETIREMENT | 499.68 |
| 931216 RETIREE | MEDICAL AFTER RETIREMENT | 256.93 |
| 931225 RETIREE | MEDICAL AFTER RETIREMENT | 646.86 |
| 931227 RETIREE | MEDICAL AFTER RETIREMENT | 38.44 |
| 931228 RETIREE | MEDICAL AFTER RETIREMENT | 646.86 |

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578 Post Retirement Medical-Misc Fund

Non Departmental

| | | |
|----------------|--------------------------|--------|
| 373429 RETIREE | MEDICAL AFTER RETIREMENT | 221.69 |
| 373453 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 373456 RETIREE | MEDICAL AFTER RETIREMENT | 473.38 |
| 373471 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 373476 RETIREE | MEDICAL AFTER RETIREMENT | 709.38 |
| 373488 RETIREE | MEDICAL AFTER RETIREMENT | 221.69 |
| 373501 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 373522 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 373523 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 373527 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 373531 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 373545 RETIREE | MEDICAL AFTER RETIREMENT | 100.00 |
| 373547 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 373551 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 931076 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 931078 RETIREE | MEDICAL AFTER RETIREMENT | 249.30 |
| 931079 RETIREE | MEDICAL AFTER RETIREMENT | 197.76 |
| 931085 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 931088 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931093 RETIREE | MEDICAL AFTER RETIREMENT | 221.69 |
| 931095 RETIREE | MEDICAL AFTER RETIREMENT | 221.69 |
| 931097 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 931098 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931101 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 931107 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931109 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931112 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931113 RETIREE | MEDICAL AFTER RETIREMENT | 221.69 |
| 931115 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931118 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931121 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 931122 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 931131 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931132 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931134 RETIREE | MEDICAL AFTER RETIREMENT | 111.42 |
| 931139 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 931142 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931147 RETIREE | MEDICAL AFTER RETIREMENT | 221.69 |
| 931149 RETIREE | MEDICAL AFTER RETIREMENT | 221.69 |
| 931153 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |

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| | | |
|----------------|--------------------------|--------|
| 931155 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931158 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 931160 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931161 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931165 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931177 RETIREE | MEDICAL AFTER RETIREMENT | 26.30 |
| 931178 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931179 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931188 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931191 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931194 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931200 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931210 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931214 RETIREE | MEDICAL AFTER RETIREMENT | 86.48 |
| 931215 RETIREE | MEDICAL AFTER RETIREMENT | 183.34 |
| 931217 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 931224 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931226 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |

579 Post Retirement Medical-Mgmt Fund

Non Departmental

| | | |
|----------------|--------------------------|----------|
| 373418 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 373441 RETIREE | MEDICAL AFTER RETIREMENT | 880.90 |
| 373447 RETIREE | MEDICAL AFTER RETIREMENT | 161.69 |
| 373465 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 373473 RETIREE | MEDICAL AFTER RETIREMENT | 221.69 |
| 373480 RETIREE | MEDICAL AFTER RETIREMENT | 400.00 |
| 373486 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 373489 RETIREE | MEDICAL AFTER RETIREMENT | 1,894.64 |
| 373492 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 373495 RETIREE | MEDICAL AFTER RETIREMENT | 396.54 |
| 373503 RETIREE | MEDICAL AFTER RETIREMENT | 741.38 |
| 373530 RETIREE | MEDICAL AFTER RETIREMENT | 880.90 |
| 373544 RETIREE | MEDICAL AFTER RETIREMENT | 1,894.64 |
| 931087 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931091 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931092 RETIREE | MEDICAL AFTER RETIREMENT | 183.34 |
| 931094 RETIREE | MEDICAL AFTER RETIREMENT | 161.70 |
| 931096 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931099 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931103 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 931104 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |

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| | | |
|----------------|--------------------------|----------|
| 931106 RETIREE | MEDICAL AFTER RETIREMENT | 709.38 |
| 931110 RETIREE | MEDICAL AFTER RETIREMENT | 631.60 |
| 931111 RETIREE | MEDICAL AFTER RETIREMENT | 197.76 |
| 931114 RETIREE | MEDICAL AFTER RETIREMENT | 576.38 |
| 931116 RETIREE | MEDICAL AFTER RETIREMENT | 456.38 |
| 931117 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931120 RETIREE | MEDICAL AFTER RETIREMENT | 249.30 |
| 931128 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931129 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931130 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931133 RETIREE | MEDICAL AFTER RETIREMENT | 558.94 |
| 931135 RETIREE | MEDICAL AFTER RETIREMENT | 351.40 |
| 931136 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931137 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931146 RETIREE | MEDICAL AFTER RETIREMENT | 346.97 |
| 931151 RETIREE | MEDICAL AFTER RETIREMENT | 706.38 |
| 931152 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931154 RETIREE | MEDICAL AFTER RETIREMENT | 880.90 |
| 931156 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931157 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931159 RETIREE | MEDICAL AFTER RETIREMENT | 1,426.72 |
| 931162 RETIREE | MEDICAL AFTER RETIREMENT | 40.79 |
| 931163 RETIREE | MEDICAL AFTER RETIREMENT | 1,036.79 |
| 931164 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931167 RETIREE | MEDICAL AFTER RETIREMENT | 528.45 |
| 931171 RETIREE | MEDICAL AFTER RETIREMENT | 249.30 |
| 931173 RETIREE | MEDICAL AFTER RETIREMENT | 161.69 |
| 931174 RETIREE | MEDICAL AFTER RETIREMENT | 1,894.64 |
| 931175 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931176 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931180 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931181 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931185 RETIREE | MEDICAL AFTER RETIREMENT | 613.47 |
| 931187 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931189 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931190 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931192 RETIREE | MEDICAL AFTER RETIREMENT | 221.69 |
| 931193 RETIREE | MEDICAL AFTER RETIREMENT | 161.70 |
| 931196 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931198 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931199 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931201 RETIREE | MEDICAL AFTER RETIREMENT | 249.30 |

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| 931202 RETIREE | MEDICAL AFTER RETIREMENT | 631.60 |
| 931203 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931204 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931206 RETIREE | MEDICAL AFTER RETIREMENT | 456.38 |
| 931208 RETIREE | MEDICAL AFTER RETIREMENT | 228.50 |
| 931209 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931212 RETIREE | MEDICAL AFTER RETIREMENT | 709.38 |
| 931218 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931219 RETIREE | MEDICAL AFTER RETIREMENT | 340.38 |
| 931220 RETIREE | MEDICAL AFTER RETIREMENT | 229.69 |
| 931221 RETIREE | MEDICAL AFTER RETIREMENT | 1,697.30 |
| 931222 RETIREE | MEDICAL AFTER RETIREMENT | 103.69 |
| 931223 RETIREE | MEDICAL AFTER RETIREMENT | 1,837.00 |

611 Water Fund

Non Departmental

| | | |
|--------------------------------------|-------------------|----------|
| 373384 JOHNS, ERIC | CHECK REPLACEMENT | 46.26 |
| 373402 ROBERTS AND BRUNE CO | SUPPLIES | 9,001.03 |
| 373414 WESCO RECEIVABLES CORP | SUPPLIES | 272.35 |
| 373497 LOWES COMPANIES INC | SUPPLIES | 65.25 |
| 931066 GOLDEN WEST BETTERWAY UNIFORM | UNIFORMS | 399.29 |
| 931067 GRAINGER INC | SUPPLIES | 2,463.31 |
| 931068 HAMMONS SUPPLY COMPANY | SUPPLIES | 209.83 |

Water Supervision

| | | |
|----------------------|------------|--------|
| 373510 NEXTEL SPRINT | CELL PHONE | 516.45 |
|----------------------|------------|--------|

Water Production

| | | |
|-------------------------------------|-----------------------|-----------|
| 373349 ANIMAL DAMAGE MANAGEMENT | PROFESSIONAL SERVICES | 275.00 |
| 373355 BORGES AND MAHONEY | PARTS | 82.82 |
| 373360 CLAYTON CONTROLS INC | SUPPLIES | 960.67 |
| 373375 HACH CO | LAB SUPPLIES | 87.67 |
| 373376 HASA INC | SUPPLIES | 565.68 |
| 373379 I KRUGER INC | PARTS | 1,554.88 |
| 373385 JOHNSON, GAVIN LEE | EXPENSE REIMBURSEMENT | 80.00 |
| 373387 KARL NEEDHAM ENTERPRISES INC | EQUIPMENT RENTAL | 22,840.61 |
| 373388 KELLY MOORE PAINT CO | SUPPLIES | 98.07 |
| 373394 MASON WEST INC | EQUIPMENT | 4,975.31 |
| 373400 PACIFIC GAS AND ELECTRIC CO | GAS | 67,470.74 |
| 373402 ROBERTS AND BRUNE CO | SUPPLIES | 1,127.97 |
| 373404 ROYAL BRASS INC | SUPPLIES | 2,192.25 |
| 373419 ACE HARDWARE, ANTIOCH | SUPPLIES | 352.50 |

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| 373420 | ANTIOCH AUTO PARTS | AUTO PARTS | 774.18 |
| 373425 | BAY AREA AIR QUALITY MANAGEMEN | PERMIT FEES | 332.00 |
| 373431 | BORGES AND MAHONEY | PARTS | 192.08 |
| 373445 | CONTRA COSTA WATER DISTRICT | UNTREATED WATER | 547,346.40 |
| 373460 | ENDRESS AND HAUSER INC | SUPPLIES | 354.25 |
| 373461 | FAST RESPONSE ON SITE TESTING | TESTING | 1,250.00 |
| 373462 | FASTENAL CO | SUPPLIES | 17.19 |
| 373464 | FISHER SCIENTIFIC COMPANY | LAB SUPPLIES | 535.42 |
| 373475 | HACH CO | LAB SUPPLIES | 776.71 |
| 373487 | JENSEN INSTRUMENT CO | METERS | 2,758.99 |
| 373497 | LOWES COMPANIES INC | SUPPLIES | 503.63 |
| 373510 | NEXTEL SPRINT | CELL PHONE | 140.75 |
| 373513 | OFFICE MAX INC | OFFICE SUPPLIES | 27.69 |
| 373516 | PACIFIC GAS AND ELECTRIC CO | ELECTRIC | 224.74 |
| 373518 | PETERSON | SUPPLIES | 3,156.88 |
| 373548 | WESTAMERICA BANK | COPIER LEASE | 51.42 |
| 931064 | CHEMTRADE CHEMICALS US LLC | ALUM | 7,978.61 |
| 931065 | EUROFINS EATON ANALYTICAL INC | TESTING | 1,395.00 |
| 931067 | GRAINGER INC | SUPPLIES | 1,031.08 |
| 931072 | OLIN CHLOR ALKALI PRODUCTS | CAUSTIC | 20,800.32 |
| 931074 | THATCHER COMPANY OF CALIFORNIA | CHLORINE | 10,091.56 |
| 931123 | EUROFINS EATON ANALYTICAL INC | TESTING | 40.00 |

Water Distribution

| | | | |
|--------|--------------------------------|----------------------|-----------|
| 373381 | INFOSEND INC | PRINT/MAIL SERVICES | 566.67 |
| 373388 | KELLY MOORE PAINT CO | SUPPLIES | 78.60 |
| 373396 | MT DIABLO LANDSCAPE CENTERS | SUPPLIES | 160.90 |
| 373402 | ROBERTS AND BRUNE CO | SUPPLIES | 25,976.60 |
| 373409 | TRENCH PLATE RENTAL CO INC | SUPPLIES | 456.75 |
| 373419 | ACE HARDWARE, ANTIOCH | SUPPLIES | 19.14 |
| 373421 | BACKFLOW DISTRIBUTORS INC | EQUIPMENT | 720.95 |
| 373452 | DELTA DIABLO | RECYCLED WATER | 7,090.79 |
| 373483 | INFOSEND INC | PRINT/MAIL SERVICES | 476.86 |
| 373497 | LOWES COMPANIES INC | SUPPLIES | 84.73 |
| 373507 | NATEC INTERNATIONAL INC | TRAINING COURSE | 795.00 |
| 373510 | NEXTEL SPRINT | CELL PHONE | 1,679.50 |
| 373524 | RICHMOND MACHINE & ENGINEERING | EQUIPMENT | 5,000.00 |
| 373529 | RT LAWRENCE CORP | LOCKBOX PROCESSING | 563.55 |
| 373548 | WESTAMERICA BANK | COPIER LEASE | 70.01 |
| 373550 | XC2 SOFTWARE LLC | MAINTENANCE SERVICES | 5,050.00 |
| 931068 | HAMMONS SUPPLY COMPANY | SUPPLIES | 244.86 |
| 931069 | ICR ELECTRICAL CONTRACTORS | ELECTRICAL SERVICES | 666.70 |

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Water Meter Reading

| | | |
|---------------------------------------|--------------|-----------|
| 373397 NATIONAL METER & AUTOMATION IN | WATER METERS | 27,634.50 |
| 373508 NATIONAL METER & AUTOMATION IN | WATER METERS | 23,803.18 |
| 373510 NEXTEL SPRINT | CELL PHONE | 177.10 |

Public Buildings & Facilities

| | | |
|-----------------------------------|------------------------|-----------|
| 373357 CAMP DRESSER AND MCKEE INC | CONSULTING SERVICES | 9,164.10 |
| 373415 WOODARD AND CURRAN | BRACKISH WATER PROJECT | 10,241.00 |

Warehouse & Central Stores

| | | |
|------------------------------|----------------------------|--------|
| 373510 NEXTEL SPRINT | CELL PHONE | 214.57 |
| 373543 UNITED PARCEL SERVICE | WEEKLY PRINTER SERVICE FEE | 52.50 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 151.33 |

621 Sewer Fund

Sewer-Wastewater Supervision

| | | |
|-------------------------|--------------------|--------|
| 373529 RT LAWRENCE CORP | LOCKBOX PROCESSING | 563.56 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 212.85 |

Sewer-Wastewater Collection

| | | |
|-----------------------------------|-----------------------|----------|
| 373381 INFOSEND INC | PRINT/MAIL SERVICES | 566.67 |
| 373402 ROBERTS AND BRUNE CO | SUPPLIES | 838.65 |
| 373455 DKF SOLUTIONS GROUP LLC | PROFESSIONAL SERVICES | 2,274.70 |
| 373466 FURBER SAW INC | EQUIPMENT | 2,398.43 |
| 373483 INFOSEND INC | PRINT/MAIL SERVICES | 476.84 |
| 373507 NATEC INTERNATIONAL INC | TRAINING COURSE | 795.00 |
| 373510 NEXTEL SPRINT | CELL PHONE | 1,115.61 |
| 373543 UNITED PARCEL SERVICE | SHIPPING | 56.59 |
| 931069 ICR ELECTRICAL CONTRACTORS | ELECTRICAL SERVICES | 666.70 |
| 931197 SCOTTO, CHARLES AND DONNA | BUILDING LEASE | 4,750.00 |

631 Marina Fund

Marina Administration

| | | |
|------------------------------------|--------------|----------|
| 373400 PACIFIC GAS AND ELECTRIC CO | GAS | 4,480.60 |
| 373497 LOWES COMPANIES INC | SUPPLIES | 278.84 |
| 373510 NEXTEL SPRINT | CELL PHONE | 172.15 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 51.42 |

Marina Maintenance

| | | |
|----------------------------|----------|--------|
| 373497 LOWES COMPANIES INC | SUPPLIES | 163.03 |
|----------------------------|----------|--------|

CITY OF ANTIOCH
 CLAIMS BY FUND REPORT
 FOR THE PERIOD OF
 FEBRUARY 16 - MARCH 3, 2018
 FUND/CHECK#

641 Prewett Water Park Fund

Non Departmental

| | | |
|-------------------------|----------------|----------|
| 373433 BURFORD, MYKELLE | DEPOSIT REFUND | 1,000.00 |
| 373472 GRACE, KATHERYN | DEPOSIT REFUND | 465.00 |
| 373539 TAAN, SHIRLEY | DEPOSIT REFUND | 340.00 |

Recreation Water Park

| | | |
|------------------------------------|--------------|-----------|
| 373400 PACIFIC GAS AND ELECTRIC CO | GAS | 11,971.14 |
| 373436 CALIF DEPARTMENT OF JUSTICE | FINGERPRINTS | 1,702.00 |
| 373497 LOWES COMPANIES INC | SUPPLIES | 215.75 |
| 373510 NEXTEL SPRINT | CELL PHONE | 98.81 |
| 373548 WESTAMERICA BANK | COPIER LEASE | 250.02 |

721 Employee Benefits Fund

Non Departmental

| | | |
|---------------------------------------|--------------------|-----------|
| 373416 24 HOUR FITNESS SPORT | PAYROLL DEDUCTIONS | 44.99 |
| 373437 CALIFORNIA STATE DISBURSEMENT | PAYROLL DEDUCTIONS | 103.50 |
| 373440 CITY SPORTS CLUB | PAYROLL DEDUCTIONS | 54.98 |
| 373444 CONTRA COSTA COUNTY | PAYROLL DEDUCTIONS | 400.00 |
| 373454 DIAMOND HILLS SPORT CLUB | PAYROLL DEDUCTIONS | 196.00 |
| 373458 EAST COUNTY STRENGTH & CONDIT | PAYROLL DEDUCTIONS | 85.00 |
| 373482 IN SHAPE HEALTH CLUBS | PAYROLL DEDUCTIONS | 770.97 |
| 373484 INTERNAL REVENUE SERVICE | PAYROLL DEDUCTIONS | 60.00 |
| 373485 IRVIN DEUTSCHER YMCA | PAYROLL DEDUCTIONS | 50.00 |
| 373494 LINA | PAYROLL DEDUCTIONS | 6,414.26 |
| 373504 MUNICIPAL POOLING AUTHORITY | PAYROLL DEDUCTIONS | 3,779.82 |
| 373514 OPERATING ENGINEERS LOCAL NO 3 | PAYROLL DEDUCTIONS | 3,086.00 |
| 373517 PARS | PAYROLL DEDUCTIONS | 2,542.32 |
| 373537 STANDARD LIFE INSURANCE | PAYROLL DEDUCTIONS | 882.75 |
| 373552 COURT ORDERED DEBT COLLECT | PAYROLL DEDUCTIONS | 159.08 |
| 373553 STATE BOARD OF EQUALIZATION | PAYROLL DEDUCTIONS | 442.64 |
| 931080 ANTIOCH PD SWORN MGMT ASSOC | PAYROLL DEDUCTIONS | 660.00 |
| 931081 ANTIOCH POLICE OFFICERS ASSOCI | PAYROLL DEDUCTIONS | 19,942.75 |
| 931082 ANTIOCH PUBLIC WORKS EMPLOY | PAYROLL DEDUCTIONS | 3,721.30 |
| 931170 NATIONWIDE RETIREMENT SOLUTION | PAYROLL DEDUCTIONS | 63,021.34 |
| 931213 VANTAGEPOINT TRANSFER AGENTS | PAYROLL DEDUCTIONS | 6,343.45 |



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018
TO: Honorable Mayor and Members of the City Council
SUBMITTED BY: Derek Cole, Interim City Attorney 
SUBJECT: **Rejection of Claim**

RECOMMENDED ACTION

It is recommended that the City Council reject the following claim:

Jose Peralta – received on December 14, 2017.

Should the City Council desire to discuss this matter, it would be scheduled for a future closed session.



STAFF REPORT TO THE CITY COUNCIL
FOR CONSIDERATION AT THE COUNCIL MEETING OF March 13, 2018

SUBMITTED BY: Donna Conley, City Treasurer

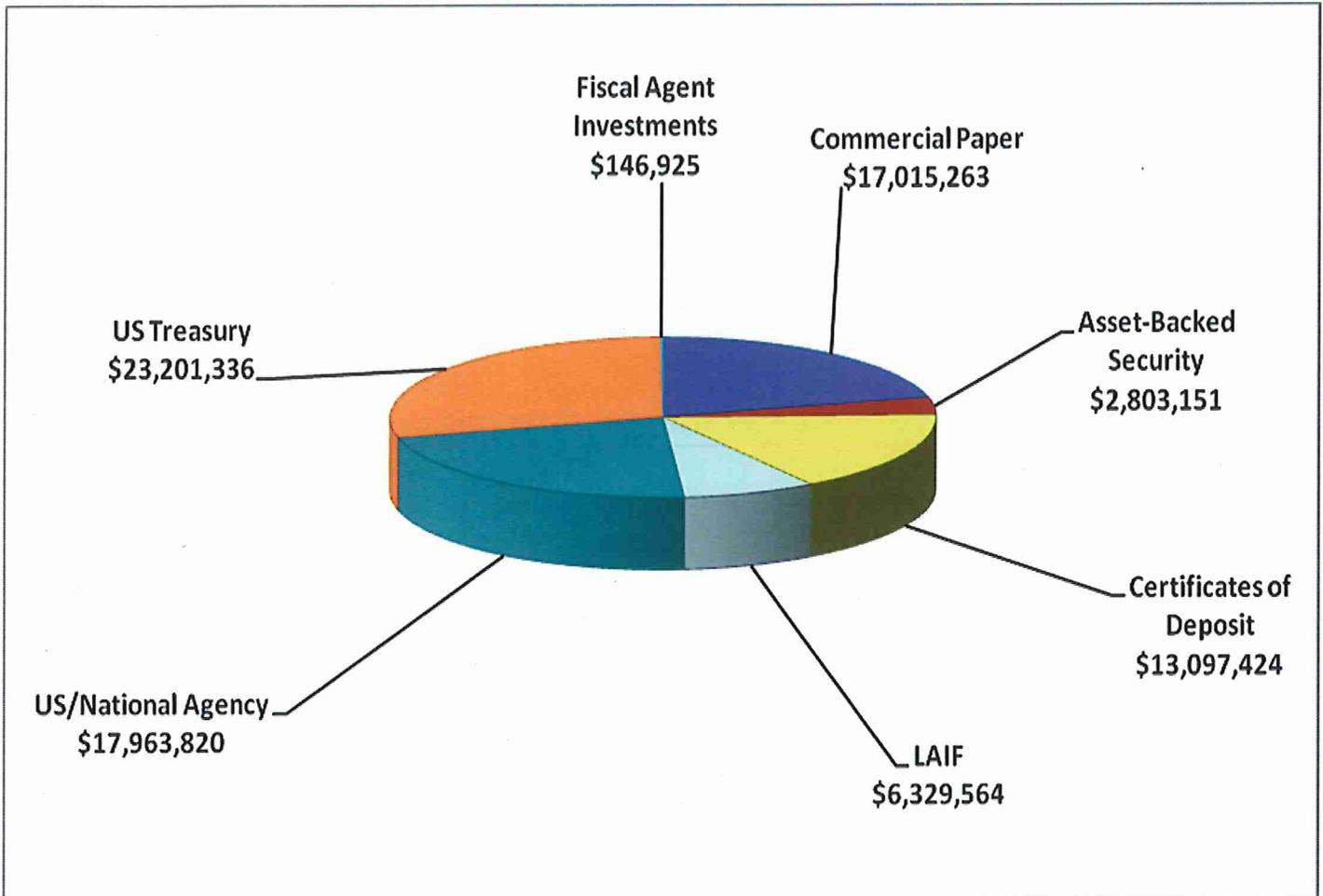
DATE March 7, 2018

SUBJECT: Treasurer's Report – JANUARY 2018

RECOMMENDATION: Review and file.

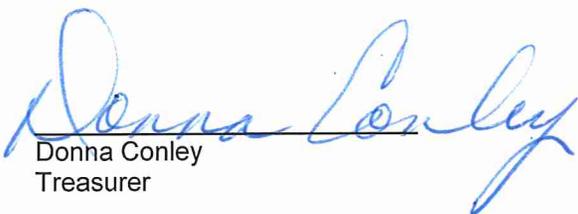
CITY OF ANTIOCH
SUMMARY REPORT ON THE CITY'S INVESTMENTS

JANUARY 31, 2018



Total of City and Fiscal Agent Investments = \$80,557,483

All City investments are shown above and conform to the City Investment Policy. All investment transactions during this period are included in this report. As Treasurer of the City of Antioch and Finance Director of the City of Antioch, we hereby certify that sufficient investment liquidity and anticipated revenue are available to meet the next six (6) months' estimated expenditures.


Donna Conley
Treasurer


Dawn Merchant
Finance Director

**Summary of Fiscal Agent Balances by
Debt Issue**

| | <u>Amount</u> |
|--|-------------------------|
| Antioch Public Financing Authority 2015 Bonds | 165 |
| Antioch Development Agency 2009 Tax Allocation Bonds | 146,760 |
| | <u><u>\$146,925</u></u> |



Managed Account Issuer Summary

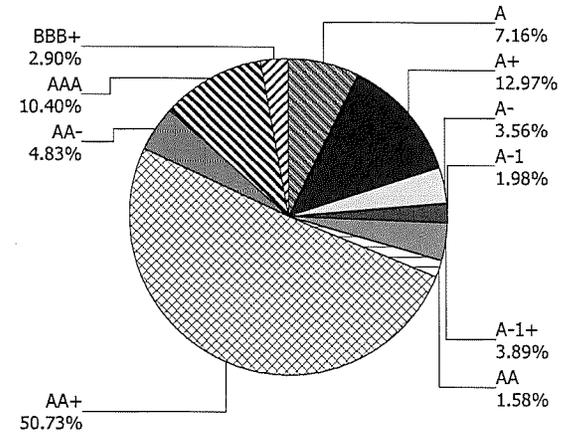
For the Month Ending January 31, 2018

CITY OF ANTIOCH, CA - 04380500

Issuer Summary

| Issuer | Market Value of Holdings | Percent |
|-------------------------------------|--------------------------|---------|
| ALLY AUTO RECEIVABLES TRUST | 384,779.80 | 0.53 |
| AMERICAN EXPRESS CO | 757,297.39 | 1.04 |
| AMERICAN HONDA FINANCE | 742,947.66 | 1.02 |
| APPLE INC | 712,870.03 | 0.98 |
| BANK OF AMERICA CO | 1,211,313.68 | 1.66 |
| BANK OF MONTREAL | 1,425,309.23 | 1.95 |
| BANK OF NOVA SCOTIA | 1,418,580.38 | 1.94 |
| BB&T CORPORATION | 723,969.05 | 0.99 |
| BERKSHIRE HATHAWAY INC | 104,459.46 | 0.14 |
| CANADIAN IMPERIAL BANK OF COMMERCE | 1,446,870.90 | 1.98 |
| CARMAX AUTO OWNER TRUST | 125,517.20 | 0.17 |
| CATERPILLAR INC | 535,931.20 | 0.73 |
| CHEVRON CORPORATION | 718,778.05 | 0.98 |
| CITIGROUP INC | 1,444,930.91 | 1.98 |
| DEERE & COMPANY | 590,611.02 | 0.81 |
| EXXON MOBIL CORP | 371,366.63 | 0.51 |
| FANNIE MAE | 10,409,307.91 | 14.25 |
| FORD CREDIT AUTO OWNER TRUST | 178,916.86 | 0.24 |
| FREDDIE MAC | 2,659,105.80 | 3.64 |
| GOLDMAN SACHS GROUP INC | 720,904.48 | 0.99 |
| HOME DEPOT INC | 340,516.04 | 0.47 |
| HONEYWELL INTERNATIONAL | 198,262.40 | 0.27 |
| HYUNDAI AUTO RECEIVABLES | 139,354.59 | 0.19 |
| INTEL CORPORATION | 470,682.25 | 0.64 |
| INTER-AMERICAN DEVELOPMENT BANK | 1,714,671.12 | 2.35 |
| INTERNATIONAL BUSINESS MACHINES | 618,616.25 | 0.85 |
| INTL BANK OF RECONSTRUCTION AND DEV | 2,128,784.88 | 2.91 |
| JOHNSON & JOHNSON | 153,602.99 | 0.21 |
| JP MORGAN CHASE & CO | 721,013.23 | 0.99 |
| MICROSOFT CORP | 819,096.77 | 1.12 |
| MITSUBISHI UFJ FINANCIAL GROUP INC | 745,188.75 | 1.02 |
| MORGAN STANLEY | 374,928.38 | 0.51 |

Credit Quality (S&P Ratings)





Managed Account Issuer Summary

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| Issuer | Market Value of Holdings | Percent |
|---|-------------------------------------|----------------|
| NORDEA BANK AB | 1,450,437.90 | 1.99 |
| PACCAR FINANCIAL CORP | 197,548.20 | 0.27 |
| PEPSICO INC | 514,573.04 | 0.70 |
| PFIZER INC | 717,133.03 | 0.98 |
| SKANDINAVISKA ENSKILDA BANKEN AB | 1,453,850.90 | 1.99 |
| STATE OF CONNECTICUT | 780,809.25 | 1.07 |
| SUMITOMO MITSUI FINANCIAL GROUP INC | 1,422,282.53 | 1.95 |
| SVENSKA HANDELSBANKEN AB | 1,393,518.00 | 1.91 |
| SWEDBANK AB | 743,149.50 | 1.02 |
| THE BANK OF NEW YORK MELLON CORPORATION | 674,466.08 | 0.92 |
| THE WALT DISNEY CORPORATION | 1,048,658.45 | 1.44 |
| TOYOTA MOTOR CORP | 1,469,185.36 | 2.01 |
| UNILEVER PLC | 172,708.38 | 0.24 |
| UNITED PARCEL SERVICE INC | 433,381.96 | 0.59 |
| UNITED STATES TREASURY | 22,898,913.42 | 31.34 |
| VISA INC | 198,695.80 | 0.27 |
| WAL-MART STORES INC | 332,395.71 | 0.46 |
| WELLS FARGO & COMPANY | 723,123.70 | 0.99 |
| WESTPAC BANKING CORP | 1,318,173.60 | 1.80 |
| Total | \$73,051,490.10 | 100.00% |



Managed Account Detail of Securities Held

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|---|-----------|--------------|---------------|-------------------|---------------|----------------|------------------|----------------|---------------------|-------------------|-----------------|
| U.S. Treasury Bond / Note | | | | | | | | | | | |
| US TREASURY NOTES DTD 03/31/2014 1.625% 03/31/2019 | 912828C65 | 2,065,000.00 | AA+ | Aaa | 03/02/16 | 03/04/16 | 2,100,814.85 | 1.05 | 11,431.25 | 2,078,642.73 | 2,056,046.16 |
| US TREASURY NOTES DTD 04/30/2014 1.625% 04/30/2019 | 912828D23 | 1,480,000.00 | AA+ | Aaa | 11/10/16 | 11/14/16 | 1,500,234.37 | 1.06 | 6,178.59 | 1,490,283.68 | 1,472,773.16 |
| US TREASURY NOTES DTD 12/01/2014 1.500% 11/30/2019 | 912828G61 | 1,950,000.00 | AA+ | Aaa | 12/20/16 | 12/23/16 | 1,947,791.02 | 1.54 | 5,062.50 | 1,948,618.37 | 1,928,138.55 |
| US TREASURY NOTES DTD 12/01/2014 1.500% 11/30/2019 | 912828G61 | 2,725,000.00 | AA+ | Aaa | 12/01/16 | 12/05/16 | 2,729,257.81 | 1.45 | 7,074.52 | 2,727,627.17 | 2,694,450.03 |
| US TREASURY NOTES DTD 02/02/2015 1.250% 01/31/2020 | 912828H52 | 500,000.00 | AA+ | Aaa | 01/03/17 | 01/05/17 | 496,015.62 | 1.52 | 17.27 | 497,388.44 | 491,211.00 |
| US TREASURY NOTES DTD 03/02/2015 1.375% 02/29/2020 | 912828J50 | 1,450,000.00 | AA+ | Aaa | 08/31/17 | 09/01/17 | 1,449,943.36 | 1.38 | 8,481.70 | 1,449,952.95 | 1,426,550.60 |
| US TREASURY NOTES DTD 04/30/2015 1.375% 04/30/2020 | 912828K58 | 1,025,000.00 | AA+ | Aaa | 04/03/17 | 04/05/17 | 1,020,395.51 | 1.53 | 3,620.77 | 1,021,616.71 | 1,006,461.85 |
| US TREASURY NOTES DTD 04/30/2015 1.375% 04/30/2020 | 912828K58 | 1,250,000.00 | AA+ | Aaa | 04/07/17 | 04/10/17 | 1,243,554.69 | 1.55 | 4,415.57 | 1,245,241.89 | 1,227,392.50 |
| US TREASURY NOTES DTD 04/30/2015 1.375% 04/30/2020 | 912828K58 | 2,000,000.00 | AA+ | Aaa | 07/19/17 | 07/19/17 | 1,994,140.63 | 1.48 | 7,064.92 | 1,995,269.00 | 1,963,828.00 |
| US TREASURY NOTES DTD 06/30/2015 1.625% 06/30/2020 | 912828XH8 | 2,700,000.00 | AA+ | Aaa | 06/26/17 | 06/28/17 | 2,709,703.13 | 1.50 | 3,878.45 | 2,707,819.98 | 2,662,032.60 |
| US TREASURY NOTES DTD 07/31/2015 1.625% 07/31/2020 | 912828XM7 | 1,075,000.00 | AA+ | Aaa | 07/05/17 | 07/07/17 | 1,075,671.87 | 1.60 | 48.26 | 1,075,552.94 | 1,059,000.78 |
| US TREASURY NOTES DTD 10/31/2015 1.375% 10/31/2020 | 912828L99 | 200,000.00 | AA+ | Aaa | 10/17/17 | 10/17/17 | 198,031.25 | 1.71 | 706.49 | 198,218.67 | 195,203.20 |
| US TREASURY NOTES DTD 11/30/2015 1.625% 11/30/2020 | 912828M98 | 860,000.00 | AA+ | Aaa | 11/01/17 | 11/03/17 | 856,271.09 | 1.77 | 2,418.75 | 856,567.31 | 844,446.04 |
| US TREASURY N/B DTD 12/31/2015 1.750% 12/31/2020 | 912828N48 | 750,000.00 | AA+ | Aaa | 12/04/17 | 12/06/17 | 745,253.91 | 1.96 | 1,160.22 | 745,493.06 | 738,398.25 |



Managed Account Detail of Securities Held

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|---|-----------|----------------------|---------------|-------------------|---------------|----------------|----------------------|----------------|---------------------|----------------------|----------------------|
| U.S. Treasury Bond / Note | | | | | | | | | | | |
| US TREASURY N/B DTD 12/31/2015 1.750% 12/31/2020 | 912828N48 | 1,700,000.00 | AA+ | Aaa | 12/01/17 | 12/05/17 | 1,691,898.44 | 1.91 | 2,629.83 | 1,692,315.61 | 1,673,702.70 |
| US TREASURY NOTES DTD 01/31/2016 1.375% 01/31/2021 | 912828N89 | 1,500,000.00 | AA+ | Aaa | 01/02/18 | 01/04/18 | 1,470,000.00 | 2.05 | 56.98 | 1,470,727.23 | 1,459,278.00 |
| Security Type Sub-Total | | 23,230,000.00 | | | | | 23,228,977.55 | 1.52 | 64,246.07 | 23,201,335.74 | 22,898,913.42 |
| Supra-National Agency Bond / Note | | | | | | | | | | | |
| INTER-AMERICAN DEVELOPMENT BANK DTD 04/12/2016 1.000% 05/13/2019 | 458182DX7 | 1,015,000.00 | AAA | Aaa | 04/05/16 | 04/12/16 | 1,011,955.00 | 1.10 | 2,199.17 | 1,013,720.74 | 999,845.04 |
| INTL BANK OF RECON AND DEV SN NOTE DTD 07/13/2016 0.875% 08/15/2019 | 459058FK4 | 725,000.00 | AAA | Aaa | 07/06/16 | 07/13/16 | 724,847.75 | 0.88 | 2,925.17 | 724,923.12 | 710,420.25 |
| INTL BANK OF RECON AND DEV GLOBAL NOTES DTD 10/27/2016 1.125% 11/27/2019 | 459058FS7 | 725,000.00 | AAA | Aaa | 08/28/17 | 08/30/17 | 718,815.75 | 1.51 | 1,450.00 | 719,961.37 | 710,434.75 |
| INTL BANK OF RECONSTRUCTION AND DEV NOTE DTD 09/19/2017 1.561% 09/12/2020 | 45905UP32 | 725,000.00 | AAA | Aaa | 09/12/17 | 09/19/17 | 723,260.00 | 1.64 | 4,149.66 | 723,469.15 | 707,929.88 |
| INTER-AMERICAN DEVELOPMENT BANK DTD 11/08/2013 2.125% 11/09/2020 | 4581X0CD8 | 720,000.00 | AAA | Aaa | 10/02/17 | 10/10/17 | 726,673.75 | 1.81 | 3,485.00 | 726,025.41 | 714,826.08 |
| Security Type Sub-Total | | 3,910,000.00 | | | | | 3,905,552.25 | 1.37 | 14,209.00 | 3,908,099.79 | 3,843,456.00 |
| Municipal Bond / Note | | | | | | | | | | | |
| CT ST TXBL GO BONDS DTD 08/17/2016 1.300% 08/15/2019 | 20772J3D2 | 795,000.00 | A+ | A1 | 08/03/16 | 08/17/16 | 796,717.20 | 1.23 | 4,765.58 | 795,890.19 | 780,809.25 |
| Security Type Sub-Total | | 795,000.00 | | | | | 796,717.20 | 1.23 | 4,765.58 | 795,890.19 | 780,809.25 |
| Federal Agency Collateralized Mortgage Obligation | | | | | | | | | | | |
| FNMA SERIES 2015-M7 ASQ2 DTD 04/01/2015 1.550% 04/01/2018 | 3136ANJY4 | 86,793.51 | AA+ | Aaa | 04/15/15 | 04/30/15 | 87,661.13 | 0.83 | 112.11 | 86,793.51 | 86,684.91 |



Managed Account Detail of Securities Held

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|---|-----------|-------------------|---------------|-------------------|---------------|----------------|-------------------|----------------|---------------------|-------------------|-------------------|
| Federal Agency Collateralized Mortgage Obligation | | | | | | | | | | | |
| FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019 | 3136AOSW1 | 106,178.00 | AA+ | Aaa | 11/06/15 | 11/30/15 | 107,239.77 | 1.20 | 167.95 | 106,368.65 | 105,993.69 |
| FNMA SERIES 2016-M9 ASQ2 DTD 06/01/2016 1.785% 06/01/2019 | 3136ASPX8 | 180,554.31 | AA+ | Aaa | 06/09/16 | 06/30/16 | 182,359.76 | 1.05 | 268.57 | 181,215.22 | 179,996.32 |
| FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019 | 3136AQDQ0 | 305,758.98 | AA+ | Aaa | 10/07/15 | 10/30/15 | 308,820.83 | 1.08 | 419.40 | 306,762.88 | 304,386.76 |
| Security Type Sub-Total | | 679,284.80 | | | | | 686,081.49 | 1.06 | 968.03 | 681,140.26 | 677,061.68 |
| Federal Agency Bond / Note | | | | | | | | | | | |
| FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019 | 3135G0J53 | 410,000.00 | AA+ | Aaa | 02/19/16 | 02/23/16 | 409,032.40 | 1.08 | 1,765.28 | 409,652.45 | 405,754.04 |
| FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019 | 3135G0J53 | 2,000,000.00 | AA+ | Aaa | 05/26/16 | 05/31/16 | 1,996,060.00 | 1.07 | 8,611.11 | 1,998,449.12 | 1,979,288.00 |
| FREDDIE MAC NOTES DTD 03/21/2016 1.125% 04/15/2019 | 3137EADZ9 | 375,000.00 | AA+ | Aaa | 08/12/16 | 08/15/16 | 377,317.50 | 0.89 | 1,242.19 | 376,054.74 | 370,963.50 |
| FREDDIE MAC NOTES DTD 03/21/2016 1.125% 04/15/2019 | 3137EADZ9 | 525,000.00 | AA+ | Aaa | 05/26/16 | 05/31/16 | 525,404.25 | 1.10 | 1,739.06 | 525,171.83 | 519,348.90 |
| FHLMC REFERENCE NOTE DTD 07/20/2016 0.875% 07/19/2019 | 3137EAEB1 | 1,800,000.00 | AA+ | Aaa | 07/19/16 | 07/20/16 | 1,795,644.00 | 0.96 | 525.00 | 1,797,852.91 | 1,768,793.40 |
| FNMA BENCHMARK NOTE DTD 08/02/2016 0.875% 08/02/2019 | 3135G0N33 | 1,425,000.00 | AA+ | Aaa | 07/29/16 | 08/02/16 | 1,422,606.00 | 0.93 | 6,199.74 | 1,423,792.44 | 1,399,234.58 |
| FNMA NOTES DTD 09/02/2016 1.000% 08/28/2019 | 3135G0P49 | 1,650,000.00 | AA+ | Aaa | 10/03/16 | 10/05/16 | 1,649,010.00 | 1.02 | 7,012.50 | 1,649,459.72 | 1,622,146.35 |
| FNMA NOTES DTD 09/02/2016 1.000% 08/28/2019 | 3135G0P49 | 2,025,000.00 | AA+ | Aaa | 08/31/16 | 09/02/16 | 2,021,841.00 | 1.05 | 8,606.25 | 2,023,322.87 | 1,990,815.98 |
| FNMA NOTES DTD 02/28/2017 1.500% 02/28/2020 | 3135G0T29 | 900,000.00 | AA+ | Aaa | 02/24/17 | 02/28/17 | 899,424.00 | 1.52 | 5,737.50 | 899,598.86 | 887,352.30 |
| FNMA NOTES DTD 08/01/2017 1.500% 07/30/2020 | 3135G0T60 | 1,475,000.00 | AA+ | Aaa | 08/31/17 | 09/01/17 | 1,475,383.50 | 1.49 | 61.46 | 1,475,334.38 | 1,447,654.98 |



Managed Account Detail of Securities Held

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|--|-----------|----------------------|------------|----------------|------------|-------------|----------------------|-------------|------------------|----------------------|----------------------|
| Federal Agency Bond / Note | | | | | | | | | | | |
| Security Type Sub-Total | | 12,585,000.00 | | | | | 12,571,722.65 | 1.11 | 41,500.09 | 12,578,689.32 | 12,391,352.03 |
| Corporate Note | | | | | | | | | | | |
| BANK OF NEW YORK MELLON CORP (CALLABLE) DTD 05/29/2015 1.600% 05/22/2018 | 06406HDB2 | 675,000.00 | A | A1 | 05/22/15 | 05/29/15 | 674,939.25 | 1.60 | 2,070.00 | 674,993.51 | 674,466.08 |
| THE WALT DISNEY CORPORATION DTD 01/08/2016 1.650% 01/08/2019 | 25468PDH6 | 195,000.00 | A+ | A2 | 01/05/16 | 01/08/16 | 194,738.70 | 1.70 | 205.56 | 194,917.06 | 194,262.32 |
| TOYOTA MOTOR CREDIT CORP DTD 02/19/2016 1.700% 02/19/2019 | 89236TCU7 | 755,000.00 | AA- | Aa3 | 02/16/16 | 02/19/16 | 754,909.40 | 1.70 | 5,775.75 | 754,967.77 | 751,151.01 |
| BERKSHIRE HATHAWAY INC NOTES DTD 03/15/2016 1.700% 03/15/2019 | 084664CG4 | 105,000.00 | AA | Aa2 | 03/08/16 | 03/15/16 | 104,920.20 | 1.73 | 674.33 | 104,969.68 | 104,459.46 |
| WELLS FARGO & COMPANY CORP NOTE DTD 04/22/2014 2.125% 04/22/2019 | 94974BFU9 | 725,000.00 | A | A2 | 03/10/16 | 03/15/16 | 727,965.25 | 1.99 | 4,236.72 | 726,194.41 | 723,123.70 |
| GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.000% 04/25/2019 | 38141GVT8 | 100,000.00 | BBB+ | A3 | 04/20/16 | 04/25/16 | 99,722.00 | 2.10 | 533.33 | 99,883.66 | 99,435.10 |
| GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.000% 04/25/2019 | 38141GVT8 | 625,000.00 | BBB+ | A3 | 04/21/16 | 04/26/16 | 624,600.00 | 2.02 | 3,333.33 | 624,832.63 | 621,469.38 |
| PEPSICO INC CORP NOTE DTD 05/02/2017 1.550% 05/02/2019 | 713448DR6 | 360,000.00 | A+ | A1 | 04/27/17 | 05/02/17 | 359,730.00 | 1.59 | 1,379.50 | 359,829.94 | 357,089.04 |
| CHEVRON CORP NOTES DTD 05/16/2016 1.561% 05/16/2019 | 166764BH2 | 725,000.00 | AA- | Aa2 | 05/09/16 | 05/16/16 | 725,000.00 | 1.56 | 2,357.76 | 725,000.00 | 718,778.05 |
| PFIZER INC CORP NOTES DTD 06/03/2016 1.450% 06/03/2019 | 717081DU4 | 725,000.00 | AA | A1 | 05/31/16 | 06/03/16 | 724,173.50 | 1.49 | 1,693.68 | 724,626.70 | 717,133.03 |
| CITIGROUP INC CORP NOTES DTD 06/09/2016 2.050% 06/07/2019 | 172967KS9 | 280,000.00 | BBB+ | Baa1 | 06/02/16 | 06/09/16 | 279,854.40 | 2.07 | 861.00 | 279,933.20 | 278,338.76 |



