



Council Chambers  
200 H Street  
Antioch, CA 94509

Closed Session - 5:00 P.M.  
Study Session/Special Meeting - 6:00 P.M.  
Regular Meeting - 7:00 P.M.

# ANNOTATED AGENDA

for

## MARCH 24, 2015

Antioch City Council

SPECIAL AND REGULAR MEETING

Including the Antioch City Council  
acting as Successor Agency to the  
Antioch Development Agency

**Wade Harper**, Mayor

**Lori Ogorchock**, Mayor Pro Tem

**Mary Helen Rocha**, Council Member

**Tony Tiscareno**, Council Member

**Monica E. Wilson**, Council Member

**Arne Simonsen**, City Clerk

**Donna Conley**, City Treasurer

**Steven Duran**, City Manager

**Lynn Tracy Nerland**, City Attorney

*PLEASE TURN OFF CELL PHONES BEFORE ENTERING COUNCIL CHAMBERS.*

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**With Project Plans at:** <http://ci.antioch.ca.us/CityGov/CommDev/PlanningDivision/docs/Project-Pipeline.pdf>

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*Council meetings are televised live on Comcast Channel 24*

### 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 3<sup>rd</sup> 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.

**5:00 P.M. ROLL CALL – CLOSED SESSIONS – for Council Members – *All Present***

**PUBLIC COMMENTS** for Closed Sessions – *None*

#### **CLOSED SESSIONS:**

- 1) CONFERENCE WITH LABOR NEGOTIATORS** – This Closed Session with the City's Labor Negotiators is authorized by California Government Code section 54957.6; City designated representatives: Michelle Fitzer, Denise Haskett and Glenn Berkheimer; Employee organizations: Operating Engineers Local Union No. 3 (OE3) and Public Employees Union Local 1.

*Direction given to Labor Negotiators*

- 2) PUBLIC EMPLOYEE PERFORMANCE EVALUATION** – This Closed Session is authorized by California Government Code §54957 – City Attorney

*Discussed Process*

- 3) PUBLIC EMPLOYEE PERFORMANCE EVALUATION** – This Closed Session is authorized by California Government Code §54957 – City Manager

*Discussed Process*

**6:10 P.M. ROLL CALL – SPECIAL MEETING – for Council Members/City Council Members acting as Successor Agency to the Antioch Development Agency – *All Present***

**PLEDGE OF ALLEGIANCE**

#### **STUDY SESSION – SPECIAL MEETING**

- 1. STUDY SESSION FOR ASSESSMENT OF ANTIOCH'S NEEDS FOR HOUSING, HOMELESS, AND COMMUNITY SERVICES FOR THE 2015-20 CONSOLIDATED PLAN**

*City Council held study session*

Recommended Action: It is recommended that the City Council hold a Study Session to receive an update on the needs of Antioch's lower income residents and areas, and draft goals to address those needs in the 2015-20 Consolidated Plan period.

STAFF REPORT

**7:00 P.M. OR ROLL CALL – REGULAR MEETING for Council Members/City Council Members acting as *following the Study Session/ Special Meeting whichever is later.* Successor Agency to the Antioch Development Agency – *All Present***

**PLEDGE OF ALLEGIANCE/FLAG PRESENTATION** – led by Assistant Scout Master Mike Green,  
Troop 450, Boy Scouts of America

**2. PROCLAMATIONS**

PRESENTATION

- In Memory of George Stamm
- Keep Antioch Beautiful Day and Month of Service, April 18, 2015

**Approved, 5/0**

Recommended Action: Motion to approve the proclamations

STAFF REPORT

**ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS**

STAFF REPORT

**ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS**

- **POLICE CRIME PREVENTION COMMISSION – (2) Two Partial-Term Vacancies**  
**(Extended deadline date to apply: 04/03/15)**

**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**

**8:01 P.M.**  
**8:14 P.M.**

**ADJOURNED TO BREAK**

**RECONVENE. ROLL CALL** for Council Members/City Council Members acting as Successor Agency to the Antioch Development Agency – **All Present**

**PRESENTATION** – *Sales Tax Citizens’ Oversight Committee Annual Report to Council presented by Chairperson Hans Ho*

**3. CONSENT CALENDAR for City/City as Successor Agency to the Antioch Development Agency**

**A. APPROVAL OF COUNCIL MINUTES FOR MARCH 10, 2015**

**Approved, 5/0**

Recommended Action: Motion to approve the minutes.

MINUTES

**B. APPROVAL OF COUNCIL WARRANTS**

**Approved, 5/0**

Recommended Action: Motion to approve the warrants.

STAFF REPORT

**C. APPROVAL OF TREASURER’S REPORT FOR FEBRUARY 2015**

**Approved, 5/0**

Recommended Action: Motion to approve the report.

STAFF REPORT

**D. REJECTION OF CLAIM**

STAFF REPORT

- 1. Tammy Burch

**Rejected, 5/0**

Recommended Action: Motion to reject the claim.

**CONSENT CALENDAR for City /City as Successor Agency to the Antioch Development Agency – Continued**

- E. RESOLUTION APPROVING AN UPDATED CLASS SPECIFICATION FOR COLLECTIONS SYSTEMS SUPERINTENDENT, WITHOUT ANY SALARY CHANGE**

**Reso No. 2015/11 adopted, 5/0**

Recommended Action: It is recommended that the City Council adopt a resolution approving the updated class specification for Collections Systems Superintendent.

STAFF REPORT

- F. TURF MOWING BID AWARD**

**Reso No. 2015/12 adopted, 5/0**

Recommended Action: It is recommended that the City Council adopt a resolution authorizing the City Manager or his designee to award the Turf Mowing contract to Terracare Associates, Martinez, CA, in the amount not to exceed \$371,552 and approving an amendment to the 2014/15 Lighting Landscape District budgets to add \$16,400.

STAFF REPORT

- G. APPROVAL OF SOLE SOURCE REQUEST AND PROPOSAL, AND AUTHORIZATION FOR THE CITY MANAGER TO SIGN AN AGREEMENT WITH PARSONS BRINCKERHOFF, INC. TO CONDUCT CONSTRUCTION INSPECTION SERVICES FOR PAVEMENT REHABILITATION PROJECTS (P.W. 328-9)**

**Pulled by staff for a future agenda**

Recommended Action: It is recommended that the City Council approve the sole source request and proposal, and authorize the City Manager to sign the Consultant Services Agreement with Parsons Brinckerhoff, Inc. (PB) of Antioch to conduct construction inspection services for pavement rehabilitation projects for the period of April 1, 2015 through August 31, 2015 in an amount not to exceed \$106,303.

STAFF REPORT

- H. LEAGUE OF CALIFORNIA CITIES CONFERENCE JUNE 24 – JUNE 26, 2015 IN MONTEREY**

**Approved, 5/0**

Recommended Action: It is recommended that the City Council approve expenditures for the Mayor and/or City Council Members to attend the League of California Cities 2015 Mayors and Council Members Executive Forum and Advanced Leadership Workshops, which will be held in Monterey June 24 through June 26, 2015 at a cost of \$350 per attendee for the conference and \$195 per attendee for the workshop, plus hotel and meal expenses.

STAFF REPORT

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

- I. APPROVAL OF SUCCESSOR AGENCY WARRANTS**

**Approved, 5/0**

Recommended Action: Motion to approve the warrants.

STAFF REPORT



**PUBLIC HEARING**

**4. ASSESSMENT AND PRIORITIZATION OF ANTIOCH'S NEEDS FOR HOUSING, HOMELESS, AND COMMUNITY SERVICES FOR THE 2015-20 CONSOLIDATED PLAN**

Recommended Action: It is recommended that the City Council:

**Approved, 5/0**

1. Adopt the Contra Costa County Homeless Strategic Plan, "Forging Ahead Towards Preventing and Ending Homelessness" which was approved by the County Board of Supervisors on 11/4/14; and
2. Approve Priority Needs and Goals for funding during the 2015-20 Consolidated Plan period for Affordable Housing, Homeless Programs, Public Services, Economic Development, Infrastructure and Administration.

**8:56 P.M.**

**ADJOURNED TO BREAK**

**9:06 P.M.**

**RECONVENE. ROLL CALL** for Council Members/City Council Members acting as Successor Agency to the Antioch Development Agency – **All Present**

STAFF REPORT

**COUNCIL REGULAR AGENDA**

**5. WATER AND SEWER CHARGES**

Recommended Action: It is recommended that the City Council:

**Received report, 5/0**

1. Receive the report on Revenue Requirements, Cost of Service Allocations, and Rate Design for the Water and Sewer Utilities; and  
**Reso No. 2015/13 adopted, 4/1-H**
2. Adopt the resolution setting a Public Hearing on proposed Water and Sewer charge adjustments and authorizing the distribution of Proposition 218 notices addressing proposed adjustments and notifying owners of the public hearing on this issue.

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 – 10:17 p.m.**

**REPORT OF SALES TAX CITIZENS' OVERSIGHT COMMITTEE**

FOR THE PERIODS

**04/01/2014 – 06/30/2014**

AND

**07/01/2014 – 01/31/2015**

Submitted to:

**ANTIOCH CITY COUNCIL**

Antioch, California

March 24, 2015

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## SALES TAX CITIZENS' OVERSIGHT COMMITTEE REPORT

To the Honorable Mayor and Members of the City Council  
of the City of Antioch  
Antioch, California

The Sales Tax Citizens' Oversight Committee (hereinafter, "the Committee") was established with seven (7) members by City Council's Resolution 2013/73 on December 10, 2013 as provided for in the City of Antioch's Ordinance No 2068-C-S which was adopted following the declaration of a fiscal emergency by the Antioch City Council on June 25, 2013. Measure C, a temporary one-half cent General Sales Tax Measure (transaction and use tax) that the City Council directed to be used to fund public safety and code enforcement, was placed on the November 5, 2013 election and approved by the voters. The term of the tax is seven (7) years from April 1, 2014.

As members of the Committee, our duty requires us to request of City management data and other information relating to Measure C that we consider necessary for us to conduct a review of receipts and disbursements of Measure C funds. Our review is to provide a basis for periodic reports to be submitted to the City Council indicating how the funds from Measure C were used during each of the periods covered by our reports to address the matters of public safety and code enforcement.

We requested and obtained from management reports of all receipts and payments relating to Measure C, and, subsequently, reviewed available documents supporting such receipts and payments as required by the City Council's Resolution No. 2013/73 for the period April 1, 2014 and January 31, 2015. We believe that the results of our review provide a reasonable basis for our report.

Based on our review and representations given to us by the City's staff, we are not aware of any instance, during the period covered by this report, where Measure C funds were used for any purpose other than public safety and code enforcement.

Further comments and observations on the accompanying pages are an integral part of this report.

/Members, Sales Tax Citizens' Oversight Committee/  
Antioch, California  
March 24, 2015

**(All amounts in this report are rounded to the nearest whole number.)**

## RECEIPTS

### PERIOD OF 04/01/14 - 06/30/14

Measure C became effective April 1, 2014. Collections for the April through June 2014 period were provided by the State during the 4-month period June through September 2014. A total of \$949,591 was received from the State by the City between the beginning of June and end of September 2014. Out of this sum, \$898,589.30 was recorded in the Police Department division within the General Fund while \$50,902 was placed in the Vehicle Repair & Replacement Internal Service Fund to purchase two police vehicles.

The budgeted receipt for this same period was \$500,000 which means that \$398,689 more money was received for this period. All Measure C funds received during this period were recorded in fiscal 2014.

### PERIOD OF 07/01/14 - 01/31/15

In respect of this period, a total of \$1,977,660 has been received by the City from the State. Community policing had \$1,936,612 while the balance of \$41,048 was allocated to Code Enforcement. The budgeted receipt for fiscal 2015 is \$4,300,847 resulting in a balance of \$2,364,235 yet to be collected as of January 31, 2015.

Over the course of the above two periods (04/01/14 – 01/31/15), the City received a total of \$2,927,251.

## DISBURSEMENTS

### PUBLIC SAFETY

Out of the Measure C funds received for the period 04/01/14 – 06/30/14, a total of \$50,902 was disbursed toward payment for purchase of two police patrol vehicles which was authorized by the City Council at its budget meeting of May 13, 2014. The actual cost of the vehicles was \$51,044 with the balance of \$142 coming out of General Fund earmarked for public safety.

As of the date of this report, no other disbursements were made out of Measure C funds included in the General Fund meant for public safety other than the one identified in the above paragraph.

### CODE ENFORCEMENT

In fiscal 2015 (period beginning 07/01/14 through 01/31/15), a total of \$41,047.52 was encumbered by the City for Code Enforcement expenditure. According to copies of vendor invoices and cancelled checks reviewed by us, amount in the sum of \$33,320 of Measure C money was disbursed as part of payment of invoices from Interwest Consulting Group, Inc.

## FURTHER REMARKS

The Committee would like to remark that this is our first report to the Antioch City Council regarding how Measure C funds are being utilized. The formal period this report covers is the 2013/2014 fiscal year ending, June 30, 2014. The 0.5% sales tax went into effect on April 1, 2014. Measure C receipts for Fiscal Year ending 06/30/14 was added to the budget for the Police Department for Fiscal Year 2014/2015 after paying for the two new patrol vehicles.

The second part of our report is on Fiscal Year to Date 2014/2015, through January 31, 2015. We are doing this in an effort to bring a more timely relevance in our report to the City Council. The 2014/2015 Revised Budget is \$32,658,799. Actual outlays through January 2015 are \$17,250,576. The base period budget used for the next three years is \$28,447,271 each year. Added to the base budget is the anticipated Measure C tax receipts for each year (\$4,300,000 for 2014/2015). Since \$17,250,576 is less than the base period budget, no Measure C money has been utilized to date. Receipts of \$2,357,360 have been received through January, 2015. At this point, it appears that very little of the 2014/2015 Measure C monies will be used, if any. From July through October the monthly expenditure averaged \$2,194,657, and since then we have had one month significantly higher (December) \$3,627,477 and two months (November and January) around \$2.4 million. The implied 2014/2015 finish calculated by using the average monthly outlay through January and multiplying by 12 is \$29,572,416. This would suggest that we will end up with about \$3,000,000 carryover into 2015/2016 Fiscal Year. This may then increase the Police Department Budget for 2015/2016 to over \$35,000,000.

At present, the personnel portion of the Police Department budget is \$26,441,500 for 130.9 people of which 102 are sworn police officers. Recently 8 new police officers were hired with an annual salary and benefits average of \$146,165. That would mean that the other 122.9 employees have an average salary and benefits of \$203,548. At present Antioch has 87 Sworn Police Officers and one per diem Police Captain. This is 5 more officers than Antioch had in October of 2013 based on the information given to the committee. We were informed by the Chief of Police that hiring of qualified officers as quickly as needed is constrained by shortage of qualified officers and competitive demand by other cities. Attrition has been happening almost as fast as hiring. If fifteen more officers are hired to bring the police Department to its goal of 102 officers, it would add about \$2,400,000 more in annual salary or about \$1,000,000 for this year's budget assuming a March 1 hire date. This would still keep us below our initial Measure C Budget of \$32,658,799 by about \$2,000,000.

## ATTACHMENT A - RECEIPTS

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Object	Description	Budget	Jan 2015 Actuals	Actuals	Encumbrance	Balance
<b>Org Key: 1003150 - Police Community Policing</b>						
<i>REVENUE ACCOUNTS</i>						
41181	Sales Tax - Measure C	4,300,847.00	0.00	1,936,612.35	(1) 0.00	2,364,234.65
	<b>Transfers In</b>	0.00	0.00	0.00	0.00	0.00
	<b>Transfers Out</b>	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	4,300,847.00	0.00	1,936,612.35	0.00	2,364,234.65
	<b>Expenses</b>	0.00	0.00	0.00	0.00	0.00
	<b>Net</b>	4,300,847.00	0.00	1,936,612.35	0.00	2,364,234.65
<hr/>						
<b>Org Key: 1005140 - CD Code Enforcement</b>						
<i>REVENUE ACCOUNTS</i>						
41181	Sales Tax - Measure C	188,900.00	0.00	41,047.52	(1) 0.00	147,852.48
	<b>Transfers In</b>	0.00	0.00	0.00	0.00	0.00
	<b>Transfers Out</b>	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	188,900.00	0.00	41,047.52	0.00	147,852.48
	<b>Expenses</b>	0.00	0.00	0.00	0.00	0.00
	<b>Net</b>	188,900.00	0.00	41,047.52	0.00	147,852.48
<hr/>						

This is a general ledger printout from the City's financial system. The "Actuals" column is the total fiscal year to date revenue recorded. Org Key 1003150 is a Police Department division within the General Fund and Org Key 1005140 is the Code Enforcement division within the General Fund.

Sum of (1) = \$1,977,659.87





## STATE OF CALIFORNIA

DIRECT DEPOSIT NUMBER  
99146937

## DIRECT DEPOSIT ADVICE

The amount printed on the face of this advice was transmitted to an account  
at bank 121100782 from the RETAIL SALES TAX

10 | 15 | 14

DOLLARS	CENTS
\$**271400	00

**NOT NEGOTIABLE**

349

PAYEE IDENTIFICATION  
NUMBER(S)

CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR  
PO BOX 5007  
ANTIOCH CA  
94531-5007

When changing accounts or financial institutions, notify your retirement system or agency  
accounting office immediately. Do not close your old account until you have received your  
first payment in your new account.



**JOHN CHIANG**  
CALIFORNIA STATE CONTROLLER

STATE OF CALIFORNIA - BOARD OF EQUALIZATION  
STATEMENT OF ADD-ON TAX DISTRIBUTION

349 DATE: 10/08/2014 FOR THE PERIODS SHOWN BELOW  
PAYEE: CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR

CURRENT ADVANCE	Aug 2014	271,400.00
PRIOR CREDITS		0.00
<b>TOTAL PAYMENT</b>		<b>271,400.00</b>

Board of Equalization - State of California

Local Jurisdiction Statement of Tax Distribution

349 Date:	For the periods shown below	
09/19/2014		
Payee:	CITY OF ANTIOCH T & U TAX/FINANCE DIRECTOR	
Total Due	2nd Qtr 14	1,170,175.35
Prior Credits		0.00
Prior Advances	2nd Qtr 14	-947,000.00
Cost of Admin		-9,230.00
Balance	2nd Qtr 14	213,945.35
Current Advance	Jul 2014	271,400.00
<b>Total Payment (by EFT)</b>		<b>485,345.35</b>

If you have questions regarding this statement please contact  
BOE-Local Revenue and Allocation Unit at 916.224.3000



DIRECT DEPOSIT ADVICE

The amount printed on the face of this advice was transmitted to an account at bank 121100782 from the RETAIL SALES TAX

11 | 19 | 14

DOLLARS	CENTS
\$**361800.00	

NOT NEGOTIABLE

349

PAYEE IDENTIFICATION NUMBER(S)

CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR  
PO BOX 5007  
ANTIOCH CA  
94531-5007

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JOHN CHIANG  
CALIFORNIA STATE CONTROLLER

STATE OF CALIFORNIA - BOARD OF EQUALIZATION  
STATEMENT OF ADD-ON TAX DISTRIBUTION

349 DATE: 11/07/2014 FOR THE PERIODS SHOWN BELOW  
PAYEE: CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR

CURRENT ADVANCE	Sep 2014	361,800.00
PRIOR CREDITS		0.00
TOTAL PAYMENT		361,800.00



# STATE OF CALIFORNIA

ATTACHMENT 3 P. 4  
DIRECT DEPOSIT NUMBER  
99032123

## DIRECT DEPOSIT ADVICE

The amount printed on the face of this advice was transmitted to an account at bank 121100782 from the RETAIL SALES TAX

12 | 26 | 14

DOLLARS	CENTS
\$**859114.	52

**NOT NEGOTIABLE**

349

PAYEE IDENTIFICATION NUMBER(S)

CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR  
PO BOX 5007  
ANTIOCH CA  
94531-5007

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**JOHN CHIANG**  
CALIFORNIA STATE CONTROLLER

### STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

349      DATE: 12/16/2014      FOR THE PERIODS SHOWN BELOW  
PAYEE: CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR

TOTAL DUE	3rd Qtr 14	1,393,244.52
PRIOR CREDITS		0.00
PRIOR ADVANCES	3rd Qtr 14	904,600.00-
COST OF ADMIN		9,230.00-
-----		
BALANCE	3rd Qtr 14	479,414.52
CURRENT ADVANCE	Oct 2014	379,700.00
TOTAL PAYMENT		859,114.52

Object	Description	Budget	Jun 2014 Actuals	Actuals	Encumbrance	Balance
<b>Org Key: 1003150 - Police Community Policing</b>						
<i>REVENUE ACCOUNTS</i>						
41181	Sales Tax - Measure C	500,000.00	898,689.30	898,689.30	(1) 0.00	(398,689.30)
	<b>Transfers In</b>	0.00	0.00	0.00	0.00	0.00
	<b>Transfers Out</b>	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	500,000.00	898,689.30	898,689.30	0.00	(398,689.30)
	<b>Expenses</b>	0.00	0.00	0.00	0.00	0.00
	<b>Net</b>	500,000.00	898,689.30	898,689.30	0.00	(398,689.30)
<hr/>						
<b>Org Key: 5692610 - Vehicle Replacement</b>						
<i>REVENUE ACCOUNTS</i>						
41181	Sales Tax - Measure C	50,902.00	50,902.00	50,902.00	(1) 0.00	0.00
	<b>Transfers In</b>	0.00	0.00	0.00	0.00	0.00
	<b>Transfers Out</b>	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	50,902.00	50,902.00	50,902.00	0.00	0.00
	<b>Expenses</b>	0.00	0.00	0.00	0.00	0.00
	<b>Net</b>	50,902.00	50,902.00	50,902.00	0.00	0.00
<hr/>						

This is a general ledger printout from the City's financial system. The "Actuals" column is the total fiscal year date revenue recorded. Org Key 1003150 is a Police Department division within the General Fund and Org Key 5692610 is the City's Vehicle Replacement Fund.

Sum of (1) = \$949,591.30 total Measure C revenue recorded in FY14.



# STATE OF CALIFORNIA

DIRECT DEPOSIT NUMBER  
99691966

DIRECT DEPOSIT ADVICE **ATTACHMENT 1. P. 2**

The amount printed on the face of this advice was transmitted to an account at bank \_\_\_\_\_ from the RETAIL SALES TAX

06 | 25 | 14

CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR  
PO BOX 5007  
ANTIOCH CA  
94531-5007

DOLLARS	CENTS
\$**286691	30

**NOT NEGOTIABLE**

349  
PAYEE IDENTIFICATION  
NUMBER(S)

When changing accounts or financial institutions, notify your retirement system or agency accounting office immediately. Do not close your old account until you have received your first payment in your new account.



**JOHN CHIANG**  
CALIFORNIA STATE CONTROLLER

## STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

349      DATE: 06/16/2014      FOR THE PERIODS SHOWN BELOW  
PAYEE: CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR

TOTAL DUE	1st Qtr 14	2,591.30
PRIOR CREDITS		0.00
PRIOR ADVANCES	1st Qtr 14	0.00
COST OF ADMIN		0.00
-----		
BALANCE	1st Qtr 14	2,591.30
CURRENT ADVANCE	Apr 2014	284,100.00
TOTAL PAYMENT		286,691.30



# STATE OF CALIFORNIA

DIRECT DEPOSIT NUMBER  
99978424

DIRECT DEPOSIT ADVICE

**ATTACHMENT 1, P. 3**

The amount printed on the face of this advice was transmitted to an account at bank \_\_\_\_\_ from the RETAIL SALES TAX

07 | 16 | 14

DOLLARS	CENTS
\$**284100	.00

**NOT NEGOTIABLE**

349

PAYEE IDENTIFICATION NUMBER(S)

CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR  
PO BOX 5007  
ANTIOCH CA  
94531-5007

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**JOHN CHIANG**  
CALIFORNIA STATE CONTROLLER

## STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

349 DATE: 07/07/2014 FOR THE PERIODS SHOWN BELOW  
PAYEE: CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR

CURRENT ADVANCE	May 2014	284,100.00
PRIOR CREDITS		0.00
<b>TOTAL PAYMENT</b>		<b>284,100.00</b>



# STATE OF CALIFORNIA

DIRECT DEPOSIT NUMBER  
99410428

DIRECT DEPOSIT ADVICE

The amount printed on the face of this advice was transmitted to an account at bank \_\_\_\_\_ from the RETAIL SALES TAX

08 | 20 | 14

DOLLARS	CENTS
\$**378800	.00

**NOT NEGOTIABLE**

349

PAYEE IDENTIFICATION NUMBER(S)

CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR  
PO BOX 5007  
ANTIOCH CA  
94531-5007

When changing accounts or financial institutions, notify your retirement system or agency accounting office immediately. Do not close your old account until you have received your first payment in your new account.



**JOHN CHIANG**  
CALIFORNIA STATE CONTROLLER

## STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

349 DATE: 08/12/2014 FOR THE PERIODS SHOWN BELOW  
PAYEE: CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR

CURRENT ADVANCE	Jun 2014	378,800.00
PRIOR CREDITS		0.00
<b>TOTAL PAYMENT</b>		<b>378,800.00</b>



# STATE OF CALIFORNIA

DIRECT DEPOSIT NUMBER  
99322672

DIRECT DEPOSIT ADVICE

The amount printed on the face of this advice was transmitted to an account at bank 121100782 from the RETAIL SALES TAX

01 | 21 | 15

DOLLARS	CENTS
\$**379700	.00

**NOT NEGOTIABLE**

CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR  
PO BOX 5007  
ANTIOCH CA  
94531-5007

349

PAYEE IDENTIFICATION  
NUMBER(S)

When changing accounts or financial institutions, notify your retirement system or agency accounting office immediately. Do not close your old account until you have received your first payment in your new account.



**BETTY T. YEE**  
CALIFORNIA STATE CONTROLLER

## STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

349 DATE: 01/12/2015 FOR THE PERIODS SHOWN BELOW  
PAYEE: CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR

CURRENT ADVANCE	Nov 2014	379,700.00
PRIOR CREDITS		0.00
<b>TOTAL PAYMENT</b>		<b>379,700.00</b>



# STATE OF CALIFORNIA

DIRECT DEPOSIT NUMBER  
99826005

DIRECT DEPOSIT ADVICE

The amount printed on the face of this advice was transmitted to an account at bank 121100782 from the RETAIL SALES TAX

02 | 18 | 15

DOLLARS	CENTS
\$**506200	.00

**NOT NEGOTIABLE**

CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR  
PO BOX 5007  
ANTIOCH CA  
94531-5007

349

PAYEE IDENTIFICATION  
NUMBER(S)

When changing accounts or financial institutions, notify your retirement system or agency accounting office immediately. Do not close your old account until you have received your first payment in your new account.



**BETTY T. YEE**  
CALIFORNIA STATE CONTROLLER

## STATE OF CALIFORNIA - BOARD OF EQUALIZATION STATEMENT OF ADD-ON TAX DISTRIBUTION

349 DATE: 02/06/2015 FOR THE PERIODS SHOWN BELOW  
PAYEE: CITY OF ANTIOCH T & U TAX  
FINANCE DIRECTOR

CURRENT ADVANCE	Dec 2014	506,200.00
PRIOR CREDITS		0.00

## ATTACHMENT B - PAYMENTS

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**City of Antioch**  
**GL Transactions by Date Range**

Posting Date	Reference	Vendor ID	Transaction Description	Debit Amount	Credit Amount	Net Amount
<b>Account: 1005140 - 63026</b>		<b>CD Code Enforcement</b>				
		<b>Contracts - Measure C</b>				
10/16/2014	19149	09/25/201 V06460	CONSULTING SER	11,200.00	0.00	11,200.00
<b>Total for Account: 1005140 - 63026</b>				11,200.00	0.00	11,200.00
<b>Total for Org Key: 1005140</b>				11,200.00	0.00	11,200.00
<b>Total for Report:</b>				11,200.00	0.00	11,200.00

CITY OF ANTIOCH  
 P.O. BOX 5007  
 ANTIOCH, CA 94531-5007

VENDOR ID	VENDOR NAME	CHECK DATE	CHECK NO.
V06460	INTERWEST CONSULTING GROUP INC	10/16/14	353374

INVOICE NUMBER	INVOICE DATE	PO NUMBER	DESCRIPTION	GROSS AMOUNT	CR MEMO DISCOUNT	NET AMOUNT
19149	09/25/14	P150277	CONSULTING SERVICES	34,210.00	0.00	34,210.00

TOTAL 34,210.00



CITY OF ANTIOCH  
 P.O. BOX 5007  
 ANTIOCH, CA 94531-5007  
 (925) 779-7055

Bank of the West  
 2507 Somersville Road  
 Antioch, CA 94509

90-78  
 1211

DATE	CHECK NO.	AMOUNT
10/16/14	353374	\$*****34,210.00

VOID AFTER 120 DAYS

PAY EXACTLY THIRTY FOUR Thousand TWO Hundred TEN Dollars and ZERO Cents

TO THE ORDER OF INTERWEST CONSULTING GROUP INC  
 ATTN ACCOUNTING  
 PO BOX 18330  
 BOULDER CO 80308

*Donna Conley*  
 AUTHORIZED SIGNATURE



⑈ 353374 ⑈ ⑆ 121100782 ⑆ 013775999 ⑈

# Interwest Consulting Group Inc.

9300 W Stockton Blvd., Suite 105

Tel. 916-683-3340

Invoice Number: 19149

Invoice Date: 9/25/2014

19149  
9/25/2014

Bill To:

**City of Antioch**

Community Development Department

P.O. Box 5007

Antioch, CA 94531

P150277

<b>APPROVED</b>	
<b>ACCOUNT #:</b>	212521065578 \$15082.50
<b>PO #:</b>	<del>100514063010</del> \$1205.00
<b>DESCRIPTION:</b>	226522562245 \$5357.50
<b>DATE:</b>	228333063016 \$1565.00
<b>AUTHORIZED SIGNATURE:</b>	100514063026 \$11,200.00
<b>SIGNATURE:</b>	10/13/14

## Invoice Detail

ENTERED

Professional Services for the August 1 through August 31, 2014

OCT 16 2014

Services Rendered: Code Enforcement

Person	Title	Week Ending	Hours	Rate	Total
Mike Aguirre	Housing Insp./Code Enf. Officer	8/8/2014	40 ✓	\$90.00	\$ 3,600.00
Mike Aguirre	Housing Insp./Code Enf. Officer	8/15/2014	40 ✓	\$90.00	\$ 3,600.00
Mike Aguirre	Housing Insp./Code Enf. Officer	8/22/2014	40 ✓	\$90.00	\$ 3,600.00
Mike Aguirre	Housing Insp./Code Enf. Officer	8/29/2014	40 ✓	\$90.00	\$ 3,600.00
Andrew Shuck	Housing Insp./Code Enf. Officer	8/8/2014	40 ✓	\$70.00	\$ 2,800.00
Andrew Shuck	Housing Insp./Code Enf. Officer	8/15/2014	40 ✓	\$70.00	\$ 2,800.00
Andrew Shuck	Housing Insp./Code Enf. Officer	8/22/2014	40 ✓	\$70.00	\$ 2,800.00
Andrew Shuck	Housing Insp./Code Enf. Officer	8/29/2014	40 ✓	\$70.00	\$ 2,800.00
Renee Souza	Housing Insp./Code Enf. Officer	8/8/2014	30 ✓	\$70.00	\$ 2,100.00
Renee Souza	Housing Insp./Code Enf. Officer	8/15/2014	29 ✓	\$70.00	\$ 2,030.00
Renee Souza	Housing Insp./Code Enf. Officer	8/22/2014	40 ✓	\$70.00	\$ 2,800.00
Renee Souza	Housing Insp./Code Enf. Officer	8/29/2014	24 ✓	\$70.00	\$ 1,680.00
Total Hours of Work Performed:			443		

OCT 16 2014

Invoice Total: \$ 34,210.00

Please remit to:

Interwest Consulting Group, P.O. Box 18330, Boulder CO 80308

Attention: Accounting

Direct invoice questions to Renee Haynes @ 970-460-1092

RECEIVED

OCT 13 2014

CITY OF ANTIOCH  
FINANCE DEPT.

AUGUST 2014

	Mike		Renee		Andy
<b>2125210 65578</b>					
<b>CDBG</b>					
8/3-8/9/14	32.5	\$2,925.00	9	\$630.00	
8/10-8/16/14	36.5	\$3,285.00	19.25	\$1,347.50	
8/17-8/23/14	33.5	\$3,015.00	17	\$1,190.00	
824-8/30/14	<u>22.5</u>	<u>\$2,025.00</u>	<u>9.5</u>	<u>\$665.00</u>	
	125	\$11,250.00	54.75	\$3,832.50	\$15,082.50
<b>1005140 63010</b>					
<b>Code Enforcement</b>					
8/3-8/9/14	2	\$180.00	6	\$420.00	
8/10-8/16/14	1.5	\$135.00	0.75	\$52.50	
8/17-8/23/14	0	\$0.00	1	\$70.00	
824-8/30/14	<u>2.5</u>	<u>\$225.00</u>	<u>1.75</u>	<u>\$122.50</u>	
	6	\$540.00	9.5	\$665.00	\$1,205.00
<b>2265225 62245</b>					
<b>Garbage Abatement</b>					
8/3-8/9/14	5.5	\$495.00	10.5	\$735.00	
8/10-8/16/14	2	\$180.00	5	\$350.00	
8/17-8/23/14	6.5	\$585.00	14.5	\$1,015.00	
824-8/30/14	<u>1.5</u>	<u>\$1,350.00</u>	<u>9.25</u>	<u>\$647.50</u>	
	29	\$2,610.00	39.25	\$2,747.50	\$5,357.50
<b>2283330 63010</b>					
<b>Abandoned Vehicles</b>					
8/3-8/9/14	0	\$0.00	4.5	\$315.00	
8/10-8/16/14	0	\$0.00	4	\$280.00	
8/17-8/23/14	0	\$0.00	7.5	\$525.00	
824-8/30/14	<u>0</u>	<u>\$0.00</u>	<u>3.5</u>	<u>\$245.00</u>	
	0	\$0.00	19.5	\$1,365.00	\$1,365.00
	160	\$14,400.00	123	\$8,610.00	\$23,010.00
<b>1005140 63026</b>					
<b>Measure C</b>					
8/3-8/9/14				40	2800
8/10-8/16/14				40	2800
8/17-8/23/14				40	2800
824-8/30/14				<u>40</u>	<u>2800</u>
				160	11200
					\$34,210.00

CITY OF ANTIOCH  
P.O. BOX 5007  
ANTIOCH, CA 94531-5007

VENDOR ID	VENDOR NAME	CHECK DATE	CHECK NO.
V06460	INTERWEST CONSULTING GROUP INC	11/20/14	353911

INVOICE NUMBER	INVOICE DATE	PO NUMBER	DESCRIPTION	GROSS AMOUNT	CR MEMO DISCOUNT	NET AMOUNT
19575	10/31/14	P150277	CONSULTING SERVICES	36,860.00	0.00	36,860.00

TOTAL 36,860.00



**CITY OF ANTIOCH**  
P.O. BOX 5007  
ANTIOCH, CA 94531-5007  
(925) 779-7055

Bank of the West  
2507 Somersville Road  
Antioch, CA 94509

90-78  
1211

DATE	CHECK NO.	AMOUNT
11/20/14	353911	\$*****36,860.00

VOID AFTER 120 DAYS

PAY EXACTLY THIRTY SIX Thousand EIGHT Hundred SIXTY Dollars and ZERO Cents

TO THE ORDER OF INTERWEST CONSULTING GROUP INC  
ATTN ACCOUNTING  
PO BOX 18330  
BOULDER CO 80308

*Donna Conley*  
AUTHORIZED SIGNATURE



⑈ 353911 ⑈ ⑆ 121100782⑆ 013775999⑈



ENTERED

NOV 20 2014

**INTERWEST**  
CONSULTING GROUP

**Interwest Consulting Group Inc.**

9300 W Stockton Blvd., Suite 105  
Tel. 916-683-3340

Progress Bill No. 28  
Invoice Number: 19575  
Invoice Date: 10/31/2014

Bill To:  
**City of Antioch**  
Tammy Leach  
Community Development Department  
200 "H" Street  
P.O. Box 5007  
Antioch, CA 94531

212521065578 \$15327.50  
100514063010 \$1797.50

<b>APPROVED</b>	
ACCOUNT #:	<del>226522562245 \$16072.50</del>
PO #:	<del>228333063010 \$1762.50</del>
DESCRIPTION:	<del>100514063026 \$11900-</del>
DATE:	<del>P150211</del>
AUTHORIZED SIGNATURE:	<del>Contract REC 11/12/14</del>

Invoice Summary

**Professional Services for the September 1 through September 30, 2014**

**Services Rendered: Code Enforcement**

Contract Billing Rate (as of 6/1/2013):	\$90/hr; \$70/hr
Total Hours of Work Performed to Date:	6568.5
Total Hours of Work Performed This Period:	478.0
Total Billed to Date: \$	532,585.00
<b>Invoice Total: \$</b>	<b>36,860.00</b>

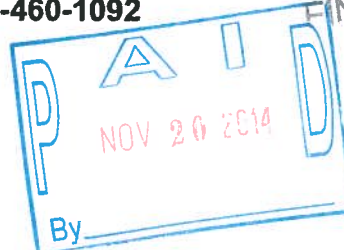
Consultant Signature: *Renee Haynes*

RECEIVED

NOV 13 2014

Please remit to:  
Interwest Consulting Group, P.O. Box 18330, Boulder CO 80308  
Attention: Accounting  
Direct invoice questions to Renee Haynes @ 970-460-1092

CITY OF ANTIOCH  
FINANCE DEPT.



# Interwest Consulting Group Inc.

9300 W Stockton Blvd., Suite 105  
Tel. 916-683-3340

Invoice Number: 19575  
Invoice Date: 10/31/2014

Bill To:

**City of Antioch**  
Community Development Department  
P.O. Box 5007  
Antioch, CA 94531

## Invoice Detail

Professional Services for the September 1 through September 30, 2014

**Services Rendered: Code Enforcement**

Person	Title	Week Ending	Hours	Rate	Total
Mike Aguirre	Housing Insp./Code Enf. Officer	9/5/2014	30	\$90.00	\$ 2,700.00
Mike Aguirre	Housing Insp./Code Enf. Officer	9/12/2014	40	\$90.00	\$ 3,600.00
Mike Aguirre	Housing Insp./Code Enf. Officer	9/19/2014	40	\$90.00	\$ 3,600.00
Mike Aguirre	Housing Insp./Code Enf. Officer	9/26/2014	40	\$90.00	\$ 3,600.00
Mike Aguirre	Housing Insp./Code Enf. Officer	9/30/2014	20	\$90.00	\$ 1,800.00
Andrew Shuck	Housing Insp./Code Enf. Officer	9/5/2014	30	\$70.00	\$ 2,100.00
Andrew Shuck	Housing Insp./Code Enf. Officer	9/12/2014	40	\$70.00	\$ 2,800.00
Andrew Shuck	Housing Insp./Code Enf. Officer	9/19/2014	40	\$70.00	\$ 2,800.00
Andrew Shuck	Housing Insp./Code Enf. Officer	9/26/2014	40	\$70.00	\$ 2,800.00
Andrew Shuck	Housing Insp./Code Enf. Officer	10/3/2014	20	\$70.00	\$ 1,400.00
Renee Souza	Code Enforcement Officer	9/5/2014	30	\$70.00	\$ 2,100.00
Renee Souza	Code Enforcement Officer	9/12/2014	40	\$70.00	\$ 2,800.00
Renee Souza	Code Enforcement Officer	9/19/2014	38	\$70.00	\$ 2,660.00
Renee Souza	Code Enforcement Officer	9/26/2014	30	\$70.00	\$ 2,100.00
	Total Hours of Work Performed:		<b>478</b>		
Invoice Total:					<b>\$ 36,860.00</b>

Please remit to:

Interwest Consulting Group, P.O. Box 18330, Boulder CO 80308  
Attention: Accounting  
Direct invoice questions to Renee Haynes @ 970-460-1092

SEPTEMBER 2014

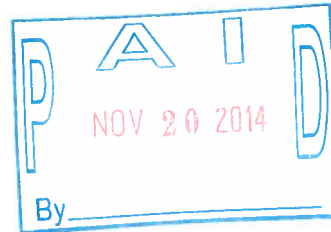
	Mike		Renee		Andy
<b>2125210 65578</b>					
<b>CDBG</b>					
9/1-9/6/14	23	\$2,070.00	13.25	\$927.50	
9/7-9/13/14	30	\$2,700.00	23.5	\$1,645.00	
9/14-9/20/14	34.5	\$3,105.00	3.5	\$245.00	
9/21-9/27/14	33.5	\$3,015.00	0	\$0.00	
9/28-9/30/14	<u>18</u>	<u>\$1,620.00</u>	<u>0</u>	<u>\$0.00</u>	
	<b>139</b>	<b>\$12,510.00</b>	<b>40.25</b>	<b>\$2,817.50</b>	<b>\$15,327.50</b>

<b>1005140 63010</b>					
<b>Code Enforcement</b>					
9/1-9/6/14	2	\$180.00	1.5	\$105.00	
9/7-9/13/14	2.5	\$225.00	0.5	\$35.00	
9/14-9/20/14	2.5	\$225.00	5.25	\$367.50	
9/21-9/27/14	4	\$360.00	3	\$210.00	
9/28-9/30/14	<u>1</u>	<u>\$90.00</u>	<u>0</u>	<u>\$0.00</u>	
	<b>12</b>	<b>\$1,080.00</b>	<b>10.25</b>	<b>\$717.50</b>	<b>\$1,797.50</b>

<b>2265225 62245</b>					
<b>Garbage Abatement</b>					
9/1-9/6/14	5	\$450.00	7	\$490.00	
9/7-9/13/14	6.25	\$562.50	7.5	\$525.00	
9/14-9/20/14	2.5	\$225.00	25	\$1,750.00	
9/21-9/27/14	1.5	\$135.00	27	\$1,890.00	
9/28-9/30/14	<u>0.5</u>	<u>\$45.00</u>	<u>0</u>	<u>\$0.00</u>	
	<b>15.75</b>	<b>\$1,417.50</b>	<b>66.5</b>	<b>\$4,655.00</b>	<b>\$6,072.50</b>

<b>2283330 63010</b>					
<b>Abandoned Vehicles</b>					
9/1-9/6/14	0	\$0.00	8.25	\$577.50	
9/7-9/13/14	1.25	\$112.50	8.5	\$595.00	
9/14-9/20/14	0.5	\$45.00	4.25	\$297.50	
9/21-9/27/14	1	\$90.00	0	\$0.00	
9/28-9/30/14	<u>0.5</u>	<u>\$45.00</u>	<u>0</u>	<u>\$0.00</u>	
	<b>3.25</b>	<b>\$292.50</b>	<b>21</b>	<b>\$1,470.00</b>	<b>\$1,762.50</b>
	<b>170</b>	<b>\$15,300.00</b>	<b>138</b>	<b>\$9,660.00</b>	<b>\$24,960.00</b>

<b>1005140 63026</b>					
<b>Measure C</b>					
9/1-9/6/14			30	2100	
9/7-9/13/14			40	2800	
9/14-9/20/14			40	2800	
9/21-9/27/14			40	2800	
9/28-9/30/14			<u>20</u>	<u>1400</u>	
			<b>170</b>	<b>11900</b>	<b>\$36,860.00</b>





CITY OF ANTIOCH  
P.O. BOX 5007  
ANTIOCH, CA 94531-5007

VENDOR ID	VENDOR NAME	CHECK DATE	CHECK NO.
V06460	INTERWEST CONSULTING GROUP INC	12/11/14	354196

INVOICE NUMBER	INVOICE DATE	PO NUMBER	DESCRIPTION	GROSS AMOUNT	CR MEMO DISCOUNT	NET AMOUNT
19901	11/24/14	P150277	PROFESSIONAL SERVICES	28,580.00	0.00	28,580.00

TOTAL 28,580.00



**CITY OF ANTIOCH**  
P.O. BOX 5007  
ANTIOCH, CA 94531-5007  
(925) 779-7055

Bank of the West  
2507 Somersville Road  
Antioch, CA 94509

90-78  
1211

DATE	CHECK NO.	AMOUNT
12/11/14	354196	\$*****28,580.00

VOID AFTER 120 DAYS

PAY EXACTLY TWENTY EIGHT Thousand FIVE Hundred EIGHTY Dollars  
and ZERO Cents

TO THE ORDER OF INTERWEST CONSULTING GROUP INC  
ATTN ACCOUNTING  
PO BOX 18330  
BOULDER CO 80308

*Donna Conley*  
AUTHORIZED SIGNATURE



MP

⑈354196⑈ ⑆121100782⑆ 013775999⑈

# Interwest Consulting Group Inc.

9300 W Stockton Blvd., Suite 105  
Tel. 916-683-3340



ENTERED

DEC 11 2014

Invoice Number: 19901  
Invoice Date: 11/24/2014

Bill To:

**City of Antioch**

Community Development Department  
P.O. Box 5007  
Antioch, CA 94531

212521065578 \$ 9,292.50  
100514063010 \$ 3,580.00  
226522562245 \$ 2,672.50

**APPROVED**  
**ACCOUNT #:** 228333063010 \$2,815.00  
**PO #:** 100514063026 \$10,220.00  
**DESCRIPTION:** P150277  
**DATE:** contract + CEO 12/8/14  
**AUTHORIZED SIGNATURE:** [Signature]

Invoice Detail

Professional Services for the October 1 through October 31, 2014

**Services Rendered: Code Enforcement**

Person	Title	Week Ending	Hours	Rate	Total
Mike Aguirre	Housing Insp./Code Enf. Officer	10/3/2014	20 ✓	\$90.00	\$ 1,800.00
Mike Aguirre	Housing Insp./Code Enf. Officer	10/17/2014	40 ✓	\$90.00	\$ 3,600.00
Mike Aguirre	Housing Insp./Code Enf. Officer	10/24/2014	6 ✓	\$90.00	\$ 540.00
Mike Aguirre	Housing Insp./Code Enf. Officer	10/31/2014	40 ✓	\$90.00	\$ 3,600.00
Andrew Shuck	Housing Insp./Code Enf. Officer	10/3/2014	20 ✓	\$70.00	\$ 1,400.00
Andrew Shuck	Housing Insp./Code Enf. Officer	10/10/2014	40 ✓	\$70.00	\$ 2,800.00
Andrew Shuck	Housing Insp./Code Enf. Officer	10/17/2014	40 ✓	\$70.00	\$ 2,800.00
Andrew Shuck	Housing Insp./Code Enf. Officer	10/24/2014	6 ✓	\$70.00	\$ 420.00
Andrew Shuck	Housing Insp./Code Enf. Officer	10/31/2014	40 ✓	\$70.00	\$ 2,800.00
Renee Souza	Code Enforcement Officer	10/10/2014	40 ✓	\$70.00	\$ 2,800.00
Renee Souza	Code Enforcement Officer	10/17/2014	40 ✓	\$70.00	\$ 2,800.00
Renee Souza	Code Enforcement Officer	10/24/2014	6 ✓	\$70.00	\$ 420.00
Renee Souza	Code Enforcement Officer	10/31/2014	40 ✓	\$70.00	\$ 2,800.00
Total Hours of Work Performed:			378		

Invoice Total: **\$ 28,580.00**

Please remit to:

Interwest Consulting Group, P.O. Box 18330, Boulder CO 80308  
Attention: Accounting  
Direct invoice questions to Renee Haynes @ 970-460-1092

RECEIVED

DEC 10 2014

CITY OF ANTIOCH  
FINANCE DEPT.

RECEIVED

DEC 02 2014

CITY OF ANTIOCH  
COMMUNITY DEVELOPMENT



**Interwest Consulting Group Inc.**

9300 W Stockton Blvd., Suite 105  
Tel. 916-683-3340

Progress Bill No. 29  
Invoice Number: 19901  
Invoice Date: 11/24/2014

Bill To:  
**City of Antioch**  
Tammy Leach  
Community Development Department  
200 "H" Street  
P.O. Box 5007  
Antioch, CA 94531

**Invoice Summary**

**Professional Services for the October 1 through October 31, 2014**

**Services Rendered: Code Enforcement**

Contract Billing Rate (as of 6/1/2013):	\$90/hr; \$70/hr
Total Hours of Work Performed to Date:	6548.5
Total Hours of Work Performed This Period:	378.0
Total Billed to Date: \$	530,785.00
<b>Invoice Total: \$</b>	<b>28,580.00</b>

Consultant Signature: *Renee Haynes*

Please remit to:  
Interwest Consulting Group, P.O. Box 18330, Boulder CO 80308  
Attention: Accounting  
Direct invoice questions to Renee Haynes @ 970-460-1092

DEC 10 2014

CITY OF ANTIOCH  
FINANCE DEPT.