Managed Account Detail of Securities Held

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|--|-----------|------------|------------|----------------|------------|-------------|---------------|-------------|------------------|----------------|--------------|
| Corporate Note | | | | | | | | | | | |
| APPLE INC CORP NOTES DTD 08/04/2016 1.100% 08/02/2019 | 037833CB4 | 725,000.00 | AA+ | Aa1 | 07/28/16 | 08/04/16 | 724,275.00 | 1.13 | 3,921.04 | 724,633.15 | 712,870.03 |
| MICROSOFT CORP NOTES DTD 08/08/2016 1.100% 08/08/2019 | 594918BN3 | 480,000.00 | AAA | Aaa | 08/01/16 | 08/08/16 | 479,505.60 | 1.14 | 2,537.33 | 479,747.51 | 472,300.32 |
| IBM CREDIT CORP NOTE DTD 09/08/2017 1.625% 09/06/2019 | 44932HAA1 | 625,000.00 | A+ | A1 | 09/05/17 | 09/08/17 | 624,525.00 | 1.66 | 4,034.29 | 624,618.29 | 618,616.25 |
| PEPSICO, INC CORP NOTES DTD 10/06/2016 1.350% 10/04/2019 | 713448DJ4 | 160,000.00 | A+ | A1 | 10/03/16 | 10/06/16 | 159,976.00 | 1.36 | 702.00 | 159,986.44 | 157,484.00 |
| WAL-MART STORES INC CORP NOTE DTD 10/20/2017 1.750% 10/09/2019 | 931142DY6 | 335,000.00 | AA | Aa2 | 10/11/17 | 10/20/17 | 334,993.30 | 1.75 | 1,644.76 | 334,993.91 | 332,395.71 |
| HONEYWELL INTERNATIONAL CORP NOTES DTD 10/30/2017 1.800% 10/30/2019 | 438516BQ8 | 200,000.00 | A | A2 | 10/23/17 | 10/30/17 | 199,844.00 | 1.84 | 910.00 | 199,863.45 | 198,262.40 |
| AMERICAN HONDA FINANCE DTD 11/16/2017 2.000% 11/13/2019 | 02665WBZ3 | 250,000.00 | A+ | A2 | 11/13/17 | 11/16/17 | 249,860.00 | 2.03 | 1,041.67 | 249,874.36 | 248,396.50 |
| BB&T CORP (CALLABLE) NOTE DTD 12/08/2014 2.450% 01/15/2020 | 05531FAS2 | 725,000.00 | A- | A2 | 01/31/17 | 02/03/17 | 732,227.53 | 2.10 | 789.44 | 729,773.34 | 723,969.05 |
| JPMORGAN CHASE & CO (CALLABLE) DTD 01/23/2015 2.250% 01/23/2020 | 46625HKA7 | 725,000.00 | A- | A3 | 05/10/17 | 05/15/17 | 726,935.75 | 2.15 | 362.50 | 726,427.09 | 721,013.23 |
| MORGAN STANLEY CORP BONDS DTD 01/27/2015 2.650% 01/27/2020 | 61747YDW2 | 375,000.00 | BBB+ | A3 | 01/31/17 | 02/03/17 | 378,243.75 | 2.35 | 110.42 | 377,188.06 | 374,928.38 |
| MICROSOFT CORP NOTES DTD 02/06/2017 1.850% 02/06/2020 | 594918BV5 | 350,000.00 | AAA | Aaa | 01/30/17 | 02/06/17 | 349,765.50 | 1.87 | 3,147.57 | 349,841.14 | 346,796.45 |
| AMERICAN HONDA FINANCE DTD 02/16/2017 2.000% 02/14/2020 | 02665WBM2 | 340,000.00 | A+ | A2 | 02/13/17 | 02/16/17 | 339,517.20 | 2.05 | 3,154.44 | 339,668.42 | 336,787.00 |
| AMERICAN EXPRESS CREDIT (CALLABLE) NOTE DTD 03/03/2017 2.200% 03/03/2020 | 0258M0EE5 | 440,000.00 | A- | A2 | 02/28/17 | 03/03/17 | 439,542.40 | 2.24 | 3,979.56 | 439,678.22 | 436,718.04 |
| WALT DISNEY COMPANY CORP NOTES DTD 03/06/2017 1.950% 03/04/2020 | 25468PDP8 | 140,000.00 | A+ | A2 | 03/01/17 | 03/06/17 | 139,963.60 | 1.96 | 1,114.75 | 139,974.30 | 138,904.50 |



Managed Account Detail of Securities Held

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| Security Type/Description | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|---|--------------|------------|-----------------------|-----------------------|-------------------|--------------------|----------------------|--------------------|-------------------------|-----------------------|---------------------|
| Corporate Note | | | | | | | | | | | |
| EXXON MOBIL (CALLABLE) CORP NOTE DTD 03/06/2015 1.912% 03/06/2020 | 30231GAG7 | 375,000.00 | AA+ | Aaa | 08/14/17 | 08/15/17 | 376,901.25 | 1.71 | 2,887.92 | 376,554.47 | 371,366.63 |
| JOHN DEERE CAPITAL CORP NOTES DTD 03/15/2017 2.200% 03/13/2020 | 24422ETO2 | 305,000.00 | A | A2 | 03/10/17 | 03/15/17 | 304,762.10 | 2.23 | 2,572.17 | 304,830.11 | 303,310.00 |
| UNILEVER CAPITAL CORP BONDS DTD 05/05/2017 1.800% 05/05/2020 | 904764AV9 | 175,000.00 | A+ | A1 | 05/02/17 | 05/05/17 | 174,441.75 | 1.91 | 752.50 | 174,576.41 | 172,708.38 |
| INTEL CORP NOTES DTD 05/11/2017 1.850% 05/11/2020 | 458140AZ3 | 475,000.00 | A+ | A1 | 05/08/17 | 05/11/17 | 474,819.50 | 1.86 | 1,952.78 | 474,862.07 | 470,682.25 |
| HOME DEPOT INC CORP NOTES DTD 06/05/2017 1.800% 06/05/2020 | 437076BQ4 | 345,000.00 | A | A2 | 05/24/17 | 06/05/17 | 344,799.90 | 1.82 | 966.00 | 344,842.74 | 340,516.04 |
| WALT DISNEY COMPANY CORP NOTES DTD 06/06/2017 1.800% 06/05/2020 | 25468PDU7 | 725,000.00 | A+ | A2 | 06/01/17 | 06/06/17 | 724,159.00 | 1.84 | 2,030.00 | 724,338.26 | 715,491.63 |
| JOHN DEERE CAPITAL CORP NOTES DTD 06/22/2017 1.950% 06/22/2020 | 24422ETS8 | 150,000.00 | A | A2 | 06/19/17 | 06/22/17 | 149,908.50 | 1.97 | 316.88 | 149,926.63 | 148,199.40 |
| AMERICAN HONDA FINANCE CORP NOTES DTD 07/20/2017 1.950% 07/20/2020 | 02665WBT7 | 160,000.00 | A+ | A2 | 07/17/17 | 07/20/17 | 159,838.40 | 1.98 | 95.33 | 159,866.29 | 157,764.16 |
| CATERPILLAR FINL SERVICE NOTE DTD 09/07/2017 1.850% 09/04/2020 | 14913Q2A6 | 545,000.00 | A | A3 | 09/05/17 | 09/07/17 | 544,542.20 | 1.88 | 4,033.00 | 544,601.72 | 535,931.20 |
| CITIGROUP INC CORP NOTES DTD 10/26/2015 2.650% 10/26/2020 | 172967KB6 | 425,000.00 | BBB+ | Baa1 | 09/22/17 | 09/26/17 | 429,726.00 | 2.27 | 2,972.05 | 429,213.00 | 423,873.33 |
| AMERICAN EXPRESS CO CORP (CALLABLE) NOTE DTD 10/30/2017 2.200% 10/30/2020 | 025816BP3 | 325,000.00 | BBB+ | A3 | 10/23/17 | 10/30/17 | 324,577.50 | 2.25 | 1,807.36 | 324,612.11 | 320,579.35 |
| JOHNSON & JOHNSON CORP NOTE DTD 11/10/2017 1.950% 11/10/2020 | 478160CH5 | 155,000.00 | AAA | Aaa | 11/08/17 | 11/10/17 | 154,834.15 | 1.99 | 680.06 | 154,846.28 | 153,602.99 |
| PACCAR FINANCIAL CORP NOTES DTD 11/13/2017 2.050% 11/13/2020 | 69371RN85 | 200,000.00 | A+ | A1 | 11/06/17 | 11/13/17 | 199,982.00 | 2.05 | 888.33 | 199,983.27 | 197,548.20 |
| VISA INC (CALLABLE) CORP NOTES DTD 12/14/2015 2.200% 12/14/2020 | 92826CAB8 | 200,000.00 | A+ | A1 | 08/25/17 | 08/30/17 | 202,200.00 | 1.85 | 574.44 | 201,921.47 | 198,695.80 |



Managed Account Detail of Securities Held

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|---|-----------|----------------------|------------|----------------|------------|-------------|----------------------|-------------|------------------|----------------------|----------------------|
| Corporate Note | | | | | | | | | | | |
| JOHN DEERE CAPITAL CORP NOTES DTD 01/08/2018 2.350% 01/08/2021 | 24422ETZ2 | 140,000.00 | A | A2 | 01/03/18 | 01/08/18 | 139,927.20 | 2.37 | 210.19 | 139,928.71 | 139,101.62 |
| UNITED PARCEL SERVICE CORPORATE BOND DTD 11/14/2017 2.050% 04/01/2021 | 911312BP0 | 440,000.00 | A+ | A1 | 11/09/17 | 11/14/17 | 439,304.80 | 2.10 | 1,929.28 | 439,345.29 | 433,381.96 |
| BANK OF AMERICA CORP (CALLABLE) DTD 09/18/2017 2.328% 10/01/2021 | 06051GGS2 | 275,000.00 | A- | A3 | 09/22/17 | 09/26/17 | 274,560.00 | 2.37 | 2,365.18 | 274,597.84 | 271,890.30 |
| BANK OF AMERICA CORP (CALLABLE) DTD 09/18/2017 2.328% 10/01/2021 | 06051GGS2 | 450,000.00 | A- | A3 | 09/13/17 | 09/18/17 | 450,000.00 | 2.33 | 3,870.30 | 450,000.00 | 444,911.40 |
| Security Type Sub-Total | | 17,005,000.00 | | | | | 17,019,011.58 | 1.86 | 81,474.50 | 17,015,262.91 | 16,858,702.43 |
| Certificate of Deposit | | | | | | | | | | | |
| CANADIAN IMPERIAL BANK NY CD DTD 12/05/2016 1.760% 11/30/2018 | 13606ASZ7 | 1,450,000.00 | A-1 | P-1 | 12/01/16 | 12/05/16 | 1,448,869.00 | 1.78 | 4,324.22 | 1,449,528.88 | 1,446,870.90 |
| NORDEA BANK FINLAND NY CD DTD 12/05/2016 1.760% 11/30/2018 | 65558LWA6 | 1,450,000.00 | A-1+ | P-1 | 12/01/16 | 12/05/16 | 1,450,000.00 | 1.74 | 4,466.00 | 1,450,000.00 | 1,450,437.90 |
| SVENSKA HANDELSBANKEN NY LT CD DTD 01/12/2017 1.890% 01/10/2019 | 86958JHB8 | 1,400,000.00 | A-1+ | P-1 | 01/10/17 | 01/12/17 | 1,400,000.00 | 1.91 | 1,617.00 | 1,400,000.00 | 1,393,518.00 |
| BANK OF MONTREAL CHICAGO CERT DEPOS DTD 02/09/2017 1.880% 02/07/2019 | 06427KRC3 | 1,425,000.00 | A+ | A1 | 02/08/17 | 02/09/17 | 1,425,000.00 | 1.90 | 12,948.50 | 1,425,000.00 | 1,425,309.23 |
| BANK OF NOVA SCOTIA HOUSTON LT CD DTD 04/06/2017 1.910% 04/05/2019 | 06417GUE6 | 1,425,000.00 | A+ | A1 | 04/05/17 | 04/06/17 | 1,425,000.00 | 1.91 | 8,996.90 | 1,425,000.00 | 1,418,580.38 |
| SUMITOMO MITSUI BANK NY CD DTD 05/04/2017 2.050% 05/03/2019 | 86563YVNO | 1,425,000.00 | A | A1 | 05/03/17 | 05/04/17 | 1,425,000.00 | 2.05 | 7,303.13 | 1,425,000.00 | 1,422,282.53 |
| SKANDINAV ENSKILDA BANKEN NY CD DTD 08/04/2017 1.840% 08/02/2019 | 83050FXT3 | 1,475,000.00 | A+ | Aa3 | 08/03/17 | 08/04/17 | 1,474,424.75 | 1.85 | 13,645.39 | 1,474,567.77 | 1,453,850.90 |
| BANK TOKYO MITSUBISHI UFJ LTD LT CD DTD 09/27/2017 2.070% 09/25/2019 | 06539RGM3 | 750,000.00 | A | A1 | 09/25/17 | 09/27/17 | 750,000.00 | 2.07 | 5,476.88 | 750,000.00 | 745,188.75 |



Managed Account Detail of Securities Held

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| Security Type/Description Dated Date/Coupon/Maturity | CUSIP | Par | S&P Rating | Moody's Rating | Trade Date | Settle Date | Original Cost | YTM at Cost | Accrued Interest | Amortized Cost | Market Value |
|--|-----------|----------------------|---------------|-------------------|---------------|----------------|----------------------|----------------|---------------------|----------------------|----------------------|
| Certificate of Deposit | | | | | | | | | | | |
| WESTPAC BANKING CORP NY CD DTD 08/07/2017 2.050% 08/03/2020 | 96121T4A3 | 1,325,000.00 | AA- | Aa3 | 08/03/17 | 08/07/17 | 1,325,000.00 | 2.05 | 13,128.54 | 1,325,000.00 | 1,318,173.60 |
| SWEDBANK (NEW YORK) CERT DEPOS DTD 11/17/2017 2.270% 11/16/2020 | 87019U6D6 | 750,000.00 | AA- | Aa3 | 11/16/17 | 11/17/17 | 750,000.00 | 2.30 | 3,594.17 | 750,000.00 | 743,149.50 |
| Security Type Sub-Total | | 12,875,000.00 | | | | | 12,873,293.75 | 1.93 | 75,500.73 | 12,874,096.65 | 12,817,361.69 |
| Asset-Backed Security / Collateralized Mortgage Obligation | | | | | | | | | | | |
| CARMAX ABS 2016-3 A2 DTD 07/20/2016 1.170% 08/15/2019 | 14314EAB7 | 125,648.02 | AAA | NR | 07/14/16 | 07/20/16 | 125,637.77 | 1.18 | 65.34 | 125,643.12 | 125,517.20 |
| FORD ABS 2015-C A3 DTD 09/22/2015 1.410% 02/15/2020 | 34530YAD5 | 179,309.91 | AAA | Aaa | 09/15/15 | 09/22/15 | 179,275.02 | 1.42 | 112.37 | 179,295.56 | 178,916.86 |
| ALLY ABS 2016-3 A3 DTD 05/31/2016 1.440% 08/15/2020 | 02007LAC6 | 222,042.48 | AAA | Aaa | 05/24/16 | 05/31/16 | 222,020.92 | 1.44 | 142.11 | 222,029.95 | 221,249.70 |
| HYUNDAI ABS 2016-A A3 DTD 03/30/2016 1.560% 09/15/2020 | 44930UAD8 | 140,000.00 | AAA | Aaa | 03/22/16 | 03/30/16 | 139,972.84 | 1.57 | 97.07 | 139,985.10 | 139,354.59 |
| BANK OF AMERICA ABS 2015-A2 A DTD 04/29/2015 1.360% 09/15/2020 | 05522RCU0 | 495,000.00 | AAA | NR | 10/28/15 | 10/29/15 | 495,715.43 | 1.30 | 299.20 | 495,395.84 | 494,511.98 |
| TOYOTA ABS 2017-B A3 DTD 05/17/2017 1.760% 07/15/2021 | 89190BAD0 | 725,000.00 | AAA | Aaa | 05/09/17 | 05/17/17 | 724,944.39 | 1.76 | 567.11 | 724,944.39 | 718,034.35 |
| ALLY ABS 2017-3 A3 DTD 05/24/2017 1.740% 09/15/2021 | 02007EAE8 | 165,000.00 | AAA | Aaa | 05/16/17 | 05/24/17 | 164,982.79 | 1.96 | 127.60 | 164,985.68 | 163,530.10 |
| CCCIT 2017-A9 A9 DTD 10/02/2017 1.800% 09/20/2021 | 17305EGH2 | 375,000.00 | AAA | NR | 09/25/17 | 10/02/17 | 374,972.06 | 1.80 | 2,231.25 | 374,974.58 | 371,823.49 |
| CITIBANK ABS 2017-A3 A3 DTD 04/11/2017 1.920% 04/07/2022 | 17305EGB5 | 375,000.00 | AAA | NR | 05/15/17 | 05/22/17 | 376,001.25 | 1.82 | 2,280.00 | 375,896.66 | 370,895.33 |
| Security Type Sub-Total | | 2,802,000.41 | | | | | 2,803,522.47 | 1.62 | 5,922.05 | 2,803,150.88 | 2,783,833.60 |
| Managed Account Sub-Total | | 73,881,285.21 | | | | | 73,884,878.94 | 1.59 | 288,586.05 | 73,857,665.74 | 73,051,490.10 |



Managed Account Detail of Securities Held

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| | | | | | | |
|----------------------|-----------------|-----------------|-------|--------------|-----------------|-----------------|
| Securities Sub-Total | \$73,881,285.21 | \$73,884,878.94 | 1.59% | \$288,586.05 | \$73,857,665.74 | \$73,051,490.10 |
| Accrued Interest | | | | | | \$288,586.05 |
| Total Investments | | | | | | \$73,340,076.15 |



Managed Account Security Transactions & Interest

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| Transaction Type | | Security Description | CUSIP | Par | Principal Proceeds | Accrued Interest | Total | Realized G/L Cost | Realized G/L Amort Cost | Sale Method |
|-----------------------------------|----------|---|-----------|---------------------|-----------------------|-------------------|-----------------------|-------------------|-------------------------|-------------|
| Trade | Settle | | | | | | | | | |
| BUY | | | | | | | | | | |
| 01/02/18 | 01/04/18 | US TREASURY NOTES DTD 01/31/2016 1.375% 01/31/2021 | 912828N89 | 1,500,000.00 | (1,470,000.00) | (8,799.25) | (1,478,799.25) | | | |
| 01/03/18 | 01/08/18 | JOHN DEERE CAPITAL CORP NOTES DTD 01/08/2018 2.350% 01/08/2021 | 24422ETZ2 | 140,000.00 | (139,927.20) | 0.00 | (139,927.20) | | | |
| Transaction Type Sub-Total | | | | 1,640,000.00 | (1,609,927.20) | (8,799.25) | (1,618,726.45) | | | |
| INTEREST | | | | | | | | | | |
| 01/01/18 | 01/25/18 | FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019 | 3136AQD00 | 318,665.33 | 0.00 | 455.17 | 455.17 | | | |
| 01/01/18 | 01/25/18 | FNMA SERIES 2015-M1 ASQ2 DTD 01/15/2015 1.626% 02/01/2018 | 3136AMKW8 | 23,083.16 | 0.00 | 31.28 | 31.28 | | | |
| 01/01/18 | 01/25/18 | FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019 | 3136AOSW1 | 106,345.69 | 0.00 | 168.21 | 168.21 | | | |
| 01/01/18 | 01/25/18 | FNMA SERIES 2016-M9 ASQ2 DTD 06/01/2016 1.785% 06/01/2019 | 3136ASPX8 | 197,020.22 | 0.00 | 359.62 | 359.62 | | | |
| 01/01/18 | 01/25/18 | FNMA SERIES 2015-M7 ASQ2 DTD 04/01/2015 1.550% 04/01/2018 | 3136ANJY4 | 118,735.52 | 0.00 | 153.37 | 153.37 | | | |
| 01/08/18 | 01/08/18 | THE WALT DISNEY CORPORATION DTD 01/08/2016 1.650% 01/08/2019 | 25468PDH6 | 195,000.00 | 0.00 | 1,608.75 | 1,608.75 | | | |
| 01/10/18 | 01/10/18 | SVENSKA HANDELSBANKEN NY LT CD DTD 01/12/2017 1.890% 01/10/2019 | 86958JHB8 | 1,400,000.00 | 0.00 | 13,524.00 | 13,524.00 | | | |
| 01/15/18 | 01/15/18 | HYUNDAI ABS 2016-A A3 DTD 03/30/2016 1.560% 09/15/2020 | 44930UAD8 | 140,000.00 | 0.00 | 182.00 | 182.00 | | | |
| 01/15/18 | 01/15/18 | ALLY ABS 2017-3 A3 DTD 05/24/2017 1.740% 09/15/2021 | 02007EAE8 | 165,000.00 | 0.00 | 239.25 | 239.25 | | | |
| 01/15/18 | 01/15/18 | ALLY ABS 2016-3 A3 DTD 05/31/2016 1.440% 08/15/2020 | 02007LAC6 | 239,336.62 | 0.00 | 287.20 | 287.20 | | | |
| 01/15/18 | 01/15/18 | BANK OF AMERICA ABS 2015-A2 A DTD 04/29/2015 1.360% 09/15/2020 | 05522RCU0 | 495,000.00 | 0.00 | 561.00 | 561.00 | | | |
| 01/15/18 | 01/15/18 | CARMAX ABS 2016-3 A2 DTD 07/20/2016 1.170% 08/15/2019 | 14314EAB7 | 160,043.28 | 0.00 | 156.04 | 156.04 | | | |
| 01/15/18 | 01/15/18 | FORD ABS 2015-C A3 DTD 09/22/2015 1.410% 02/15/2020 | 34530YAD5 | 199,172.25 | 0.00 | 234.03 | 234.03 | | | |



Managed Account Security Transactions & Interest

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| Transaction Type | Trade | Settle | Security Description | CUSIP | Par | Principal Proceeds | Accrued Interest | Total | Realized G/L Cost | Realized G/L Amort Cost | Sale Method |
|-----------------------------------|----------|----------|--|-----------|----------------------|--------------------|------------------|------------------|-------------------|-------------------------|-------------|
| INTEREST | | | | | | | | | | | |
| | 01/15/18 | 01/15/18 | TOYOTA ABS 2017-B A3 DTD 05/17/2017 1.760% 07/15/2021 | 89190BAD0 | 725,000.00 | 0.00 | 1,063.33 | 1,063.33 | | | |
| | 01/15/18 | 01/15/18 | BB&T CORP (CALLABLE) NOTE DTD 12/08/2014 2.450% 01/15/2020 | 05531FAS2 | 725,000.00 | 0.00 | 8,881.25 | 8,881.25 | | | |
| | 01/19/18 | 01/19/18 | FHLMC REFERENCE NOTE DTD 07/20/2016 0.875% 07/19/2019 | 3137EAEB1 | 1,800,000.00 | 0.00 | 7,875.00 | 7,875.00 | | | |
| | 01/20/18 | 01/20/18 | AMERICAN HONDA FINANCE CORP NOTES DTD 07/20/2017 1.950% 07/20/2020 | 02665WBT7 | 160,000.00 | 0.00 | 1,560.00 | 1,560.00 | | | |
| | 01/23/18 | 01/23/18 | JPMORGAN CHASE & CO (CALLABLE) DTD 01/23/2015 2.250% 01/23/2020 | 46625HKA7 | 725,000.00 | 0.00 | 8,156.25 | 8,156.25 | | | |
| | 01/27/18 | 01/27/18 | MORGAN STANLEY CORP BONDS DTD 01/27/2015 2.650% 01/27/2020 | 61747YDW2 | 375,000.00 | 0.00 | 4,968.75 | 4,968.75 | | | |
| | 01/30/18 | 01/30/18 | FNMA NOTES DTD 08/01/2017 1.500% 07/30/2020 | 3135G0T60 | 1,475,000.00 | 0.00 | 11,001.04 | 11,001.04 | | | |
| | 01/31/18 | 01/31/18 | US TREASURY NOTES DTD 01/31/2016 1.375% 01/31/2021 | 912828N89 | 1,500,000.00 | 0.00 | 10,312.50 | 10,312.50 | | | |
| | 01/31/18 | 01/31/18 | US TREASURY NOTES DTD 07/31/2015 1.625% 07/31/2020 | 912828XM7 | 1,075,000.00 | 0.00 | 8,734.38 | 8,734.38 | | | |
| | 01/31/18 | 01/31/18 | US TREASURY NOTES DTD 02/02/2015 1.250% 01/31/2020 | 912828H52 | 500,000.00 | 0.00 | 3,125.00 | 3,125.00 | | | |
| Transaction Type Sub-Total | | | | | 12,817,402.07 | 0.00 | 83,637.42 | 83,637.42 | | | |

| | | | | | | | | | | | |
|-----------------|----------|----------|---|-----------|-----------|-----------|------|-----------|----------|------|--|
| PAYDOWNS | | | | | | | | | | | |
| | 01/01/18 | 01/25/18 | FNMA SERIES 2015-M1 ASQ2 DTD 01/15/2015 1.626% 02/01/2018 | 3136AMKW8 | 23,083.16 | 23,083.16 | 0.00 | 23,083.16 | (230.66) | 0.00 | |
| | 01/01/18 | 01/25/18 | FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019 | 3136AOSW1 | 167.69 | 167.69 | 0.00 | 167.69 | (1.68) | 0.00 | |
| | 01/01/18 | 01/25/18 | FNMA SERIES 2015-M7 ASQ2 DTD 04/01/2015 1.550% 04/01/2018 | 3136ANJY4 | 31,942.01 | 31,942.01 | 0.00 | 31,942.01 | (319.31) | 0.00 | |
| | 01/01/18 | 01/25/18 | FNMA SERIES 2016-M9 ASQ2 DTD 06/01/2016 1.785% 06/01/2019 | 3136ASPX8 | 16,465.91 | 16,465.91 | 0.00 | 16,465.91 | (164.65) | 0.00 | |
| | 01/01/18 | 01/25/18 | FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019 | 3136AQDQ0 | 12,906.35 | 12,906.35 | 0.00 | 12,906.35 | (129.24) | 0.00 | |



Managed Account Security Transactions & Interest

For the Month Ending **January 31, 2018**

CITY OF ANTIOCH, CA - 04380500

| Transaction Type | | Security Description | CUSIP | Par | Principal Proceeds | Accrued Interest | Total | Realized G/L Cost | Realized G/L Amort Cost | Sale Method |
|------------------------------------|----------|--|-----------|---------------------|----------------------|--------------------|---------------------|----------------------|-------------------------|-------------|
| Trade | Settle | | | | | | | | | |
| PAYDOWNS | | | | | | | | | | |
| 01/15/18 | 01/15/18 | ALLY ABS 2016-3 A3 DTD 05/31/2016 1.440% 08/15/2020 | 02007LAC6 | 17,294.14 | 17,294.14 | 0.00 | 17,294.14 | 1.68 | 0.00 | |
| 01/15/18 | 01/15/18 | CARMAX ABS 2016-3 A2 DTD 07/20/2016 1.170% 08/15/2019 | 14314EAB7 | 34,395.26 | 34,395.26 | 0.00 | 34,395.26 | 2.80 | 0.00 | |
| 01/15/18 | 01/15/18 | FORD ABS 2015-C A3 DTD 09/22/2015 1.410% 02/15/2020 | 34530YAD5 | 19,862.34 | 19,862.34 | 0.00 | 19,862.34 | 3.87 | 0.00 | |
| Transaction Type Sub-Total | | | | 156,116.86 | 156,116.86 | 0.00 | 156,116.86 | (837.19) | 0.00 | |
| SELL | | | | | | | | | | |
| 01/02/18 | 01/04/18 | FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019 | 3135G0J53 | 1,250,000.00 | 1,237,775.00 | 4,444.44 | 1,242,219.44 | (9,275.00) | (11,091.64) | FIFO |
| 01/03/18 | 01/08/18 | FNMA BENCHMARK NOTE DTD 02/23/2016 1.000% 02/26/2019 | 3135G0J53 | 140,000.00 | 138,632.20 | 513.33 | 139,145.53 | (1,037.40) | (1,242.09) | FIFO |
| Transaction Type Sub-Total | | | | 1,390,000.00 | 1,376,407.20 | 4,957.77 | 1,381,364.97 | (10,312.40) | (12,333.73) | |
| Managed Account Sub-Total | | | | | (77,403.14) | 79,795.94 | 2,392.80 | (11,149.59) | (12,333.73) | |
| Total Security Transactions | | | | | (\$77,403.14) | \$79,795.94 | \$2,392.80 | (\$11,149.59) | (\$12,333.73) | |



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Lynne Filson, Assistant City Engineer *LBF*

APPROVED BY: Ron Bernal, City Manager
Derek Cole, City Attorney

SUBJECT: Formation of the Proposed City of Antioch Community Facilities District No. 2018-01 (Public Services) *(Introduced on 02/27/18)*

RECOMMENDED ACTION

It is recommended that the City Council adopt the Ordinance Levying Special Taxes within the City of Antioch Community Facilities District No. 2018-01 (Public Services).

STRATEGIC PURPOSE

This item supports Strategy K-1 in the Strategic Plan by ensuring well maintained public facilities and rights-of-way, as well as Strategy K-5 by reducing the City's liability from third party claims and continuing to comply with regulatory requirements of state and federal agencies.

DISCUSSION

The adoption of an Ordinance requires two separate readings. The subject Ordinance was introduced at the February 27, 2018, City Council meeting. This second reading will finalize the adoption of this Ordinance.

ATTACHMENTS

- A. Ordinance Levying Special Taxes within the City of Antioch Community Facilities District No. 2018-01 (Public Services)

ATTACHMENT "A"

ORDINANCE NO. **-C-S

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH LEVYING SPECIAL TAXES WITHIN THE CITY OF ANTIOCH COMMUNITY FACILITIES DISTRICT NO. 2018-01 (PUBLIC SERVICES)

The City Council of the City of Antioch does ordain as follows:

SECTION 1. Authority. This ordinance is adopted pursuant to the authority of Section 53340 of the Government Code of the State of California, the Antioch Municipal Code, and the laws of the state of California.

SECTION 2. Findings and Recitals. The City Council hereby finds, determines and declares as follows:

WHEREAS, on January 9, 2018, this City Council adopted Resolution No. 2018/07 entitled "Resolution of the Intention of the City Council of the City of Antioch With Respect to Formation of Proposed City of Antioch Community Facilities District No. 2018-01 (Public Services)" (the "Resolution of Intention"), stating its intention to form the "City of Antioch Community Facilities District No. 2018-01 (Public Services)" (the "CFD"), under the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing at Section 53311, of the California Government Code; and

WHEREAS, on February 27, 2018, this City Council held a noticed public hearing as required by the Act and the Resolution of Intention relative to the determination to proceed with the formation of the CFD and the rate and method of apportionment of the special tax to be levied within the CFD to finance the costs of the public services within the CFD. At the public hearing, all persons desiring to be heard on all matters pertaining to the formation of the CFD and the levy of the special taxes were heard, substantial evidence was presented and considered by this City Council and a full and fair hearing was held; and

WHEREAS, on February 27, 2018, following the public hearing, this City Council adopted the following resolutions: a resolution entitled "Resolution of the City Council of the City of Antioch, Formation of Community Facilities District" (the "Resolution of Formation"), which established the CFD and defined the public services to be funded by the CFD (the "Services"); and a resolution entitled "Resolution of the City Council of the City of Antioch Calling Special Election" (the "Election Resolution") submitting the propositions of the levy of the special tax to the qualified electors of the CFD as required by the Act; and

WHEREAS, pursuant to the Election Resolution, on February 27, 2018, a special election was held within the CFD at which the eligible landowner electors approved such propositions by the two-thirds vote required by the Act;

SECTION 3. Levying of Special Tax. In accordance with the authority granted to the City pursuant to Government Code section 53340 and pursuant to the findings stated herein, the City Council of the City of Antioch, by passage of this Ordinance, hereby:

A. Authorizes and levies special taxes within the CFD pursuant to the Act, at the rate and in accordance with the formula (the "Rate and Method") set forth in the Resolution of Formation, which is by this reference incorporated herein. The special taxes are hereby levied starting in Fiscal Year 2018-19 and continuing until a notice of cessation is recorded.

B. The Public Works Director/City Engineer is hereby authorized and directed each fiscal year to determine the specific special tax rate and amount to be levied for each parcel of real property within the CFD, in the manner and as provided in the Resolution of Formation and the Rate and Method of Apportionment.

C. Except as may otherwise be provided by law or by the Rate and Method, properties or entities of the State, federal or local governments shall be exempt from any levy of the special taxes. In no event shall the special taxes be levied on any parcel within the CFD in excess of the maximum tax specified in the Resolution of Formation and the Rate and Method of Apportionment.

D. All of the collections of the special tax shall be used as provided for in the Act and in the Resolution of Formation including, but not limited to, the payment of the costs of the Services, the payment of the costs of the City in administering the CFD, and the costs of collecting and administering the special tax; and

E. The special taxes shall be collected in the same manner as ordinary ad valorem taxes are collected and shall have the same lien priority, and be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for ad valorem taxes; provided, however, that the Director of Finance is hereby authorized to collect the special taxes by other appropriate methods of collection, including direct billing to the affected property owners at such intervals deemed appropriate; and

SECTION 4. Severability. If for any reason any portion of this Ordinance is found to be invalid, or if the special tax is found inapplicable to any particular parcel within the CFD, by a court of competent jurisdiction, the balance of this Ordinance and the application of the special tax to the remaining parcels within the CFD shall not be affected. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof,

irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 5. Publication; Certification. The City Clerk shall certify the adoption of this Ordinance and shall cause this Ordinance to be published within 15 days after its passage at least once in a newspaper of general circulation published and circulated in the City.

SECTION 6. Effective Date. This Ordinance shall take effect 30 days from the date of final passage.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was introduced at a regular meeting of the City Council held on the 27th day of February, 2018 and adopted as an ordinance of the City of Antioch at a regular meeting of the City Council held on the 13th day of March, 2018 by the following vote:

AYES:

NOES:

ABSENT:

Sean Wright, Mayor of the City of Antioch

ATTEST:

Arne Simonsen, CMC, City Clerk of the City of Antioch

A3



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Forrest Ebbs, Community Development Director *FE*

SUBJECT: Ordinance Amending Title 9, Chapter 5 of the Antioch Municipal Code (Zoning Ordinance) Regarding Donation Bins and Garage Sales – Second Reading

RECOMMENDED ACTION

It is recommended that the City Council adopt the Ordinance Amending Title 9, Chapter 5 of the Antioch Municipal Code (Zoning Ordinance) Regarding Donation Bins and Garage Sales (Attachment "A").

STRATEGIC PURPOSE

Long Term Goal D: Blight Eradication. Eradicate blight conditions through code enforcement and blight abatement.

Strategy D-2: Create a multifaceted team of resources that can assemble to address areas that habitually experience any combination of criminal, illegal, blighting and nuisance activities and/or conditions.

DISCUSSION

The adoption of an Ordinance requires two separate readings. The subject Ordinance was introduced at the February 27, 2018 City Council meeting. This second reading will finalize the adoption of this Ordinance.

ATTACHMENTS

A: Ordinance Amending Title 9, Chapter 5 of the Antioch Municipal Code (Zoning Ordinance) Regarding Donation Bins and Garage Sales

ATTACHMENT "A"

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH AMENDING CHAPTER 5 OF TITLE 9 OF THE ANTIOCH MUNICIPAL CODE TO ADDRESS DONATION BINS AND GARAGE SALES

The City Council of the City of Antioch does ordain as follows:

SECTION 1:

1. On February 27, 2018, the City Council found that the proposed project is exempt from the California Environmental Quality Act (CEQA), per Section 15061(b)(3) as it is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. It can be seen with certainty that there is no possibility that the proposed project may have a significant effect on the environment.
2. On January 17, 2018, the Planning Commission held a duly notice public hearing and recommended that the City Council amend the Antioch Municipal Code to address donation bins and garage sales.
3. The regulation of donation bins and collection facilities throughout the City of Antioch is in the interest of the City and its residents as these facilities have the potential to create a public nuisance if not properly regulated due to the accumulation of accepted goods outside of the container, architectural incompatibility, loss of required parking spaces, or damage to required landscaping.

SECTION 2: Section 9-5.3812, "Small Collection Facilities" of the Antioch Municipal Code is amended to read as follows:

Small collection facilities:

- (A) Shall be no larger than 500 square feet in total area and occupy no required parking space. If the Zoning Administrator determines that required parking spaces must be used, then not more than five such spaces may be occupied and must be at the farthest distance possible from the host use;
- (B) Shall be set back at least 20 feet from any street line and shall not obstruct pedestrian or vehicular circulation nor create any sight distance problem;
- (C) Shall accept only glass, metals, plastic containers, and papers, or personal property;
- (D) Shall use no power-driven processing equipment, except for reverse vending machines;
- (E) Shall use containers which are constructed and maintained with durable waterproof and rustproof materials, covered when the site is not attended, secured from unauthorized entry or removal of materials, and of

sufficient capacity to accommodate materials collected on the collection schedule;

(F) Shall store all ~~recyclable~~ collected materials in containers or in the mobile unit vehicle and shall not leave materials outside of containers when an attendant is not present;

(G) Shall be maintained free of litter. Mobile facilities at which the truck or containers are removed at the end of each collection shall be swept daily;

(H) Shall (if attended facilities) operate only during the hours between 9:00 a.m. and 7:00 p.m. if located within 100 feet of a residential zone or use;

(I) Shall locate containers for the 24 hour donation of materials at least 300 feet from any property zoned for occupancy by a residential use;

(J) Shall feature clearly marked containers which identify the type of materials which may be deposited; and the facility shall be clearly marked to identify the name and telephone number of the operator and the hours of operation and display a notice stating that no material shall be left outside of the recycling enclosure or containers;

(K) Shall feature identification signs not larger than 16 square feet, not counting the informational signs required by this section. Directional signs, bearing no advertising, may be installed with the approval of the Zoning Administrator if necessary to facilitate traffic circulation or if the facility is not visible from the public right-of-way;

(L) Shall not impair the landscaping of the host use; and

(M) Shall not reduce parking spaces below the minimum number required for the primary use unless the facility is located in a convenience zone or potential convenience zone as designated by the State Department of Conservation. A reduction in available parking spaces may then be allowed as follows:

| Number of Available Spaces | Maximum Reduction |
|----------------------------|-------------------|
| 0-25 | 0 |
| 26-35 | 2 |
| 36-49 | 3 |
| 50-99 | 4 |
| 100+ | 5 |

SECTION 3. Section 9-5.203, "Definitions" of the Antioch Municipal Code is amended as follows:

9-5.203 DEFINITIONS

COLLECTION FACILITY. A center for the acceptance by donation, redemption, or purchase of recyclable materials or personal property from the public. Such

facility does not use power-driven processing equipment, except as set forth in this chapter.

COLLECTION FACILITY may include the following:

- (1) Reverse vending machines;
- (2) Small collection facilities which occupy an area of not more than 500 square feet and may include:
 - (a) A mobile unit;
 - (b) Bulk reverse vending machines or a grouping of reverse vending machines occupying more than 50 square feet;
 - (c) Kiosk type units which may include permanent structures; and
 - (d) Unattended containers placed for the donation of recyclable materials and/or personal property; and
- (3) Large collection facilities which may occupy an area of more than 500 square feet and may include permanent structures.

SECTION 4. Section 9-5.203, "Definitions" of the Antioch Municipal Code is amended to include the following definitions:

GARAGE SALE. The sale of predominantly used personal property from a residence occurring as an accessory use of a residential property for a period of no more than three (3) consecutive days and no more than four (4) times in a calendar year. The sale of unused property, or occurrences lasting longer than three (3) consecutive days or occurring more than four (4) times in a calendar year constitutes RETAIL, GENERAL AND SPECIALTY.

RETAIL, GENERAL AND SPECIALTY. The sale of general merchandise from a fixed location to the general public.

SECTION 5. CEQA.

The above amendments to the City's Municipal Code are exempt from environmental review per CEQA Guidelines under the General Rule, 14 California Code of Regulations, section 15061(b)(3). The project involves updates and revisions to existing regulations. The proposed code amendments are consistent with California Law, specifically Government Code section 65850.7 and Civil Code section 714. It can be seen with certainty that the proposed Municipal Code text amendments will have no significant effect on the environment.

SECTION 6. Publication; Effective Date.

This Ordinance shall take effect and be enforced thirty (30) days from and after the date of its adoption by the City Council at a second reading and shall be posted and published in accordance with the California Government Code.

SECTION 7. Severability.

Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance and, to that end, the provisions hereof are severable.

* * * * *

I HEREBY CERTIFY that the foregoing ordinance was introduced at a regular meeting of the City Council of the City of Antioch held on the 27th day of February, 2018 and passed and adopted at a regular meeting thereof, held on the 13th day of March, 2018 by the following vote:

AYES:

NOES:

ABSENT:

Sean Wright, Mayor of the City of Antioch

ATTEST:

Arne Simonsen, CMC
City Clerk of the City of Antioch



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Forrest Ebbs, Community Development Director *FE*

SUBJECT: Ordinance Amending Antioch Municipal Code, Section 1-5.06, to Change Procedures Related to the Issuance of Citations.

RECOMMENDED ACTION

It is recommended that the City Council adopt the Ordinance amending Section 1-5.06-*Fines: Amounts* of the Antioch Municipal Code Title 1: General Provisions, Chapter 5: Citation Procedure.

STRATEGIC PURPOSE

This action addresses the Strategic Plan as follows:

- Strategy D-2: Create a multifaceted team of resources that can assemble to address areas that habitually experience any combination of criminal, illegal, blighting and nuisance activities and/or conditions.
- Strategy D-3, Short Term Objective: Research and implement best practices and stay up to date on newest laws and trends as well as effective programs offered by other jurisdictions.
- Long Term Goal E: Building Safety: Provide uniform enforcement of the Building, Housing, Municipal codes and state laws in the City of Antioch with an emphasis on eliminating illegal or substandard housing conditions.

DISCUSSION

The adoption of an Ordinance requires two separate readings. The subject Ordinance was introduced at the February 27, 2018 City Council meeting. This second reading will finalize the adoption of this Ordinance.

ATTACHMENTS

A: Ordinance amending Section 1-5.06-*Fines: Amounts* of the Antioch Municipal Code Title 1: General Provisions, Chapter 5: Citation Procedure.

ATTACHMENT "A"

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH AMENDING SECTION 1-5.06 REGARDING FINES FOR MUNICIPAL CODE VIOLATIONS

The City Council of the City of Antioch does ordain as follows:

SECTION 1:

1. On February 27, 2018, the City Council found that the proposed project is exempt from the California Environmental Quality Act (CEQA), per Section 15321, Enforcement Actions by Regulatory Agencies, as the proposed amendments will better enable enforcement of the Antioch Municipal Code.
2. The enforcement of the Antioch Municipal Code is enabled by Title 1, General Provisions, which prescribes set procedures and for the enforcement of the Code, including penalties and citations.
3. The proposed amendment would more effectively enable full enforcement of the Antioch Municipal Code.
4. Enforcement of the Antioch Municipal Code improves public safety, general welfare and the wellbeing of Antioch's residents and eliminates blight and other public nuisances.