OCTOBER 2014

	Mike		Renee		Andy
<b>2125210 65578</b>					
<b>CDBG</b>					
10/1-10/4/14	14.75	\$1,327.50	0	\$0.00	
10/5-10/11/14	0	\$0.00	13.75	\$962.50	
10/12-10/18/14	32.25	\$2,902.50	5.5	\$385.00	
10/19-10/25/14	6	\$540.00	0	\$0.00	
10/26-10/31/14	<u>31</u>	<u>\$2,790.00</u>	<u>5.5</u>	<u>\$385.00</u>	
	<b>84</b>	<b>\$7,560.00</b>	<b>24.75</b>	<b>\$1,732.50</b>	<b>\$9,292.50</b>
<b>1005140 63010</b>					
<b>Code Enforcement</b>					
10/1-10/4/14	1.75	\$157.50	0	\$0.00	
10/5-10/11/14	0	\$0.00	5.75	\$402.50	
10/12-10/18/14	3.75	\$337.50	10.25	\$717.50	
10/19-10/25/14	0	\$0.00	6	\$420.00	
10/26-10/31/14	<u>9</u>	<u>\$810.00</u>	<u>10.5</u>	<u>\$735.00</u>	
	<b>14.5</b>	<b>\$1,305.00</b>	<b>32.5</b>	<b>\$2,275.00</b>	<b>\$3,580.00</b>
<b>2265225 62245</b>					
<b>Garbage Abatement</b>					
10/1-10/4/14	1.75	\$157.50	0	\$0.00	
10/5-10/11/14	0	\$0.00	12.25	\$857.50	
10/12-10/18/14	1	\$90.00	13.25	\$927.50	
10/19-10/25/14	0	\$0.00	0	\$0.00	
10/26-10/31/14	<u>0.5</u>	<u>\$45.00</u>	<u>8.5</u>	<u>\$595.00</u>	
	<b>3.25</b>	<b>\$292.50</b>	<b>34</b>	<b>\$2,380.00</b>	<b>\$2,672.50</b>
<b>2283330 63010</b>					
<b>Abandoned Vehicles</b>					
10/1-10/4/14	1.75	\$157.50	0	\$0.00	
10/5-10/11/14	0	\$0.00	8.25	\$577.50	
10/12-10/18/14	2.5	\$225.00	11	\$770.00	
10/19-10/25/14	0	\$0.00	0	\$0.00	
10/26-10/31/14	<u>0</u>	<u>\$0.00</u>	<u>15.5</u>	<u>\$1,085.00</u>	
	<b>4.25</b>	<b>\$382.50</b>	<b>34.75</b>	<b>\$2,432.50</b>	<b>\$2,815.00</b>
	<b>106</b>	<b>\$9,540.00</b>	<b>126</b>	<b>\$8,820.00</b>	<b>\$18,360.00</b>
<b>1005140 63026</b>					
<b>Measure C</b>					
10/1-10/4/14				20	1400
10/5-10/11/14				40	2800
10/12-10/18/14				40	2800
10/19-10/25/14				6	420
10/26-10/31/14				<u>40</u>	<u>2800</u>
				<b>146</b>	<b>10220 \$28,580.00</b>

## COMMITTEE MEMBERS

Hansel Ho, Chair

Joseph Adebayo, Vice Chair

Melvin Chappel

Ralph Garrow

Barbara Herendeen

Salvatore Sbranti

Catherine Walker




## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Study Session Meeting of March 24, 2015

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Teri House, CDBG/Housing Consultant

**APPROVED BY:** Mitch Oshinsky, Interim Community Development Director 

**SUBJECT:** Study Session for assessment of Antioch's needs for housing, homeless, and community services for the 2015-20 Consolidated Plan

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### **RECOMMENDED ACTION**

It is recommended that the City Council hold a Study Session to receive an update on the needs of Antioch's lower income residents and areas, and draft goals to address those needs in the 2015-20 Consolidated Plan period.

### **STRATEGIC PURPOSE**

This action is essential to developing the 2015-20 Community Development Block Grant (CDBG) Consolidated Plan (Strategy I-1 in the Strategic Plan), as the needs analysis, homeless strategy, and priority needs and goals comprise the framework of the Consolidated Plan and will guide the funding recommendations in all five Plan years.

### **FISCAL IMPACT**

The recommended action has no immediate fiscal impact. However, it will guide the funding decisions of approximately \$3,700,000 in future CDBG and other funding over the 2015-20 Consolidated Plan period.

### **DISCUSSION**

The purpose of this Study Session is to present Council with all of the important background information on the Consolidated Plan, prior to Council holding a Public Hearing later on tonight's agenda for consideration of approval of the 2015-20 Priority Needs and Goals for funding.

This Study Session report provides a comprehensive synopsis of the much longer 540 page Consortium Consolidated Plan, including the 130+ page Antioch section of the Plan. The federal Department of Housing and Urban Development (HUD) has the directive to create "a decent home and suitable living environment for every American family." HUD's stated focus is on the physical, social, economic, and environmental sustainability of our communities.

Two of the most important sources of federal funding to local jurisdictions are CDBG and HOME Investment Partnership funds. CDBG Entitlement funds return tax dollars back to cities with a population of 50,000 or more to help them provide affordable housing and community development services to benefit lower income residents and areas. This is a flexible funding source and the only one under the direction of the City of Antioch.

The City also receives a small allocation of HOME Investment Partnership funds. These funds can be used for a variety of housing activities, according to local housing needs. Eligible uses of funds include: tenant-based rental assistance; housing rehabilitation; assistance to homebuyers; and new construction of housing. Because the allocation of HOME funds is small, and the cost of providing affordable housing is high, the cities of Antioch, Concord, Pittsburg and Walnut Creek joined with Contra Costa County to form a HOME Consortium and pool all HOME fund allocations for annual distribution to projects. For 2015-16, the HOME fund total for the Consortium is \$1,792,838.

HUD requires that jurisdictions receiving HUD CDBG and HOME funding develop a five year funding strategy that will guide the expenditure of federal funds. As a recognized HOME Consortium, we are allowed to develop a joint five year Consolidated Plan. This work has been underway for a number of months, and the draft 2015-20 Consolidated Plan is almost ready. At this Study Session, we will discuss the Needs Assessment portion of the Consolidated Plan, and Council will eventually consider adoption of a final 2015-20 Contra Costa Consortium Consolidated Plan on May 12, 2015, for submission to HUD on May 15.

The community needs section of the Consolidated Plan provides a community profile that describes the needs of the at-risk population living within the City of Antioch. This section serves as the basis for determining the Housing and Community Development Strategies that will address those needs in the City. The City of Antioch will receive \$748,610 in CDBG funds in FY 2015-16, and an estimated \$3,700,000 during the 2015-2020 Consolidated Plan Period. These funds will be used *exclusively* to benefit Antioch's lowest income residents or areas.

Every five years, Council reviews the City's changing demographics, and the needs of lower income Antioch residents and areas. These needs include access to safe, decent and affordable housing, ability to find suitable jobs, access to a variety of community services and public facilities, adequate infrastructure such as roads, sewers, and sidewalks, and other things that improve quality of life to create a suitable living environment.

These needs are prioritized and goals developed to address the needs. Council then chooses which of the Priority Needs and Goals it wishes to eventually fund with CDBG funding over the course of the 5-year Consolidated Plan period.

The Priority Needs selected for eventual CDBG funding do not imply that other needs will not be addressed. It may be that other sources of funds will be used, or that other agencies besides the City may address the needs. Some needs may not be addressed



at all. But all needs selected to be CDBG Priority Needs must be funded at some time in the Plan period, and all must have goals in place that ensure that eventual funding will help to improve the existing community needs.

This report presents the needs of Antioch’s residents and areas in six sections, summarized below:

**I. Introduction**

There is a wide variety of federal funding that flows into communities to accomplish the above stated HUD mission, and virtually all of it is targeted and restricted to lower income persons and areas that are predominantly populated by lower income persons. Below are the HUD income limits for 2015:

2015 HUD Income Limits								
Percentage of the Area Median Income (AMI)	Household Size (# of person in the household) and Income							
	1	2	3	4	5	6	7	8
<b>Extremely Low Income</b> (30% or <AMI)	19,500	22,300	25,100	27,850	30,100	32,570	36,730	40,890
<b>Very Low Income</b> (50% or <)	32,550	37,200	41,850	46,450	50,200	53,900	57,600	61,350
<b>Low Income</b> (80% or<)	50,150	57,300	64,450	71,600	77,350	83,100	88,800	94,550

NOTE: Contra Costa County is part of the Oakland-Fremont, CA HUD Metro FMR Area, so all information presented here applies to all of the Oakland-Fremont, CA HUD Metro FMR Area. The Oakland-Fremont, CA HUD Metro FMR Area contains Alameda and Contra Costa County, CA.

- The Consolidated Plan guides federal CDBG, HOME, and NSP funding as well as other federal fund sources.

**II. Homeless Needs Analysis.**

- The January 2015 Homeless Point In Time count found that Antioch was home to 201 homeless persons - 151 unsheltered, living primarily in cars and encampments, 46 in shelters, 3 in treatment facilities, and 1 in jail.
- The HUD-recognized document that guides local investment of CDBG and other funds is the local Homeless Continuum of Care strategic plan document, “Forging Ahead Towards Preventing and Ending Homelessness.” It was adopted by the County Board of Supervisors on November 4, 2014.
- City Council is asked to consider adoption of “Forging Ahead” to guide our CDBG homeless funding strategy that focuses on two primary goals: Permanent Housing and Prevention. In the 2010-15 Plan, the City funded projects in each of these goals.

**III. Non-Housing Needs Analysis.**

**a. Demographics**

- The City’s population in 2014 was estimated to be 106,455, and is forecast to increase to 124,600 by 2040, a 17% increase. Antioch’s growth rate has



slowed to align with County. The City's population has diversified since 2000 with more Black and Hispanic and fewer White residents.

- In 2013, poverty levels decreased slightly from the previous year to 16.2% of the population (17,128 persons), of which children and female headed households were the majority. Poverty is tied to educational attainment. Antioch lags the nation and County in high school graduation rate, with 22% age 18-24 not graduating, compared to a nationwide average of 14.7%, and CCC average of 13.5%. In the 25+ age group, Antioch residents remain far behind in obtaining advanced degrees compared to County and nationwide. This leads to a significant decrease in median earnings compared to the County.

#### **b. Economic Needs**

- A significant proportion of workers now and in the projected future will continue to work outside of the City.
- More residents are employed in retail and education/health care/social assistance than in the County, and fewer in professional/administrative/management, which reflects the city's major employers.
- The East Bay Economic Development Alliance (EDA) Regional Economic Summary report shows that the recession is still having considerable impact in the East Bay, and especially in Antioch, with lower educational attainment and higher unemployment than before the recession.
- Bay Area higher wage jobs are expected to increase in some areas for engineers, scientists and analysts with at least a 4-year degree in Science, Technology, Engineering and Mathematics (STEM).
- Growing clusters not requiring a degree are food preparation and manufacturing.
- The largest gap between workforce skills and needs of regional employers is in sales and office occupations.
- Education remains the foundation of regional workforce and economic development.
- Career Academies and Linked Learning Pathways offer a valuable bridge between college and career readiness, and community colleges are a critical partner.
- The Diablo Delta Corridor Project is working in the Antioch School District to promote STEM careers and Linked Learning. Industry partners in Manufacturing and Engineering led by Dow Chemical are helping to inform decision-making.
- The City has funded administrative/computer job training and placement, and microenterprise/small business education in the 2010-15 Plan.

#### **c. Public Facilities Needs**

- There is a need for improvements in accessibility, and to aging and/or high use facilities, including the Senior Center, and First Five Center.

- While Public Facility needs are high, the City has not had sufficient funds in the past 5 years to fund such improvements, instead prioritizing Infrastructure, Housing and Economic Development categories. That policy is recommended to continue.

**d. Infrastructure Needs**

- The City has a high need for infrastructure improvements in lower income areas to ensure walkability and accessibility to disabled residents, particularly in the downtown area.
- Infrastructure improvements funded in 2010-15 were focused on Downtown Roadway Rehabilitation/Handicap Ramps and Sidewalks.

**e. Public Services Needs**

- There is a substantial need for public services to serve low-income populations with highest concentrations of poverty, especially in areas north of Highway 4.
- Special needs populations include the elderly and frail, at-risk youth, the physically and developmentally disabled, the homeless, persons with HIV/AIDS, and victims of domestic violence.
- High priority services needs are ensuring fair housing opportunities for all residents, tenant/landlord counseling services, preservation of senior services, services for severely disabled adults, services for lower income youth and children, and prevention and emergency services for the homeless.
- The City prioritized services to seniors, disabled, and youth/children from lower income families in the past Plan, as well as services to ensure Fair Housing and Tenant/Landlord Counseling,

**IV. Housing Needs Analysis**

Data from the draft Antioch Housing Element 2015-2023, shows:

- Critical need for affordable senior housing.
- Critical need for affordable handicap accessible housing.
- Significant need for rental and single family housing rehabilitation.
- Significant need for Code Enforcement.
- Need for affordable housing for Very Low and Extremely Low-Income households, especially near child care facilities for single mothers.
- Need for large unit sizes for families and large households.

## V. Draft Priority Needs and Goals

### Affordable Housing Priority Needs and Goals AH-1–AH-4

**AH-1: Affordable Housing Supply.** Increase the supply of affordable housing for extremely low-income, very low-income, and low-income households

**AH-2: Affordable Housing Stock.** Maintain and preserve the existing affordable housing stock.

**AH-3: Supportive Housing.** Expand the supply of appropriate and supportive housing for special needs.

**AH-4: Special Needs Housing.** Preserve existing special needs housing.

### Homeless Priority Needs and Goals H-1 – H-2

**H-1: Permanent Housing.** Further “Housing First” approach to ending homelessness by supporting homeless outreach efforts, emergency shelter, transitional housing, and permanent housing, with supportive services to help homeless persons achieve housing stability.

**H-2: Prevention.** Expand existing prevention services including emergency rental assistance, case management, housing search assistance, legal assistance, landlord mediation, money management and credit counseling.

### Non-Housing Community Development Priority Needs and Goals CD-1 - CD-7

#### *Public Services*

**CD-1: General Public Services.** Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons, and ensure access to programs that promote prevention and early intervention related to a variety of social concerns.

**CD-2: Non-Homeless Special Needs.** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly and frail elderly, victims of domestic violence, persons with HIV/AIDS, persons with mental, physical and developmental disabilities, abused children, illiterate adults and migrant farmworkers.

**CD-3: Youth.** Increase opportunities for children/youth to be healthy, succeed in school, and prepare for productive adulthood.

**CD-4: Fair Housing.** Continue to promote fair housing activities and affirmatively further fair housing to eliminate discrimination in housing choice in the City.

**CD-5: Tenant/Landlord Counseling.** Support the investigation and resolution of disagreements between tenants and landlords and educate both as to their rights and responsibilities, to help prevent people from becoming homeless and ensure fair housing opportunity.

### ***Economic Development***

**CD-6: Economic Development.** Reduce the number of persons with incomes below the poverty level, expand economic opportunities for very low- and low-income residents, and increase the viability of neighborhood commercial areas.

### ***Infrastructure***

**CD-7: Infrastructure and Accessibility:** Maintain adequate infrastructure in lower income areas, and ensure access for the mobility-impaired by addressing physical access barriers to goods, services, and public facilities in such areas.

### ***Administration***

**CD-8: Administration:** Support development of viable urban communities through extending and strengthening partnerships among all levels of government and the private sector, and administer federal grant programs in a fiscally prudent manner.

## **VI. Conclusion**

Priority Needs and Goals are firmly rooted in actual and measurable needs in the City. They are very similar to those of the past five years, and to Council's direction over that time. Minor changes include:

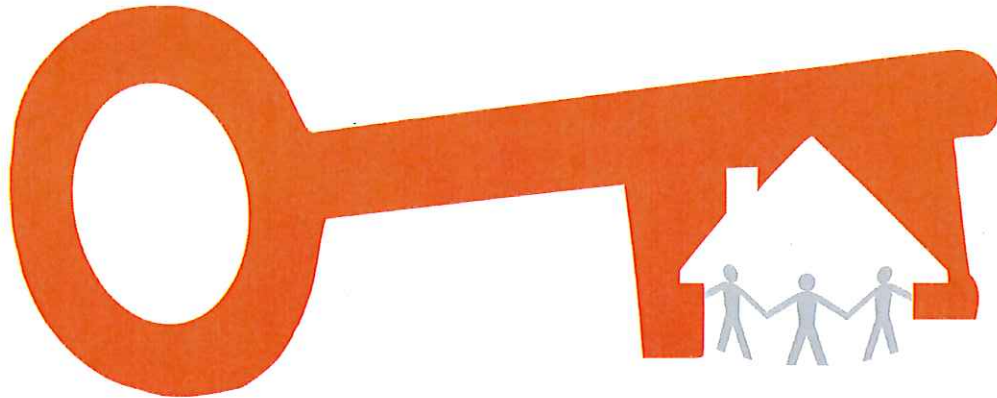
- Homeless Needs and Goals taken directly from Homeless Strategic Plan for Contra Costa County.
- Tenant/Landlord was recognized as having sufficient importance as to separate it into its own goal (previously in general public service).
- Public Facilities is not recommended as a High Priority due to insufficient funding and funding practices over the past five year Plan.

With an allocation of only \$730,000 to \$745,000 annually, the City does not receive enough CDBG funding to conduct Economic Development, Infrastructure and Public Facilities activities on any significant scale. In the past five-year Plan, Council chose to focus funding on Economic Development and Infrastructure. Council limited Economic Development to no more than 10% of the annual allocation (ED activities were funded at \$65,000 annually, just under 9%) and funded Infrastructure activities, in the form of the Downtown Roadway Project, at \$135,000 annually (approximately 18%). Even at that, it has been necessary to accumulate two to three years of funding in order to achieve economy of scale in bidding the projects.

In the Public Hearing staff report that Council will consider later this evening, staff has provided a recommendation to continue past policy. The Priority Needs and Strategies, as finalized by Council later this evening, will guide the funding for the 2015-17 two-year grant cycle, and may be revisited in advance of the 2017-20 three-year grant cycle.

**ATTACHMENT**

- A. *Forging Ahead Toward Preventing and Ending Homelessness – An Update to Contra Costa’s 2004 Strategic Plan*



FORGING AHEAD  
TOWARDS PREVENTING AND  
ENDING HOMELESSNESS

*An Update to Contra Costa's 2004 Strategic Plan*

Contra Costa Interagency  
Council on Homelessness

*October 2014*

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CONTRA COSTA INTERAGENCY COUNCIL ON HOMELESSNESS (CCICH)

October 2014

Dear friends,

This year, you all have demonstrated your commitment to preventing and ending homelessness in the communities of Contra Costa County by actively participating in our 2014 Strategic Plan Update process. I would like to thank each of you for supporting the efforts of the Council on Homelessness, the Strategic Plan Ad Hoc Committee, and Homeless Program staff to renew our 2004 Ten Year Plan with the latest data, best practices, and community feedback.

Our 2004 plan, *Ending Homelessness in Ten Years: A County-Wide Plan for the Communities of Contra Costa County*, has served us well in uniting as a Continuum of Care to develop a county-wide response to homelessness. In that time, we've seen the Housing First approach take hold in CoCs across the nation, promoted by the U.S. Interagency Council on Homelessness, the Department of Housing and Urban Development, and the National Alliance to End Homelessness, among others.

Our 2014 Strategic Plan Update, **Forging Ahead Towards Preventing and Ending Homelessness**, reaffirms our commitment to the Housing First approach by establishing this Guiding Principle, the key theme emerging from our update process:

*Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

Using our 2004 plan as a foundation, **Forging Ahead** identifies and describes two goals and three strategies for the implementation of this Guiding Principle:

- Goal 1: Permanent Housing
- Goal 2: Prevention
- Strategy 1: Coordinated Assessment
- Strategy 2: Performance Standards
- Strategy 3: Communication

Read on to learn the details of each of these goals and strategies.

Thank you to all of our key community stakeholders for contributing your thoughts and time to **Forging Ahead**. The Council on Homelessness looks forward to continuing the conversation we've been having this year as we begin the work of implementing the goals and strategies of this Strategic Plan Update.

Sincerely,



Teri House  
Chair, Contra Costa Interagency Council on Homelessness



## ACRONYMS

ACRONYM	DEFINITION
AHAR	Annual Homeless Assessment Report
APR	Annual Performance Report (for HUD homeless programs)
CDBG	Community Development Block Grant (CPD program – federal)
CSBG	Community Services Block Grant
Continuum of Care	Continuum of Care approach to assistance to the homeless
CoC	Federal grant program stressing permanent solutions to homelessness
Con Plan	Consolidated Plan, a locally developed plan for housing assistance and urban development under CDBG and other CPD programs
CPD	Community Planning and Development (HUD Office)
ESG	Emergency Solutions Grant (CPD – federal program)
FMR	Fair Market Rent (maximum rent for Section 8 rental assistance/CoC grants)
HCD	Housing and Community Development (State office)
HEARTH	Homeless Emergency and Rapid Transition to Housing (HEARTH) Act of 2009
HPRP	Homeless Prevention and Rapid Re-Housing
HMIS	Homeless Management Information System
HOME	Home Investment Partnerships (CPD program)
HOPWA	Housing Opportunities for Persons with AIDS (CPD program)
HUD	U.S. Department of Housing and Urban Development (federal)
MHSA	Mental Health Services Act
NOFA	Notice of Funding Availability
PHA	Public Housing Authority
SAMHSA	Substance Abuse & Mental Health Services Administration
SNAPS	Office of Special Needs Assistance Program (HUD office overseeing CoC)
SOAR	SSI/SSDI Outreach, Access, and Recovery (SSI/SSDI Application program)
SRO	Single-Room Occupancy housing units
SSA	Social Security Administration
SSDI	Social Security Disability Income
SSI	Supplemental Security Income
TA	Technical Assistance
TANF	Temporary Assistance to Needy Families
TAY	Transition Age Youth (usually ages 16-24)
VA	Veterans Affairs (U.S. Department of)
VASH	Veterans Affairs Supportive Housing

## DEVELOPMENT OF THE 2014 STRATEGIC PLAN UPDATE

**Forging Ahead Towards Preventing and Ending Homelessness** is the result of a community process to renew our vision for homeless housing and services in Contra Costa County. In late 2013, the Contra Costa Interagency Council on Homelessness (CCICH) Executive Committee began to develop a process to update our 2004 plan, *Ending Homelessness in Ten Years: A County-Wide Plan for the Communities of Contra Costa County*.

The 2004 plan articulated five reasons why Contra Costa developed its original ten-year plan:

- Because after almost 20 years of work responding to homelessness in this community, the nonprofit housing and service agencies, the County Departments delivering health care, social services and housing, and the cities know without a doubt that **it is necessary to end this extreme and devastating form of poverty.**
- Because all of us also understand that **the costs of doing nothing or too little are too high.**
- Because reaching the goal of truly ending homelessness in our County requires **a new way of doing things and a new degree of collaboration** involving all sectors of the community.
- Because having a concrete plan for ending homelessness positions this community to **take maximum advantage of federal resources for homelessness.**
- Because **a Plan provides the framework for aligning all efforts throughout the community,** and a starting point to work together on determining how we will carry out this system-wide change.

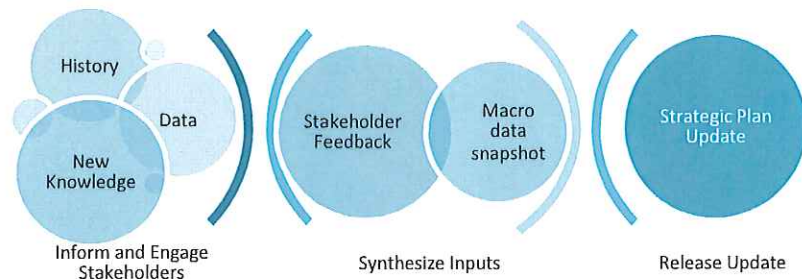
These reasons continue to hold true for the development of **Forging Ahead**, with two additions:

- Because **the landscape of homelessness in Contra Costa has changed** over the past decade.
- Because **new evidence-based practices and approaches** can enhance our original framework.

This section describes the process undertaken in 2014 to update the 2004 plan, including the significant outreach efforts that took place to ensure that the voices of all stakeholders in Contra Costa—service providers, consumers, advocates, government agencies, and the community at large—were included in the process.

### 2014 STRATEGIC PLAN UPDATE PROCESS

**Forging Ahead** has been developed through the following process:

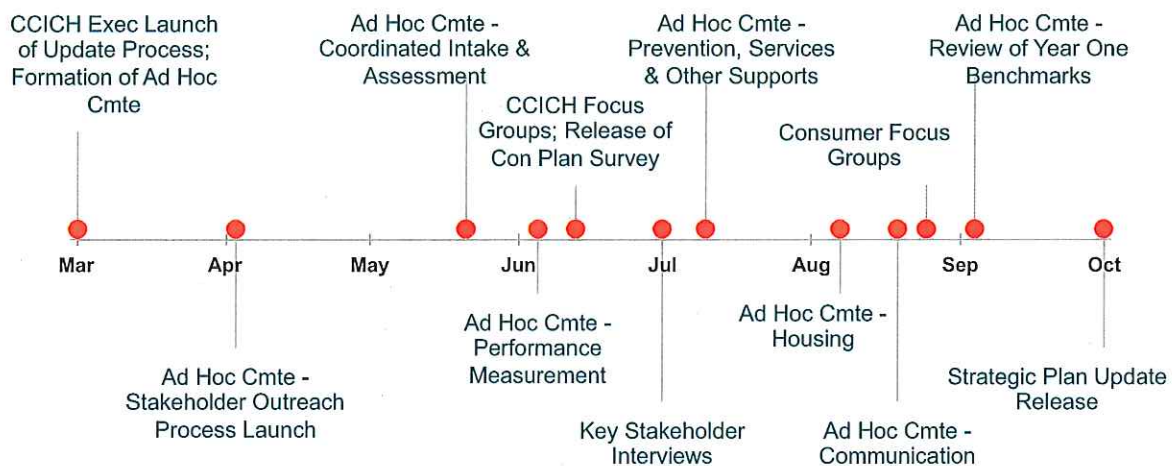




The 2014 Strategic Plan Update process has focused on five key modules:



Guided by the CCICH Executive Committee, the 2014 Strategic Plan Update process has included monthly meetings of a Strategic Plan Ad Hoc Committee, supplemented by outreach to key stakeholder groups through interviews, surveys, and focus groups. The process has followed this timeline from March – October 2014:



#### OVERVIEW OF OUTREACH EFFORTS

The 2014 Strategic Plan Update process has focused on extensive community outreach to four key stakeholder groups: executive leadership, program staff, consumers, and targeted community groups.

- **Strategic Plan Ad Hoc Committee:** Monthly meetings with homeless service providers from throughout the Continuum of Care (CoC) focusing on five key modules: housing; coordinated intake and assessment; prevention, services, and other supports; performance measures; and communication.
- **Focus Groups:** Small focus groups with consumers and key leadership, including AB 109, hospitals and health clinics, HUD programs, and service providers to discuss issues related to the five key modules.
- **Key Stakeholder Interviews:** One-on-one interviews with community-based organizations and government officials representing schools, veteran services, the faith-based community, victims of domestic violence, behavioral health, physical health, libraries, flood control, and other services.
- **Con Plan Survey:** A survey of needs for the development of the 2015-2020 Contra Costa Consortium Consolidated Plan, which included questions on homelessness in partnership with the CoC.

A list of involved stakeholders who contributed to the 2014 Strategic Plan Update process is included in the Acknowledgements section of this plan.

## HOW TO USE THIS PLAN

**Forging Ahead Towards Preventing and Ending Homelessness** is meant to be a part of a set of living documents that capture the goals and strategies of the Contra Costa Continuum of Care.

This plan is not a standalone document, but rather should be read along side the current year's **Annual Action Plan** (see template in Appendix A), which will guide the work of the Contra Costa Continuum of Care and inform the decisions of the CCICH Executive Committee, providing an annual framework for the implementation of the concepts contained in this plan.

Together, **Forging Ahead** and the Annual Action Plan will set benchmarks and action steps to track progress on our permanent housing and prevention goals in support of our Guiding Principle.

### 2004 PLAN IN FOCUS

Throughout this document, text boxes with magnifying glasses contain information from our 2004 Strategic Plan, providing context for the goals and strategies of **Forging Ahead**.

To read the full text of our 2004 plan, please visit:

[http://cchealth.org/homeless/pdf/10\\_year\\_plan.pdf](http://cchealth.org/homeless/pdf/10_year_plan.pdf)

## AN OVERVIEW OF FORGING AHEAD

- **Outcomes and Achievements of 2004 Strategic Plan:** reviews the priorities of our 2004 plan, and highlights key outcomes and achievements from the past ten years
- **The Current Landscape of Homelessness in Contra Costa:** provides an analysis of homelessness demographics and trends in Contra Costa based on the most recent, complete data available
- **Guiding Principle:** describes the overall vision for preventing and ending homelessness in Contra Costa
- **Goal 1: Permanent Housing:** information on the Housing First approach, barriers to housing, public housing authorities, key subpopulations, and moving on strategies as related to our permanent housing goal of decreasing the length of time people experience homelessness
- **Goal 2: Prevention:** identifies key principles of prevention, early identification and education strategies, and intervention types (prevention, diversion, and retention) to meet our prevention goal of decreasing the percentage of people who become homeless
- **Strategy 1: Coordinated Assessment:** an overview of the key principles of Contra Costa's coordinated assessment strategy, proposed access model, and standardized assessment tool
- **Strategy 2: Performance Standards:** a summary of performance measures being used locally and nationally to track our progress, and standards of practice to support our goals
- **Strategy 3: Communication:** identifies technological opportunities to disseminate our message to the community and expand upon key partnerships

**OUTCOMES AND ACHIEVEMENTS OF 2004 STRATEGIC PLAN**

Over the past ten years since the release of our 2004 strategic plan, the Contra Costa Continuum of Care has worked hard to improve access to housing and services for individuals and families experiencing homelessness in our county. This section reviews the priorities of our 2004 plan, and highlights key outcomes and achievements from the past ten years.

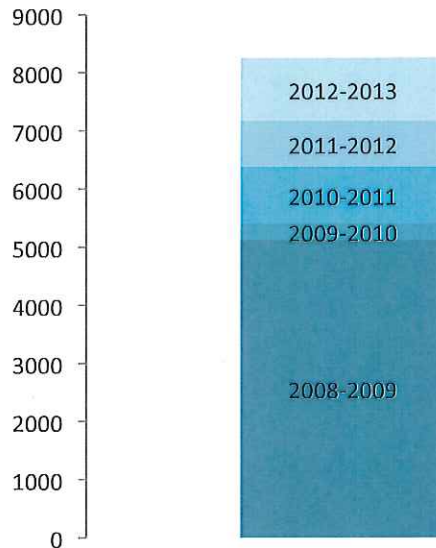
The 2004 plan outlines five Plan Priorities to end homelessness in Contra Costa County:

1. Help homeless people (re-)gain housing as soon as possible
2. Provide integrated, wraparound services to facilitate long-term residential stability
3. Help people to access employment that pays a "housing wage"
4. Conduct outreach to link chronically homeless people with housing, treatment, and services
5. Prevent homelessness from occurring in the first place

In the past ten years, significant progress has been made, including the following key achievements:

- A **40% increase in HUD CoC Program federal funding**, to \$10,522,601 in FY2013
- The implementation of a **Homeless Management Information System (HMIS)** to track client information and outcomes throughout the homeless response system, with
  - Standardized intake and exit forms
  - An **86% bed coverage rate**, and
  - Participation by 117 programs in 22 agencies
- **Development of robust discharge planning policies** for persons exiting institutions such as mental health facilities, foster care, hospitals, prisons and jails.
- **Improved coordination with related systems of care** such as Veterans Affairs and Emergency Solutions Grants
- **Expansion of variety of housing and services provided**, including:
  - Outreach
  - Prevention
  - Rapid Rehousing

**TOTAL SERVED OVER TIME**

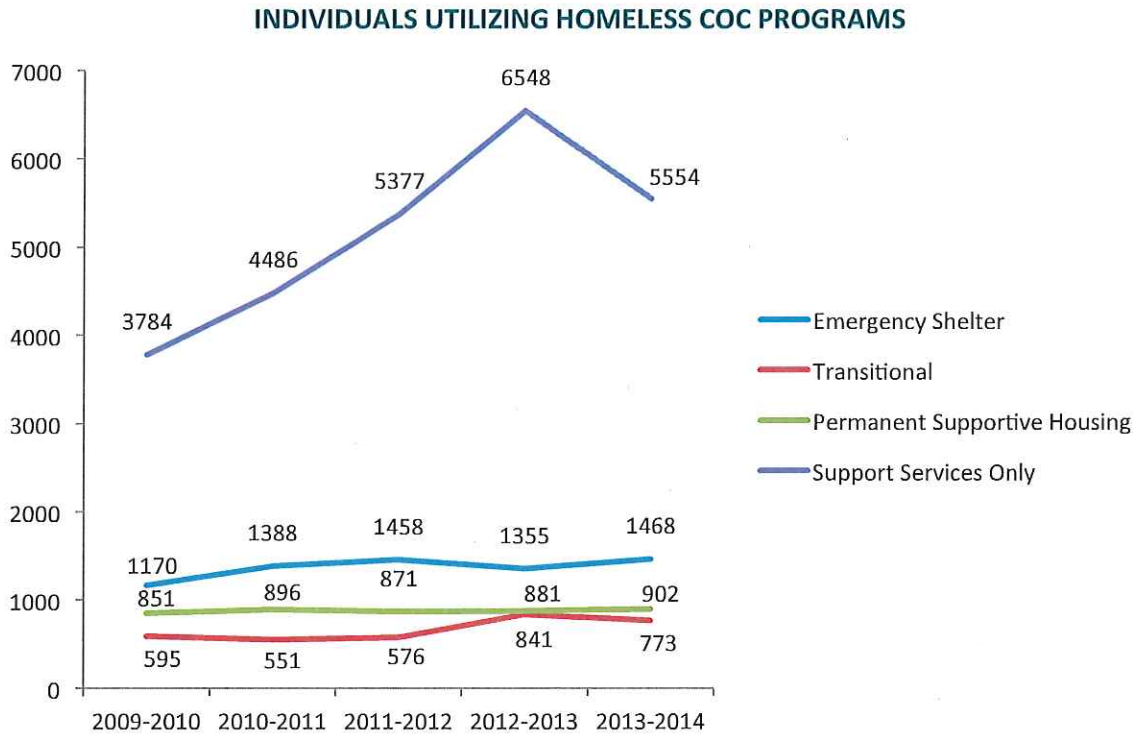


A8



- **Increases in the number of individuals and families served** by the Continuum of Care (CoC), including:
  - A **38% increase in the total number of persons served** from 2008 to 2013
  - **Increases in housing and services provided**

Note: The increased in number of consumers served over time is likely a reflection of greater collaboration with partners in HMIS and not an indication that there was an increase in the number of homeless individuals in the county.



Note: these are not unduplicated numbers; individuals may have utilized more than one of these homeless CoC programs in the given year.

A9

**THE CURRENT LANDSCAPE OF HOMELESSNESS IN CONTRA COSTA**

**Forging Ahead** reframes our goals and strategies based on the latest information available. The current landscape of homelessness in Contra Costa is as follows for fiscal year 2013-2014, the most recent, complete data available for analysis during the 2014 Strategic Plan Update process.

**LANDSCAPE OF HOMELESSNESS IN CONTRA COSTA: FY 2013 – 2014**

SNAPSHOT OF WHO IS EXPERIENCING HOMELESSNESS*	IMPORTANT CHARACTERISTICS
<ul style="list-style-type: none"> <li>• 6,601 individuals in 6,140 households</li> <li>• 35% are newly homeless</li> <li>• 23% of homeless households include children</li> <li>• 37% are children or Transition Age Youth (TAY)</li> <li>• 11% are veterans</li> </ul>	<ul style="list-style-type: none"> <li>• 37% are chronically homeless</li> <li>• 36% have a mental health disability</li> <li>• 29% have a medical/health condition</li> <li>• 25% have alcohol abuse issues</li> <li>• 28% have drug abuse issues</li> </ul>

**WHAT WE KNOW ABOUT OUR POPULATION**

Thanks to the expansive participation in our HMIS by service providers throughout the CoC, we know a lot about the population we are serving. These are some of the key takeaways:

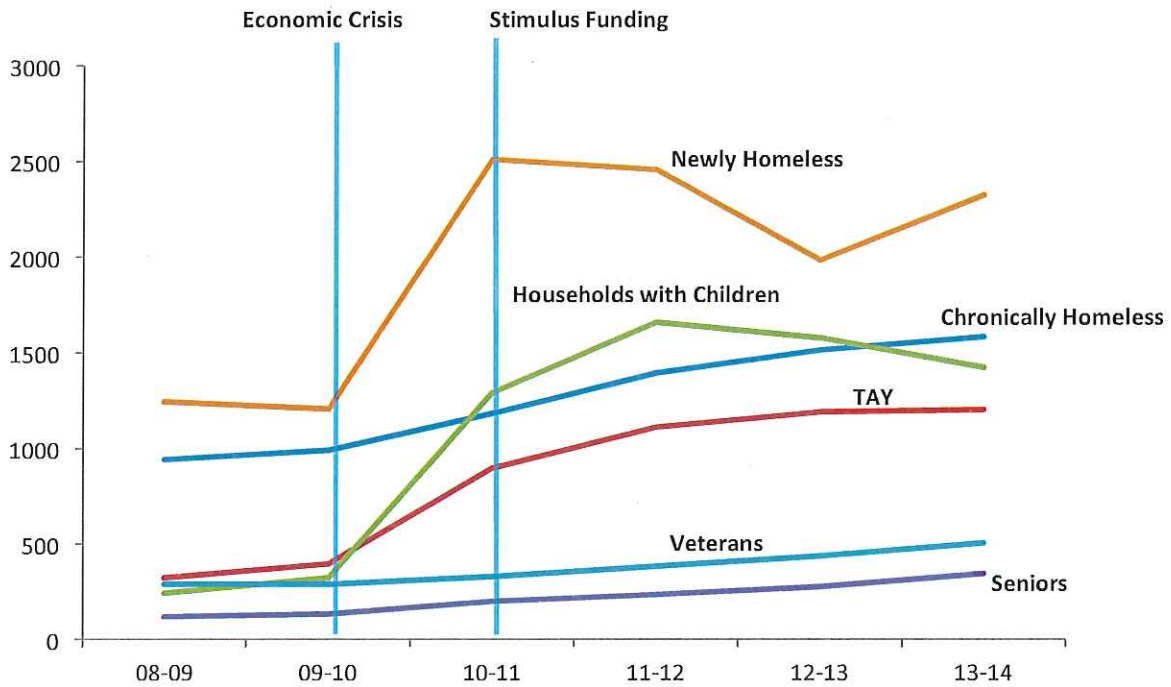
- **There are many youth in the system**
  - More Transitional Age Youth (TAY) served over time
  - Families are increasingly unable to support TAY
- **Mental health and substance use** affects a significant portion of the population
- The number of **newly homeless and families is decreasing** over time
  - Reflects efforts in prevention and rapid rehousing with stimulus funds
  - Signs of economic recovery
- **Migration of encampments from West to East County**
  - Strategies to support homeless population vary city to city
- We still have a **shortage of shelter beds and permanent housing**
  - Housing remains unaffordable for low and extremely low income households

\* This includes formerly homeless individuals who may be utilizing support service programs to maintain housing.

A10

While the total numbers of the subpopulations we are serving have increased, there were varying shifts from 2008 to present when the recession hit in 2009, and when stimulus funding became available under the American Recovery and Reinvestment Act of 2009 (ARRA).

**SUBPOPULATIONS SERVED OVER TIME**



All



**GUIDING PRINCIPLE**

*"I just never pictured myself homeless. No one thinks about it until they're here. Once you're there, you're homeless with everyone else in the world."*

*- Consumer Focus Group Participant*

We know what it takes to end homelessness: **housing**.

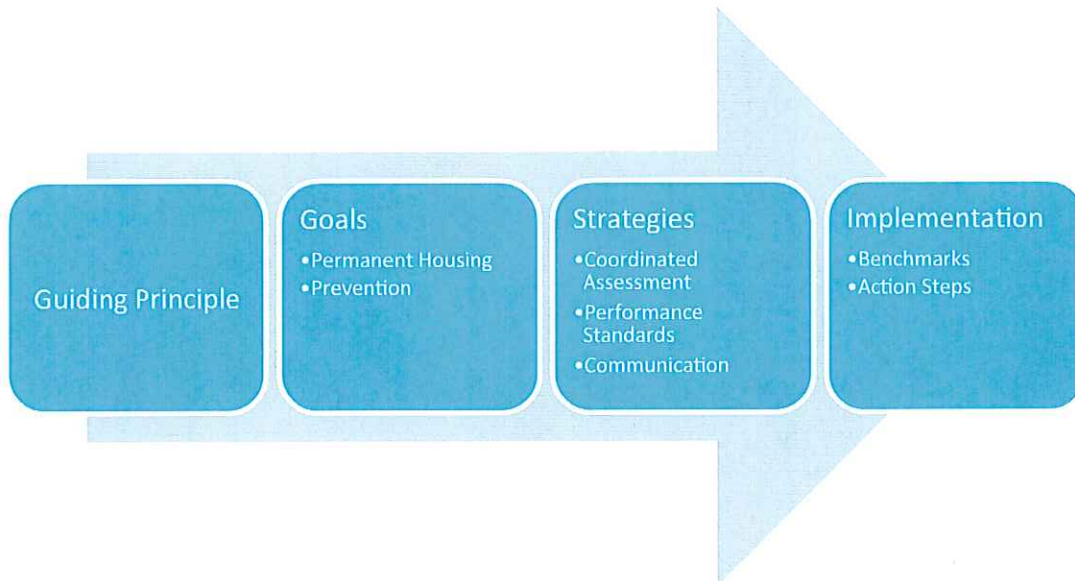
Contra Costa agrees that, at its core, homelessness is first a housing issue, and that necessary supports and services are critical to help people remain housed. With the right resources in place, we can forge ahead towards preventing and ending homelessness.

To accomplish this, we have developed the following Guiding Principle, which captures our overall vision for preventing and ending homelessness in Contra Costa County.

**Guiding Principle**  
*Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

The two goals and three strategies that follow were developed and refined through the 2014 Strategic Plan Update process to identify the tools that Contra Costa will use to further this Guiding Principle.

Following the release of **Forging Ahead**, the CCICH Executive Committee will guide the development of annual benchmarks and action steps, providing a framework for the work of the Contra Costa Continuum of Care, including systems change decisions about funding, priorities, and identified needs.



A12

**GOAL 1: PERMANENT HOUSING**

*"We need more than affordable housing—we need housing that is affordable."*

*- Homeless Service Provider Focus Group Participant*

In alignment with the Housing First approach articulated in the Guiding Principle, we have identified Permanent Housing as a primary goal of Forging Ahead.

**Permanent Housing Goal:**

*Decrease the length of time people experience homelessness.*

**A Question of Capacity**

To decrease the length of time people experience homelessness, we need additional housing stock. An analysis of Contra Costa's shelters and housing based on the numbers reported in the 2013 Housing Inventory Chart shows the following housing inventory:

- 410 emergency shelter beds
- 648 transitional housing beds
- 867 permanent supportive housing units

However, 1,925 beds will not support the 3,798 individuals who were experiencing homelessness on a single night in January 2013, including 1,350 individuals living unsheltered.

Accordingly, **our Permanent Housing Goal emphasizes the Housing First approach**, as well as addressing barriers to housing, promoting key partnerships, serving key subpopulations, and exploring effective program models. The following strategies and priorities were identified to supplement the guidance in our Ten Year Plan.

**The Housing First Approach: Providing Housing as Quickly as Possible**

Our 2004 plan emphasized the Housing First approach, which has gained considerable momentum and national attention in the past 10 years. A key feature of Opening Doors, the United States Interagency Council on Homelessness 2010 Federal Strategic Plan to Prevent and End Homelessness, Housing First:

- Minimizes barriers to housing access or preconditions of housing readiness, sobriety, or engagement in treatment;
- Assists participants to move into permanent housing quickly;
- Provides the intensive supportive services needed to help residents achieve and maintain housing stability and improvements in their overall conditions; and
- Seeks to "screen in" rather than "screen out" and end homelessness for people with the greatest barriers to housing success.

**2004 PLAN IN FOCUS**

"National research as well as local experience demonstrate that a **Housing First approach of getting people into housing as quickly as possible** and then providing the support and services they need to maintain it leads to long-term stability and enhanced self-sufficiency."



In alignment with the Housing First approach, and building upon the concepts in our 2004 Plan (see box at right), we have identified the following **principles to support our Permanent Housing Goal**:

- Homelessness is first and foremost a housing problem and should be treated as such.
- Housing is a right to which all are entitled regardless of need.
- Everyone is “housing ready” with the appropriate level of support to prepare for housing—the onus on the provider, not the client.
- Transparency and flexibility in project eligibility are key.
- The most appropriate housing model may change over the course of a person’s lifecycle.

### 2004 PLAN IN FOCUS

- **Permanent housing** is the goal and priority in providing assistance to homeless people.
- People should be helped back into housing as **quickly as possible**.
- Access to **comprehensive and integrated services** is essential to achieving long-term housing stability.

### *Barriers to Housing: Overcoming Entry & Housing Attainment Barriers*

A 2013 survey of homeless service providers in Contra Costa showed that income (employment, benefits, or both) and the capacity for self-care are the two biggest potential “screen out” factors for programs. In addition, common basic eligibility criteria include homeless status, a mental health diagnosis, chronic homeless status, and household type (e.g., families with children). **Reducing these barriers to entry into our continuum of housing and services** will enable us to reduce the length of time people experience homelessness.

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*Persons experiencing homelessness “do not have sufficient funds to even get into low-income housing. Those who have funds for rent, don’t have funds for the high deposits. Section 8 is filled up everywhere.”*

*- Homeless Service Provider Interview*

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In addition to financial barriers to housing, homeless persons also face other barriers such as eviction histories, poor or no credit, criminal records, limited rental histories, poor landlord references, and discrimination. This often means that homeless households cannot pass standard tenant screening criteria, and therefore find themselves at a competitive disadvantage relative to other low-income tenants in Contra Costa’s tight rental markets.

To address these barriers to private market housing, and thereby reduce the length of time people experience homelessness, **strategies for recruiting private market landlords** will include the development of marketing tools, addressing financial barriers by utilizing mainstream and non-traditional funding sources for move-in costs, offering landlord incentives and protections, providing temporary rental assistance, and limited targeting permanent housing resources to clients with the highest barriers to entry and housing attainment.

### *Public Housing Authorities: Key Partnership for Housing Assistance*

Another key strategy for reducing the length of time people experience homelessness is to promote partnerships with Public Housing Authorities, including the Housing Authority of Contra Costa County, the Housing Authority of the City of Pittsburg, and the Richmond Housing Authority.

**Waitlist management** was another issue identified, which will be addressed in the Coordinated Assessment strategy later in this plan.

An **analysis of available housing stock** owned by the housing authorities that may be sitting vacant throughout Contra Costa County may help to address the housing capacity issue identified above.

*Key Subpopulations: Chronic Homelessness, Veterans, Families and Youth*

The following population-specific strategies have been identified for the key subpopulations of persons experiencing chronic homelessness, veterans, and youth and families.

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*“It is really hard to solve chronic homelessness. Once that becomes an intergenerational thing, it becomes so much harder to break that down. Thinking about children with single homeless parents, it is really hard to break the cycle. There has been a surge in young adults. That has me very worried.”*

*- Multifaith Action Coalition Housing & Shelter Subcommittee Focus Group*

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KEY SUBPOPULATIONS	PERMANENT HOUSING STRATEGIES
CHRONIC HOMELESSNESS	<ul style="list-style-type: none"> <li>• Increase the number of CoC Program-funded permanent supportive housing beds that are dedicated to persons experiencing chronic homelessness</li> <li>• Prioritize non-dedicated permanent supportive housing beds for use by persons experiencing chronic homelessness</li> </ul>
VETERANS	<ul style="list-style-type: none"> <li>• Work with Public Housing Authorities and VA Medical Centers to prioritize VA eligible chronically homeless veterans for HUD-VASH and other VA programs (medical services, SSVF)</li> <li>• Identify and prioritize HUD-funded programs for veterans that are ineligible for VA services</li> </ul>
FAMILIES AND YOUTH	<ul style="list-style-type: none"> <li>• Strategically connect families to short- or long-term rental assistance (including rapid rehousing) or affordable housing, benefits, and community-based supports</li> <li>• Improve the youth Point-in-Time Count to collect better data about minors and Transition Age Youth (TAY)</li> <li>• Strengthen partnerships with schools, the child welfare system, the juvenile justice system, and runaway and homeless youth providers to promote a youth-informed system of care</li> </ul>

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### *Moving On Strategies for Permanent Supportive Housing*

In light of the limited availability of permanent supportive housing (PSH) units, a key strategy to reduce the length of time people experience homelessness to facilitate the ability of persons in PSH units who have stabilized to **graduate to other housing with less intensive services and housing supports**. This frees up PSH units for new clients in need of intensive services, by helping clients to identify a new subsidy for housing, locate new housing, and pay for the cost of moving.

Homeless service providers identified the **offering of alternate resources** as a critical component of this strategy, to combat the barrier to graduation of a perceived loss of PSH benefits and a general reluctance to leave staff, friends, neighborhood, and community. Incentives to pursue self-sufficiency coupled with the offering of alumni groups and other supports will combat these barriers.

### *Forging Ahead: Permanent Housing Goal in Practice*

Following the release of **Forging Ahead**, the Contra Costa Continuum of Care will work with key stakeholders to develop annual benchmarks and action steps to work on the Permanent Housing goal of decreasing the length of time that persons experience homelessness in Contra Costa County. Benchmarks will be measurable and tracked through the Performance Standards strategy described later in this plan. Action steps will build upon the strategies identified in this plan.



**GOAL 2: PREVENTION**

*"We've been studying the issue and listening to various reports from the County and other agencies. It's become clear that it makes financial sense to focus our efforts on preventing homelessness in the first place."*

*- Interview with Interfaith Council of Contra Costa County*

As articulated in our 2004 plan, to promote the most effective use of limited resources and reduce the number of people experiencing the trauma and dislocation of homelessness, Prevention is a primary goal of Forging Ahead.

**Prevention Goal:**

*Decrease the percentage of people who become homeless.*

**Principles of Prevention**

There are a number of best practices and community examples for preventing homelessness that Contra Costa can implement and expand, as supported by the following key principles:

- **Crisis resolution:** any situation that could result in homelessness is a crisis, and must be addressed rapidly and with an emphasis on personal safety.
- **Client choice, respect, and empowerment:** prevention services should help clients to regain a sense of control in spite of the crisis they are experiencing.
- **Provide the appropriate level of assistance needed possible for wellness and recovery:** provide essential services in alignment with the goal of decreasing the percentage of people who become homeless.
- **Maximize community resources:** provide a baseline of support through connections to mainstream resources.
- **The right resources to the right people at the right time:** the earlier the intervention, the lower the cost of assistance.

**2004 PLAN IN FOCUS**

- **Expand existing prevention services,** including emergency rental assistance, case management, housing search assistance, legal assistance, landlord mediation, money management and credit counseling.
- **Improve early identification and intervention efforts** by mainstream health and social service agencies who are often in touch with households at-risk.
- **Enhance discharge planning efforts** so that people leaving the criminal justice system, foster care, hospitals, mental health programs and drug and alcohol treatment programs are not released into homelessness.

**Early Identification and Education Strategies**

- Develop a **prevention flyer** that is included in paperwork when clients sign leases that provides information on available prevention assistance.
- **Coordinate with utility companies** to notify clients of available prevention assistance when they get behind on their utility bills.

A17

*Intervention Types*

Under our Prevention goal are three related interventions: prevention, diversion, and retention. The achievement of the **Forging Ahead** goal of decreasing the percentage of people who become homeless requires the use of all three interventions, depending on the situation of the person in crisis.

INTERVENTION	SERVICES & SUPPORTS (IN ALL INTERVENTIONS)
<p><b>PREVENTION</b> Services and supports provided to a household that is currently housed but at imminent risk of homelessness—e.g., facing eviction for nonpayment of rent or utilities; living in condemned or uninhabitable housing; doubled up or couch-surfing; staying in a hotel or motel.</p>	<ul style="list-style-type: none"> <li>• Rental Assistance (short- or medium-term)</li> <li>• Financial Assistance                             <ul style="list-style-type: none"> <li>○ Rental Application Fees</li> <li>○ Security Deposits</li> <li>○ Last Month’s Rent</li> <li>○ Utility Deposits</li> <li>○ Utility Payments</li> <li>○ Rental/Utility Arrears</li> <li>○ Moving Costs</li> <li>○ Car Repair</li> <li>○ Critical Family Needs</li> </ul> </li> <li>• Services                             <ul style="list-style-type: none"> <li>○ Housing Advice</li> <li>○ Housing Search and Placement</li> <li>○ Housing Stability Case Management</li> <li>○ Conflict Resolution / Mediation</li> <li>○ Legal Services (including fair housing and tenant rights; immigration)</li> <li>○ Credit Repair and Budgeting (including Money Management)</li> <li>○ Employment</li> <li>○ Education</li> <li>○ Public Assistance Programs</li> </ul> </li> </ul>
<p><b>DIVERSION</b> Connects a household that presents at the “front door” to the homeless system of care (e.g., applying for entry into emergency shelter) to alternate housing arrangements.</p>	
<p><b>RETENTION</b> After a household is connected to housing, the focus shifts to housing retention—ensuring that a client has the resources they need to overcome the barriers that jeopardize their housing stability.</p>	

*Forging Ahead: Prevention Goal in Practice*

Following the release of **Forging Ahead**, the Contra Costa Continuum of Care will develop annual benchmarks and action steps to work on the Prevention goal of decreasing the length of time that persons experience homelessness in Contra Costa County. Benchmarks will be measurable and tracked through the Performance Standards strategy described later in this plan. Action steps will build upon the strategies identified in this plan, including engagement with the major public and private systems in which persons experiencing homelessness interact when lacking other alternatives.

**Q 2004 PLAN IN FOCUS**

“Not only is prevention **the most humane approach**, it also is the **most cost-effective** way to help those on the verge of losing their housing. The indignity and marginalization that comes with the fall into homelessness is deeply damaging, and exacerbates any other problems. As a result, the service costs necessary to help people back into housing and to address the damages caused by the experience of homelessness are much higher than the costs of simply preventing its occurrence.”

A18



## STRATEGY 1: COORDINATED ASSESSMENT

*"It's better to funnel people... **Make it the same road.** We don't need fifty roads, or different buttons to push. It's too complicated."*

*- Consumer Focus Group Participant*

In support of the two goals of **Forging Ahead**—permanent housing and prevention—the Strategic Plan Update process has also identified three supporting strategies: coordinated assessment, performance standards, and communication. The Continuum of Care began coordinated assessment planning in 2014, kicking off a three-phase process of planning, piloting and evaluation, and full implementation.

**Coordinated Assessment Strategy:**

*Implement a coordinated assessment system to streamline access to housing and services while addressing barriers, getting the right resources to the right people at the right time.*

**Coordinated Assessment Under the HEARTH Act**

Coordinated assessment is a requirement of the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 for all CoC and ESG programs. The CoC Interim Rule defines it as:

"A centralized or coordinated process designed to **coordinate program participant intake, assessment, and provision of referrals.**

A centralized or coordinated assessment system **covers the geographic area, is easily accessed by individuals and families seeking housing or services, is well advertised, and includes a comprehensive and standardized assessment tool.**" (Sec. 578.3)

**2004 PLAN IN FOCUS**

"System level service integration allows people and information to move easily between programs, thus maximizing the likelihood of successful outcomes, facilitating people's transition from homeless services to community-based services once housing is regained, and allowing evaluation of outcomes and resource use from a system-wide perspective."

While coordinated assessment is a requirement for the CoC, in Contra Costa it is an opportunity to initiate systems change thinking about our homeless response system, shifting from an ad hoc access and assessment process that takes place program by program, to a standardized access and assessment process for all clients with a coordinated referral process that includes prevention, housing, and supportive services.

Contra Costa has identified the following key principles for its coordinated assessment system:

- **Quality Assurance:** the coordinated assessment system must have a mechanism for ongoing, regular quality assurance to ensure consistency in tools, standards, and staff trainings.
- **Access** should be easy, fast, and have immediate engagement.
- **Interdependency:** the coordinated assessment system will promote interdependency
  - **Between programs,** by promoting trust about assessments, referrals, and warm handoffs, and
  - **Between programs and clients,** as clients are connected to the right intervention with choice.



- **Streamline the process** for clients and front line staff by reducing the number of times clients are asked the same questions throughout the system of care.
- **Address Barriers:** promotion of the Housing First approach, connecting the clients with the highest level of acuity to the most intensive housing and service interventions.

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*“In terms of coordinated assessment, we always say we don’t have capacity but what we really don’t have is coordination. The services exist—we just don’t have an effective way of delivering all those services to one client when they’re needed, through access and receipt of proper services.”*

*- Homeless Service Provider Focus Group Participant*

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#### PROPOSED ACCESS MODEL: MULTI-SITE COORDINATED WITH PHONE & OUTREACH

- Multi-site physical locations that are natural service hubs for walk-in assessment and referral
- Virtual, telephone-based system that is complimentary with current system
- Phone system to triage and funnel people to multi-site centers at natural locations in the county
- Outreach component for persons not accessing system via phone or physical sites

#### *Standardized Assessment Tool*

The assessment phase of coordinated assessment is used to gather information to determine the best immediate next step for a person experiencing homelessness, or who is at risk of become homeless. Using a standardized assessment tool will allow Contra Costa to make better referrals by connecting clients to the right interventions, and will inform systems change conversations by providing a better understanding of the needs of our clients.

#### *Forging Ahead: Coordinated Assessment in Practice*

Coordinated assessment is a critical strategy to meet both **Forging Ahead** goals of Permanent Housing and Prevention, as the system will guide access to these interventions for all clients in our system of care. Annual action planning will include steps to carry out the Continuum of Care’s three-phase process of planning, piloting and evaluation, and full implementation.

## STRATEGY 2: PERFORMANCE STANDARDS

*Performance measurement is a “data sharing opportunity between systems that don’t interact.”*

*- Homeless Service Provider Focus Group Participant*

The development of standards of practice and performance measures will allow Contra Costa to ensure that clients are being served using the most effective practices and are receiving the best possible experience. This strategy also promotes the strategic use of limited resources, and supports the Housing First approach.

***Performance Standards Strategy:***

*Integrate evaluation and performance measures with the implementation of evidence-based programs and practices.*

***Performance Measurement***

Performance measurement is a process that **systematically evaluates whether your efforts are making an impact** on the clients you are serving or the program you are targeting.

Performance measures can be used by the Contra Costa Continuum of Care to inform a variety of tasks, including CoC Program competition project scoring, determining how federal, state, and local funds should be utilized, and creating a responsive system that provides support to underperformers (although, not a punitive process), and promotes efficiency by analyzing and responding to gaps in housing and service interventions offered in the system.

Performance measures in Contra Costa will promote these principles:

- Foster a sense of shared responsibility
- Foster a sense of shared accountability
- Promote cooperation and collaboration
- Set targets that:
  - Focus on real change
  - Are meaningful (relevant to the desired impact)
  - Are measurable
  - Are realistic (adaptable & flexible)
  - Are regularly assessed

**Q 2004 PLAN IN FOCUS**

“Full participation from all sectors is required to **annually determine expected outcomes, benchmarks, completion dates, cost savings, and the level of action needed** to unfold the Plan over the next 10 years.”

***Standards of Practice***

In addition to measuring performance, the strategic goals of **Forging Ahead** also require the implementation of unified standards of practice and care, including cultural competency. Fidelity to the Housing First approach and other evidence-based practices promoted throughout the CoC should be documented and tracked.

*We should be “identifying the largest hurdles (via data) and creating task forces to take on those initiatives to address community level needs versus focusing more on HUD requirements.”*

*- Homeless Service Provider Focus Group Participant*

**Forging Ahead: Performance Standards in Practice**

The Contra Costa Continuum of Care has already begun the work of developing performance measures in compliance with the HEARTH Act. Performance indicators have been identified, requiring the following next steps: setting performance targets by project type, measuring and reporting performance on a regular basis, and making improvements by developing action steps based on the outcomes reported.

**Outcomes:**

- Obtain permanent housing
- Maintain/retain permanent housing
- Exiting to streets or shelters
- Exiting to interim or transitional housing
- Exiting with earned income (employment)
- Of those adults entering with no income, number exiting with stable income
- Returns to homelessness (of those discharged to permanent housing last year)

**Efficiency / Process Measures:**

- Occupancy
- Exits to known destinations
- Time from entry to permanent housing for those obtaining permanent housing

These performance indicators will be updated annually to measure and reflect the benchmarks and action steps developed to implement **Forging Ahead**.

In particular, outcomes will be evaluated on an annual basis for the two goals of **Forging Ahead**:

- **Permanent Housing Goal:** Decrease the length of time people experience homelessness.
- **Prevention Goal:** Decrease the percentage of people who become homeless.

**HUD’S 7 SYSTEM-LEVEL PERFORMANCE MEASURES**

1. Length of time persons remain homeless
2. The extent to which persons who exit homelessness to permanent housing destinations return to homelessness
3. Number of homeless persons
4. Jobs and income growth for homeless persons in CoC Program-funded projects
5. Number of persons who become homeless for the first time
6. Homelessness prevention and housing placement of persons defined by Category 3 of HUD’s homeless definition in CoC Program-funded projects
7. Successful housing placement

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## STRATEGY 3: COMMUNICATION

*"There is already a tremendous amount of networking but **communication is key.**"*

*- Homeless Service Provider Interview*

Effective communication, both internally (among homeless service providers within the CoC) and externally (to funders and the community at large), is a critical strategy to support our work in **Forging Ahead** around permanent housing and prevention. Harnessing technological opportunities to disseminate our message, our communication strategy is described in four parts below.

**Communication Strategy:**

*Develop the most effective platforms, such as websites, email, videos, and social media, to provide access, support advocacy, and connect the community about homelessness and available resources.*

*Forging Ahead: Communication in Practice***1. Develop Our Platform**

- Redesign a new, distinct website for the Contra Costa Continuum of Care that is user friendly on all formats and across all devices
- Explore social media tools for greater voice and marketing reach
- Explore resources that connect to target audiences

**2. Improve Branding and Marketing**

- Establish a brand to promote awareness of the activities of the Contra Costa Continuum of Care
- Map out key constituencies for targeted outreach

**3. Craft Our Message**

- Create videos to educate community about homelessness
- Regularly publish consistent messages to the community about needs and opportunities

**4. Reports and Analytics**

- Track effectiveness of communication platforms
- Report out regularly on established performance measures

**Q 2004 PLAN IN FOCUS**

Public education and fundraising campaigns "will be designed to **convey the core message that action is needed now**, as the longer a person is homeless, the more likely they are to become chronically homeless and the more costly it will be for the community to provide assistance."

*"Can you help to create a community of services that work together and **create synergy around shared goals?**"*

*- Contra Costa County Consortium Survey*

## FORGING AHEAD: A CALL TO ACTION

With the conclusion of our 2014 strategic plan update process, **Forging Ahead** provides us with a launching point for implementation of our goals and strategies to prevent and end homelessness in Contra Costa.

### *Forging Ahead Together*

As we stated in our original 2004 plan, and reaffirm in this plan, **the costs of doing nothing or too little are too high**. **Forging Ahead** is a call to action for all of the key stakeholders in our community—an integrated, cross-sector, interdepartmental response to homelessness is necessary to prevent and end homelessness in Contra Costa.

The strategic partnerships identified at right are key to accomplishing all of the goals and strategies of **Forging Ahead**. Numerous systems and sectors touch the lives of persons experiencing homelessness in Contra Costa, and we must work together at the highest possible level of collaboration to have a meaningful, measurable, and cost-effective impact on housing and service delivery.

### *A Call to Action*

To coordinate our community response to homelessness in Contra Costa, we will use **Forging Ahead** as guide to build partnerships, promote evidence-based practices and approaches, and think strategically about the limited resources in our community. Progress on this work will be tracked through the Annual Action Plan, through which we will set benchmarks and action steps to track progress on our permanent housing and prevention goals in support of our Guiding Principle:

*Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

Implementation of **Forging Ahead** will be guided by the CCICH Executive Committee, in collaboration with the full membership of the Contra Costa Continuum of Care. To learn more about the Contra Costa Interagency Council on Homelessness and get involved, visit:

<http://cchealth.org/homeless/policy-planning/>

### FORGING PARTNERSHIPS

The CoC identified the need to expand the following strategic partnerships:

- Veteran service providers
- Youth service providers
- Public Housing Authorities
- Landlords
- Faith-based community
- Children and Family Services
- Adult Protective Services
- Criminal Justice Systems
- Hospitals / Health Care
- Community colleges

## ACKNOWLEDGEMENTS

**Forging Ahead Towards Preventing and Ending Homelessness** is the result of the efforts of dozens of key community stakeholders dedicated to the guiding principle, goals, and strategies described in this strategic plan update. Thank you to our Strategic Plan Ad Hoc Committee (30 representatives from 14 agencies), focus group participants (58 consumers and 20 representatives from 13 service provider agencies), interviewees (14 representatives from 12 agencies), survey respondents (over 600 community members), and other contributors to this plan, including:

Anka Behavioral Health, Inc.	Human Services Alliance
Antioch Chamber of Commerce	Interfaith Council of Contra Costa County
Antioch Police Department	John Muir Health
Bay Area Legal Aid	Kaiser Permanente
Berkeley Food and Housing Project	La Clínica de La Raza
Concord Police Department	Living Room Conversations
Contra Costa Child Care Council	Loaves and Fishes
Contra Costa County Board of Supervisors	Local Integrated Networks of Care
Contra Costa County Employment and Human Services Department	Monument Crisis Center
Contra Costa County Library	Mount Diablo Unified School District
Contra Costa County Office of Education	Multifaith ACTION Coalition
Contra Costa County Public Works	New Horizons Career Development Center
Contra Costa County Flood Control and Water Conservation District	Office for Consumer Empowerment
Contra Costa Health Services Behavioral Health	Planned Parenthood
Contra Costa Homeless Outreach	Rainbow Community Center of Contra Costa
Contra Costa Interagency Council on Homelessness	Resources for Community Development
Contra Costa Interfaith Housing	Rubicon Programs
Department of Veterans Affairs	SHELTER, Inc.
East and Central County Health Access Action Team	STAND! for Families Free of Violence
ECHO Housing	St. Vincent de Paul
EPIC Healthy Choices	Sutter Health
Family Justice Center	The Stride Center
First Place for Youth	Trinity Center
Greater Richmond Interfaith Housing	West County Adult Day Care / Alzheimer's Respite Center
Health Care for the Homeless	Winter Nights Shelter
Housing Authority of Contra Costa County	58 Consumer Focus Group Participants
	Over 600 Consolidated Plan Survey Respondents



**APPENDIX A: ANNUAL ACTION PLAN TEMPLATE**

The Contra Costa Continuum of Care will complete an Annual Action Plan each year to determine the objectives and benchmarks related to each of the goals and strategies of **Forging Ahead**. This Annual Action Plan will guide the work of the CoC and inform the decisions of the CCICH Executive Committee and the Contra Costa Continuum of Care, providing an annual framework for the implementation of the concepts contained in this plan.

Sample objectives have been included for some strategies below to demonstrate how the Annual Action Plan will be filled in for 2015; additional objectives, as well as associated benchmarks, will be determined by the Contra Costa Continuum of Care each fall/winter in to guide our work in the new year.

**FORGING AHEAD ANNUAL ACTION PLAN FOR 2015**

***Guiding Principle: Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.***

<b>PERMANENT HOUSING GOAL:                      Decrease the average length of time people                      experience homelessness by _____ % by December 2015.</b>		
STRATEGY	OBJECTIVE	BENCHMARK
<b>PERFORMANCE STANDARDS</b>	1. At least X% of those in emergency shelter who gain PH will do so within 60 days	• Benchmark 1
	2. At least X% of those unsheltered who gain PH will do so within 6 months	• Benchmark 2
	3. At least X% of those who gain PH will do so within 6 months	• Benchmark 3
<b>COORDINATED ASSESSMENT</b>	1. X% of homeless service providers will use common assessment tool by 2015.	• Benchmark 1
	2. Objective 2	• Benchmark 2
	3. Objective 3	• Benchmark 3
<b>COMMUNICATION</b>	1. Objective 1	• Benchmark 1
	2. Objective 2	• Benchmark 2
	3. Objective 3	• Benchmark 3

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<b>PREVENTION GOAL:</b> <b>Decrease the percentage of people</b> <b>who become homeless by _____ % by December 2015.</b>		
STRATEGY	OBJECTIVE	BENCHMARK
<b>PERFORMANCE STANDARDS</b>	1. Objective 1	• Benchmark 1
	2. Objective 2	• Benchmark 2
	3. Objective 3	• Benchmark 3
<b>COORDINATED ASSESSMENT</b>	1. X% of homeless prevention service providers will use common assessment tool by 2015.	• Benchmark 1
	2. Objective 2	• Benchmark 2
	3. Objective 3	• Benchmark 3
<b>COMMUNICATION</b>	1. Objective 1	• Benchmark 1
	2. Objective 2	• Benchmark 2
	3. Objective 3	• Benchmark 3

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## APPENDIX B: OUTREACH TOOLS

As described in the section Development of the 2014 Strategic Plan Update, **Forging Ahead** incorporates the collected feedback of a large number of community stakeholders, which included:

- Consumer Focus Groups (58 consumers)
- Service Provider Focus Groups (20 representatives from 13 service provider agencies)
- Key Stakeholder Interviewees (14 representatives from 12 agencies)
- Consolidated Plan Survey (over 600 community members)

This appendix contains the various outreach tools used to collect the feedback in these venues:

Consumer Focus Group Questions	29
Service Provider Focus Group Questions	31
Key Stakeholder Interview Questions	33
Consolidated Plan Survey Questions on Homelessness	34

CONSUMER FOCUS GROUP QUESTIONS



Organization Name: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Interviewer name: \_\_\_\_\_

---

**Consumer Focus Group Guide**

Thank you for meeting with us today to talk about Contra Costa County’s Homeless Continuum of Care (CoC). We are in the process of updating our Strategic Plan and are seeking insights from multiple stakeholders including service providers, community leaders, and consumers. As a consumer, you likely have thoughts about how to prevent homelessness and how to intervene once a person becomes homeless. We want to integrate your experiences and knowledge into the update plan and future improvements.

Your participation in this focus group/interview is voluntary. The staff at the shelter or any other services will not know your answers and any responses you provide will not impact your services here. You may skip any questions that are asked.

Do you have any questions before we get started?

**Description of focus group or interview participants (based on observation):**

- |    |    |
|----|----|
| 1. | 2. |
| 3. | 4. |
| 5. | 6. |
| 7. | 8. |

**First I’d like to learn more about each of you and your backgrounds.**

- Where are you from originally?
- What city do you consider “home?”
- Do you have family members

**Now I would like to ask questions about your personal experiences with homeless.**

- How do you define “homelessness?”
- At what age did you first experience homelessness?
- In your opinion, what leads to homelessness?

**Please tell me about services you have received while homeless (either in the past or currently).**

If unclear, identify whether the services they listed are from Homeless Services, from other homeless providers, other programs in BHS, and whether services were rendered in other counties.

**In your experience, how easy it is to gain access to emergency services?**

How does one learn about these services?

What are some of the barriers?

**In your experience, how easy is it to gain access to support services (such as employment assistance, benefits assistance,**

**in your experience, how easy is it to gain access to long-term housing services (such as affordable housing, supportive housing, etc.?)**

How does one learn about these services?

What are some of the barriers?

**What should the County and other local service providers consider when developing future programming for preventing homelessness or serving those that are already homeless?**

**What are "next steps" for each of you?**

What housing goals do you have and what will it take to get there?

What services will you use?

Thank you for your input.

SERVICE PROVIDER FOCUS GROUP QUESTIONS



Organization Name: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Interviewer name: \_\_\_\_\_

**CoC Strategic Plan Update Service Provider Focus Group**

Thank you for meeting with us today to talk about Contra Costa County’s Homeless Continuum of Care (CoC). We are in the process of updating our Strategic Plan and are seeking insights from multiple stakeholders including service providers, community leaders, and consumers. As a service provider, you are integral to the success of the CoC and likely have your own lessons learned, challenges, and recommendations that will build our efforts in the future.

Your participation in this focus group/interview is voluntary. You may skip any questions that are asked. Additionally, all of the information shared today will be reported on an aggregate level; your organization and personal information will not be connected to your responses. All of the focus group and interview data will be reported confidentially and will be available to any member of the CoC.

You may contact us after the focus group with any follow up or questions.

**SECTION ONE: Organization and personal involvement in CoC**

1. Please tell me about (name of Organization)’s involvement in the Continuum of Care. Follow-up, if necessary, with:

- How many years has (Organization) been involved with the CoC?
- How long have you personally been involved with the CoC?
- What is (Organization)’s role within the CoC?
- What services does (Organization) provide (mark items in the chart below)?
- What ages are served? Families?
  - Short-term/transitional housing
  - Referrals to short-term/transition housing
  - Permanent Supportive Housing
  - Referrals to Permanent Supportive Housing
  - Mental health counseling and case management
  - Mental health referrals
  - Substance abuse treatment
  - Substance abuse treatment referrals
  - Case management (assessment and referral) and develop case plan
  - Life skills education and training
  - Financial assistance
  - Benefits assistance
  - Financial counseling and money management
  - Drop-in (showers, meals, mail box, laundry)
  - Medical/healthcare
  - Food donations
  - Clothing and other resources donations
  - Other: \_\_\_\_\_

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**SECTION TWO: Perspectives on serving homeless community**

1. In your opinion, what are the two greatest challenges with serving homeless population?
2. What do you, personally, think are the primary initiatives or priorities communities should focus on in an effort to reduce homelessness?
3. What are your thoughts on the Housing First philosophy in which placement into housing occurs before or in conjunction with other service provision?

**SECTION THREE: CoC goals and objectives**

1. How does the Housing First philosophy align with the CoC goals?
2. How has the CoC met its objectives over the last five years?
3. In what ways has the CoC helped (Organization) meet its objectives and provide services?
4. How have partner agencies in the CoC supported (Organization)'s efforts?

**SECTION FOUR: Challenges with CoC and serving homeless**

1. What are (Organization)'s biggest challenges with serving homeless?
2. What are some of the reasons for those challenges?
3. Can CoC address or ameliorate some of those challenges?
4. Please give examples of how you could see greater collaboration with partners in the CoC.

**SECTION FIVE: Data**

1. How have you used the data collected and analyzed by the CoC?
 

<ul style="list-style-type: none"> <li><input type="radio"/> Reporting to funders</li> <li><input type="radio"/> Demonstrate need or impact for grants</li> <li><input type="radio"/> Learn about program impacts</li> <li><input type="radio"/> Other: _____</li> </ul>	<ul style="list-style-type: none"> <li><input type="radio"/> Learn about CoC activities</li> <li><input type="radio"/> Learn about CoC impacts and outcomes</li> <li><input type="radio"/> Understanding community needs</li> <li><input type="radio"/> Other: _____</li> </ul>
--	---
2. What other data would be useful for your organization?
3. What are some of the challenges with data collection at your site?

**SECTION SIX: Training and support**

1. What training needs does (Organization) have?
  - a. program development
  - b. grant seeking
  - c. budgeting
  - d. data collection
  - e. using data

**SECTION SEVEN: Additional Comments**

1. Are there any additional comments you'd like to contribute to the Strategic Plan Update?

Thank you for your input.



## KEY STAKEHOLDER INTERVIEW QUESTIONS

## CONTRA COSTA INTERAGENCY COUNCIL ON HOMELESSNESS (CCICH)

## STRATEGIC PLAN INTERVIEW TEMPLATE

Name(s):

Affiliation:

Interviewed by:

Date, Time:

1. What do you consider to be the key gaps in housing? What is needed to address these gaps – expanded capacity, new program approaches, changes in policies or operations?
2. What do you consider to be the key gaps in services? What is needed to address these gaps – outreach, drop in day facilities, life skills training, job training, AOD treatment, MH care, physical health care, prevention, education, childcare, legal, hunger-related, landlord/tenant counseling?
3. What are the most significant barriers to homeless persons accessing housing and services – transportation, don't know who to call, eligibility for program is too narrow, capacity/lack of resources, no services in the local community?
4. Are there particular sub-populations that are under-served and need more outreach or targeted programs?
5. How do you view your agency's/organization's role in supporting local interventions and solutions to homelessness in Contra Costa?
6. How can the CoC better communicate and collaborate with key stakeholders like you in order to support increased effectiveness in the homeless system of care?
7. Anything else that you would like to mention that would make the system and programs in Contra Costa County more effective at preventing and ending homelessness?

CONSOLIDATED PLAN SURVEY QUESTIONS ON HOMELESSNESS

# Homelessness in Contra Costa



Now we are going to talk about some of those groups of people, and the types of services that they may need. Let's begin with **services for people who are homeless or at imminent risk of homelessness.**

Contra Costa County receives nearly \$10 million annually in federal funding through HUD's Homeless Assistance Programs including Emergency Solutions Grant and Continuum of Care programs. These funds support local interventions and solutions to homelessness such as emergency shelter, transitional, and permanent supportive housing.

**10. Do you see a significant need for housing and services for homeless individuals in your community?** Check 1.  Yes  No

Comments: \_\_\_\_\_

**11. What kind of housing do you think would be helpful to address the needs of homeless persons?**  
Check all that apply

- |  |   |
|--|---|
| <input type="checkbox"/> More emergency shelters for men   | <input type="checkbox"/> More transitional housing for persons completing drug treatment programs |
| <input type="checkbox"/> More emergency shelters for women   | <input type="checkbox"/> More permanent supportive housing for homeless persons                   |
| <input type="checkbox"/> More emergency shelters for families  | <input type="checkbox"/> Housing that is affordable for homeless persons                          |
| <input type="checkbox"/> More emergency shelters for unaccompanied youth                                   | <input type="checkbox"/> Board and Care facilities  |
| <input type="checkbox"/> More transitional housing for victims of domestic violence                        | <input type="checkbox"/> Other _____  |
| <input type="checkbox"/> More transitional housing for transition age youth                                | <input type="checkbox"/> Other _____  |
| <input type="checkbox"/> More transitional housing for persons re-entering the community from institutions |   |

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**12. Which three kinds of housing for homeless individuals/families do you feel are the most important? 1=Most Important**

1. \_\_\_\_\_ Comments: \_\_\_\_\_  
 2. \_\_\_\_\_  
 3. \_\_\_\_\_

**13. What kind of services do you think would be helpful to address the needs of homeless persons? Check all that apply**

- |  |   |
|--|---|
| <input type="checkbox"/> More outreach for people living on the streets and in encampments | <input type="checkbox"/> Prevention services (e.g. rental assistance & services for persons needing short-term support) |
| <input type="checkbox"/> More multi-service drop-in day facilities and programs            | <input type="checkbox"/> Education services   |
| <input type="checkbox"/> Life skills training for homeless persons                         | <input type="checkbox"/> Childcare services   |
| <input type="checkbox"/> Job training for homeless persons                                 | <input type="checkbox"/> Legal services   |
| <input type="checkbox"/> Alcohol and drug addiction treatment for homeless persons         | <input type="checkbox"/> Hunger-related services  |
| <input type="checkbox"/> Mental health care for homeless persons                           | <input type="checkbox"/> Landlord/Tenant counseling   |
| <input type="checkbox"/> Physical health care for homeless persons                         | <input type="checkbox"/> Money Management   |
|  | <input type="checkbox"/> Other: _____   |

**14. Which three Homeless Services do you feel are the most important? 1=Most Important**

1. \_\_\_\_\_ Comments: \_\_\_\_\_  
 2. \_\_\_\_\_  
 3. \_\_\_\_\_

**15. What are the barriers to homeless persons accessing housing and services? Check all that apply**

- |  |  |
|--|--|
| <input type="checkbox"/> Transportation                        | <input type="checkbox"/> No services in my community |
| <input type="checkbox"/> Don't know who to call                | <input type="checkbox"/> Other: _____                |
| <input type="checkbox"/> Eligibility for program is too narrow | <input type="checkbox"/> Other: _____                |
| <input type="checkbox"/> Capacity/lack of resources            | <input type="checkbox"/> Other: _____                |

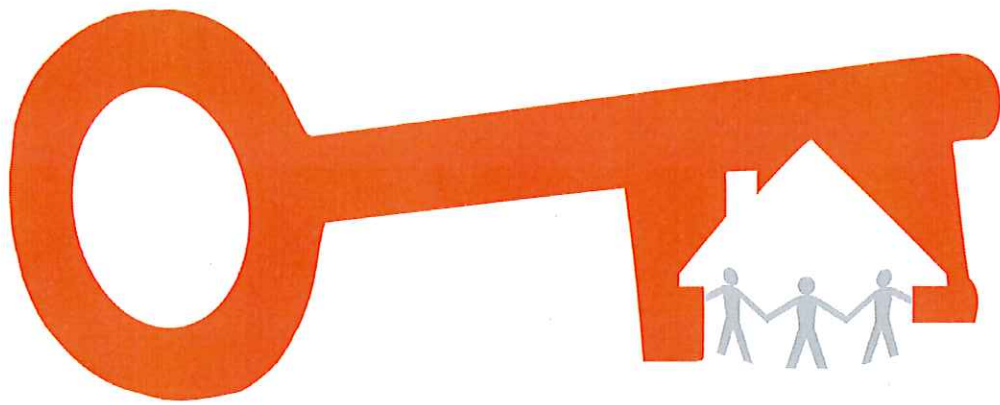
**16. Which three barriers above are the biggest impediments to accessing housing and services? 1=Biggest Impediment**

1. \_\_\_\_\_ Comments: \_\_\_\_\_  
 2. \_\_\_\_\_  
 3. \_\_\_\_\_

Thank you for your comments about homeless services. If you would like to know more about efforts in Contra Costa County to serve homeless persons, please visit the County Homeless Program's website at <http://cchealth.org/homeless>

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*Prepared By:*

**HomeBase**

*Advancing Solutions  
to Homelessness*



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***IN MEMORY OF GEORGE FERDINAND STAMM***  
***JUNE 18, 1936 – FEBRUARY 21, 2015***

**WHEREAS,**

George Ferdinand Stamm was born in Antioch on June 18, 1936 and was a lifelong resident of Antioch; and

**WHEREAS,**

The Stamm family's history in Antioch dates back to 1872, when three Stamm brothers ventured from Germany via San Francisco to homestead an area on B Street, where George and his wife Barbara Stamm lived for nearly six decades; and

**WHEREAS,**

The Stamm family has been a prominent part of Antioch for decades in that in 1928, the El Campanil Theatre on Second Street was built by George's grandfather, Ferdinand Stamm, along with Ralph Beede, and in 1948, the Stamm family built the Stamm Theater on G Street, an art deco movie house; and

**WHEREAS,**

George Stamm worked in the family's theaters from the age of six, first as a door boy, then a cashier and eventually ran the company, for over sixty years, until his death; and

**WHEREAS,**

Stamm Theaters expanded with the Bridgehead Drive-In movie theaters on East 18<sup>th</sup> Street, expanded, again, with the addition of the Metro Four Theaters on Lone Tree Way, and the Stamm family also built custom homes, was in the trucking business, and had real estate holdings in Antioch, Oakland, and Memphis, Tennessee; and

**WHEREAS,**

George and Barbara Stamm raised two children in Antioch, George Anders Stamm and Anne-Marie Stamm, both of whom are Antioch residents.

**NOW, THEREFORE, I, MAYOR WADE HARPER  
ALONG WITH COUNCIL MEMBERS LORI OGORCHOCK,  
MARY ROCHA, TONY TISCARENO AND MONICA E. WILSON**

do hereby recognize **GEORGE FERDINAND STAMM** for his commitment to the City of Antioch and dedicate the meeting of March 24, 2015 in his memory.

March 24, 2015

---

**WADE HARPER, Mayor**

**2.01**  
**03-24-15**



**Keep Antioch Beautiful Day  
April 18, 2015  
Citywide Clean-Up and Month of Service  
April, 2015**

**WHEREAS,**

The Sixth Annual “Keep Antioch Beautiful Day” Citywide Clean-Up will take place on **Saturday, April 18, 2015**; and

**WHEREAS,**

Keep Antioch Beautiful Day is coordinating the event around the celebration of the 45<sup>th</sup> Anniversary of Earth Day; and

**WHEREAS,**

Keep Antioch Beautiful Day is dedicated to bringing our community together by helping to educate and inspire people to create a cleaner environment through positive power of teamwork; and

**WHEREAS,**

Keep Antioch Beautiful Day volunteers will coordinate to clean-up parks, streets, trails, roadways and recreational areas throughout the City of Antioch; and

**WHEREAS,**

Keep Antioch Beautiful Day Committee will award cash prizes to the Antioch Schools with the most volunteers participating on April 18th; and

**WHEREAS,**

We recognize the volunteerism and community service that regularly occurs throughout the year, especially during the month of April. We encourage faith-based organizations, nonprofit groups, and Antioch residents to continue their effort during the month of April to Keep Antioch Beautiful.

**NOW, THEREFORE, I, WADE HARPER,**

Mayor of the City of Antioch do hereby proclaim **April 18, 2015** as the Sixth Annual *“Keep Antioch Beautiful Day” Citywide Clean-Up* and encourage community volunteers to make a difference by cleaning-up and beautifying the City of Antioch during the entire month of April.

**March 24, 2015**

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**WADE HARPER, Mayor**

**2.02**  
**03-24-15**

## CITY COUNCIL MEETING

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

**March 10, 2015**  
**Council Chambers**

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

Present: Council Members Wilson, Tiscareno, Rocha and Mayor Pro Tem Ogorchock  
Absent: Mayor Harper

Mayor Pro Tem Ogorchock announced Mayor Harper was not in attendance because he was attending the East Contra Costa County Transportation Authority conference.

### **PLEDGE OF ALLEGIANCE**

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

### **PROCLAMATION**

*In Memory of George Stamm*

Mayor Pro Tem Ogorchock announced the proclamation was postponed to the March 24, 2015 City Council meeting.

### **ANNOUNCEMENTS OF CIVIC AND COMMUNITY EVENTS**

Ken Lee, Antioch resident, in honor of Women's History Month, discussed the history of women in Antioch.

Mike Pollard announced the Antioch Prayer Breakfast would be held from 7:00 A.M. – 9:00 A.M. on May 7, 2015 at the Lone Tree Golf and Event Center. He presented the City Clerk with a photo and disc containing photographs from a prior event.

Director of Parks and Recreation Kaiser, on behalf of the City of Antioch, presented Diane Gibson-Gray and members of the Board for the Arts and Cultural Foundation with an award from the California Parks and Recreation Society, recognizing them as an agency award winner for their contributions to the City of Antioch. She announced a Youth Employment Workshop would be held on March 26, 2015 at the Nick Rodriguez Community Center.

Diane Gibson-Gray, on behalf of the Board of the Arts and cultural Foundation, thanked Director of Parks and Recreation Kaiser for the recognition. She announced the Chamber of Commerce Gala recognizing Antioch Citizens of the Year would be held on March 13, 2015.

### **ANNOUNCEMENTS OF BOARD AND COMMISSION OPENINGS**

City Clerk Simonsen announced the following Board and Commission openings.

- *Economic Development Commission: One (1) vacancy; deadline date is March 13, 2015*
- *Police Crime Prevention Commission: One (1) vacancy; deadline date is March 20, 2015*

He reported applications would be available online at the City's website and at the City Clerk's and Deputy City Clerk's offices.

## **PUBLIC COMMENTS**

Kirk Loomis, Antioch resident, reported his neighborhood had been having an ongoing problem with wild roosters and chickens. He provided Council with copies of a petition and a letter detailing the issues and requested the City respond to his concerns, as soon as possible.

Cindy Harrington, Antioch resident, expressed concern for criminal behavior occurring on 10<sup>th</sup> Street in and around the Bonfare Market parking lot. She suggested the Council go to the shopping center at night to observe what was occurring.

Lee Ballesteros, Antioch resident, reported on several very successful events and activities that occurred in downtown Antioch on March 7, 2015. She noted the addition of an event center at the Beede Lumber yard property would facilitate in bringing residents to downtown Antioch.

Chris Valenta, Antioch resident, reiterated his request for the City Council to provide a list of their priorities in Council Chambers. He spoke in support of the City adopting a noise ordinance and creating a safety zone to reduce the negative impacts of the train in downtown Antioch.

Adam Eliesen, Futures Explored – Alive, expressed concern for the homeless living in vehicles in the public parking lot at 3<sup>rd</sup> and "I" Streets. He noted a confrontation occurred with one of their participants and they had large dogs that were unleashed.

Mayor Pro Tem Ogorchock stated she would give the information to Chief Cantando.

Ken Turnage, Antioch resident, requested the City open the Planning Department to the public, in the afternoons.

## **COUNCIL SUBCOMMITTEE REPORTS**

Councilmember Rocha reported on her attendance at a meeting for the senior residents and announced Meals on Wheels were seeking volunteers to serve the community. She announced the East Bay Senior Resource Expo would be held from 9:00 A.M. – 2:00 P.M. on March 20, 2015 at the Crown Plaza.

Councilmember Tiscareno reported on his attendance at a Graffiti Abatement committee.

Mayor Pro Tem Ogorchock reported on her attendance at the League of California Cities meeting and Mayor's conference.

**MAYOR'S COMMENTS** - None

2. **COUNCIL CONSENT CALENDAR**
  - A. **APPROVAL OF COUNCIL MINUTES FOR FEBRUARY 24, 2015**
  - B. **APPROVAL OF COUNCIL WARRANTS**
  - C. **ORDINANCE NO. 2099-C-S MUNICIPAL CODE AMENDMENTS RELATED TO CODE ENFORCEMENT AND APPEALS (*Introduced on 02/24/15*)**
  - D. **ORDINANCE NO. 2100-C-S AMENDING SECTION 4-5.1501 OF THE ANTIOCH MUNICIPAL CODE AND CHANGING THE PRIMA FACIE SPEED LIMIT ON VARIOUS ROADWAYS (PW 282-3A) (*Introduced on 02/24/15*)**

On motion by Councilmember Tiscareno, seconded by Councilmember Rocha, the City Council unanimously approved the Council Consent Calendar with the exception of Item C which was removed for further discussion.

**Item C** – Ken Lee, Antioch resident, discussed his past interaction with Antioch Code Enforcement and urged the City to be fair when addressing code violations throughout the City.

On motion by Councilmember Rocha, seconded by Councilmember Wilson, the City Council unanimously approved Item C.

### **COUNCIL REGULAR AGENDA**

#### **3. PURCHASE AND SALE AGREEMENT: THE BEDFORD CENTER**

City Manager Duran presented the staff report dated March 10, 2015 recommending the City Council adopt the resolution authorizing the City Manager to execute the Purchase and Sale Agreement with Rehabilitation Services of Northern California, for the transfer of the Bedford Center property located at 1811 C Street, Antioch.

Jaime Ray, Antioch resident, spoke in support of the resolution and the Bedford Center expanding services in Antioch.

Debbie Toth, Rehabilitation Services of Northern California (RSNC)-Bedford Center, requested everyone in attendance in support of the Bedford Center raise their hands and on behalf of those individuals, she thanked the City for their support.

The Council voiced their support for the expansion of the Bedford Center and acknowledged the Board of the RCNC for facilitating the process.

#### **RESOLUTION NO. 2015/10**

On motion by Councilmember Rocha, seconded by Councilmember Wilson, the City Council unanimously adopted the resolution authorizing the City Manager to execute the Purchase and

Sale Agreement with Rehabilitation Services of Northern California, for the transfer of the Bedford Center property located at 1811 C Street, Antioch.

Mayor Pro Tem Ogorchock congratulated the Bedford Center. She declared a recess at 7:39 P.M. The meeting reconvened at 7:44 P.M. with all Councilmembers present (Mayor Harper – excused absence).

#### **4. PAVEMENT PLUGS AND BASE REPAIRS AT VARIOUS LOCATIONS (P.W. 328-9)**

Public Works Director/City Engineer Bernal presented the staff report dated March 10, 2015 recommending the City Council award the Pavement Plugs and Base Repairs at Various Locations project to the low bidder, MCK Services, Inc. (MCK), in the amount of \$1,674,107; authorize the Director of Public Works to execute a Contract Change Order No. 1 with MCK in the amount of \$337,325 for additional pavement plugs and base repair work on Lone Tree Way, Auto Center Drive and Cavallo Road for a total contract price of \$2,011,432; and authorize the Director of Finance to amend the 2014-2015 Capital Improvement Budget to increase Gas Tax funding to the Pavement Preventative Maintenance Program from \$3,840,000 to \$4,102,000.

On motion by Councilmember Rocha, seconded by Councilmember Tiscareno, the City Council unanimously awarded the Pavement Plugs and Base Repairs at Various Locations project to the low bidder, MCK Services, Inc. (MCK), in the amount of \$1,674,107; authorized the Director of Public Works to execute a Contract Change Order No. 1 with MCK in the amount of \$337,325 for additional pavement plugs and base repair work on Lone Tree Way, Auto Center Drive and Cavallo Road for a total contract price of \$2,011,432; and authorized the Director of Finance to amend the 2014-2015 Capital Improvement Budget to increase Gas Tax funding to the Pavement Preventative Maintenance Program from \$3,840,000 to \$4,102,000.

**PUBLIC COMMENTS** - None

**STAFF COMMUNICATIONS** - None

#### **COUNCIL COMMUNICATIONS**

Councilmembers Tiscareno, Rocha, and Wilson reported on their attendance at the EC2 conference in Brentwood.

Councilmember Wilson requested City staff agendize a discussion regarding the 239 extension and reported on her attendance at the RUAH Scholarship Dinner fundraiser, Read Across America event, East Bay Women's Conference, Neighborhood Cleanup event, Delta Veteran's Group spaghetti feed, and the Historical Society and Network of Care crab feeds.

Mayor Pro Tem Ogorchock reported she and Councilmember Rocha attended the Interfaith Women's Day event at the El Campanil.

Councilmember Rocha acknowledged Councilmember Wilson for speaking at the RUAH Scholarship Dinner and making the Black History Month presentation at Antioch High School.



She reported on her attendance at the International Women's Day event and announced she had collected get well cards for Supervisor Glover.

Mayor Pro Tem Ogorchock announced Former Mayor Freitas' wife, Katherine, was in the hospital and she encouraged everyone to keep her in their thoughts and prayers.

**ADJOURNMENT**

With no further business, Mayor Pro Tem Ogorchock adjourned the meeting at 7:55 P.M. to the next regular Council meeting on March 24, 2015.