SECTION 2: Section 1-5.06, "Fines; Amounts," of the Antioch Municipal Code is amended to read as follows:

§ 1-5.06 FINES; AMOUNTS.

(A) The maximum amount of administrative fines authorized in this chapter for violations of the Municipal Code deemed to be infractions shall be as follows:

- (1) \$100 for the first violation;
- (2) \$100 for a repeat violation of the same ordinance occurring within one year of the issuance of a notice of a violation when a citation was not issued;
- (3) \$200 for the second violation of the same ordinance occurring within one year of a citation;
- (4) \$500 for the third and subsequent violation of the same ordinance occurring within one year of a citation;

(B) The maximum amount of administrative fines authorized in this chapter for violations of the Municipal Code deemed to be misdemeanors shall be as follows:

- (1) \$100 for the first violation;
- (2) \$100 for a repeat violation of the same ordinance occurring within one year of the issuance of a notice of a violation when a citation was not issued;
- (3) \$500 for the second violation of the same ordinance occurring within one year of a citation;
- (4) \$1000 for the third and subsequent violation of the same ordinance occurring within one year of a citation;

SECTION 3: CEQA.

This action is categorically exempt under the California Environmental Quality Act (CEQA) under Section 15321, Enforcement Actions by Regulatory Agencies, as it will contribute to improved enforcement of existing regulations by the City of Antioch.

SECTION 4: Publication; Effective Date.

This Ordinance shall take effect and be enforced thirty (30) days from and after the date of its adoption by the City Council at a second reading and shall be posted and published in accordance with the California Government Code.

SECTION 5: Severability.

Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance and, to that end, the provisions hereof are severable.

* * * * *

I **HEREBY CERTIFY** that the foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Antioch held on the 27th day of February and passed and adopted at a regular meeting thereof, held on the 13th day of March 2018, by the following vote:

AYES:

NOES:

ABSENT:

Sean Wright, Mayor of the City of Antioch

ATTEST:

Arne Simonsen, CMC
City Clerk for the City of Antioch



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Kevin Scudero, Associate Planner *KS*

APPROVED BY: Forrest Ebbs, Community Development Director *FE*

SUBJECT: Johnson Rezone (Z-17-03)

RECOMMENDED ACTION

It is recommended that the City Council adopt the Ordinance for a zoning map amendment for the site at 1600 G Street (APN 067-202-014) from Single Family Residential (R-6) to Convenience Commercial (C-1). (Attachment "A")

STRATEGIC PURPOSE

This action will forward Long Term Goal G: Planning, Entitlements, and Permitting, by providing consistent and efficient entitlement, permitting, and development services to the public.

DISCUSSION

The adoption of an Ordinance requires two separate readings. The subject Ordinance was introduced at the February 27, 2018 City Council meeting. This second reading will finalize the adoption of this Ordinance.

ATTACHMENTS

A: Ordinance for a zoning map amendment from Single Family Residential (R-6) to Convenience Commercial (C-1)

ATTACHMENT "A"

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ANTIOCH TO REZONE 0.114 ACRES AT 1600 G STREET (APN 067-202-014) TO CONVENIENCE COMMERCIAL (C-1) DISTRICT

The City Council of the City of Antioch does ordain as follows:

SECTION 1:

The City Council determined on February 27, 2018, that, pursuant to Section 15301 of the Guidelines of the California Environmental Quality Act, that the project is exempt from environmental review.

SECTION 2:

At its regular meeting of February 7, 2018, the Planning Commission recommended that the City Council adopt the Ordinance to rezone the subject property to Convenience Commercial (C-1).

SECTION 3:

The real property described in Exhibit A, attached hereto, is hereby rezoned to Convenience Commercial (C-1), and the zoning map is hereby amended accordingly.

SECTION 4:

The City Council finds that the proposed zone reclassification will allow uses more suitable for the site than the present classification; that the subject property is suitable to the use permitted in the proposed zone change; that said permitted uses are not detrimental to the public or surrounding properties; and that the proposed zone change is in conformance with the Antioch General Plan.

SECTION 5:

This ordinance shall take effect and be enforced thirty (30) days from and after the date of its adoption and shall be published once within fifteen (15) days upon passage and adoption in a newspaper of general circulation printed and published in the City of Antioch.

* * * * *

I HEREBY CERTIFY that the foregoing ordinance was introduced and adopted at a regular meeting of the City Council of the City of Antioch, held on the 27th of February, 2018 and passed and adopted at a regular meeting thereof, held on the 13th day of March, 2018, by the following vote:

AYES:

NOES:

ABSENT:

Sean Wright, Mayor of the City of Antioch

ATTEST:

Arne Simonsen, CMC
City Clerk of the City of Antioch

EXHIBIT A
LEGAL DESCRIPTION

Lot 1, Block 7, map of Green Subdivision, filed February 20, 1923, Map Book 18, page 413, Contra Costa County records.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Dawn Merchant, Finance Director *DM*

SUBJECT: Resolution Approving a Debt Management Policy

RECOMMENDED ACTION

It is recommended that the City Council adopt the resolution approving a Debt Management Policy for the City of Antioch

STRATEGIC PURPOSE

This action meets Long Term Goal O, Financial Services.

FISCAL IMPACT

There is no fiscal impact associated with this action.

DISCUSSION

SB 1029 was enacted in late 2016 and amended Government Code Section 8855(i) placing additional reporting obligations on issuers of public debt in California. Effective January 1, 2017, issuers of debt must certify that they have adopted local debt policies concerning the use of debt and that the proposed debt issuance is consistent with those policies. The policy must include:

1. Purpose for debt and use
2. Type of debt that may be issued
3. Relationship of debt and integration with the issuer's capital improvement program or budget, if applicable
4. Policy goals related to the issuer's planning goals and objective
5. Internal control procedures to ensure proceeds of debt will be directed to the intended use

The City of Antioch does not currently have a debt management policy. With the possibility that the City may be obtaining a loan in upwards of \$50M for the Brackish Water Desalination Plant in the near future, which will qualify as debt issued after January 1, 2017 under of SB 1029, the City needs to adopt a policy prior to any proposed debt issuance to be in compliance. The City will then be able to demonstrate compliance to the State Water Resources Control Board as we move forward trying to obtain the loan. The proposed Debt Management Policy is included in Attachment A.

K

Agenda Item #

ATTACHMENTS

- A. Resolution adopting a Debt Management Policy
 - a. Exhibit A to Resolution – City of Antioch Debt Management Policy

RESOLUTION NO. 2018/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
ADOPTING A DEBT MANAGEMENT POLICY**

WHEREAS, SB 1029 was enacted in 2016 and amended Government Code Section 8855(i) placing additional reporting obligations on issuers of public debt in California; and

WHEREAS, effective January 1, 2017, issuers of debt must certify that they have adopted local debt policies concerning the use of debt and that the proposed debt issuance is consistent with those policies; and

WHEREAS, the City Council of the City of Antioch has reviewed the attached City of Antioch Debt Management Policy (Exhibit A); and

THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby approves the City of Antioch Debt Management Policy attached as Exhibit A.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 13th day of March 2018, by the following vote:

AYES:

NOES:

ABSENT:

**ARNE SIMONSEN, CMC
CITY CLERK OF THE CITY OF ANTIOCH**

CITY OF ANTIOCH DEBT MANAGEMENT POLICY

I. PURPOSE

This Debt Management Policy sets forth certain debt management objectives for the City whether issued by the City directly or under the Antioch Public Financing Authority (Authority), and establishes overall parameters for issuing and administering debt for which the City or Authority is financially obligated or is responsible for managing. This policy allows for effective governance, management and administration of debt. For purposes of this policy, the term “debt” refers to any financing mechanism utilized by the City or Authority to borrow money that obligates the City or Authority for repayment. Examples include bonds and loans, although this is not an inclusive list. This policy may be amended periodically and any modifications are subject to City Council approval by resolution.

II. OBJECTIVES

- Provide justification for the structure of debt issuance;
- Demonstrate commitment to long-term financial planning;
- Minimize debt service and issuance costs;
- Maintain access to cost-effective borrowing;
- Achieve the highest practical credit rating;
- Full and timely repayment of debt;
- Maintain complete financial disclosure and reporting;
- Ensure compliance with applicable State and Federal laws.

III. RESPONSIBILITY FOR DEBT MANAGEMENT ACTIVITIES

The Finance Department will be responsible for managing and coordinating all activities related to the issuance and administration of debt. City departments implementing debt-financed capital projects will work in partnership with the Finance Department to provide information and otherwise facilitate the issuance and administration of debt.

1. Policy Review and Approval

This policy will be adopted via resolution by City Council. Any future modifications recommended by the Finance Director or other management staff will be subject to City Council approval by resolution.

2. Annual Debt Report

The Finance Department is responsible for completing and filing Annual Debt Transparency Reports due to the California Debt and Investment Advisory Committee pursuant to Government Code 8855(k) added by SB 1029 should the issue debt be subject to these reporting requirements.

3. Debt Administration Activities

The Finance Department is responsible for the City’s debt administration activities which include: investment of bond proceeds, monitoring compliance with bond covenants, annual continuing disclosure reporting and filing, ensuring timely arbitrage reports are completed by a qualified expert, monitoring and reconciling trustee accounts, maintaining bond or other type of debt official statements and any related documents, and ongoing interactions with credit

rating agencies. City departments that have implemented debt-financed capital projects are responsible that all proceeds are spent in accordance with covenants.

IV. CAPACITY, CONDITIONS, PURPOSES AND TYPES OF DEBT ISSUANCE

1. Debt Capacity

The City shall not incur an indebtedness evidenced by general obligation bonds which shall in aggregate exceed the sum of fifteen percent (15%) of the total assessed valuation. While this limit defines the absolute maximum legal debt limit for the City, it is not necessarily an effective indicator of the City's affordable debt capacity. While the City will keep outstanding debt within legal limits, the City shall assess the impact of new debt issuance on the long-term affordability of all outstanding and planned debt issuance.

The City will set enterprise fund rates at levels needed to fully cover debt service requirements as well as operations, maintenance, administration and capital improvement costs. The ability to afford new debt for enterprise operations will be evaluated as an integral part of the City's rate review and setting process.

2. Acceptable Conditions for the Use of Debt Financing

Prudent amounts of debt can be a cost-effective means of financing major infrastructure and capital project needs of the City. Debt will be considered to finance such projects if:

- a. The City will not obligate the General Fund to secure long-term financings except when marketability can be significantly enhanced and it will have the lowest possible impact on reserves.
- b. A feasibility analysis is prepared for each long-term financing which analyzes the impact on current and future budgets for debt service and operations. This analysis will also address the reliability of revenues to support debt service.
- c. If the feasibility analysis indicates budgets can support debt financing, it must be the most cost-effective funding means available, taking into account cash flow needs and other funding alternatives.
- d. It is fiscally prudent and meets the guidelines of this Policy. Any considerations of debt financing shall consider the financial alternatives, including pay-as-you-go funding, proceeds derived from development or redevelopment of existing land and capital assets owned by the City, use of existing or future cash reserves, grant funding opportunities, or combinations thereof.
- e. The facilities financed by debt are consistent with the City's operating purpose and issuance of debt will further enhance the operations of the City.

3. Acceptable Uses of Debt

The City will consider financing for the acquisition, substantial refurbishment, replacement or expansion of physical assets, including land improvements. The primary purpose of debt is to finance one of the following:

- a. Acquisition and/or improvement of land, right-of-way or long-term easements;

- b. Acquisition of a capital asset with a useful life of 3 or more years;
- c. Construction or reconstruction of a facility or infrastructure;
- d. Refunding, refinancing, restructuring debt;
- e. Although not the primary purpose of the financing effort, project reimbursables that include project planning, design, engineering and other pre-construction efforts; project associated furniture, fixtures and equipment; capitalized interest, original issuer's discount, underwriter's discount and other costs of issuance; and
- f. Interim or cash flow financing, such as anticipation notes.

4. **Prohibited Uses of Debt**

Prohibited uses of debt include the following:

- a. Financing of operating costs except for anticipation notes with a term of less than one year;
- b. Debt issuance used to address budgetary deficits; and
- c. Debt issued for periods exceeding the useful life of the asset or project to be financed.

5. **Types of Debt**

a. **Long-term Borrowing**

Long-term borrowing may be used to finance the acquisition, construction or improvement of land, facilities or equipment for which it is appropriate to spread the cost over more than one budget year. Long-term borrowing may also be used to fund capitalized interest, cost of issuance, required reserves and any other financing-related costs which may be legally capitalized.

b. **Short-term Borrowing**

Short-term borrowing, such as commercial paper and lines of credit, will be considered as an interim source of funding in anticipation of long-term borrowing. Short-term debt may be issued for any purpose for which long-term debt may be issued, including capitalized interest and other financing-related costs. The final maturity of the debt issued shall be consistent with the economic or useful life of the project.

c. **Refunding**

Periodic reviews of outstanding debt will be undertaken to identify refunding opportunities. Refunding will be considered (within federal tax law constraints) if and when there is a net economic benefit of the refunding. Refundings which are non-economic may be undertaken to achieve City objectives relating to changes in covenants, call provisions, operational flexibility, tax status, issuer, or the debt service profile.

d. **Lease Financing**

As used in this section, the term "lease financing" means any lease or sublease made between the City and another party for purpose of financing the acquisition, construction or improvement by the City of real property or equipment. By way of example and not limitation, the term "lease financing" includes certificates of participation, lease revenue bonds or lease revenue notes. Prior to bringing a lease finance deal to the City Council, the Finance Department must complete a review of the project being financed to identify a

source for repayment, which may include the General Fund, eligible Special Revenue or Enterprise Funds or project revenues. Lease financing can only be proposed to the City Council if adequate repayment sources exist and will not have a negative budget or cash flow impact. If the lease financing is for equipment for which thresholds do not require City Council approval, i.e. vehicle or copier lease, the Finance Department will work with City department managers for financial feasibility before such contracts are entered into.

e. Land Based Financing

There will be a clearly articulated public purpose in forming an assessment or special tax district in financing public infrastructure improvements including why this form of financing is preferred over other funding options such as impact fees, reimbursement agreements or direct developer responsibility for improvements. The City Council must review and approve any requests for a land-based financing mechanism. The following will be required:

- 1) Although limited obligation of the City, the City will play an active role in managing the district. This means that the City will select and retain the financing team, including the financial advisor, bond counsel, trustee, appraiser, disclosure counsel, assessment engineer, bond insurer, LOC provider and underwriter as necessary. Any costs incurred by the City in retaining these services will be the responsibility of the property owners or developer, and will be advanced via a deposit or will be paid on a contingency fee basis from the proceeds from the bonds.
- 2) When a district is requested by a developer, the City will carefully evaluate the applicant's financial plan and ability to carry the project, including the payment of assessments and special taxes during build-out. This may include detailed background, credit and lender checks, and the preparation of independent appraisal reports and market absorption studies.
- 3) A reserve fund should be established in the lesser amount of: the maximum annual debt service; 125% of the annual average debt service; or 10% of the bond proceeds.
- 4) The minimum value of the property in the district, within the public improvements, should be at least three times the amount of the assessment or special tax debt.
- 5) Decisions to capitalize interest will be made on a case-by-case basis, with the intent to fund interest in cases where the payment cannot be posted to the tax roll for that tax year.
- 6) Annual assessments (or special taxes in the case of Mello-Roos or similar districts) should generally not exceed 1% of the sales price of the property; and total property taxes, special assessments and special tax payments collected on the tax roll should generally not exceed 2%.
- 7) Benefit apportionment Assessments and special taxes will be apportioned according to a formula that is clear, understandable,

equitable and reasonably related to the benefit received by – or burden attributed to – each parcel with respect to its financed improvement.

- 8) The total maximum annual tax should not exceed 110% of annual debt service. The rate and method of apportionment should include a back-up tax in the event of significant changes from the initial development plan, and should include procedures for prepayments.
- 9) In administration of the district, the City shall structure foreclosure covenants in such a way as to insure the delinquency data is available from the county or the administrator prior to having to commence foreclosure proceedings.
- 10) In general, each property owner who accounts for more than 25% of the annual debt service or bonded indebtedness must provide ongoing disclosure information annually as described under SEC Rule 15(c)-12.

f. **Conduit Debt**

Conduit financing provides for the issuance of securities by a government agency to finance a project of a third party, such as a non-profit organization or other private entity. The City may sponsor conduit financings for those projects that have a general public purpose within the City and are consistent with the City's overall service and policy objectives. Such conduit financings will not in any way pledge the City's faith and credit.

V. DEBT ISSUANCE AND FEATURES

The City recognized that there are numerous types of financing structures and funding sources available, each with specific benefits, risks and costs. All potential funding sources will be reviewed by management within the context of the Debt Management Policy and overall portfolio to ensure that any financial product or structure is consistent with the City's objectives. Regardless of the financing structure utilized, a thorough review for each transaction must be performed for potential risks and benefits, analysis of the impact on City creditworthiness and debt affordability and capacity.

1. **Methods of Sale**

Except to the extent a competitive process is required by law, the Finance Director, in conjunction with Bond Counsel and other financial advisors, shall be responsible for determining the appropriate manner in which to offer any securities to investors. The City's preferred method of sale is competitive bid, however, other methods such as negotiated sale and private placement may be considered on a case-by-case basis.

2. **Credit Rating**

The City will seek a rating on any direct debt and will seek credit enhancements such as letters of credit or bond insurance when it will improve marketing and is cost effective. Financing will be structured to maintain the highest possible credit rating.

3. **Term of Debt**

Debt will be structured with the goal of distributing the payments for the asset over its useful life so that benefits more closely match cost. Borrowing duration

should not exceed the useful life of the improvement it finances. The standard term of long-term borrowing is typically 15-30 years.

4. **Variable Rate Debt**

Variable rate debt affords the City the potential to achieve a lower cost debt depending on market conditions. However, the City will seek to limit the use of variable rate debt due to potential risks of such instruments.

5. **Derivatives**

The use of certain derivative products to hedge variable rate debt, such as interest rate swaps, may be considered to the extent the City has such debt outstanding or under consideration. In certain circumstances these products can reduce borrowing cost and assist in managing interest rate risk. However, these products carry with them certain risks not faced in standard debt instruments. The Finance Director will evaluate the use of derivative products on a case-by-case basis to determine whether the potential benefits are sufficient to offset any potential costs.

6. **Professional Assistance**

The City shall utilize the services of independent financial advisors and bond counsel on all bonded debt financings. The Finance Director shall have the authority to periodically select service providers as necessary to meet legal requirements and minimize net City debt costs. Such services, depending on the type of financing, may include financial advisory, underwriting, trustee, verification agent, escrow agent, arbitrage consulting and special tax consulting. The City Attorney may assist in selection of bond and disclosure counsel. The selection process may be done through competitive process or when appropriate, a sole-source selection.

VI. DEBT ISSUANCE - INVESTMENT AND TAX COMPLIANCE

1. **Investment of Proceeds**

Investments of proceeds of bonds or other forms of debt shall be consistent with federal tax requirements and any applicable State law requirements, the City's Investment Policy as modified from time to time, and with requirements contained in the governing documents.

2. **Federal Tax Compliance**

The purpose of these Post-Issuance Tax Compliance Procedures is to establish policies and procedures in connection with tax-exempt bonds issued by or on behalf of the City or Antioch Public Financing Authority (Authority) so as to ensure that the issue complies with all applicable post-issuance requirements of federal income tax law needed to preserve the tax-exempt status of the bonds.

- a. The Finance Department will have primary responsibility for all ongoing tax compliance matters relating to tax-exempt debt issued by the City or Authority. The Finance Director will be responsible for monitoring ongoing tax

- compliance matters relating to tax-exempt debt, including compliance with the arbitrage rebate requirements of Section 148 of the Internal Revenue Code.
- b. The Finance Director, together with the applicable City departments, shall consult with bond counsel and other legal counsel and advisors, as needed, throughout the bond issuance process to identify requirements and to establish procedures necessary or appropriate so that the bonds will continue to qualify for the appropriate tax status. Those requirements and procedures shall be documented via City and/or Authority resolutions(s), Tax Certificate(s) and/or other documents finalized at or before issuance of the bonds. Those requirements and procedures shall include future compliance with applicable arbitrage rebate requirements and all other applicable post-issuance requirements of federal tax law throughout (and in some cases beyond) the term of the bonds.
 - c. The Finance Director, together with applicable City departments, also shall consult with bond counsel and other legal counsel and advisors, as needed, following issuance of the bonds to ensure that all applicable post-issuance requirements in fact are met. This shall include, without limitation, consultation in connection with future contracts with respect to the use of bond-financed assets.
 - d. Unless otherwise provided by City/Authority resolutions, unexpended bond proceeds shall be held by the City/Authority, and the investment of bond proceeds shall be managed by the Finance Director.
 - e. If the City/Authority resolution provides for bond proceeds to be administered by a trustee, the trustee shall provide regular, periodic (monthly) statements regarding the investments and transactions involving bond proceeds to the Finance Department.
 - f. The Finance Department, together with the applicable City departments for the financed project, will maintain records identifying the assets or portion of assets that are financed or refinanced with proceeds of each issue of bonds.
 - g. The Finance Director will consult with Bond Counsel and other professional expert advisers in the review of any contracts or arrangements involving use of bond-financed facilities to ensure compliance with all covenants and restrictions set forth in applicable Issuer resolutions and Tax Certificates.
 - h. The Finance Department, together with applicable City departments for the financed project, will maintain records for any contracts or arrangements involving the use of bond-financed facilities as might be necessary or appropriate to document compliance with all covenants and restrictions set forth in the governing documents related to the bond.
 - i. The Finance Department will meet at least annually with personnel responsible for bond-financed assets to identify and discuss any existing or planned use of bond-financed assets to ensure that those uses are consistent with all covenants and restrictions set forth in applicable governing documents relating to the tax-exempt debt.

VII. RECORD KEEPING REQUIREMENTS

The Finance Department and other applicable City departments, as may be necessary, will be responsible for maintaining the following documents for the term of each issue of bonds or other type of debt (including refunding bonds, if any) at least three years:

1. A copy of the closing transcript(s) and other relevant documentation delivered in connection with closing of the issue of bonds or other type of debt;
2. A copy of all material documents relating to capital expenditures financed or refinanced by bond or other type of debt proceeds, including (without limitation) construction contracts, purchase orders, invoices, trustee requisitions and payment records, draw records, as well as documents relating to costs reimbursed with bond or other debt proceeds and records identifying the assets or portion of assets that are financed or refinanced with proceeds;
3. A copy of all contracts and arrangements involving private use of bond-financed assets or for the private use of output or throughput of bond-financed assets; and
4. Copies of all records of investments, investment agreements, arbitrage reports and underlying documents, including trustee statements.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Matt Gall, Operations Supervisor *MG*

APPROVED BY: Mike Bechtholdt, Deputy Public Works Director II *MB*

SUBJECT: Vehicle Replacement Purchases – Peterbilt 10 Wheel Dump Trucks and Ford PD/PW Vehicles

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution approving 13 vehicle replacements in the Police, Community Development and Public Works Departments for a total amount not to exceed \$656,944 and authorize the City Manager or his designee to enter into an agreement with the overall lowest qualified bidders: All Star Ford, Pittsburg, CA for \$303,045; Elk Grove Ford, Elk Grove, CA for \$58,977; and Coast Counties Peterbilt, San Leandro, CA for \$294,922.

STRATEGIC PURPOSE

The Police vehicles support Strategy A-1 in the Strategic Plan by providing adequate and reliable police vehicle inventory. The Public Works and Community Development vehicles support Strategy K-1 in the Strategic Plan by ensuring well maintained public facilities and complying with regulatory requirements in that these vehicles are assigned to Public Works utility and operations divisions and the Code Enforcement division within the Community Development Department.

FISCAL IMPACT

These expenditures are included in the approved fiscal year 2017/18 Vehicle Replacement Fund budget and in the 2017/18 Police Department budget to be funded from Measure C. The replaced vehicles will be sold at auction.

DISCUSSION

The City’s inventory of vehicles and equipment is examined annually in conjunction with the budget process to determine which existing units meet replacement criteria and the operational needs of each division. This recommendation replaces the following vehicles at or beyond their useful life.

| <u>Department</u> | <u>Veh #</u> | <u>Replaced Vehicle</u> | <u>New Replacement</u> |
|-------------------|--------------|--------------------------|------------------------|
| Animal Services | 761 | 1999 Dodge Van | 2018 Ford Transit |
| Code Enforcement | 799 | 2003 Ford Crown Victoria | 2018 Ford Fusion |

| | | | |
|--------------|------|--------------------------|--------------------|
| Police | 1325 | 2011 Ford Crown Victoria | 2018 Ford Utility |
| Police | 1344 | 2011 Ford Crown Victoria | 2018 Ford Utility |
| Police | 1330 | 2011 Ford Crown Victoria | 2018 Ford Utility |
| Police | 1341 | 2011 Ford Crown Victoria | 2018 Ford Utility |
| Police | 1345 | 2011 Ford Crown Victoria | 2018 Ford Utility |
| Police | 734 | 2007 Chevy Impala | 2018 Ford Utility |
| Public Works | 78 | 2000 Dodge Van | 2018 Ford Transit |
| Public Works | 84 | 2002 Ford Explorer | 2018 Ford Explorer |
| Public Works | 256 | 1999 Jeep Cherokee | 2018 Ford Explorer |
| Public Works | 649 | 1997 GMC Dump | 2018 Peterbilt |
| Public Works | 653 | 1998 International Dump | 2018 Peterbilt |

The Department of Public Works published the Ford Police and Public Works Vehicles request for bids on November 8, 2017; the bid closed on November 21, 2017. We solicited bids from five local dealerships and published the bid on the City's website. We received one complete and qualified submittal, the other vendors declined to participate. All Star Ford of Pittsburg bid \$303,045; the tabulation is included as Attachment B.

The Animal Services van will be purchased through the Piggybacking provision of the City's purchasing policy from Elk Grove Ford, the successful bidder for the City of Elk Grove's October 20, 2016 public bid in the amount of \$58,977; Attachment C. Piggybacking other agency's public bids saves staff time in researching and bidding for items and allows the City to benefit from economies of scale.

Public Works is also replacing two 10 Wheel Dump Trucks used in the utilities and street maintenance divisions. This purchase was initially put out to bid in November 2017 with inadequate results. Council adopted a resolution rejecting all bids at the January 23, 2018 City Council meeting. We re-published the bid for on February 01, 2018; the bid closed on February 13, 2018. We received two qualified submittals. Coast Counties Peterbilt submitted the lowest qualified bid in the amount of \$307,648; the bid tabulation is included as Attachment D.

Replacing these vehicles maintains the City's fleet that serves in the Public Works, Community Development and Police Departments in a safe and reliable manner. Replacing the heavy use vehicles at this time will reduce maintenance costs, vehicle emissions, and improved reliability. Timely replacement is critical to reducing overall costs and liability associated with an aging fleet, improves quality of service and improves productivity by reducing vehicle and equipment down time. There are no disadvantages of replacing these heavily used vehicles in the service of Police and Public Works.

ATTACHMENTS

- A. Resolution 2018/**
- B. Bid Tabulation; Police and Public Works Vehicle Replacement
- C. Bid Tabulation; Animal Services Vehicle Replacement

D. Bid Tabulation; Peterbilt 10-Wheel Dump Truck Vehicle Replacement

RESOLUTION NO. 2018/**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH APPROVING THE REPLACEMENT OF 13 VEHICLES IN AN AMOUNT NOT TO EXCEED \$656,944 AND AUTHORIZE THE CITY MANAGER OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH THE OVERALL LOWEST QUALIFIED BIDDERS ALL STAR FORD, PITTSBURG, CA FOR \$303,045; ELK GROVE FORD, ELK GROVE, CA FOR 58,977; AND COAST COUNTIES PETERBILT, SAN LEANDRO, CA FOR \$294,922.

WHEREAS, the City's Fleet Division annually assesses its inventory of vehicles and equipment in conjunction with the operational needs of each division and based on standard replacement criteria; and

WHEREAS, the City's Fleet Division maintains the City's fleet through timely replacement of vehicles and equipment that are beyond their useful life, which is critical in managing costs and liability associated with an aging fleet.

THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby approves the replacement of 13 City vehicles and authorizes the City Manager to purchase 10 Ford replacement vehicles from All Star Ford, Pittsburg, CA for \$303,045, 1 Ford Animal Services Van from Elk Grove Ford, Elk Grove, CA for \$58,977 and 2 Peterbilt 10-Wheel Dump Trucks from Coast Counties Peterbilt for \$294,922.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 13th day of March 2018, by the following vote:

AYES:

ABSENT:

NOES:

ARNE SIMONSEN, CMC
CITY CLERK OF THE CITY OF ANTIOCH



BID TABULATION
FORD POLICE VEHICLES
BID NO. 070-1121-17C
Bid Closed: November 21, 2017

ATTACHMENT B

| Vehicle Inventory | QTY | All Star Ford Pittsburg, CA |
|--|-----|--------------------------------|
| GROUP A – POLICE PATROL UTILITY INTERCEPTOR | 5 | \$160,977.45 |
| GROUP B - POLICE STAFF UTILITY INTERCEPTOR | 1 | \$27,433.33 |
| GROUP C – PUBLIC WORKS VAN | 1 | \$27,443.11 |
| GROUP D - PUBLIC WORKS EXPLORER 4WD | 2 | \$62,085.48 |
| GROUP E - PUBLIC WORKS SEDAN FUSION HYBRID | 1 | \$25,106.08 |
| Grand Total: (Includes Tax and Delivery) | | \$303,045.45 |

No Bids: Bill Brandt Ford, Brentwood, CA .
 Future Ford of Concord, Concord, CA
 Tracy Ford, Tracy, CA
 Walnut Creek Ford, Walnut Creek, CA

Elk Grove Ford

Dwane Galatti | 916-429-4702 | dwanefleet@hotmail.com

City of Antioch

Prepared For: Matthew Gall

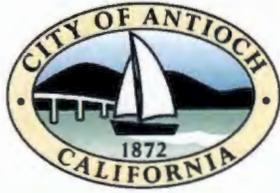
925-779-6966

[Fleet] 2018 Ford Transit Van (R1D) T-250 130" Med Rf 9000 GVWR Dual Dr

PIGGY BACK OFF CITY OF ELK GROVE CONTRACT WITH INCREASES FOR 2018 MODEL

| | | |
|--------------------|--------------------------------|----------|
| \$52,815.00 | Vehicle | |
| \$1,175.00 | Animal Control Retrofit | |
| <hr/> | | |
| \$53,990.00 | Subtotal | |
| | | 7 |
| \$4,724.13 | Sales Tax | |
| \$12.50 | Tire Fee | |
| \$250.00 | Delivery | |
| <hr/> | | |
| \$58,976.63 | Grand Total | |
| <hr/> | | |

ELK GROVE FORD
9845 Auto Center Drive
Elk Grove, CA 95757



ATTACHMENT D

BID TABULATION
PETERBILT 10-WHEEL DUMP TRUCK
BID NO. 070-0201-18A
Bid Closed: 2 PM, February 13, 2018

| VEHICLE INVENTORY | QUANTITY | Coast Counties Peterbilt San Leandro, CA | Valley Peterbilt Turlock, CA |
|---|----------|---|---------------------------------|
| PETERBILT 10-WHEEL DUMP TRUCK (Including Tax and Delivery) | 2 | \$294,922.00 | \$303,732.33 |
| Grand Total: | | \$294,922.00 | \$303,732.33 |

Incomplete Bid:

No Bid: Peterson Trucks Inc.
 Golden State Peterbilt
 Western Truck Parts & Equipment Co.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Mark Harris, Operations Supervisor *M.H.*

APPROVED BY: Mike Bechtholdt, Deputy Public Works Director II *MB*

SUBJECT: Landscape Maintenance Bid Awards – 3 Person Landscape Trim Crew and 5 Person Landscape Trim Crew and a 4 Person Landscape Trim ‘Surge’ Crew

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution approving bid awards and authorizing the City Manager to execute an agreement with AIFresco Landscaping Inc. to provide a 3-Person Landscape Trim Crew for \$850,000 and a 5-Person Landscape Trim Crew and a 4-Person Landscape Trim ‘Surge’ Crew for \$1,750,000 for the period of April 1, 2018 through June 30, 2022 with optional years exercised.

STRATEGIC PURPOSE

This action is essential to Strategy K-1, ensuring well maintained public facilities, rights-of-way and parks, in that the City of Antioch continually strives to maintain its assets and use of resources to improve the beauty and desirability of its significant landscaped areas, and maintain a culture of cleanliness.

FISCAL IMPACTS

Funding for these contracts are allocated primarily from the Lighting Landscape District budgets, funding for work performed in other areas of the City will be paid from the respective contract services budget. There are no impacts to the approved Lighting Landscape Districts contract services budget for FY2017/18. Subsequent years will be presented to Council in the budget approval process. The annual purchase order for the 3-Person Crew is not to exceed \$170,000 and the 5-Person Crew and 4-Person Surge Crew is not to exceed \$350,000.

DISCUSSION

With the City’s minimal landscape maintenance staffing levels, utilizing contracted landscape trim and clean up crews provides the most cost-effective way of maintaining the City’s many landscaped areas. These types of contracted services allow the

Public Works Department to provide a consistent level of landscape maintenance .

These contracts provide trim and clean up landscape maintenance services in our

medians and rights of way April through December. These crews will also allow the City to address excessive or extended growing seasons and provide landscape services to other departments/divisions as needed and as funding allows. This year, a 4-Person Landscape Trim 'Surge' Crew was added to the 5-Person specifications to provide focused maintenance to priority areas. The 4-Person Landscape Trim 'Surge' Crew is scheduled to work four months this year; April through July.

This work is performed seasonally and as needed under the direction of City staff. The contractor is responsible for providing tools, equipment, vehicles, traffic control and insurance for their employees. On January 23, 2018, Council approved Staff's recommendation to terminate the maintenance agreements with the previous contractor early due to non-performance and re-bid the contracts.

Public Works published the request for bids on January 31, 2018. The bids closed on February 14, 2018. We received two qualified bid submittals for each of the contracts; AIFresco Landscaping, Inc. submitted the lowest bid for both contracts. The bid tabulations are included in Attachments B and C.

ATTACHMENTS

- A. Resolution 2018/**
- B. Bid Tabulation; 3-Person Landscape Crew
- C. Bid Tabulation; 5-Person Landscape Trim Crew & 4-Person Landscape Trim 'Surge' Crew

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH APPROVING BID AWARDS AND AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH AL FRESCO LANDSCAPING INC. TO PROVIDE A 3 PERSON LANDSCAPE TRIM CREW FOR \$850,000 AND A 5 PERSON LANDSCAPE TRIM CREW AND A 4-PERSON LANDSCAPE TRIM 'SURGE' CREW FOR \$1,750,000 FOR THE PERIOD OF APRIL 1, 2018 THROUGH JUNE 30, 2022 WITH OPTIONAL YEARS EXCERCISED.

WHEREAS, the City's Parks and Landscape division services and maintains landscaped areas and ensures well-maintained public facilities, rights-of way and parks; and

WHEREAS, the City must continue to provide consistent and reliable landscape maintenance service throughout the City, despite reduced landscape maintenance staffing levels; and

WHEREAS, the 3-Person Landscape Trim Crew, 5-Person Landscape Trim Crew and 4-Person Landscape Trim 'Surge' Crew will provide the most cost effective way of aiding the City in its efforts toward maintaining the City's many landscaped areas and maintain culture of cleanliness;

WHEREAS, Al Fresco submitted the lowest bids for these landscape maintenance contracts, and

THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby approves the 3-Landscape Trim Crew and the 5-Person Landscape Trim Crew and 4-Person Landscape Trim 'Surge' Crew agreements with Al Fresco Landscaping Inc. effective April 1, 2018.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 13th day of March, 2018 by the following vote:

AYES:

ABSENT:

NOES:

**ARNE SIMONSEN, CMC
CITY CLERK OF THE CITY OF ANTIOCH**



City of Antioch Bid Tabulation
3 Person Landscape Trim Crew Bid No. 988-0131-18A
Bid Closed: February 14, 2018 at 2 PM

| | AIFresco Landscaping Inc. | Silva's Landscape & Design |
|--------------------------------|------------------------------|-------------------------------|
| Contract Years | | |
| April 1, 2018 to June 30, 2018 | \$41,815.20 | \$47,040.00 |
| July 1, 2018 to June 30, 2019 | \$115,887.84 | \$130,368.00 |
| July 1, 2019 to June 30, 2020 | \$115,887.84 | \$130,368.00 |
| Subtotal: | \$273,590.88 | \$307,776.00 |
| Optional Years: | | |
| July 1, 2020 to June 30, 2021 | \$121,056.00 | \$139,680.00 |
| July 1, 2021 to June 30, 2022 | \$121,056.00 | \$139,680.00 |
| Subtotal: | \$242,112.00 | \$279,360.00 |
| Grand Total*: | \$515,702.88 | \$587,136.00 |

***Does Not Include Weekends and Additional Work**

No Bids: Coast Landscape Maintenance - East Bay Branch
Forster Kroeger
MCE Corporation
Pacheco Brothers
Rubicon Landscape
Terracare Landscape



City of Antioch Bid Tabulation
5 Person Landscape Trim Crew & 4 Person Landscape Trim 'Surge' Crew
Bid No. 988-0131-18B
Bid Closed: February 14, 2018 at 3 PM

Al Fresco Landscaping Inc.

Silva Landscape

| | Line Item A 5 Person Landscape Trim Crew | Line Item B 4 Person Landscape Trim 'Surge' Crew | Line Item A 5 Person Landscape Trim Crew | Line Item B 4 Person Landscape Trim 'Surge' Crew |
|----------------------------------|---|---|---|---|
| <u>Contract Years</u> | | | | |
| April 1, 2018 to June 30, 2018 | \$69,692.00 | \$55,753.60 | \$78,400.00 | \$62,720.00 |
| July 1, 2018 to June 30, 2019 | \$193,146.40 | \$68,497.28 | \$217,280.00 | \$77,056.00 |
| July 1, 2019 to June 30, 2020 | \$193,146.40 | \$68,497.28 | \$217,280.00 | \$77,056.00 |
| Subtotal: | \$455,984.80 | \$192,748.16 | \$512,960.00 | \$216,832.00 |
| <u>Optional Years</u> | | | | |
| July 1, 2020 to June 30, 2021 | \$201,760.00 | \$71,552.00 | \$232,800.00 | \$82,560.00 |
| July 1, 2021 to June 30, 2022 | \$201,760.00 | \$71,552.00 | \$232,800.00 | \$82,560.00 |
| Subtotal: | \$403,520.00 | \$143,104.00 | \$465,600.00 | \$165,120.00 |
| Totals: | \$859,504.80 | \$335,852.16 | \$978,560.00 | \$381,952.00 |
| Grand Total (A & B)*: | \$1,195,356.96 | | \$1,360,512.00 | |

***Does Not Include Weekends and Additional Work**

No Bids: Coast Landscape Maintenance - East Bay Branch
 Forster Kroeger
 MCE Corporation
 Pacheco Brothers
 Rubicon Landscape
 Terracare Landscape



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018
TO: Honorable Mayor and Members of the City Council
SUBMITTED BY: Teri House, CDBG/Housing Consultant *TH*
APPROVED BY: Forrest Ebbs, Community Development Director *FE*
SUBJECT: County Assistance Financing of Pinecrest and Terrace Glen Apartment Rehabilitation

RECOMMENDED ACTION

It is recommended that the City Council adopt the attached Resolution to support the proposed County of Contra Costa (the "County") issuance of tax-exempt revenue bonds to finance the cost of rehabilitation of Pinecrest and Terrace Glen Apartments by Resources for Community Development.

STRATEGIC PURPOSE

This action is essential to complete the financing needed to rehabilitate 56 units of affordable residential housing for families and support Strategy F-3 in the Strategic Plan - Grow Antioch's economy through residential and commercial development.

FISCAL IMPACT

This action has no fiscal impact to the City as the City has no liability or responsibility whatsoever for the issuance, administration or repayment of the Bonds issued by the County of Contra Costa.

DISCUSSION

Resources for Community Development has requested the County to consider the issuance by the County of tax-exempt revenue bonds or the incurrence of debt (referred to as the "Bonds") under the provisions of Chapter 7 of Part 5 of Division 31 of the Health and Safety Code to finance costs of the rehabilitation of Pinecrest and Terrace Glen Apartments. Pinecrest Apartments is located at 1945 and 1949 Cavallo Road and provides 24 units (one and two bedrooms) of affordable housing to families. Terrace Glen Apartments is located at 25 - 107 W 20th St and provides 32 units (one, two and three bedrooms) of affordable housing to families.

Prior to the County's commitment to issue Bonds, the County wishes to confirm that the City is supportive of the financing for Pinecrest and Terrace Glen Apartments, and the County's role in providing Bond issuance.