Respectfully submitted:

*Kitty Eiden*

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KITTY EIDEN, Minutes Clerk

CITY OF ANTIOCH  
 CLAIMS BY FUND REPORT  
 FOR THE PERIOD OF  
 FEBRUARY 27 - MARCH 12, 2015  
 FUND/CHECK#

**100 General Fund**

**Non Departmental**

355291 BURKE WILLIAMS AND SORENSEN LLP	LEGAL SERVICES	737.50
355384 SOLAR CITY	SMIP FEE REFUND	8.41
355392 STANTEC CONSULTING	CONSULTING SERVICES	990.00
355409 WEST YOST ASSOCIATES INC	CONSULTING SERVICES	5,716.00
355439 DAHLIN GROUP INC	PROFESSIONAL SERVICES	1,170.00
355440 DELTA DENTAL	COBRA	857.60
355441 DELTA DENTAL	COBRA	857.60
355483 RANEY PLANNING & MANAGEMENT INC	PROFESSIONAL SERVICES	6,883.73
355493 SOLAR CITY	SMIP FEE REFUND	34.02

**City Council**

204004 CITY OF PINOLE	CONFERENCE-OGORCHOCK	50.00
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**City Attorney**

355295 COLANTUONO HIGHSMITH & WHATLEY	LEGAL SERVICES	4,257.50
355340 LEXISNEXIS	ONLINE LEGAL RESEARCH	76.50
355382 SHRED IT INC	SHRED SERVICES	46.14
355430 BURKE WILLIAMS AND SORENSEN LLP	LEGAL SERVICES	2,147.50
355486 ROBBINS, JUDITH A	LEGAL SERVICES	1,113.75
355504 XEROX CORPORATION	COPIER LEASE/USAGE	106.41

**City Manager**

204002 AMERICAN TROPHIES	DATE STAMP	83.17
204003 CITY OF PINOLE	CONFERENCE-FITZER	50.00
355292 CA SHOPPING CART RETRIEVAL CORP	SHOPPING CART RETRIEVAL	459.00
355358 OFFICE MAX INC	OFFICE SUPPLIES	23.28
355504 XEROX CORPORATION	COPIER LEASE/USAGE	106.41

**City Clerk**

355358 OFFICE MAX INC	OFFICE SUPPLIES	126.61
355446 ECS IMAGING INC	MAINTENANCE SUPPORT	727.47
355448 EIDEN, KITTY J	MINUTES CLERK	434.00
355504 XEROX CORPORATION	COPIER LEASE/USAGE	106.40

**City Treasurer**

355479 PFM ASSET MGMT LLC	ADVISORY SERVICES	7,322.36
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**Human Resources**

355382 SHRED IT INC	SHRED SERVICES	46.15
355446 ECS IMAGING INC	MAINTENANCE SUPPORT	727.46
355504 XEROX CORPORATION	COPIER LEASE/USAGE	388.44

**Economic Development**

355327 FITZER, MICHELLE M	EXPENSE REIMBURSEMENT	150.00
355363 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	453.60
355470 MUNICIPAL RESOURCE GROUP LLC	CONSULTING SERVICES	7,175.80
355477 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	932.50
355504 XEROX CORPORATION	COPIER LEASE/USAGE	106.41
923924 BERNICK, MICHAEL	PROFESSIONAL SERVICES	3,300.00

**Finance Administration**

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355446	ECS IMAGING INC	MAINTENANCE SUPPORT	727.47
355504	XEROX CORPORATION	COPIER LEASE/USAGE	338.71
<b>Finance Accounting</b>			
355382	SHRED IT INC	SHRED SERVICES	46.14
355421	AT AND T MCI	BITECH PHONE LINE	487.76
923919	SUNGARD PUBLIC SECTOR INC	ASP SERVICE	13,203.96
<b>Finance Operations</b>			
355401	UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	19.30
355449	EDD	UNEMPLOYMENT CLAIMS	6.30
355480	PITNEY BOWES INC	POSTAGE	15.49
355497	UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	45.47
355504	XEROX CORPORATION	COPIER LEASE/USAGE	1,925.56
<b>Non Departmental</b>			
355426	BAY CITIES PAVING AND GRADING	BUS LIC OVERPAYMENT REFUND	442.22
355499	WAGeworks	ADMIN FEE	96.00
<b>Public Works Maintenance Administration</b>			
355358	OFFICE MAX INC	OFFICE SUPPLIES	27.23
355471	NEXTEL SPRINT	CELL PHONE	57.95
355504	XEROX CORPORATION	COPIER LEASE/USAGE	48.05
<b>Public Works General Maintenance Services</b>			
355358	OFFICE MAX INC	OFFICE SUPPLIES	121.01
355504	XEROX CORPORATION	COPIER LEASE/USAGE	128.14
<b>Public Works Street Maintenance</b>			
355277	ACE HARDWARE, ANTIOCH	SUPPLIES	146.84
355358	OFFICE MAX INC	OFFICE SUPPLIES	61.78
355396	STEWARTS TREE SERVICE INC	TREE SERVICES	800.00
355397	SUBURBAN PROPANE	PROPANE	129.65
355463	LOWES COMPANIES INC	SUPPLIES	22.76
355471	NEXTEL SPRINT	CELL PHONE	56.96
<b>Public Works-Signal/Street Lights</b>			
355363	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	5,358.84
355408	WESCO RECEIVABLES CORP	STREET LIGHTS	13,931.26
355476	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	50.34
355477	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	17,648.88
923910	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	3,471.52
<b>Public Works-Striping/Signing</b>			
203775	PAPA	MEMBER DUES	45.00
355324	EAST BAY WELDING SUPPLY	SUPPLIES	58.70
355348	MANERI SIGN COMPANY	STREET SIGNS	618.13
355398	T AND T PAVEMENT MARKING PRODUCTS	SUPPLIES	513.25
355463	LOWES COMPANIES INC	SUPPLIES	73.40
355471	NEXTEL SPRINT	CELL PHONE	56.08
355491	SHERWIN WILLIAMS CO	PAINT SUPPLIES	199.68
<b>Public Works-Facilities Maintenance</b>			
355319	DREAM RIDE ELEVATOR	EMERGENCY REPAIRS	8,418.00

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355333 HOME DEPOT, THE	SUPPLIES	16.13
355339 LENHART ALARM AND SECURITY	ALARM SERVICES	450.00
355363 PACIFIC GAS AND ELECTRIC CO	GAS	10,798.62
355414 AMERICAN PLUMBING INC	PLUMBING SERVICE	590.05
355455 HONEYWELL INTERNATIONAL INC	HVAC SERVICE	13,075.50
355463 LOWES COMPANIES INC	SUPPLIES	66.35
355477 PACIFIC GAS AND ELECTRIC CO	GAS	31,272.44
355501 WESCO RECEIVABLES CORP	SUPPLIES	461.40
923913 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	2,897.00
923927 CONSOLIDATED ELECTRICAL DIST INC	SUPPLIES	10.66
<b>Public Works-Parks Maint</b>		
203776 FURBER SAW INC	MICRO CHAINS	37.95
355277 ACE HARDWARE, ANTIOCH	SUPPLIES	46.63
355363 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	919.68
355388 SPECIALIZED GRAPHICS	SIGN REPLACEMENT	6,087.80
355396 STEWARTS TREE SERVICE INC	TREE SERVICES	1,600.00
355414 AMERICAN PLUMBING INC	PLUMBING SERVICE	1,740.53
355442 DELTA FENCE CO	SUPPLIES	488.25
355466 MIRACLE PLAY SYSTEMS INC	PANEL REPLACEMENT	1,279.88
355473 ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	685.00
355475 PACHECO BROTHERS GARDENING INC	LANDSCAPE SERVICES	1,100.00
355477 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	2,328.55
923931 JOHN DEERE LANDSCAPES PACHECO	CONTROLLER REPAIR	3,120.36
<b>Public Works-Median/General Land</b>		
355277 ACE HARDWARE, ANTIOCH	PVC FITTINGS	46.00
355316 DIABLO LIVE SCAN	FINGERPRINTING	20.00
355363 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,636.48
355393 STATE OF CALIFORNIA	FINGERPRINTING	32.00
355449 EDD	UNEMPLOYMENT CLAIMS	2,158.00
355473 ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	384.00
355476 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	11.99
355477 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	4,520.33
<b>Public Works-Work Alternative</b>		
355471 NEXTEL SPRINT	CELL PHONE	49.64
<b>Police Administration</b>		
203923 MT DIABLO SILVERADO COUNCIL	EXPLORER FEES	38.40
204023 CITY OF ANTIOCH	EXPENSE REIMBURSEMENT	12.00
355284 ASR - BRICKER MINCOLA	EQUIPMENT	1,039.89
355288 BARAKOS, DIMITRI A	EXPENSE REIMBURSEMENT	72.10
355297 CONTRA COSTA COUNTY	RANGE FEES	715.00
355306 CONTRA COSTA COUNTY	PERMIT	621.00
355325 ED JONES CO INC	BADGES	939.68
355330 GALLS INC	HOLSTERS	107.76
355337 JACKSON LEWIS LLP	PROFESSIONAL SERVICES	413.00
355352 MT DIABLO SILVERADO COUNCIL	CHARTER RENEWAL	304.00

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355356	NET TRANSCRIPTS	TRANSCRIPTION SERVICES	229.61
355365	PITNEY BOWES INC	POSTAGE MACHINE	331.35
355367	POLICE EXECUTIVE RESEARCH FORUM	MANAGEMENT TRAINING	8,900.00
355378	ROSE, BRIAN C	MILEAGE REIMBURSEMENT	161.00
355382	SHRED IT INC	SHRED SERVICE	314.08
355393	STATE OF CALIFORNIA	FINGERPRINTING	132.00
355428	BLUE SHIELD LIFE	PAYROLL DEDUCTIONS	12.80
355435	CONTRA COSTA COUNTY	PROGRAM FEES	8,155.00
355436	COSTCO	MEMBER RENEWAL	100.00
355438	CSI FORENSIC SUPPLY	SUPPLIES	128.64
355446	ECS IMAGING INC	MAINTENANCE SUPPORT	857.46
355456	IBS OF TRI VALLEY	BATTERIES	746.13
355467	MOREFIELD, ANTHONY W	EXPENSE REIMBURSEMENT	147.42
355484	REACH PROJECT INC	PROJECT SERVICES	17,083.00
355504	XEROX CORPORATION	COPIER LEASE/USAGE	2,077.22
923909	HUNTINGTON COURT REPORTERS INC	TRANSCRIPTION SERVICES	1,048.98
923911	IMAGE SALES INC	BADGES	289.31
923914	MOBILE MINI LLC	PORTABLE STORAGE CONTAINERS	570.64
923922	A AND B CREATIVE TROPHIES	VIP AWARDS	109.00
923930	IMAGE SALES INC	BADGES	57.51
<b>Police Community Policing</b>			
204021	CITY OF ANTIOCH	EXPENSE REIMBURSEMENT	94.25
204022	CITY OF ANTIOCH	EXPENSE REIMBURSEMENT	98.10
204023	CITY OF ANTIOCH	EXPENSE REIMBURSEMENT	83.85
204024	CITY OF ANTIOCH	EXPENSE REIMBURSEMENT	48.75
355309	CRIME SCENE CLEANERS INC	CRIME SCENE CLEANUP	70.00
355329	EMPLOYEE	ADPP PAYMENT	4,336.00
355330	GALLS INC	TRUCK SUPPLIES	611.73
355350	MR STITCH UPHOLSTERY SERVICE	LIGHT BAR COVERS	378.60
355369	PSYCHOLOGICAL RESOURCES INC	PROFESSIONAL SERVICES	450.00
355373	RAINS LUCIA STERN PC	SETTLEMENT	4,067.50
355402	EMPLOYEE	ADPP PAYMENT	4,336.00
355403	VIGILANT CANINE SVCS INTERNATIONAL	TRAINING	4,500.00
355406	EMPLOYEE	ADPP PAYMENT	5,315.09
355440	DELTA DENTAL	PAYROLL DEDUCTIONS	381.48
355441	DELTA DENTAL	PAYROLL DEDUCTIONS	55.45
<b>Police Investigations</b>			
204021	CITY OF ANTIOCH	EXPENSE REIMBURSEMENT	5.75
204024	CITY OF ANTIOCH	EXPENSE REIMBURSEMENT	45.00
355278	ADVANTAGE SENTRY & PROTECTION	PRISONER TRANSPORT	892.50
355299	CONTRA COSTA COUNTY	LAB TESTING	2,992.50
355300	CONTRA COSTA COUNTY	RENDITION FEES	350.00
355304	CONTRA COSTA COUNTY	LAB TESTING	880.00
355305	CONTRA COSTA COUNTY	LAB TESTING	21,515.00
355399	THOMSON WEST	ONLINE DATABASE	599.52

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355411	ADVANTAGE SENTRY & PROTECTION	PRISONER TRANSPORT	1,413.75
355434	CONTRA COSTA COUNTY	SART EXAMS	10,800.00
355504	XEROX CORPORATION	COPIER LEASE/USAGE	655.90
<b>Police Communications</b>			
355298	CONTRA COSTA COUNTY	TELECOMMUNICATION SERVICE	1,500.00
355419	AT AND T MCI	DED/DISPATCH PHONE LINES	100.14
355420	AT AND T MCI	PHONE	655.27
355421	AT AND T MCI	PHONE	378.25
355422	AT AND T MOBILITY	HIGH SPEED WIRELESS	2,331.00
355428	BLUE SHIELD LIFE	PAYROLL DEDUCTIONS	6.70
355437	COSTCO	SUPPLIES	156.68
355449	EDD	UNEMPLOYMENT CLAIMS	5,687.00
<b>Office Of Emergency Management</b>			
923932	KARSTE CONSULTING INC	CONSULTING SERVICES	1,200.00
<b>Police Facilities Maintenance</b>			
355285	AUTOMATIC DOOR SYSTEMS INC	DOOR REPAIR	215.00
355363	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	18,177.51
355455	HONEYWELL INTERNATIONAL INC	HVAC SERVICE	7,233.00
355463	LOWES COMPANIES INC	SUPPLIES	13.12
355472	NEXTEL SPRINT	CELL PHONE	3,120.05
355477	PACIFIC GAS AND ELECTRIC CO	GAS	39,848.13
923913	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	3,426.00
923926	CLUB CARE INC	GYM MAINTENANCE	225.00
<b>Community Development Administration</b>			
355504	XEROX CORPORATION	COPIER LEASE/USAGE	313.67
<b>Community Development Land Planning Services</b>			
203750	UNLIMITED GRAPHIC & SIGN NETWORK	NAME PLATE	21.80
355321	DYETT AND BHATIA	CONSULTING SERVICES	1,075.00
355344	LOEWKE PLANNING ASSOCIATES	CONSULTING SERVICES	12,158.90
355425	BAY AREA NEWS GROUP	LEGAL AD	1,751.99
355446	ECS IMAGING INC	MAINTENANCE SUPPORT	1,127.45
355481	PMC	PROFESSIONAL SERVICES	4,702.25
355483	RANEY PLANNING & MANAGEMENT	PROFESSIONAL SERVICES	4,449.68
<b>CD Code Enforcement</b>			
355279	ALLIED WASTE SERVICES	GARBAGE ABATEMENT	1,132.74
355368	PRINT CLUB	ADMIN CITATION FORMS	737.93
355424	BANK OF AMERICA	RED CROSS CERTIFICATIONS	81.00
355446	ECS IMAGING INC	MAINTENANCE SUPPORT	1,127.45
<b>PW Engineer Land Development</b>			
355446	ECS IMAGING INC	MAINTENANCE SUPPORT	1,127.45
355471	NEXTEL SPRINT	CELL PHONE	169.71
355504	XEROX CORPORATION	COPIER LEASE/USAGE	121.98
<b>Community Development Building Inspection</b>			
355358	OFFICE MAX INC	OFFICE SUPPLIES	127.21

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355384 SOLAR CITY	TECH FEE REFUND	227.72
355446 ECS IMAGING INC	MAINTENANCE SUPPORT	1,127.45
355471 NEXTEL SPRINT	CELL PHONE	58.58
355493 SOLAR CITY	INSPECTION FEE REFUND	703.42
<b>Community Development Engineering Services</b>		
355471 NEXTEL SPRINT	CELL PHONE	57.95
<b>212 CDBG Fund</b>		
<b>CDBG</b>		
355431 CITY DATA SERVICES LLC	CDBG SERVICES	1,050.00
<b>CDBG NSP</b>		
355481 PMC	CDBG SERVICES	875.00
<b>213 Gas Tax Fund</b>		
<b>Streets</b>		
355363 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	27,176.22
355477 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	81,918.60
<b>214 Animal Control Fund</b>		
<b>Animal Control</b>		
355323 EAST BAY VETERINARY EMERGENCY	VETERINARY SERVICES	331.68
355332 HILLS PET NUTRITION	ANIMAL FOOD	917.99
355363 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	956.72
355449 EDD	UNEMPLOYMENT CLAIMS	1,510.00
355459 KOEFRAN SERVICES INC	DISPOSAL SERVICES	1,850.00
355472 NEXTEL SPRINT	CELL PHONE	328.58
355477 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	2,097.25
355504 XEROX CORPORATION	COPIER LEASE/USAGE	187.99
923913 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	436.00
<b>Maddie's Fund Grant</b>		
355427 BAYER HEALTH CARE	ANIMAL MEDICAL SUPPLIES	99.42
<b>219 Recreation Fund</b>		
<b>Non Departmental</b>		
355313 DEER VALLEY HIGH SCHOOL	DEPOSIT REFUND	500.00
355345 LOMBARDI, ARRIENNA	DEPOSIT REFUND	500.00
355489 RUAH COMMUNITY OUTREACH	DEPOSIT REFUND	500.00
<b>Recreation Admin</b>		
355339 LENHART ALARM AND SECURITY	ALARM SERVICES	150.00
355363 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,316.82
355380 RUAH COMMUNITY OUTREACH	OVERCHARGE REFUND	201.00
355455 HONEYWELL INTERNATIONAL INC	HVAC SERVICE	5,406.25
355477 PACIFIC GAS AND ELECTRIC CO	GAS	4,558.31
<b>Senior Programs</b>		
355363 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	877.87
355424 BANK OF AMERICA	CONFERENCE	653.00
355477 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	3,038.87
923913 LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	336.00
<b>Recreation Classes/Prog</b>		

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355286	BAGNESCHI, ALBERTA	CONTRACTOR PAYMENT	696.00
355308	CPR FAST	CONTRACTOR PAYMENT	134.40
355331	GEDDES MUSIC BRENTWOOD	CONTRACTOR PAYMENT	510.00
355343	LIPPE, PATRICIA	CONTRACTOR PAYMENT	314.40
355353	MUIR, ROXANNE	CONTRACTOR PAYMENT	604.80
355362	ORTIZ, CHERYL	CONTRACTOR PAYMENT	166.80
355366	PLAY WELL TEKNOLOGIES	CONTRACTOR PAYMENT	1,776.00
355377	ROBERTS, NANCY	CONTRACTOR PAYMENT	726.00
355404	WALLER, JOHN	CONTRACTOR PAYMENT	288.00
355407	WE ARE ONE PRODUCTIONS	CONTRACTOR PAYMENT	1,036.80
355424	BANK OF AMERICA	CONFERENCE	400.00
355445	DUGAND, KARINA	CONTRACTOR PAYMENT	384.00
355447	EDUCATION TO GO	CONTRACTOR PAYMENT	336.25
355451	FOLGERGRAPHICS	SPRING RECREATION GUIDE	7,229.59
<b>Recreation Camps</b>			
355424	BANK OF AMERICA	CONFERENCE	199.00
<b>Recreation Sports Programs</b>			
355363	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	4,560.68
355424	BANK OF AMERICA	SPORTS EQUIPMENT	1,428.05
355449	EDD	UNEMPLOYMENT CLAIMS	686.00
355463	LOWES COMPANIES INC	SUPPLIES	188.63
355477	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	4,619.46
<b>Recreation-New Comm Cntr</b>			
355289	BAY BUILDING MAINTENANCE INC	JANITORIAL SERVICE	995.00
355296	COLE SUPPLY CO INC	SUPPLIES	196.55
355316	DIABLO LIVE SCAN	FINGERPRINTING	20.00
355346	LSA ASSOCIATES INC	MONITORING SERVICES	1,863.75
355393	STATE OF CALIFORNIA	FINGERPRINTING	32.00
355408	WESCO RECEIVABLES CORP	SUPPLIES	101.11
355420	AT AND T MCI	PHONE	64.38
355424	BANK OF AMERICA	ACF INSURANCE	754.10
355455	HONEYWELL INTERNATIONAL INC	HVAC SERVICE	9,930.25
355463	LOWES COMPANIES INC	SUPPLIES	42.33
355464	MARLIES CLEANING SERVICE	CLEANING SERVICES	280.00
355477	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	4,979.24
355504	XEROX CORPORATION	COPIER LEASE/USAGE	293.45
<b>221 Asset Forfeiture Fund</b>			
<b>Non Departmental</b>			
355301	CONTRA COSTA COUNTY	ASSET FORFEITURE	8,190.49
355302	CONTRA COSTA COUNTY	ASSET FORFEITURE	3,787.56
355338	KILKENNY, KARLA	ASSET FORFEITURE	2,000.00
355359	OLIPHANT, JOHN	ASSET FORFEITURE	40,000.10
355386	SOLIDARITY FELLOWSHIP INC	ASSET FORFEITURE	6,000.00
355433	CONTRA COSTA COUNTY	ASSET FORFEITURE	508.15
<b>222 Measure C/J Fund</b>			

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**Streets**

355450 FEDERAL ADVOCATES INC ADVOCACY SERVICES 5,000.00  
**226 Solid Waste Reduction Fund**

**Non Departmental**

355310 CRRA MEMBER DUES 83.33

**Solid Waste**

355310 CRRA MEMBER DUES 116.67  
 355505 YORKSHIRE ROOFING OF NO CALIF WASTE MANAGEMENT FEE 35.00

**229 Pollution Elimination Fund**

**Channel Maintenance Operation**

355471 NEXTEL SPRINT CELL PHONE 49.64  
 355485 RMC WATER AND ENVIRONMENT PROFESSIONAL SERVICES 7,909.78

**251 Lone Tree SLLMD Fund**

**Lonetree Maintenance Zone 1**

355363 PACIFIC GAS AND ELECTRIC CO ELECTRIC 766.73  
 355473 ODYSSEY LANDSCAPE CO INC LANDSCAPE SERVICES 192.00  
 355477 PACIFIC GAS AND ELECTRIC CO ELECTRIC 1,970.99

**Lonetree Maintenance Zone 2**

355363 PACIFIC GAS AND ELECTRIC CO ELECTRIC 729.60  
 355477 PACIFIC GAS AND ELECTRIC CO ELECTRIC 1,936.05

**Lonetree Maintenance Zone 4**

355473 ODYSSEY LANDSCAPE CO INC LANDSCAPE SERVICES 1,800.00

**252 Downtown SLLMD Fund**

**Downtown Maintenance**

355363 PACIFIC GAS AND ELECTRIC CO ELECTRIC 356.48  
 355473 ODYSSEY LANDSCAPE CO INC LANDSCAPE SERVICES 384.00  
 355477 PACIFIC GAS AND ELECTRIC CO ELECTRIC 927.98

**253 Almondridge SLLMD Fund**

**Almondridge Maintenance**

355363 PACIFIC GAS AND ELECTRIC CO ELECTRIC 206.92  
 355473 ODYSSEY LANDSCAPE CO INC LANDSCAPE SERVICES 2,526.00  
 355477 PACIFIC GAS AND ELECTRIC CO ELECTRIC 563.27

**254 Hillcrest SLLMD Fund**

**Hillcrest Maintenance Zone 1**

355363 PACIFIC GAS AND ELECTRIC CO ELECTRIC 736.03  
 355473 ODYSSEY LANDSCAPE CO INC LANDSCAPE SERVICES 460.80  
 355477 PACIFIC GAS AND ELECTRIC CO ELECTRIC 1,609.45

**Hillcrest Maintenance Zone 2**

355363 PACIFIC GAS AND ELECTRIC CO ELECTRIC 716.40  
 355473 ODYSSEY LANDSCAPE CO INC LANDSCAPE SERVICES 960.00  
 355477 PACIFIC GAS AND ELECTRIC CO ELECTRIC 1,944.80

**Hillcrest Maintenance Zone 4**

355363 PACIFIC GAS AND ELECTRIC CO ELECTRIC 634.27  
 355473 ODYSSEY LANDSCAPE CO INC LANDSCAPE SERVICES 307.20  
 355477 PACIFIC GAS AND ELECTRIC CO ELECTRIC 1,696.59

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**255 Park 1A Maintenance District Fund**

**Park 1A Maintenance District**

355363	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	141.50
355421	AT AND T MCI	PHONE	17.58
355473	ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	460.80
355477	PACIFIC GAS AND ELECTRIC CO	GAS	299.16

**256 Citywide 2A Maintenance District Fund**

**Citywide 2A Maintenance Zone 3**

355363	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	75.16
355477	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	203.10

**Citywide 2A Maintenance Zone 4**

355363	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	298.04
355477	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	770.39

**Citywide 2A Maintenance Zone 5**

355363	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	474.74
355477	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,244.34

**Citywide 2A Maintenance Zone 6**

355363	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	228.80
355473	ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	384.00
355477	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	614.66

**Citywide 2A Maintenance Zone 9**

355363	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	469.87
355473	ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	307.20
355477	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,272.03

**Citywide 2A Maintenance Zone10**

355363	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	137.62
355473	ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	1,640.00
355477	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	368.68

**257 SLLMD Administration Fund**

**SLLMD Administration**

355358	OFFICE MAX INC	OFFICE SUPPLIES	79.85
355463	LOWES COMPANIES INC	SUPPLIES	35.16
355471	NEXTEL SPRINT	CELL PHONE	167.74

**259 East Lone Tree SLLMD Fund**

**Zone 1-District 10**

355473	ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	2,580.00
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**311 Capital Improvement Fund**

**Measure WW**

355389	SRP COMPANY	FISHING PIER PROJECT	47,258.63
923932	KARSTE CONSULTING INC	CONSULTING SERVICES	600.00

**Streets**

355281	ANCHOR CONCRETE CONSTRUCTION	SIDEWALK REPAIR PROJECT	36,708.25
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**376 Lone Diamond Fund**

**Assessment District**

355485	RMC WATER AND ENVIRONMENT	WEST ANTIOCH CREEK PROJECT	59,645.91
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 Finance Accounting



CITY OF ANTIOCH  
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**416 Honeywell Capital Lease Fund**

**Non Departmental**

355287 BANK OF AMERICA	LOAN PAYMENT	43,516.24
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**570 Equipment Maintenance Fund**

**Equipment Maintenance**

355282 ANTIOCH AUTO PARTS	SUPPLIES	516.12
355293 CHUCKS BRAKE AND WHEEL SERVICE	BATTERIES	1,480.67
355294 CLASSY GLASS	WINDOW TINT	480.00
355322 EAST BAY TRUCK CENTER	SUPPLIES	196.80
355328 FRIGARD CHIROPRACTIC	DMV EXAMS	75.00
355339 LENHART ALARM AND SECURITY	ALARM SERVICES	75.00
355347 MAACO	AUTO BODY REPAIR	2,926.44
355349 MITCHELL ONE INC	AUTO REPAIR	3,862.90
355363 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	478.17
355401 UNITED PARCEL SERVICE	SHIPPING	35.96
355413 ALL STAR AUTO ELECTRIC	STARTER	427.37
355416 ANTIOCH AUTO PARTS	SUPPLIES	424.85
355469 MUNICIPAL MAINT EQUIPMENT INC	SUPPLIES	43.63
355477 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	1,216.62
355478 PETERSON	TRACTOR PARTS	287.69
355482 PURSUIT NORTH	K9 CAR BUILD	3,438.58
355494 SPRAYTEC	REPAIR PARTS	442.06
355500 WALNUT CREEK FORD	BRAKE KITS	1,114.25
355504 XEROX CORPORATION	COPIER LEASE/USAGE	58.73
923912 KIMBALL MIDWEST	SUPPLIES	739.22
923918 SC FUELS	LUBRICANTS	1,840.51
923925 BIG SKY ENTERPRISES INC	TIRE DISPOSAL	474.35

**573 Information Services Fund**

**Information Services**

355471 NEXTEL SPRINT	CELL PHONE	56.96
355498 VERIZON WIRELESS	AIR CARD	114.03

**Network Support & PCs**

355390 SSP DATA INC	BARRACUDA MESSAGE ARCHIVER	2,170.00
355421 AT AND T MCI	PHONE	357.32
355446 ECS IMAGING INC	MAINTENANCE SUPPORT	1,450.00
355471 NEXTEL SPRINT	CELL PHONE	121.76
923903 COMPUTERLAND	REPLACEMENT TAPES	289.42

**Telephone System**

355418 AT AND T MCI	PHONE	31.38
355420 AT AND T MCI	PHONE	218.33
355421 AT AND T MCI	PHONE	2,212.65

**GIS Support Services**

355358 OFFICE MAX INC	OFFICE SUPPLIES	19.19
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**Office Equipment Replacement**

923908 HUBB SYSTEMS LLC DATA 911	EQUIPMENT	287.53
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CITY OF ANTIOCH  
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**611 Water Fund**

***Non departmental***

355282	ANTIOCH AUTO PARTS	SUPPLIES	791.67
355312	CWEA SFBS	RENEWAL-CONNELLY	117.00
355358	OFFICE MAX INC	OFFICE SUPPLIES	5,367.61
355376	ROBERTS AND BRUNE CO	SUPPLIES	10,185.88
355408	WESCO RECEIVABLES CORP	SUPPLIES	164.81
355415	AMERICAN TEXTILE AND SUPPLY INC	RAGS	774.45
355487	ROBERTS AND BRUNE CO	SUPPLIES	20,260.20
355502	WILCO SUPPLY	LOCKS/KEY BLANKS	710.61
923907	GRAINGER INC	SUPPLIES	1,342.17
923929	HAMMONS SUPPLY COMPANY	SUPPLIES	1,941.97

***Water Supervision***

355320	DUONG, CHANH	CHECK REPLACEMENT	74.94
355358	OFFICE MAX INC	OFFICE SUPPLIES	271.39
355379	RT LAWRENCE CORP	LOCKBOX PROCESSING FEE	680.23
355383	SMITH, THOMAS D	CHECK REPLACEMENT	23.40
355471	NEXTEL SPRINT	CELL PHONE	113.92

***Water Production***

203893	RALEYS	MEETING SUPPLIES	52.11
203894	APPLIED TECHNOLOGY GROUP INC	WIRE CONNECTOR	92.84
203895	SAVE MART SUPERMARKETS	MEETING SUPPLIES	38.16
355277	ACE HARDWARE, ANTIOCH	TAPE	94.84
355290	BORGES AND MAHONEY	REPAIR KIT	130.51
355295	COLANTUONO HIGHSMITH & WHATLEY	LEGAL SERVICES	4,257.50
355311	CRWA	CONFERENCE FEES	425.00
355326	FISHER SCIENTIFIC COMPANY	LAB SUPPLIES	4,635.36
355339	LENHART ALARM AND SECURITY	ALARM SERVICES	150.00
355357	OCCUPATIONAL HEALTH CENTERS	PREPLACEMENT MEDICAL	326.00
355363	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	112,456.16
355374	REINHOLDT ENGINEERING CONSTR	INSPECTION & TESTING	940.00
355381	SHAPE INCORPORATED	EQUIPMENT	14,486.10
355387	SPAULDING, ANN B	CONSULTING SERVICES	945.61
355405	WALTER BISHOP CONSULTING	CONSULTING SERVICES	2,200.00
355420	AT AND T MCI	PHONE	128.80
355421	AT AND T MCI	PHONE	67.78
355432	CMC INCORPORATED	NOZZLE ASSEMBLY	2,404.88
355460	KRUGER INC	ACTI-FLOW REPAIR PARTS	14,799.04
355463	LOWES COMPANIES INC	SUPPLIES	184.92
355471	NEXTEL SPRINT	CELL PHONE	103.92
355474	OFFICE MAX INC	OFFICE SUPPLIES	13.63
355477	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	250,346.04
355490	SECO CONTROLS LLC	CHART RECORDERS	7,188.43
355504	XEROX CORPORATION	COPIER LEASE	96.52
923899	AIRGAS SPECIALTY PRODUCTS	AMMONIA	800.13

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CITY OF ANTIOCH  
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923902	CHEMTRADE CHEMICALS US LLC	ALUM	4,740.93
923905	EUROFINS EATON ANALYTICAL INC	MONITORING	100.00
923906	EVOQUA WATER TECHNOLOGIES LLC	SERVICE DI H2O SYSTEM	486.70
923907	GRAINGER INC	SUPPLIES	266.26
923913	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	292.00
923916	NTU TECHNOLOGIES INC	POLYMER	2,700.00
923917	OLIN CHLOR ALKALI PRODUCTS	CAUSTIC	11,249.16
923928	GRAINGER INC	LADDER	1,989.56
<b>Water Distribution</b>			
355277	ACE HARDWARE, ANTIOCH	PAINT REMOVER	7.84
355283	ANTIOCH BUILDING MATERIALS	ASPHALT	3,511.95
355312	CWEA SFBS	RENEWAL-CONNELLY	39.00
355316	DIABLO LIVE SCAN	FINGERPRINTING	20.00
355328	FRIGARD CHIROPRACTIC	DMV EXAMS	75.00
355335	INFOSEND INC	PRINT/MAIL SERVICES	4,191.99
355337	JACKSON LEWIS LLP	PROFESSIONAL SERVICES	30.00
355351	MT DIABLO LANDSCAPE CENTERS INC	SUPPLIES	103.17
355358	OFFICE MAX INC	OFFICE SUPPLIES	1,361.23
355376	ROBERTS AND BRUNE CO	PIPE & FITTINGS	6,971.83
355393	STATE OF CALIFORNIA	FINGERPRINTING	32.00
355401	UNITED PARCEL SERVICE	SHIPPING	133.07
355449	EDD	UNEMPLOYMENT CLAIMS	28.35
355452	GEMS ENVIRONMENTAL MGMT SERVICES	FUELING SYSTEM PROJECT	3,630.77
355463	LOWES COMPANIES INC	SUPPLIES	130.87
355471	NEXTEL SPRINT	CELL PHONE	728.56
355487	ROBERTS AND BRUNE CO	PIPE & FITTINGS	1,144.24
355497	UNITED PARCEL SERVICE	SHIPPING	69.18
355504	XEROX CORPORATION	COPIER LEASE/USAGE	149.11
923907	GRAINGER INC	SUPPLIES	18.82
<b>Water Meter Reading</b>			
355446	ECS IMAGING INC	MAINTENANCE SUPPORT	1,503.34
355463	LOWES COMPANIES INC	STORAGE BINS	16.52
355471	NEXTEL SPRINT	CELL PHONE	61.58
923923	BADGER METER INC	METER PARTS	2,789.23
<b>Public Buildings &amp; Facilities</b>			
355429	BROWN AND CALDWELL INC	PROFESSIONAL SERVICES	673.70
<b>Warehouse &amp; Central Stores</b>			
355277	ACE HARDWARE, ANTIOCH	SUPPLIES	47.04
355339	LENHART ALARM AND SECURITY	ALARM SERVICES	75.00
355401	UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	19.30
355471	NEXTEL SPRINT	CELL PHONE	69.80
355495	STATE FIRE MARSHAL	LICENSE RENEWAL	487.50
355497	UNITED PARCEL SERVICE	WEEKLY PRINTER SERVICE FEE	45.47
355504	XEROX CORPORATION	COPIER LEASE/USAGE	139.56

**621 Sewer Fund**

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**Sewer-Wastewater Supervision**

355358 OFFICE MAX INC	OFFICE SUPPLIES	447.04
355444 DOWNEY BRAND ATTORNEYS LLP	LEGAL SERVICES	33.00
355504 XEROX CORPORATION	COPIER LEASE/USAGE	149.51

**Sewer-Wastewater Collection**

355277 ACE HARDWARE, ANTIOCH	SMALL TOOLS	2.25
355283 ANTIOCH BUILDING MATERIALS	ASPHALT	3,516.34
355307 COUNTY ASPHALT	ASPHALT	1,200.77
355318 DKF SOLUTIONS GROUP LLC	CONSULTING SERVICES	9,328.95
355328 FRIGARD CHIROPRACTIC	DMV EXAMS	75.00
355335 INFOSEND INC	PRINT/MAIL SERVICES	4,191.98
355337 JACKSON LEWIS LLP	PROFESSIONAL SERVICES	30.00
355339 LENHART ALARM AND SECURITY	ALARM SERVICES	375.00
355379 RT LAWRENCE CORP	PROCESSING FEE	680.23
355417 ANTIOCH BUILDING MATERIALS	ASPHALT	1,766.58
355443 DKF SOLUTIONS GROUP LLC	CONSULTING SERVICES	400.00
355449 EDD	UNEMPLOYMENT CLAIMS	28.35
355452 GEMS ENVIRONMENTAL MGMT SERVICES	FUELING SYSTEM PROJECT	3,630.76
355453 GENERAL PLUMBING SUPPLY CO	CONDUIT	412.43
355455 HONEYWELL INTERNATIONAL INC	HVAC SERVICE	527.64
355457 INFRASTRUCTURE TECHNOLOGIES LLC	EQUIPMENT	1,995.00
355463 LOWES COMPANIES INC	SMALL TOOLS	825.47
355471 NEXTEL SPRINT	CELL PHONE	277.48
355488 ROOTX	COLLECTIONS CREWS	1,553.92
355492 SIGN A RAMA INC	SIGN REMOVAL	241.50
923898 3T EQUIPMENT COMPANY	SUPPLIES	3,456.00
923920 TELFER OIL COMPANY	OIL	884.00
923928 GRAINGER INC	SMALL TOOLS	500.06

**622 Sewer Facilities Expansion Fund**

**Wastewater Collection**

355375 RGW CONSTRUCTION INC	SEWER MAIN PROJECT	395,076.50
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**631 Marina Fund**

**Non Departmental**

355423 BAKER, DEAN	BERTH DEPOSIT REFUND	132.21
355465 MEANS, JASON	BERTH DEPOSIT REFUND	90.76
355496 SULLIVAN, MICHAEL	OVERPAYMENT REFUND	89.70
355503 WILSON, DALE	BERTH DEPOSIT REFUND	222.40
355506 ZEHE, MIKE	BERTH DEPOSIT REFUND	163.61

**Marina Administration**

355339 LENHART ALARM AND SECURITY	ALARM SERVICES	75.00
355363 PACIFIC GAS AND ELECTRIC CO	ELECTRIC	3,116.25
355425 BAY AREA NEWS GROUP	LEGAL AD	70.31
355471 NEXTEL SPRINT	CELL PHONE	56.96
355474 OFFICE MAX INC	OFFICE SUPPLIES	88.41

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CITY OF ANTIOCH  
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355477	PACIFIC GAS AND ELECTRIC CO	ELECTRIC	9,496.92
355504	XEROX CORPORATION	COPIER LEASE	104.54
<b>Marina Maintenance</b>			
355473	ODYSSEY LANDSCAPE CO INC	LANDSCAPE SERVICES	1,940.00
923913	LEES BUILDING MAINTENANCE	JANITORIAL SERVICES	1,200.00
<b>Marina Boat Launch</b>			
923910	ICR ELECTRICAL CONTRACTORS	ELECTRICAL SERVICES	686.47
<b>641 Prewett Water Park Fund</b>			
<b>Rec - Prewett Admin</b>			
355449	EDD	UNEMPLOYMENT CLAIMS	128.00
<b>Recreation Aquatics</b>			
355289	BAY BUILDING MAINTENANCE INC	JANITORIAL SERVICE	500.00
355424	BANK OF AMERICA	RED CROSS CERTIFICATIONS	108.00
355468	MUIR, ROXANNE	WATER AEROBICS INSTRUCTOR	70.00
<b>Recreation Water Park</b>			
203983	EWING IRRIGATION PRODUCTS	SUPPLIES	76.88
203984	LESLIES POOL SUPPLIES	SUPPLIES	67.30
355280	AMERICAN GREENPOWER USA INC	SUPPLIES	1,295.00
355339	LENHART ALARM AND SECURITY	ALARM SERVICES	573.00
355342	LINCOLN EQUIPMENT INC	SUPPLIES	192.97
355363	PACIFIC GAS AND ELECTRIC CO	GAS	9,026.77
355424	BANK OF AMERICA	RED CROSS CERTIFICATIONS	146.35
355449	EDD	UNEMPLOYMENT CLAIMS	414.00
355451	FOLGERGRAPHICS	SPRING RECREATION GUIDE	900.30
355455	HONEYWELL INTERNATIONAL INC	HVAC SERVICE	2,389.00
355458	KELLY MOORE PAINT CO	SUPPLIES	420.77
355463	LOWES COMPANIES INC	SUPPLIES	256.68
355477	PACIFIC GAS AND ELECTRIC CO	GAS	25,238.76
355504	XEROX CORPORATION	COPIER LEASE/USAGE	213.29
923904	CONSOLIDATED ELECTRICAL DIST INC	SUPPLIES	198.29
<b>Recreation Community Cnter</b>			
355289	BAY BUILDING MAINTENANCE INC	JANITORIAL SERVICE	250.00
<b>Rec Prewett Concessions</b>			
355339	LENHART ALARM AND SECURITY	ALARM SERVICES	75.00
<b>721 Employee Benefits Fund</b>			
<b>Non Departmental</b>			
355303	CONTRA COSTA COUNTY	PAYROLL DEDUCTIONS	400.00
355314	DELTA PARK ATHLETIC CLUB	PAYROLL DEDUCTIONS	37.00
355315	DELTA VALLEY ATHLETIC CLUB	PAYROLL DEDUCTIONS	54.00
355317	DIAMOND HILLS SPORT CLUB	PAYROLL DEDUCTIONS	59.00
355334	IN SHAPE HEALTH CLUBS	PAYROLL DEDUCTIONS	875.00
355336	INTERNAL REVENUE SERVICE	PAYROLL DEDUCTIONS	60.00
355341	LINA	PAYROLL DEDUCTIONS	5,337.23
355354	MUNICIPAL POOLING AUTHORITY	PAYROLL DEDUCTIONS	2,715.10
355360	OPERATING ENGINEERS LOCAL NO 3	PAYROLL DEDUCTIONS	2,643.00

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CITY OF ANTIOCH  
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355361 OPERATING ENGINEERS TRUST FUND	PAYROLL DEDUCTIONS	8,492.11
355364 PARS	PAYROLL DEDUCTIONS	3,190.36
355370 PERS	PAYROLL DEDUCTIONS	363,588.11
355371 PERS	PAYROLL DEDUCTIONS	340,319.98
355372 PUBLIC EMPLOYEES UNION LOCAL 1	PAYROLL DEDUCTIONS	2,645.28
355385 SOLAR SWIM AND GYM	PAYROLL DEDUCTIONS	27.00
355391 STANDARD LIFE INSURANCE	PAYROLL DEDUCTIONS	880.60
355394 STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	104.12
355395 STATE OF CALIFORNIA	PAYROLL DEDUCTIONS	200.00
355400 RECIPIENT	PAYROLL DEDUCTIONS	112.15
355410 XTREME FITNESS	PAYROLL DEDUCTIONS	104.00
355412 AFLAC	PAYROLL DEDUCTIONS	15,215.18
355428 BLUE SHIELD LIFE	PAYROLL DEDUCTIONS	2,521.87
355440 DELTA DENTAL	PAYROLL DEDUCTIONS	31,902.79
355441 DELTA DENTAL	PAYROLL DEDUCTIONS	31,537.57
923900 ANTIOCH PD SWORN MGMT ASSOC	PAYROLL DEDUCTIONS	746.75
923901 APOA	PAYROLL DEDUCTIONS	13,023.59
923915 NATIONWIDE RETIREMENT SOLUTIONS	PAYROLL DEDUCTIONS	47,559.42
923921 VANTAGEPOINT TRANSFER AGENTS	PAYROLL DEDUCTIONS	6,744.68
<b>736 APFA Lone Diamond Reassessment 1998 Fund</b>		
<b><i>Non Departmental</i></b>		
355355 NBS LOCAL GOVERNMENT SOLUTIONS	DELINQUENCY MANAGEMENT SVCS	555.44





STAFF REPORT TO THE CITY COUNCIL  
FOR CONSIDERATION AT THE COUNCIL MEETING OF MARCH 24, 2015

SUBMITTED BY: Donna Conley, City Treasurer 

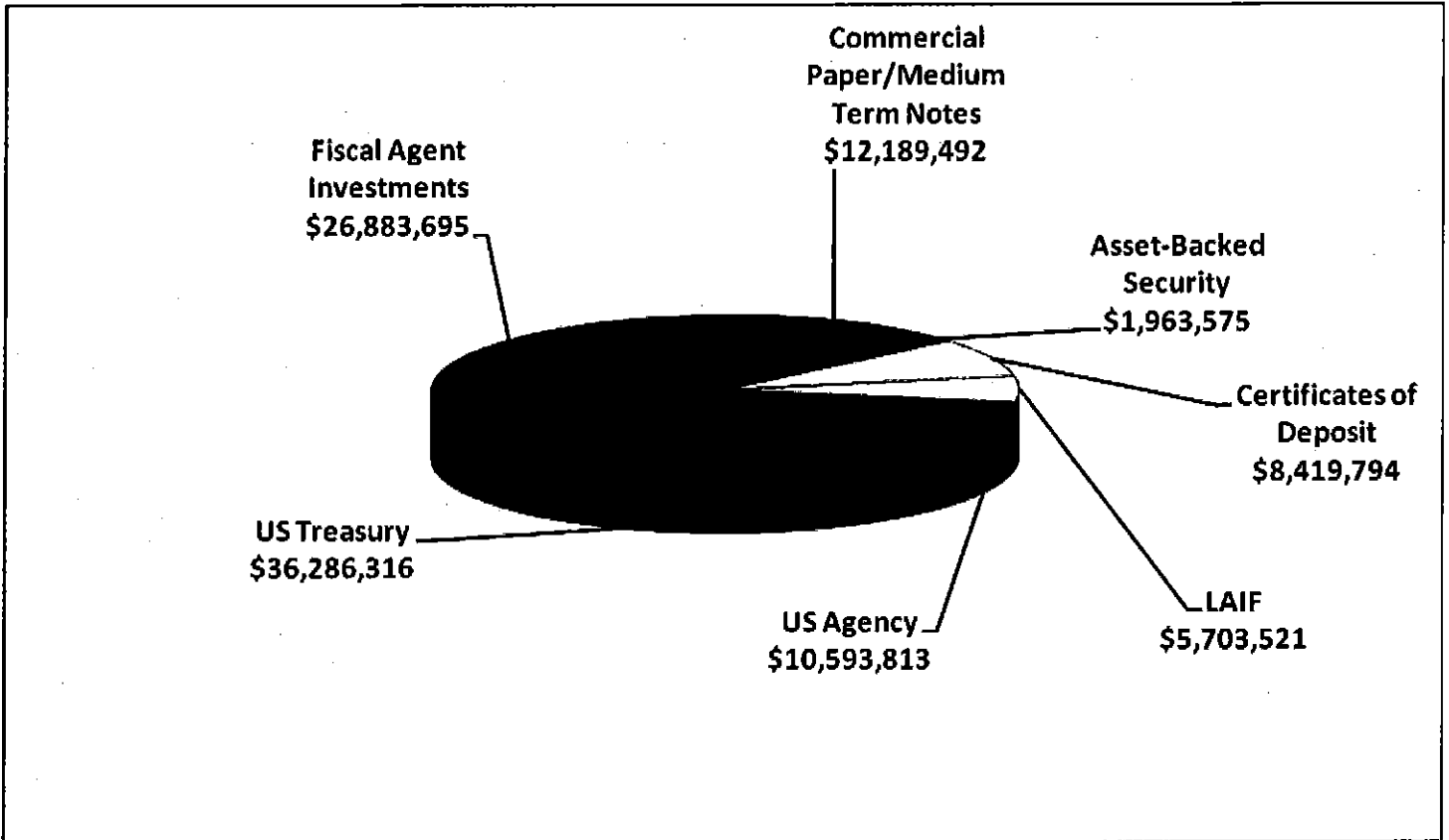
DATE March 18, 2015

SUBJECT: Treasurer's Report – FEBRUARY 2015

RECOMMENDATION: Review and file.