ATTACHMENTS

- A. Resolution
- B. Vicinity Map

ATTACHMENT "A"

RESOLUTION NO. 2018/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
ACKNOWLEDGING THAT THE COUNTY OF CONTRA COSTA WILL ASSIST
IN THE REHABILITATION FINANCING OF TWO MULTIFAMILY
RESIDENTIAL RENTAL HOUSING FACILITIES KNOWN AS PINECREST
APARTMENTS AND TERRACE GLEN APARTMENTS**

WHEREAS, Resources for Community Development has requested the County of Contra Costa (the "County") to consider the issuance by the County of tax-exempt revenue bonds or the incurrence of debt (referred to in this Resolution as the "Bonds") under the provisions of Chapter 7 of Part 5 of Division 31 of the Health and Safety Code (the "Act") to finance costs of the rehabilitation of two residential rental housing facilities at 1945 and 1949 Cavallo Road and 24-107 W. 20th St. (the "Housing Facilities"), which are located in Antioch (the "City"); and

WHEREAS, the County has requested that the City acknowledge that the County will be issuing the Bonds to assist in the financing of the Housing Facilities, and the County seeks confirmation that the City supports the proposed financing; and

WHEREAS, the City Council now desires to acknowledge the County's role in issuing the Bonds and to confirm that the City supports the financing of the rehabilitation of the Housing Facilities with the proceeds of the Bonds to be issued by the County.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby acknowledges the County's efforts in facilitating the financing of the Housing Facilities through the issuance of the Bonds pursuant to the Act, and the City Council hereby expresses its support for the financing for the Housing Facilities. Notwithstanding the foregoing, the City shall have no liability or responsibility whatsoever for the issuance, administration or repayment of the Bonds, and the adoption of this Resolution shall not obligate the City or any department thereof to take any action in connection with any planning approval, permit or other action necessary for the construction or operation of the Housing Facilities.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 13th day of March, 2018 by the following vote:

AYES:

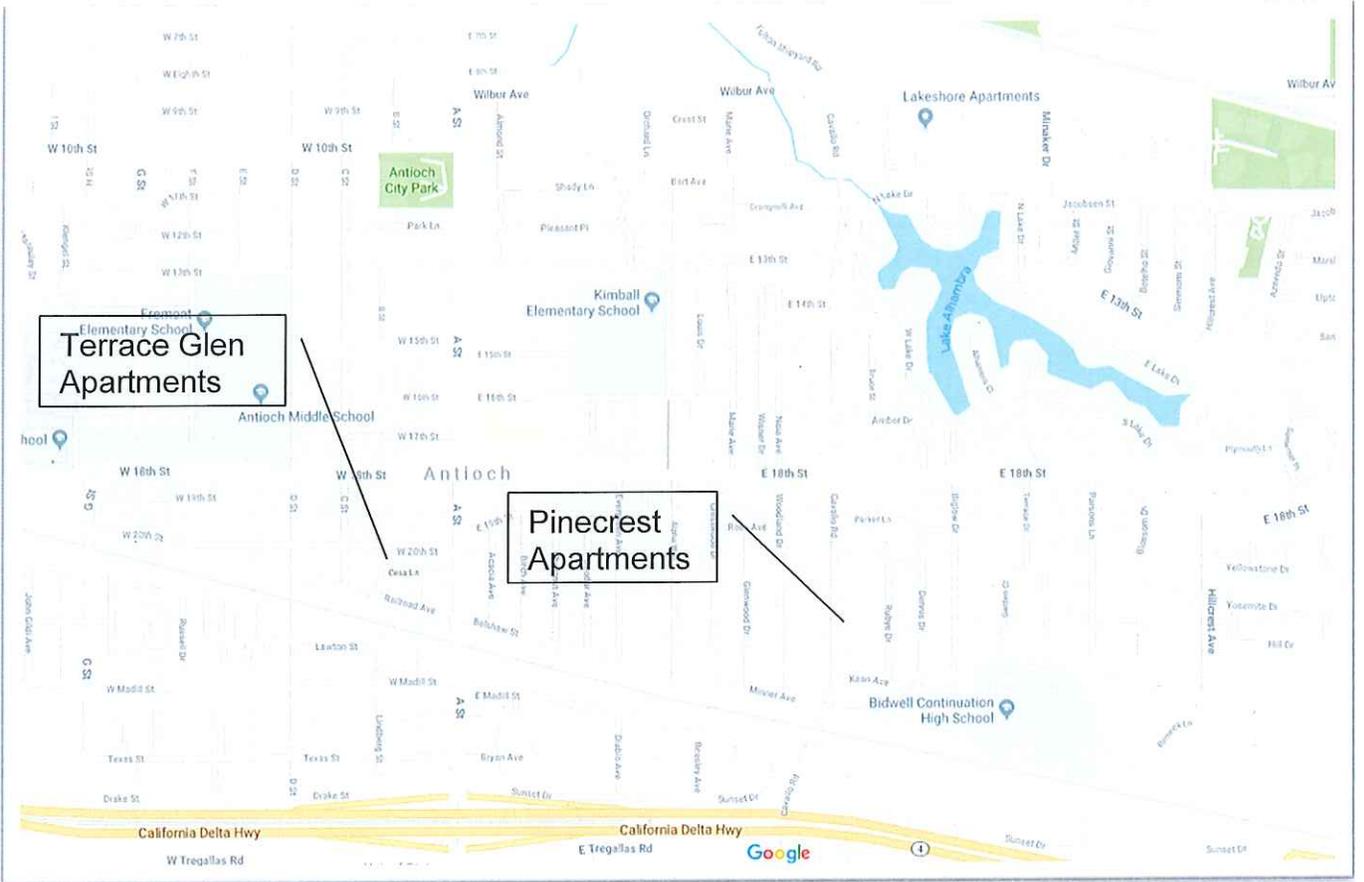
ABSENT:

NOES:

ABSTAIN:

**ARNE SIMONSEN, CMC
CITY CLERK OF THE CITY OF ANTIOCH**

ATTACHMENT "B"





STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Nickie Mastay, Administrative Services Director 

APPROVED BY: Ron Bernal, City Manager

SUBJECT: Resolution Authorizing the City Manager to execute the first contract amendment with the Lew Edwards Group

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution authorizing the City Manager to execute the first contract amendment with the Lew Edwards Group to continue community outreach, assessment of community priorities and planning efforts related to the City of Antioch Quality of Life in the amount of \$39,600 for a total of \$89,550.

STRATEGIC PURPOSE

Long Term Goal L: City Administration. Provide exemplary City Administration.
Strategy L-1: Improve community communications and trust in City Government and keep the community well informed as to the activities of the City Departments.
Strategy L-3: Encourage and enhance a culture of cooperation and transparency at City Hall.

FISCAL IMPACT

The current contract with the Lew Edwards Group will be completed on March 31, 2018. The cost of that contract is \$49,950. The cost of the amendment will be \$39,600. When combined with the cost of the current contract, the total cost will be \$89,550. No additional budget authority is needed to fund the proposed contract, the funding source is the General Fund.

DISCUSSION

On June 1, 2017, the City entered into a contract with the Lew Edwards Group to provide community outreach, assessment of community priorities and planning efforts related to the City of Antioch's Quality of Life. The contract with the Lew Edwards Group helped the City develop and conduct an independent public opinion feedback survey as a follow up to the Fall 2017 survey and to engage/expand outreach to constituents, expand community awareness of policy, fiscal/service needs and solicit additional community input on potential funding or policy priorities.

Staff recommends the City Council direct continued community engagement and outreach efforts. These efforts will allow the City to gain more insight into resident

priorities, satisfaction, and future desires to help create a community empowered budget reflective of resident priorities such as restoring and maintaining the number of police officers patrolling City streets, maintaining police response time, attracting businesses, and maintaining youth violence prevention programs. General outreach meetings will continue to be held throughout the City to further understand community priorities and needs. To continue such efforts, Council will need to authorize the City Manager to execute a contract amendment with the Lew Edwards Group.

ATTACHMENT

A. Resolution

RESOLUTION NO. 2018/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
AUTHORIZING THE CITY MANAGER TO EXECUTE THE FIRST CONTRACT
AMENDMENT WITH THE LEW EDWARDS GROUP FOR CONTINUED COMMUNITY
OUTREACH, ASSESSMENT OF COMMUNITY PRIORITIES AND PLANNING
EFFORTS RELATED TO THE CITY OF ANTIOCH'S QUALITY OF LIFE**

WHEREAS, on June 1, 2017, the City entered into a consultant services agreement with the Lew Edwards Group for community engagement and outreach efforts to gain insight into resident priorities and satisfaction; and

WHEREAS, the City desires to authorize the City Manager to execute the First Amendment to the consultant services agreement with the Lew Edwards Group to continue their efforts in the amount of \$39,600 for a total contract amount of \$89,550.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Antioch as follows:

Section 1. Authorize the City Manager to execute the First Amendment to the consultant services agreement with the Lew Edwards Group in the amount of \$39,600 for a total contract cost of \$89,550.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 13th day of March, 2018, by the following vote:

AYES:

NOES:

ABSENT:

**ARNE SIMONSEN, CMC
CITY CLERK OF THE CITY OF ANTIOCH**



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Forrest Ebbs, Community Development Director *fe*

SUBJECT: Requested Modifications to the Project Approval for the Promenade
– Vineyards at Sand Creek Project.

RECOMMENDED ACTION

No action is required by the City Council.

DISCUSSION

The applicant has withdrawn their application and will not be proceeding any further with the request for modifications. As such, no action is required by the City Council.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Arne Simonsen, CMC, City Clerk *AS*
Christina Garcia, CMC, Deputy City Clerk *CG*

APPROVED BY: Nickie Mastay, Administrative Services Director *NM*

SUBJECT: Board of Administrative Appeal Appointment for one (1) partial-term vacancy expiring March 2020

RECOMMENDED ACTION

It is recommended that the Mayor nominate and Council appoint by resolution one (1) member to the Board of Administrative Appeals for a partial-term vacancy which will expire March 2020.

STRATEGIC PURPOSE

Long Term Goal L: City Administration. Provide exemplary City administration.
Strategy L-7: Coordinate City Boards and Commissions administrative requirements.

FISCAL IMPACT

There is no fiscal impact to the City as this position is voluntary.

DISCUSSION

The Board of Administrative Appeals consists of five members and one alternate to be appointed by the Mayor and confirmed by a majority of the Council. The alternate member shall serve a term of two years. The Board hears appeals regarding administrative decisions by any official of the City dealing with Municipal Code interpretations. These administrative citations are typically issued by a Code Enforcement Officer, Police Officer, Business License Representative or Animal Control Officer.

Three of the Board Members shall have experience in the building construction trades and/or training in the California Code of Regulations, or such training and experience necessary to hear appeals on Building, Housing, and Technical Codes. All appointed members of the Board shall be Antioch residents. Meetings are held the first Thursday of every month at 3:00 p.m. in the City Council Chambers; or on other dates as needed.

The City of Antioch advertised to fill the vacancy in the usual manner. The Clerk's Office received one application from the following resident to be considered for

appointment to the partial-term vacancy: Marie Livingston. The applicant was interviewed by Mayor Wright.

ATTACHMENTS

- A. Resolution
- B. Application

RESOLUTION NO. 2018/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
APPOINTING [INSERT NAME OF APPOINTEE AFTER APPOINTMENT] TO THE
BOARD OF ADMINISTRATIVE APPEALS FOR THE ONE (1) PARTIAL-TERM
VACANCY, ENDING IN MARCH 2020**

WHEREAS, there is currently one (1) partial-term vacancy on the Board of Administrative Appeals ending in March 2020; and

WHEREAS, the City Clerk’s Office made announcement of the vacancy and solicited applications for the one (1) partial-term vacancy; and

WHEREAS, Mayor Sean Wright considered one application received and interviewed the interested applicant; and

WHEREAS, Antioch Municipal Code Section 2-5.201 requires that the Mayor nominate candidates for membership on all boards and commissions and requires that the City Council approve, by a majority vote, the appointment of said nominee; and

WHEREAS, Mayor Sean Wright has nominated [insert name of appointee after appointment] to the Board of Administrative Appeals.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Antioch hereby approve the Mayor’s nomination of [insert name of appointee after appointment] and appoint *him/her* to serve on the Board of Administrative Appeals, for the one (1) partial-term vacancy, ending in March 2020.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 13th day of March, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

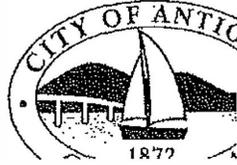
ABSENT:

**ARNE SIMONSEN, CMC
CITY CLERK OF THE CITY OF ANTIOCH**

RECEIVED

DEC 20 2017

CITY OF ANTIOCH
CITY CLERK



APPLICATION DEADLINE: 5:00 p.m. Friday, January 12, 2018

APPLICATION FOR

BOARD OF ADMINISTRATIVE APPEALS (Partial term ending March 2020)

Print your name: MARIE LIVINGSTON

Address: WHITE ROCK WAY City: ANTIOCH

ZIP Code: 94531 Phone (H) 925 (C) 925

e-mail address: _____

Employer: RETIRED - PLEASE SEE ATTACHED RESUME

Address: _____ City: _____

Occupation: _____

Years lived in the City of Antioch: 22 + YEARS

List the three (3) main reasons for your interest in this appointment: _____

1. To work towards a better quality of life for residents and businesses in the City of Antioch.
2. Participate in the effort to resolve issues related to violations of any city municipal code.
3. To assist the Board of Administrative Appeals in interpreting municipal codes as written, whereby citizens can depend on public servants to be consistent in the application of codes.

Have you attended any meeting of this board? NO

Have you had any previous city community service on this board? (If yes, please explain) NO

What skills/knowledge do you have that would be helpful in serving on the Board of Administrative Appeals? I HAVE SKILL AND KNOWLEDGE IN THE

INTERPRETATION AND APPLICATION OF FEDERAL, STATE AND LOCAL ORDINANCES, LAWS, REGULATIONS AND POLICIES PERTAINING TO MUNICIPAL PERSONNEL FUNCTIONS.

Please indicate any further information or comments you wish to make that would be helpful in reviewing your application.

PLEASE SEE ATTACHED RESUME

Multiple horizontal lines for providing further information or comments.

Please read the attached general information regarding the Board of Administrative Appeals so you are aware so you are aware of the duties, time and frequency of meetings.

Can you attend meetings at the designated time and date? YES

PLEASE ATTACH YOUR RESUME (RECOMMENDED TO BE CONSIDERED FOR APPOINTMENT).

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Board members are required to file a FPPC Form 700 (Statement of Economic Interest) with the City Clerk and complete AB 1234 Ethics Training within 12 months.

Deliver or mail to: CITY CLERK'S OFFICE
City of Antioch
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007

Mr. [Signature]

12.20.2017

MARIE LIVINGSTON

OBJECTIVE To serve on the City of Antioch's Board of Administrative Appeals. I want to participate in the review and interpretation of Municipal Codes and assist in the resolution of appeals.

SKILLS & ABILITIES Before retiring from the City of Berkeley I worked in the Human Resources Department as a Human Resources Technician. I was the supervisor in the Employee Records and Transactions division. A major part of my duties consisted of the interpretation and explanation of personnel rules, regulations, policies and procedures to city payroll staff, budget analysts and City Auditor payroll staff.

EXPERIENCE

CITY OF BERKELEY

June 1986 through December 2012

I performed a wide variety of technical and paraprofessional duties involving the administration of the City's personnel system; maintaining employees' compensation and benefits records. I have knowledge of: principles, practices and theories of public personnel administration and management. I was responsible for applying federal, state and local laws, and regulations related to municipal personnel functions. I have knowledge of office methods and procedures, and skill in using computer hardware and software. I provided various reports to city departments, other outside agencies, and complied with FOIA requests.

I assisted in the preparation of city budgets by providing reports of authorized, budgeted FTE of city employees to the City Manager's Office analysts, the Budget Office and to department budget analysts. I also interpreted MOUs, laws, regulations, rules, policy and personnel procedures. I communicated effectively with others by phone, by mail, by email and in person. I worked independently with little supervision and worked with teams to accomplish specific goals.

EDUCATION

Castlemont Adult High School, Oakland, CA - Diploma

Heald Business College, Oakland, CA - Certificates: Basic, Cobol and Accounting

Los Medanos Community College, Pittsburg, CA - Major/Minor: Business Management/HR Administration - GPA 3.96 (Lacked two units from AA Degree which was my decision because of workload priorities.)

ORGANIZATIONS

Police Crime Commission - Neighborhood Watch Block Captain

Nextdoor.com - Lead

Friday Morning Breakfast Club - Member

REFERENCES

David Hodgkins,
Director of Human Resources (Retired)
City of Berkeley
Milvia Street
Berkeley, CA 94704

Leo Reyes, Auditor
City of Berkeley
Milvia Street
Berkeley, CA 94704

Ann DelRosario, Auditor
City of Berkeley
Milvia Street
Berkeley, CA 94704

Donald P. Freitas
Whitetail Drive
Antioch, CA 94531

Arne Simonsen, City Clerk
City of Antioch
Antioch, CA 94509

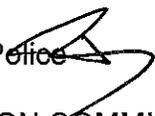


STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Tarra Mendes, Police Lieutenant

APPROVED BY: Tammany Brooks, Chief of Police 

SUBJECT: POLICE CRIME PREVENTION COMMISSION APPOINTMENT FOR ONE FULL-TERM VACANCY EXPIRING OCTOBER 2021 AND ONE PARTIAL-TERM VACANCY EXPIRING OCTOBER 2020

RECOMMENDED ACTION

It is recommended that the Mayor nominate and Council appoint by resolution one full term vacancy to the Police Crime Prevention Commission expiring October 2021 and one partial-term vacancy expiring October 2020.

STRATEGIC PURPOSE

Long Term Goal L: City Administration: Provide exemplary City administration.

Strategy L-8: Coordinate City Boards and Commissions administrative requirements.

FISCAL IMPACT

There is no fiscal impact as all positions are voluntary.

DISCUSSION

The Antioch Police Crime Prevention Commission makes recommendations to the City Council relative to crime prevention and reports on programs. Commissioners are involved in public presentations, coordination of various Neighborhood Watch groups, and special community events such as National Night Out. The Commission consists of 7 members, who each serve a 4 year term. **Applicants must not be a full-time police officer.** The Commission meets on the third Monday evening of the month barring holidays at which time the meeting will be held the following Wednesday.

Currently there are (2) vacancies on the Antioch Police Crime Prevention Commission. The term of one commissioner expired in October 2017 and one commissioner resigned in September 2017 leaving a partial term that expires October 2020.

As a result of advertising, 4 applications were received for the full-term vacancy and 3 applications were received for the partial-term vacancy. All 7 applicants were

interviewed by Mayor Sean Wright, Police Chief Tammany Brooks and Police Crime Prevention Coordinator Hans Ho for the vacancies:

John Malcolm, Jr.
Leslie May
Erika Raulston
John Goodson
Diana Bello
Mirynt Furiosi
Lynden Price

The appointments will be seated at the regularly scheduled Antioch Police Crime Prevention Commission meeting on March 19, 2018.

ALTERNATIVE

The Council could keep the positions vacant and continue the recruitment for additional applications. This alternative is not recommended.

ATTACHMENTS

- A. Resolution
- B. Applications of the listed applicants.

RESOLUTION NO. 2018/**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
APPOINTING [INSERT NAME OF APPOINTEE AFTER APPOINTMENT] TO THE
POLICE CRIME PREVENTION COMMISSION FOR THE (1) ONE FULL-TERM
VACANCY, ENDING IN OCTOBER 2021 AND (1) ONE PARTIAL-TERM VACANCY,
ENDING IN OCTOBER 2020

WHEREAS, there is currently (1) one full-term vacancy on the Police Crime Prevention Commission ending in October 2021 and (1) one partial-term vacancy on the Police Crime Prevention Commission ending in October 2020; and

WHEREAS, the City Clerk's Office made announcement of the vacancies and solicited applications for the (1) one full-term vacancy and the (1) partial-term vacancy; and

WHEREAS, Mayor Sean Wright considered seven applications received and interviewed each of the interested applicants; and

WHEREAS, Antioch Municipal Code Section 2-5.201 requires that the Mayor nominate candidates for membership on all boards and commissions and requires that the City Council approve, by a majority vote, the appointment of said nominee; and

WHEREAS, Mayor Sean Wright has nominated [insert name of appointee(s) after appointment] to the Police Crime Prevention Commission; and

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Antioch hereby approve the Mayor's nominations of [insert name of appointee(s) after appointment] and appoint them to serve on the Police Crime Prevention Commission, as Commissioners, full-term, ending in October 2021 and partial term. Ending in October of 2020.

* * * * *

I **HEREBY CERTIFY** that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 13th day of March, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ARNE SIMONSEN, CMC
CITY CLERK OF THE CITY OF ANTIOCH



RECEIVED

OCT 03 2017

CITY OF ANTIOCH
CITY CLERK

Deadline is 5:00 p.m. Friday, October 13, 2017

APPLICATION FOR COMMUNITY SERVICE

POLICE CRIME PREVENTION COMMISSION - 4-year term expiring October 2021

Print your name: JOHN MALCOLM JR.
Address: [REDACTED] City: ANTIOCH, CA
ZIP Code 94509 Phone (H) [REDACTED] (W) [REDACTED] (C) [REDACTED]
E-mail address: [REDACTED]

Former Employer: IBEW
Address: 1875 ARNOLD DR City: MARTINEZ
Occupation: ELECTRICIAN
Years lived in the City of Antioch: 35

List the three (3) main reasons for your interest on this appointment:
MY BIGGEST PET PEEVE IS THEFT
HELP KEEP ANTIOCH FREE OF CRIME (THE BEST I CAN)
HELP PEOPLE TO STAY AWARE OF THOSE AROUND THEM

Have you attended any meetings of this commission? NO
Have you had any previous city community service on this commission? (If yes, please explain) NO

What skills/Knowledge do you have that would be beneficial in serving on the Police Crime Prevention Commission? I'VE CALLED AND CAUGHT THIEFS IN MY NEIGHBORHOOD ON 3 SEPARATE OCCASIONS.

Please indicate any addition information or comments you wish to make that would be helpful in reviewing your applications:

The Commission meets on the third Monday of the month in the Antioch Police Department's Community Room (300 "L" Street) at 7:00 p.m., barring holidays in which case meetings will be held the following Wednesday.

Can you attend the meetings at the designated time? YES

PLEASE ATTACH YOUR RESUME *(Recommended to enhance your application)*.

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Deliver mail or email to: Antioch City Clerk
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007
Email: cityclerk@ci.antioch.ca.us



Signature

10-3-17

Date



RECEIVED

OCT 9 2017

CITY OF ANTIOCH
CITY CLERK

Deadline is 5:00 p.m. Friday, October 13, 2017

APPLICATION FOR COMMUNITY SERVICE

POLICE CRIME PREVENTION COMMISSION - 4-year term expiring October 2021

Print your name: Leslie D. May
 Address: [REDACTED] City: _____
 ZIP Code 94509 Phone (H) [REDACTED] (W) [REDACTED] (C) [REDACTED]
 E-mail address: [REDACTED]
 Employer: Telecare Hope House
 Address: 300 Elene Street City: Martinez
 Occupation: Clinician
 Years lived in the City of Antioch: 1

List the three (3) main reasons for your interest on this appointment:

1. How mental illness/substance abuse is affecting this community/police
2. Homeless encampments, which include cars, vans, motor homes
3. Criminal activity in local parks, which include substance abuse
4. Home break-ins; stealing packages/mail; stealing of water at night.

Have you attended any meetings of this commission? Yes

Have you had any previous city community service on this commission? (If yes, please explain) No

What skills/Knowledge do you have that would be beneficial in serving on the Police Crime Prevention Commission? I've served as a Commissioner on the Human Services Advisory Board in Livermore, Ca; I am a mental health clinician at a crisis residential facility and see clients affected by mental health diagnosis and substance abuse. Of course, controlling extinction of "dealers" would help but I see how families are affected and the fear their adult children may be killed by law enforcement because of their behaviors.

Please indicate any addition information or comments you wish to make that would be helpful in reviewing your applications:

I am knowledgeable in both the areas of community policing and human development/mental health. While living in Oakland many years, I attended numerous meetings at the City Council and townhall meetings to be part of the discussions and planning of how to address the many issues in Oakland. I also met with Mayors to engage in one-on-one conversations about the issues in Oakland.

The Commission meets on the third Monday of the month in the Antioch Police Department's Community Room (300 "L" Street) at 7:00 p.m., barring holidays in which case meetings will be held the following Wednesday.

Can you attend the meetings at the designated time? Yes

PLEASE ATTACH YOUR RESUME (*Recommended to enhance your application*).

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Deliver mail or email to:

Antioch City Clerk
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007
Email: cityclerk@ci.antioch.ca.us


Signature

10/09/2017
Date

Ms. Leslie D. May, M.S., M.P.A., M.A., MFTi, PCCI

(909) 441-9505 or (909) 441-1103 – Email: leslie@telecare.com

SUMMARY OF QUALIFICATIONS:

- IMP91402 and PCCI2642
- Domestic Violence Facilitator certification
- Supervised Visitation and Supervised Exchange Agent
- **Beacon Provider**
- Pediatric/Adult CPR, First Aid, EpiPen, AED, and Asthma Care
- EMR trained, MediCal CANS/ANSA trained, NPI number # 1639584550

PROFESSIONAL EXPERIENCE:

Telecare HOPE House

06/22/2017-Present

Clinician

1. Observes, records and reports member social and psychiatric behavior.
2. Completes assessments for assigned members. This includes obtaining necessary data regarding the member's social and psychological history.
3. Participates as a team member and provides input via reporting observations, concerns and asking appropriate questions.
4. Reviews and implements member service plans.
5. Actively facilitates and participates in team meetings and service planning meetings.
6. Provides leadership in facilitating the team process.
7. Provides 24 on-call (cell phone) coverage as needed
8. Provides education/training to other team members as necessary.
9. Assures program options providing a process which offers increasing opportunities for employment, social integration and independent living.
10. Participates actively in maintaining and participating in program activities.
11. Participates in the program evaluation process, utilizing results to identify needs, establish goals and directions for future planning.
12. Collaborates with Program Director/Administrator to assure program options providing a process which offers increasing opportunities for employment, social integration and independent living.
13. Attends and overseeing the monthly Utilization Review process.
14. Supervise, train and oversee and PSC II's in service plans and risk assessments.
15. Oversee all referrals to the program.

Bonita House-Casa Ubuntu

09/2016-06/16/2017

Case Manager-Mental Health Practitioner

1. Perform Case Management and stage-based dual diagnosis treatment services including integrated assessment, relapse prevention, crisis intervention, social skills training.
2. Utilize Solution Focused Brief therapy
3. Conduct outreach to engage clients and enlist family support
4. Provide psychoeducation, skills-building, and linkages to community supports

5. Maintain appropriate Medi-Cal clinical documentation.
6. Performs duties of mental health and substance abuse counselor in Day Rehab program. As a member of the clinical team, coordinates treatment and services for adults who have a psychiatric disability or who have co-occurring disorders, provides ongoing assessment, counseling and intervention; establishes linkages and acts as a service broker to meet clients' comprehensive needs.
7. Provides crisis management services as needed.
8. Responsible to plan and facilitate a variety of treatment groups in the Day Rehab program.
9. Conducts intake interviews as assigned that include: community liaison functions; clinical assessments; and written documentation.
10. Additional clinical responsibilities include: formulating individual treatment plans for a client caseload and providing case management services; assisting in clinical staff meetings; participating in individual supervision and group supervision; and acting as a liaison with other mental health agencies.
11. Documentation responsibilities include writing weekly progress notes. It is a requirement of the position that client charts be maintained in a timely way per regulatory standards.
12. Responsible for monitoring compliance with state and county licensing/certification requirements and specific on-site program operations as assigned.
13. Participate in planning and conducting occasional outings and holiday events.
14. Supervises administrative team and ISS team (5 employees) to ensure smooth operation of program during Program Director's absence.

ASPIRE Golden State Preparatory Academy
Mental Health Counselor

02/2016- 10/2016

1. Provide individual and group services to children that emphasize improved educational performance and/or conduct
2. Screen and evaluate referred children including selecting appropriate instruments, administering tests, observations, and writing reports which state the evaluation findings and provide for educational program recommendations
3. Participate as a member of the IEP team, contributing evaluation findings and collaborating with all members of the team to develop education plans
4. Collaborate with school staff around RtI implementation, Student Study Team meetings, and Aspire Crisis planning
5. Consult with parents, teachers, and other staff regarding any accommodations and/or modifications needed for a specific child

Lincoln Child Center-HOPE Program
Clinician in Practicum

09/2014-01/29/2015

1. Provided psychotherapy services to school-based youth in court schools
2. Completed mental health progress notes on client database
3. Met with Supervisor each week for training and supervision
4. Screened and intake responsibilities
5. Completed MediCal billing forms for submission to the state
6. Assessed clients for emergency intervention

John F. Kennedy Community Counseling Center
03/28/2015

03/2014-

Clinician in Practicum

1. Provided psychotherapy services the individuals, couples, families, and groups
2. Completed therapeutic reports to meet guidelines of the Board of Behavioral Sciences
3. Participated in Didactic trainings with supervisor and therapists
4. Participated in Community Operational Treatment meetings weekly
5. Screening/intake of prospective clients over-the-phone
6. Collection of fees at the reception desk

Institute for the Advanced Study of Black Family Life and Culture, Oakland, CA 09/2001 – 9/2002

Data Testing Specialist/Public Relations Manager

1. Worked for a SAMSHA funded **HIV/AIDS** project which targeted the low socio-economic African American female population of West Oakland
2. **Performed administrative policy analysis, legislative analysis, economic analysis, budgetary analysis, complex financial/fiscal analysis and reporting, development/administration and management of contractual agreements and grants**
3. Maintained strict confidentiality, supervising data management and quality control procedures, serving as trainer and evaluator, and **case management**

EDUCATION:

California State University East Bay; Hayward, CA.

- ***Masters in Public Administration*** March 2009
- ***Masters in Health Care Administration*** June 2007
- ***Bachelor of Science in Psychology, Minor in Statistics*** September 2005

John F. Kennedy University; Pleasant Hill, CA.

- ***Masters in Clinical Counseling*** June 2015
- ***Certification in Professional Clinical Counseling*** June 2015

PROFESSIONAL AFFILIATIONS:

Pi Alpha Alpha Honor Society, past President

Past Commissioner of the Human Services Advisory Board; City of Livermore

Past Commissioner of EOPS/CARE Advisory Board Member, Chabot-Las Positas College District

American Association of Anger Management Providers

CAMFT/AAMFT

CASVSP

ABPsi, member



RECEIVED

OCT 9 2017

CITY OF ANTIOCH
CITY CLERK

Deadline is 5:00 p.m. Friday, October 13, 2017

APPLICATION FOR COMMUNITY SERVICE

POLICE CRIME PREVENTION COMMISSION - 4-year term expiring October 2021

Print your name: Elka Marie Rawston

Address: [REDACTED] City: Antioch

ZIP Code 94509 Phone (H) [REDACTED] (W) [REDACTED] (C) [REDACTED]

E-mail address: [REDACTED]

Employer: Transition to Independence

Address: 2672 Dodge Ave City: Pineole, CN 94564

Occupation: TL3 Supervisor

Years lived in the City of Antioch: 1 yrs.

List the three (3) main reasons for your interest on this appointment:

Criminal activities going on in the neighborhood
Homeless encampments going up all over Antioch.
Mental Health and how the police deal with issues surrounding it.

Have you attended any meetings of this commission? NO

Have you had any previous city community service on this commission? (If yes, please explain) NO

What skills/Knowledge do you have that would be beneficial in serving on the Police Crime Prevention Commission? I was on the Housing Commission for the city of Livermore for 7 1/2 yrs. I was on the Police Commission for the city of Oakland for 3 1/2 yrs.

Please indicate any addition information or comments you wish to make that would be helpful in reviewing your applications:

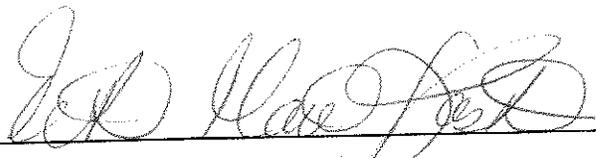
The Commission meets on the third Monday of the month in the Antioch Police Department's Community Room (300 "L" Street) at 7:00 p.m., barring holidays in which case meetings will be held the following Wednesday.

Can you attend the meetings at the designated time? yes

PLEASE ATTACH YOUR RESUME *(Recommended to enhance your application).*

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Deliver mail or email to: Antioch City Clerk
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007
Email: cityclerk@ci.antioch.ca.us


Signature

10/20/17
Date

Erika Marie Raulston
[REDACTED] Street Antioch, CA 94509
Cellular: ([REDACTED])
House ([REDACTED])
Email: ([REDACTED])

SUMMARY OF QUALIFICATIONS:

Over twenty (20) years' experience within the healthcare industry
Clinically trained in patient care, with expertise in Alzheimer/dementia patients
Certified Medical Assistant, with over fifteen (15) certifications in this discipline Trained
and skilled in Green construction and solar installation

ADMINISTRATIVE SKILLS:

Microsoft Word, WordPerfect, Medi Soft, Thera-App, 40 WPM typing speed Administrative
Assistant, Case Management, Clinical Documentation, Record Keeping,

WORK EXPERIENCE:

Alameda Point Collaborative, Alameda, CA
Workforce Development Specialist 2016

This position will be responsible for the implementation of group activities, classes and events, working closely with Support Specialists and Children & Youth staff to ensure that employment and career activities are integrated into all APC program services. This position will also support residents to obtain the skills, tools and resources to access employment through one-to-one career coaching within APC's Service and Employment Center.

Outreach and Orientation Activities

- Outreach to adult and youth residents at APC and inform them of Workforce Development opportunities available through APC.
- Interview, advise, and guide a diverse population of clients and coordinate with Employment Team to deliver comprehensive career services from intake and training, to job-placement and longitudinal tracking and support.
- Provide onboarding assessment to gauge program candidate employability level and type of employment/ training to pursue for everyone.

Workforce Development Activities

- Coordinate with Employment Services Team to adapt curriculum to meet participant and potential employer needs.

- Create opportunities and events for employment opportunities, including job fair attendance, recruitment events, employer and training program relationships, and in-house workshops.

Employment Center and One-to-One Employment Assistance • Supervise and coordinate

Career Center activities and Career Center volunteers. This includes:

- Direct training and task supervision of Career Center volunteers, interns and On-the-Job Trainees (OJTs) in the following:
 - Job search assistance with participants in the Career Center.
 - Career Center orientations
- Manage data collection and outcome reports for Career Center activities through BIRP notes.
- One-on-one appointments for job coaching, job-application, and ongoing support
- Assist with development and implementation of a process for program graduate tracking and support

Agency and Team Duties • Participate as a member of the

Workforce Development Team:

- By attending all scheduled meetings.
- Complete service logs and notes to facilitate effective and holistic coordination of support.
- Provide back-up OJT training supervision.
- Participate in regular staff development trainings and meetings
- Ensure that employment related data is input and maintained in relevant MIS data base(s)
- Ensure that back up contract service documentation related to employment service activities is maintained in client files.

Genentech. South San Francisco, CA 2016

Case Manager

The Case Manager acts as a liaison between patients, providers, MDs, pharmacies and insurance carrier to assure services are provided in the least restrictive, least costly manner.

Provides customer focused reimbursement support to patients, pharmacists, physicians and internal sales force in a high-volume contact center environment (both inbound and outbound phone calls)

Educates, informs, and assists patients and providers to navigate through the reimbursement process for the assigned product

Identifies barriers to reimbursement and continually identifies and recommends program efficiencies to the Supervisor to promote high quality of work by Access Solutions/GATCF staff

Identifies and facilitates referrals to alternative coverage options and financial assistance programs for patients who are under insured or require copy assistance

Establishes relationships with appropriate stakeholders

May conduct necessary benefits, coverage and payer research/investigations to ensure appropriate resources, compliance with payor appeal policies, practices, timelines,

Educates, informs and generally assists patients and their families, as well as other related external or internal parties on how to navigate the appeals process

Manages all steps, timing and outcomes during appeal process. Including completing written communications to patients and other external parties on appeal progress

Follows-up on all appeals to obtain, where possible, authorizations and ensure appropriate status.

Las Trampas Inc. Lafayette, CA. 2014

Direct Support Professional

Caring for mentally delayed clients transitioning from Napa State Mental Hospital to individual care homes; assisting with dressing, daily personal hygiene (IDLs), light housekeeping, food preparation, delivery of medications, assisting with dressing, daily personal hygiene, light housekeeping, food preparation, delivery of medications, case management, using person centered processes to develop, coordinate and monitor individual plans; overall coordination of individualized consumer services; extensive clinical documentation and record keeping; supervision of/participation in leisure activities with consumers; and, implementation of specific treatment plans.

Senior Helpers Moraga, CA 2013-2014

Hospice Aide/Home Health Aide

Caring for seniors with Alzheimer and/or dementia; assisting with dressing, daily personal hygiene, light housekeeping, food preparation, delivery of medications, hospice care, case management, using person centered processes to develop, coordinate and monitor individual plans; overall coordination of individualized consumer services; extensive clinical documentation and record keeping. Mentoring, consumer transportation, supervision of and participation in leisure activities with consumers and consumers' families, and assistance in the implementation of specific treatment plans.

Home Health Assistance Oakland CA, 2013- 2014

Hospice Aide/Home Health Aide

Caring for seniors with Alzheimer and/or dementia; assisting with dressing, daily personal hygiene, light housekeeping, food preparation, delivery of medications, hospice care, case management, using person centered processes to develop, coordinate and monitor individual plans; overall coordination of individualized consumer services; extensive clinical documentation and record keeping; mentoring, consumer transportation, supervision of and participation in leisure activities with consumers and consumers' families; and, assistance in the implementation of specific treatment plans.

Centre for Neuro Skills Emeryville, CA, 2012-2013

Neuro Rehab Specialist

Primary clinical involvement will be with a rapidly expanding stroke and brain injury inpatient service, but include a mix of outpatient and further development of a growing consult service; evaluation and management of rehabilitation needs for traumatic brain injury patients; and, medical management for traumatic brain injury patients.

Brightstar Healthcare Lafayette, CA. 2009-2012

Home Health Aide

Caring for seniors with Alzheimer and/or dementia; assisting with dressing, daily personal hygiene, light housekeeping, food preparation, delivery of medications, hospice care, case management, using person centered processes to develop, coordinate and monitor individual plans; overall coordination of individualized consumer services; extensive clinical documentation and record keeping.

The Cedars of Marin Ross, CA 2008-2010

Float Staff/Relief Manager

Provide case management services and consultation to persons with developmental disabilities residing in Adult Foster Care/Specialized homes, using person centered processes to develop, coordinate and monitor individual plans; overall coordination of individualized consumer services; extensive clinical documentation and record keeping, mentoring, consumer transportation, supervision of and participation in leisure activities with consumers and consumers' families; and assistance in the implementation of specific treatment plans.

Algeria Community Living, Oakland, CA 2007 - 2008

Direct Support Professional

Serving senior patients transitioning from Agnes State Hospital by teaching them how to live semi-independently in individual homes within communities, monitored by agency.

Children's Hospital of Oakland, Oakland, CA 2007

Patient Care Assistant

Charting of weights/heights, monitoring blood pressure, setting up ALC's, downloading diabetic monitors, administering urinalysis, scheduling physician appointments, preparing charts for visits, and registration of patients.

Visiting Angels & Hillendale Homecare, Livermore, CA 2006 -- 2007 Certified

Medical Assistant (two separate agencies concurrently)

Triaging and assessing client's status daily and providing companionship and care for clients, including assistance with daily living (ADLs), light housekeeping, meal preparation and errands for senior citizens in need of a little assistance or those clients with dementia or Alzheimer's; handling more complex cases when care is needed for a Multiple Sclerosis, stroke, cancer, or post-operative client in which bathing, incontinence care, personal hygiene and complex

transferring may be involved; Served as Nursing Assistant at Heritage Estates, Rosewood Gardens, and Villa San Ramon residential care facilities.

EDUCATION:

Richmond Builds 2009
Green Construction and Solar Installation training (3 months)

ARC University, Contra Costa, CA 2007
Learning Styles and Teaching Techniques in Violence, Abuse, and Disabilities

Las Positas-Chabot Community College, Livermore, CA 2003 – 2007
Pre-Nursing Education

Career Solutions College, Union City, CA 2002
Clinical Medical Assistant Program

Merritt College, Oakland, CA 1998
Home Health Aide Program

Erika Marie Raulston

SUMMARY OF QUALIFICATIONS:

Over twenty (20) years' experience within the healthcare industry
Clinically trained in patient care, with expertise in Alzheimer/dementia patients
Certified Medical Assistant, with over fifteen (15) certifications in this discipline
Trained and skilled in Green construction and solar installation

ADMINISTRATIVE SKILLS:

Microsoft Word, WordPerfect, Medi Soft, Ther-App, 40 WPM typing speed Administrative Assistant, Case Management, Clinical Documentation, Record Keeping,

WORK EXPERIENCE:

Vintage Senior Living at The Kensington - Walnut Creek Medication Aide, January 2017 – May 2017

Medication Aides are responsible for delivering medication services to residents and documenting resident services accordingly. Medication Aides are required to: maintain appropriate levels of confidentiality with residents and family information; assist and/or administer medications as prescribed by physician to residents; notify LPN of any untoward medication response; assist/manage all medication refills; acts as a liaison between caregivers and nursing staff regarding medication; delivers services and monitors resident needs according to service plan; and ensures high quality resident care is consistently being delivered.

Alameda Point Collaborative, Alameda, CA Workforce Development Specialist September 2016 – April 2017

This position will be responsible for the implementation of group activities, classes and events, working closely with Support Specialists and Children & Youth staff to ensure that employment and career activities are integrated into all APC program services. This position will also support residents to obtain the skills, tools and resources to access employment through one-to-one career coaching within APC's Service and Employment Center.

Outreach and Orientation Activities

- Outreach to adult and youth residents at APC and inform them of Workforce Development opportunities available through APC.
- Interview, advise, and guide a diverse population of clients and coordinate with Employment Team to deliver comprehensive career services from intake and training, to job-placement and longitudinal tracking and support.
- Provide onboarding assessment to gauge program candidate employability level and type of employment/ training to pursue for everyone.

Workforce Development Activities

- Coordinate with Employment Services Team to adapt curriculum to meet participant and potential employer needs.
- Create opportunities and events for employment opportunities, including job fair attendance, recruitment events, employer and training program relationships, and in-house workshops.

Employment Center and One-to-One Employment Assistance • Supervise and coordinate

Career Center activities and Career Center volunteers. This includes:

- Direct training and task supervision of Career Center volunteers, interns and On-the-Job Trainees (OJTs) in the following:
 - Job search assistance with participants in the Career Center.
 - Career Center orientations o Manage data collection and outcome reports for Career Center activities through BIRP notes.
- One-on-one appointments for job coaching, job-application, and ongoing support
- Assist with development and implementation of a process for program graduate tracking and support

Agency and Team Duties • Participate as a member of the

Workforce Development Team:

- By attending all scheduled meetings. ○ Complete service logs and notes to facilitate effective and holistic coordination of support.
- Provide back-up OJT training supervision.
- Participate in regular staff development trainings and meetings
- Ensure that employment related data is input and maintained in relevant MIS data base(s)
- Ensure that back up contract service documentation related to employment service activities is maintained in client files.

Genentech.

South San Francisco, CA
March 2016 – November 2016

Case Manager

The Case Manager acts as a liaison between patients, providers, MDs, pharmacies and insurance carrier to assure services are provided in the least restrictive, least costly manner.

Provides customer focused reimbursement support to patients, pharmacists, physicians and internal sales force in a high volume contact center environment (both inbound and outbound phone calls)

Educates, informs, and assists patients and providers to navigate through the reimbursement process for the assigned product

Identifies barriers to reimbursement and continually identifies and recommends program efficiencies to the Supervisor to promote high quality of work by Access Solutions/GATCF staff .

Identifies and facilitates referrals to alternative coverage options and financial assistance programs for patients who are under insured or require copy assistance

Establishes relationships with appropriate stakeholders
May conduct necessary benefits, coverage and payer research/investigations to ensure appropriate resources, compliance with payor appeal policies, practices, timelines,

Educates, informs and generally assists patients and their families, as well as other related external or internal parties on how to navigate the appeals process

Manages all steps, timing and outcomes during appeal process. Including completing written communications to patients and other external parties on appeal progress

Follows-up on all appeals to obtain, where possible, authorizations and ensure appropriate status.

Undergone Surgery

Las Trampas Inc.

Lafayette, CA.

Jan 2014 – June 2014

Direct Support Professional

Caring for mentally delayed clients transitioning from Napa State Mental Hospital to individual care homes; assisting with dressing, daily personal hygiene (IDLs), light housekeeping, food preparation, delivery of medications, assisting with dressing, daily personal hygiene, light housekeeping, food preparation, delivery of medications, **case management**, using person centered processes to develop, coordinate and monitor individual plans; overall coordination of individualized consumer services; **extensive clinical documentation and record keeping; supervision of/participation in leisure activities with consumers; and, implementation of specific treatment plans.**

Senior Helpers

Moraga, CA

Jan 2013- June 2014

Hospice Aide/Home Health Aide (On Call positions)

Caring for seniors with Alzheimer and/or dementia; assisting with dressing, daily personal hygiene, light housekeeping, food preparation, delivery of medications, hospice care, case management, using person centered processes to develop, **coordinate and monitor individual plans; overall coordination of individualized consumer services; extensive clinical documentation and record keeping.**
Mentoring, consumer transportation, supervision of and participation in leisure activities with consumers and consumers' families, and assistance in the implementation of specific treatment plans.

Home Health Assistance

Oakland CA,

Jan 2013- June 2014

Hospice Aide/Home Health Aide (On call positions)

Caring for seniors with Alzheimer and/or dementia; assisting with dressing, daily personal hygiene, light housekeeping, food preparation, delivery of medications, hospice care, case management, using person centered processes to develop, coordinate and monitor individual plans; overall coordination of individualized consumer services; extensive clinical documentation and record keeping; mentoring, consumer transportation, supervision of and participation in leisure activities with consumers and consumers' families; and, assistance in the implementation of specific treatment plans.

Centre for Neuro Skills
Emeryville, CA,
Jan 2012- Jan 2013

Neuro Rehab Specialist

Primary clinical involvement will be with a rapidly expanding stroke and brain injury inpatient service, but include a mix of outpatient and further development of a growing consult service; evaluation and management of rehabilitation needs for traumatic brain injury patients; and, medical management for traumatic brain injury patients.

BriteStar Healthcare
Lafayette, CA.
June 2009 - Jan 2012

Home Health Aide

Caring for seniors with Alzheimer and/or dementia; assisting with dressing, daily personal hygiene, light housekeeping, food preparation, delivery of medications, hospice care, case management, using person centered processes to develop, coordinate and monitor individual plans; overall coordination of individualized consumer services; extensive clinical documentation and record keeping.