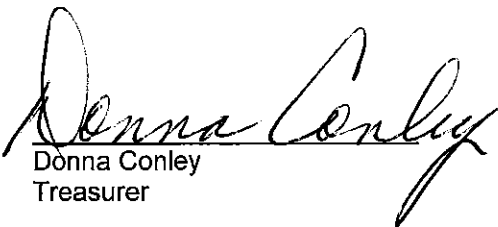
CITY OF ANTIOCH  
SUMMARY REPORT ON THE CITY'S INVESTMENTS


FEBRUARY 28, 2015



Total of City and Fiscal Agent Investments = \$102,040,206

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 2002 Lease Revenue Bonds	21,769,648
Antioch Public Financing Authority 1998 Reassessment Revenue Bonds	14,004
Antioch Public Financing Authority 2015 Bonds	45,127
Antioch Development Agency 2000 Tax Allocation Bonds	97,354
Antioch Development Agency 2009 Tax Allocation Bonds	166,780
ABAG Lease Revenue Bonds	4,790,782
	<u><u>\$26,883,695</u></u>



Managed Account Issuer Summary

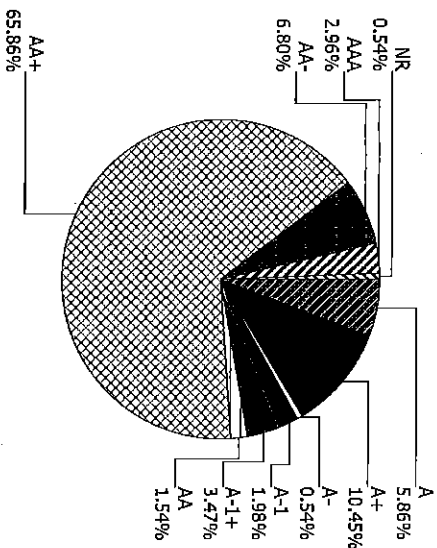
For the Month Ending February 28, 2015

CITY OF ANTIQCH, GA - 04380500

Issuer Summary

Issuer	Market Value of Holdings	Percent
AMERICAN EXPRESS CO	371,638.36	0.54
AMERICAN HONDA FINANCE	588,245.58	0.85
APPLE INC	1,710,273.10	2.47
BANK OF NEW YORK CO INC	1,066,725.30	1.54
BANK OF NOVA SCOTIA	1,349,825.85	1.95
BERKSHIRE HATHAWAY INC	934,703.01	1.35
CA EARTHQUAKE AUTH TXBL REV BOND	375,176.25	0.54
CA ST DEPT OF WATER REV BONDS	500,960.00	0.72
CATERPILLAR INC	773,549.70	1.12
DEERE & COMPANY	1,067,537.90	1.54
FANNIE MAE	2,279,915.44	3.28
FEDERAL HOME LOAN BANKS	3,169,020.20	4.56
FORD CREDIT AUTO OWNER TRUST	749,833.50	1.08
FREDDIE MAC	2,181,205.28	3.15
GOLDMAN SACHS GROUP INC	1,375,206.25	1.98
HONDA AUTO RECEIVABLES	299,903.70	0.43
HSBC HOLDINGS PLC	1,622,843.47	2.34
IBM CORP	1,743,605.50	2.52
JP MORGAN CHASE & CO	1,654,283.15	2.39
MET WATER DISTRICT OF SOUTHERN CA	225,344.25	0.33
ORANGE COUNTY, CA	873,687.50	1.26
RABOBANK NEDERLAND	1,697,067.50	2.45
STATE OF CALIFORNIA	1,510,129.50	2.18
TOYOTA AUTO RECEIVABLES	274,741.50	0.40
TOYOTA MOTOR CORP	727,269.25	1.05
UNITED STATES TREASURY	36,306,045.26	52.37
UNIVERSITY OF CALIFORNIA	135,333.45	0.20
US BANCORP	1,367,422.38	1.97
WELLS FARGO & COMPANY	1,030,904.00	1.49
WESTPAC BANKING CORP NY	1,351,150.20	1.95
<b>Total</b>	<b>\$69,313,546.33</b>	<b>100.00%</b>

Credit Quality (S&P Ratings)



PFM Asset Management LLC



Managed Account Detail of Securities Held

For the Month Ending February 28, 2015

CITY OF ANTIPOCH, 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
<b>U.S. Treasury Bond / Note</b>												
US TREASURY NOTES	DTD 06/30/2009 3.250% 06/30/2016	912828KZ2	2,090,000.00	AA+	Aaa	05/10/13	05/15/13	2,274,507.81	0.41	11,258.29	2,169,007.94	2,168,701.04
US TREASURY NOTES	DTD 06/30/2009 3.250% 06/30/2016	912828KZ2	2,950,000.00	AA+	Aaa	05/22/13	05/24/13	3,204,783.20	0.44	15,890.88	3,060,004.70	3,061,085.20
US TREASURY NOTES	DTD 06/30/2009 3.250% 06/30/2016	912828KZ2	3,300,000.00	AA+	Aaa	05/24/13	05/31/13	3,574,570.31	0.53	17,776.24	3,419,369.61	3,424,264.80
US TREASURY NOTES	DTD 08/31/2011 1.000% 08/31/2016	912828RF9	2,265,000.00	AA+	Aaa	02/27/14	03/03/14	2,293,577.93	0.49	61.55	2,282,213.57	2,283,049.79
US TREASURY NOTES	DTD 11/30/2011 0.875% 11/30/2016	912828RU6	2,385,000.00	AA+	Aaa	10/31/13	11/01/13	2,403,446.48	0.62	5,217.19	2,395,526.82	2,398,601.66
US TREASURY NOTES	DTD 11/30/2011 0.875% 11/30/2016	912828RU6	3,110,000.00	AA+	Aaa	11/27/13	12/03/13	3,136,726.56	0.58	6,803.13	3,125,688.64	3,127,736.33
US TREASURY NOTES	DTD 01/03/2012 0.875% 12/31/2016	912828RX0	1,700,000.00	AA+	Aaa	12/05/14	12/09/14	1,706,375.00	0.69	2,465.47	1,705,682.01	1,709,827.70
US TREASURY NOTES	DTD 03/31/2012 1.000% 03/31/2017	912828SM3	1,350,000.00	AA+	Aaa	10/02/14	10/06/14	1,356,591.80	0.80	5,637.36	1,355,535.97	1,359,386.55
US TREASURY NOTES	DTD 05/31/2012 0.625% 05/31/2017	912828SY7	1,975,000.00	AA+	Aaa	06/02/14	06/03/14	1,964,044.92	0.81	3,085.94	1,966,737.51	1,970,216.55
US TREASURY NOTES	DTD 07/02/2012 0.750% 06/30/2017	912828TB6	3,850,000.00	AA+	Aaa	10/30/14	11/03/14	3,846,089.84	0.79	4,785.91	3,846,566.96	3,847,593.75
US TREASURY NOTES	DTD 07/31/2012 0.500% 07/31/2017	912828TG5	285,000.00	AA+	Aaa	07/01/14	07/07/14	281,047.85	0.96	114.16	281,871.74	282,884.73
US TREASURY NOTES	DTD 07/31/2012 0.500% 07/31/2017	912828TG5	2,035,000.00	AA+	Aaa	02/06/15	02/10/15	2,017,988.67	0.84	815.12	2,018,346.82	2,019,896.23
US TREASURY NOTES	DTD 07/31/2012 0.500% 07/31/2017	912828TG5	2,350,000.00	AA+	Aaa	02/02/15	02/04/15	2,342,564.45	0.63	941.30	2,342,769.50	2,332,558.30
US TREASURY NOTES	DTD 09/30/2010 1.875% 09/30/2017	912828PA2	1,500,000.00	AA+	Aaa	09/02/14	09/04/14	1,537,617.19	1.04	11,744.51	1,531,713.77	1,537,968.00



PFM Asset Management LLC



Managed Account Detail of Securities Held

For the Month Ending February 28, 2015

CITY OF ANTIPOCH, CA - 04380500

Security Type / Description	Dated Date / Coupon / Maturity	CUSIP	S&P Par Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
<b>U.S. Treasury Bond / Note</b>											
US TREASURY NOTES		912828UEB	AA+	Aaa	12/01/14	12/03/14	646,826.17	0.91	808.01	647,073.40	646,089.60
DTD 12/31/2012 0.750%	12/31/2017										
US TREASURY NOTES		912828UJ2	AA+	Aaa	02/26/15	02/27/15	4,138,142.58	1.04	13,075.55	4,138,207.52	4,136,185.03
DTD 04/01/2013 0.750%	03/31/2018										
<b>Security Type Sub-Total</b>							<b>36,724,900.76</b>	<b>0.70</b>	<b>100,480.61</b>	<b>36,286,316.48</b>	<b>36,306,045.26</b>

**Municipal Bond / Note**

METRO WTR DIST AUTH, CA TXBL REV BONDS		59266TH07	AAA	Aa1	06/21/12	06/28/12	225,000.00	0.94	353.63	225,000.00	225,344.25
DTD 06/28/2012 0.943%	07/01/2015										
CA ST DEPT OF WATER TXBL REV BONDS		13066KX87	AAA	Aa1	09/19/12	09/27/12	500,000.00	0.65	812.50	500,000.00	500,960.00
DTD 09/27/2012 0.650%	12/01/2015										
CA ST TXBL GO BONDS		13063BN73	A+	Aa3	03/13/13	03/27/13	551,859.00	0.93	481.25	550,603.88	552,805.00
DTD 03/27/2013 1.050%	02/01/2016										
ORANGE CNTY, CA TXBL REV PO BONDS		68428LDJ0	AA-	NR	01/09/15	01/13/15	875,000.00	0.78	910.00	875,000.00	873,687.50
DTD 01/13/2015 0.780%	05/02/2016										
UNIV OF CAL TXBL REV BONDS		91412GSX4	AA	Aa2	09/26/13	10/02/13	135,000.00	0.91	360.53	135,000.00	135,333.45
DTD 10/02/2013 0.907%	05/15/2016										
CA EARTHQUAKE AUTH TXBL REV BONDS		13017HACO	NR	A3	10/29/14	11/06/14	225,000.00	1.19	447.75	225,000.00	224,687.25
DTD 11/06/2014 1.194%	07/01/2016										
CA ST TAXABLE GO BONDS		13063CFD7	A+	Aa3	10/22/13	11/05/13	954,455.50	1.09	3,958.33	952,501.68	957,324.50
DTD 11/05/2013 1.250%	11/01/2016										
CA EARTHQUAKE AUTH TXBL REV BONDS		13017HAD8	NR	A3	10/29/14	11/06/14	150,000.00	1.82	456.00	150,000.00	150,489.00
DTD 11/06/2014 1.824%	07/01/2017										
<b>Security Type Sub-Total</b>							<b>3,610,000.00</b>	<b>0.95</b>	<b>7,779.99</b>	<b>3,613,105.56</b>	<b>3,620,630.95</b>

**Federal Agency Bond / Note**

FNMA NOTES		313560CM3	AA+	Aaa	10/01/13	10/03/13	664,674.35	0.75	3,479.69	660,129.29	662,216.14
DTD 08/19/2011 1.250%	09/28/2016										
<b>Security Type Sub-Total</b>							<b>664,674.35</b>	<b>0.75</b>	<b>3,479.69</b>	<b>660,129.29</b>	<b>662,216.14</b>



PFM Asset Management LLC





Managed Account Detail of Securities Held

For the Month Ending February 28, 2015

CITY OF ANTIPOCH, 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
FNMA NOTES	DTT 08/19/2011 1.250% 09/28/2016	3135G0CM3	970,000.00	AA+	Aaa	10/01/13	10/03/13	984,555.92	0.74	5,153.13	977,717.05	980,686.49
FLHB NOTES	DTT 08/07/2014 0.500% 09/28/2016	3130A2T97	1,860,000.00	AA+	Aaa	08/06/14	08/07/14	1,855,815.00	0.61	3,952.50	1,856,916.18	1,857,794.04
FEDERAL HOME LOAN BANKS (CALLABLE)	DTT 03/27/2014 1.625% 03/27/2017	3130A1CR7	1,310,000.00	AA+	Aaa	04/02/14	04/04/14	1,324,396.90	1.25	9,106.32	1,311,061.70	1,311,226.16
FREDDIE MAC GLOBAL NOTES	DTT 06/25/2012 1.000% 07/28/2017	3137EAD15	2,175,000.00	AA+	Aaa	08/12/14	08/14/14	2,174,854.27	1.00	1,993.75	2,174,892.75	2,181,205.28
<b>Security Type Sub-Total</b>			<b>6,970,000.00</b>					<b>7,004,296.44</b>	<b>0.88</b>	<b>23,685.39</b>	<b>6,980,706.97</b>	<b>6,993,128.11</b>

Corporate Note

JPMORGAN CHASE & CO GLOBAL NOTES	DTT 10/18/2012 1.100% 10/15/2015	46623EIR1	650,000.00	A	A3	10/15/12	10/18/12	649,733.50	1.11	2,701.11	649,943.83	651,762.15
BANK OF NEW YORK MELLON (CALLABLE)	DTT 10/25/2012 0.700% 10/23/2015	06406HCD9	425,000.00	A+	A1	10/18/12	10/25/12	424,562.25	0.73	1,057.78	424,905.00	425,688.50
BANK OF NEW YORK MELLON (CALLABLE)	DTT 10/25/2012 0.700% 10/23/2015	06406HCD9	640,000.00	A+	A1	12/17/12	12/20/12	638,067.20	0.81	1,592.89	639,558.13	641,036.80
TOYOTA MOTOR CREDIT CORP	DTT 05/17/2013 0.800% 05/17/2016	89236TAL9	725,000.00	AA-	Aa3	05/14/13	05/17/13	724,702.75	0.81	1,675.56	724,879.15	727,269.25
WELLS FARGO & COMPANY	DTT 07/29/2013 1.250% 07/20/2016	94974BFL9	1,025,000.00	A+	A2	07/22/13	07/29/13	1,024,016.00	1.28	1,459.20	1,024,536.52	1,030,904.00
BERKSHIRE HATHAWAY FIN GLOBAL NOTES	DTT 08/15/2013 0.950% 08/15/2016	084664BX8	930,000.00	AA	Aa2	08/06/13	08/15/13	929,507.10	0.97	392.67	929,759.08	934,703.01
AMERICAN HONDA FINANCE GLOBAL NOTES	DTT 10/10/2013 1.125% 10/07/2016	02665WAB7	585,000.00	A+	A1	10/03/13	10/10/13	582,964.20	1.24	2,632.50	583,901.90	588,245.58
JPMORGAN CHASE & CO	DTT 02/18/2014 1.350% 02/15/2017	46623EY6	1,000,000.00	A	A3	02/12/14	02/18/14	999,500.00	1.37	600.00	999,670.64	1,002,521.00
APPLE INC CORP NOTE	DTT 05/06/2014 1.050% 05/05/2017	037833ANW2	1,700,000.00	AA+	Aa1	04/29/14	05/06/14	1,699,099.00	1.07	5,702.08	1,699,342.61	1,710,273.10



PFM Asset Management LLC



CITY OF ANTIQCH, GA - 04380500

Managed Account Detail of Securities Held

For the Month Ending February 29, 2015

Security Type/Description	Dated Date/Coupon/Maturity	CUSIP	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
JOHN DEERE CAPITAL CORP NOTES	DTD 06/12/2014 1.125% 06/12/2017	24422ESN0	A	A2	06/09/14	06/12/14	1,064,499.45	1.14	2,629.22	1,064,618.00	1,067,537.90
HSBC USA INC	DTD 06/23/2014 1.300% 06/23/2017	40434CAA3	A	A2	06/16/14	06/23/14	564,141.20	1.35	1,387.39	564,335.46	565,400.02
CATERPILLAR FINANCIAL SE	DTD 08/20/2014 1.250% 08/18/2017	14912L6D8	A	A2	08/13/14	08/20/14	769,615.00	1.27	347.57	769,682.04	773,549.70
AMERICAN EXPRESS CREDIT CORP NOTES	DTD 09/23/2014 1.550% 09/22/2017	0258M0DR7	A-	A2	09/18/14	09/23/14	369,504.20	1.60	2,517.03	369,575.32	371,638.36
IBM CORP NOTES	DTD 02/06/2015 1.125% 02/06/2018	459200HZ7	AA-	Aa3	02/03/15	02/06/15	1,744,662.50	1.23	1,367.19	1,744,784.18	1,743,505.50
<b>Security Type Sub-Total</b>							<b>12,200,000.00</b>	<b>1.14</b>	<b>26,062.19</b>	<b>12,189,491.86</b>	<b>12,234,134.87</b>

Certificate of Deposit

WESTPAC BANKING CORP NY LT FLOAT CD	DTD 04/17/2014 0.433% 04/15/2016	96121TWFL	A-1+	P-1	04/16/14	04/17/14	1,350,000.00	0.41	731.19	1,350,000.00	1,351,150.20
RABOBANK NEDERLAND NV NY CD	DTD 05/13/2014 0.716% 05/06/2016	21684BPV0	A+	Aa2	05/09/14	05/13/14	1,700,000.00	0.71	3,889.64	1,700,000.00	1,697,067.50
BANK OF NOVA SCOTIA HOUS CD FLOAT	DTD 06/13/2014 0.418% 06/10/2016	06417HMU7	A+	Aa2	06/11/14	06/13/14	1,349,184.60	0.28	1,268.46	1,349,476.93	1,349,825.85
GOLDMAN SACHS BANK USA CD	DTD 08/19/2014 0.900% 08/12/2016	38147J2L5	A-1	P-1	08/14/14	08/19/14	1,375,000.00	0.90	339.04	1,375,000.00	1,375,206.25
HSBC BANK USA NA CD	DTD 02/13/2015 0.880% 08/15/2016	40428AC54	A-1+	P-1	02/11/15	02/13/15	1,050,000.00	0.88	410.67	1,050,000.00	1,057,443.45
US BANK NA CINCINNATI (CALLABLE) CD	DTD 09/11/2014 1.375% 09/11/2017	90333VPF1	AA-	Aa3	09/09/14	09/11/14	1,372,786.25	1.41	8,927.95	1,373,131.65	1,367,422.38
<b>Security Type Sub-Total</b>							<b>8,200,000.00</b>	<b>0.76</b>	<b>15,566.95</b>	<b>8,197,608.58</b>	<b>8,196,415.63</b>

Asset-Backed Security / Collateralized Mortgage Obligation



PFM Asset Management LLC



CITY OF ANTIPOCH, CA - 04380500

Managed Account Detail of Securities Held

For the Month Ending February 28, 2015

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		
<b>Asset-Backed Security / Collateralized Mortgage Obligation:</b>														
HONDA ABS 2015-1 A2	01/28/2015	0.7000%	06/15/2017	43814KAB7	300,000.00	AAA	Aaa	01/21/15	01/28/15	299,984.34	0.70	93.33	299,984.71	299,903.70
TOYOTA AUTO RECEIVABLES OWNER				89236WAB4	275,000.00	AAA	Aaa	02/24/15	03/04/15	274,997.39	0.71	0.00	274,997.39	274,741.50
<b>DTD 03/04/2015 0.710% 07/15/2017</b>														
FORD ABS 2014-C A2				34530PAC6	750,000.00	AAA	NR	11/18/14	11/25/14	749,974.80	0.61	203.33	749,977.59	749,833.50
<b>DTD 11/25/2014 0.610% 08/15/2017</b>														
FANNIEMAE-AGES 2015-M1 ASQ2				3136AMKW8	380,000.00	AA+	Aaa	01/15/15	01/30/15	383,797.15	1.26	514.90	383,681.49	382,079.36
<b>DTD 01/15/2015 1.626% 02/01/2018</b>														
FNMA-AGES 2015-M3 FA				3136AMWCO	255,000.00	AA+	Aaa	02/12/15	02/27/15	254,933.37	0.39	83.30	254,933.39	254,933.45
<b>DTD 02/01/2015 0.392% 06/01/2018</b>														
<b>Security Type Sub-Total</b>					<b>1,960,000.00</b>			<b>1,963,687.05</b>	<b>0.74</b>	<b>894.86</b>	<b>1,963,574.57</b>	<b>1,961,491.51</b>		
<b>Managed Account Sub-Total</b>					<b>68,910,000.00</b>			<b>69,690,743.95</b>	<b>0.82</b>	<b>174,469.99</b>	<b>69,230,804.02</b>	<b>69,313,546.33</b>		
<b>Securities Sub-Total</b>					<b>\$68,910,000.00</b>			<b>\$69,690,743.95</b>	<b>0.82%</b>	<b>\$174,469.99</b>	<b>\$69,230,804.02</b>	<b>\$69,313,546.33</b>		
<b>Accrued Interest</b>										<b>\$174,469.99</b>		<b>\$174,469.99</b>		
<b>Total Investments</b>												<b>\$69,488,016.32</b>		

Bolded items are forward settling trades.



PFM Asset Management LLC



Managed Account Security Transactions & Interest

For the Month Ending February 28, 2015

CITY OF ANTIPOCH, GA - 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
BUY	02/02/15	02/04/15	US TREASURY NOTES DTD 07/31/2012 0.500% 07/31/2017	912828TG5	2,350,000.00	(2,342,564.45)	(129.83)	(2,342,694.28)			
	02/03/15	02/06/15	IBM CORP NOTES DTD 02/06/2015 1.125% 02/06/2018	459200HZ7	1,750,000.00	(1,744,662.50)	0.00	(1,744,662.50)			
	02/06/15	02/10/15	US TREASURY NOTES DTD 07/31/2012 0.500% 07/31/2017	912828TG5	2,035,000.00	(2,017,988.67)	(281.08)	(2,018,269.75)			
	02/11/15	02/13/15	HSBC BANK USA NA CD DTD 02/13/2015 0.880% 08/15/2016	40428AC54	1,050,000.00	(1,050,000.00)	0.00	(1,050,000.00)			
	02/12/15	02/27/15	FNMA-ACES 2015-M3 FA DTD 02/01/2015 0.392% 06/01/2018	3136AMMCO	255,000.00	(254,933.37)	(72.19)	(255,005.56)			
	02/24/15	03/04/15	TOYOTA AUTO RECEIVABLES OWNER ABS NOTES DTD 03/04/2015 0.710%	89236WAB4	275,000.00	(274,997.39)	0.00	(274,997.39)			
	02/26/15	02/27/15	US TREASURY NOTES DTD 04/01/2013 0.750% 03/31/2018	912828UJ2	4,175,000.00	(4,138,142.58)	(12,903.50)	(4,151,046.08)			
<b>Transaction Type Sub-Total</b>						<b>11,890,000.00</b>	<b>(11,823,288.96)</b>	<b>(13,386.60)</b>	<b>(11,836,675.56)</b>		
<b>INTEREST</b>											
	02/01/15	02/01/15	CA ST TXBL GO BONDS DTD 09/27/2013 1.050% 02/01/2016	13063BN73	550,000.00	0.00	2,887.50	2,887.50			
	02/01/15	02/25/15	FANNIEMAE-ACES 2015-M1 ASQ2 DTD 01/15/2015 1.626% 02/01/2018	3136AMKW8	380,000.00	0.00	514.90	514.90			
	02/15/15	02/15/15	JPMORGAN CHASE & CO DTD 02/18/2014 1.350% 02/15/2017	46623EY6	1,000,000.00	0.00	6,750.00	6,750.00			
	02/15/15	02/15/15	BERKSHIRE HATHAWAY FIN GLOBAL NOTES DTD 08/15/2013 0.950% 08/15/2016	084664BX8	930,000.00	0.00	4,417.50	4,417.50			
	02/15/15	02/15/15	HONDA ABS 2015-1 A2 DTD 01/28/2015 0.700% 06/15/2017	43814KAB7	300,000.00	0.00	99.17	99.17			
	02/15/15	02/15/15	FORD ABS 2014-C A2 DTD 11/25/2014 0.610% 08/15/2017	34530PAC6	750,000.00	0.00	381.25	381.25			
	02/18/15	02/18/15	CATERPILLAR FINANCIAL SE DTD 08/20/2014 1.250% 08/18/2017	14912L6D8	770,000.00	0.00	4,759.03	4,759.03			



PFM Asset Management LLC



Managed Account Security Transactions & Interest

For the Month Ending February 28, 2015

CITY OF ANTIPOGH, CA - 04380500

Transaction Type	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST	02/19/15	GOLDMAN SACHS BANK USA CD	3814722LS	1,375,000.00	0.00	6,238.36	6,238.36			
	02/28/15	DTD 08/19/2014 0.900% 08/12/2016								
	02/28/15	US TREASURY NOTES	912828RF9	2,265,000.00	0.00	11,325.00	11,325.00			
		DTD 08/31/2011 1.000% 08/31/2016								
<b>Transaction Type Sub-Total</b>				<b>8,320,000.00</b>	<b>0.00</b>	<b>37,372.71</b>	<b>37,372.71</b>			
<b>SELL</b>										
	02/02/15	US TREASURY NOTES	912828B41	650,000.00	651,218.75	26.93	651,245.68	380.86	799.73	SPEC LOT
		DTD 01/31/2014 0.375% 01/31/2016								
	02/02/15	SKANDINAVISKA ENSKILDA BY NY FLOAT CD	83051HUD6	1,700,000.00	1,703,763.80	815.43	1,704,579.23	3,763.80	3,763.80	SPEC LOT
		DTD 01/10/2014 0.576% 01/04/2016								
	02/03/15	US TREASURY NOTES	912828UE8	1,750,000.00	1,745,693.36	1,341.51	1,747,034.87	4,238.28	3,747.17	SPEC LOT
		DTD 12/31/2012 0.750% 12/31/2017								
	02/06/15	FREDDIE MAC GLOBAL NOTES	3137EAD15	1,610,000.00	1,616,489.83	536.66	1,617,026.49	6,689.47	6,655.47	SPEC LOT
		DTD 06/25/2012 1.000% 07/28/2017								
	02/06/15	FREDDIE MAC GLOBAL NOTES	3137EAD15	425,000.00	426,713.15	141.67	426,854.82	1,741.62	1,736.61	SPEC LOT
		DTD 06/25/2012 1.000% 07/28/2017								
	02/11/15	US TREASURY NOTES	912828WM8	800,000.00	800,187.50	618.13	800,805.63	312.50	268.79	SPEC LOT
		DTD 06/02/2014 0.375% 05/31/2016								
	02/11/15	US TREASURY NOTES	912828OF0	250,000.00	255,029.30	1,450.28	256,479.58	(7,412.11)	142.44	SPEC LOT
		DTD 05/02/2011 2.000% 04/30/2016								
	02/24/15	US TREASURY NOTES	912828B41	275,000.00	275,397.46	91.16	275,488.62	42.97	234.04	SPEC LOT
		DTD 01/31/2014 0.375% 01/31/2016								
	02/26/15	US TREASURY NOTES	912828B41	725,000.00	726,047.85	202.78	726,250.63	113.28	610.49	SPEC LOT
		DTD 01/31/2014 0.375% 01/31/2016								
	02/26/15	WAL-MART STORES INC GLOBAL NOTES	931142DED0	400,000.00	400,700.00	906.67	401,606.67	984.00	806.84	SPEC LOT
		DTD 04/11/2013 0.600% 04/11/2016								
	02/26/15	US TREASURY NOTES	912828WM8	2,000,000.00	2,000,468.75	1,833.79	2,002,302.54	781.25	665.95	SPEC LOT
		DTD 06/02/2014 0.375% 05/31/2016								
	02/26/15	FANNIE MAE GLOBAL NOTES	3135GOV48	800,000.00	801,376.00	1,633.33	803,009.33	2,288.00	1,696.48	SPEC LOT
		DTD 02/15/2013 0.500% 03/30/2016								



PFM Asset Management LLC



**Managed Account Security Transactions & Interest**

For the Month Ending February 28, 2015

CITY OF ANTIPOCH, 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	
<b>SELL</b>												
02/26/15	02/27/15		FREDDIE MAC GLOBAL NOTES DTD 03/07/2013 0.5000% 05/13/2016	3137EAD09	240,000.00	240,276.00	346.67	240,622.67	290.40	281.57	SPEC LOT	
02/26/15	02/27/15		UNIV OF CAL TXBL REV BONDS DTD 10/02/2013 0.528% 05/15/2015	91412GSW6	230,000.00	230,144.90	344.08	230,488.98	144.90	144.90	SPEC LOT	
<b>Transaction Type Sub-Total</b>						<b>11,855,000.00</b>	<b>11,873,506.65</b>	<b>10,289.09</b>	<b>11,883,795.74</b>	<b>14,359.22</b>	<b>21,554.28</b>	
<b>Managed Account Sub-Total</b>						<b>50,217.69</b>	<b>34,275.20</b>	<b>84,492.89</b>	<b>14,359.22</b>	<b>21,554.28</b>		
<b>Total Security Transactions</b>						<b>\$50,217.69</b>	<b>\$34,275.20</b>	<b>\$84,492.89</b>	<b>\$14,359.22</b>	<b>\$21,554.28</b>		

Bolded items are forward settling trades.



PFM Asset Management LLC





## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of March 24, 2015  
**TO:** Honorable Mayor and Members of the City Council  
**SUBMITTED BY:** Lynn Tracy Nerland, City Attorney *LTN*  
**SUBJECT:** Rejection of Claim: Tammy Burch

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### RECOMMENDED ACTION

It is recommended that the City Council reject the claim submitted by Tammy Burch that was received on February 10, 2015.

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



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of March 24, 2015

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Michelle Fitzner, Administrative Services Director *MSF*

**SUBJECT:** Resolution Approving an Updated Class Specification for Collections Systems Superintendent, Without Any Salary Change

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### **RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution approving the updated class specification for Collections Systems Superintendent.

### **STRATEGIC PURPOSE**

**Strategy L-8:** Effective and efficient management of all aspects of Human Resource Management, including Employer/Employee Relations, labor negotiations, classification and compensation, recruitment and selection, benefits administration, and staff development.

### **FISCAL IMPACT**

Approving the amended class specification has no financial impact. There is no change to the assigned salary range.

### **DISCUSSION**

This class specification was updated in September 2013, as part of the comprehensive class plan update. Since that time, Public Works administration has determined that possession of a Grade IV Collection System Maintenance certificate issued by the California Water Environment Association (CWEA) indicated as a requirement should instead be required within 12 months of appointment. This revised draft specification makes that one minor change. The Management Unit representatives have reviewed this proposed change, without objection.

It is anticipated that this will assist in recruiting efforts for this classification, as the candidate pool will be expanded beyond those who already have this certification.

### **ATTACHMENTS**

- A. Resolution Approving an Update to the Class Specification for Collections Systems Superintendent, Without Any Salary Change  
Exhibit A - Collections Systems Supervisor Revised Draft Job Description

**RESOLUTION NO. 2015/XX**

**RESOLUTION APPROVING AN UPDATED CLASS SPECIFICATION FOR COLLECTIONS SYSTEMS SUPERINTENDENT, WITHOUT ANY SALARY CHANGE**

**WHEREAS**, the City has an interest in the effective and efficient management of the classification plan; and

**WHEREAS**, Public Works administration has determined that the Grade IV Collection System Maintenance certificate issued by the California Water Environment Association (CWEA) indicated as a requirement in the Collections Systems Superintendent class specification should instead be required within 12 months of appointment; and

**WHEREAS**, the Management Unit representatives have reviewed this proposed change without objection; and

**WHEREAS**, this modification will expand the candidate pool for this classification when recruited, beyond those who already possess this certificate.

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

**Section 1.** That the updated class specification for the classification of Collection Systems Superintendent, attached hereto as Exhibit "A", be approved and added to the City of Antioch Employees' Classification System; and

**Section 2.** That there is no adjustment to the established salary range.

\* \* \* \* \*

**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 24<sup>th</sup> day of March, 2015, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

---

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

## COLLECTION SYSTEMS SUPERINTENDENT

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

### **SUMMARY DESCRIPTION**

Under administrative direction, directs, manages, supervises, and coordinates the activities and operations of the Collection Systems/NPDES Division within the Public Works Department including maintenance and repair of the City's wastewater and storm water systems, facilities and related equipment; ensures compliance with state and federal regulations and requirements; coordinates assigned activities with other divisions, departments, and outside agencies; and provides highly responsible and complex administrative support to the Public Works Director.

### **REPRESENTATIVE DUTIES**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

1. Assume management responsibility for assigned services and activities of the Collection Systems/NPDES Division including planning, coordinating, organizing, directing, and evaluating the work of maintenance personnel engaged in the maintenance, repair, and improvements of the City's wastewater and storm water collection activities, including the operation of the sewer and storm water collection system, pumping facilities, and storm channels.
2. Manage and participate in the development and implementation of goals, objectives, policies, and priorities for assigned programs; recommend and administer policies and procedures.
3. Monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; recommend, within departmental policy, appropriate service and staffing levels.
4. Plan, direct, coordinate, and review the work plan for assigned staff; assign work activities, projects, and programs; review and evaluate work products, methods, and procedures; meet with staff to identify and resolve problems.
5. Select, train, motivate, and evaluate assigned personnel; develop, implement, and monitor a comprehensive safety program relative to division field activities; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline and termination procedures.
6. Oversee and participate in the development and administration of the Division's annual budget; participate in the forecast of funds needed for staffing, equipment, materials, and supplies; monitor and approve expenditures; implement adjustments.
7. Establish, implement, and monitor a preventive maintenance program with responsibility for division staff and equipment to include inspection, cleaning, and repair of the City's assets relating to the collection and storm water systems.

CITY OF ANTIOCH  
COLLECTION SYSTEMS SUPERINTENDENT (CONTINUED)

8. Prepare and submit regular operations and maintenance reports and required regulatory reports to consultant and local, state, and federal agencies; ensure compliance with local, state, and federal agencies.
9. Establish management reporting systems and ensure the availability of accurate data for the Computerized Maintenance Management System (CMMS); work with engineering staff to develop and implement capital projects for improvements and expansion of the collection and storm water systems.
10. Estimate time, materials, quantity, and cost involved in assigned projects.
11. Develop bid specs and obtain and review bids for chemicals, supplies, and outside contractual services; monitor and approve equipment purchases; order supplies and initiate purchase orders; assist staff in developing specifications as necessary.
12. Serve as the liaison for the Collection Systems/NPDES Division with other divisions, departments, and outside agencies; negotiate and resolve sensitive and controversial issues.
13. Serve as staff on a variety of boards, commissions, and committees; prepare and present staff reports and other necessary correspondence.
14. Provide responsible staff assistance to the Public Works Director; conduct a variety of organizational studies, investigations, and operational studies; recommend modifications to collection systems/NPDES operations programs, policies, and procedures as appropriate.
15. Attend and participate in professional group meetings; maintain awareness of new trends and developments in the fields of wastewater and NPDES operations; incorporate new developments as appropriate.
16. Respond to and resolve difficult and sensitive citizen inquiries and complaints; respond to claims submitted to the City for damages.
17. Perform related duties as required.

**QUALIFICATIONS**

*The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

**Knowledge of:**

- Operations, services, and activities of a comprehensive municipal collection systems and NPDES program.
- Advanced methods, practices, procedures and materials used in the construction, maintenance, operation, repair and improvements of municipal wastewater collection, storm channels and related facilities.
- Modern principles, practices and techniques of equipment and tools used for the improvement and maintenance of collection systems.
- Principles and practices of program development and administration.
- Principles and practices of cost, time and materials estimating.

- Methods and techniques for detailed report preparation and writing; office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets and databases.
- Principles and practices of public works administration.
- Safe work practices.
- Occupational hazards and standard safety practices.
- Methods and techniques for detailed report preparation and writing.
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.
- Principles and practices of municipal budget preparation and administration.
- Principles and practices of supervision, training and performance evaluation.
- Pertinent federal, state, and local laws, codes, and regulations.

**Ability to:**

- Oversee and participate in the management of a comprehensive collection systems and NPDES program.
- Oversee, direct, and coordinate the work of lower level staff.
- Select, supervise, train, and evaluate staff.
- Participate in the development and administration of division goals, objectives, and procedures.
- Prepare and administer large program budgets.
- Prepare clear and concise administrative and financial reports.
- Oversee the development of utility engineering designs.
- Plan, organize, direct, and evaluate the maintenance of wastewater and storm water collection systems.
- Provide for a program of regular inspection, preventive maintenance, and reporting; develop performance measures and implement objectives to meet City goals.
- Administer a variety of utility construction projects and work effectively with a variety of community groups.
- Take coaching, instruction, and feedback with a cooperative and positive attitude.
- Prepare and submit comprehensive and mandated reports.
- Interpret and explain the City's wastewater collection and NPDES policies and procedures.
- Interpret and apply Federal, State, and local policies, laws, and regulations.
- Promote and enforce safe work practices.
- Safely and effectively operate the tools and equipment used in collection systems and NPDES operations.
- Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Research, analyze, and evaluate new service delivery methods and techniques.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

**Education and Experience Guidelines**

**Education/Training:**

Equivalent to the completion of the twelfth grade supplemented by college level course work in engineering, environmental science, or a related field.



**Experience:**

Six years of increasingly responsible experience involving processes, maintenance, and techniques applicable to a wastewater and storm water collection systems including two years of administrative and supervisory experience.

**License or Certificate:**

Possession of an appropriate, valid driver's license.

Possession of a Grade IV Collection System Maintenance certificate issued by the California Water Environment Association (CWEA) within twelve (12) months of appointment.

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

*The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

**Environment:** Work is performed primarily in a standard office environment with some travel to different sites; incumbents may be exposed to inclement weather conditions; incumbents may be required to work extended hours including evenings and weekends and may be required to travel outside City boundaries to attend meetings.

**Physical:** Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; to travel to other locations using various modes of private and commercial transportation; and to verbally communicate to exchange information.

FLSA: Exempt

Created: July 2007

Revised: September 2013; March 2015

This class specification identifies the essential functions typically assigned to positions in this class. Other duties not described may be assigned to employees in order to meet changing business needs or staffing levels but will be reasonably related to an employee's position and qualifications. Other duties outside of an individual's skill level may also be assigned on a short term basis in order to provide job enrichment opportunities or to address emergency situations.



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of March 24, 2015

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Mike Bechtholdt, Deputy Public Works Director

**APPROVED BY:** Ron Bernal, Public Works Director/City Engineer *ROB*

**SUBJECT:** Turf Mowing Bid Award

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### RECOMMENDED ACTION

It is recommended that the City Council adopt a resolution authorizing the City Manager or his designee to award the Turf Mowing contract to Terracare Associates, Martinez, CA in the amount not exceed \$371,552 and approving an amendment to the 2014/15 Lighting Landscape District budgets to add \$16,400.

### STRATEGIC PURPOSE

The mowing and related maintenance to turf areas throughout the City public areas support Strategy K-1 in the Strategic Plan by ensuring well maintained public rights-of-way.

### FISCAL IMPACT

The five-year contract cost of \$371,552 represents a 42% increase in the previous contract's price, but is the overall lowest bid received. A budget increase of \$16,400 for the balance of this fiscal year is required for the Landscape and Lighting District funds.

### DISCUSSION

The Turf Mowing contract provides Citywide mowing service to the medians and rights of way on major arterial roadways, which include but are not limited to Hillcrest Avenue and Deer Valley Road. The previous contractor served the City notice they would be terminating their contract three months prior to the contract term requiring bidding and awarding this work earlier than the end of this fiscal year.

The Department of Public Works published a solicitation of competitive bids on February 13, 2015 and opened the bids on March 3, 2015. Terracare's submittal is the overall low bid and represents the best value to the City. This contract does not apply to park maintenance service which is performed by a different contractor.

### ATTACHMENTS

A: Bid Tabulation  
B: Resolution

ATTACHMENT A

**TURF MOWING**  
**BID NO. 988-0303-15A**  
**BID DUE DATE: TUESDAY, MARCH 03, 2015 @ 2PM**

	Terracare Associates 921 Arnold Drive Martinez, CA	Rubicon Landscape 1952 Wright Ave. Richmond, CA	Marina Landscape 5779 Preston Ave. Livermore, CA	D & H Landscaping P.O. Box 57 Pinole, CA	Pacheco Brothers 795 Sandavol Way Hayward, CA	Odyssey Landscape 800 W Eight Mile Rd Stockton, CA 95209
April 1, 2015 - June 30, 2015	\$16,392.00	\$16,746.00	\$18,914.98	\$16,860.00	\$17,250.00	\$23,100.00
July 1, 2015 - June 30, 2016	\$71,032.00	\$72,566.00	\$75,659.94	\$73,710.00	\$76,700.00	\$102,102.00
July 1, 2016 - June 30, 2017	\$71,032.00	\$74,009.00	\$75,659.94	\$75,270.00	\$78,650.00	\$102,102.00
July 1, 2017 - June 30, 2018	\$71,032.00	\$75,491.00	\$75,659.94	\$76,831.00	\$80,600.00	\$102,102.00
July 1, 2018 - June 30, 2019	\$71,032.00	\$76,999.00	\$75,659.94	\$78,390.00	\$82,550.00	\$104,156.00
July 1, 2019 - June 30, 2020	\$71,032.00	\$78,546.00	\$75,659.94	\$80,210.00	\$84,630.00	\$106,236.00
<b>TOTAL:</b>	<b>\$371,552.00</b>	<b>\$394,357.00</b>	<b>\$397,214.68</b>	<b>\$401,271.00</b>	<b>\$420,380.00</b>	<b>\$539,798.00</b>

**RESOLUTION NO. 2015/XX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH APPROVING  
AWARD OF THE TURF MOWING BID TO TERRACARE ASSOCIATES AND  
AMENDING THE 2014/15 FISCAL YEAR BUDGET**

WHEREAS, the City desires to award its Turf Mowing, Bid No. 988-0303-15A to Terracare Associates in the amount of \$371,522 for a 5 year contract term and;

WHEREAS, an amendment of \$16,400 to the 2014/15 fiscal year Lighting and Landscape Districts budget is required so that sufficient appropriations are available to pay for contractual services this fiscal year;

THEREFORE, BE IT RESOLVED that the City Council of the City of Antioch hereby approves award of the Turf Mowing bid to Terracare Associates in the amount of \$371,522 for a 5 year contract term and hereby approves an amendment of \$16,400 to the 2014/15 fiscal year Lighting and Landscape Districts budget.

\* \* \* \* \*

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 24th day of March 2015, by the following vote:

AYES:

ABSENT:

NOES:

\_\_\_\_\_  
ARNE SIMONSEN  
CITY CLERK OF THE CITY OF ANTIOCH





## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of March 24, 2015

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Ahmed Abu-Aly, Associate Engineer, Capital Improvements Division

**APPROVED BY:** Ron Bernal, Public Works Director/City Engineer

**SUBJECT:** Approval of Sole Source Request and Proposal, and Authorization for the City Manager to Sign an Agreement with Parsons Brinckerhoff, Inc. to Conduct Construction Inspection Services for Pavement Rehabilitation Projects (P.W. 328-9)

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### **RECOMMENDED ACTION**

It is recommended that the City Council approve the attached sole source request and proposal, and authorize the City Manager to sign the Consultant Services Agreement with Parsons Brinckerhoff, Inc. (PB) of Antioch to conduct construction inspection services for pavement rehabilitation projects for the period of April 1, 2015 through August 31, 2015 in an amount not to exceed \$106,303.

### **STRATEGIC PURPOSE**

This item supports Strategy K-1 in the Strategic Plan by ensuring well maintained public facilities and rights-of-way in that the PB consultant will be assisting with construction inspection of the City's infrastructure improvements, as well as Strategy K-5 by reducing the City's liability from third party claims by providing well maintained streets and infrastructure.

### **FISCAL IMPACT**

The proposed consultant inspection services contract cost of \$106,303 is included in the current FY 14/15 budget of \$4,100,000 funded from the Gas Tax fund for the Pavement Preventative Maintenance Program. The Preventative Maintenance Program also includes the Rubberized Cape Seal and the Pavement Plugs and Base Repairs projects.

### **DISCUSSION**

#### **Background:**

Due to the amount of Capital Improvement projects currently or soon to be under construction will require the services of one additional inspector. The current staff of two inspectors is not able to provide adequate coverage and insure full contract compliance. The role of this inspector will be to inspect two large pavement rehabilitation constructions projects recently awarded (the Rubberized Cape Seal and the Pavement Plugs and Base Repairs). Staff contacted three firms. PB was the only firm to provide a written proposal. For this reason, staff has prepared a Sole Source Request for this contract.

Analysis:

PB has successfully performed construction management services for the City on various sensitive projects. PB has an inspector with experience and expertise in these types of construction projects available and ready to start immediately. PB is familiar with Antioch's construction standards and procedures. The construction of these two projects entail construction work on numerous residential streets and on heavily travelled arterial roads that will require continual inspection services and monitoring of the traffic control measures.

Construction of these projects will start in April and are expected to be completed in August 2015.

**ATTACHMENTS**

- A. Proposal from Parsons Brinckerhoff, Inc. dated March 12, 2015
- B. Sole Source/Brand Request form

March 12, 2015

Mr. Ron Bernal, PE  
Public Works Director/City Engineer  
City of Antioch  
PO Box 5007, 200 H Street  
Antioch, CA 94509

Subject: Proposal to Provide Construction Inspection Services for City of Antioch Paving Projects

Dear Mr. Bernal,

Per your request, please accept this proposal to provide construction inspection services for two City of Antioch paving projects that are tentatively scheduled to occur April 1, 2015 through August 31, 2015. Specifically, one project is dig out / replacement project with an estimated construction cost of \$2M and the other project is a cape seal project with an estimated construction cost of \$1.7M.

PB will provide inspector Roy Robbert at a rate of \$124 per hour. This rate includes vehicle, computer, smart phone, field equipment, safety equipment, and all overhead/profit. The cost is estimated below:

STAFF	REGULAR RATE	1.5 x OVERTIME RATE	GRAND TOTAL
Roy Robbert, Inspector	\$124 / HR	\$150.79 / HR	
Hours	760	80 (If Needed and Approved by City)	
<b>TOTAL</b>	<b>\$94,240</b>	<b>\$12,063</b>	<b>\$106,303</b>

Inspection services will be provided in accordance with the Caltrans Construction Manual and as directed by the City of Antioch.

PB is very excited about the opportunity to assist the City of Antioch on these important projects and we are committed to making them a success. We will exceed your expectations. If you have any questions regarding this proposal, please contact me at (925) 765-3225 / littell@pbworld.com.

Sincerely,

PARSONS BRINCKERHOFF



Bart Littell, P.E.  
Vice President, Construction Manager



ATTACHMENT "B"

CITY OF ANTIOCH  
SOLE SOURCE/BRAND REQUEST

THIS FORM MUST BE COMPLETED AND APPROVED PRIOR TO  
ANY SOLE SOURCE PURCHASE OR CONTRACT

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When a request is made for a non-competitive purchase of goods or services, then the specification, special circumstances or special qualifications that justify limiting the bidding or contracting to one source must be justified in writing and approved by the City Manager or, if the amount of the contract exceeds the City Manager's authority, the City Council. In such cases, the requesting department must complete this form for approval. Please answer in the space provided, and/or in an attachment and address, by specific reference, each question listed below (1-5) in your justification. **Be sure to answer each part of each question.** Failure to respond fully to any of the questions could result in delay or rejection of your request due to inadequate justification.

---

1. Using appropriate detail, such as brand name, model number etc., briefly describe the product you wish to purchase. In the case of a service, use enough detail to clearly describe to someone not familiar with the process what you are purchasing.

*Parsons Brinckerhoff, Inc. (PB) is a world-wide engineering firm and its Northern California headquarters for construction management/construction inspection services has been located in Antioch for approximately 13 years. City staff requests approval to have PB provide construction inspection services for the Rubberized Cape Seal Project and for the Pavement Plugs and Base Repairs Project, which are two significant street re-surfacing projects to be completed by August of 2015. PB's proposed construction inspector has experience and expertise in these types of Public Works projects.*

2. Please check one:

- a.  SOLE SOURCE: Item is available from one source only; or item is one-of-a kind and is not sold through distributors; or manufacturer is exclusive distributor; or special circumstances and/or qualifications merit consideration of sole source to save money and/or time.
- b.  SOLE BRAND: Various sources can supply the specified model and brand; competitive bids will be solicited for the requested brand only. Meets form, fit and function - nothing else will do.
- c.  STANDARDIZATION REQUEST: The Department requires the item to standardize parts, design, quality etc. (This requires a detailed memo with analysis and justification.)

## ATTACHMENT "B"

3. What are the unique performance features of the product, brand or service requested that are not available in any other product, brand or service? (For services: What unique qualifications, experience, rights, and/or licenses does this vendor possess?)
  - i) *The PB inspector is available and ready to start immediately for these construction projects that have been awarded and are about to start.*
  - ii) *PB inspectors are familiar with City of Antioch construction standards, procedures and personnel because they have worked directly under contract for the City of Antioch or on other projects in Antioch where City staff was involved in an oversight role. These projects include: Wilbur Avenue Bridge Widening, Markley Creek Restoration, Somersville Bridge Widening over CCWD Canal, SR4 Bypass, SR4 Corridor Widening (Loveridge to SR160), and SR4 Widening at Lone Tree Way and Sand Creek Interchange.*
  - iii) *PB billing rates for public works inspectors are some of the lowest in the industry and a reduced rate has been applied to this work due to inspector's ability to utilize the Antioch office.*
  
4. (a) Why are the unique performance features required (not merely preferred), and how would your requirement be inhibited without this particular service/item? or (b) What are the unique circumstances that compel (not merely make easier) the recommendation of this service/item at this particular time?
  - i. *Time is of the essence given that the construction contracts for the two projects have been awarded and construction needs to proceed. The formal RFP process will take too long and jeopardize the project construction schedules. PB has more construction inspectors in the Antioch area than any firm and they have shown to be very competitive in the Antioch area when competing for projects. Thus, staff recommends sole-sourcing this inspection work to PB.*
  - ii. *The PB inspector has a significant amount of paving inspection experience and completed a very similar paving restoration project in Discovery Bay in 2014.*
  - iii. *Due to the amount of construction management work PB has performed in east Contra Costa County, PB staff are very familiar with representatives and protocols for local utility companies, environmental agencies, emergency services, County, Caltrans, traffic signal maintenance personnel, and City engineering/maintenance staff. This knowledge is a critical factor in quickly and successfully resolving issues, gaining approvals, and keeping projects on track.*
  
5. What other products/services, if any, have been examined and rejected, and why? *(Please provide a specific meaningful explanation, one vendor one feature at a time. For products be sure to clearly identify the product by name and model number and include the name, address, and telephone number of the company representative who's product you tested.)*

*Staff contacted Zumwalt Engineering Group who currently does not have staff available for inspection services, and NV5 Inc., which did not respond with a proposal.*

6. If justification is based on matching and/or intermixing with existing equipment (refer to 1.c.), list the quantity, manufacturer, brand, and model of the existing equipment, and why the matching is required not simply preferred.



ATTACHMENT "B"

*Not Applicable*

I HEREBY CERTIFY THAT:

1. I am an approved department representative, and am aware of the City's requirements for competitive bidding, as well as the criteria for justification for sole source/brand purchasing.
2. I have gathered the required technical information and considered comparable and/or equal equipment/service.
3. I believe that a sole source/brand purchase in this case would withstand a possible audit or a vendor's protest.

REQUESTOR: \_\_\_\_\_

DATE: \_\_\_/\_\_\_/\_\_\_

DEPT. HEAD/DIRECTOR: \_\_\_\_\_

DATE: \_\_\_/\_\_\_/\_\_\_

FINANCE DIRECTOR:

APPROVED:

NOT APPROVED:           DATE: \_\_\_/\_\_\_/\_\_\_

COMMENTS:

BY: \_\_\_\_\_

FINAL APPROVAL:

(Council Agenda Date and Item)

\_\_\_\_\_  
City Manager  
(Up to \$50,000.00)

\_\_\_\_\_  
City Council  
(Over \$50,000.00)


B3



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of March 24, 2015

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Steve Duran, City Manager 

**SUBJECT:** League of California Cities Conference  
June 24 – June 26, 2015 in Monterey

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### **RECOMMENDED ACTION**

It is recommended that the City Council approve expenditures for the Mayor and/or City Council Members to attend the League of California Cities 2015 Mayors and Council Members Executive Forum and Advanced Leadership Workshops, which will be held in Monterey June 24 through June 26, 2015 at a cost of \$350 per attendee for the conference and \$195 per attendee for the workshop, plus hotel and meal expenses.

### **STRATEGIC PURPOSE**

The above referenced conference is educational in nature, designed to provide Mayors and City Council Members with knowledge and perspective that will improve their ability to successfully function as local elected officials. A summary of the conference topics is attached as Attachment A to this report. Strategies with which this conference will assist include:

**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; and

**Strategy N-2:** Ensure the City achieves long-term fiscal sustainability.

### **FISCAL IMPACT**

The cost of this conference will vary depending on how many attendees the City funds. Currently, there is \$3,101.68 remaining in the City Council budget line for Conferences and Dues. If the Mayor and all Council Members attend this conference, the expenditures would exceed the budget. However, there remains \$2,568 in the Mayors Conference line item, some of which could be transferred to conferences for this purpose. A print out of the year to date City Council expenditures is attached to this report is Attachment C.

### **DISCUSSION**

The City of Antioch Travel and Expense Policy for Elected and Appointed (non-employee) Officials is attached as Attachment B to this report. Contained therein, the Authorization Process states: "Overnight travel by an Elected Official shall be pre-approved by placing the item on the City Council Consent Calendar."

**ATTACHMENTS**

- A. Conference Summary
- B. Travel and Expense Policy
- C. City Council Budget to Actual Expenditures

ATTACHMENT A

2015 MAYORS AND COUNCIL MEMBERS EXECUTIVE FORUM AND ADVANCED LEADERSHIP WORKSHOPS



1400 K Street, Suite 400  
Sacramento, CA 95814

Join us for the 2015 Mayors and Council Members  
Executive Forum and Advanced Leadership Workshops  
[www.cacities.org/ExecForumEd](http://www.cacities.org/ExecForumEd)



**GENERAL INFORMATION**

All attendees must register for the conference online prior to reserving a hotel room. Registration is not complete until full payment is received. The League is unable to accept purchase orders. Once registration is complete, you will be directed to the housing reservations page.

- For online registration, go to [www.cacities.org/events](http://www.cacities.org/events) and select "Mayors and Council Members Executive Forum and Advanced Leadership Workshops."

Registration must be received by Friday, May 22.

**Costs/Fees**

**Full registration** (Includes Wednesday lunch, Wednesday evening reception, Thursday breakfast & lunch)

**Full Conference**

Elected Officials and Staff .....	\$350
Company/Consultant/League Partner/All Others .....	\$550
Non-Member City Elected Officials and City Staff .....	\$1350
Spouse Reception Only Registration (Wednesday) .....	\$35

*\*Seating for this conference is reserved for elected officials and staff*

**NOTE:** *The spouse fee is restricted to persons who are not city or public officials, are not related to any Partner or sponsor and would have no professional reason to attend the conference. It includes admission to the reception only. Conference session seats are reserved for full conference registrants. There is no refund for the cancellation of a spouse registration.*

**Advanced Leadership Workshops** (includes Friday lunch)

Elected Officials and Staff .....	\$195
Non-Member City Elected Officials and City Staff .....	\$1195

**CANCELLATIONS**

**Refunds** will be made for cancellations submitted in writing to [mdunn@cacities.org](mailto:mdunn@cacities.org) and received by **Friday, May 22**, subject to a \$75.00 processing charge. There are no refunds for cancellations after this date. Substitutions can be made onsite.



If you require special accommodations related to facility access, transportation, communication and/or diet, please contact [mdunn@cacities.org](mailto:mdunn@cacities.org).

**HOTEL INFORMATION & RESERVATIONS**

Hotel reservation changes, date modifications, early check-out, or cancellations made prior to Friday, May 22 must be done through the online reservation link you received when registering for the conference. Use your confirmation/acknowledgement number to access your reservation to make changes. Once the May 22 deadline has passed, please contact the hotel directly with any changes or cancellations. Please note that hotel cancellations after the housing deadline has passed may incur a financial penalty or a minimum one-night room charge or attrition fees.

**Portola Hotel Monterey Bay**

Two Portola Plaza, Monterey, CA 93940

**Event Rate (per night):** \$184 (plus tax and fees)

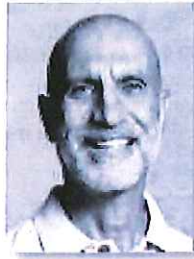
**Valet parking:** \$20 per day (in & out privileges available), **Self-parking:** \$17 (in & out privileges) (subject to change without notice)

*\*Please DO NOT book outside of the League hotel block. This will cause an increase in event costs, liabilities and higher registration rates.*

**PLEASE NOTE:** *The information you provide to the League when registering for a League conference or meeting may be shared with the conference or meeting hotel(s). The hotel(s) will also share with the League the information you provide to the hotel(s) when you make your hotel reservation for the conference or meeting. The information shared between the League and the hotel(s) will be limited to your first name, last name and dates/length of stay in the hotel.*

## Wednesday, June 24

10:00 AM – 5:30 PM | REGISTRATION OPEN



1:00 – 2:30 PM | OPENING GENERAL SESSION

### **Political Astuteness & Bridging the Gap between Political Acceptability and Administrative Sustainability**

Nothing gets done effectively without connecting the political and administrative worlds. Bridging the gap between these arenas is facilitated by a politically astute mindset. First, politics is about value conflicts dealing with problems for which there are no correct answers. No value profile is right or wrong. Second, while we often speak of politics and administration in terms of behavioral differences, underneath those differences are constellations of logic — the logic of politics and the logic of administration. The politically astute are adept translators. This presentation will address the gap, values and identify the arenas of logic in this presentation.

**Speaker:** John Nalbandian, Professor of Public Administration, University of Kansas

2:45 – 4:00 PM | CONCURRENT SESSIONS

### **Forging an Effective City Council-City Attorney Relationship**

As an elected official, a great working relationship with your city attorney is crucial. Learn how to work together in assessing risk, making informed business decisions for the city that balance risk with reward, as well as avoid Brown Act and conflict of interest violations. Discover how to enhance these relationships and leave with valuable and practical tips.

### **Meeting the Sustainability Challenge: California Cities Lead the Way** *(Planned with the Institute for Local Government)*

With the passage of AB 32, California has set goals to reduce greenhouse gas (GHG) emissions 20 percent by 2020, and 80 percent by 2050. These policies, already underway, will affect virtually every community throughout the state. State and local leaders alike recognize that these ambitious goals will require a robust partnership to create more sustainable communities. Hear about three key aspects of the emerging state/local partnership: how local communities are pioneering effective climate action; how the utility industry is changing to meet GHG targets; and how state agencies are working with local communities to meet the sustainability challenge.

**4:15 - 5:30 PM | CONCURRENT SESSIONS**

**Communicating with Residents** *(Planned with the Institute for Local Government)*

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Is your city communicating effectively to reach residents? Do you wonder what you might do to gain more resident input on issues you know they care about? For a variety of understandable reasons, resident engagement efforts are often not coordinated, strategic or properly staffed and funded for effective implementation. In today's digital age residents expect well-crafted and delivered information. During this interactive session, hear about a variety of innovative efforts to communicate out, tips for convening dynamic resident engagement events, and lessons learned from your own colleagues through peer-to-peer sharing.

**New Tools for Tax Increment Financing in the Post-Redevelopment World**

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The elimination of redevelopment agencies did away with the only effective tax increment financing tool available to California cities to conduct economic development and to make investments in infrastructure. In 2014, Governor Brown signed SB 628 (Beall), which enacted a new type of tax increment authority called "Enhanced Infrastructure Financing Districts," or EIFDs. Although this new option is far from perfect when compared to the former redevelopment program, cities across the state are now considering how EIFDs could work to finance various types of projects, potentially under innovative partnerships with counties. Discover the basics of the EIFD law, its differences with redevelopment, a case study of how the City of West Sacramento is using EIFDs, and factors for cities to consider when evaluating this new financing tool.

**5:30 - 7:00 PM | NETWORKING RECEPTION**

After a day of education, relax and network with your colleagues, before heading out to an evening on your own.

For speaker information, go to [www.cacities.org/ExecForumEd](http://www.cacities.org/ExecForumEd)

*\*\*Sessions are subject to change\*\**



## Thursday, June 25

7:30 AM - 4:00 PM | REGISTRATION OPEN

8:45 - 10:15 AM | GENERAL SESSION



### Servant Leadership: A New Call To Duty

Leadership is not about you. Leadership is about serving. This keynote addresses the philosophy of servant leadership and one's call to duty. Using her life as an example, from barely surviving in the barrio of Laredo, Texas to receiving an award from the President at the White House, Consuelo serves her audience by challenging them to look inwards and rise to the call of action. The audience will not leave without hearing the message that "leadership" is not just a framed, wall decoration, but it is an action

that one must take for the betterment of their community.

Speaker: Lt. Col. Consuelo Castillo Kickbusch

10:30 - 11:45 AM | CONCURRENT SESSIONS

### Creating and Maintaining Strong Council/Manager Relationships

Discover tried and true methods of recruiting and hiring a quality city manager and how to engage the community in that process. Recognize ways to foster and maintain positive working relationships between council members and their city managers as well as what to do when it is time to change your city manager.

### Sustainable Groundwater Management

Discover why the new Sustainable Groundwater Management Act was enacted and how local governments will need to work together to achieve sustainable groundwater management under this landmark new law.

12:00 - 1:30 PM | GENERAL LUNCHEON

### Today's 24-7 News Cycle: Do's and Don'ts for Elected Officials

With the news media reporting on stories 24-7, and an increase of smart phones, tablets and social media, the manner in which city officials conduct themselves in the media during a crisis can reflect positively or negatively. Elected officials need to understand the 24-7 news cycle, how social media works and the potential consequences of a 140 character "tweet." Learn from experts who have effectively helped cities and other agencies address internal crises, natural disasters, and public personnel matters. Leave with practical strategies on how to effectively use different communication tools.

**2:00 - 3:15 PM | CONCURRENT SESSIONS**

**Conducting Effective Council Meetings: Disruptions, Parliamentary Procedure and More**

Conducting effective city council meetings presents a number of challenges, both legal and practical. Discuss how to handle disruptions consistent with the mandates of the First Amendment and Brown Act, balancing the need to conduct effective meetings while protecting the rights of the council members, and related issues. The presentation will consider both the legal principles that govern this area, as well as practical approaches to ensure that the council can accomplish the public's business without undue delay.

**Successful Capital Programming in a Post Redevelopment Agency World**

The loss of redevelopment dollars has eliminated a major funding source for municipal capital projects. In this post-RDA world, what paradigm shifts must occur to fit large capital expectations into smaller capital budgets? How can projects be prioritized and monitored to maximize limited financial resources? Learn how the City of Santa Monica re-engineered the CIP process to provide for prioritization of projects competing for reduced funding levels, greater accountability for outcome, and responsibility for project implementation.

**3:45 - 5:00 PM | CONCURRENT SESSIONS**

**Labor Relations**

There is a challenge today with balancing pension/OPEB liability costs and recruiting and retaining hard to fill positions (police for example). Hear from a wide range of experts on how to tackle and successfully deal with this reoccurring issue.

**Streamlining Development Review Starts with Smart Policies**

Government streamlining starts with the implementation of smart policies that anticipate the impacts on administration and economic development. Learn principles and methods to identify and implement the most efficient techniques to provide government services. Hear from two public administrators that focus on and continuously improve service delivery by cutting out "waste" and "inefficiency" in processes; resulting in better services, engaged civil servants, and more value for tax-supported programs and services.

**5:00 PM | ADJOURN EXECUTIVE FORUM**

For speaker information, go to [www.cadities.org/ExecForumEd](http://www.cadities.org/ExecForumEd)

*\*\*Sessions are subject to change\*\**

## Friday, June 26

### ADVANCED LEADERSHIP WORKSHOPS

Separate registration fee required — \$195; please select only one workshop when registering.

**9:00 A.M. – 3:00 P.M. | (LUNCH 12:00 – 1:30 P.M.)**

#### City Finances — What You Need to Know

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As trustees of the city, elected officials have important obligations to safeguard the fiscal assets of the public. The panel of experts will start with an overarching financial picture of state and local government finance in California and delve into essential aspects of municipal finance that every city council member should know. Learn how cities have gotten into financial trouble and the right questions to ask to know if yours is healthy. Gain insight into major trends, challenges ahead, and possible reforms. Obtain essential skills to keep your city budget strong through tough economic times. Determine best practices in financial reporting and identify important questions to ask when carrying forward the city budget. Get your questions answered from peers and panelists.

#### When There is a Will, There is a Way: Local Governments Working Together to Address Today's Vexing Challenges

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Local officials are increasingly called on to wear many hats while working with multiple organizations on difficult and contentious issues. This unique workshop will provide opportunities to acquire skills and strategies to help build cross jurisdictional relationships and collaborative partnerships. Emphasis will be placed on strategies used to facilitate collaboration at the local level, roles and responsibilities to serve effectively on regional and inter-agency boards and commissions, and techniques to employ when faced with inter-personal and/or inter-organizational conflict.

**3:00 PM | ADJOURN ADVANCED LEADERSHIP WORKSHOPS**

*\*\*Sessions are subject to change\*\**



**CITY OF ANTIOCH  
TRAVEL AND EXPENSE POLICY  
ELECTED AND APPOINTED OFFICIALS**

**PURPOSE**

This document establishes the expense and reimbursement policy for all Elected and Appointed (non-employee) Officials of the City of Antioch. As Elected Officials, individuals may incur expenses related to the execution of their duties and responsibilities. These expenses may include the following: personal vehicle use, communication needs (cell phones, internet, and personal phone lines, newspaper subscriptions), and conferences and meetings related to the City's interests. As to Appointed Officials on the Administrative Appeals Board, Design Review Board, Economic Development Commission, Parks and Recreation Commission, Planning Commission, Police Crime Prevention Commission and Investment Committee, there may be opportunities for individuals to attend educational seminars or meetings related to the City's interests as approved by the City Council. Therefore, this policy establishes procedures for requesting and receiving payment for expenses incurred while representing the City on official business.

**ADOPTION AND IMPLEMENTATION**

The Council is responsible for adopting the expense and reimbursement policy for Elected and Appointed Officials and for approving any subsequent policy revisions.

**EXCEPTIONS**

The City Council may approve exceptions to this policy on a case-by-case basis for special or unique circumstances.

**I. PERSONAL VEHICLE USE**

In recognition of the fact that Elected Officials may use their private vehicles while performing their duties, a monthly vehicle allowance will be provided, as allowed pursuant to California Government Code section 1223. In addition to expenses associated with direct use of a private vehicle, this allowance shall also cover related expenses such as bridge tolls and routine parking fees. In order to be eligible for the reimbursement allowance, Elected Officials shall annually provide proof of liability insurance to the City Clerk. The monthly cap on reimbursement of automobile expenses for personal vehicle usage shall be as follows: Mayor: \$450; Council Members: \$350; City Clerk: \$350; City Treasurer: \$350.

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TRAVEL AND EXPENSE POLICY  
ELECTED AND APPOINTED OFFICIALS**

**II. COMMUNICATION EQUIPMENT AND SERVICES**

In recognition of the fact that City Council members have a significant responsibility to stay in touch with their constituents and City management employees, reimbursement of communication equipment shall be allowed for cell phone service and equipment, internet service and equipment, local and long distance telephone and fax line service and equipment. Individual council members will be responsible for establishing their own communication service providers and all bills for such service will be paid by the individual. Expense reports shall be submitted on the City's form within 30 days of an expense being incurred. The monthly cap on reimbursement of communication equipment and services shall be as follows: Mayor \$100; Council Members \$50. Any communication service expenditures beyond that amount will be borne by the individual elected official.

**III. MEMBERSHIPS**

The City Council shall decide which groups to join as an entity, such as the League of California Cities or the Antioch Chamber of Commerce, through City Council action including the budget process. Individual memberships in groups by Elected or Appointed Officials shall be the personal expense of those individuals unless otherwise approved in advance by the City Council.

**IV. LOCAL CITY EVENTS**

Elected City Officials may be reimbursed for the cost of attending local events related to the City's business upon completion of an expense report and documentation of expenses. City funds shall not be used to purchase alcohol or reimburse Elected Officials for alcohol related costs, unless as part of a set price for the event that happens to include alcohol. If a guest accompanies an Elected Official, only the cost of the Elected Official will be reimbursed.

**V. TRAVEL**

In recognition of the fact that Elected Officials may need to represent the City at conferences and meetings and may incur expenses in the course of their travel, this policy establishes procedures for requesting and receiving payment for travel and travel-related expenditures. Appointed Officials must be specifically authorized by the City Council to attend educational seminars or other meetings in order to seek reimbursement.

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**(A) PROCEDURE**

The key document in the administrative process is the Travel Authorization/Warrant Request (TA/WR). Besides ensuring that travel by Elected and Appointed Officials is conducted within this policy, the TA/WR summarizes the total cost of attending conferences, meetings, and seminars and provides documentation for cash advances, vendor payments and credit card purchases. General instructions for completing and processing this form are provided in a separate document.

**(B) AUTHORIZATION PROCESSES**

All travel by an Appointed Official shall be pre-approved by having the item placed on the City Council Consent Calendar. Overnight travel by an Elected Official, shall be pre-approved by having the item placed on the City Council Consent Calendar.

After travel, the Travel Authorization report must be finalized. Finance will review for receipts and policy compliance.

**(C) METHODS OF REIMBURSEMENT**

There are three ways to request and receive payment for travel and travel-related expenditures: (1) advance payment, (2) reimbursement for actual expenditures, and (3) credit card usage.

(1) Advance payments: Elected Officials may request a cash advance for meals. The advance will be within the IRS approved per diem rates for meals and incidental expenses (M&IE) for the location/area visited as listed in Publication 1542. The value of meals provided at conferences, training, or other travel programs will be deducted from the cash advance at the following rate:

Breakfast - 20%      Lunch - 30%      Dinner - 50%

Other items, such as conference registration, lodging, and air fare may be paid directly to the vendor in advance of travel.

Upon return from travel, all cash advances must be documented with original itemized receipts.

(2) Reimbursement: Elected and Appointed Officials shall be reimbursed for all eligible expenditures upon return from travel for items that have original receipts. A Travel Authorization/Warrant Request with original receipts will be paid by Finance within the regular accounts payable time

CITY OF ANTIOCH  
TRAVEL AND EXPENSE POLICY  
ELECTED AND APPOINTED OFFICIALS

schedule. Reimbursement claims should be submitted within 30 days from the return from travel, and no reimbursements may be made that cross over fiscal years.

(3) Credit Card Usage: Elected and Appointed Officials may use personal credit cards to pay for travel expenses. Original receipts must be included with the Travel Authorization/Warrant Request to be eligible for reimbursement.

(D) **ELIGIBLE EXPENDITURES**

**Meals and Incidental Expenses (M & IE)**

- **Meals**: City funds shall not be used to purchase alcohol or reimburse Elected or Appointed Officials for alcohol related costs. Meal costs will be reimbursed as supported by original itemized receipts.

- **Personal Meals**: All expenditures must be documented and reimbursement will not exceed the meal schedule listed above.

- **Business Meals**: To qualify as a business meal, the identity of the participants and the business purpose of the discussion must be substantiated.

- **Incidental Expenses**: Those related to City business will be reimbursed at cost as supported by original receipts (e.g., tolls and taxi cabs).

In no event shall the reimbursement for meals and incidental expenses exceed the IRS approved per diem rates for the location visited as listed in Publication 1542.

- **Lodging**: The City will pay lodging expenses for Elected or Appointed Officials during official travel requiring one or more overnight stays. The City will pay for lodging for the evening preceding or subsequent to a meeting or business event when the Elected or Appointed Official would have to travel at unreasonably early or late hours to reach his or her destination.

Elected or Appointed Officials shall make an effort to obtain lodging at or near the facility where official City business is to take place to minimize travel time and transportation costs. The City will pay only for standard single rooms for individual Elected Officials. If lodging is in connection with a conference, lodging expenses must not exceed the group rate published by the conference sponsor. If conference rates are not available, government rates must be requested. A

**CITY OF ANTIOCH  
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list of hotels offering government rates in different areas of the country is available in the Finance Department. Lodging rates that are equal to or less than the government rates are presumed to be reasonable and hence reimbursable for purposes of this policy.

If a double room is requested by an Elected or Appointed Official because he or she is accompanied by a spouse or other person, the difference between the single and double room rate shall be considered the Elected or Appointed Official's personal expense.

Elected or Appointed Officials shall cancel any reservations for lodging they will not use. Any charge for an unused reservation shall be considered the Elected or Appointed Official's personal expense unless failure to cancel the reservation was due to circumstances beyond the Elected Official's control.

- **Personal Entertainment:** No reimbursement will be made for personal entertainment.

- **Guests:** If a guest accompanies an Elected or Appointed Official, only the cost of the Elected or Appointed Official will be reimbursed. All costs above a single person will be borne by the Elected or Appointed Official.

- **Discounts:** If offered early registrations should be obtained whenever possible.

- **Telephone/Internet:** The City will pay for all City-related business telephone calls or internet use by an Elected or Appointed Official while traveling on authorized City business. If approved prior to travel, the City may pay for personal internet use up to \$5.00 per day for authorized overnight business travel within California and up to \$10.00 per day for all other authorized overnight business travel.

- **Transportation:** All travel will be made by the method most cost effective for the City. Considerations such as time, distance traveled and cost of transportation should be factors in arriving at the lowest cost.

Elected and Appointed Officials shall endeavor to book air travel to take advantage of discounts and nonrefundable ticket fares where practical. All flights shall be booked at coach class or equivalent level. Any additional costs incurred due to personal travel added on before or after the trip will be paid by the Elected or Appointed Official.

Elected and Appointed Officials are encouraged to use their personal vehicles as transportation to and from airports. The cost of traveling from home to the

**CITY OF ANTIOCH  
TRAVEL AND EXPENSE POLICY  
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airport will be paid for from monthly stipend. If a personal vehicle is left at the airport for more than one day, parking will be reimbursed per day based on long term parking rates or other transportation to and from the airport, whichever is less. Parking will not be reimbursed at the short term parking rate.

The use of rental vehicles is discouraged and shall be authorized only when no other mode of transportation is available or when alternate transportation would be more expensive or impractical. Elected or Appointed Officials must understand that the City's vehicle insurance coverage does not cover the individual driver of a rental car. Therefore, the City Official shall confirm personal coverage under their personal insurance or purchase additional insurance from the rental agency at their own expense. Rental vehicles shall be driven only by Elected or Appointed Officials included on the car rental agreement. Elected or Appointed Officials shall be reimbursed for reasonable taxi fare, airport van, or other public transportation in order to travel from their destination airport to their hotel.

**VI. REPORTING OF EXPENDITURES**

If the City reimburses an Elected or Appointed Official for attending a "meeting" as defined under the Brown Act<sup>1</sup>, the Official shall provide a brief written or oral report regarding the "meeting" at the next regular meeting of the Council or applicable commission, board or committee to which the Official belongs. For other educational seminars or events for which expenses were reimbursed by the City, the Official may provide a brief written or oral report at the next regularly scheduled meeting of the Council or applicable commission, board or committee to which the Official belongs.

**VII. ACKNOWLEDGEMENT**

After being sworn in, Elected or Appointed Officials will be required to sign a statement formally acknowledging receipt and acceptance of this policy.

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<sup>1</sup> The Brown Act (California Government Code section 54952.2) defines a meeting as including "any congregation of majority of the members of a legislative body at the same time and place to hear, discuss, or deliberate upon any item that is within the subject matter jurisdiction of the legislative body or the local agency to which it pertains."



Fiscal Year: 2015  
 Ledger: GL

Budget to Actual w/Encumbrances

Object	Description	Budget	Mar 2015 Actuals	Actuals	Encumbrance	Balance
<b>Org Key: 1001110 - City Council</b>						
<i>EXPENSE ACCOUNTS</i>						
61010	Regular Salaries	50,825.00	0.00	29,650.90	0.00	21,174.10
61020	Part-Time Help	2,000.00	0.00	926.50	0.00	1,073.50
61115	Retirement- Medicare	1,405.00	0.00	785.24	0.00	619.76
61116	Retirement-PARS	1,260.00	0.00	597.98	0.00	662.02
61120	Retirement-Deferred Comp	0.00	0.00	500.69	0.00	(500.69)
61129	Cafeteria Plan	43,455.00	0.00	17,813.84	0.00	25,641.16
61150	Workers' Compensation	860.00	0.00	556.64	0.00	303.36
61160	Allowances	23,400.00	0.00	12,100.00	0.00	11,300.00
61170	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
62100	Office Supplies	0.00	0.00	0.00	0.00	0.00
62200	Operating Supplies	1,000.00	0.00	161.15	0.00	838.85
62280	Postage	50.00	0.00	0.00	0.00	50.00
62400	Printing	150.00	0.00	0.00	0.00	150.00
63010	Contracts - Prof/Commercial	0.00	0.00	0.00	0.00	0.00
63052	Equipment Rental/Maintenance	3,510.00	0.00	1,755.00	0.00	1,755.00
63800	Computer Operation Support	1,037.00	0.00	518.50	0.00	518.50
63812	Building Use Allowance	2,949.00	0.00	1,720.25	0.00	1,228.75
63814	Equipment Use Allowance	802.00	0.00	467.88	0.00	334.12
63816	City Wide Admin	(134,650.00)	0.00	(78,545.67)	0.00	(56,104.33)
64005	Tele-Software/Maint	1,573.00	0.00	786.50	0.00	786.50
64010	Tele-Long Dist/Line Chgs	50.00	0.00	47.81	0.00	2.19
65010	Business Expense	2,000.00	0.00	1,996.05	0.00	3.95
65020	Conferences/Dues	6,000.00	0.00	2,898.32	0.00	3,101.68
65235	Mayors Conference	5,000.00	0.00	2,431.92	0.00	2,568.08
	<b>Transfers In</b>	0.00	0.00	0.00	0.00	0.00
	<b>Transfers Out</b>	0.00	0.00	0.00	0.00	0.00
	<b>Revenue</b>	0.00	0.00	0.00	0.00	0.00
	<b>Expenses</b>	12,676.00	0.00	(2,830.50)	0.00	15,506.50
	<b>Net</b>	(12,676.00)	0.00	2,830.50	0.00	(15,506.50)

CITY OF ANTIOCH AS SUCCESSOR AGENCY TO  
THE ANTIOCH DEVELOPMENT AGENCY  
CLAIMS BY FUND REPORT  
FOR THE PERIODS OF  
FEBRUARY 12 - MARCH 12, 2015  
FUND/CHECK #

**239 Redevelopment Obligation Retirement Fund**

355454	GOLDFARB AND LIPMAN LLP	LEGAL SERVICES	78.00
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## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of March 24, 2015

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Teri House, CDBG/Housing Consultant

**APPROVED BY:** Mitch Oshinsky, Interim Community Development Director 

**SUBJECT:** Assessment and Prioritization of Antioch's needs for housing, homeless, and community services for the 2015-20 Consolidated Plan

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### **RECOMMENDED ACTION**

It is recommended that the City Council:

1. Adopt the Contra Costa County Homeless Strategic Plan, "Forging Ahead Towards Preventing and Ending Homelessness" which was approved by the County Board of Supervisors on November 4, 2014.
2. Approve Priority Needs and Goals for funding during the 2015-20 Consolidated Plan period for Affordable Housing, Homeless Programs, Public Services, Economic Development, Infrastructure and Administration.

### **STRATEGIC PURPOSE**

This action is essential to developing the 2015-20 Community Development Block Grant (CDBG) Consolidated Plan (Strategy I-1 in the Strategic Plan), as the needs analysis, homeless strategy, priority needs and goals comprise the framework of the Consolidated Plan and will guide the funding recommendations in all five years.

### **FISCAL IMPACT**

The recommended action has no immediate fiscal impact; however, it will guide the funding decisions of approximately \$3,700,000 in future CDBG and other funding over the 2015-20 Consolidated Plan period.

### **DISCUSSION**

The City Council received a comprehensive written report and oral presentation on the Consolidated Plan in a Study Session conducted earlier on their agenda tonight. Therefore, this Public Hearing staff report focuses on the key issues for Council consideration.

As a requirement of receiving federal Community Development Block Grant (CDBG) and other federal funds, the City of Antioch must prepare an analysis of needs and strategy that will guide the use of these federal funds. This five-year strategy is known as the Consolidated Plan (Plan) and is submitted to the federal Department of Housing and Urban Development (HUD) for approval. The 2015-2020 Consolidated Plan is being prepared in collaboration with the Contra Costa Consortium, which includes the cities of Antioch, Pittsburg, Concord, Walnut Creek, and the County of Contra Costa (excluding Richmond). The Draft Plan will be circulated for public comment for a period of not less than 30 days, and public comments will be included in the document and presented to Council. Council will then hold a Public Hearing on the Draft Consolidated Plan and consider adoption of the Plan on May 12, 2015.

At the Study Session earlier this evening, Council heard about the Needs Assessment portion of the Consolidated Plan, which is based on U.S. Census data, regional economic development reports, Antioch's draft Housing Element, the County Homeless Strategy report, public and nonprofit service provider input through a community survey, and a number of previous meetings.

At this Public Hearing, Council is asked to take final public input on Antioch's needs for lower income persons and areas, approve the County Homeless Strategy, which will guide the City's future expenditures on homeless services, and adopt a list of Priority Needs and Goals for future funding under the 2015-20 Consolidated Plan.

The City of Antioch will receive \$748,610 in CDBG funds in FY 2015-16, and an estimated \$3,700,000 during the 2015-20 Consolidated Plan Period. These funds will be used exclusively to benefit Antioch's lowest income residents or areas.

### **Homeless Strategic Plan**

The Contra Costa County Homeless Strategic Plan, "Forging Ahead Towards Preventing and Ending Homelessness – An Update to Contra Costa County's 2004 Strategic Plan" is attached to this staff report by reference, and is directly attached to the Study Session staff report that is earlier on tonight's Council agenda. The Plan reaffirms the County's "Housing First" approach, and contains two goals and three key strategies.

Goal #1 is **Permanent Housing** – helping people back into housing as quickly as possible with integrated services to achieve long-term housing stability. Goal #2 is **Prevention**, which includes early intervention for those facing eviction or other unstable housing, diversion of households applying for shelter to alternate housing arrangements, and retention once households are placed to ensure housing stability.

### **Draft Priority Needs and Goals**

The draft 2015-20 Priority Needs, Strategies and Goals to address priority needs are:

## **Affordable Housing Priority Need, and Goals AH-1 – AH-4**

**AH-1: Affordable Housing Supply.** Increase the supply of affordable housing for extremely low-income, very low-income, and low-income households (*Possible annual strategies would be in Rental Rehabilitation, which carries affordability restrictions that increase supply of dedicated affordable units*).

**AH-2: Affordable Housing Stock.** Maintain and preserve the existing affordable housing stock (*Possible annual strategies would be Code Enforcement and Homeowner Housing Rehabilitation*).

**AH-3: Supportive Housing.** Expand the supply of appropriate and supportive housing for special needs populations (*Possible strategy would be in construction of new senior housing with supportive services, or assisting with supportive services in housing provided with new funding sources such as vouchers*).

**AH-4: Special Needs Housing.** Preserve existing special needs housing (*Possible strategy would be extending the length of time special needs housing remains affordable by providing rehabilitation funding with affordability restrictions, or other improvements*).

## **Homeless Priority Needs and Goals**

**H-1: Permanent Housing.** Further “Housing First” approach to ending homelessness by supporting homeless outreach efforts, emergency shelter, transitional housing, and permanent housing with supportive services to help homeless persons achieve housing stability.

**H-2: Prevention.** Expand existing prevention services including emergency rental assistance, case management, housing search assistance, legal assistance, landlord mediation, money management and credit counseling.

*In addition to these objectives, the affordable housing and human services objectives of the Plan also address the needs of the homeless and the problems of homelessness.*

## **Non-Housing Community Development Priority Needs and Goals CD-1 – CD-8**

### **Public Services**

**CD-1: General Public Services.** Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons, and ensure access to programs that promote prevention and early intervention related to a variety of social concerns.

**CD-2: Non-Homeless Special Needs.** Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as elderly and frail elderly, victims of domestic violence, persons with HIV/AIDS, persons with mental, physical and developmental disabilities, abused children, illiterate adults and migrant farmworkers.

**CD-3: Youth.** Increase opportunities for children/youth to be healthy, succeed in school, and prepare for productive adulthood.

**CD-4: Fair Housing.** Continue to promote fair housing activities and affirmatively further fair housing to eliminate discrimination in housing choice in the City of Antioch.

**CD-5: Tenant/Landlord Counseling.** Support the investigation and resolution of disagreements between tenants and landlords and to educate both as to their rights and responsibilities, so as to help prevent people from becoming homeless and to ensure fair housing opportunity.

### **Economic Development**

**CD-6: Economic Development.** Reduce the number of persons with incomes below the poverty level, expand economic opportunities for very low- and low-income residents, and increase the viability of neighborhood commercial areas.

### **Infrastructure**

**CD-7: Infrastructure and Accessibility:** Maintain adequate infrastructure in lower income areas, and ensure access for the mobility-impaired by addressing physical access barriers to goods, services, and public facilities in such areas.

### **Administration**

**CD-8: Administration.** Support development of viable urban communities through extending and strengthening partnerships among all levels of government and the private sector, and administer federal grant programs in a fiscally prudent manner.

### **Conclusion**

The Priorities and Goals have been updated and revised based on needs identified in the research conducted for this purpose, but remain very similar in nature to the past five year (2010-15) Plan. Changes include:

- The Housing draft priorities are more general in nature, to accommodate new and emerging funding sources from the State and possibly federal government.
- The Homeless Strategy is now exactly aligned with the County Homeless Strategy.
- The Public Services Strategy is relatively unchanged from the last Plan, with the exception of CD-5: Tenant/Landlord Counseling, which has been added. Previously funded Tenant/Landlord services were counted under the general Public Services Category. However, in the past five years, this service has become critical to help prevent people from becoming homeless, and also to help ensure fair housing. Many cases start as a Fair Housing complaint, only to become a Tenant/Landlord issue upon investigation, and vice versa. It has been



very helpful to have the same countywide team of agencies for both Fair Housing and Tenant/Landlord services the past four years.

- Infrastructure and Public Facilities was a combined Strategy in the previous Plan, but have been separated. In this Plan, Infrastructure alone is being recommended as a priority need that will be funded with CDBG funds, and Public Facilities has been eliminated, based on past funding patterns and limited availability of funding.

With an allocation of only \$730,000 to \$745,000 annually, the City does not receive enough CDBG funding to conduct Economic Development, Infrastructure and Public Facilities activities on any significant scale. In the past five-year Plan, Council chose to focus funding on Economic Development and Infrastructure. Council limited Economic Development to no more than 10% of the annual allocation (ED activities were funded at \$65,000 annually, just under 9%) and funded Infrastructure activities, in the form of the Downtown Roadway Project, at \$135,000 annually (approximately 18%). Even at that, it has been necessary to accumulate two to three years of funding in order to achieve economy of scale in bidding the projects.

The Priority Needs and Strategies, as finalized by Council this evening, will guide the funding for the 2015-17 two-year grant cycle, and may be revisited in advance of the 2017-20 three-year grant cycle. Amending the Priority Needs and Strategies requires a 30-day notice and public comment period per HUD regulations.

#### **ATTACHMENT**

- A. *Forging Ahead Toward Preventing and Ending Homelessness – An Update to Contra Costa’s 2004 Strategic Plan (attached by reference to the Plan Study Session earlier on the March 24, 2015 City Council agenda)*



## STAFF REPORT TO THE CITY COUNCIL

**DATE:** Regular Meeting of March 24, 2015  
**TO:** Honorable Mayor and Members of the City Council  
**SUBMITTED BY:** Ron Bernal, Director of Public Works/City Engineer *ROB*  
**SUBJECT:** Water and Sewer Charges

---

### RECOMMENDED ACTION

It is recommended that the City Council:

1. Receive the attached report on Revenue Requirements, Cost of Service Allocations, and Rate Design for the Water and Sewer Utilities;
2. Adopt Resolution setting Public Hearing on proposed Water and Sewer charge adjustments and authorizing the distribution of Proposition 218 notices addressing proposed adjustments and notifying owners of the public hearing on this issue.

### STRATEGIC PURPOSE

These actions will accomplish Long Term Goal K/Strategy K-2 to design, build, operate, maintain and steward Antioch's sewer and water assets and resources because:

- Clean water and the ability to flush toilets is critical to quality of life;
- Increases are needed because of drought conditions and the inability to rely on river water as a primary water source and to maintain aging infrastructure;
- Increases are modest, particularly when compared to other water and sewer agencies in the region.

The proposed rate adjustments are necessary to maintain the financial stability and the structural integrity of the City's Enterprise Programs. This supports Long Term Goal N/Strategy N-2 Ensure the City achieves long-term fiscal sustainability. If these enterprise funds run dry, the General Fund would be tapped to provide the funding necessary to operate the enterprises.

These adjustments are also necessary to address new regulatory mandates, as well as increased costs affecting both Water and Sewer operations. Utility fee calculations are based on operation and maintenance expenses (including labor, utilities, supplies and

materials), capital expenditures for infrastructure, and adequate reserves for meeting capital and operational needs. The California Constitution requires utility rates not to exceed the proportional cost of the service to the property. Therefore, it is legally important to base these rates on a defensible rate study, to comply with regulatory mandates and reduce liability.

## **FISCAL IMPACT**

The proposed rate adjustments, as recommended by staff, were used in preparing operational and capital budgets for fiscal years 2015/16 and 2016/17. The proposed increases address the rising costs of purchasing and treating water as well as maintaining water distribution and wastewater collection systems; and the need to meet increasing mandates from both federal and state agencies. The proposed increases will ensure adequate funds for projected operations and capital expenditures and will allow the water and sewer utilities to begin to build adequate funding reserves for both the water and sewer enterprise programs. Failure to adopt the rate adjustments would result in the inability to operate and maintain these vital utilities.

## **DISCUSSION**

### **Background**

The City of Antioch currently provides water and sewer services to a population of more than 105,000, covering an estimated 29 square miles of developed and undeveloped land. In compliance with the California Constitution and other state laws, the Water and Sewer Rates and Capacity Charges Study analyzes the adequacy of the revenues from rates to meet the projected expenditures of the water and sewer enterprise funds to determine whether revenues will be adequate to cover operating and maintenance costs as well as needed capital costs and meeting target reserve levels. Water Rates and Charges and Sewer Service Charges were developed for the five-year period Fiscal Year 2015-16 (FY 16) through FY 20. The proposed actions are before the Council because:

- The effects of the ongoing drought have negatively impacted water quality and reliability.
- It is imperative that the aging infrastructure is maintained.
- The City must comply with ever changing and more stringent State and Federal standards and requirements for water and sewer programs.
- Increases have been kept to a minimum and result in Antioch's rates being one of the lowest in the region, with some agencies proposing rate increases of up to 30%.

## **Water System**

In order to serve our customers with residential, commercial and industrial water supplies, the City will continue to rely on raw water supplies from two primary sources: the Contra Costa Canal and the San Joaquin/Sacramento Rivers when able, given the drought and State policy. Together, these primary raw water supply sources have the potential to provide the City with a total water capacity of approximately 60 million gallons per day (MGD). Raw water obtained from the Canal is purchased from the Contra Costa Water District at wholesale rates. This water is very expensive compared to the water the City obtains directly from our own facilities on the Delta, however with the current drought situation our ability to pump from the river has been severely restricted due to unacceptable levels of salinity.

The City owns and operates a 38 MGD water treatment facility along with water storage facilities, chlorination facilities, and booster pumping stations. Public Works personnel maintain approximately 339 miles of water main; 31,400 meters and service connections; and 2,390 backflow prevention devices; repair and flush approximately 3,443 fire hydrants; exercise system valves; administer a water conservation program; and staff an alternative work shift and 24-hour Stand-by program that responds to emergency after hour calls for service 365 days/year. Staff prepares and submits mandatory monthly and annual reports to California's State Water Resources Control Board.

## **Sewer System**

In addition to the water system, the City operates its own sewer collection system to serve all sanitary collection needs. The City's collection system does not provide treatment services, but instead serves to transport the wastewater via three primary drainage basins. From these basins, the wastewater is conveyed to a regional wastewater treatment facility operated by Delta Diablo (Sanitation) District, a separate public agency. The City collection system is composed of approximately 300 miles of pipeline, an estimated 5,300 manhole structures and approximately 28,250 residential and commercial sewer lateral connections. The program performs tree root eradication, manhole rehabilitation, infiltration control, spot repairs and larger trunk line cleaning. Personnel assist in staffing an alternative work shift and 24-hour Stand-by program, responding to emergency after hour calls for service 365 days/year.

## **Rate Study**

Historically, the City reviews its utility rate structures every five years. The last rate study was conducted in 2010, with revised rates going into effect in fiscal year 10/11. Factors taken into consideration for the updated Utility Rate Study are:

1. California Constitutional Requirements and other State laws;
2. City of Antioch adopted and revised budgets for Fiscal Year 2014-15;
3. Assessment of the financial health of the City's owned and operated utilities;
4. City of Antioch Municipal Code – Ordinances relating to Water and Sewer Enterprises;
5. City of Antioch 2010 Urban Water Management Plan (UWMP);
6. City of Antioch 2013 Water System Master Plan Update;
7. City of Antioch 2014 Wastewater Collection System Master Plan;

8. Utility billing system data – monthly data for the period January 2012-2013;
9. Current Operational Costs;
10. Capital Expenditures;
11. Age of Infrastructure; and
12. Comparison of rates to those of nearby municipalities.

The proposed increases are necessary to maintain the financial stability and structural and legal integrity of the City's Enterprise Programs; and to address new Federal and State regulatory mandates, as well as increasing costs affecting both Water and Sewer operations.

Utility fee calculations are based on the cost of operation and maintenance expenses (including labor, utilities, supplies and materials), legal requirements, capital expenditures for infrastructure, and adequate reserves for meeting capital and operational needs. This rate increase addresses the rising costs of treating water as well as maintaining water distribution and wastewater collection systems; and the need to meet increasing mandates from both Federal and State agencies. The City is committed to proactively improving and maintaining our aging systems while providing excellent services at all levels within our programs. The City is recommending annual rate adjustments in monthly commodity and service charges for both programs.

### **Drought Impacts**

The State is facing a major water crisis with water supplies in both the State and Federal reservoirs dropping to alarming levels. In response to the Governor's declaration of a state of emergency, and faced with a reduction in water allocations from the State and Federal water projects, local water agencies, including Antioch, have adopted both mandatory and voluntary Drought Management Programs. The implementation of these programs has resulted in approximately 20% reduced water use and sales citywide. The 20% reduction in water use and sales will remain a part of our future revenue projections even in non-drought years as the State has passed into law, as part of the "2009 Water Package", language that will require local urban water agencies to achieve and maintain a 20% water reduction by 2020. In addition to our revenue loss due to the city's Drought Management Program and other conservation efforts, we have experienced significant declines in revenues generated from connection fees as local housing developments have virtually stopped.

### **Water Rates - Proposed Rate Structure (Table 1):**

The proposed water rate structure has two components:

1. A monthly meter service charge which varies by meter size: and
2. A quantity rate for actual metered water usage in each of four elevation zones. Quantity rates increase for higher elevation zones as a result of additional electricity costs associated with pumping water to higher elevations.

Most single family customers have a  $\frac{5}{8}$  x  $\frac{3}{4}$ -inch meter. Average monthly water use for single family customers has decreased from 15 HCF (about 370 gallons per day) to 13 HCF (about 320 gallons per day). In order to promote continued water conservation, two-tier quantity rates have been developed for single family customers.