The Cedars of Marin
Ross, CA

1/2008-08/2010

Float Staff/Relief Manager

Provide case management services and consultation to persons with developmental disabilities residing in Adult Foster Care/Specialized homes, using person centered processes to develop, coordinate and monitor individual plans; overall coordination of individualized consumer services; extensive clinical documentation and record keeping, mentoring, consumer transportation, supervision of and participation in leisure activities with consumers and consumers' families; and assistance in the implementation of specific treatment plans.

Algeria Community Living, Oakland, CA
Direct Support Professional

2007 -- 2008

Serving senior patients transitioning from Agnes State Hospital by teaching them how to live semi-independently in individual homes within communities, monitored by agency.

Children's Hospital of Oakland, Oakland, CA
Patient Care Assistant

2007

Charting of weights/heights, monitoring blood pressure, setting up ALC's, downloading diabetic monitors, administering urinalysis, scheduling physician appointments, preparing charts for visits, and registration of patients.

Visiting Angels & Hillendale Homecare, Livermore, CA 2006 – 2007

Certified Medical Assistant (two separate agencies concurrently)

Triaging and assessing client's status daily and providing companionship and care for clients, including assistance with daily living (ADLs), light housekeeping, meal preparation and errands for senior citizens in need of a little assistance or those clients with dementia or Alzheimer's; handling more complex cases when care is needed for a Multiple Sclerosis, stroke, cancer, or post-operative client in which bathing, incontinence care, personal hygiene and complex transferring may be involved; Served as Nursing Assistant at Heritage Estates, Rosewood Gardens, and Villa San Ramon residential care facilities.

EDUCATION:

Richmond Builds 2009
Green Construction and Solar Installation training (3 months)

| | |
|--|-------------|
| ARC University, Contra Costa, CA | 2007 |
| Learning Styles and Teaching Techniques in Violence, Abuse, and Disabilities | |
| Las Positas-Chabot Community College, Livermore, CA | 2003 – 2007 |
| Pre-Nursing Education | |
| Career Solutions College, Union City, CA | 2002 |
| Clinical Medical Assistant Program | |
| | 1998 |
| Merritt College, Oakland, CA | |
| Home Health Aide Program | |
| Seaside High School Monterey, CA Graduated | 1988 |



Deadline is 5:00 p.m. Friday, January 12, 2018

APPLICATION FOR COMMUNITY SERVICE

POLICE CRIME PREVENTION COMMISSION - 4-year term expiring October 2020

Print your name: John Goodson

Address: [REDACTED] City: Antioch

ZIP Code 94509 Phone (H) [REDACTED] (W) [REDACTED] (C) [REDACTED]

e-mail address: [REDACTED]

Employer: Dow Chemical Company

Address: 901 Loventge Rd City: Pittsburg

Occupation: In-plant Trainer

Years lived in the City of Antioch: 40 years prior, 1 year recent

List the three (3) main reasons for your interest on this appointment:

- To help make Antioch a safe community again
- To bolster our new Chief and City Leadership's agendas (which I already support!)
- To see Antioch thrive culturally, economically, so all

Have you attended any meetings of this commission? yes Antiochans have better

Have you had any previous city community service on this commission? (If yes, please explain) No

What skills/Knowledge do you have that would be beneficial in serving on the Police Crime Prevention Commission?

I've been involved since moving back to Antioch speaking at CC meetings and learning the issues that hold us back. I'm organized, systematic, and innovative in suggesting/implementing solutions.

Please indicate any addition information or comments you wish to make that would be helpful in reviewing your applications:

I want to make good things happen here in my home town. I'll speak up and be real - if you want a "yes-person", I'm not what you're looking for. If you want an engaged innovative person to help move things forward - that's me.

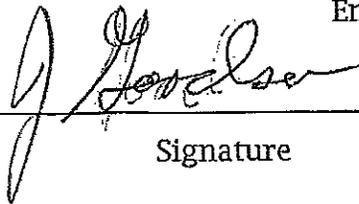
The Commission meets on the third Monday of the month in the Antioch Police Department's Community Room (300 "L" Street) at 7:00 p.m., barring holidays in which case meetings will be held the following Wednesday.

Can you attend the meetings at the designated time? Yes

PLEASE ATTACH YOUR RESUME (Recommended to enhance your application).

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Deliver, mail or email to: Antioch City Clerk
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007
Email: cityclerk@ci.antioch.ca.us



Signature

1/12/18

Date



RECEIVED

JAN 12 2018

CITY OF ANTIOCH
CITY CLERK

Deadline is 5:00 p.m. Friday, January 12, 2017

APPLICATION FOR COMMUNITY SERVICE

POLICE CRIME PREVENTION COMMISSION - Partial Term ending October 2020

Print your name: Diana Bello

Address: [REDACTED] City: Antioch

ZIP Code: 94509 Phone (H) [REDACTED] (W) [REDACTED] (C) [REDACTED]

E-mail address: [REDACTED]

Employer: SEIU 1021

Address: 100 Oak St City: Oakland

Occupation: Union Rep / Negotiator

Years lived in the City of Antioch: (18) Eighteen

List the three (3) main reasons for your interest on this appointment:

- ① As a mother of 6 adult children, and 5 grand children its important to me that we have police protection and that we educate all on prevention.
- ② Crime rate seems to be on a rise, as a resident I want to help prevent more from occurring by being involved
- ③ Love my city and as a resident want to

Have you attended any meetings of this commission?

Have you had any previous city community service on this commission? (If yes, please explain) No, but I welcome the opportunity.

Make a reference.

What skills/Knowledge do you have that would be beneficial in serving on the Police Crime Prevention Commission?

I have many skills that include, Mediation skills, negotiation skills, skills in working with difficult people from all cultural and social classes. I have a bachelors degree in Business Management and a Masters degree in Human Resources and labor relations. I have also represented Sheriff Cadets and P.S.O's (Police Service Officers) in San Francisco.

Please indicate any addition information or comments you wish to make that would be helpful in reviewing your applications:

My Experience ~~has~~ includes representing P.S.D's and Cadets during the well-known Spalding Case at San Francisco General Hospital. In addition I have experience in Training large groups of people on different subject matters. Great attitude and possess a professional appearance and career in which I advocate for all parties in the attempt to come to healthy working relationships.

The Commission meets on the third Monday of the month in the Antioch Police Department's Community Room (300 "L" Street) at 7:00 p.m., barring holidays in which case meetings will be held the following Wednesday.

Can you attend the meetings at the designated time? yes

PLEASE ATTACH YOUR RESUME (*Recommended to enhance your application*).

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Deliver mail or email to:

Antioch City Clerk
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007
Email: cityclerk@ci.antioch.ca.us



Signature

1-12-18

Date



RECEIVED

JAN 12 2018

CITY OF ANTIOCH
CITY CLERK

Deadline is 5:00 p.m. Friday, January 12, 2017

APPLICATION FOR COMMUNITY SERVICE

POLICE CRIME PREVENTION COMMISSION - Partial Term ending October 2020

Print your name: Miryt Furiosi

Address: [REDACTED] City: Antioch

ZIP Code 94531 Phone (H) [REDACTED] (W) [REDACTED] (C) [REDACTED]

E-mail address: [REDACTED]

Employer: Antioch Unified School District

Address: 3410 Longview Dr. City: Antioch

Occupation: Elementary School Teacher

Years lived in the City of Antioch: 19 years

List the three (3) main reasons for your interest on this appointment:

- 1) I would like to get more involved in the community.
- 2) I want the opportunity to serve the citizens of Antioch.
- 3) I would like to take what I learned in the Antioch Citizen's Police Academy, and incorporate it into my role with the Police Commission.

Have you attended any meetings of this commission? No, I have not.

Have you had any previous city community service on this commission? (If yes, please explain) No, I have not.

What skills/Knowledge do you have that would be beneficial in serving on the Police Crime Prevention Commission?

I graduated from the Antioch Citizen's Police Academy in December. I have a new understanding of the challenges that both the citizens of Antioch, as well as the police department, face on a regular basis. I appreciate how different Antioch is from the surrounding towns and cities. We are so unique, and need to find unique ways to tackle our concerns. I enjoy being involved. I am an effective communicator, and thrive on organization and leadership.

Please indicate any addition information or comments you wish to make that would be helpful in reviewing your applications:

While I don't have experience with the commission, I come with a fresh set of eyes. I feel that, as a long-term Antioch resident, I can relate to citizen concerns, and as a graduate of the Citizen's Academy, I can also act as an advocate for the police department.

Due to my past leadership experience as a PTA and PTSA president for 6 years, as my current grade level leader, as the current Director of my site's After School Program, and as my site's current liaison to our district's Language Arts Network, I have become adept at listening to others' concerns, and at including others to share ideas and come up with innovative solutions to various problems.

As a previous business owner for 20 years, I understand what it means to work as a team, as well as how to deal with complaints.

The Commission meets on the third Monday of the month in the Antioch Police Department's Community Room (300 "L" Street) at 7:00 p.m., barring holidays in which case meetings will be held the following Wednesday.

Can you attend the meetings at the designated time? Yes, I can.

PLEASE ATTACH YOUR RESUME (*Recommended to enhance your application*).

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Deliver mail or email to: Antioch City Clerk
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007
Email: cityclerk@ci.antioch.ca.us

Mirya Jurissi
Signature

1/10/18
Date

"... Miryt has a ton of energy, a different approach, creative ideas, and can bring others together."

Lori Ogorchock
City Council
Member
Antioch City Council
Antioch, CA

"Miryt is a people person and has a passion to help and make a difference."

Tim McCall
Commissioner,
Economic
Development
Commission/Local
Business Owner
Antioch, CA

"...because of her dynamic and energetic personality, Miryt will be an asset for the Police Commission."

Debra Harrington
Principal
Sutter Elementary
School, Antioch, CA

"...Miryt is consistently level-headed, self-reflective, and professional..."

Susan Weinstein
Reform Facilitator
Coach
AUSD
Marsh Elementary
School, Antioch, CA

Miryt Furiosi

Antioch, CA 94531

CERTIFIED ELEMENTARY SCHOOL TEACHER (K-6)

Elementary School Teacher looking for an opportunity to be more involved and serve in the local community where I teach.

Core Competencies

- Leadership Skills
- Creative Planning
- Organized
- Effective Communicator
- Problem Solver
- Excellent Listener
- Involved in several aspects of school community

Experience

ANTIOCH POLICE CITIZENS' ACADEMY graduate, Dec. 2017

- Attended every class faithfully
- Took copious notes during each class
- Overcame fear of scenarios and shooting!
- Briefed my students on what I learned after each class
- Participated in 3 ride alongs

ANTIOCH UNIFIED SCHOOL DISTRICT Antioch, CA

2nd Grade Teacher, March, 2013 to present

EDI Lesson Writer (K-5), Nov., 2011 -- Aug., 2013

Push-in Reading Teacher (K-5), Oct., 2010 - March., 2013

Substitute Teacher Sept., 2009 -- Aug. 2012

Served on **PTAs at the elementary and middle school levels**, holding eight years of board positions, six as president.

Awards:

Finalist, MARY ALLAN FELLOWS AWARD 2014

Key Contributions:

- Trained In Restorative Practices 2017
- Member of AUSD Language Arts Network Committee 2017-2018
- After School Program Coordinator 2016-2018
- Grade Level Leader 2016-2018
- High Risk Student Workshop (12 hours) 2017-2018
- Participated in the Reading Intervention Task Force
- Consistently commended for ability to redirect students exhibiting behavior problems by replacing disruptive, unproductive patterns with positive behaviors.

Education & Credentials

CALIFORNIA STATE UNIVERSITY, EASY BAY - Hayward, CA
Multiple Subject Teaching Credential, 1997 (cleared and renewed in 2010)

CALIFORNIA STATE UNIVERSITY, EAST BAY - Hayward, CA
BA in English, 1992



Sutter Elementary



Debra Harrington, Principal

**3410 Longview Dr.
Antioch, CA 94509
(925) 779-7425**

January 9, 2018

Dear Sir,

I am writing this letter of recommendation in behalf of Mrs. Miryt Furiosi as part of her application for the Police Crime Prevention Commission. I have been Mrs. Furiosi's supervisor for five years. She has taught second grade at Sutter Elementary School. For the past few months Mrs. Furiosi has participated in the Citizen's Police Academy. During this time she would often come into my office to share her new insights to what she was learning. Her excitement and enthusiasm for working with and learning more about the work done by the police officers in Antioch was astounding.

As a result of Mrs. Furiosi's experience in the Citizen's Police Academy she has shown a renewed desire in having the students experience a positive interaction with the police officers of our community. She has had the canine unit officers present to the second grade. They brought the dogs and showed students how they were trained and how they interact with them.

In addition, Mrs. Furiosi has arranged and conducted a field trip in which her second grade class toured the Antioch Police Department. They were exposed to the different departments and people who work there. She emphasized how the police support us as citizens in Antioch and shared with her students and families in regards to the commitment and dedication of the Antioch Police Force.

Because of her academy experiences, her dedication to the work of the police officers in Antioch and because of her dynamic and energetic personality, Mrs. Furiosi will be an asset for the Police Crime Prevention Commission. She has an enthusiasm for education and strives to make strong connections with students and parents. I feel like this same enthusiasm will carry over into her work on the commission. She is reflective and professional. Because of these qualities and many more, I have no reservation in recommending Mrs. Miryt Furiosi for a position on the Police Crime Prevention Commission.

Sincerely,

Debra Harrington
Principal

RECEIVED

OCT 06 2017

CITY OF ANTIOCH
CITY CLERK



Deadline is 5:00 p.m. Friday, October 13, 2017

APPLICATION FOR COMMUNITY SERVICE

POLICE CRIME PREVENTION COMMISSION - Partial Term ending October 2020

Print your name: Layden Price

Address: [Redacted] City: Antioch

ZIP Code 94531 Phone (H) [Redacted] (W) [Redacted] (C) [Redacted]

E-mail address: [Redacted]

Employer: California Department of Corrections

Address: 7630 South Newcastle Rd City: Stockton

Occupation: Casework Specialist

Years lived in the City of Antioch: 4 yrs.

List the three (3) main reasons for your interest on this appointment:

- Public Safety
- Community Wellbeing
- Reduce Crime

Have you attended any meetings of this commission? NO

Have you had any previous city community service on this commission? (If yes, please explain) NO

What skills/Knowledge do you have that would be beneficial in serving on the Police Crime Prevention Commission? I work in the Department of Corrections, working with inmates. Understanding public service and prevent crime and promote awareness.

Please indicate any addition information or comments you wish to make that would be helpful in reviewing your applications:

I would like to provide services to help the community

The Commission meets on the third Monday of the month in the Antioch Police Department's Community Room (300 "L" Street) at 7:00 p.m., barring holidays in which case meetings will be held the following Wednesday.

Can you attend the meetings at the designated time? Yes

PLEASE ATTACH YOUR RESUME (Recommended to enhance your application).

PLEASE NOTE THIS COMPLETED APPLICATION IS AVAILABLE FOR PUBLIC REVIEW.

Deliver mail or email to: Antioch City Clerk
200 "H" Street
P.O. Box 5007
Antioch, CA 94531-5007
Email: cityclerk@ci.antioch.ca.us

[Signature]
Signature

10-12-17
Date

Lynden G. Price,

300 [REDACTED] 3001504

Resume

California Department of Corrections Supervising Casework Specialist, Youth Authority

This position is under the direction of the Program Administrator. The Supervising Casework Specialist (SCWS) provides direct supervision to a Mental Health or Clinic Intake unit, and directly supervises the Senior Youth Correctional Counselor (SYCC), Casework Specialist (CWS) and Parole Agent I (PAI). Actively support the vision and mission of the Division of Juvenile Justice (DJJ) by promoting a rehabilitative environment. Incorporate the vision and mission of DJJ in a daily work pattern and ensure that subordinate supervisors know and apply them. Supervise an inter-disciplinary team, implementing the program and ensuring that staff works collaboratively with the youth to develop program goals, transition plans and incentives for change. Reinforce the expectation that staff utilize skills consistent with the Integrated Behavior Treatment Model (IBTM) in order to effectively provide treatment to youth. Ensure that assigned SYCCs and subordinates work collaboratively with youth in an inter-disciplinary team approach to develop goals, case plans, transition plans and incentives for change. Reinforce the expectation that staff utilize skills consistent with the Integrated Behavior Treatment Model (IBTM) in order to effectively provide services to youth. These skills include but are not limited to: ensuring that unit staff understand the youth's target behaviors that are derived from the youth's risk/needs assessment and documented in the case plan; unit staff consistently deliver cognitive-behavioral interventions as designed and use the strength-based Positive Reinforcement System and Youth Incentive Program to reinforce desired behavior identified in groups and in the individual case plan; and ensures that staff use motivational interviewing strategies in day to day interactions with youth as well as in case conferences.

California Department of Corrections Casework Specialist, Youth Authority

Ventura Youth Correctional Facility,
Reception Intake, Intensive Male Treatment Program, Female Intake

Performs intensive individual casework services and group work counseling and psychotherapy with an assigned caseload; prepares sociopsychiatric case history information for use in diagnosis and participates in diagnostic formulations; interprets the social aspects of mental and emotional disturbances and delinquency to parents, relatives, parole officers, and others interested in the welfare of wards and residents; acquaints other staff members with the social service role in diagnosis and treatment and works as a team member with other treatment disciplines; collaborates with social agencies in preparing the ward and his family for his eventual release on furlough or parole; summarizes case material for case conferences; prepares and presents progress reports as required; participates in research projects; may train graduate

social work students during field placements; may act as lead person in the absence of the Supervising Casework Specialist; provides necessary in-depth qualitative technical review of casework services performed by Youth Correctional Counselors and teachers; consults with and advises the Senior Youth Correctional Counselor on the casework services being performed; prepares verbal, written, and statistical reports; participates as a trainer in training sessions, or as a significant member at meetings, committees, and conferences; makes significant casework and program assignment decisions on ward cases assigned; cooperates with field parole in developing parole plans for prospective parolees; prepares cases for the Youthful Offender Parole Board calendar; maintains order and supervises the conduct of persons committed to the Department of the Youth Authority; prevents escapes and injury by these persons to themselves or others or to property; maintains security of working areas and work materials; and inspects premises and searches wards, residents, or patients for contraband, such as weapons or illegal drugs.

Youth Correctional Counselor

Intensive Treatment Program, Specialized Counseling Program, Behavioral Treatment Program, Core Male Program, High Core Male Program

Directs, counsels, and supervises youthful offenders in their daily living and activity programs; maintains living unit custody and necessary discipline which may include verbal commands, and physical, mechanical, or chemical restraint of out-of-control youthful offenders; responds to emergencies, escapes, and disturbances as directed; develops and implements constructive activity programs for periods of time when youthful offenders are not in an academic or vocational work program; provides a planned, scheduled, casework program of individual and small group counseling for an assigned case load of approximately ten (10) to twelve (12) youthful offenders; assists in the classification of assigned youthful offenders for purposes of assuring appropriate placement on a living unit, in a work experience or academic/vocational training program, or for other special programmatic needs; participates in large group counseling sessions on the living unit conducted during work shift; communicates and coordinates with other facility staff regarding observations and conclusions resulting from work with assigned youthful offenders; prepares written progress evaluations, treatment summaries, and other reports required by the Department and the Youthful Offender Parole Board; implements treatment plans developed by the treatment team to which assigned; presents diagnostic and treatment information about assigned youthful offenders at scheduled case conferences; assists in planning and carrying out programs of education, recreation, intramural sports, community service projects, victim awareness, and other activities; involves volunteers in program activities on a planned, regular basis, and maintains appropriate volunteer records; may work with the Free Venture Coordinator of the facility to screen/refer youthful offenders as appropriate; trains and oversees youthful offenders in cleanliness, personal care, and grooming; operates electronic word and data processing systems for information input and retrieval; participates in in-service training sessions; orders materials and supplies necessary for the operation of the unit. At a youth conservation fire camp, works cooperatively with staff of law enforcement and fire suppression departments as necessary; operates a motor vehicle as necessary; and supervises youth conservation fire camp activities of a group of youthful offenders.

Tactical Team

DJJ Complex and Ventura Youth Correctional Facility Emergency response for DJJ facility, Camps. Respond to facility issues, escapes, and disturbances. Assist with violence reduction, and gang issues.

Youth Correctional Officer N.A. Chaderjian YCF

Assists in maintaining total facility security and safety, which may include verbal commands and physical, mechanical, or chemical restraint of out-of-control youthful offenders; reports on any breach or potential breach of security; maintains custody, supervision, and accurately accounts for youthful offenders in assigned areas of responsibility, both on and off grounds; facilitates group movements of youthful offenders within a facility, maintaining discipline and order; responds to emergencies, escapes, and disturbances as directed; searches persons, packages, and premises for contraband; searches buildings, perimeters, and other areas for maintenance of standards of security, safety, order, and cleanliness; prepares clear and accurate incident reports in a timely and expeditious manner; establishes rapport and communicates with youthful offenders on a daily basis; communicates with other facility staff regarding observations and conclusions resulting from group interaction and individual youthful offender behavior; assists the Youth Correctional Counselor in providing supervision of youthful offenders for feeding, personal care, recreation, and other general activities; operates electronic word and data processing systems for information input and retrieval; participates in in-service training sessions; operates a motor vehicle as necessary; may transport youthful offenders to or from airports, bus stations, hospitals, court, jobs, or other facilities or community service projects. At a youth conservation fire camp, works cooperatively with staff of law enforcement and fire suppression departments as necessary.

Skills

Experience administering assessments, and clinical testing for psychological evaluation. I have worked as a Youth correctional counselor utilizing skills to mentor, and provide treatment to young males, and ladies. I have experience working as a Casework Specialist on the intake unit, screening intakes, administering testing, VDISC, Treatment Needs Assessments, also writing Clinical Assessments along with creating and updating Crisis Intervention Plans. I have interviewing skills, Motivational Interviewing, Cognitive Behavioral Therapy, and Anger Intervention Training. I have experience as an intern working with Residential treatment Programs for male and female youth in the community. I have training with group treatment, as well as individual treatment.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Lizeht Zepeda, Economic Development Program Manager LZ

APPROVED BY: Ron Bernal, City Manager

SUBJECT: Award Marketing and Branding Contract

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution authorizing the City Manager to execute a Consultant Services Contract with Evviva Brands, LLC for marketing and branding services in the amount of \$95,000.

STRATEGIC PURPOSE

The recommended action supports **Strategy G-5: Create and Implement a Marketing Campaign for Antioch.**

FISCAL IMPACT

This expenditure is included in the approved fiscal year 2017/18 budget.

DISCUSSION

During the City's budget process last year the City Council expressed a need for marketing and branding services for the City and included \$100,000 in the General Fund 2017/18 budget for this effort. Staff went out with a Request for Qualifications (RFQ) in October and received a total of six qualifying proposals. The selection process involved interviews with the top four firms and based on qualifications, understanding of the project and plan for branding and marketing Antioch, Evviva Brands, LLC (Evviva) is being recommended for City Council Approval.

Evviva is a San Francisco based public relations firm that, in their own words intends to, "...establish a media plan to communicate a positive impression of Antioch to target audiences, specifically focused on the community, business environment and development/leasing opportunities". They specialize in brand research and as part of this contract will establish Antioch's "brand", identify target audiences, publicize Antioch and support our economic development strategies and needs, raise our identity among real estate, development and corporate decision-makers and recruit companies to Antioch. The list of companies Evviva has successfully branded include Amazon, Kaiser Permanente, Google Fiber, Chevron, Walmart and Marriot. Staff expects Evviva will use their extensive track record of successful branding campaigns and relationships to

position Antioch for better visibility and economic growth specifically in the area of job creation and retention.

ATTACHMENTS

- A. Resolution
- B. Evviva Brands, LLC Proposal

ATTACHMENT A

RESOLUTION NO. 2018/**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH
AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSULTANT
SERVICES CONTRACT WITH EVVIVA BRANDS, LLC FOR AN AMOUNT NOT
TO EXCEED NINETY FIVE THOUSAND DOLLARS (\$95,000).**

WHEREAS, the City Council expressed a need for marketing and branding services for the City and during the 2017-19 budget process requested \$100,000 for this effort; and,

WHEREAS, the need for marketing and branding is in accordance with the goals, policies and programs of the City's Strategic Management Plan; and,

WHEREAS, in October 2017, the City put out a Request for Qualifications (RFQ) and received a total of six qualifying proposals; and

WHEREAS, after careful evaluation of proposals and finalist interviews, staff recommends award of the contract to Evviva Brands, LLC; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Antioch that authorizes the City Manager to execute the consultant services contract with Evviva Brands, LLC in an amount not to exceed ninety five thousand dollars (\$95,000), in a form approved by the City Attorney.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 13th day of March, 2018, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

**ARNE SIMONSEN, CMC
CITY CLERK OF THE CITY OF ANTIOCH**



City of Antioch



Brand Marketing and Public Relations Services

Respectfully Submitted by
Evviva Brands, LLC

November 30, 2017

Promoting the City of Antioch by an experienced public relations firm that would establish a media plan to communicate a positive impression of Antioch to target audiences, specifically focused on the community, business environment and development/leasing opportunities.

A Tale of Two Cities



It was the best of times, it was the worst of times, it was the age of wisdom, it was the age of foolishness, it was the epoch of belief, it was the epoch of incredulity, it was the season of Light, it was the season of Darkness, it was the spring of hope, it was the winter of despair, we had everything before us, we had nothing before us, we were all going direct to Heaven, we were all going direct the other way—in short, the period was so far like the present period, that some of its noisiest authorities insisted on its being received, for good or for evil, in the superlative degree of comparison only.

Those words, which open Dickens' *Tale of Two Cities*, were written in 1859--the year coal was discovered in Antioch. Though they describe Paris and London at the outbreak of the French Revolution, they could as easily describe the City of Antioch today.

Which Antioch?



One City's finances are "not adequate to provide high levels of service to the community." This City's "general fund budget is...projected to go negative within a few years..." with a "golf course and recreation budgets running significant deficits and draining General Fund reserves" and the City's reputation has suffered due to crime and blighting conditions"--but only where the City is known.¹

The other has "a burgeoning population of professionals ...a growing workforce, diverse and educated in a variety of industries...two major hospitals...and...is positioned for strong economic development...[due to] easy links to the San Francisco Bay Area, Silicon Valley, Sacramento and the Central Valley."²

Both Cities are called Antioch. Both are real today. Only one can prevail.

1. Strategic Management Plan Update, City of Antioch 2/16/16
2. RFQ, Marketing and Communication Services.

The Story is a Choice



The first City describes the recent, real past. The second describes the future all stakeholders hope to see. The difference? **The story we choose to believe.**

As a brand agency, we understand the power of the right story. We know it's not what people know, but what they believe and desire, that drives what they do.

With the right positioning, the right story, the right strategy, and patient repetition, the City of Antioch can be everything it aspires to become.

On the following pages we outline our plan to create, test, refine, propagate and promote the brand story of Antioch.

We have successfully positioned brands as diverse as Amazon, Kaiser Permanente, Google Fiber, Chevron and Walmart. We look forward to helping Antioch become a magnet for business, development and growth for years to come.

Contents

- Introduction.....2
- Goals.....6
- Discovery.....8
- Position.....9
- Plan.....11
- Implementation.....14
- Evaluation.....16
- Budget.....17
- Work Samples.....19
- Company Overview.....23

Goals

The City set ambitious, attainable goals for this project:

- Identify target audiences
- Publicize Antioch with stories published in statewide, national and international media
- Support Antioch's Economic Development Strategies and future needs
- Status reports to City Council
- Raise Antioch's identity regionally and nationally among real estate, development and corporate decision-makers
- Recruit and retain companies to Antioch
- Positively impact impressions of Antioch
- Further economic goals
- Enhance governmental relationships
- Promote Antioch's innovation and diversity
- Promote advantages of living, working and doing business in Antioch
- Establish Antioch's "brand"

Begin with Brand



The first priority for the City is to establish a brand position. What's a brand? A clear, relevant, resonant, differentiating idea. It's the one thing we remember about a product, service or place that everything else "fits into."

"Silicon Valley" is a brand. "Google" is a brand. "Paris" is a brand. "Kaiser" is a brand. "Napa" is a brand.

Each brand carries a specific set of associations: Silicon Valley is tech. Google is search. Paris is love. Kaiser is thrive. Napa is wine.

What is Antioch?

The last objective on Antioch's list must be the start of our journey. Unless we know what Antioch stands for, all we can do is make noise. But once we know what Antioch means, we can tell the story of the brand.

Brand Discovery

Goals:

- Identify facts and storyline to support City narrative
- Understand current activities, past success and past misses
- Document the City's competitive advantage
- Understand corporate recruiting and business retention process are people starting businesses locally or relocating?
- Define most desirable businesses (e.g. seniority vs. entry level, trade or professional, etc.)
- Data on open / unfilled real-estate -open due to turnover or growth?

Deliverable: Analysis and summary of insights

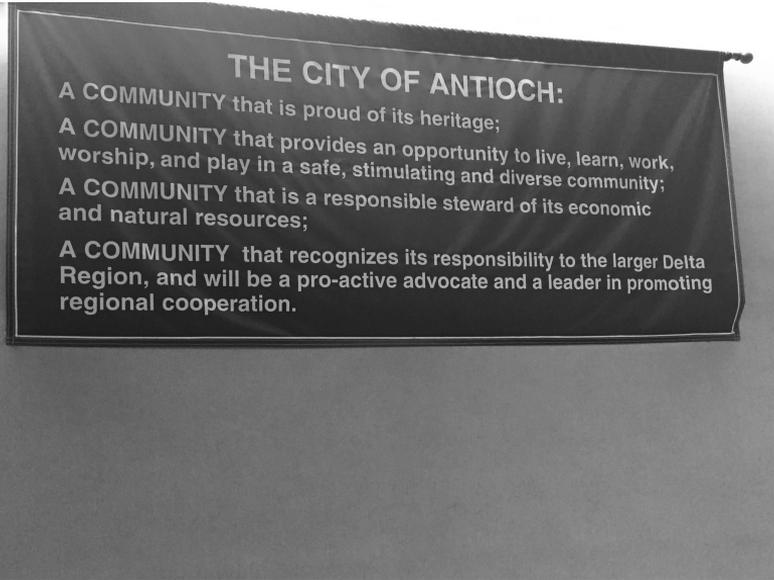
Our first steps on the brand journey begin with brand discovery. We will spend time in Antioch, reviewing business plans, strategies and other City data.

Then we will interview residents and business owners from the “four corners” of Antioch about why they're here, what they love, why they stay, and what “outsiders” don't get about Antioch.

We'll also interview “outsiders,” people from other parts of the Bay Area indirectly connected to Antioch by rail, highway, waterway or employment.

Their perspectives and insights, the places they connect, and where they don't, the City's and residents aspirations, will allow us to develop a series of possible brand propositions answering the question, “what is Antioch?”

Brand Positioning



We will lead three visioning sessions with Antioch citizens, and any City Council and Economic Development Staff who care to participate.

The goal of these visioning sessions will be to gather community feedback and to decide on one of the draft brand positions Evviva has developed for Antioch.

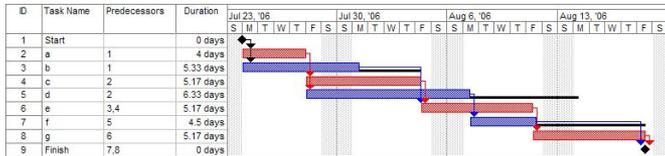
We will provide three positions with rationales (paragraphs providing context for the positions) as well as pros and cons and demographic assumptions for each position.

With the benefit of Antioch's input, we will finalize the selected position. We will finally be able to simply say, "**this is what Antioch is.**" And to begin to build the story to support our claim.

Deliverables: validated brand positioning.

Timing: We anticipate starting discover in January and completing positioning by early February.

Planning



Concurrently with positioning, we will draft a comprehensive integrated communications plan (including earned and paid tactics), to develop, place and promote messages in appropriate channels and informed by data uncovered during Discovery phase.

We will:

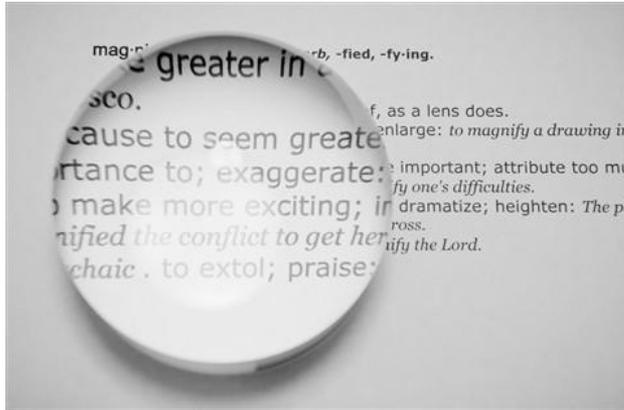
Develop overall strategy to enhance company presence / brand:

- Expand bench of spokespersons for City of Antioch
- Leverage national data trends to support Antioch positioning
- Identify spokespeople to comment on/amplify relevant trends
- Partner with appropriate regional and state-based organizations (ABAG, Chambers of Commerce, West County)

Create roadmap

- Detailed calendar of opportunities
- Menu of tactics (media training, commission data, big ideas)
- Quarterly themes and editorial calendar
- Timeline and resources

Plan Elements



The plan will include:

- Development of prioritized target audiences of interest to the City and relevant to City informational targets
- A comprehensive outreach target list and defined messages for these target groups (e.g., small business owners, millennial and 55+ homebuyers, golfers, etc.)
- An enhanced City narrative (developed and shaped proof points for brand positioning in transformation context)
- Fact sheets leveraging government and other third-party resources
- A cross promotion strategy for content on social channels and platforms (blog posts, newsletter articles, Twitter, Facebook, Instagram, YouTube, LinkedIn, etc.)
- Media and presentation train bench
- Plan for participation in statewide initiatives on City's behalf
- Coordination among existing activities carried out by key City stakeholders
- A training plan for City partner resources.

Big Ideas



The plan will also include operational ideas that have intrinsic media value. Thought starters include:

1. Antioch is the Bay Area's newest biotech hotspot
2. Antioch is the Bay Area's newest tech incubator (City could subsidize live/work space and bring in fiber.)
3. Antioch will become the Gourmet Ghetto of cannabis cuisine
4. Antioch has the best niche music festival in the Bay Area for [form TBD]
5. Antioch is the new "it" spot for craft breweries

In addition to sharing the City's new brand narrative to the media, we will bolster locally-sourced product and service stories to raise company visibility and job attractiveness (people want to work for employers that make "cool" things). This "reflected light" strategy reflects favorably on Antioch: "who knew?"

We will also explore strategic sponsorships with media value (e.g. Society of Manufacturing Engineers, community-based events).

Deliverables: Communications plan and detailed roadmap.

Timing: We anticipate delivering the plan and roadmap by the end of February.

Implementation



Deliverables: *Communications plan and detailed roadmap.*

Timing: *We anticipate delivering the plan and roadmap by the end of February.*

Once we have an agreed plan in place, we will implement the plan. The editorial calendar (described on previous pages) will cover approximately 60% of the content we anticipate developing and delivering. 40% (or so) will be responsive content--content around current events we develop real-time content in response to.

Antioch Stories

We will gather/curate a gallery of real stories featuring Antioch and based on the equities uncovered during our discovery session and supporting the Antioch brand position. These may take the form of “day in the life,” “my Antioch journey,” “impact,” “business journey,” etc. Each story will be developed in long, short, tweet and snap formats. We will have one dedicated writer supporting interviews, asset collection and story creation at 50% FTE.

Antioch Content Management System

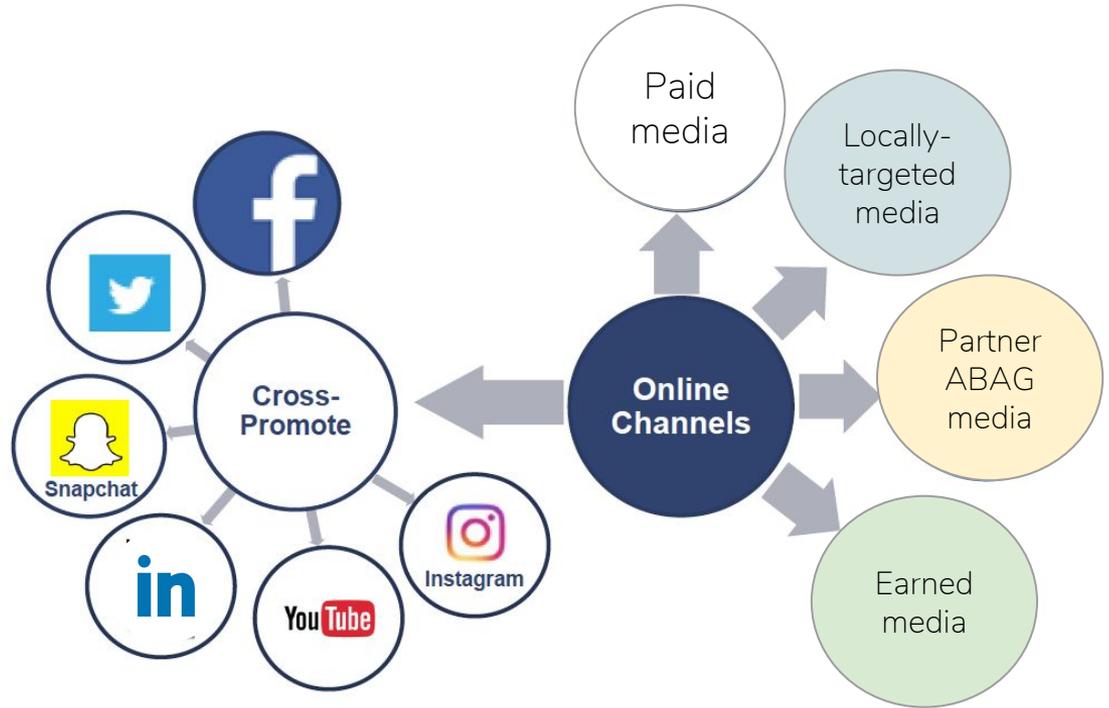
We will develop a [Smartsheet](#)-based content management system to track and manage all assets we create to ensure that they’re fresh, that no individual assets are over-deployed, to track what we elevate, and to track their results.

Amplification

Our plan will include a timed “push strategy” coordinating copy/story elements with online channels and assuming multiple social placements each business day, up to three blog postings per week and daily amplification and cross-promotion of story assets.

We will have a balanced focus on placements in paid, locally-targeted, partner and earned media. (Our paid focus will be social, both because social targeting is much more cost-effective than traditional media and because social response metrics are much better.)

We will amplify the effectiveness of our placements by cross-promotion on social channels, with a balance of copy, photo and video content we will co-curate with City resources.



If we are fortunate to be awarded this work we will be pleased to hire at least one Antioch-based resource as a paid intern for the project’s duration.

Evaluation

| Medium | Current | 2018 Target |
|-----------|-----------------|------------------|
| Facebook | 2,050 followers | 15,000 followers |
| Twitter | 309 followers | 15,000 followers |
| YouTube | 6,812 views | 15,000 views |
| Instagram | 101 followers | 2,500 followers |
| LinkedIn | 258 followers | 1,500 followers |

We will dramatically increase the number of followers and social interactions between the City and the community. These numbers are our proposed year one target. (We were able to take Marriott International from 14,000 Facebook followers to more than one million in just over a year by activating local resources. We will follow a similar plan for Antioch.

We will track and report on the following key performance indicators to define the impact of and refine our efforts:

- Content produced (number of tweets/posts by social medium)
- Articles submitted (op-eds/letters to the editor/bylines)
- Followers increase/decrease (social media channels)
- Follower sentiment and engagement
- Website traffic to key City websites
- Earned media coverage volume (major media, trades)
- Sentiment (positive,negative, neutral, factual)
- Executives quoted
- Key message penetration
- Relationships cultivated
- Initiatives launched

Reporting: We will provide reporting on a monthly basis or every six weeks on agreement with the City.

Timing: We will provide in-person updates and reviews with City staff on a quarterly basis.

Budget

| Element | Description | Cost |
|-------------------------|--|----------|
| Discovery & Positioning | Review City materials, conduct interviews and intercepts, develop reporting. Develop draft positioning and brand story, validate with City staff and in working groups, finalize. | \$25,000 |
| Plan Development | Develop detailed comprehensive integrated communications plan (including earned and paid tactics), to develop, place and promote messages in appropriate channels and informed by data uncovered during Discovery phase. | \$10,000 |
| Execution & Evaluation | Deliver and measure daily placements across channels for 10 months at \$5,500/month by dedicated Evviva resource focused on Antioch account. | \$55,000 |
| Account Management | Internal project management, client response, in-person reporting, event support. | \$5,000 |
| Total | The services described above are offered on a fixed-bid basis. | \$95,000 |

Discovery, Positioning and Plan Development will be invoiced on completion (anticipated end of January and February, respectively). Execution will be invoiced on monthly basis. Account management will be invoiced at the conclusion of contract.

Work Samples

The following work samples provide a look at our approach and our results.

Methanex. In addition to being the world's largest manufacturer and marketer of methanol, Methanex must manage complex relationships with their "fenceline community" in markets as varied as Egypt, Chile, Canada, the United States, Barbados and New Zealand.

Energy Recovery. The world's leading desalination company needed to undertake a massive pivot to succeed in oil and gas. Thanks to Ewiva, they inked a \$125 million deal with Schlumberger within a year.

Marriott is the world's largest hospitality brand. We developed universal positioning...and our strategy led to them to more than a million Facebook followers and being the most followed employer on the internet.

CASE STUDY: METHANEX



Thoroughly modern marketing keeps the world's leading methanol producer at the head of the pack.

Challenge

Methanex produces and markets methanol – a building block for countless products and applications, from fuel to the rubbing alcohol in your bathroom cabinet. As is often the case with ubiquitous products, the marketing needed polishing. The logo was poorly designed, the company had never undertaken a comprehensive look at the brand and the meaning of their brand line, “A Responsible Care Company,” had become diluted.

Solution

Research with Methanex leaders, employees, community members, public affairs officers and NGOs in Canada, Chile,

China, Egypt, New Zealand, Trinidad and the United States helped Evviva discover the company's strongest and most differentiating quality - its ability to adapt to changing conditions faster and more effectively than the competition. We shared this idea with the world via the brand line and promise The Power of Agility. Deliverables included a full creative suite from logo to livery.

Results

Our work clarified the company's branded differentiators around the promise The Power of Agility. We developed a new messaging platform, modernized and updated the company logo, design and type system, conducted a week-long photo shoot in Egypt and a video shoot in Punta Arenas, Chile, to deliver a completely new set of photo assets and visual

identity for the brand which has subsequently been rolled out globally.

According to BrandFinance, an external auditor, Evviva's work resulted in a YOY improvement from #58 to #51 in Canada's Top 100 brands, a positive shift in brand contribution from 14% to 16% (brand value to enterprise value) representing an increase of brand value of more than \$110 million in added brand value in 10 months post-launch.





Case Study: Energy Recovery

Energy Recovery pioneers oil and gas technology essential to recapturing energy. Evviva helped channel some into the launch of their groundbreaking new flagship product.

Challenge

Energy Recovery's innovative VorTeq uses their patent pressure exchange (PX) technology to divert abrasive material away from high-pressure pumps, and keeps job sites running. But new ideas can be a tough sell in the notoriously conservative oil and gas space. Evviva came aboard to develop strategy, product positioning, messaging and design for product launch—and helped the company land one of their biggest deals ever.

Solution

By digging deep into Energy Recovery's sales process and targets, we learned most operators were small, independently-operated outfits, densely focused in

CASE STUDY: ENERGY RECOVERY

Texas and Pennsylvania. We visited trade shows in the US and UK, interviewing analysts, leading wildcatters and representatives from major players.

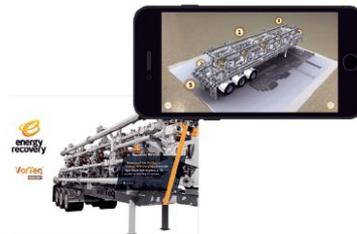
We learned that the informal network of operators was the industry's only trusted source of recommendations, and that the only way to earn those recommendations was to be proven tough, yet simple to use.