Table 1

Service Category	effective dates >	7/1/2015	7/1/2016	7/1/2017	7/1/2018	7/1/2019
	Current	2015-16	2016-17	2017-18	2018-19	2019-20
Quantity Rates, \$/HCF		<i>HCF = hundred cubic feet (748 gallons)</i>				
Non-Single Family						
Zone I	\$2.42	\$2.99	\$3.24	\$3.73	\$4.05	\$4.44
Zone II	\$2.51	\$3.08	\$3.33	\$3.83	\$4.16	\$4.55
Zone III	\$2.64	\$3.15	\$3.41	\$3.92	\$4.25	\$4.65
Zone IV	\$2.92	\$3.32	\$3.59	\$4.10	\$4.45	\$4.86
Single Family						
<i>Tier 1</i>	<i>All Use</i>	<i>0 - 13 HCF</i>	<i>0 - 13 HCF</i>	<i>0 - 12 HCF</i>	<i>0 - 12 HCF</i>	<i>0 - 12 HCF</i>
Zone I	\$2.42	\$2.53	\$2.74	\$3.17	\$3.45	\$3.78
Zone II	\$2.51	\$2.62	\$2.83	\$3.27	\$3.56	\$3.89
Zone III	\$2.64	\$2.69	\$2.91	\$3.36	\$3.65	\$3.99
Zone IV	\$2.92	\$2.86	\$3.09	\$3.54	\$3.85	\$4.20
<i>Tier 2</i>	<i>All Use</i>	<i>&gt; 13 HCF</i>	<i>&gt; 13 HCF</i>	<i>&gt; 12 HCF</i>	<i>&gt; 12 HCF</i>	<i>&gt; 12 HCF</i>
Zone I	\$2.42	\$4.19	\$4.53	\$5.24	\$5.68	\$6.22
Zone II	\$2.51	\$4.28	\$4.62	\$5.34	\$5.79	\$6.33
Zone III	\$2.64	\$4.35	\$4.70	\$5.43	\$5.88	\$6.43
Zone IV	\$2.92	\$4.52	\$4.88	\$5.61	\$6.08	\$6.64
Meter Service, \$/meter-month						
¾ x ¼-inch	\$15.60	\$17.50	\$18.80	\$21.20	\$22.90	\$24.40
1-inch	\$25.27	\$39.30	\$42.50	\$47.70	\$52.00	\$55.00
1½-inch	\$47.74	\$74.00	\$81.00	\$90.00	\$98.00	\$105.00
2-inch	\$75.62	\$117.00	\$127.00	\$142.00	\$155.00	\$165.00
3-inch	\$156.77	\$217.00	\$235.00	\$264.00	\$287.00	\$305.00
4-inch	\$246.73	\$359.00	\$389.00	\$437.00	\$475.00	\$506.00
6-inch	\$488.45	\$715.00	\$775.00	\$870.00	\$946.00	\$1,008.00
8-inch	\$725.62	\$1,142.00	\$1,237.00	\$1,390.00	\$1,512.00	\$1,610.00
10-inch	\$1,554.76	\$1,640.00	\$1,777.00	\$1,997.00	\$2,171.00	\$2,312.00
12-inch	\$2,808.34	\$2,352.00	\$2,548.00	\$2,864.00	\$3,113.00	\$3,315.00

The first tier quantity rate applies to water use equal to or below average monthly water use; the second tier quantity rate applies to above average water use. All other customers (those shown as “Non-Single Family” in the chart above including multi-family, industrial, commercial, etc.) have a uniform increased quantity rate that applies to the applicable elevation zone.

**Sewer Service – Proposed Rate Structure (Table 2):**

Each residential customer category has a different volume of wastewater discharge that reflects differences in indoor water use discharged into the sanitary sewer.

The sewer rate structure has two unit cost components:

1. A monthly account charge which is the same for all accounts and dwelling units; and
2. A quantity rate for the volume of wastewater discharge. Residential accounts are assigned to one of three categories: single family, multiple family (two, three or four dwelling units) and apartment and mobile homes.



Table 2

Sewer Service Charges						
	<i>effective dates &gt;</i>	7/1/2015	7/1/2016	7/1/2017	7/1/2018	7/1/2019
Service Category	Current	2015-16	2016-17	2017-18	2018-19	2019-20
Unit Costs Applicable to All Users						
Account Charge, \$/month	na	\$3.53	\$3.79	\$4.01	\$4.22	\$4.44
Volume Rate, \$/HCF		\$0.95	\$1.01	\$1.07	\$1.13	\$1.20
Uniform Charges						
<i>Residential</i>						
Single Family Dwelling Unit, \$/month	\$11.06	\$11.60	\$12.20	\$12.80	\$13.40	\$14.00
Multi Family Dwelling Unit, \$/month	\$11.06	\$10.10	\$10.80	\$11.40	\$12.00	\$12.70
Apartment/Mobile Home Dwelling Unit, \$/month	\$11.06	\$8.90	\$9.50	\$10.00	\$10.60	\$11.10
<i>Nonresidential</i>						
Account Charge, \$/month	\$11.06	\$3.53	\$3.79	\$4.01	\$4.22	\$4.44
Volume Rate, \$/HCF		\$0.95	\$1.01	\$1.07	\$1.13	\$1.20

The unit cost components and the volume of wastewater discharge for each residential customer category are used to calculate a different uniform monthly charge for each residential customer category. Monthly charges for individual nonresidential accounts are the sum of the monthly account charge component plus the quantity rate component times the volume of wastewater discharge. The volume of wastewater discharge for nonresidential accounts is equal to metered water use (water use for irrigation or fire protection is not included).

### Proposition 218 Notification

Implementation of the proposed increases requires the City to notify property owners of a public hearing to review proposed increases a minimum of 45 days prior to the public hearing consistent with Proposition 218. The public hearing to consider the water and sewer service charge adjustments is proposed for May 12, 2015. The public hearing must consider all protests to the proposed water and sewer service charge adjustments. At the conclusion of the public hearing, the Council may adopt revised water and sewer service charge adjustments assuming that the total protests received represent less than the majority of properties. The notices include the proposed increases for the next five fiscal years. Draft notices are provided for Council approval as Attachment C.

### Public Outreach

Staff has already met with a representative of the Antioch Unified School District (AUSD) to discuss the proposed increases and ideas on how to reduce water and sewer bills through water conservation measures. Staff has:

- Provided advice on water conservation measures to help AUSD attain greater conservation and savings aligned with other uses in the City;
- Identified meters that could be exchanged for smaller, less costly meters; and
- Determined that the recent refinancing of former Redevelopment Agency bonds will provide additional revenue to the School District estimated to be a total of \$1,758,313, which is about \$103,430 a year for 17 years.

Staff will also be conducting a meeting, tentatively scheduled for March 31<sup>st</sup>, to present the Water and Sewer Rates and Capacity Charges Study to the Building Industry Association (BIA), large developers with project applications in process with the City and the AUSD; all of whom will be invited to attend.

**Water and Sewer Capacity Charges**

Capacity charges (or Water & Sewer Facility Reserve Fees, as listed in the City’s Master Fee Schedule) are separate from utility rates, and not included in the rate structure. Capacity charges are intended to recover both a portion of the proposed Capital Improvement Program (CIP) cost, and utility rate payers’ prior investment in capital facilities that support land development by providing capacity for new connections. These charges (or fees) are designed to pay for the facilities in existence at the time the charge is imposed or to pay for new facilities that will be constructed in the future that are of benefit to the person or property being charged (new development or increases to existing service capacity). Capacity charges help ensure that “growth pays for growth” by allocating the cost of new facilities and the cost of unused capacity in existing facilities to new development. (A portion of utility rates pay the cost of repairing and refurbishing facilities used by current customers).

The proposed capacity charges meet the regulatory requirements defined in Government Code Section 66000 *et seq.* regarding the establishment of capacity charges. These charges will be considered as well at the May 12, 2015 City Council meeting and subsequently during the annual budget process each year. The proposed increase for these charges is shown in Table 3 (Water Capacity Charges) and Table 4 (Sewer Capacity Charges).

**Capacity Charges – Water Facility Reserve Fees**

Antioch collects two charges shown in the Master Fee as one charge:

1. A fee passed on to Contra Costa Water District for its treatment capacity;
2. A fee for the City’s own treatment capacity, and transmission and distribution facilities.

Table 3 shows the City’s current and proposed Capacity Fees (1 and 2 above).

Table 3

Water Capacity Charges	Current	Proposed
	<u>Capacity Charge</u>	<u>Capacity Charge</u>
Single Family Residential Connection	\$5,060	\$5,080
Meter Connection Size	<u>Capacity Charge</u>	<u>Capacity Charge</u>
5/8 x 3/4-inch	\$5,060	\$5,080
1.00-inch	\$7,498	\$12,700
1.50-inch	\$14,997	\$25,400
2.00-inch	\$23,995	\$40,700
3.00-inch	\$43,869	\$76,300
4.00-inch	\$74,983	\$127,100
6.00-inch	\$149,967	\$254,200
8.00-inch	\$364,282	\$406,700
10.00-inch	\$311,282	\$584,700
12.00-inch	\$644,856	\$838,900

Additionally, the City collects a separate fee which is passed on to Contra Costa Water District for its wholesale municipal supply.

### Capacity Charges – Sewer Facility Reserve Fees

The basis for current sewer capacity charges (Facility Reserve Fees) are based on water meter size and described in Title 6 (Sanitation and Health), Chapter 4 (Sewer System) of the Antioch Municipal Code. Proposed charges are based on wastewater discharge volume and shown in Table 4 below.

Table 4

Sewer Capacity Charges		
Unit Cost of Capacity, \$/gallons per day		\$11.91
Capacity Charges		
Residential	<i>gallons per day</i>	<i>Capacity Charge</i>
Single Family	210	\$2,500
Multiple Family	168	\$2,000
Apartments/Mobile Homes	137	\$1,630

### Staff's Recommended Time Line

- February 24, 2015: Council adopted rate protest tabulation procedures.
- March 24, 2015: Council accepts draft report and authorizes mailing of the Proposition 218 Notice of Public Hearing on proposed adjustments and increases to water and sewer charges.
- March – April, 2015: Outreach to Building Industry Association and others; outreach to Antioch Unified School District continues.
- April 28, 2015: First reading/introduction of Municipal Code Amendments.
- May 12, 2015:
  - Council adopts amendments to the Municipal Code.
  - Council accepts the Draft study on Water and Sewer Rates and Capacity Charges and conducts Public Hearing.
  - Council votes on adopting Resolution Authorizing Water and Sewer Rate Increases.
  - Council votes on adopting Resolution authorizing Capacity Charge Increases.
- July 1, 2015: New water and sewer rates are implemented. New capacity charges are implemented.

**ATTACHMENTS**

- A. Resolution 2015/XX Declaring the Intention to Increase the City's Water and Sewer Rates.
- B. Final Draft Water and Sewer Rates and Capacity Charges Study from Municipal Financial Services.
- C. Copy of proposed Notice of Public Hearing.

**RESOLUTION NO. 2015/XX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
DECLARING THE INTENTION TO ADJUST, INCLUDING TO  
PREDOMINANTLY INCREASE THE CITY'S WATER AND SEWER SERVICE  
RATES, SETTING A PUBLIC HEARING, AND DIRECTING STAFF TO MAIL  
NOTICES TO ALL WATER AND SEWER CUSTOMERS**

**WHEREAS** the Antioch Municipal Code provides for water and sewer service charges; and

**WHEREAS** the City has engaged the services of Municipal Financial Services, an independent public finance consultant, to provide a report (Report) on water and sewer utility revenue requirements, cost of service allocations, rate design, and connection fees for the water and sewer utilities; and

**WHEREAS** a copy of the Report is available for inspection at the Public Works Department, 1201 W. 4<sup>th</sup> Street, Antioch; and

**WHEREAS** the Report recommends water and sewer service rate adjustments, including predominantly rate increases in order to fund the cost of providing those services; and

**WHEREAS** these rate adjustments and increases will help ensure the health and safety of the community while protecting the City's financial stability; and

**WHEREAS** on March 24, 2015, staff presented findings from the Report to the City Council seeking direction for consideration of water and sewer service rate adjustments and increases; and

**WHEREAS** the City Council intends to adopt the rate adjustments and increases recommended in the Report by following procedures required under Article XIII D, section 6 of the California Constitution.

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

1. The City Council hereby fixes the 12<sup>th</sup> day of May, 2015 at 7:00 p.m., in the City Council Chambers, City Hall, Third and "H" Streets, Antioch, California as the time and place for a public hearing (Public Hearing) on the proposed water and sewer service rate adjustments and increases. The meeting facility is accessible to the handicapped. Auxiliary aides will be made available upon request in advance, for persons with hearing or vision disabilities.

**RESOLUTION 2015/**

March 24, 2015

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2. At the time of the Public Hearing the City Council will hear and consider all protests and objections to the proposed water and sewer service rate adjustments and increases, and any person shall be permitted to present written or oral testimony. Although oral comments at the Public Hearing will not qualify as a formal protest, the City Council welcomes community input during the Public Hearing.
3. Staff is hereby directed to provide notice of the Public Hearing and the proposed water and sewer service rate adjustments and increases in conformity with section 6 of Article XIII D of the California Constitution.
4. At the conclusion of the Public Hearing, all valid protests submitted will be tabulated in conformity with the City's tabulation guidelines.
5. A majority protest for either the water or sewer service rate adjustment and increase exists if protests are submitted in opposition to that adjustment by a majority (50% plus 1) of those respective utility customers.
6. If there is a majority protest against the imposition of either the water or sewer service rate adjustment and increase, the City Council shall not adopt that adjustment.
7. The City Clerk is hereby directed to publish this Resolution of Intention two times as a public hearing notice in the Contra Costa Times, as required by law.

\* \* \* \* \*

**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 24<sup>th</sup> day of March, 2015, by the following vote:

**AYES:**

**NOES:**

---

**A. SIMONSEN, City Clerk**



March 2015



Prepared for City of Antioch, California

# Water and Sewer Rates and Capacity Charges Study

Submitted by

**MUNICIPAL FINANCIAL SERVICES**





FINAL DRAFT  
Water and Sewer Rates and Capacity Charges Study

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Prepared for  
City of Antioch, California  
March 2015

**MUNICIPAL  
FINANCIAL  
SERVICES**

2960 Valley Basin Avenue  
Henderson, Nevada 89052

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## List of Abbreviations

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AF	acre feet (equal to 325,851 gallons)
AMC	Antioch Municipal Code
AWWA	American Water Works Association
BOD	Biochemical Oxygen Demand
CAFR	Comprehensive Annual Financial Report
CCI	Construction Cost Index
CCWD	Contra Costa Water District
CIP	Capital Improvement Program
City	City of Antioch
DD	Delta Diablo
DSC	debt service coverage
DWR	Department of Water Resources
FY	Fiscal year (July 1 to June 30)
ENR	Engineering News Record
FY14	July 1, 2013 to June 30, 2014
gpd	gallons per day
HCF	Hundred Cubic Feet (equal to ~ 748.1 gallons)
mgd	million gallons per day
O&M	Operation and maintenance
SWRCB	State Water Resources Control Board
TSS	Total Suspended Solids

# Executive Summary

The City of Antioch, in conjunction with Municipal Financial Services, has analyzed the adequacy of revenues from rates to meet projected expenditures of the water and sewer enterprise funds to determine whether revenues will be adequate to cover operating and maintenance costs as well as needed capital costs while meeting target reserve levels. Water rates and charges and Sewer Service Charges were developed for the five-year period Fiscal Year 2015 – 16 (FY16) through FY20.

## Water Fund 611 Revenue Required from Rates

Water rates were developed to generate sufficient revenues to cover operating and maintenance expenditures and capital expenditures, and to meet target reserve levels. The approximate amount of revenues required from water rates for the five-year period, FY16 through FY20, is \$167,480,000.

<b>Beginning Balance, July 1, 2015</b>	<b>\$15,729,000</b>	
<b>Expenditures</b>		
Production, Service & Supplies	\$102,208,000	58%
Distribution	\$34,322,000	20%
Supervision	\$17,571,000	10%
Capital Expenses	\$14,271,000	8%
Meter Reading/Warehouse/Stores	\$6,575,000	4%
Capital Reserve	\$1,000,000	1%
<b>Total Expenditures</b>	<b>\$175,947,000</b>	<b>100%</b>
<b>Revenues</b>		
Charges for Services	\$167,480,000	99%
Warehouse/Stores	\$1,400,000	0.8%
Investment Income and Other	\$255,000	0.2%
<b>Total Revenues</b>	<b>\$169,135,000</b>	<b>100%</b>
Net Revenues	(\$6,812,000)	
<b>Ending Balance, June 30, 2020</b>	<b>\$8,917,000</b>	
<b>Ending Balance 90 Days Cash Target</b>	<b>\$8,556,000</b>	

Projected capital expenditures in Fund 611 during the same time period are approximately \$14,300,000. In addition to projected capital expenditures, an amount of \$1,000,000 is allocated to a capital reserve as a funding source for future capital expenditures. A summary of the projected five-year expenditures, revenues, and fund balances is shown in the adjacent table.

Note that no debt service is proposed for this fund and that available fund balance is used to mitigate greater increases in water rates.

## Water Fund 612 Revenue Projected from Capacity Charges

Water capacity charges were developed in accordance with applicable requirements found in the State of California Government Code. Capacity charges are intended to recover both a portion of the proposed Capital Improvement Program (CIP) cost, and utility rate payers' prior investment in capital facilities that support land development by providing capacity for new connections. Projected capital expenditures during the same time period are \$7,695,000. The approximate amount of revenues projected from water capacity charges for the five-year period, FY16 through FY20, is \$6,561,000. The available fund balance is reduced by approximately \$1,100,000 during the five-year period.

## Sewer Fund 621 Revenue Required from Sewer Service Charges

Sewer Service Charges were developed to generate sufficient revenues to cover operating and maintenance expenditures and capital expenditures, and to meet target reserve levels. The approximate amount of revenues required from sewer service charges for the five-year period, FY16 through FY20, is \$29,861,000.

Projected capital expenditures in Fund 621 during the same time period are approximately \$7,000,000. In addition to projected capital expenditures, an amount of \$500,000 is allocated to a capital reserve as a funding source for future capital expenditures. A summary of the projected five-year expenditures, revenues, and fund balances is shown in the adjacent table.

Note that no debt service is proposed for this fund and that available fund balance is used to mitigate greater increases in Sewer Service Charges.

<b>Beginning Balance, July 1, 2015</b>	<b>\$10,373,000</b>	
<b>Expenditures</b>		
Collection	\$22,269,000	59%
Supervision	\$8,042,000	21%
Capital Expenses	\$6,970,000	18%
Capital Reserve	\$500,000	1%
<b>Total Expenditures</b>	<b>\$37,781,000</b>	<b>100%</b>
<b>Revenues</b>		
Charges for Services	\$29,861,000	99%
Investment Income and Other	\$178,000	1%
<b>Total Revenues</b>	<b>\$30,039,000</b>	<b>100%</b>
Net Revenues	(\$7,742,000)	
<b>Ending Balance, June 30, 2020</b>	<b>\$2,631,000</b>	
<b>Ending Balance 90 Days Cash Target</b>	<b>\$1,563,000</b>	

## Sewer Fund 622 Revenue Projected from Capacity Charges

Sewer capacity charges were developed in accordance with applicable requirements found in the State of California Government Code. Capacity charges are intended to recover both a portion of the proposed Capital Improvement Program cost, and utility rate payers' prior investment in capital facilities that support land development by providing capacity for new connections. Projected capital expenditures during the same time period are \$2,500,000. The approximate amount of revenues projected from sewer capacity charges for the five-year period, FY16 through FY20, is \$3,200,000.



## Recommended Water Rates

Recommended water quantity rates and water meter service charges for FY16 – FY20 are listed in the table below. Note that Single Family water quantity rates for FY16 – FY20 are not uniform for each elevation zone. Uniform water quantity rates are replaced with inclining block (tiered) rates with two tiers of water use. The price break for the two tiers for FY16 and FY17 is 13 hundred cubic feet (HCF) per month. Water consumption less than or equal to 13 hundred cubic feet per month is charged the Tier 1 rate applicable to each elevation zone and water consumption greater than 13 HCF per month is charged the Tier 2 rate applicable to each elevation zone.

The price break decreases to 12 HCF for FY18 – FY20. The decrease in the price break reflects projections of continued water conservation. The development of inclining block rates is described in Section 3.

**Table ES-1. Recommended Water Rates and Charges**

Service Category	effective dates >	7/1/2015	7/1/2016	7/1/2017	7/1/2018	7/1/2019
	Current	2015-16	2016-17	2017-18	2018-19	2019-20
Quantity Rates, \$/HCF		<i>HCF = hundred cubic feet (748 gallons)</i>				
<b>Non-Single Family</b>						
Zone I	\$2.42	\$2.99	\$3.24	\$3.73	\$4.05	\$4.44
Zone II	\$2.51	\$3.08	\$3.33	\$3.83	\$4.16	\$4.55
Zone III	\$2.64	\$3.15	\$3.41	\$3.92	\$4.25	\$4.65
Zone IV	\$2.92	\$3.32	\$3.59	\$4.10	\$4.45	\$4.86
<b>Single Family</b>						
<i>Tier 1</i>	<i>All Use</i>	<i>0 - 13 HCF</i>	<i>0 - 13 HCF</i>	<i>0 - 12 HCF</i>	<i>0 - 12 HCF</i>	<i>0 - 12 HCF</i>
Zone I	\$2.42	\$2.53	\$2.74	\$3.17	\$3.45	\$3.78
Zone II	\$2.51	\$2.62	\$2.83	\$3.27	\$3.56	\$3.89
Zone III	\$2.64	\$2.69	\$2.91	\$3.36	\$3.65	\$3.99
Zone IV	\$2.92	\$2.86	\$3.09	\$3.54	\$3.85	\$4.20
<i>Tier 2</i>	<i>All Use</i>	<i>&gt; 13 HCF</i>	<i>&gt; 13 HCF</i>	<i>&gt; 12 HCF</i>	<i>&gt; 12 HCF</i>	<i>&gt; 12 HCF</i>
Zone I	\$2.42	\$4.19	\$4.53	\$5.24	\$5.68	\$6.22
Zone II	\$2.51	\$4.28	\$4.62	\$5.34	\$5.79	\$6.33
Zone III	\$2.64	\$4.35	\$4.70	\$5.43	\$5.88	\$6.43
Zone IV	\$2.92	\$4.52	\$4.88	\$5.61	\$6.08	\$6.64
<b>Meter Service, \$/meter-month</b>						
5/8 x 3/4-inch	\$15.60	\$17.50	\$18.80	\$21.20	\$22.90	\$24.40
1-inch	\$25.27	\$39.30	\$42.50	\$47.70	\$52.00	\$55.00
1½-inch	\$47.74	\$74.00	\$81.00	\$90.00	\$98.00	\$105.00
2-inch	\$75.62	\$117.00	\$127.00	\$142.00	\$155.00	\$165.00
3-inch	\$156.77	\$217.00	\$235.00	\$264.00	\$287.00	\$305.00
4-inch	\$246.73	\$359.00	\$389.00	\$437.00	\$475.00	\$506.00
6-inch	\$488.45	\$715.00	\$775.00	\$870.00	\$946.00	\$1,008.00
8-inch	\$725.62	\$1,142.00	\$1,237.00	\$1,390.00	\$1,512.00	\$1,610.00
10-inch	\$1,554.76	\$1,640.00	\$1,777.00	\$1,997.00	\$2,171.00	\$2,312.00
12-inch	\$2,808.34	\$2,352.00	\$2,548.00	\$2,864.00	\$3,113.00	\$3,315.00

## Recommended Sewer Service Charges

Recommended sewer service rates and charges for FY16 – FY20 are listed in the table below. The recommended rates and charges replace the current Sewer Lateral Maintenance charge (\$0.31 per month) and Sewer Service charge (\$10.75 per month). Recommended uniform charges for Residential users are based on unit costs applicable to all users. The unit costs are used to calculate monthly bills for Nonresidential users.

Table ES-2. Recommended Sewer Service Rates and Charges						
Service Category	effective dates >	7/1/2015	7/1/2016	7/1/2017	7/1/2018	7/1/2019
	Current	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Unit Costs Applicable to All Users</b>						
Account/Dwelling Unit Charge, \$/month	na	\$3.53	\$3.79	\$4.01	\$4.22	\$4.44
Volume Rate, \$/HCF		\$0.95	\$1.01	\$1.07	\$1.13	\$1.20
<b>Uniform Charges</b>						
<i>Residential</i>						
Single Family Dwelling Unit, \$/month	\$11.06	\$11.60	\$12.20	\$12.80	\$13.40	\$14.00
Multi Family Dwelling Unit, \$/month	\$11.06	\$10.10	\$10.80	\$11.40	\$12.00	\$12.70
Apartment/Mobile Home Dwelling Unit, \$/month	\$11.06	\$8.90	\$9.50	\$10.00	\$10.60	\$11.10
<i>Nonresidential</i>						
Account Charge, \$/month	\$11.06	\$3.53	\$3.79	\$4.01	\$4.22	\$4.44
Volume Rate, \$/HCF		\$0.95	\$1.01	\$1.07	\$1.13	\$1.20

Uniform charges for Residential users are based on assigned levels of wastewater discharge volume. There are three subcategories of Residential users - Single Family dwelling units, Multiple Family dwelling units (accounts with two, three or four dwelling units), and dwelling units in apartments and mobile homes in mobile home parks.

"Dwelling unit" means a structure or the part of a structure that is used as a home, residence or sleeping place by one person who maintains a household or by two or more persons who maintain a common household.

For FY15, monthly wastewater discharge volume for single family accounts is 210 gallons per day (gpd). For multiple family dwelling units monthly wastewater discharge volume is 168 gpd and for dwelling units in apartments and mobile homes in mobile home parks the monthly wastewater discharge volume is 137 gpd. For each year during FY16 – FY20, the monthly wastewater discharge volume for single family accounts is reduced by 2 gallons per day.

Monthly bills for nonresidential users are based on the sum of an account charge plus a charge for the volume of wastewater discharge. The volume of wastewater discharge would be based on metered water use (in units of HCF).

## Recommended Water and Sewer Capacity Charges

The capacity charges developed in this study are based on the buy-in cost method for valuation of the system. The system buy-in method recovers the replacement cost of capacity in those portions of the existing system in which there is capacity available (for example, the transmission, distribution, storage and pumping components of the water system). The buy-in method excludes service laterals and meters as these assets do not benefit new users connecting to the water or sewer systems. The value of the water and sewer systems is adjusted to account for contributed capital and assets, near term capital improvements that add capacity and working capital.

Recommended capacity charges for FY16 are listed in the table below. Charges for FY17 and later may be escalated using an appropriate index such as the *Engineering News Record 20-City Construction Cost Index*.

Table ES-3. Recommended Water Capacity Charges			
	<u>Unit Cost, \$/gpd</u>	<u>Peak Use, gpd</u>	<u>Capacity Charge</u>
Single Family Residential Connection	\$6.16	825	\$5,080
	<i>Meter Peak</i>		
<u>Meter Connection Size</u>	<u>Capacity, gpm</u>	<u>Equivalency Factor</u>	<u>Capacity Charge</u>
5/8 x 3/4-inch	15 gpm	1.0	\$5,080
1.00-inch	38 gpm	2.5	\$12,700
1.50-inch	75 gpm	5.0	\$25,400
2.00-inch	120 gpm	8.0	\$40,700
3.00-inch	225 gpm	15.0	\$76,300
4.00-inch	375 gpm	25.0	\$127,100
6.00-inch	750 gpm	50.0	\$254,200
8.00-inch	1,200 gpm	80.0	\$406,700
10.00-inch	1,725 gpm	115.0	\$584,700
12.00-inch	2,475 gpm	165.0	\$838,900

Table ES-4. Recommended Unit Cost of Capacity and Sewer Capacity Charges		
Unit Cost of Capacity, \$/gallons per day	\$11.91	
Capacity Charges		
Residential	<u>gallons per day</u>	<u>Capacity Charge</u>
Single Family	210	\$2,500
Multiple Family	168	\$2,000
Apartments/Mobile Homes	137	\$1,630
Nonresidential	<u>gallons per day</u>	<u>Capacity Charge</u>
Example 1	210	\$2,500
Example 2	630	\$7,500
Example 3	2,100	\$25,010
Example 4	4,200	\$50,020
Example 5	5,250	\$62,530

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## Section 1

# Introduction

This section describes the organization of the report, rate-making objectives, the rate-setting process, and a general description of the water and wastewater systems.

## 1.1 Organization of the Report

This report is divided into seven sections. This introduction provides an overview of the study objectives and evaluation of the efficiency of the City's water and sewer systems compared to those of other similar municipalities.

Section 2 discusses characteristics of customers and their use of the water and sewer systems. The number and type of connections to each system, water use, and wastewater discharge projected for FY15 – FY20 is developed in this section.

Section 3 describes the development of water rates.

Section 4 describes the development of sewer service charges.

Section 5 describes the development of water capacity charges.

Section 6 describes the development of sewer capacity charges.

Section 7 describes the limitations of the study document.

## 1.2 Rate-Making Objectives

There are numerous rate-making objectives that must be considered when developing rates and rate structures.

**Revenue sufficiency.** Generate sufficient revenue to fund operating costs, capital costs and bonded debt, and maintain adequate reserves.

**Revenue stability.** Recover revenue from fixed and variable charges that will cover fixed and variable costs (barring water shortages when rationing may be required).

**Conservation signal.** Reward customer for efficient water use and discourage its waste.

**Administrative efficiency.** Enable efficient implementation and ongoing administration, including monitoring and updating.

**Affordability.** Be as affordable as possible while maintaining the utilities sound financial position and credit rating.

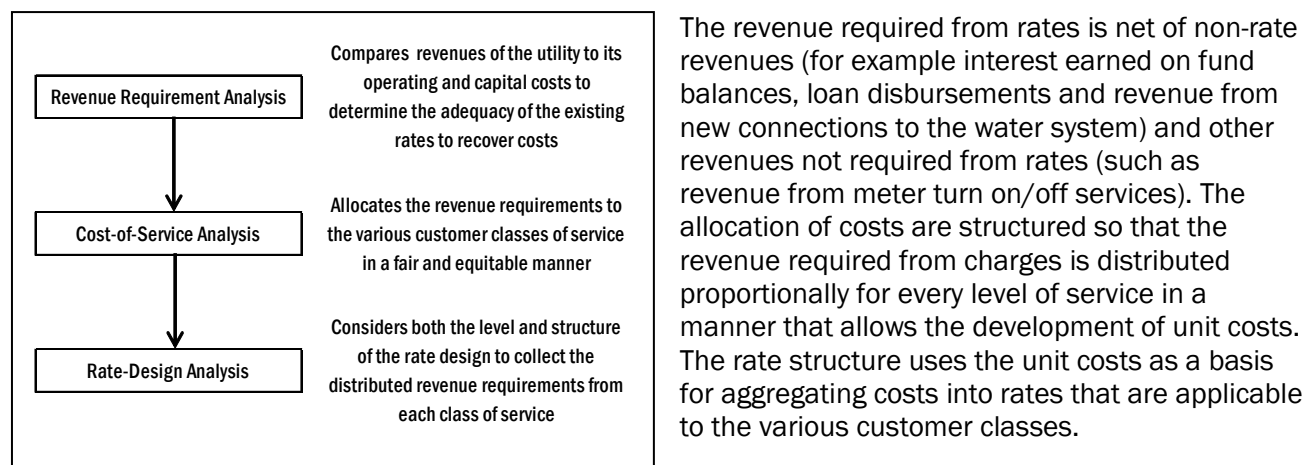
**Customer acceptance.** Be as simple as possible to facilitate customer understanding and acceptance.

**Fairness.** Provide for each customer class to pay its proportionate share of the required revenue in compliance with legal rate-making requirements.

**Economic development.** Rates must be competitive with local jurisdictions to retain and attract economic development.

## 1.3 Overview of Utility Rate Setting Process

Rate studies classically have three categories of technical analysis – the development of revenue required from rates, the allocation of costs among functional cost categories (cost-of-service analysis) and the design of a rate structure. An overview of the rate-setting analytical steps is shown in Figure 1-1.



**Figure 1-1. Overview of Rate Setting Analytical Steps**

Information and data for the development of water rates and preparation of this report comes from a number of documents provided by the City. The list of documents, and the key information and data from each used in this study, are summarized below.

**City of Antioch Fiscal Year 2014-15 Adopted Budget.** This document shows the recommended FY 2014-15 Annual Budget and Five-Year Capital Improvement Program for the water and wastewater enterprise funds. The City provided a mid-year update of the budget with actual values for FY 2013-14, a revised budget for FY 2014-15, and projected values for FY2015-16 and FY2016-17. Enterprise funds are funded primarily from fees and other user charges.

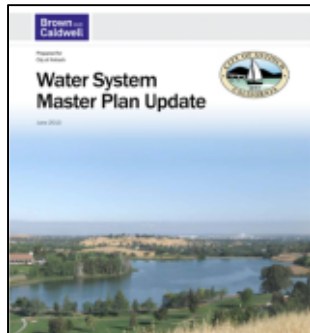
**City of Antioch Municipal Code.** Ordinances relating to the water and sewer enterprises are codified in various portions of the Antioch Municipal Code listed below.

- Title 3: Finance, Chapter 11: Sewer Capacity Acquisition Fee
- Title 6: Sanitation And Health, Chapter 4: Sewer System
- Title 6: Sanitation And Health, Chapter 5: Water System
- Title 6: Sanitation And Health, Chapter 6-10: Drought Management Regulations and Water Conservation

**City of Antioch 2010 Urban Water Management Plan (UWMP).** Dated June 27, 2011, the purpose of the UWMP is to maintain efficient use of urban water supplies, continue to promote conservation programs and policies, ensure that sufficient water supplies are available for future beneficial use, and provide a mechanism for response during water drought conditions. The UWMP evaluates total projected water use be compared to water supply sources in 5-year increments over a 20-year planning period. Water demand projections from the UWMP were used as a reference for projections shown in this study.



**City of Antioch 2013 Water System Master Plan Update (2013 Water Master Plan).** Dated June 2013, the 2013 Water Master Plan reviews changes in water supply, water use characteristics, drinking water regulations, and study area demographics and presents significant Brown and Caldwell (BC) findings, conclusions and recommendations for existing and future facilities through the year 2035.



**City of Antioch 2014 Wastewater Collection System Master Plan (2014 Collection System Master Plan).** Dated August 2014, the purpose of the 2014 Collection System Master Plan is to update the trunk system capacity assessment and recommended capacity improvement program presented in the City's 2003 Wastewater Collection System Master Plan to reflect updated land use and flow estimates and sewer projects completed since the 2003 report was developed.

**Utility Billing System data.** Monthly water use data for each of the City's metered accounts, for the time period January 2012 through December 2013, were provided in an Excel file. Each account record had descriptive information of the account's customer class, meter size and elevation pressure zone. The City also generated special reports, such as the *Multiple Unit Report*, which listed accounts with multiple sewer lateral connections to the collection system.

**Department of Water Resources Form 38 Reports.** The City submits Form 38 annually to the State of California Department of Water Resources (DWR). This form, titled "Public Water System Statistics", is used to summarize Active Service Connections, Total Water into the System (production), and Metered Water Deliveries for the City's Water System.

## 1.4 Antioch Water Utility

The City of Antioch, incorporated in 1872, is located in the western part of the state and is the second largest city in Contra Costa County. The City of Antioch currently occupies a land area of approximately 29 square miles and serves a population of about 105,117 residents. Antioch's population grew about 5.9 percent between 2003 and 2013 while the overall Contra Costa County growth rate during this corresponding time period was just shy of 8 percent.

The water system delivers treated water to residential, commercial and irrigation customers. Personnel maintain approximately 339 miles of water main, 31,400 service connections and meters, 2,390 backflow prevention devices, maintain, repair and flush approximately 3,443 fire hydrants, exercise system valves and administers a water conservation program. Personnel staff an alternative work shift and 24-hour Stand-by system that responds to emergency after hour calls for service.

The principal sources of raw water supply are the Sacramento/San Joaquin Rivers Delta and the Contra Costa Water District (CCWD) Canal, which can be stored in the Antioch Municipal Reservoir. Canal water, purchased from CCWD is pumped from Victoria Canal, Rock Slough, and Old River in the western Delta and the Los Vaqueros Reservoir. Even under the most favorable conditions, the city obtains the largest percentage of its raw water from CCWD.

The pipelines from the CCWD Canal to the water treatment plant (WTP) have a capacity over 60 million gallons per day (mgd), well above the maximum predicted future water demand. Water from the Canal can be pumped into the municipal reservoir or directly to the WTP. The WTP has a maximum capacity of about 38 mgd. Treated water flows into two 1.0 million gallon (MG) clearwells before entering the distribution system. In addition to expansion, the City improved water source reliability by purchasing treated water from CCWD produced at the Randall-Bold Plant (RBP), using a connection to the CCWD multipurpose pipeline at Hillcrest Avenue, and the Diablo Water District (DWD) conveyance system.

The service area extends from steep hilly terrain in the south and west portions of the service area to flat with a gentle slope in the northeast portion of the service area. Elevations in the service area range from sea level to over 700 feet. Generally, the service area is limited to elevations less than 560 feet. Four

pressure zones are currently required to distribute water, and eventually six to seven may be necessary depending on future land development.

The Antioch distribution system consists of four primary pressure zones. Water pressure typically is maintained between 40 and 100 pounds per square inch gage (psig).<sup>1</sup>

**Pressure Zone I.** Pressure Zone I distribution system serves the older residential sections of the City, the original central business district and some major industrial users. Ground elevations range from sea level to 50 feet. Zone I is served by gravity principally through a 24 inch-diameter main from the WTP. Pressure reducing valve installations between Zones I and II allows water to flow down to Zone I from Zone II.

**Pressure Zone II.** Pressure Zone II serves primarily residential and commercial users and has ground elevations ranging from sea level to 170 feet. One area above 170 feet in elevation is supplied by the small Sunset Booster Pump Station. The principal water mains in Zone II are 10, 12, 16, 20, 24 and 30 inches in diameter. The system is supplied by two Zone II Booster Pump Stations – one built in 1967 and one built in 1988, which take suction from the WTP clearwells. There is emergency WTP generator capacity available to operate 58% of the Zone II booster pumps should there be a power outage. Four water storage reservoirs are located in Zone II.

**Pressure Zone III East.** Pressure Zone III East encompasses much of the newer residential and commercial growth in the City. Zone III East generally extends south from the Canal, with some development north of the canal in the eastern portion of the City. It is bounded on the west by Contra Loma Regional Park and on the east by a Southern Pacific Railroad right-of-way. The zone border extends south to the city limits but excludes most of the area south of Lone Tree Way and west of Deer Valley Road. Three Booster Pump Stations, Hillcrest and Lone Tree 1 and 2, and two reservoirs, Hillcrest and Lone Tree, serve Zone III East. Zone III East is served with 12, 16, 20 and 24 inches in diameter water mains.

**Pressure Zone III West.** Zone III West is a developed residential area on the west side of the City. Most existing development is residential but some commercial development will occur in the western portion of this zone. After the completion of the planned developments at Meadowlands and Black Diamond Ranch, this zone will encompass about 1.25 square miles. It is bound by the Canal, Black Diamond Mines, Contra Loma Regional Park, and the City limits. Zone III West is served by the Donlon Booster Pump Station which fills the Cambridge Reservoir. Water mains of 8, 10, 12 and 16 inches in diameters serve the Zone III West development.

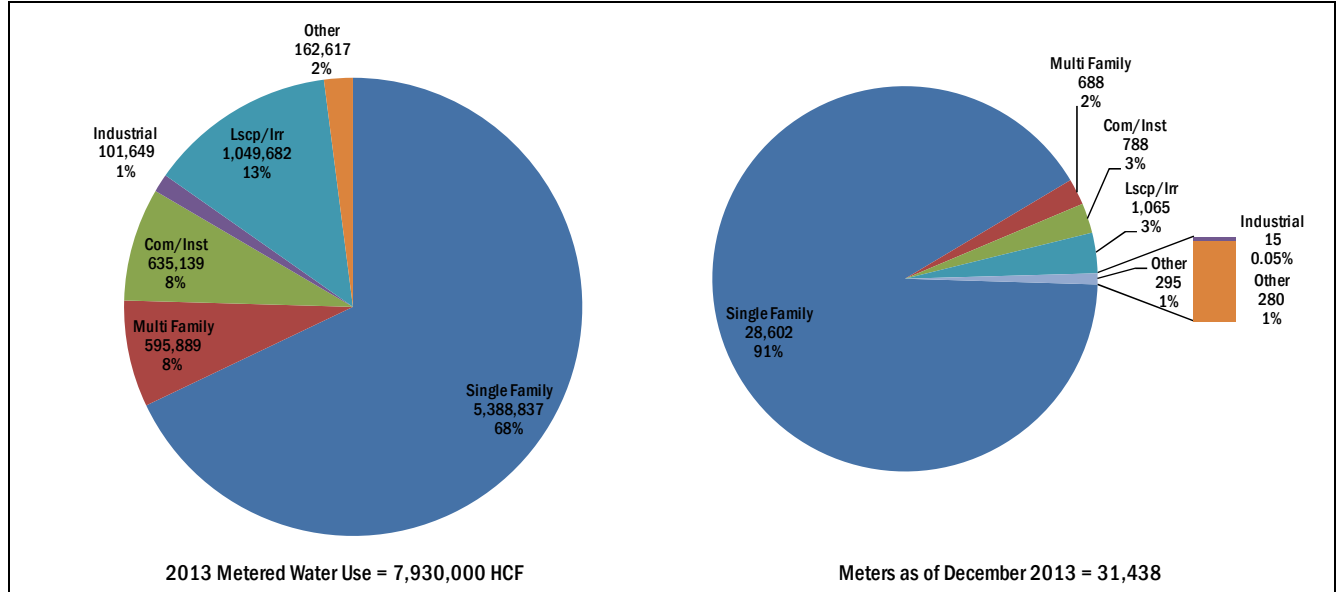
**Pressure Zone IV West.** The Zone IV West facilities serve to the higher elevations of the Mira Vista Hills Subdivision and the higher elevations in Black Diamond Ranch. The Cambridge Booster Pump Station has emergency power facilities to convey water into Zone IV West and the Mira Vista Hills Reservoir. New 8, 10 and 12 inches in diameter mains serve the Zone IV West development.

**Pressure Zone IV East.** Zone IV East includes all of the Higgins Ranch and parts of the Dallas Ranch, Black Diamond Knolls, and Diablo West developments. Zone IV East is bound by Contra Loma Regional Park on the west, Zone III East on the north and east, and the proposed new Urban Limit Line on the south. The Dallas Ranch Booster Pump Station serves Zone IV East. The Booster Pump Station conveys water to Zone IV East and to the Empire Mine Reservoir. The reservoir has a capacity of 3.5 MG and an overflow elevation of 510 feet.

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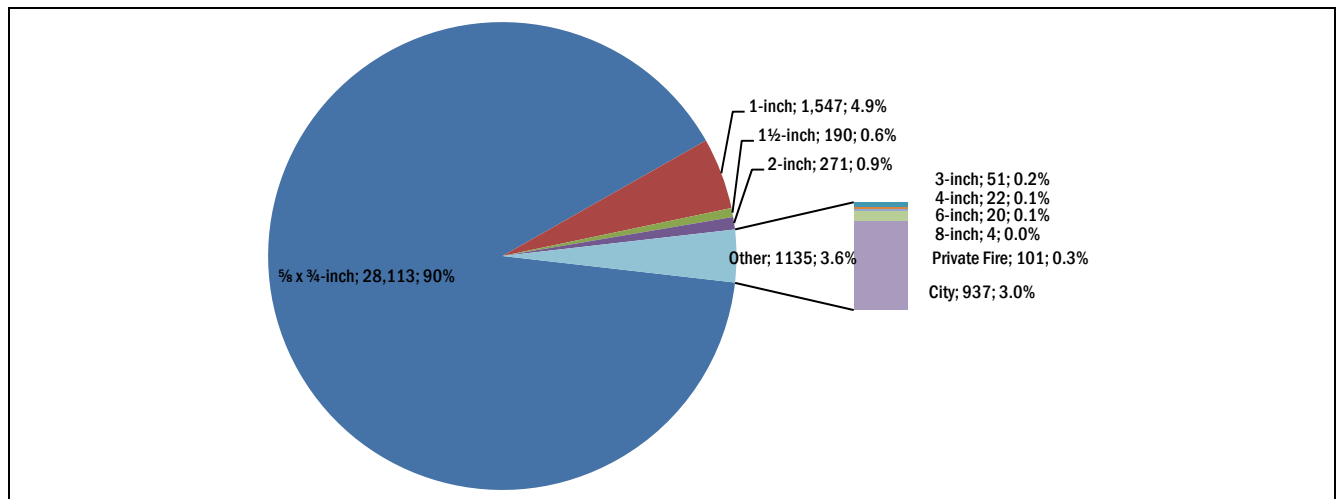
<sup>1</sup> Text for this section is excerpted from the City of Antioch 2010 Urban Water Management Plan dated June 27, 2011.

Recent data from the City’s Utility Billing System summarizing the number of meters and water demand, by customer class, are shown in the figures below. The units of water demand shown in the figure (7,930,000 HCF) are equivalent to approximately 16.3 million gallons per day or 5.9 billion gallons per year.



**Figure 1-2. Water Demand (CY13) and Number of Meters by Customer Class (December 2013)**  
 Abbreviations – Single (Single Family); Com (Commercial); Inst (Institutional); Irr (Irrigation); Lscp (Landscape)

Recent data from the City’s Utility Billing System summarizing the number of meters by size, is shown in the figure below.



**Figure 1-3. Number of Meters by Size (December 2013)**

## 1.5 Current Water Rates

Water rates are established as allowed in Title 6 (Sanitation and Health), Chapter 5 (Water System) of the Antioch Municipal Code (AMC). Water rates were last increased on July 1, 2014. The City's current water meter service rates and water use (quantity) rates, are shown in the sidebar below.

Service Type	Rate
<b>Quantity</b>	<b><i>\$/HCF</i></b>
Zone I	\$2.42
Zone II	\$2.51
Zone III	\$2.64
Zone IV	\$2.92
<b>Meter Service</b>	<b><i>\$/meter</i></b>
5/8 x 3/4-inch	\$15.60
1-inch	\$25.27
1½-inch	\$47.74
2-inch	\$75.62
3-inch	\$156.77
4-inch	\$246.73
6-inch	\$488.45
8-inch	\$725.62
10-inch	\$1,554.76
12-inch	\$2,808.44

Each water account has one or more meters and each meter is billed for metered water use at the rates shown (except fire service accounts which are not billed for water use).

The City has six main categories of user accounts.

- Single Family
- Multiple Family
- Commercial/Institutional
- Industrial
- Landscape
- Irrigation

## 1.6 Antioch Sewer Utility

The sewer collection activity is primarily responsible for maintaining an estimated 300 miles of sanitary sewer system lines and approximately 28,250 residential and commercial sewer lateral connections. This program also performs root foaming, manhole rehabilitation, infiltration control, spot repairs and cleaning of larger trunk lines. Employees in this activity provide a comprehensive program of televising, archiving and benchmarking the overall condition of the sewer system infrastructure. Data from these activities are used to establish maintenance requirements, the need for repairs and development of Capital Improvement Projects. Personnel also assist in staffing an alternative work shift and 24-hour Stand-by system that responds to emergency after hour calls for service.

Pursuant to State Water Resources Control Board Order 2006-0003, Statewide General Discharge Requirements of Sanitary Sewer Systems the City of Antioch has developed and implemented a Sewer System Management Plan (SSMP). The goal of the SSMP is to minimize the frequency and severity of sanitary sewer overflows. The SSMP covers the management, planning, design, and operation and maintenance of the agency's sanitary sewer system. The development process began in January 2007 and was completed April 2009 and adopted by Council on April 28, 2009.

Wastewater from the City is collected through the City's sewer system and is discharged into Delta Diablo's conveyance system. There are three main connection points between the City system and the Delta Diablo system:

- Bridgehead Pump Station, in the northwest section of the City: Wastewater from the southern part of the City, including Roddy Ranch and Ginocchio future development focus areas, is transported through the Lone Tree Interceptor to the Bridgehead Pump Station.
- Fulton Shipyard (Antioch) Pump Station, in the north section of the City: Sewage from the central and northern parts of the City is collected at the Fulton Shipyard Pump Station. Sewage from the Bridgehead Pump Station is conveyed to the Fulton Shipyard Pump Station through a Delta Diablo -owned and operated force main and gravity conveyance system. Sewage from the Fulton Shipyard Pump Station is pumped into the Antioch Interceptor and conveyed to the Delta Diablo Wastewater Treatment Plant.
- Pittsburg-Antioch Interceptor, in the northeast section of the City: In addition to sewage from Pittsburg, sewage from the eastern part of Antioch is conveyed to the Delta Diablo Wastewater Treatment Plant through the Pittsburg-Antioch Interceptor.

All of the City of Antioch's collected wastewater is conveyed to the Delta Diablo wastewater treatment plant for processing. Delta Diablo was originally formed in 1976 to protect the health of the public and the environment by collecting and effectively treating wastewater in the communities of Antioch, Bay Point and Pittsburg. Treated effluent is discharged into New York Slough, a section of the San Joaquin River. For Fiscal Year 2014-15, Delta Diablo charges Antioch residents \$290.96 annually on their property taxes.