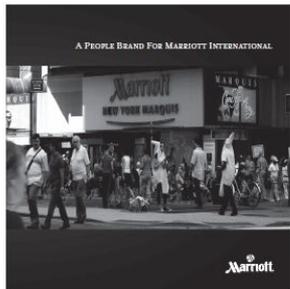
We focused on the proposition that VorTeq's unique technology kept water and abrasive material separate, extending pump life and lowering costs and positioned VorTeq around the idea of Pure Grit, a simple, robust line the industry immediately responded to.

We developed a clear, straightforward taxonomy of messages and hierarchy, a suite of communications materials and traditional sales brochures and analyst information packets.

Results

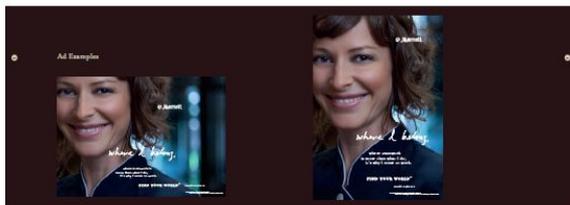
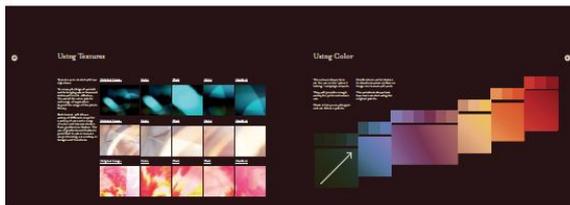
Despite a profound reversal in global oil markets that sent the price per barrel plunging from over \$100 to less than \$30 and decimated the fracking industry, the idea caught on. After several months of roads shows and meetings, VorTeq was successfully licensed to industry giant Schlumberger for \$125 million in an exclusive, unprecedented 15-year deal, leading to headlines like, "Small fry hooks a giant" and sending Energy Recovery's stock soaring.





“When I read the brand line, it made the hair on the back of my arm stand up.”

Susan Strayer
Director, Employer Brand
Marriott International



CASE STUDY: MARRIOTT INTERNATIONAL

Marriott International is the world's largest hospitality brand. With more than 4500 hotels, 18 brands and 300,000 employees, Marriott turned to Evviva to find and express the brands' shared DNA.

Challenge

Marriott engaged Evviva to develop a clear, relevant, resonant global employer brand. This position would have to speak to talent in emerging markets - and fill 50,000 jobs - many in countries where brand recognition is low, barriers to entering the hospitality field are high and social media participation is ubiquitous.

Solution

By conducting interviews with Marriott leaders, Evviva learned that the most important brand differentiators weren't the “brass and glass” but the guest experience. Guest research confirmed these insights and set us off to find service-based universal truths. We knew people often base employer preferences on brand recognition - if it's a

good brand, people assume it must be a good place to work.

That's good news in markets where the Marriott name is known, less good where it isn't. To further complicate things, the world of Western-style hospitality was incomprehensible to those who had never experienced it for themselves - how could someone imagine what it would be like to work somewhere they couldn't even imaging going?

Results

Research and concepting led us to Find Your World, a powerful line that elevates the brand and connects it to Marriott's strongest differentiators for hospitality talent. Our research also demonstrated a causal relationship between staff-to-staff service and guest satisfaction scores. We found when hotels shifted focus from training on cost management to creating opportunities for staff to serve staff they experienced an increase in guest satisfaction of up to 30%. Our deliverables for Marriott ranged from a brand style guide, launch campaign and an internal communications

suite to a host of supplemental materials from targeted apps to games to ensure Marriott's is an easy target for talented people to find.

As the result of Evviva's work, Marriott won Employer Brand of the Year (ERE) and in the following year grew their Facebook follower base from fewer than 14,000 to more than 1,000,000 to become the most-followed employer brand on the internet. Evviva's work also resulted in significant earned media including feature stories in top global publications including The Wall Street Journal, USA Today, The Financial Times, The Economic Times and the Times of London.

Marriott was so pleased with the work that was featured on the cover of the company's annual report. The “Where I Belong” creative campaign Evviva developed in support of the brand line remains in use in all of the 80 countries in which Marriott hires talent and has led to dramatic improvements in hiring and retention. (Exact numbers are client confidential.)



CASE STUDY: RITZ CARLTON

How does the world's most iconic hospitality brand identify and attract the world's best talent? Obsessive attention to detail. And the understanding that great service can bring out the best in host...and guest.

Challenge

At first glance, looking at the brand portfolio of Marriott International, the Ritz-Carlton may appear a thing apart. And as the *sine qua non* of luxury hospitality, in many ways, it is. Look closer, however, and you find the tie that binds: an authentic commitment to truly excellent service. But that common bond was getting lost in a multitude of messages and mixed vocabulary. The Ritz Carlton needed to find a way to articulate both its shared and unique employer brand values - and to do so in terms that would resonate with its Ladies and Gentlemen around the globe. So they contracted with Evviva Brands to do just that.

Solution

To assess the Ritz Carlton's shared and unique brand strengths and differentiators, Evviva designed and conducted a series of insight investigations at locations across North America, Europe, North Africa and Asia. Using a mixture of techniques, we captured insight from a multitude of perspectives, from upper level executives to housekeepers, inside out, and outside in.

Evviva found strong equities to build on—and some barriers to break down – through messaging, resulting in a comprehensive messaging strategy for the Ritz Carlton's employer brand recruitment and retention efforts - and for individuating The Ritz Carlton within the Marriott family of brands, while still celebrating it as a fully-fledged member.

We learned, for example, that what set apart the most impressive staff members—or Ladies and Gentlemen, as the brand calls them—were an obsessive attention to detail and the understanding that

great service elevated both host and guest. Whether it was noticing a single hair on a carpet, a poorly-folded washcloth or a box of tissue at the wrong angle, the best Ladies and Gentlemen understood that it wasn't the environment, but the obvious attention to the environment, that let guests fully relax. And along the way they learned that great service was both a gift and a dialogue, that at their best, they were a conduit between the aspirations of brand and guest.

Results

From this positioning, Evviva built an emotionally resonant creative concept. We scouted and creative directed a photo shoot at a Ritz-Carlton property to support brand expression. And we developed a comprehensive asset guide for The Ritz-Carlton's use in global attraction.

This is us.

OUR STORY

Evviva Brands opened our doors in September of 2009 with a simple mission: to help clients increase their brand value from the inside out.

We started during worst economy since the 1920s. It was nery to start a people-centered business with unemployment at record levels and people being laid off in the hundreds of thousands monthly. But we knew if we could succeed when times were tough, we'd have built a worthy business.

We were fortunate, and we worked hard. Business started strong and didn't slow down. By 2010, Evviva had won global accounts with Marriott International, E.ON, Xilinx and Moss Adams. We

had colleagues working in San Francisco, Washington, DC, London, Edinburgh and Austin.

By our second birthday in 2011 we had added an India office, conducted market research in China, Egypt, Europe, India, Thailand, Egypt, the UAE and across the US. We had conceptualized, built and launched our first social media game and garnered global media accolades including feature coverage in The Wall Street Journal, USA Today, the Times, the Financial Times, The Economic Times, and more than 100 other media outlets. Our Marriott work won industry recognition as Best Employer Brand. Our brand line graced the front cover of Marriott's annual

An introduction to Evviva Brands

report. And our Leadership Principles hung in the office of the CEO at E.ON.

Since then, our business has continued to grow and prosper. We have been fortunate to build employer brands for some of the world's most admired companies, including Amazon, Atlassian, Alaska Airlines, Dignity Health, HSBC, Hewlett-Packard Enterprise, The Ritz-Carlton and Walmart.

Our goals have been the same for every client:

- To find and express the human truth that animates their brand in art and copy.
- To combine the power of insight with the art of identity to make people act.



OUR APPROACH

We believe creative outcomes can only be as good as the insights they're built from. So we begin every engagement with questions.

We love creative that gets the job done. So we develop strong strategies to drive great briefs.

By putting the emphasis on outcomes, Evviva's work is aligned with client objectives from day one.

This simple idea is fundamental to everything we do. It's why our creative works - and why it lasts.

Research

Evviva is an evidence-based agency. So whether it's employer branding, product positioning or brand strategy, we begin with questions.

Our researchers are experts in qualitative and quantitative research, from ethnography

and recruiting and facilitating focus groups to finding statistically significant results in reams of data.

In fact, we've conducted market research in more than 35 countries, from China to Chile, Alaska to South Africa, Brazil to Bangalore.

We offer secret shopping to help design a better experience, competitive assessments to or delivering the value of

your brand's contribution to your bottom line.

Strategy

Whether we're advising or implementing, the goal of our strategy practice is to ensure the right tools are chosen and they're used the right way.

That can mean positioning the brand. Creating its architecture and audience segments. Developing a brand playbook. Designing

the brand experience. Or working with leadership to align the brand and business strategies.

It always means listening carefully, collaborating closely, and bringing an evidence-based point of view to every discussion and deliverable.

Creative

Creative is where logic meets magic. And it all begins with the brief. Because our process

is evidence-based, every brief has a clear problem to solve.

We offer full-service creative solutions, from brand guides to integrated marketing campaigns for interactive, ambient and social channels.

We also offer specialized creative services like naming, translation, transcreation and multi-country creative concept testing and validation.



This is us.



David Kippen
Managing Director US



Cate Newsom
Managing Director UK



Marissa Kirk
Controller



Susanna Forrest
Digital Marketing
Manager



Andy Smith
Designer &
Art Director



Paulina Babicova
Digital Insight Analyst



Marin Van Young
Senior Copywriter



Julia Young
Brand Manager

Thank you





David Kippen, PhD

Dr. David Kippen is an internationally recognized leader in brand strategy and transformation. He has been quoted in the Wall Street Journal, Times of London, Economic Times of India, and Financial Times. He has lectured on brand, culture and engagement at the University of Chicago Booth School of Business, Nova Southeastern University's Huizenga School of Business, and the Conference Board and teaches brand and marketing in San Francisco State University's Integrated Marketing Program.

Dr. Kippen's approach to brand strategy and culture change is drawn from market research in more than thirty countries over the past eighteen years. He has applied these insights to transform a Who's Who of leading global brands including Amazon, Ameriprise Financial, Bain & Company, Burger King, Chevron, Coca-Cola, Dell, Disney, Energy Recovery, E.ON, HP, HSBC, General Mills, Intel, Kaiser Permanente, Kentz, KLA-Tencor, Lam Research, Microsoft, Methanex, Nokia, Teva, Total, T-Mobile and Xilinx.

In 2009, Dr. Kippen founded Evviva Brands (www.evvivabrands.com) with a simple goal: unlock brand value by making brands better people. Evviva's specialty is positioning "unsung heroes," component, ingredient and B2B brands in the technology, energy, and financial services sectors. Equal parts strategy consultancy and creative agency, Evviva uses workforce insight to transform brands from the inside out. Today, Dr. Kippen serves as CEO and Chief Strategist of Evviva Brands, Managing Director of Evviva Ltd. (Edinburgh) and CEO of Evviva Games. Prior to Evviva Brands he led global brand strategy for TMP Worldwide.

Dr. Kippen has held leadership roles in a variety of professional associations supporting brand, communications and human resources industries. He earned his PhD in Rhetoric at the State University of New York at Stony Brook and was a visiting scholar at the Stanford-UC Berkeley Joint Center for African Studies.

He currently lives in the East Bay with his wife Valerie and cats Basil and Midge.



Cate Newsom

Managing director (and University of Edinburgh neighbour) Cate Newsom has over 10 years of experience in research and strategy in the field of branding and marketing. Cate has worked with leading multinational corporations and third sector organisations, covering the sectors of aviation, communications, consumer packaged goods, energy, financial services, hospitality, management consulting, and technology.

In addition to her work in branding, Cate's diverse background includes anthropological documentary film production, extensive field research on five continents, and project management, conducted in the private, public and voluntary sectors.

Cate has a Bachelor's of Arts degree in film studies from Yale University and a Master of Arts degree from New York University's Graduate School of Arts and Sciences / Tisch School of the Arts in cinema studies (with an emphasis on the ethnographic documentary). She also has a second Master of Arts degree in social anthropology from the University of Amsterdam, and is completing her PhD in clinical psychology with Utrecht University. Cate has a professional certification in project management from UC Berkeley.

Cate lives in Edinburgh's Old Town with her husband, a university lecturer. Both have yet to see a ghost, but reckon by now they could lead a mean ghost tour.



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Alan Barton, Information Systems Director
Scott Buenting, Project Manager *SB*

SUBJECT: Review of Council Chambers Remodel Project Design Options and Construction Cost Estimates, P.W. 247-P

RECOMMENDED ACTION

It is recommended that the City Council review the proposed design options and construction cost estimates for the Council Chambers Remodel project and provide direction to staff.

STRATEGIC PURPOSE

This item supports Strategy K-1 in the Strategic Plan by ensuring well maintained public facilities.

FISCAL IMPACT

The 2017-18 Capital Improvement Budget includes \$500,000 for design services and physical remodeling of the Council Chambers through the Public, Educational and Government (PEG) Fund. This fund can only be used for equipment, capital improvement projects and maintenance of facilities that produce PEG video content. There is a total of \$1,400,000 that could be used for this project.

DISCUSSION

The City's Council Chambers was constructed in 1980, and though it has served the City well over the past 37 years, it is dated and overdue for a renovation. The proposed improvements will provide the City Council, staff, and community with a high-quality and efficient facility for a variety of community meetings and events.

On August 3, 2017, staff mailed letters to six (6) consulting firms requesting architectural and design qualifications pertaining to the interior remodel of the City's Council Chambers. The proposed work included developing design recommendations, preparing project plans and specifications and providing support during the bidding and construction of the project.

On August 18, 2017, qualifications were received from Shah Kawasaki Architects of Oakland, Swatt Miers Architects of Emeryville and Ware Malcomb of Pleasanton. Based on the content of the qualifications and discussions each firm had with staff

during the pre-submission site visits, Swatt Miers Architects, who also designed the Antioch Community Center and Police Station Community Room remodel, was selected as the most qualified firm to provide the services required for this project. The City Manager subsequently entered into a Design Consultant Service Agreement with Swatt Miers Architects in the amount \$49,200 to perform the required services.

Staff has worked with Swatt Miers to develop various facility layouts and design options with associated implementation costs. Some changes Council will be considering in this presentation include:

- A reconfiguration of the dais has been developed that provides Council and other committee members better sightlines with each other.
- Two options for the reconfigured dais, one raised and one at ground level are being shown for Council's input on their preference.
- A rearrangement of the aisles within the audience seating area in order to improve flow within the chambers.
- Creating a new look to the ceiling and installing LED lighting would more efficiently brighten the room and decrease energy cost.
- Various finishes and color schemes could be chosen to refresh the venue's chairs, carpet and wall coverings.
- A proposal to enclose the breezeway between City Hall and the Council Chambers is also being shown as an option to create a new and improved "front door" to these two buildings.

It is recommended that the City Council review the Council Chambers Remodel options and cost estimates and provide direction to staff.

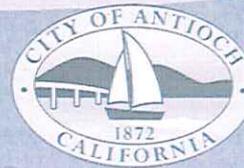
ATTACHMENTS

A. PowerPoint Presentation



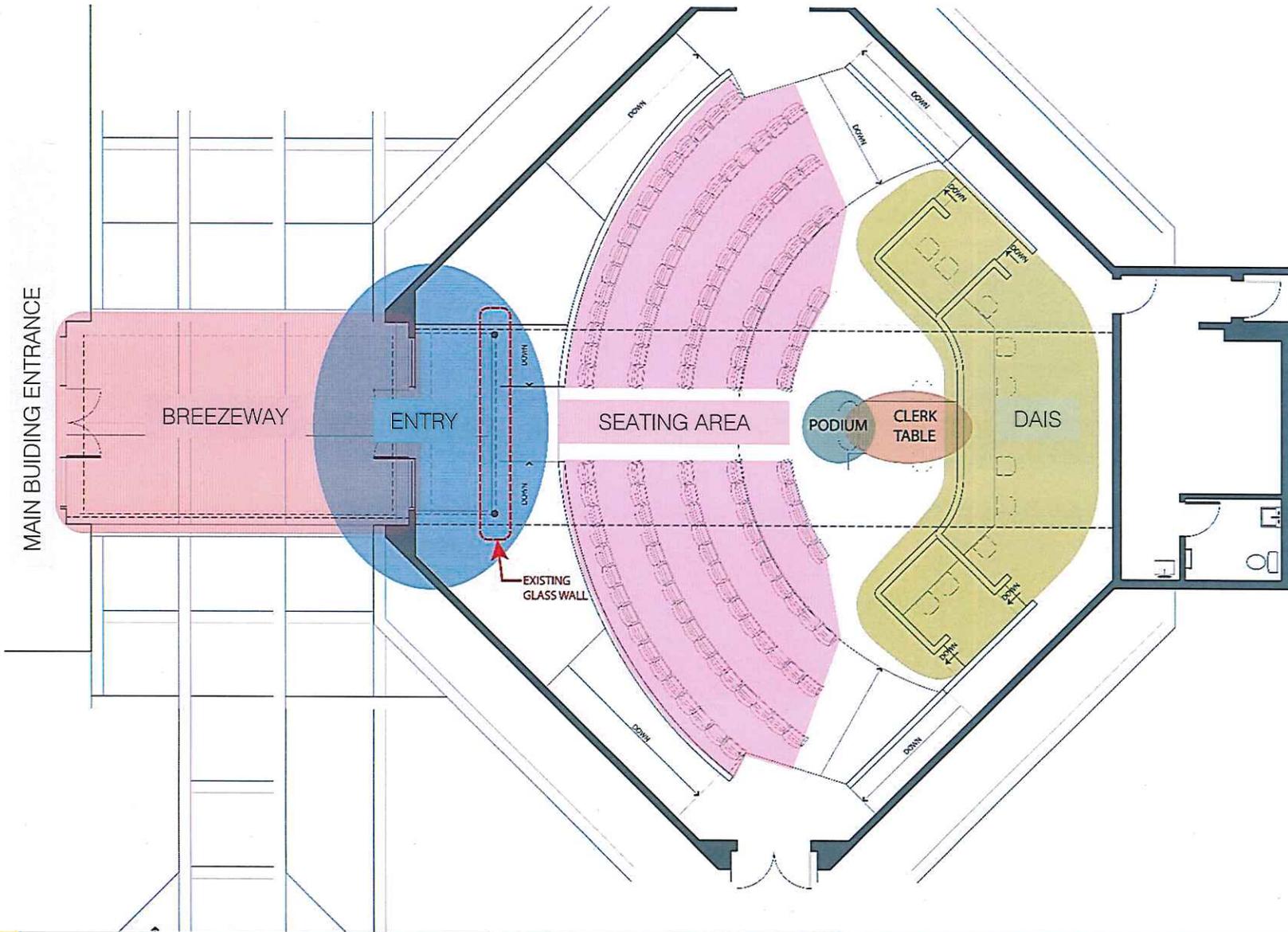
**CITY OF ANTIOCH
COUNCIL CHAMBER REMODELING**

ATTACHMENT "A"





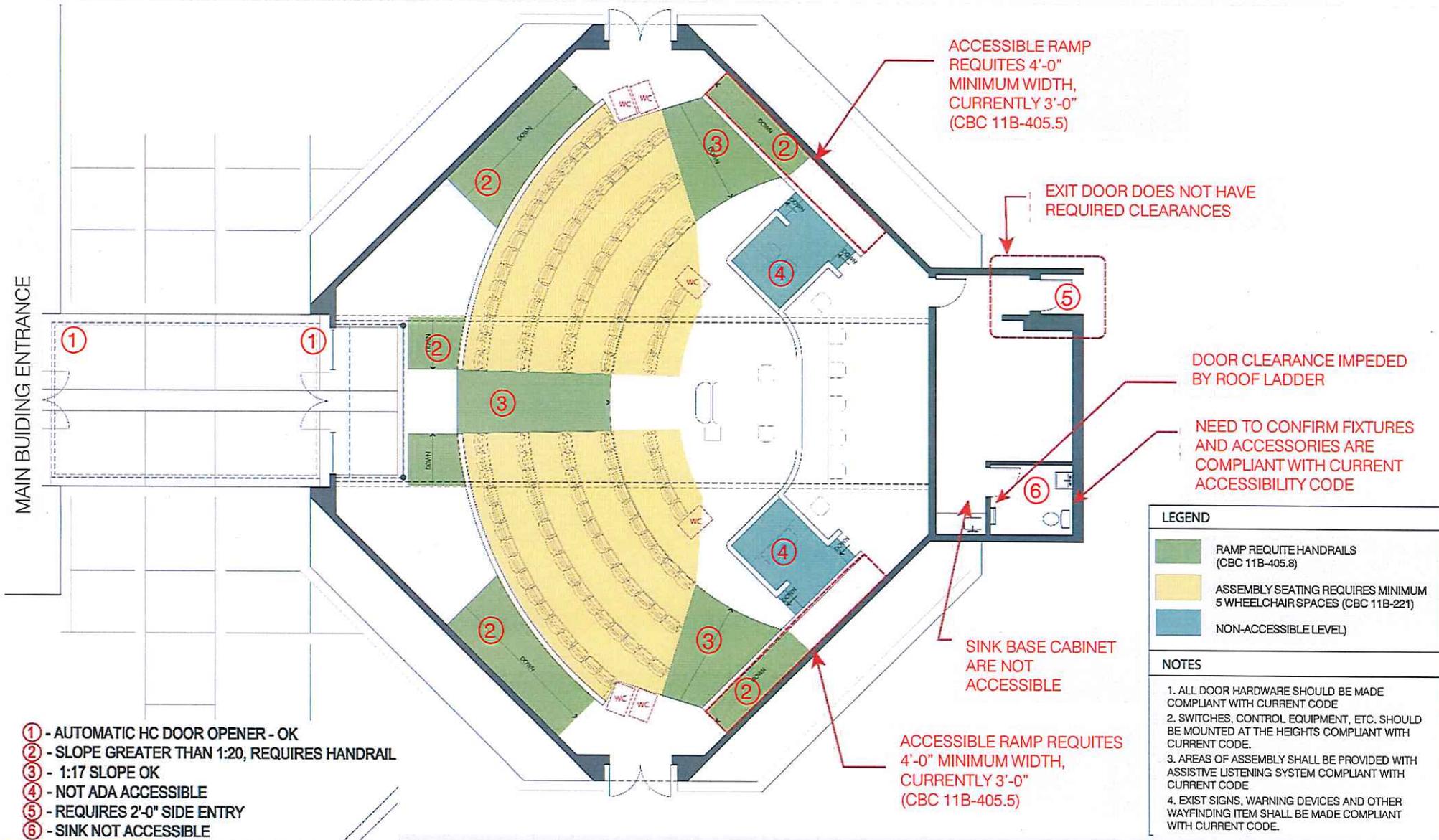
EXISTING FLOOR PLAN DIAGRAM



A-2



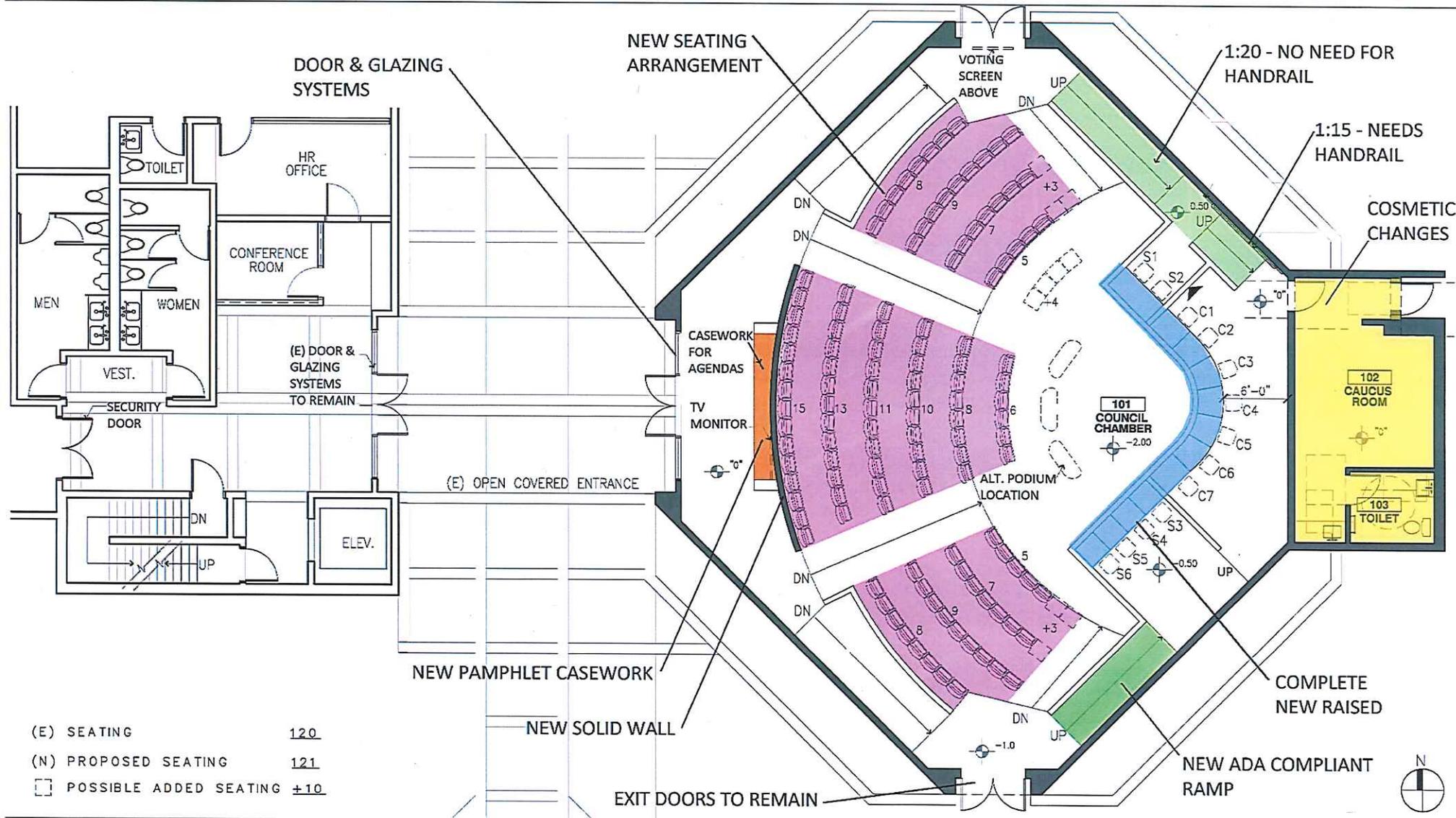
ACCESSIBILITY DIAGRAM WITH ADA CODE ISSUES



CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



ALT 1 - REVISED SEATING LAYOUT WITH RAISED DAIS



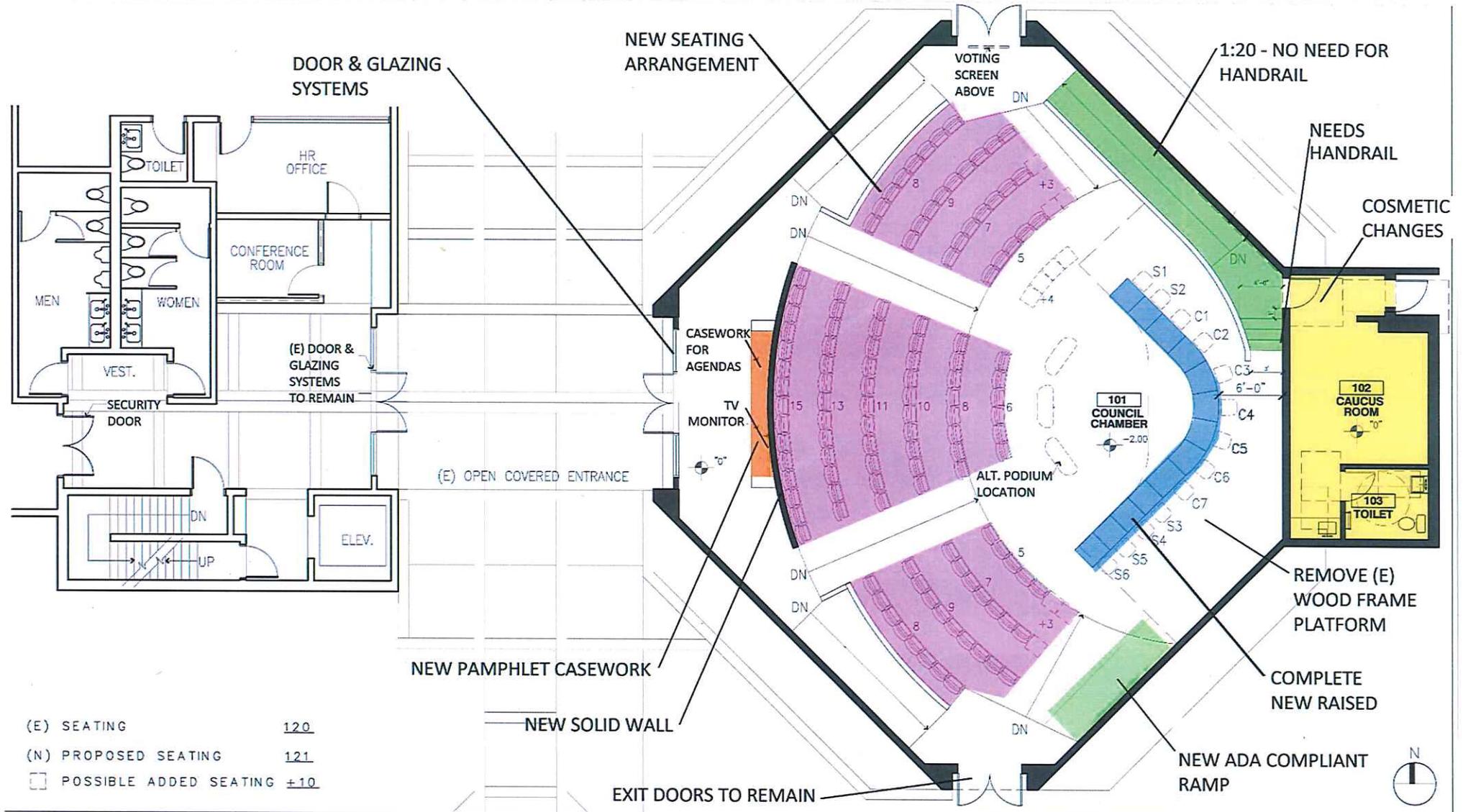
- (E) SEATING 120
- (N) PROPOSED SEATING 121
- POSSIBLE ADDED SEATING ±10

Handwritten initials: SM

CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



ALT 2 - REVISED SEATING LAYOUT WITH LOWERED DAIS

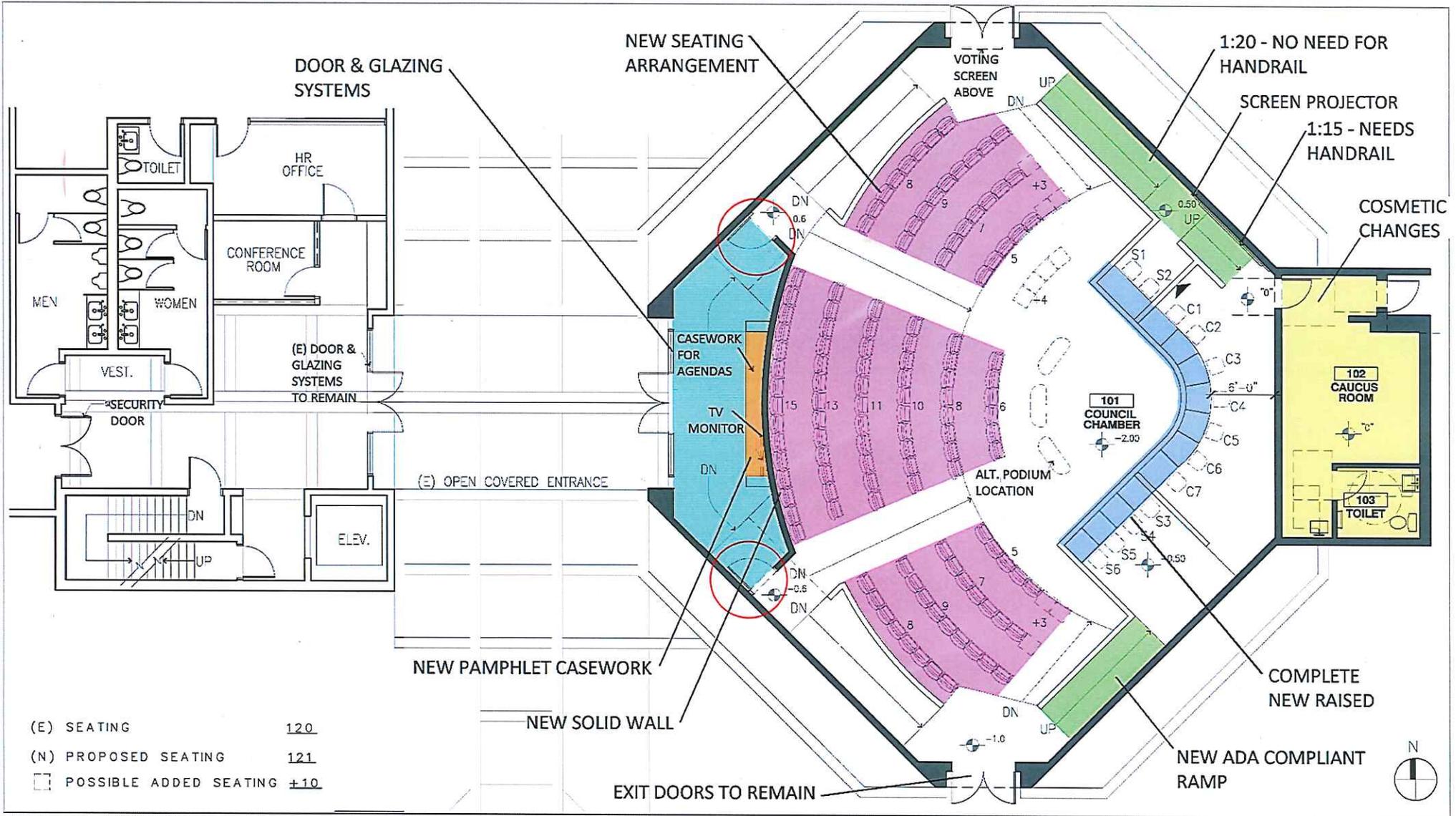


| | |
|--------------------------|-----|
| (E) SEATING | 120 |
| (N) PROPOSED SEATING | 121 |
| □ POSSIBLE ADDED SEATING | ±10 |

CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



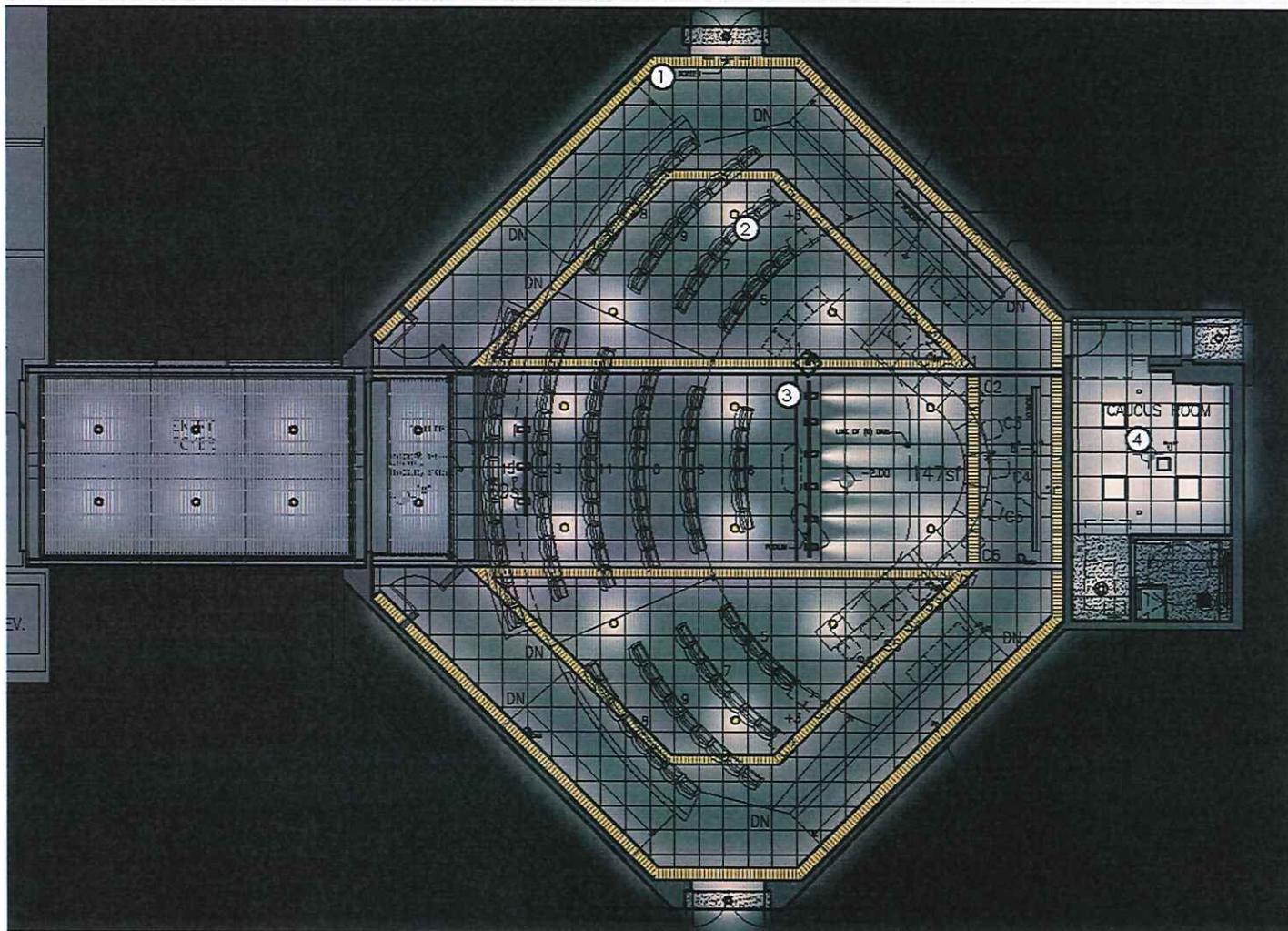
ALT 1A - REVISED SEATING LAYOUT WITH RAISED DAIS & ENTRY FOYER



ALC



LIGHTING DESIGN OPTION 1 - RETROFIT TO LED LAMPING THROUGHOUT



①



LED RETROFIT T5/T8 LAMPS

②



RETROFIT LED DOWNLIGHTS

③



NEW LED TRACK HEADS

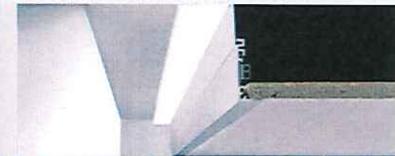
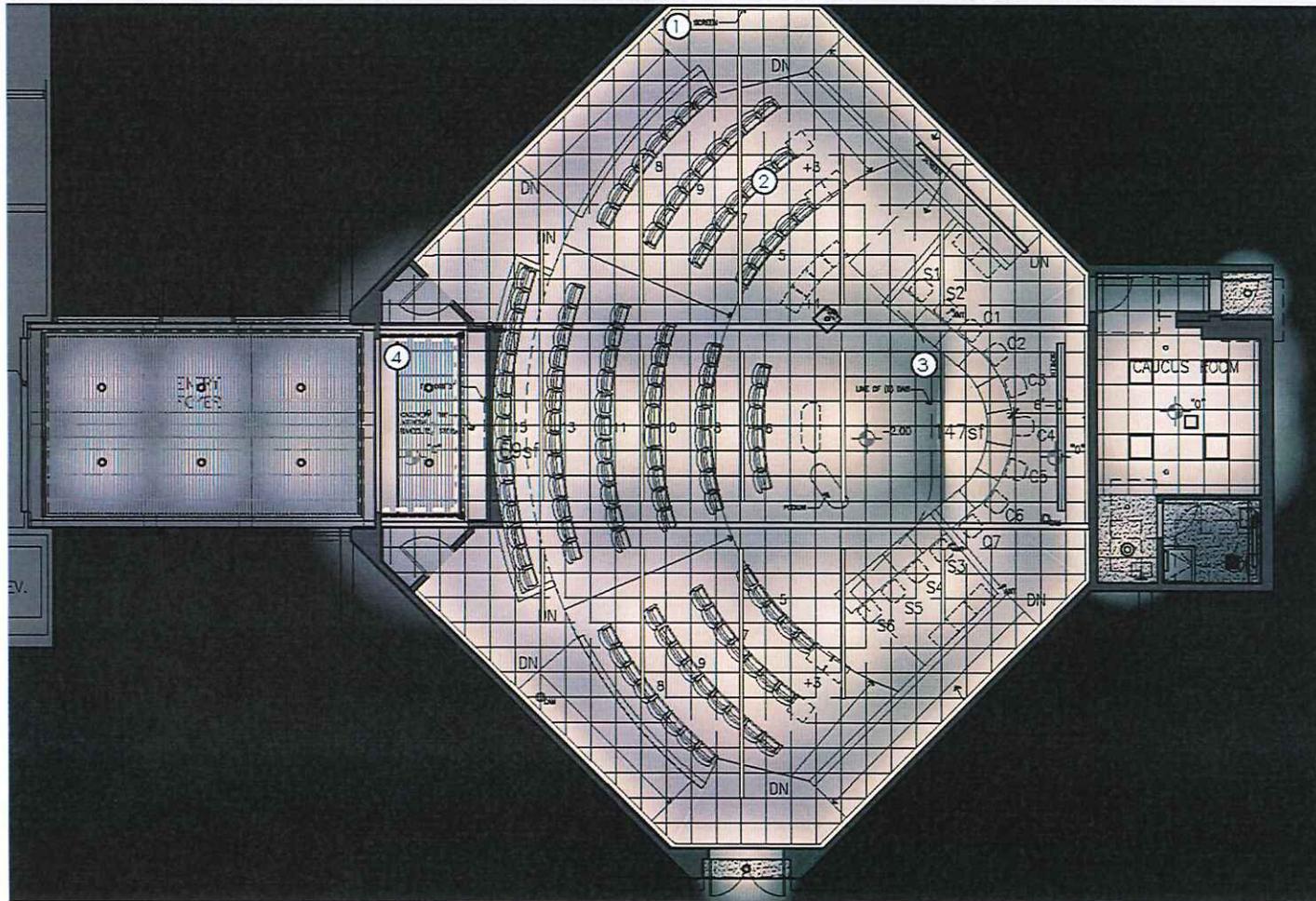
④



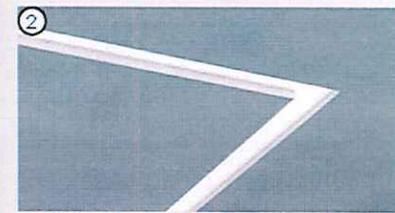
NEW LED TROFFERS



LIGHTING DESIGN OPTION 2 – NEW LED FIXTURE IN NEW DROP CEILING



LED PERIMETER SLOT



RECESSED LINEAR LIGHT



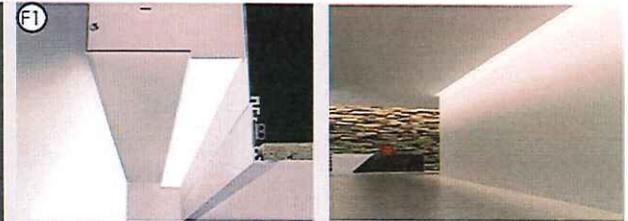
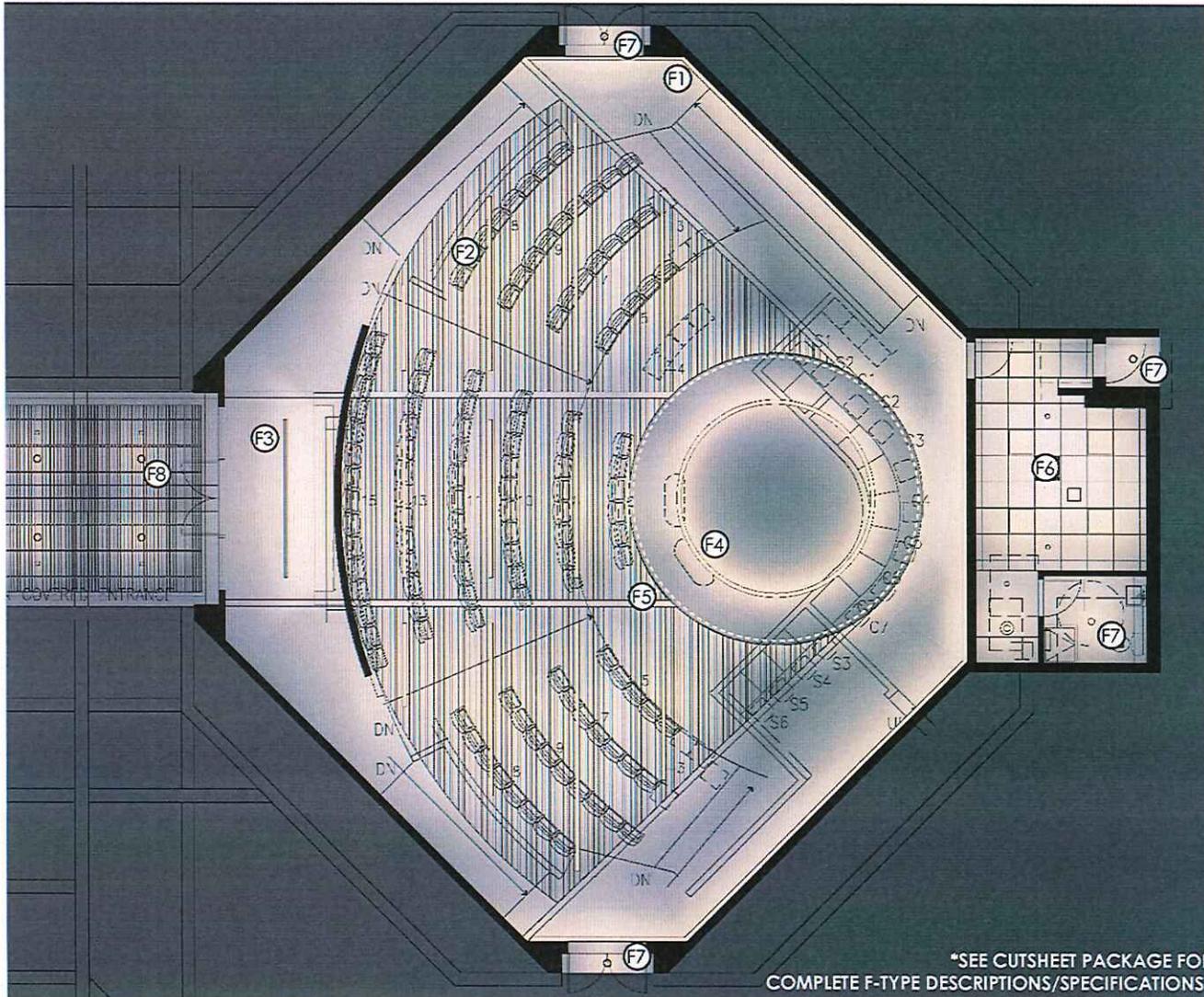
ASYMMETRIC LINEAR LIGHT



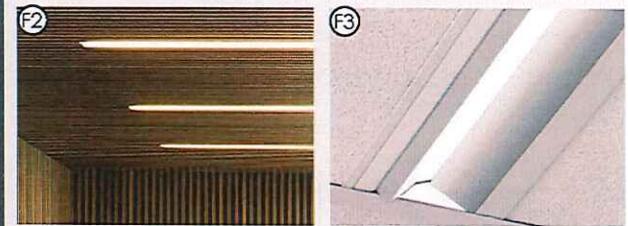
LED UPLIGHT AT ENTRY



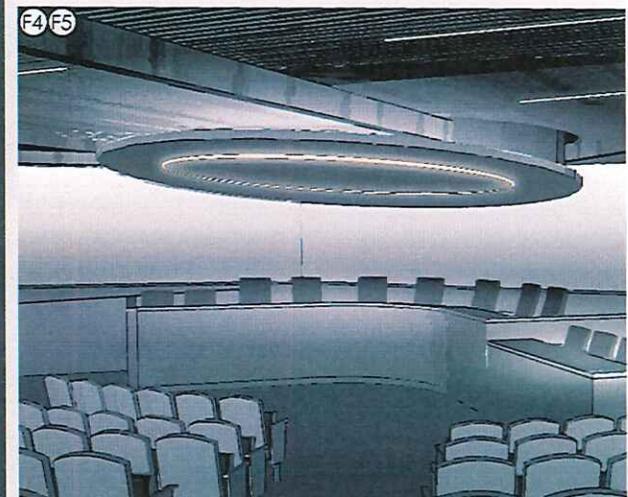
LIGHTING DESIGN OPTION 3 – NEW LED FIXTURE WITH ARCHITECTURAL CEILING



LED PERIMETER SLOT AND EFFECT



LINEAR LED FIXTURE LED WALL WASHER

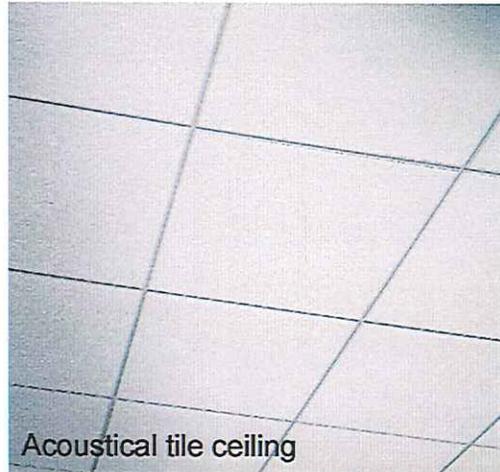


HALO CEILING WITH COVE UPLIGHTING

A10



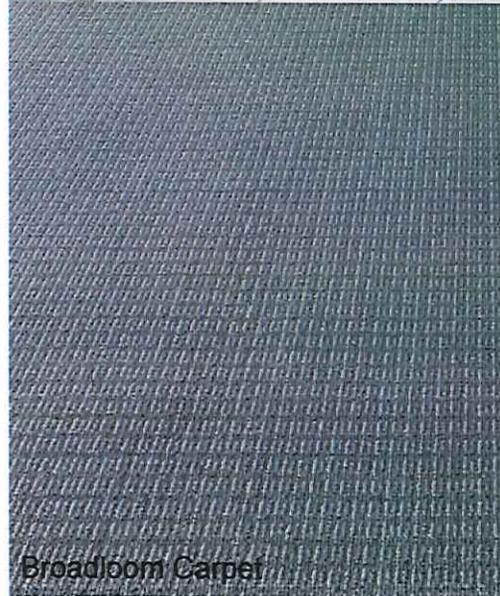
COLORS AND MATERIALS – Option A



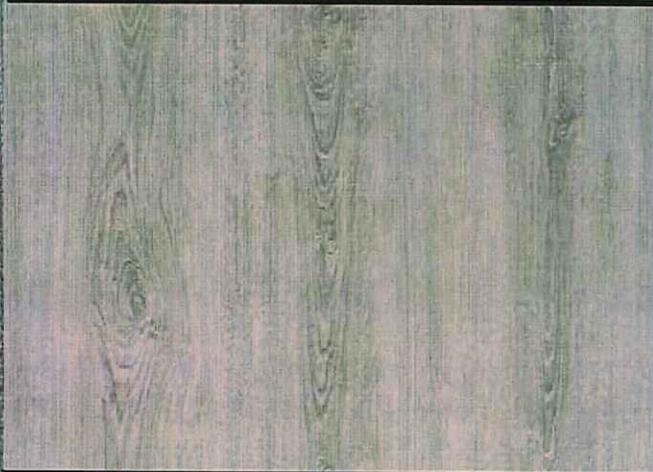
Acoustical tile ceiling



Walls: Painted Classic Gray or High Traffic wallcovering



Broadloom Carpet



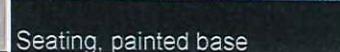
Gray stained oak wainscot



Seating back, end panels, arms
Molded plastic, black



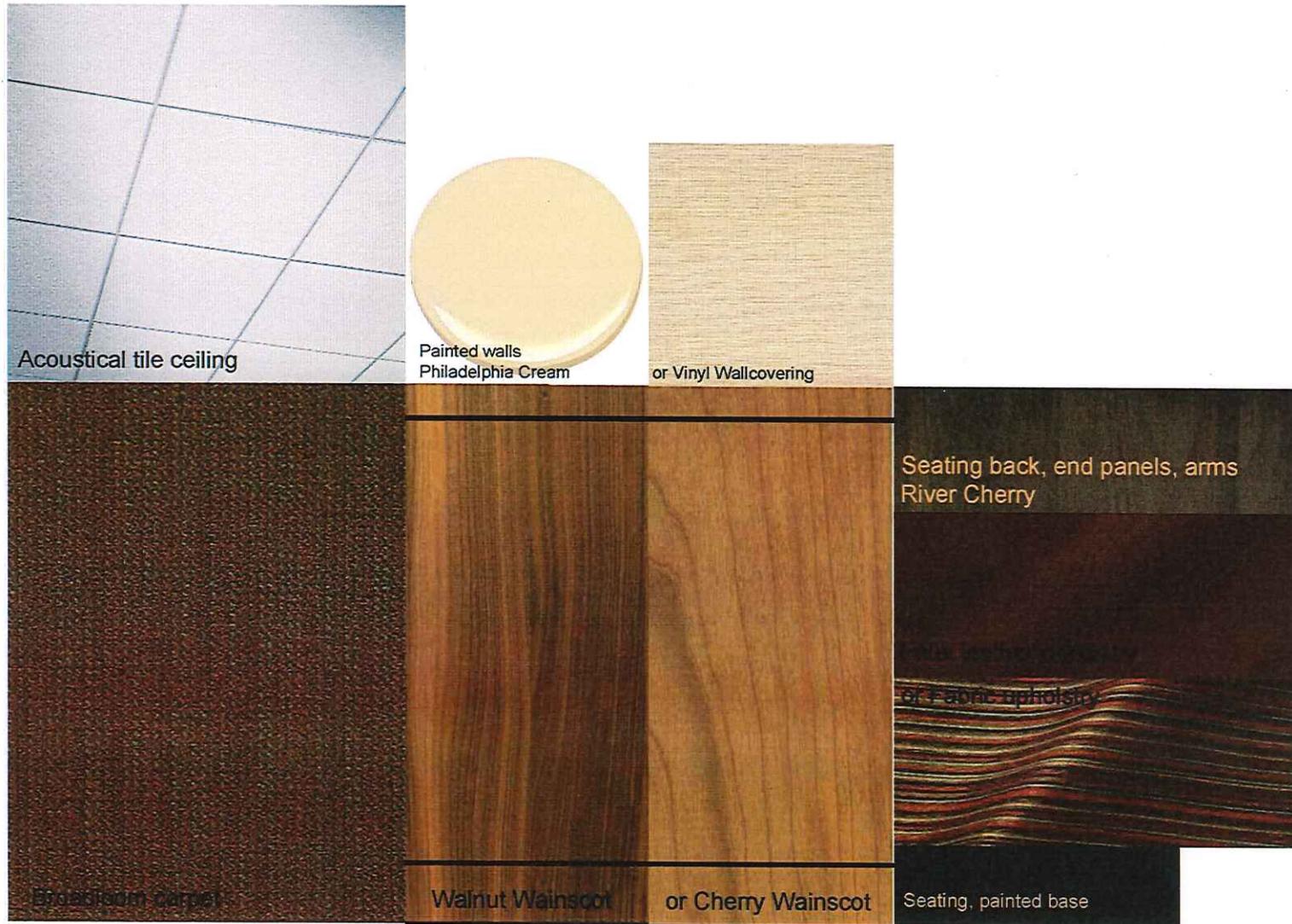
Faux leather upholstery
or Fabric upholstery



Seating, painted base



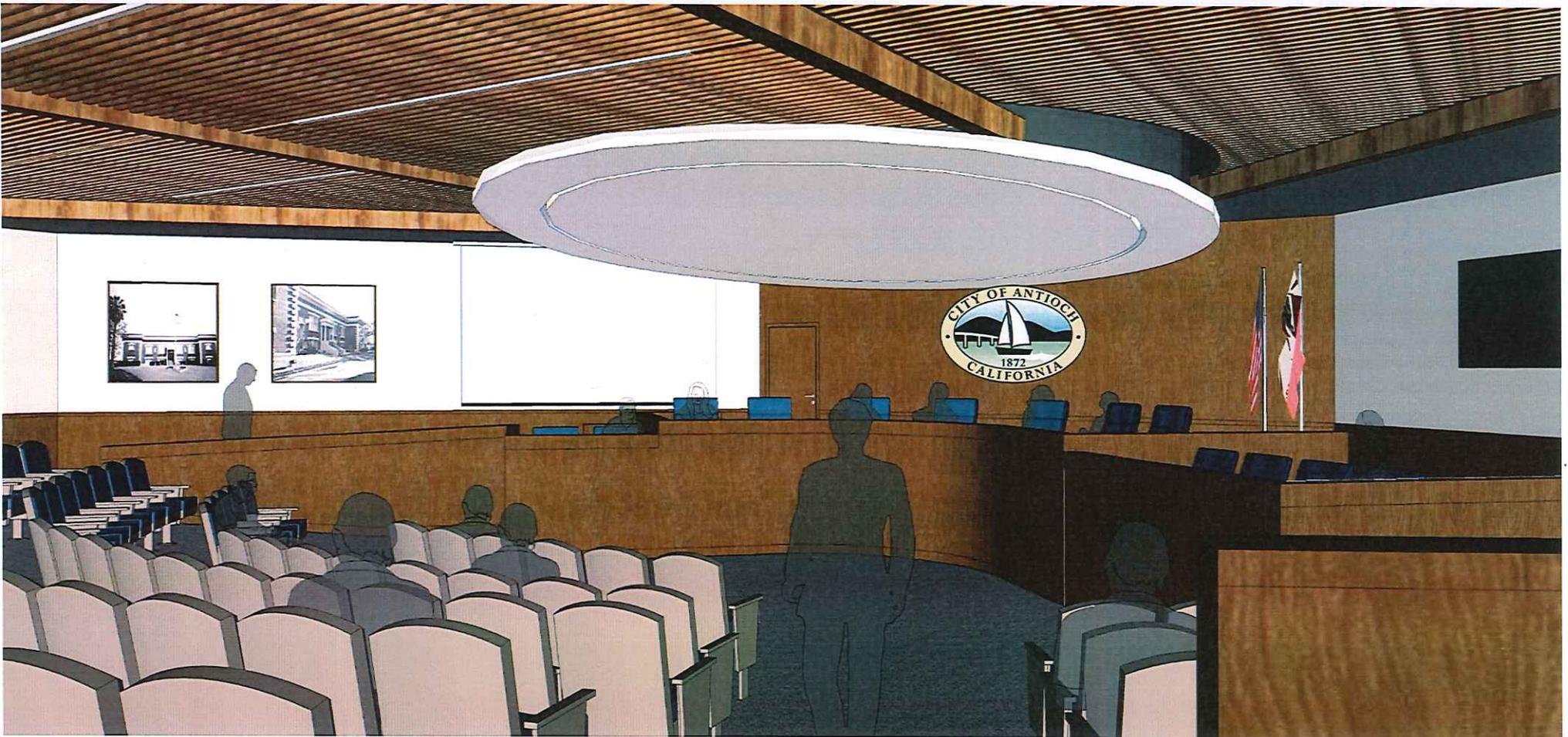
COLORS AND MATERIALS – Option B



CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



3D IMAGE – VIEW OF THE RAISED DAIS
Brown Palette



CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



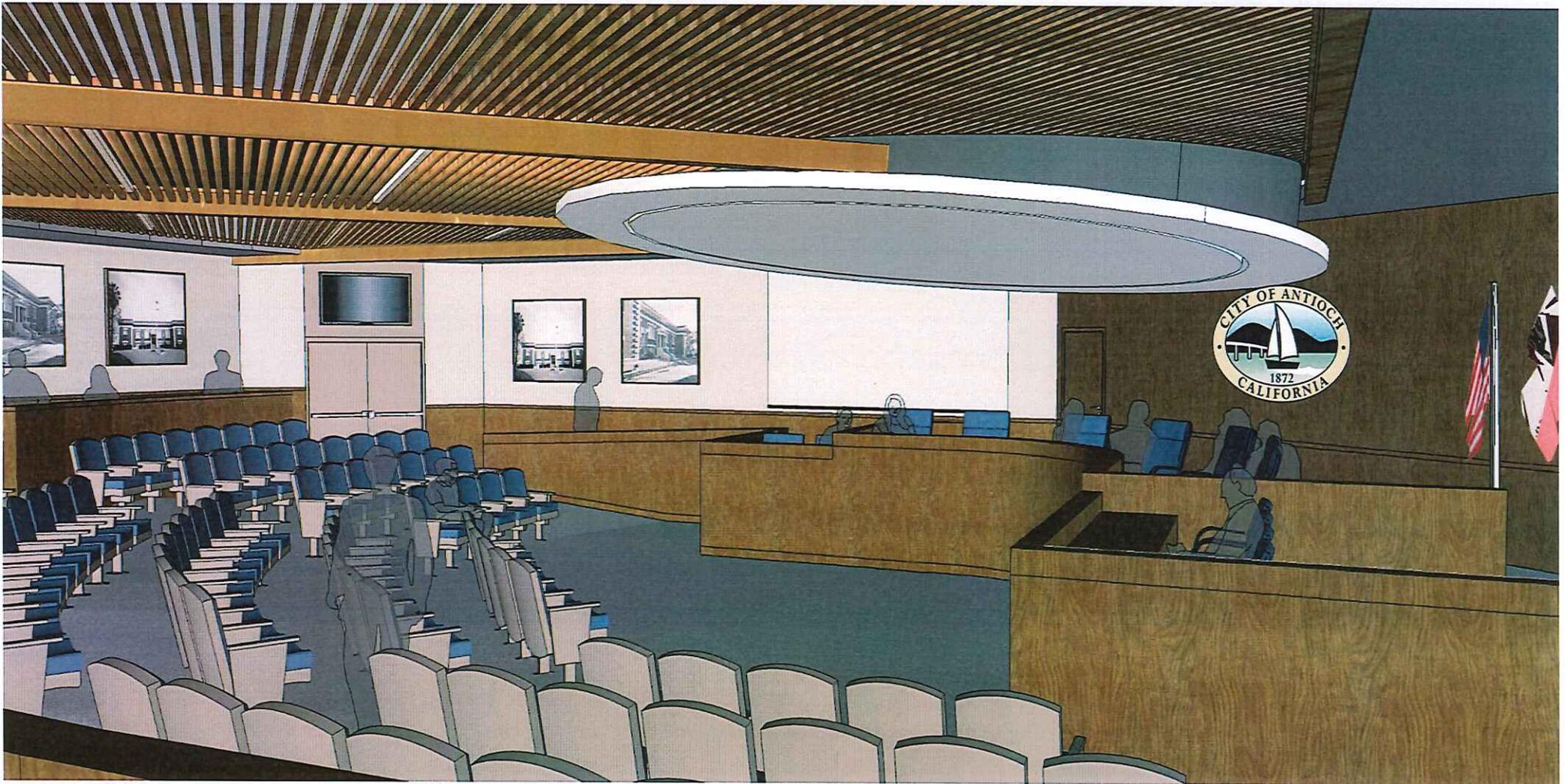
3D IMAGE – VIEW OF LOWERED THE DAIS
Brown Palette



CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



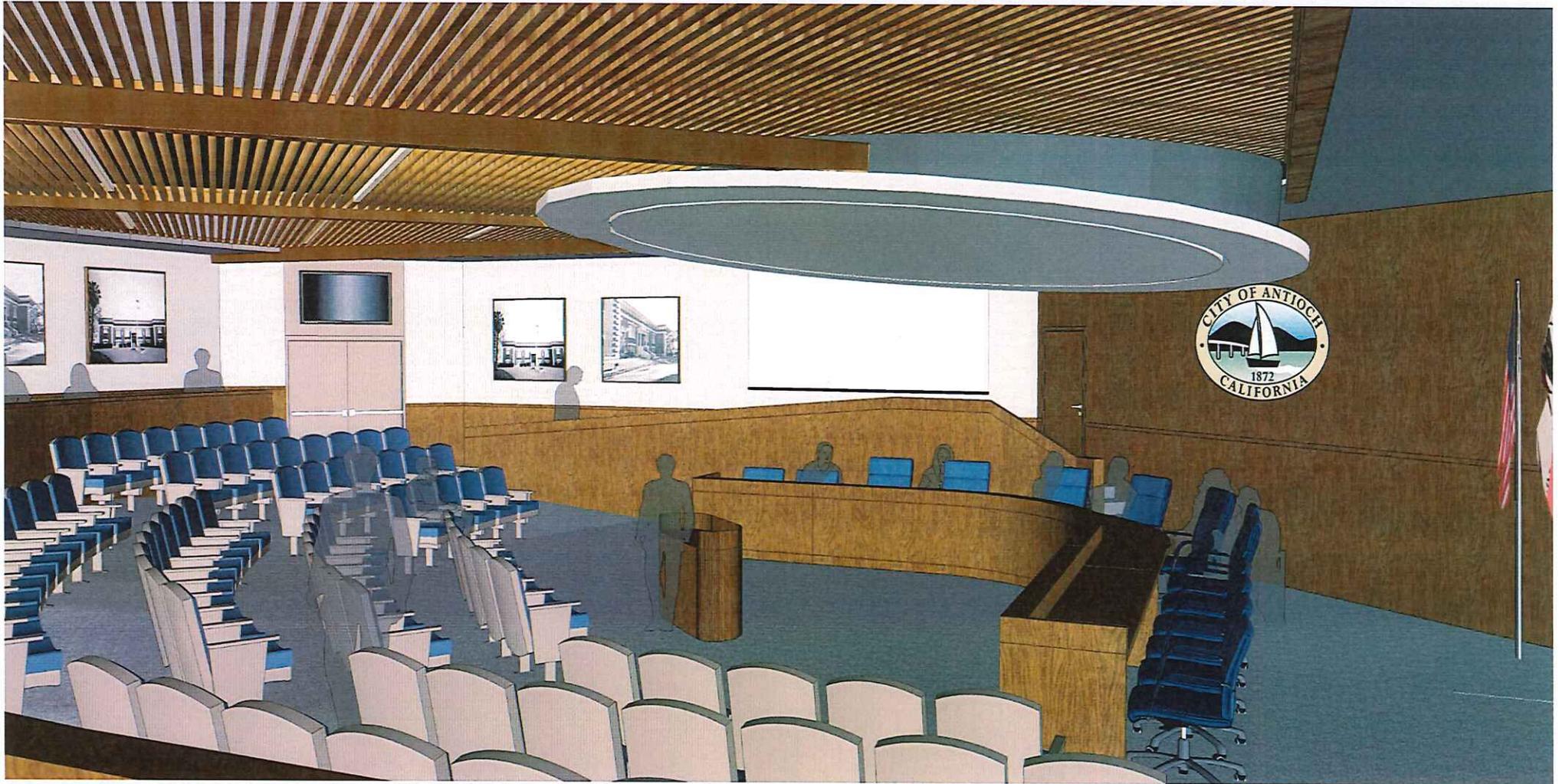
3D IMAGE – GENERAL VIEW FROM THE AUDIENCE – RAISED DAIS
Brown Palette



CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



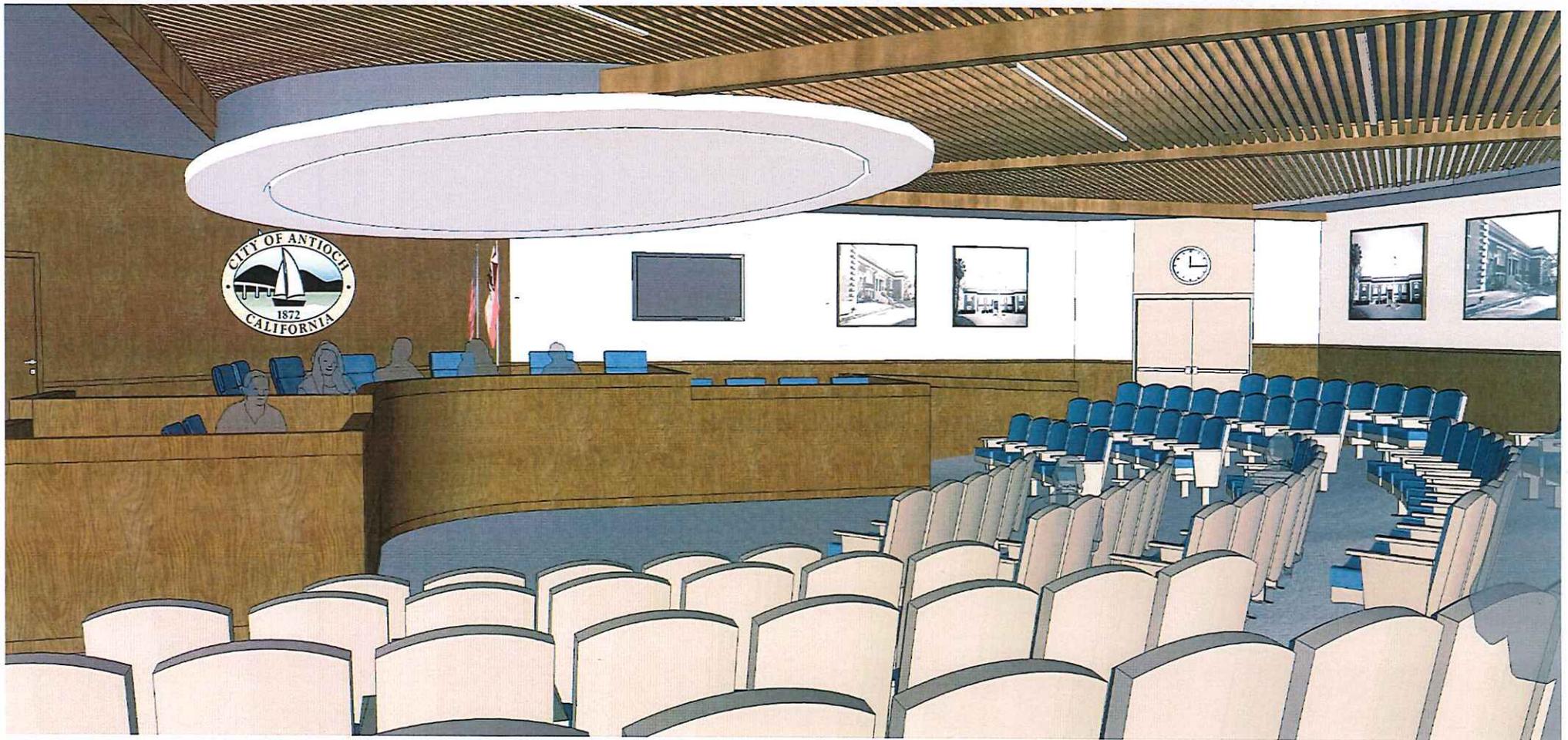
3D IMAGE – GENERAL VIEW FROM THE AUDIENCE - LOWRED DAIS
Brown Palette



CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



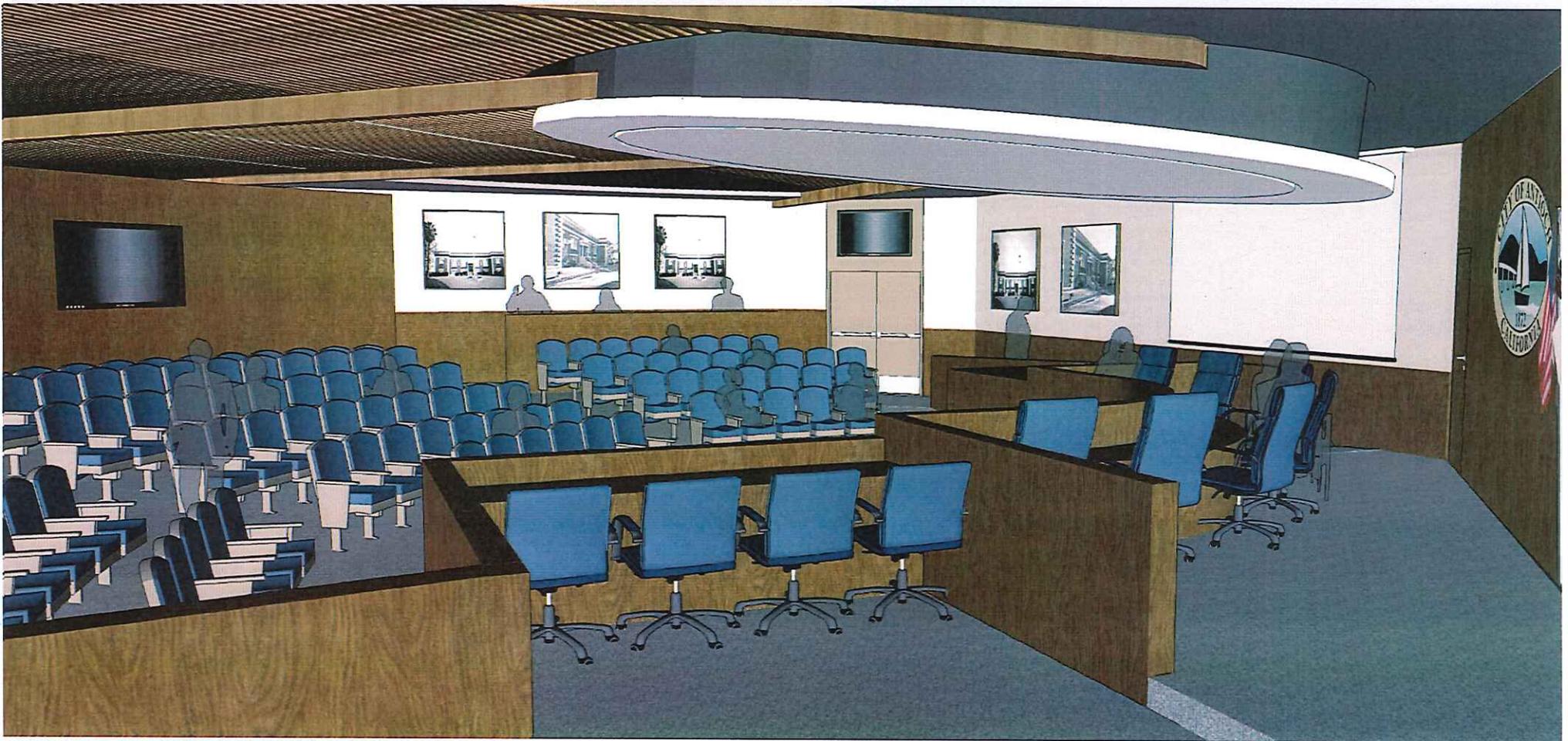
3D IMAGE – GENERAL VIEW FROM THE AUDIENCE - RAISED DAIS
Brown Palette



CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



3D IMAGE – VIEW FROM THE DAIS - RAISED DAIS
Brown Palette



SWATT MIERS

ARCHITECTS

A18

CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



3D IMAGE – VIEW FROM THE DAIS – LOWRED DAIS
Brown Palette

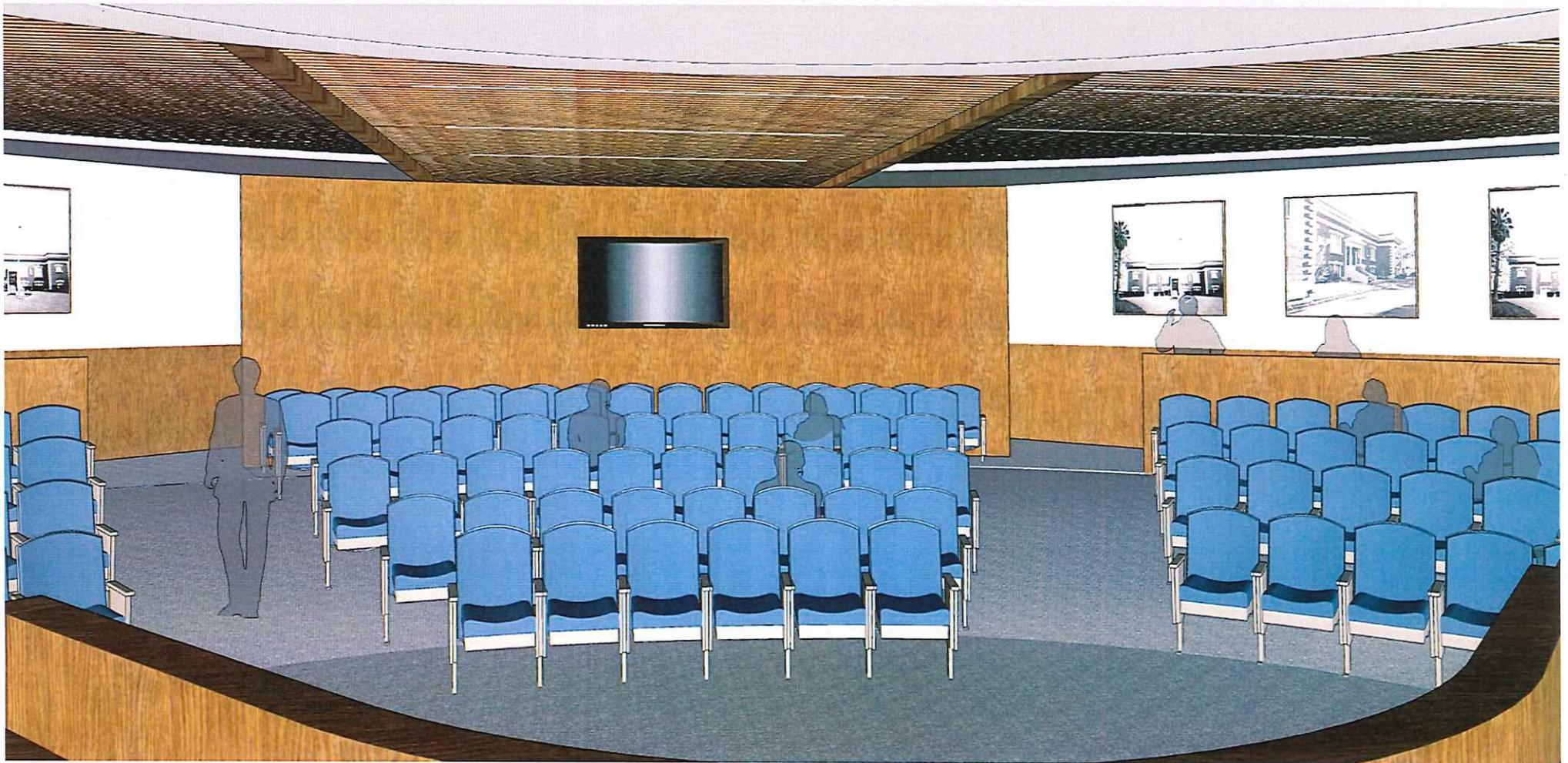


A19

CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



3D IMAGE – VIEW FROM THE DAIS
Brown Palette

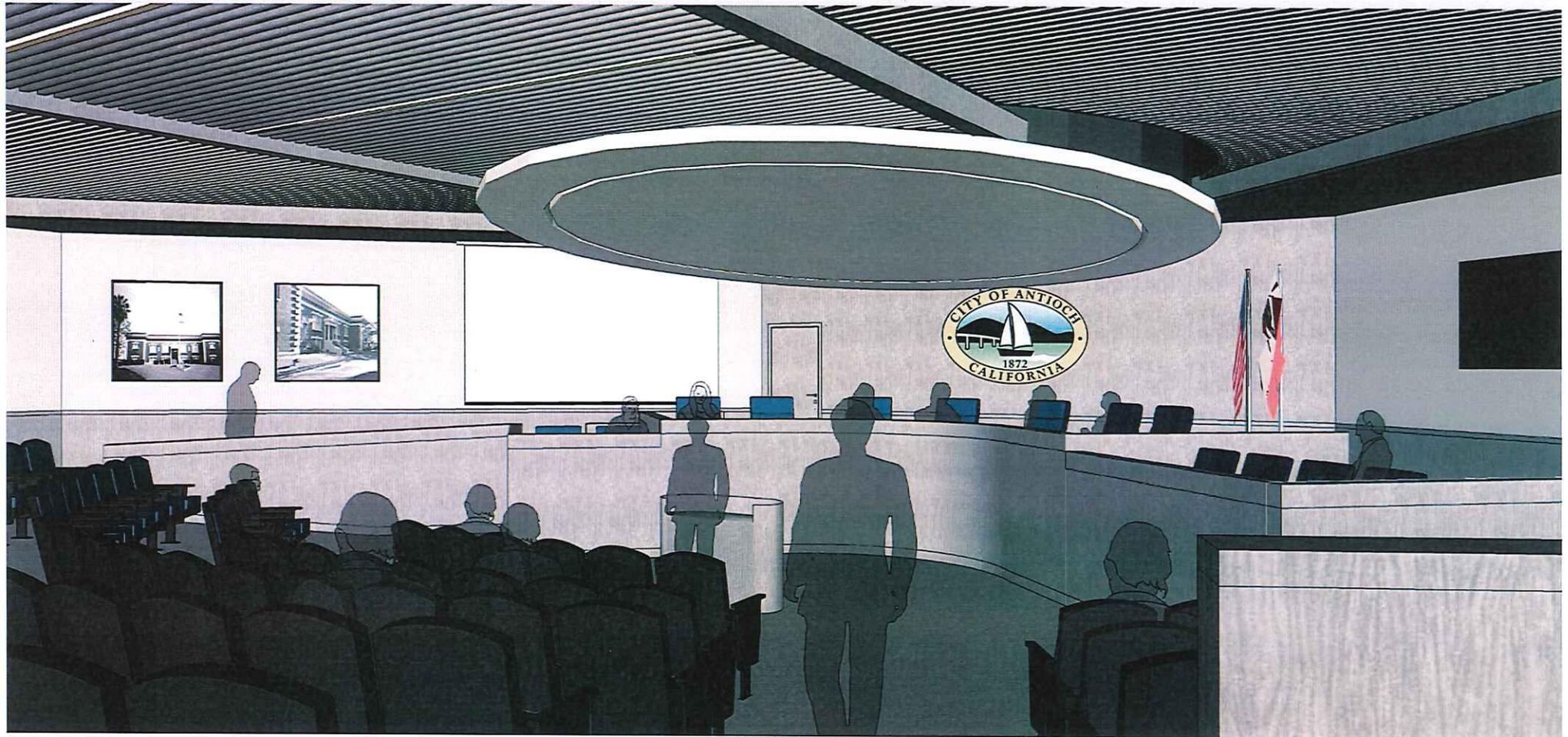


100

CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



3D IMAGE – VIEW OF THE DAIS
Gray Palette with Gray Stained Oak Panel



CITY OF ANTIOCH COUNCIL CHAMBER REMODELING



SCHEMATIC COST ESTIMATE WITH ARCHITECTURAL CEILING

| | | | |
|---|--|-------------------|------------------|
| <u>City of Antioch Council Chamber</u> | | | |
| Schematic Cost Estimate Alternates 1 & 2 | | | |
| <u>Recommended Council Chamber Remodel</u> | | | |
| • | New Wall Finishes | | |
| • | New Architectural Wood & Ceiling | | |
| • | New Lighting | | |
| • | New Flooring | | |
| • | New Seats | | |
| • | New Casework Desks and Podium | | |
| • | ADA Interior Upgrades | | |
| • | Limited AV Upgrades | | |
| • | No HVAC Changes | | |
| | Estimated Subcontractor Costs | | 787,187 |
| | Soft Cost | | 343,972 |
| | Total Estimated Construction Cost | | 1,131,159 |
| <u>Cost/Scope of Work Reduction Options</u> | | | |
| | 1) Replace Drywall & Wood with Lay In Ceiling | -253,800 | |
| | 2) Replace Fabric Wall Panels with Drywall & Paint | -45,817 | |
| <u>Added Scope Options</u> | | | |
| | 1) Enclose City Hall Covered Breezeway | 290,000 - 340,000 | |

APR



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of March 13, 2018

TO: Honorable Mayor and Members of the City Council

SUBMITTED BY: Dawn Merchant, Finance Director *DM*

REVIEWED BY: Ron Bernal, City Manager

SUBJECT: Mid-Year Budget Review

RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution approving mid-year budget adjustments in the 2017-19 budget.

STRATEGIC PURPOSE

This action falls under Strategic Plan Long Term Goal O: Achieve and maintain financial stability and transparency.

FISCAL IMPACT

Fiscal impacts are discussed and presented in the discussion following.

DISCUSSION

The City is in the ninth month of the first fiscal year (2017-18) of the two year budget. A mid-year budget review is being presented to incorporate any changes that have come to fruition since the adoption on the budget in June 2017 as well as discuss some other items for Council consideration. While this review will focus primarily on the General Fund, there are some amendments to other funds outlined in this report.

GENERAL FUND

Revenue Adjustments

Based on an evaluation of year to date revenues and the impact on both fiscal years of the budget, 2017-18 budgeted revenues need to be increased by \$930,112 to \$55,341,612 and 2018-19 budgeted revenues need to be increased by \$1,451,208 to \$56,230,532. This is attributable to a variety of factors, however, the most significant being:

- \$400,000 more in sales tax each fiscal year based on year to date collections.
- \$150,000 more in interest earnings in each fiscal year based on prior year and year to date actual.

- \$195,231 more in additional grant revenues in the Police Department and Community Development than anticipated in 2017-18 and \$70,827 in the Police Department in 2018-19.
- \$100,000 more in property transfer tax in each fiscal year based on year to date actual.
- \$105,000 more in citation revenue related to business license compliance in 2017-18 and \$50,000 in 2018-19 based on year to date.
- \$75,000 more in Supplemental Law Enforcement Services Fund revenue based on year to date allocations received from the County.
- \$86,200 in one time franchise fee payments for agreements approved by Council in November 2017. These payments qualify as one-time revenues per City policy.
- \$40,000 more in transient occupancy tax each fiscal year based on year to date.
- \$65,000 more in vehicle code fines each fiscal year based on prior year and year to date.
- A reduction in \$538,131 in HCP budgeted grant revenues in Community Development in 2017-18, being re-allocated to 2018-19 (accounting for a majority portion of the increased revenues in 2018-19).

Expenditure Adjustments

Expenditure adjustments for 2017-18 total a net increase of \$487,869 bringing total budgeted 2017-18 expenditures to \$57,393,369. Adjustments to 2018-19 total a net of \$122,739 for a revised budget total of \$58,435,280. The most significant expenditure adjustments are:

- **Salary Savings** – A total of \$1,346,698 in salary savings in 2017-18 is being recognized for vacancies throughout the year. Of this total, \$728,026 is attributable to the Police Department. There may be additional Police salary savings by year end, however, a cushion was maintained for any unexpected overtime and potential hirings. \$750,000 in vacancy savings is being accounted for in 2018-19 based on historical trends the last several years in the Police Department.
- **HCP Grant** - \$300,000 in expenditures related to this grant project is being re-allocated from 2017-18 to 2018-19 to coincide with the projected project timeline.
- **Elections Cost** - \$118,340 budget savings for election costs budgeted for in the event a special election was called for in 2017-18.
- **Events Policy/Grants** - \$50,000 has been added to 2017-18 and 2018-19 to provide grants to agencies for City events. A formal policy for procedures and eligibility is being drafted by staff and will be brought back for Council approval if this is approved in this mid-year action.

- One-Time Revenues** - The City has a one-time revenue policy that outlines that a minimum 50% of one-time revenues received by the City, which will include non Police salary savings, be contributed to unfunded liabilities with the remainder to be used on one-time projects as directed by City Council. For fiscal year 2016-2017, the only one-time revenues under this policy were non Police salary savings totaling \$1,389,250. 50% was allocated to unfunded liabilities and on February 13th, Council allocated \$200,000 to Prewett concrete repairs; \$494,625 remains of the amount. In the current fiscal year, the City will be receiving one time revenues totaling \$86,200 for franchise agreements approved by Council in November 2017. As these are one-time payments, 50% of this should be allocated to unfunded liabilities and the remaining 50% (\$43,100) may be used for one time projects. Staff has compiled the following list of possible uses for the remaining funds now totaling \$537,725 (which many far exceed available funding and would have to be supplemented with additional General Fund reserves if approved) which would be in addition to any Council suggestions:

| Project | Estimated Cost |
|--|---|
| Replace Senior Center kitchen counter linoleum | \$14,000 |
| Replace NRCC Kitchen: counters, cabinets, appliances | \$18,000 |
| Paint outside on NRCC and Senior Center | \$20,000 |
| Replace ASC lobby carpeting with ADA material | \$25,000 |
| Replace ASC toilets; upgrade plumbing | \$25,000 |
| Water cooler/drink fountain NRCC/ASC | unknown |
| Floor maintenance and cleaning equipment for recreation | \$8,000 |
| NRCC & ACS maintenance & Repair needed: rekey, upgrade door handles, replace ceiling tiles, upgrade lights | \$20,000 |
| Update or replace Animal Services HVAC | \$125,000 to update; \$750,000 to replace |
| Welcome City signage at freeway exits | \$400,000-\$700,000 depending on scale |
| Utility box paint project | \$50,000 |
| Additional string lights downtown | \$10,000-\$20,000 |
| Paint downtown light poles black | \$30,000-\$60,000 |
| Special District studies for downtown areas | \$25,000 each |
| Waldie Plaza upgrades | \$700,000 |
| Amtrak station remodel matching funds | \$700,000 |
| L Street improvements | \$700,000 + matching funds |
| ADA improvements at City Hall | \$100,000-\$200,000 |
| Chichibu park play structure replacement | \$500,000 |
| Hillcrest & Deer Valley landscape median improvements | \$49,000 |
| LED retrofit of all City light poles | \$1,900,000 |
| General Plan Update – set aside for 2023 update | \$100,000 |

Of course, the Council may also direct that all remaining funds be diverted to the City's unfunded liabilities as the policy states "a minimum" of 50% will be applied to unfunded liabilities. \$537,725 of appropriation spending has been included on the mid-year adjustment spreadsheet in Attachment A as this is the base amount available.

- **Golf Course Obligations** - As Council is aware, the City is currently in negotiations with the Antioch Public Golf Corporation (the Corporation), the non-profit agency that operates the Lone Tree Golf Course for the City, to extend the agreement beyond the June 2018 expiration date. For many years this organization has experienced a reduction in profits that has not allowed them to reimburse the City for debt service on the 2015A Lease Revenue Refunding Bonds (formally the ABAG 2001 bonds) that paid for the clubhouse and other infrastructure improvements at the golf course; or to pay the annual installments for two loans from the City to the Corporation for road improvements and clubhouse improvements.

The Corporation is in arrears to the City for debt service on the 2015 bonds (and prior 2001 bonds) in the amount of \$1,286,611.48 for debt service dating as far back as 2013 forward and the two loans total \$1,122,165. On April 9, 2013, the City Council seated at that time approved deferring the loan payments until such time the Corporation was current on the debt service payments (as these payments are due to third party bondholders and the loans are only an obligation owed to the City). Since that time, the Corporation has not been able to generate enough net income to fully reimburse the City and it is approaching the fifth year since that was approved. It also does not appear that the Corporation will be generating enough revenues any time in the near future to begin paying either.

The debt service on the 2015 bonds is paid out of a debt service fund and therefore the expenditure does not directly hit the General Fund other than covering the cash payment behind the scenes. The debt service fund shows a large receivable from the Corporation and a deficit cash position of \$1.286M. As the repayment of the bonds ultimately legally resides with the City and not the Corporation, the General Fund must start recognizing the obligation for the bond payments directly each year and also must transfer money to the debt service fund to make it whole for the amount in arrears. A budget amendment is included in Attachment A reflecting a 2017-18 amendment of \$1,547,336 representing the amount in arrears plus the debt service due in May 2018 and then a 2018-19 amendment of \$344,250 for the debt service due next fiscal year. These amendments are reflected in both the General Fund and the 2015A Lease Revenue Refunding Bonds Debt Service Fund.

As the negotiation process continues with the Corporation, it will be a Council decision if they want to maintain a receivable from the Corporation in the General Fund for all the unpaid debt service and also if they want to maintain the other loan receivables or forgive them.

OTHER ITEMS FOR DISCUSSION AND CONSIDERATION

Unfunded Liabilities

As presented by the City’s independent auditor to the Council on February 13th, the City’s total unfunded liabilities (pension and OPEB) as of 6/30/17 were \$159,850,085. This is a figure that keeps exponentially growing due low investment earnings and/or losses and changes in methods, assumptions and actuarial policies by CalPERS. Starting with 6/30/18 financial statements, the OPEB liability will be required to be shown in our financial statements as a liability as well rather than just as a footnote to the financial statements.

Below is a historical snapshot of the City’s funded liabilities:

| Plan | 6/30/13 | 6/30/14 | 6/30/15 | 6/30/16 | 6/30/17 |
|---------------|---------------------|----------------------|----------------------|----------------------|----------------------|
| Miscellaneous | \$24,180,970 | \$42,718,114 | \$42,985,949 | \$45,209,182 | \$54,239,873 |
| Safety | 21,107,761 | 35,225,264 | 33,459,081 | 37,561,170 | 46,835,514 |
| Police Supp. | 1,693,000 | 1,959,000 | 2,001,333 | 1,065,673 | 652,945* |
| OPEB | 30,978,000 | 37,669,000 | 37,669,000 | 58,121,753 | 58,121,753 |
| | \$77,959,731 | \$117,571,378 | \$116,115,363 | \$141,957,778 | \$159,850,085 |

*Police Supplementary Plan paid off in FY18

You will notice that the OPEB liability is the same in 2014 and 2015 and then again in 2016 and 2017. Current accounting rules only require a valuation every two years. However with the new GASB pronouncement that will require agencies to begin recording the liability on the face of the financial statement beginning with 2017-18, we will be required to get a new valuation annually which will provide an updated liability amount annually.

Since 2013, the City’s total unfunded liabilities have more than doubled from \$77,959,731 to \$159,850,085 entirely due to CalPERS actions that were unavoidable by the City (or any CalPERS agency). With every payroll, the City contributes to the unfunded liability as required by CalPERS. On a very successful note, during this fiscal year, the City was able to completely eliminate the net pension liability of \$652,945 for the Police Supplementary Plan due to the stipulation in the one-time revenue policy that requires the City to apply a minimum of 50% to unfunded liabilities.

The unfortunate side of all of this is that our liabilities with CalPERS are only going to continue to grow even with our contributions. As pointed out to Council by our auditor, CalPERS has reduced the discount rate be applied to plans and with the next valuation the City will use for reporting at 6/30/18, our liabilities will probably increase at least another \$25M if not more as this means CalPERS is assuming it will not earn as much money to offset liabilities. We have already been informed by CalPERS that our contribution rates will be increasing significantly over the next several years due to the change in discount rate. As presented to Council last April during the budget workshops, the City’s CalPERS rates are projected to increase just over 7% per year for our Safety Plan and just over 4% per year for our Miscellaneous Plan. However, these projections provided by CalPERS were prior to them adopting a reduced 20 year amortization period for gains and losses on February 14th of this year. This means all

agencies will be facing even larger increases in contributions starting in FY22. At this time, CalPERS has not released any projections as to how this will impact contribution rates. Under the current amortization methods in place, the City's PERS contributions are projected to increase approximately \$5.2M between FY20 and FY22.

Section 115 Trust

With the pension crisis becoming increasing prevalent across all agencies, the concept of a Section 115 Trust has been introduced as a way to tackle looming costs and historically high unfunded pension liabilities. Council asked for information on a Section 115 Trust.

A Section 115 Trust is an irrevocable trust established to pay for pension obligations. Many agencies throughout California are exploring this option as a way to help fund current and future pension costs. Once established, an agency would select an investment portfolio they feel best meets their objectives and desired return. There are advantages and disadvantages of establishing this type of trust. Providers of the trusts tout the advantage of having a more secure, steady investment stream versus the large sways PERS has been experiencing; thus building stable income for the portfolio versus significant losses. In addition, the money is secured and set aside for pension payments reducing budget impact for future increases pension costs. Most agencies that have established trusts thus far have significant funds they have been able to set aside. For example, the City of Walnut Creek set aside almost \$13M.

Disadvantages of establishing a trust are that per accounting guidelines, any money set aside cannot show as a reduction of the unfunded/net pension liabilities on an agency's financial statements. Thus, if an agency has \$100M in unfunded pension liabilities but has \$10M in a trust, the pension liabilities still show at \$100M in the financial statements. Another disadvantage to consider is that once a City puts money into the trust, it cannot use it for any other purpose other than pension. Therefore, if an agency has immediate need for money for an unexpected emergency, project, etc. that money is unavailable to use.

Keep in mind that at any time the City can make a lump sum contribution towards our unfunded liability to CalPERS directly which will reduce the unfunded liability. In addition as mentioned prior, each payroll, a portion of the payment required to be remitted to CalPERS is for the unfunded liability. For OPEB, the City is only required to pay-as-you go to current retirees. There is no mandate to pay beyond that. The City's one time revenue policy also requires that a minimum of 50% of one time revenues be applied to the City's unfunded liabilities and as mentioned, this policy has allowed the City to eliminate the liability for one of our plans.

Budget Stabilization Fund

At this time, staff recommends using our additional reserves (above the 20% reserve policy minimum) to establish a Budget Stabilization Fund (Stabilization Fund) instead of using any reserves to establish a trust. A Stabilization Fund would allow for setting aside any reserves over 20% in the General Fund into a separate reserve fund. In any year revenues are projected to be lower than expenditures, the Stabilization Fund would supplement the difference, thus reflecting a balanced budget. The Stabilization Fund

will help offset any unexpected budget variances, whether it be the result of temperamental revenues, unanticipated projects or projected future increases in CalPERS contributions. The City will have control of how the funds are spent verses the legal constraints of a trust as at the end of the day, the City's first priority is providing essential services to our citizens on a daily basis and having access to funding to do so. In addition, as Council can see from the chart of the historical liabilities, we are on a runaway train that requires statewide structural modifications to provide realistic sustainable solutions; not just for Antioch but other PERS public agencies that find themselves in much more dire financial circumstances. However, having the funds to annually meet the required obligations and supplementing with one-time revenues as available is still fiscally prudent and can be accomplished with the Stabilization Fund.

If the City Council were to agree to the establishment of this reserve, there are two options: budget for the full amount of reserves above 20% as of June 30, 2017 to initially establish the fund which equates to \$14,872,454 and then establish a policy that in any year that revenues exceed expenditures and reserves are at least 20%, the excess will be placed in the Stabilization Fund and in any year expenditures exceed revenues or the unassigned General Fund reserve falls below 20%, the Stabilization Fund will supplement the General Fund; alternatively, Council can decide on a lower amount to establish the fund and then for any amount of revenue that exceeds expenditures starting with fiscal year 2017-18, that money will be placed in the Stabilization Fund. If the Council should choose the first option, be aware that in this fiscal year the budget and actual will reflect being severally out of balance by an additional \$14.8M which may appear shocking, however, it would not be the result of severe overspending, but due to responsible fiscal planning.

Records Management Software

Council member Ogorchock asked that this be brought back during mid-year. Very high level preliminary review suggests that this project can cost upwards of \$50,000 for the software and third party assistance in getting all existing records documented and/or scanned as staff does not have time to assist with this process. More in-depth research is needed and with other higher priority projects in the pipeline, staff will evaluate this is a future budget year.

Staffing - Recommended

After reviewing essential operational needs of the City, the following staffing requests are being made:

- Business License Representative – Finance is requesting to add another full time position as the volume of work processed far exceeds the ability of one person. With the implementation of Measure O, the workload has increased significantly. The City now currently has over 11,000 business licenses for all types of businesses. In terms of Measure O, the City currently has 6,871 rental licenses (with 44 of those being for apartment complexes representing 3,374 units) with MuniServices having 350 open accounts to follow, 393 returned mail items to pursue and 81 outstanding invoices. One person processes daily receipts of all renewals, initiates and mails renewal notices monthly, processes new applications, follows up on delinquencies, issues citations, handles daily phone

calls and emails and works with MuniServices on their collection efforts, among other daily duties of the licensing process. Council did authorize a part time person with the adoption the budget last year, however, while this position is of great help, hours that can be worked are limited with Affordable Care Act provisions. In addition, once the contract expires with MuniServices on September 30th, all discovery and licensing efforts for Measure O will fall upon City staff and that is a tremendous undertaking. The 2017-18 General Fund fiscal impact for three months would be \$23,172 and \$80,750 (this is reduced for \$18,000 in part time help savings that would be realized) for a full year in 2018-19. Business License tax generates around \$3.7M in revenue annually which more than pays for the cost of two positions. The City has paid \$201,272 fiscal year to date to MuniServices.

- Administrative Analyst – Staff is recommending to add another Administrative Analyst in the Police Department in 2018-19 to aid in the increasing demands of processing daily financial and payroll needs of the department, in addition to other operational needs such as monitoring and applying for available grants. The Police Department has the most employees of any other department in the City. Its budget is complex and accounts for over 70% of General Fund expenditures. Due to this, the volume of daily accounts payable, accounts receivable and payroll transactions far outweighs those of any other department. Most, if not all, other Police agencies of comparable size have their own dedicated payroll or finance type position since the financial transactions, particularly payroll, are more complex than other departments in a City. Rather than add this position to Finance, it is more prudent to have this position directly in the Police Department. This Analyst would then work closely with Finance to effectively process transactions and assist with payroll. Additionally, this Analyst would be responsible to seek and attempt to secure grant funding as an additional source of revenue to help offset operating, equipment, and/or specialized enforcement needs when possible. As the City has continued to grow in population and service demands, staff (including support) has not increased at an equal rate, and this position is desperately needed to help with burgeoning operational needs of the department. The 2018-19 General Fund fiscal impact would be \$133,150.
- Reclassification of Budgeted Positions:
 - Two Administrative Assistant positions to Administrative Analysts – The Public Works Department is multi-dimensional. With the advent of technological transparent platforms for consumers such as See-Click-Fix and other forms of direct public communication, there is an increase in demand for programs and services by our stakeholders, greater responsibility and accountability placed on staff to provide services in an efficient and timely manner, and the drive to maintain an exemplary standard for customer service. Public Works facilitates improvement projects and maintaining services for various facilities and infrastructures, stays committed to fiscal soundness, stays on the cutting edge of technology by capturing, analyzing, representing regional data and metadata via Geographic Information Systems (GIS), and manages

analytics of an antiquated infrastructure and confluence of water mains, backflow devises, storm drains, sewer laterals, miles of roadways, extensive landscaping and open spaces, etc. This requires support staff that can work independently, yet in collaboration with management and supervisors, to provide advanced journey level para-professional administrative support. This includes but is not limited to, records management, continually assessing resources and costs, assisting with studies being conducted, researching data, helping to interpret and draft complex public documentation, drafting critical reports, procuring under public purchasing guidelines and regulations, overseeing contract management, reviewing and applying important policies and procedures, collecting and analyzing financial data, tracking budgets, establishing factual basis for projects and services, making recommendations, and functioning at times as a liaison between citizens, vendors, management and supervisors. This classification is uniquely more expansive than the Senior Administrative Assistant classification, and also requires a collection of skills more complex in nature. The 2017-18 fiscal impact would be \$1,894 for three months (with \$332 impact to the General Fund of this total and remainder to other funds) and would be \$8,845 for a full year in 2018-19 (with \$1,548 impact to the General Fund of this total and remainder to other funds) as these would be reclassifications of existing filled positions.

- Reclassification of Marina Leadworker/Property Manager to Operations Supervisor – With increased occupancy at the Marina and overall economic activity in the area, a management level staff position is proposed to enhance the City’s side of the public/private partnership and further grow our Marina business. The 2017-18 fiscal impact to the Marina Enterprise Fund would be \$5,085 for three months and would be \$22,373 for a full year in 2018-19 as this would be a reclassification of an existing filled position.
- Reclassification of an Associate Engineer to a Senior Engineer (and allow Engineer classification be filled at any of the four levels) – The Development Engineering Group within Public Works Engineering has two authorized Engineering positions. The Capital Improvement Group within Public Works Engineering has one authorized Engineering position. All of these positions can be filled at any one of the following levels: Junior (entry level), Assistant (2+ years of experience) or Associate (2+ years of experience at the Assistant level and a Professional Engineering license). This request is to allow that the positions can be filled at one of the levels discussed above or at the Senior position. The Senior Civil Engineer position is in the management group and requires 5+ years of experience of which 2 or more of those years must be comparable to that of an Associate Civil Engineer with the City of Antioch. With recent new hires due to retirements, tenured staff has risen to the level of Senior Civil Engineer, not only performing advanced professional engineering of complex projects at a senior level, but also providing leadership, guidance, and training the new engineers. It is critical to allow tenured staff the

opportunity to be recognized for their additional duties and to retain staff that has institutional knowledge. The 2017-18 General Fund fiscal impact (assuming 20% charged out to capital project accounts) for three months would be \$860 and \$3,642 for a full year in 2018-19 as this would be a reclassification of an existing filled position.

The budget impacts of the recommended staffing requests are not included in the revised budgeted expenditures shown in Tables A, B & C, but reflected at the bottom as a reduction of the ending balance to see what the overall impact would be to the bottom line. If approved, the projected ending fund balance for the General Fund would be reduced by \$24,364 in 2017-18 and \$219,090 in 2018-19.

Staffing – Not Recommended

The following position was requested to be brought forth by Operating Engineers Local 3 for consideration after a meet and confer regarding contract inspection services. At this time, the City Manager is not recommending the position as it is only in anticipation of future work in the next few years. We suggest bringing back the position at a later date if and when enough projects come to fruition that would support an additional full time position.

- Public Works Inspector – Currently, there are a total of two authorized inspector positions in the Public Works Department: one Public Works Inspector and one Senior Public Works Inspector. Over the last three years, there have been 11,903.5 hours of public works inspection by City staff (inspector and senior inspector) and 1,918 hours of inspection utilizing contracted inspection services for a total of 13,821.5 hours. This equates to just over 4,607 hours per year of inspections. Accounting for vacations (estimated at 4.62 hours per pay period times 26 pay periods per year), sick time off (estimated at 3.69 hours per pay period times 26 pay periods per year), and holidays (14 days per year), the typical employee works approximately 1752 hours per year. Multiplying this by two inspectors, we currently have the capacity to provide 3,504 hours of inspection per year. This falls well short of the 4,607 hours per year that has been needed over the past three years. City staff has met and conferred with Operating Engineers Union Local 3 to be able to utilize a contractor for inspector services. Operating Engineers Union Local 3 has expressed concerns that there seems to be enough work for the City to hire another inspector. Attempting to cover this shortfall with the current staffing level is putting an intractable hardship on the existing employees. The workload for inspection services is anticipated to increase over the next few years with new development coming on line (Aviano, the Vineyards at Sand Creek, Heidorn Village, Laurel Ranch to name a few), increases in Capital Improvements with the addition of new Gas Tax monies, and an increase in scheduled projects by the franchise utility companies (PG&E, AT&T, etc.) within the City. Providing insufficient inspection services creates health and safety issues due to inadequate traffic control and higher future maintenance costs due to poor initial construction. It is to be noted that PG&E, AT&T and developers will be covering the cost of inspection services for their projects. The 2018-19 General Fund fiscal impact would be \$113,180, and this assumes that at least 20% of the full personnel cost is charged out to capital

project accounts of the City. Additionally, a portion of the remaining General Fund cost would be covered by encroachment permit fees and developer reimbursements. As this position is not recommended at this time, the impact is not included in the staffing cost section of the tables that follow.

Budget Summary

The next tables reflect the General Fund fiscal year 2017-18 budget as it stands and revised fiscal year 2017-18 budget figures incorporating the requested amendments in this report (Table A) – with a column comparing if a Budget Stabilization Fund were established for the full amount of excess reserves existing at 6/30/17; 2018-19 as it stands and revised fiscal year 2018-19 budget figures (Table B) – with a column comparing if a Budget Stabilization Fund is established; and finally a side by side of the two years with the amendments (Table C).

**2017-18 Budget Summary
 Table A**

| | 2017-18 Budget | 2017-18 Revised | 2017-18 w/ Stabilization |
|---|---------------------------|----------------------------|-------------------------------------|
| Beginning Balance, July 1 | \$31,015,218 | \$31,015,218 | \$31,015,218 |
| Revenue Source: | | | |
| Taxes | 39,034,551 | 39,751,302 | 39,751,302 |
| Taxes – Measure C | 6,756,900 | 6,756,900 | 6,756,900 |
| Licenses & Permits | 1,210,000 | 1,210,941 | 1,210,941 |
| Fines & Penalties | 58,000 | 135,000 | 135,000 |
| Investment Income & Rentals | 575,000 | 725,000 | 725,000 |
| Revenue from Other Agencies | 1,012,631 | 691,063 | 691,063 |
| Current Service Charges | 1,522,406 | 1,697,606 | 1,697,606 |
| Other Revenue | 1,271,040 | 1,327,828 | 1,327,828 |
| Transfers In | 2,970,972 | 3,045,972 | 3,045,972 |
| Total Revenue | 54,411,500 | 55,341,612 | 55,341,612 |
| Expenditures: | | | |
| Mid-Year Adjustments | 0 | 487,869 | 487,869 |
| Transfer to Budget Stabilization | 0 | 0 | 14,872,454 |
| Legislative & Administrative | 1,392,424 | 1,392,424 | 1,392,424 |
| Finance | 83,989 | 83,989 | 83,989 |
| Nondepartmental | 1,421,816 | 1,421,816 | 1,421,816 |
| Public Works | 8,232,545 | 8,232,545 | 8,232,545 |
| Police Services | 29,799,562 | 29,799,562 | 29,799,562 |
| Police Services-Measure C | 9,125,710 | 9,125,710 | 9,125,710 |
| Police Services-Animal Support | 732,753 | 732,753 | 732,753 |
| Recreation/Community Svcs. | 1,133,817 | 1,133,817 | 1,133,817 |
| Community Development | 4,403,769 | 4,403,769 | 4,403,769 |
| Code Enforce. – Measure C | 579,115 | 579,115 | 579,115 |
| Total Expenditures | 56,905,500 | 57,393,369 | 72,265,823 |
| Surplus/(Deficit) | (2,494,000) | (2,051,757) | (16,924,211) |
| Ending Balance, June 30 | \$28,521,218 | \$28,963,461 | \$14,091,007 |
| Committed-Comp. Absences | 112,147 | 112,147 | 112,147 |
| Committed-Litigation Reserve | 500,000 | 500,000 | 500,000 |
| Unassigned Fund Balance | \$27,909,071 | \$28,351,314 | \$13,478,860 |
| Percentage of Revenue | 51.29% | 51.23% | 24.36% |
| Staffing Requests: | | | |
| | | (24,364) | (24,364) |
| Projected Ending Balance | | \$28,326,950 | \$13,454,496 |
| Percentage of Revenue | | 51.18% | 24.31% |

The expenditure amendments are reflected in total in bold on the above table in the second and third columns. Fund balance increases a net of \$442,243 as a result of the mid-year adjustments, even with the huge impact of absorbing the Golf Course debt. The recommended staffing requests are included at the bottom of the table for the

2017-18 cost. If these are approved by Council, the General Fund still far exceeds the established reserve policy.

If Council were to approve establishing a Budget Stabilization Fund, and in the full amount above 20% as of 6/30/17, expenditures in 2017-18 would increase \$15,360,323 as reflected in Table A in the last column. Although this makes the General Fund appear severely out of balance, this is due to the establishment of the Fund for prudent fiscal planning. If the Fund were approved, the General Fund would still be above a 20% unassigned reserve at 6/30/18, even with the staffing requests.

Table B provides the revised 2018-19 budget with and without the Stabilization Fund. Without the stabilization fund, the City is deficit spending in the amount of \$2,204,748; however, the minimum 20% unassigned reserve is still met, even with the staffing requests. The second column reflects the Stabilization Fund being established and as can be seen, a transfer in from the Stabilization Fund of \$2,204,748 is shown to balance the budget and maintain a reserve level in compliance with City policy.

Table C provides a side by side view of the revised 2017-18 and 2018-19 budgets with the amendments and if the Stabilization Fund is established.

**2018-19 Budget Summary
 Table B**

| | 2018-19 Budget | 2018-19 Revised | 2018-19 w/ Stabilization |
|---|---------------------------|----------------------------|-------------------------------------|
| Beginning Balance, July 1 | \$28,521,218 | \$28,963,461 | \$14,091,007 |
| Revenue Source: | | | |
| Taxes | 40,493,998 | 41,053,998 | 41,053,998 |
| Taxes – Measure C | 6,928,325 | 6,928,325 | 6,928,325 |
| Licenses & Permits | 1,210,000 | 1,210,000 | 1,210,000 |
| Fines & Penalties | 58,000 | 135,000 | 135,000 |
| Investment Income & Rentals | 585,000 | 735,000 | 735,000 |
| Revenue from Other Agencies | 222,500 | 836,708 | 836,708 |
| Current Service Charges | 1,622,942 | 1,672,942 | 1,672,942 |
| Other Revenue | 708,540 | 708,540 | 708,540 |
| Transfers In | 2,950,019 | 2,950,019 | 2,950,019 |
| Transfer from Budget Stabilization | 0 | 0 | 2,204,748 |
| Total Revenue | 54,779,324 | 56,230,532 | 58,435,280 |
| Expenditures: | | | |
| Mid-Year Adjustments | 0 | 122,739 | 122,739 |
| Legislative & Administrative | 1,169,868 | 1,169,868 | 1,169,868 |
| Finance | 50,416 | 50,416 | 50,416 |
| Nondepartmental | 512,112 | 512,112 | 512,112 |
| Public Works | 8,059,831 | 8,059,831 | 8,059,831 |
| Police Services | 35,739,613 | 35,739,613 | 35,739,613 |
| Police Services-Measure C | 6,303,241 | 6,303,241 | 6,303,241 |
| Police Services-Animal Support | 1,004,528 | 1,004,528 | 1,004,528 |
| Recreation/Community Svs. | 1,240,968 | 1,240,968 | 1,240,968 |
| Community Development | 3,606,880 | 3,606,880 | 3,606,880 |
| Code Enforce. – Measure C | 625,084 | 625,084 | 625,084 |
| Total Expenditures | 58,312,541 | 58,435,280 | 58,435,280 |
| Surplus/(Deficit) | (3,533,217) | (2,204,748) | 0 |
| Ending Balance, June 30 | \$24,988,001 | \$26,758,713 | \$14,091,007 |
| Committed-Comp. Absences | 115,000 | 115,000 | 115,000 |
| Committed-Litigation Reserve | 500,000 | 500,000 | 500,000 |
| Unassigned Fund Balance | \$24,373,001 | \$26,143,713 | \$13,476,007 |
| Percentage of Revenue | 44.49% | 46.49% | 23.06% |
| Staffing Requests: 2018-19 | | (219,090) | (219,090) |
| 2017-18 | | (24,364) | (24,364) |
| Projected Ending Balance | | \$25,900,259 | \$13,232,553 |
| Percentage of Revenue | | 46.06% | 22.64% |

**Budget Comparison
 Table C**

| | 2017-18 Revised | 2018-19 Revised |
|---|----------------------------|----------------------------|
| Beginning Balance, July 1 | \$31,015,218 | \$14,091,007 |
| Revenue Source: | | |
| Taxes | 39,751,302 | 41,053,998 |
| Taxes – Measure C | 6,756,900 | 6,928,325 |
| Licenses & Permits | 1,210,941 | 1,210,000 |
| Fines & Penalties | 135,000 | 135,000 |
| Investment Income & Rentals | 725,000 | 735,000 |
| Revenue from Other Agencies | 691,063 | 836,708 |
| Current Service Charges | 1,697,606 | 1,672,942 |
| Other Revenue | 1,327,828 | 708,540 |
| Transfers In | 3,045,972 | 2,950,019 |
| Transfer from Budget Stabilization | 0 | 2,204,748 |
| Total Revenue | 55,341,612 | 58,435,280 |
| Expenditures: | | |
| Mid-Year Adjustments | 487,869 | 122,739 |
| Transfer to Stabilization | 14,872,454 | 0 |
| Legislative & Administrative | 1,392,424 | 1,169,868 |
| Finance | 83,989 | 50,416 |
| Nondepartmental | 1,421,816 | 512,112 |
| Public Works | 8,232,545 | 8,059,831 |
| Police Services | 29,799,562 | 35,739,613 |
| Police Services-Measure C | 9,125,710 | 6,303,241 |
| Police Services-Animal Support | 732,753 | 1,004,528 |
| Recreation/Community Svs. | 1,133,817 | 1,240,968 |
| Community Development | 4,403,769 | 3,606,880 |
| Code Enforce. – Measure C | 579,115 | 625,084 |
| Total Expenditures | 72,265,823 | 58,435,280 |
| Surplus/(Deficit) | (16,924,211) | 0 |
| Ending Balance, June 30 | \$14,091,007 | \$14,091,007 |
| Committed-Comp. Absences | 112,147 | 115,000 |
| Committed-Litigation Reserve | 500,000 | 500,000 |
| Unassigned Fund Balance | \$13,478,860 | \$13,476,007 |
| Percentage of Revenue | 24.36% | 23.06% |
| Staffing Requests: 2017-18 | (24,364) | (24,364) |
| 2018-19 | 0 | (219,090) |
| Projected Ending Balance | \$13,454,496 | \$13,232,553 |
| Percentage of Revenue | 24.31% | 22.64% |

As demonstrated in the budget tables, the City continues to manage its budget in a fiscally prudent and responsible manner—and, on face value it is in a solid financial position. However, the tables also reflect that the City has no choice but to utilize some reserves due to its budgetary shortfall simply to maintain service at the levels our residents expect and deserve, which is not a sustainable practice in the long-term.

Council and staff have been working hard to achieve the proper balance of continuing desired Quality of Life services to the community while carefully balancing those needs against available financial resources and planning for the future. Council and staff will have to continue to follow this pathway as we work towards creating future priorities and goals. We have added value to this process by asking the community to Join the Conversation as we move forward. Citizen input is vital to help guide where and how the City is spending its resources to maintain and improve the quality of life in Antioch.

The Join the Conversation effort has been incredibly positive so far, with several hundred residents responding to both telephone surveys, and providing input online and in community engagement sessions we've created. Residents really appreciate the opportunity to share their priorities as part of our overall budget and long-term planning, and we look forward to reporting further on this community input in the coming months.

OTHER FUND BUDGET ADJUSTMENTS

Budget amendments for other funds are outlined in Exhibit B to Attachment A. The most significant adjustments included are:

- **2015A Lease Revenue Debt Service Fund** - \$1,547,336 transfer in from the General Fund in 2017-18 and \$344,250 in 2018-19 for debt service related to the Golf Course that has not been and will not be reimbursed as discussed in the report previously.
- **Marina Enterprise Fund** – Recognize \$1.2M in revenue from the sale of the former Humphrey's restaurant in the 2017-18 budget and then utilize \$95,500 of this for one-time projects for business development, revitalization and safety as follows:
 - LED marketing sign - \$18,500
 - PA system from Marina office to boat launch ramp - \$8,000
 - Four extra security cameras at the sails, behind new restaurant, entrance and far end of trail to wetlands - \$10,000
 - Office roof repainting and skylight replacement - \$9,000
 - Increase number of marketable berths with modular add on for single stall berths - \$50,000
- **Water Main Replacement Enterprise Fund** – Appropriate \$800,000 in 2017-18 for replacement of deteriorating water facilities.
- **Vehicle Replacement Fund** - \$810,294 increase in revenues for reimbursement for usable water river days from the Department of Water Resources. The City Council adopted policy for use of these funds when received is to replenish

replacement reserves as long as the General Fund is meeting its targeted reserve percentage. As this is the case in this fiscal year, the money is being placed in the Vehicle Replacement Fund as there is a shortage in the General Fund vehicle replacement balance as a result of the recession still. During that period, the General Fund was not setting aside reserves and any vehicles purchased essentially borrowed against the other balances in the fund. Although setting aside funds was reinstated once the City emerged from recession, the General Fund is still playing catch up and as of June 30, 2017, was in deficit \$1.255M in replacement funds.

ATTACHMENTS

A. Resolution

- Exhibit A to Resolution – Mid-Year Budget Adjustments – General Fund
- Exhibit B to Resolution – Mid-Year Budget Adjustments – Other Funds

B. General Fund Projections

RESOLUTION NO. 2018/

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH APPROVING
MID-YEAR BUDGET ADJUSTMENTS TO THE 2017-18 AND 2018-19 FISCAL YEAR
BUDGETS**

WHEREAS, the City Council has heretofore considered mid-year adjustments, including staffing requests, to the 2017-18 and 2018-19 operating budgets; and

WHEREAS, the City Council has heretofore considered the establishment of a Budget Stabilization Reserve Fund; and

WHEREAS, the City has a one-time revenue policy outlining the following:

- One-time revenue is defined as unrestricted money to the General Fund that results from a one-time occurrence and includes any General Fund annual salary savings as of June 30th, not including the Police Department; and
- Provided the General Fund reserve is projected to end the fiscal year at 20% or higher, then a minimum of 50% of such one-time revenue shall be set aside to retire unfunded liabilities and the remaining 50% shall be put either towards unfunded liabilities or one-time projects and not spent on ongoing operating costs

WHEREAS, based on the one-time revenue policy, \$537,725 is available for one-time projects out of one-time revenues residing in General Fund reserves; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Antioch as follows:

Section 1. Mid-Year adjustments to the 2017-18 and 2018-19 budgets as outlined in Exhibits A & B, which include appropriation of \$537,725 in General Fund reserves towards one-time projects as directed by City Council, attached to this resolution are hereby approved; and

Section 2. The following staffing requests and associated appropriations are approved in the 2017-18 and 2018-19 budgets: **(TO BE COMPLETED AFTER THE MEETING)**; and

Section 3. The establishment of a Budget Stabilization Reserve Fund is hereby approved and appropriated for in the manner as directed by City Council with the reserves held in this Fund being committed for General Fund budget stabilization; and

* * * * *

I HEREBY CERTIFY that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 13th day of March 2018, by the following vote:

AYES:

ABSENT:

NOES:

ARNE SIMONSEN, CMC
CITY CLERK OF THE CITY OF ANTIOCH

EXHIBIT A
GENERAL FUND BUDGET AMENDMENTS - FY18 & FY19

| <u>Category</u> | <u>FY18 Amendment</u> | <u>FY19 Amendment</u> |
|-------------------------------------|-----------------------------|-------------------------------|
| Revenues: | | |
| Taxes | \$ 716,751.00 | \$ 560,000.00 |
| Investment Income | 150,000.00 | 150,000.00 |
| Revenue from Other Agencies | (321,568.00) | 614,208.00 |
| Fines & Penalties | 77,000.00 | 77,000.00 |
| Service Charges | 176,141.00 | 50,000.00 |
| Miscellaneous Revenue | 56,788.00 | - |
| Transfers In | 75,000.00 | - |
| Total Revenue Amendments | <u>\$ 930,112.00</u> | <u>\$ 1,451,208.00</u> |
| Expenditures: | | |
| Operating Expenditures | \$ (1,597,192.00) | \$ (221,511.00) |
| One-time projects | 537,725.00 | - |
| Transfers Out | 1,547,336.00 | 344,250.00 |
| Total Expenditure Amendments | <u>\$ 487,869.00</u> | <u>\$ 122,739.00</u> |
| Net | 442,243.00 | 1,328,469.00 |

**EXHIBIT B
OTHER FUND BUDGET AMENDMENTS - FY18 & FY19**

| Fund/Category | FY18 Amendment | FY19 Amendment | Purpose |
|--|---------------------------|---------------------------|--|
| 2015A Debt Service Fund: | | | |
| Transfers In - General Fund | \$ 1,547,336.00 | \$ 344,250.00 | Absorb Golf Course debt into General Fund |
| Marina Enterprise Fund: | | | |
| Revenues | 1,200,000.00 | - | Proceeds from sale of Humphreys restaurant |
| Capital Projects | 95,500.00 | - | Improvement projects at Marina |
| Federal Asset Forfeiture Special Revenue Fund: | | | |
| Revenues | 338,151.00 | - | Money to be received for a case |
| Expenditures | 338,151.00 | - | Allocate use of funds for Police purposes received on case |
| SLESF Grant Special Revenue Fund: | | | |
| Revenues | 66,300.00 | - | Grant allocations and interest higher than projections |
| Expenditures/Transfers Out - General Fund | 75,075.00 | - | Increase transfer to General Fund for increased allocation |
| Solid Waste Special Revenue Fund: | | | |
| Revenues | 12,848.00 | - | Increase grant reimbursements & miscellaneous revenues |
| Expenditures | 57,751.00 | - | Code Enf Officer time charged to fund |
| Civic Arts Special Revenue Fund: | | | |
| Revenues | 18,415.00 | 18,215.00 | Increased TOT projections |
| Park in Lieu Special Revenue Fund: | | | |
| Expenditures | 3,000.00 | 3,000.00 | Share of City investment/banking expenses |
| Traffic Signal Special Revenue Fund: | | | |
| Capital Projects | 100,000.00 | - | Increase budget for Traffic Signal projects |
| Medical After Retirement Special Revenue Funds: | | | |
| Expenditures | 110,000.00 | 123,800.00 | Increased pay as you go payments |
| Water Line Expansion Enterprise Fund: | | | |
| Capital Projects | 800,000.00 | - | Replacement of deteriorating water facilities |
| Vehicle Replacement Fund: | | | |
| Revenues | 810,294.00 | - | Replenish replacement funds with DWR reimbursement |
| Information Services Fund: | | | |
| Expenditures | - | 90,000.00 | Email & software licensing/maintenance contract increases |

GENERAL FUND PROJECTIONS - MARCH 13, 2018

| IF MEASURE C EXPIRES | Yr 4 | Yr 5 | Yr 6 | Yr 7 | Expired Measure C Revenue |
|-----------------------|---------------|---------------|---------------|---------------|---------------------------|
| | Apr 17-Apr 18 | Apr 18-Apr 19 | Apr 19-Apr 20 | Apr 20-Apr 21 | |
| Measure C projections | 6,756,900 | 6,928,325 | 7,136,175 | 7,350,260 | 7,570,768 |

| | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 |
|---------------------------|---------------------|---------------------|---------------------|---------------------|--------------------|----------------------|-----------------------|
| Beginning Fund Balance | \$31,015,218 | 14,091,007 | \$14,091,007 | \$14,091,007 | \$14,091,007 | \$8,036,867 | (\$5,329,172) |
| Revenues | 55,341,612 | 56,230,532 | 58,479,753 | 60,798,943 | 55,660,133 | 57,786,539 | 59,848,001 |
| Stabilization Fund | - | 2,204,748 | 2,914,791 | 3,702,828 | 6,050,087 | - | - |
| Total Revenues | 55,341,612 | 58,435,280 | 61,394,544 | 64,501,771 | 61,710,220 | 57,786,539 | 59,848,001 |
| Expenditures | 57,393,369 | 58,435,280 | 61,394,544 | 64,501,771 | 67,764,360 | 71,152,578 | 74,710,207 |
| Stabilization Fund | 14,872,454 | - | - | - | - | - | - |
| Total Expenditures | 72,265,823 | 58,435,280 | 61,394,544 | 64,501,771 | 67,764,360 | 71,152,578 | 74,710,207 |
| Surplus/(Deficit) | (16,924,211) | - | - | - | (6,054,140) | (13,366,039) | (14,862,206) |
| Ending Fund Balance | \$14,091,007 | \$14,091,007 | \$14,091,007 | \$14,091,007 | \$8,036,867 | (\$5,329,172) | (\$20,191,378) |
| Committed | 612,147 | 615,000 | 615,000 | 615,000 | 615,000 | | |
| Unassigned | \$13,478,860 | \$13,476,007 | \$13,476,007 | \$13,476,007 | \$7,421,867 | | |
| Unassigned % | 24.36% | 23.06% | 21.95% | 20.89% | 12.03% | | |

IF MEASURE C EXTENDED

| | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | 2023-24 |
|---------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Beginning Fund Balance | \$31,015,218 | 14,091,007 | \$14,091,007 | \$14,091,007 | \$14,091,007 | \$15,607,635 | \$10,115,194 |
| Revenues | 55,341,612 | 56,230,532 | 58,479,753 | 60,798,943 | 63,230,901 | 65,660,137 | 68,036,542 |
| Stabilization Fund | - | 2,204,748 | 2,914,791 | 3,702,828 | 6,050,087 | - | - |
| Total Revenues | 55,341,612 | 58,435,280 | 61,394,544 | 64,501,771 | 69,280,988 | 65,660,137 | 68,036,542 |
| Expenditures | 57,393,369 | 58,435,280 | 61,394,544 | 64,501,771 | 67,764,360 | 71,152,578 | 74,710,207 |
| Stabilization Fund | 14,872,454 | - | - | - | - | - | - |
| Total Expenditures | 72,265,823 | 58,435,280 | 61,394,544 | 64,501,771 | 67,764,360 | 71,152,578 | 74,710,207 |
| Surplus/(Deficit) | (16,924,211) | - | - | - | 1,516,628 | (5,492,441) | (6,673,665) |
| Ending Fund Balance | \$14,091,007 | \$14,091,007 | \$14,091,007 | \$14,091,007 | \$15,607,635 | \$10,115,194 | \$3,441,529 |
| Committed | 612,147 | 615,000 | 615,000 | 615,000 | 615,000 | 615,000 | 615,000 |
| Unassigned | \$13,478,860 | \$13,476,007 | \$13,476,007 | \$13,476,007 | \$14,992,635 | \$9,500,194 | \$2,826,529 |
| Unassigned % | 24.36% | 23.06% | 21.95% | 20.89% | 21.64% | 14.47% | 4.15% |

Note: Stabilization funds fully depleted in FY22



CITY OF ANTIOCH 2017-19 MID-YEAR BUDGET REVIEW

GENERAL FUND BUDGET HIGHLIGHTS



- \$400,000 more in sales tax revenue each year projected
- \$100,000 more in transfer tax each year projected
- Absorbing \$1,547,336 Golf Course debt in FY18 and \$344,250 in FY19.
- \$1.3M in FY18 salary savings
- Building in \$750,000 salary savings FY19 and outlying projections
- Establishing \$50,000 annually for non-profit grants for events
- \$537,725 one-time revenues to be allocated to one time projects
- Proposing Budget Stabilization Fund

GENERAL FUND FUND BALANCE PROJECTIONS

| | Revised FY 17-18 | Revised FY 18-19 |
|-----------------------|-----------------------------|-----------------------------|
| Beginning Balance | \$31,015,218 | \$28,963,461 |
| Excess/ (deficit) | (2,051,757) | (2,204,748) |
| Ending Balance | \$28,963,461 | \$26,758,713 |



GENERAL FUND BALANCE WITH STABILIZATION FUND

| | Revised FY 17-18 | Revised FY 18-19 |
|-----------------------|-----------------------------|-----------------------------|
| Beginning Balance | \$31,015,218 | \$14,091,007 |
| Excess/ (deficit) | (16,924,211) | 0 |
| Ending Balance | \$14,091,007 | \$14,091,007 |



Staffing Requests



- Business License Representative – General Fund
- Administrative Analyst – General Fund
- Reclassify: (2) Administrative Assistants (split among funds including GF) to Administrative Analysts; Marina Leadworker/Property Manager to Operations Supervisor (Marina Fund); Associate Engineer to Senior Engineer (General Fund)

GENERAL FUND WITH STAFFING REQUESTS

| | Revised FY 17-18 | Revised FY 18-19 |
|-----------------------|-----------------------------|-----------------------------|
| Beginning Balance | \$31,015,218 | \$14,091,007 |
| Excess/ (deficit) | (16,924,211) | 0 |
| Ending Balance | \$14,091,007 | \$14,091,007 |
| Staffing Requests | (24,364) | (243,454) |
| Ending Balance | \$14,066,643 | \$13,847,553 |