Recent data from the City’s Utility Billing System was used to project customer wastewater discharge characteristics for FY15. The number of accounts and dwelling units are shown in the figure below on the right. Wastewater discharge is shown in the figure below on the left. Wastewater discharge for Single Family, Multi Family and Commercial/ Apartments customer classes is based on water use during January and February (annualized to a 12 month value). Wastewater discharge for Institutional and Other customer classes is based on 12 months of metered water use (not including irrigation or fire service meters).

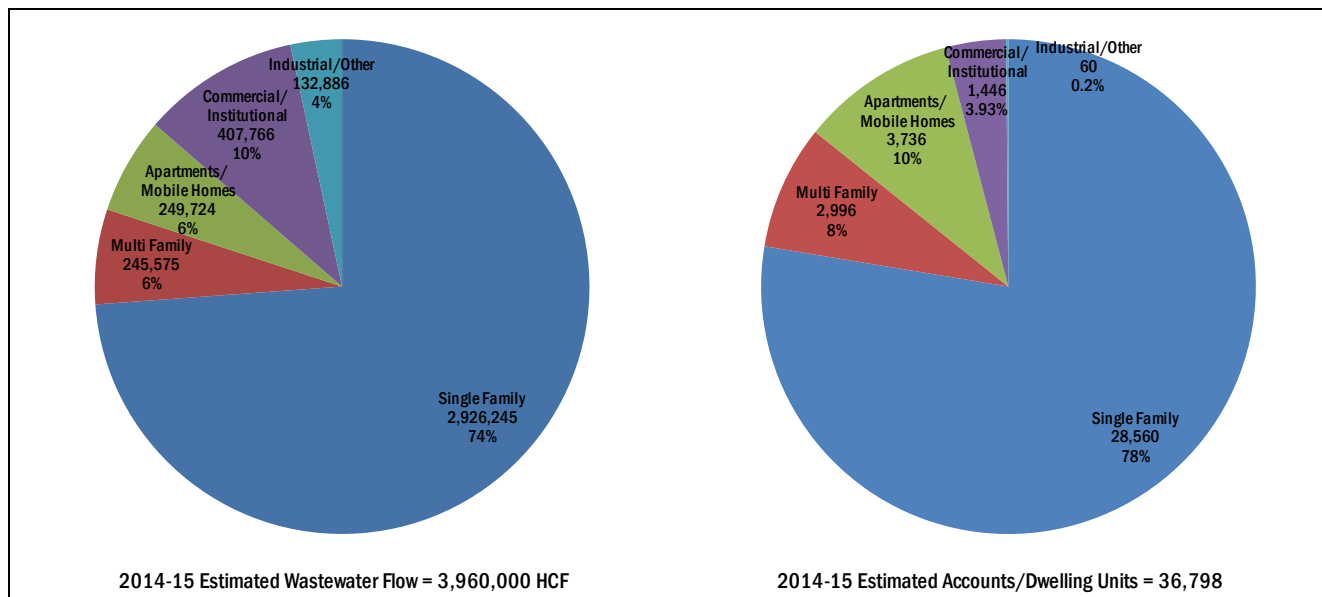


Figure 1-4. Wastewater Discharge and Number of Accounts/Dwelling Units

### 1.7 Current Sewer Service Charges

Sewer Service Charges are established as allowed in Title 6 (Sanitation and Health), Chapter 4 (Sewer System) of the Antioch Municipal Code. Sewer Service Charges were last increased on July 1, 2014. The City’s Sewer Service Charges, as described in the City’s *Master Fee Schedule*, are listed below:

- Sewer Service - \$10.75 per month
- Sewer Later Maintenance - \$0.31 per month per unit



## 1.8 Water System Comparison with Comparable Cities

The City's water system costs and service characteristics were compared with those of three other nearby municipalities with similar populations and water systems.

### 1.8.1 Comparison of Comprehensive Annual Financial Reports

In this exercise similar municipalities were chosen based on location, population served and primary water source. Water fund financial information for FY13 (ending June 30, 2013) was obtained from each jurisdiction's Comprehensive Annual Financial Report (CAFR) and from the State of California Department of Finance.

The Department of Finance estimated that the City of Antioch had a population of 105,117 as of January 1, 2013. Based on these statistics and geographic location, the following cities were selected as similar municipalities: City of Brentwood, City of Martinez, and the City of Pittsburg.

Revenues and expenditures for each jurisdiction are shown in the table below.

Table 1-1. Water System Financial Metrics				
	Antioch	Brentwood	Martinez	Pittsburg
<i>Statistics</i>				
<i>Population as of January 1, 2013</i>	<i>105,117</i>	<i>53,278</i>	<i>30,488</i>	<i>65,339</i>
<i>Surface Water as % of Total Supply (approximate)</i>	<i>100%</i>	<i>75%</i>	<i>100%</i>	<i>100%</i>
<b>Operating Revenues</b>				
Charges for Services	\$25,128,575	\$18,441,440	\$10,668,120	\$18,325,684
Other Revenues	\$112,890	\$216,183	\$576,227	\$1,342,649
<b>Total Operating Revenues</b>	<b>\$25,241,465</b>	<b>\$18,657,623</b>	<b>\$11,244,347</b>	<b>\$19,668,333</b>
<i>Operating Revenue per 2013 Capita</i>	<i>\$240</i>	<i>\$350</i>	<i>\$369</i>	<i>\$301</i>
<b>Operating Expenses</b>				
Water System Operations	\$18,353,992	\$13,153,649	\$8,670,144	\$12,271,853
Depreciation	\$4,553,292	\$2,970,644	\$1,888,290	\$1,665,896
<b>Total Operating Expenses</b>	<b>\$22,907,284</b>	<b>\$16,124,293</b>	<b>\$10,558,434</b>	<b>\$13,937,749</b>
<i>Operating Expenses per 2013 Capita</i>	<i>\$218</i>	<i>\$303</i>	<i>\$346</i>	<i>\$213</i>
<b>Operating Income (Loss)</b>	<b>\$2,334,181</b>	<b>\$2,533,330</b>	<b>\$685,913</b>	<b>\$5,730,584</b>
<b>Nonoperating Revenues (Expenses)</b>				
Interest and Investment Earnings	\$127,775	\$120,150	\$42,455	\$114,747
Interest Expense	(\$47,995)	(\$2,839,762)	(\$305,069)	(\$1,580,278)
Other	blank	(\$23,375)	blank	(\$63,134)
<b>Total Nonoperating Revenues</b>	<b>\$79,780</b>	<b>(\$2,742,987)</b>	<b>(\$262,614)</b>	<b>(\$1,528,665)</b>
<b>Income (Loss) Before Transfers / Contributions</b>	<b>\$2,413,961</b>	<b>(\$209,657)</b>	<b>\$423,299</b>	<b>\$4,201,919</b>
Contributions	\$1,220,351	\$3,349,412	blank	\$350,014
Net Transfers	(\$476,760)	\$107,701	blank	(\$705,232)
<b>Net Income (Loss)</b>	<b>\$3,157,552</b>	<b>\$3,247,456</b>	<b>\$423,299</b>	<b>\$3,846,701</b>
<b>Net Assets</b>				
Beginning of year	\$100,969,273	\$115,944,002	\$39,154,511	\$57,376,239
<b>Ending of year</b>	<b>\$104,126,825</b>	<b>\$119,191,458</b>	<b>\$39,577,810</b>	<b>\$61,222,940</b>
<p><i>Source: Population data is from the State of California, Department of Finance, E-4 Population Estimates for Cities, Counties, and the State, 2011-2013, with 2010 Census Benchmark; revised May 10, 2013.</i></p> <p><i>Surface water as a percent of total water supply was based on data from each City's website or correspondence with selected City staff.</i></p> <p><i>Financial data is from the Fiscal Year ending June 30, 2013 Comprehensive Annual Financial Report (CAFR) for each City.</i></p>				

Each of the four cities exhibits very good water system financial metrics in terms of generating positive Operating Income and Net Income.

### 1.8.2 Comparison of Water System Efficiency Metrics

Four efficiency metrics were developed to provide an indicator of how cost-effective water operations are in Antioch compared to other community systems. They are:

- Operating expenses per full time equivalent employee (FTEE)
- Operating expenses per water service connection
- Operating expenses per gallon of water delivered
- Operating expenses per mile of water mains

The efficiency metrics are based on total operating expenditures, as shown in the previous table, and service statistics for FY13 for each City.

Table 1-2. Water System Efficiency Metrics				
	Antioch	Brentwood	Martinez	Pittsburg
<i>Statistics</i>				
<i>Population as of January 1, 2013</i>	105,117	53,278	30,488	65,339
<i>Occupied Housing Units as of January 1, 2013</i>	32,649	16,827	14,376	19,881
<i>Surface Water as % of Total Supply (approximate)</i>	100%	75%	100%	100%
<i>Water System Operating Expenses, FY 2013</i>	\$22,907,284	\$16,124,293	\$10,558,434	\$13,937,749
<b>Efficiency Metric #1</b>				
<b>Number of FTEEs (Full Time Equivalent Employees)</b>	47.00	22.52	19.00	27.26
<i>Operating Expenses per FTEE (rounded)</i>	\$487,400	\$716,000	\$555,700	\$511,300
<b>Efficiency Metric #2</b>				
<b>Number of Water Service Connections</b>	31,583	17,122	9,768	17,664
<i>Operating Expenses per Service Connection (rounded)</i>	\$725	\$940	\$1,080	\$790
<b>Efficiency Metric #3</b>				
<b>Amount of Water Delivered - Gallons</b>	6,966,000,000	3,348,000,000	1,376,050,000	3,317,850,000
<i>Operating Expenses per Million Gallons</i>	\$3,288	\$4,816	\$7,673	\$4,201
<i>Gallons per Capita (rounded)</i>	66,300	62,800	45,100	50,800
<b>Efficiency Metric #4</b>				
<b>Miles of Water Mains</b>	333	256	100	225
<i>Operating Expenses per Mile of Water Mains (rounded)</i>	\$68,800	\$63,000	\$105,600	\$61,900
<i>Lineal Feet of Water Mains per Housing Unit</i>	54	80	37	60
<p><i>Source: 2011 Population and Housing Units data are from the State of California, Department of Finance, E-5 Population and Housing Estimates for Cities, Counties, and the State, 2011 - 2013, with 2010 Census Benchmark.</i></p> <p><i>Surface water as a percent of total water supply was based on data from each City's website or correspondence with selected City staff.</i></p> <p><i>FTEE, service connection, number of active wells, miles of water mains and water delivery data was provided by Staff from each City or from City reports.</i></p>				

The City of Antioch demonstrates the highest efficiency in three of the four metrics. Because the City of Antioch has a lower value for Lineal Feet of Water Mains per Housing Unit, its water system is less concentrated in terms of customer base per mile of water mains and its metric for Operating Expenses per Mile of Water Mains is slightly higher than those of cities with a more concentrated customer base.

## Section 2

# User Characteristics

The purpose of this section is to summarize the identification of residential and nonresidential users and their corresponding water use characteristics. The data used in this section comes from the City's water use reports, the UWMP and the City's billing system.

### 2.1 Historic Water Deliveries

Historical water delivery and service connection data for 2003 through 2013 was provided by the City as shown in its annual report using the Department of Water Resources Form 38 (Public Water System Statistics). Detailed water delivery data for 2012 and 2013 was also provided from the City's billing system. There are differences in the way the two sets of data are reported and summarized by the City which lead to small differences between the two sets of data. The differences are not material to the development of projected water use. Detailed water delivery and service connection data from Form 38 reports is summarized in Table A-1 of Appendix A.

Metered water deliveries by customer class and month for calendar years 2012 and 2013 based on data from the City's billing system are shown in Figure 2-1 in units of hundred cubic feet (HCF). Water deliveries for fire service connections and recycled water are not included in the totals.

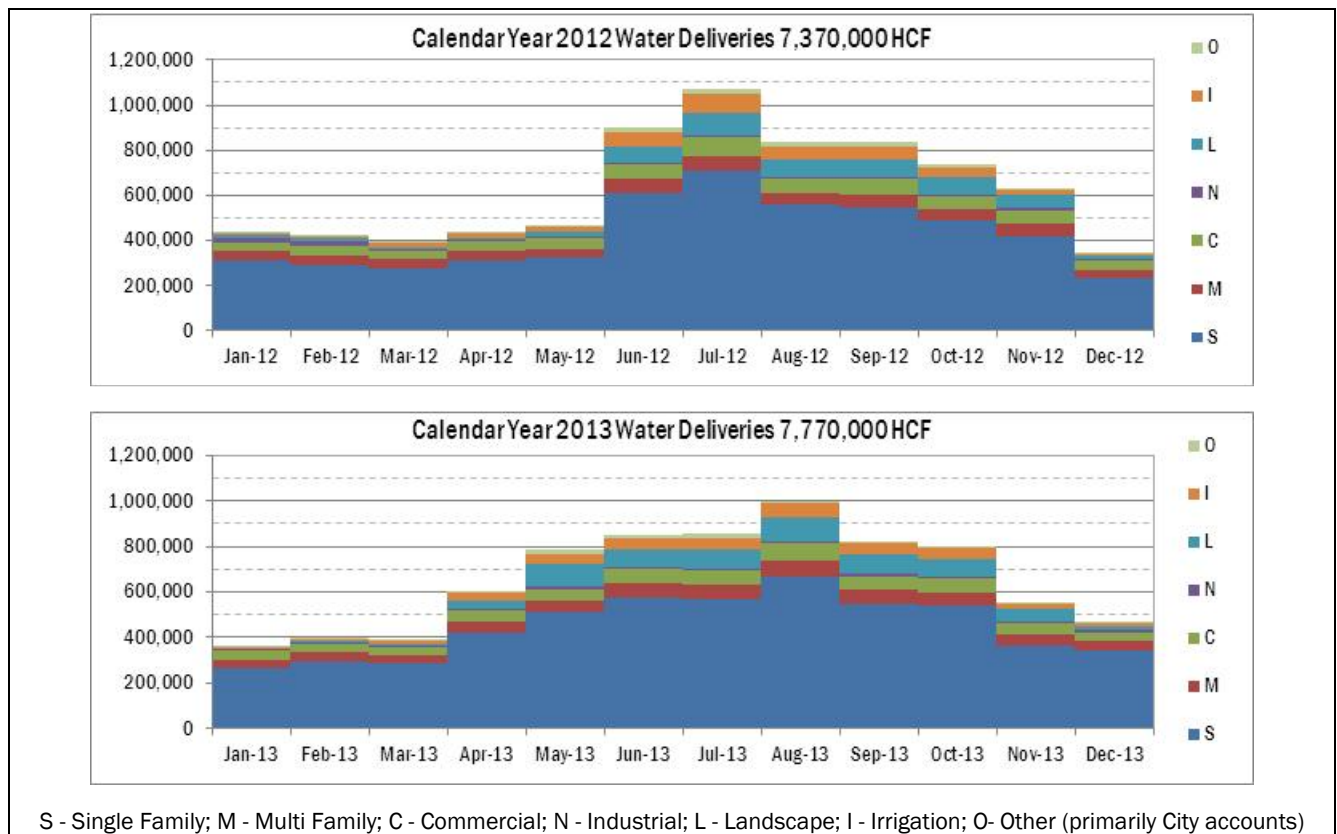


Figure 2-1. Metered Water Use by Customer Class and Month for 2012 and 2013

Water deliveries in 2013 were 400,000 HCF greater (approximately 5.4 percent) than in 2012. Most of the increase in water deliveries was due to increased water use during March, April and May by Residential, Landscape and Irrigation customers.

Water delivery projections for FY15 – FY20 are based upon the net impact of two variables: 1) increase in water use due to the growth in the number of metered accounts; and 2) decrease in water use due to conservation. Growth in the number of metered accounts includes approximately 240 single family connections per year. Water use is projected to decline by approximately 16 percent from calendar year 2013 to FY15. Projected water use for FY16 – FY20 is based on a percent reduction from the previous years' value. Reductions in metered water use for FY16 – FY20 are projected to be 3 percent per year for single family accounts. Reductions in metered water use are projected to be 1 percent per year for all other customer classes. Projected metered water deliveries, by customer class, are shown in the figure below.

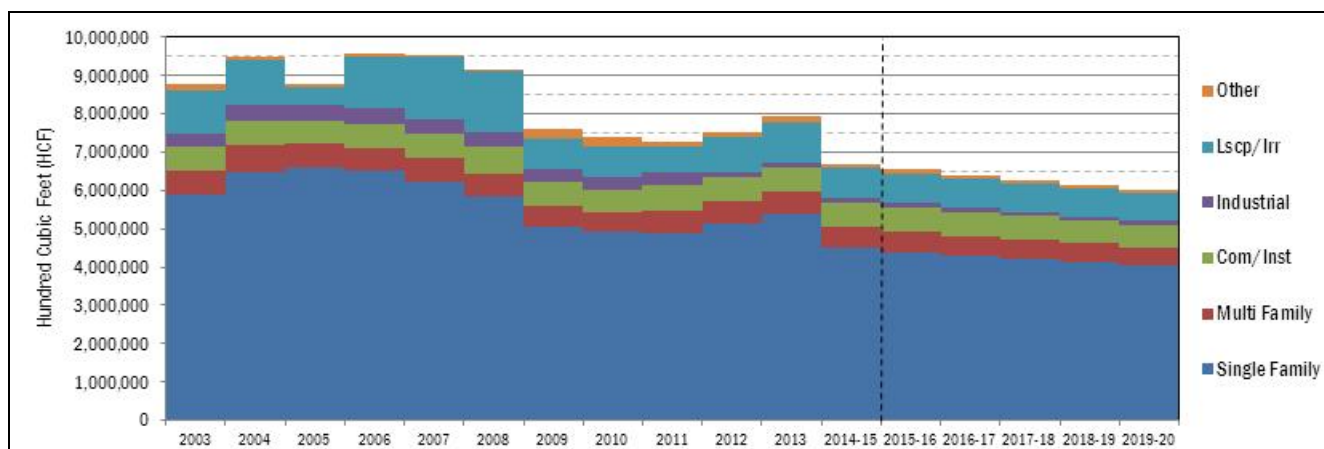


Figure 2-2. Projected Metered Water Use by Customer Class

## 2.2 Evaluation of Water Use by Pressure Zone

Water use by pressure zone (in units of HCF) is shown below in Figure 2-3 for 2012 (left) and 2013 (right). Detailed water use by pressure zone is summarized in Table A-2 of Appendix A.

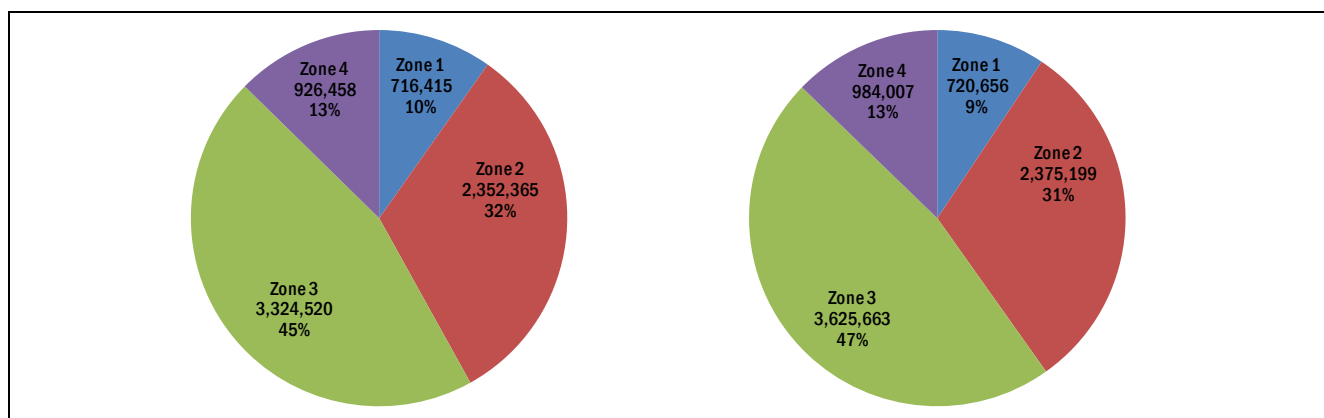


Figure 2-3. Water Use by Pressure Zone

### 2.3 Evaluation of Water Use by Block for Single Family Residential

Annual average water use is a commonly used as a break point for inclining block rate structures for single family residential accounts. An inclining block rate structure is a schedule of rates applicable to blocks of increasing usage in which the usage in each succeeding block is charged a higher unit rate than in the previous blocks. In this study, a two-block structure, with the first block including water use equal to or below annual average water use, will be evaluated. Note that the terms “block” and “tier” will be used interchangeably.

Average monthly water use for single family residential accounts for the 24-month period ending December 2013 is shown below in Figure 2-4. The annual average for 2012 was 15.0 HCF per month. The annual average for 2013 was 15.8 HCF per month.

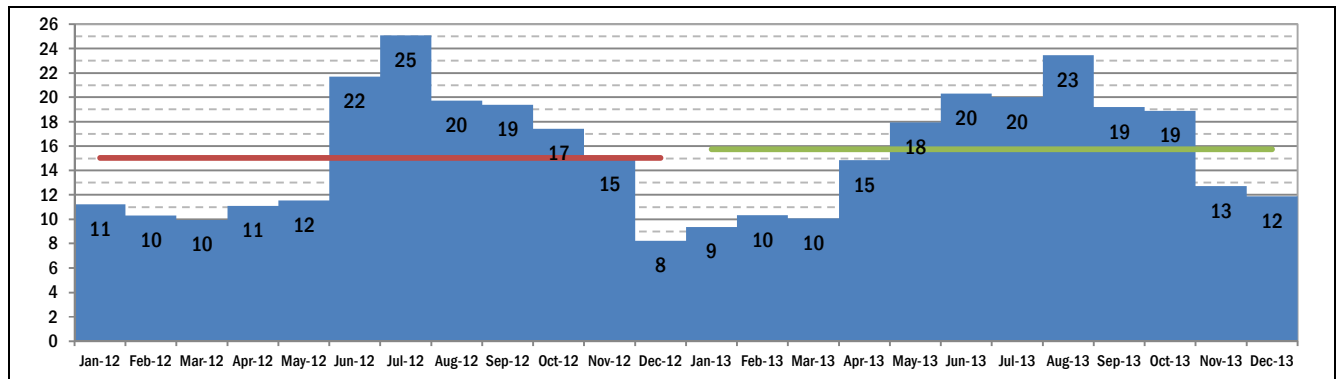


Figure 2-4. Single Family Residential Average Monthly Water Use, HCF

Using a first block defined as water use less than or equal to 15 HCF, total water use in each block was calculated for the 24-month period ending December 2013 is shown below in Figure 2-5. On an annual basis, the first block, Tier 1, contains approximately 69 percent of all water use. The next block Tier 2, contains approximately 31 percent of all water use.

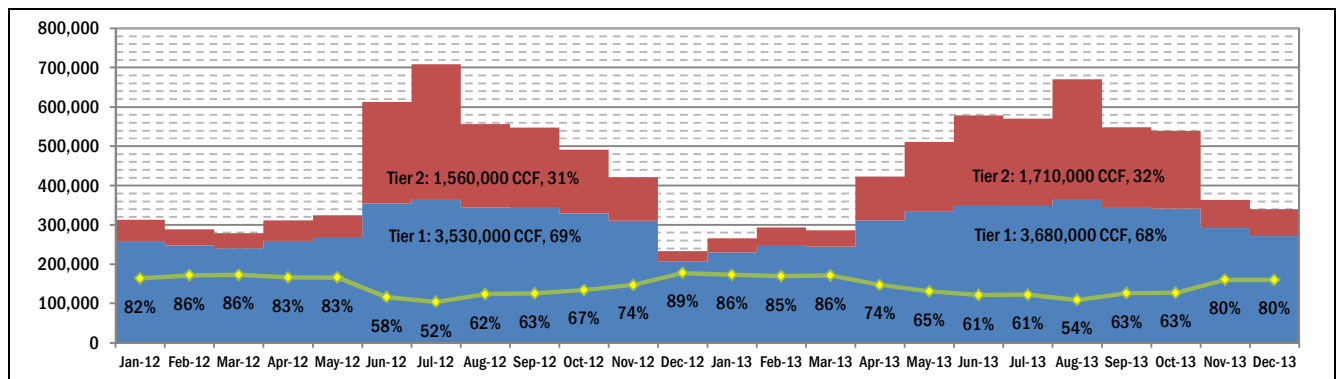


Figure 2-5. Single Family Residential Total Water Use, HCF

Tier breaks for FY16 – FY20 are adjusted to account for water conservation. The price break for the two tiers for FY16 and FY17 is water consumption less than or equal to 13 HCF per month (Tier 1) and greater than 13 HCF per month (Tier 2). The price break drops to 12 HCF for FY18, FY19 and FY20 to reflect projected conservation.

## 2.4 Water Meter Equivalency Factors

Meter charges for meter sizes greater than  $\frac{5}{8}$  x  $\frac{3}{4}$ -inch are based, in part, on an "equivalency factor" that relates the design maximum flow capacity of a meter (in gallons per minute, gpm) to that of a standard  $\frac{5}{8}$  x  $\frac{3}{4}$ -inch meter. The water meter service charge ratios (equivalency factors) and maximum flow capacity used in this study are shown in the table below and are based on values published by the California Public Utilities Commission Water Division.

The equivalency factors used in the development of current service charges are not known but may be approximated by calculating the ratio of the monthly charges for each meter size in relation to the monthly charge for a  $\frac{5}{8}$  x  $\frac{3}{4}$ -inch meter. The implied equivalency factors based on the current service charges are shown in the table below for comparison to those used in this study.

**Table 2-1. Water Meter Equivalency Factors**

Meter Size	Recommended Equivalency Factors		Current Implied Equivalency Factors	
	Maximum Flow Capacity	Meter Service Charge Ratios *	Monthly Service Charge	$\frac{5}{8}$ x $\frac{3}{4}$ -inch Equiv. Factor
$\frac{5}{8}$ x $\frac{3}{4}$ -inch	15 gpm	1.0	\$15.60	1.0
1.00-inch	38 gpm	2.5	\$25.27	1.6
1.50-inch	75 gpm	5.0	\$47.74	3.1
2.00-inch	120 gpm	8.0	\$75.62	4.8
3.00-inch	225 gpm	15.0	\$156.77	10.0
4.00-inch	375 gpm	25.0	\$246.73	15.8
6.00-inch	750 gpm	50.0	\$488.45	31.3
8.00-inch	1,200 gpm	80.0	\$725.62	46.5
10.00-inch	1,725 gpm	115.0	\$1,554.76	99.7
12.00-inch	2,475 gpm	165.0	\$2,808.44	180.0

*Source: California Public Utilities Commission Water Division, Standard Practice U-7-W, "Rate Design For Water And Sewer System Utilities Including Master Metered Facilities", July 2006.*



## 2.5 Water Meters

The projected number of water meters, by size, was based on data from the City's utility billing system as of December 2013. Values from the utility billing system and projections for FY15 through FY20 are shown in the table below.

Table 2-2. Water Meters							
Category	December	Projected Fiscal Year					
	2013	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Metered Service</b>							
5/8 x 3/4-inch	28,113	28,338	28,563	28,788	29,038	29,288	29,563
1-inch	1,547	1,547	1,547	1,547	1,547	1,547	1,547
1½-inch	190	190	190	190	190	190	190
2-inch	271	271	271	271	271	271	271
3-inch	51	51	51	51	51	51	51
4-inch	22	22	22	22	22	22	22
6-inch	20	20	20	20	20	20	20
8-inch	4	4	4	4	4	4	4
10-inch	0	0	0	0	0	0	0
12-inch	0	0	0	0	0	0	0
<b>Total</b>	<b>30,218</b>	<b>30,443</b>	<b>30,668</b>	<b>30,893</b>	<b>31,143</b>	<b>31,393</b>	<b>31,668</b>
<b>Notes:</b>							
1 The number of meters and connections as of December 2013 are from the City's water billing data.							
The meter sizes for all "City" customer class accounts (937) are not listed in the City data base and are assumed to be 5/8, 3/4-inch.							
2 The estimated number of additional meter connections for 2014-15 onward are projected as shown below.							
		<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
5/8 x 3/4-inch		225	225	225	250	250	275

The equivalent number of water meters for FY15 through FY20 are shown in the table below.

Table 2-3. Equivalent Water Meters								
Category	Equivalent Meter Factors		Projected Fiscal Year					
	Flow Rate	Factors	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Metered Service</b>								
5/8 x 3/4-inch	15 gpm	1.00	28,338	28,563	28,788	29,038	29,288	29,563
1-inch	38 gpm	2.53	3,919	3,919	3,919	3,919	3,919	3,919
1½-inch	75 gpm	5.00	950	950	950	950	950	950
2-inch	120 gpm	8.00	2,168	2,168	2,168	2,168	2,168	2,168
3-inch	225 gpm	15.00	765	765	765	765	765	765
4-inch	375 gpm	25.00	550	550	550	550	550	550
6-inch	750 gpm	50.00	1,000	1,000	1,000	1,000	1,000	1,000
8-inch	1,200 gpm	80.00	320	320	320	320	320	320
10-inch	1,725 gpm	115.00	0	0	0	0	0	0
12-inch	2,475 gpm	165.00	0	0	0	0	0	0
<b>Total</b>			<b>38,010</b>	<b>38,235</b>	<b>38,460</b>	<b>38,710</b>	<b>38,960</b>	<b>39,235</b>

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## Section 3

# Development of Water Rates

Revenue from water rates must adequately fund water utility operations, capital costs, reserves, and bonded debt related to the provision of water service (if any). The City established Water Fund 611 as a Public Works Enterprise Fund that accounts for the revenues and expenditures related to providing water service through approximately 31,000 service connections throughout Antioch to more than 100,000 consumers. The cost of treating the water, transporting it and maintaining the distribution infrastructure, including 333 miles of mainlines, is also accounted for in this fund. The Water Fund includes the following programs: Water Supervision, Water Production, Water Distribution, Meter Reading, Warehouse & Central Stores, and Capital Projects for the City of Antioch.

A separate fund, the Water Line Expansion Fund 612, is set up to track the development fees collected from developers to fund offsite or oversize facilities in three areas: water storage, plant expansion and other facilities including oversized mains.

### 3.1 Current Water Rates and Revenue from Rates

Resolution No. 2010/44, which was passed in June 2010, adopted Water Quantity and Water Service Charges (Water Rates) effective July 1, 2010.<sup>2</sup> Subsequent increases of eight percent per year (based on the combined average for all water rates) were to be effective every July 1 for the next four years, beginning with FY12.

Resolution No. 2011/58, which was passed in September 2011, corrected zone surcharge rates for Zones II, III and IV.

Increases of eight percent, scheduled for July 1, 2012, were not implemented.

Estimated revenue from Water Rates for FY15, based on rates that went into effect July 1, 2014, is shown in the adjacent table.

Service Type	Units	Water Rate	Revenue	%
<b>Quantity</b>	<i>CCF</i>	<i>\$/CCF</i>		
Zone I	642,000	\$2.42	\$1,553,640	
Zone II	2,112,000	\$2.51	\$5,301,120	
Zone III	3,086,000	\$2.64	\$8,147,040	
Zone IV	850,000	\$2.92	\$2,482,000	
Subtotal	6,690,000		\$17,483,800	73%
<b>Meter Service</b>	<i>meters</i>	<i>\$/meter</i>		
5/8 x 3/4-inch	28,338	\$15.60	\$5,304,874	
1-inch	1,547	\$25.27	\$469,112	
1½-inch	190	\$47.74	\$108,847	
2-inch	271	\$75.62	\$245,916	
3-inch	51	\$156.77	\$95,943	
4-inch	22	\$246.73	\$65,137	
6-inch	20	\$488.45	\$117,228	
8-inch	4	\$725.62	\$34,830	
Subtotal	30,443		\$6,441,887	27%
<b>Total</b>			<b>\$23,925,687</b>	<b>100%</b>

<sup>2</sup> The July 1, 2010 increase in Water Rates was based on a study by Black & Veatch consultants.

## 3.2 Projected Expenditures and Funding Sources

Budgeted and projected expenditures and the sources of funds (water rates, other operating and nonoperating revenues and use of fund balance) are described in this section.

### 3.2.1 Projected Expenditures

Budgeted and projected expenditures are shown in the table below. All actual and budgeted expenditure values were provided by the City. Projected operating expenditures are based on annual escalation rates provided by the City.

**Table 3-1. Water Fund 611 Budgeted and Projected Expenditures**

Expense Category	Notes	Actual 2013-14	Budget Revised 2014-15	Budget Proposed 2015-16	Proj. Cost Esc.	Projected			
						2016-17	2017-18	2018-19	2019-20
<b>Operating Expenses</b>	[1]								
Supervision		2,594,183	3,225,907	3,243,751	4%	3,374,000	3,509,000	3,649,000	3,795,000
Production, Serv & Supl		13,577,773	16,498,063	17,119,740	4%	17,805,000	18,517,000	19,258,000	20,028,000
Production, Personnel		1,361,298	1,593,540	1,749,820	4%	1,820,000	1,893,000	1,969,000	2,048,000
Distribution		4,757,074	5,967,086	6,336,539	4%	6,590,000	6,854,000	7,128,000	7,413,000
Meter Reading		312,205	535,952	801,467	5%	684,000	718,000	754,000	792,000
Warehouse/Stores		400,032	488,713	511,164	5%	537,000	564,000	592,000	622,000
<b>Total Operating</b>		<b>23,002,565</b>	<b>28,309,260</b>	<b>29,762,481</b>		<b>30,810,000</b>	<b>32,055,000</b>	<b>33,350,000</b>	<b>34,698,000</b>
<b>Capital Expenses</b>	[1]								
Personnel		37,488	122,790	124,060	4%	129,000	134,000	139,000	145,000
Projects		1,633,243	2,612,450	1,160,000	varies	2,790,000	3,090,000	3,240,000	3,320,000
<b>Total Capital</b>		<b>1,670,731</b>	<b>2,735,240</b>	<b>1,284,060</b>		<b>2,919,000</b>	<b>3,224,000</b>	<b>3,379,000</b>	<b>3,465,000</b>
<b>Capital Reserve</b>	[2]	<b>0</b>	<b>0</b>	<b>0</b>	varies	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>
<b>Total Expenditures</b>		<b>24,673,296</b>	<b>31,044,500</b>	<b>31,046,541</b>		<b>33,729,000</b>	<b>35,279,000</b>	<b>36,729,000</b>	<b>39,163,000</b>

1 All data was provided by the City.  
The 2015-16 budget for Meter Reading includes \$150,000 for a one-time equipment purchase. Projected values for 2016-17 and beyond exclude that amount.

2 The Capital Reserve fund is for the accumulation of funds for future Capital Projects.

### 3.2.2 Projected Source of Funds

The City plans to fund its projected operating and capital expenditures through a mix of revenues from water rates, and other operating and nonoperating revenues and use of fund balance.

The table below shows how the City plans to fund projected capital expenditures.

Table 3-2. Source of Funds for Capital Expenditures						
Item	Projected					Five-Year Total
	2015-16	2016-17	2017-18	2018-19	2019-20	
<b>Capital Projects</b>						
FY16 - FY20 CIP Specific	3,810,000	5,390,000	3,890,000	4,040,000	4,120,000	21,250,000
<b>Total Capital Projects</b>	<b>3,810,000</b>	<b>5,390,000</b>	<b>3,890,000</b>	<b>4,040,000</b>	<b>4,120,000</b>	<b>21,250,000</b>
<b>Fund Source</b>						
Fund 611 Rates	1,160,000	2,790,000	3,090,000	3,240,000	3,320,000	13,600,000
Fund 612 Capacity Charges	2,650,000	2,600,000	800,000	800,000	800,000	7,650,000
<b>Total Fund Sources</b>	<b>3,810,000</b>	<b>5,390,000</b>	<b>3,890,000</b>	<b>4,040,000</b>	<b>4,120,000</b>	<b>21,250,000</b>

The table below summarizes how the City plans to fund all water Fund 611 expenditures. Note the use of fund balance as a source of revenues.

Table 3-3. Source of Funds for All Projected Water Fund 611 Expenditures						
Expense Category	Projected					Five-Year Total
	2015-16	2016-17	2017-18	2018-19	2019-20	
<b>Expenditures</b>						
Supervision	3,244,000	3,374,000	3,509,000	3,649,000	3,795,000	17,571,000
Production, Serv & Supl	17,120,000	17,805,000	18,517,000	19,258,000	20,028,000	92,728,000
Production, Personnel	1,750,000	1,820,000	1,893,000	1,969,000	2,048,000	9,480,000
Distribution	6,337,000	6,590,000	6,854,000	7,128,000	7,413,000	34,322,000
Meter Reading	801,000	684,000	718,000	754,000	792,000	3,749,000
Warehouse/Stores	511,000	537,000	564,000	592,000	622,000	2,826,000
Capital Expenses (Cash)	1,284,000	2,919,000	3,224,000	3,379,000	3,465,000	14,271,000
Capital Reserve	0	0	0	0	1,000,000	1,000,000
Debt Service	0	0	0	0	0	0
Total Expenditures	31,047,000	33,729,000	35,279,000	36,729,000	39,163,000	175,947,000
<b>Add / (Use) Fund Balance</b>	<b>(3,000,000)</b>	<b>(3,800,000)</b>	<b>(1,430,000)</b>	<b>(450,000)</b>	<b>(260,000)</b>	<b>(8,940,000)</b>
<b>Revenue Required from Water Rates</b>	<b>28,047,000</b>	<b>29,929,000</b>	<b>33,849,000</b>	<b>36,279,000</b>	<b>38,903,000</b>	<b>167,007,000</b>

### 3.3 Base – Extra Capacity Cost Allocation

Allocation of functional costs to cost components is performed using the “base-extra capacity” method. Using this method, costs are separated into six cost components. Each component is described below.<sup>3</sup>

1. Base costs – costs that tend to vary with the total quantity of water used plus those O&M expenses and capital costs associated with service to customer under average demand conditions;
2. Extra-capacity costs – costs associated with meeting peak demand rate of use requirements in excess of average (base) use and include O&M expenses and capital costs for system capacity beyond that required average rate of use; these costs are subdivided into costs necessary to meet maximum-day extra demand and maximum-hour demand in excess of maximum-day demand;
3. Customer costs – costs associated with serving customers, irrespective of the amount or rate of water use; these costs are subdivided into costs for meter reading and billing, customer accounting and collection, and financial reporting; and maintenance and capital costs related to customer meters and services;
4. Fire protection – costs that apply solely to the fire protection function; these costs include those directly related to public fire hydrants and related branches and mains; and private fire protection costs.

### 3.4 Allocation of Costs to Functional Categories

The total amount of revenue required from water rates and charges (costs) is allocated between amounts to be recovered from meter service and quantity charges. Allocation is accomplished by the development of factors that allocate costs among six functional cost categories.

The functional cost categories and the allocations are based on principles and methodology found in the American Water Works Association Manual of Water Supply Practices, *M1 Principles of Water Rates, Fees, and Charges*. The use of these industry standard principles and methods ensures that revenue requirements are equitably recovered from classes of customers in proportion to the cost of serving those customers.

The general cost of service process includes the following steps:

1. Identification of annual revenue requirements by function;
2. Allocation of functional costs to cost components (which may include annual water usage, peak water demand, customer meters and bills, and fire protection);
3. Development of units of service by customer class for each cost component;
4. Development of unit costs of service for each cost component; and
5. Distribution of costs to customer classes.

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<sup>3</sup> A more complete discussion of functional cost categories as they apply to the base-extra capacity method may be found in the American Water Works Association, *Manual of Water Supply Practices, M1 Principles of Water Rates, Fees, and Charges*, 2012 Sixth Edition, page 62.



The development of cost allocation percentages for the base year are shown in detail in Appendix B, Tables B-1 (“Plant in Service” cost allocation factors and B-2 (cost allocation percentages for the base year). Allocation of revenue required from rates to functional cost categories are summarized in the table below.

**Table 3-4. Allocation of Costs to Functional Categories**

Item	Projected					
	2015-16	2016-17	2017-18	2018-19	2019-20	
Revenue Required from Water Rates	\$28,047,000	\$29,929,000	\$33,849,000	\$36,279,000	\$38,903,000	
Allocations [1]						
Percent	<i>base year</i>					
Base	41.4%	41.4%	41.1%	41.1%	40.9%	
Extra Capacity	26.4%	26.4%	26.2%	26.2%	25.9%	
Electricity (Zones II, III & IV)	4.7%	4.7%	4.7%	4.7%	4.7%	
Fire Protection	11.9%	11.9%	12.2%	12.2%	12.4%	
Service Laterals/Meters	11.4%	11.4%	11.6%	11.6%	11.9%	
Customer/Billing	4.2%	4.2%	4.2%	4.2%	4.2%	
Dollars						
Base	\$11,610,000	\$12,314,000	\$13,927,000	\$14,836,000	\$15,909,000	
Extra Capacity	\$7,415,000	\$7,837,000	\$8,864,000	\$9,410,000	\$10,090,000	
Electricity (Zones I, II, III & IV)	\$1,306,000	\$1,394,000	\$1,577,000	\$1,690,000	\$1,812,000	
Fire Protection	\$3,338,000	\$3,636,000	\$4,113,000	\$4,499,000	\$4,824,000	
Service Laterals/Meters	\$3,193,000	\$3,482,000	\$3,938,000	\$4,311,000	\$4,623,000	
Customer/Billing	\$1,186,000	\$1,265,000	\$1,431,000	\$1,534,000	\$1,645,000	
Notes:						
1	Allocations for 2015-16 onward are adjusted to incorporate reduction in water use due to conservation.					
		<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
Commodity	0.00%	-0.25%	0.00%	-0.25%	0.00%	
Capacity	0.00%	-0.25%	0.00%	-0.25%	0.00%	
Electricity (Zones II, III & IV)	no change	no change	no change	no change	no change	
Fire Protection	0.00%	0.25%	0.00%	0.25%	0.00%	
Service Laterals/Meters	0.00%	0.25%	0.00%	0.25%	0.00%	
Customer/Billing	no change	no change	no change	no change	no change	

### 3.5 Water Rate and Charges Unit Costs

Allocation of revenue required from rates to functional cost categories shown in the previous table is merged with units of service shown in Section 2 to develop unit costs of service.

**Table 3-5. Water Rates and Charges Unit Costs**

Allocation Category	Projected				
	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Revenue Requirement</b>	<b>\$28,047,000</b>	<b>\$29,929,000</b>	<b>\$33,849,000</b>	<b>\$36,279,000</b>	<b>\$38,903,000</b>
<b>Base</b>					
Revenue Allocation	\$11,610,000	\$12,314,000	\$13,927,000	\$14,836,000	\$15,909,000
Units of Use (HCF)	6,550,000	6,410,000	6,270,000	6,140,000	6,010,000
Avg Base Rate (\$/HCF)	\$1.77	\$1.92	\$2.22	\$2.42	\$2.65
<b>Extra Capacity</b>					
Revenue Allocation	\$7,415,000	\$7,837,000	\$8,864,000	\$9,410,000	\$10,090,000
Units of Use (HCF)	6,550,000	6,410,000	6,270,000	6,140,000	6,010,000
Avg Extra Capacity Rate (\$/HCF)	\$1.13	\$1.22	\$1.41	\$1.53	\$1.68
<b>Electricity (Zones I, II, III &amp; IV)</b>					
Revenue Allocation	\$1,306,000	\$1,394,000	\$1,577,000	\$1,690,000	\$1,812,000
Units of Use (HCF)	6,550,000	6,410,000	6,270,000	6,140,000	6,010,000
Avg Zones I/ II/III/IV Rate (\$/HCF)	\$0.20	\$0.22	\$0.25	\$0.28	\$0.30
<b>Public Fire Protection</b>					
Revenue Allocation	\$3,338,000	\$3,636,000	\$4,113,000	\$4,499,000	\$4,824,000
Units of Use (equivalent meters)	38,235	38,460	38,710	38,960	39,235
Public Fire Protection Rate (\$/eq. mtr-month)	\$7.28	\$7.88	\$8.85	\$9.62	\$10.25
<b>Meters/Service Laterals</b>					
Revenue Allocation	\$3,193,000	\$3,482,000	\$3,938,000	\$4,311,000	\$4,623,000
Units of Use (equivalent meters)	38,235	38,460	38,710	38,960	39,235
Meter/Lateral Rate (\$/eq. mtr-month)	\$6.96	\$7.54	\$8.48	\$9.22	\$9.82
<b>Customer</b>					
Revenue Allocation	\$1,186,000	\$1,265,000	\$1,431,000	\$1,534,000	\$1,645,000
Units of Use (accounts)	30,668	30,893	31,143	31,393	31,668
Account Rate (\$/acct-month)	\$3.22	\$3.41	\$3.83	\$4.07	\$4.33

### 3.6 Recommended Water Rates and Charges

The unit costs shown in the previous table are used to develop recommended water rates and charges. Tables showing detailed rate and charges calculation are included in Appendix C: Elevation Zone rates (Table C-1), Uniform Quantity rates (Table C-2), Single Family Inclining Block rates (Table C-3), Meter Service charges (Table C-4) and Private Fire Protection charges (Table C-5 and Table C-6). Recommended water rates and charges are listed in the table below.

Table 3-6. Recommended Water Rates and Charges												
Service Category	effective dates >	7/1/2015	7/1/2016	7/1/2017	7/1/2018	7/1/2019	2015-16	2016-17	2017-18	2018-19	2019-20	
	Current	2015-16	2016-17	2017-18	2018-19	2019-20	2015-16	2016-17	2017-18	2018-19	2019-20	
Quantity Rates, \$/HCF		<i>HCF = hundred cubic feet (748 gallons)</i>										
Non-Single Family												
Zone I	\$2.42	\$2.99	\$3.24	\$3.73	\$4.05	\$4.44	24%	8%	15%	9%	10%	
Zone II	\$2.51	\$3.08	\$3.33	\$3.83	\$4.16	\$4.55	23%	8%	15%	9%	9%	
Zone III	\$2.64	\$3.15	\$3.41	\$3.92	\$4.25	\$4.65	19%	8%	15%	8%	9%	
Zone IV	\$2.92	\$3.32	\$3.59	\$4.10	\$4.45	\$4.86	14%	8%	14%	9%	9%	
Single Family												
<i>Tier 1</i>												
	<i>All Use</i>	<i>0 - 13 HCF</i>	<i>0 - 13 HCF</i>	<i>0 - 12 HCF</i>	<i>0 - 12 HCF</i>	<i>0 - 12 HCF</i>						
Zone I	\$2.42	\$2.53	\$2.74	\$3.17	\$3.45	\$3.78	na	8%	16%	9%	10%	
Zone II	\$2.51	\$2.62	\$2.83	\$3.27	\$3.56	\$3.89	na	8%	16%	9%	9%	
Zone III	\$2.64	\$2.69	\$2.91	\$3.36	\$3.65	\$3.99	na	8%	15%	9%	9%	
Zone IV	\$2.92	\$2.86	\$3.09	\$3.54	\$3.85	\$4.20	na	8%	15%	9%	9%	
<i>Tier 2</i>												
	<i>All Use</i>	<i>&gt; 13 HCF</i>	<i>&gt; 13 HCF</i>	<i>&gt; 12 HCF</i>	<i>&gt; 12 HCF</i>	<i>&gt; 12 HCF</i>						
Zone I	\$2.42	\$4.19	\$4.53	\$5.24	\$5.68	\$6.22	na	8%	16%	8%	10%	
Zone II	\$2.51	\$4.28	\$4.62	\$5.34	\$5.79	\$6.33	na	8%	16%	8%	9%	
Zone III	\$2.64	\$4.35	\$4.70	\$5.43	\$5.88	\$6.43	na	8%	16%	8%	9%	
Zone IV	\$2.92	\$4.52	\$4.88	\$5.61	\$6.08	\$6.64	na	8%	15%	8%	9%	
Meter Service, \$/meter-month												
5/8 x 3/4-inch	\$15.60	\$17.50	\$18.80	\$21.20	\$22.90	\$24.40	12%	7%	13%	8%	7%	
1-inch	\$25.27	\$39.30	\$42.50	\$47.70	\$52.00	\$55.00	56%	8%	12%	9%	6%	
1½-inch	\$47.74	\$74.00	\$81.00	\$90.00	\$98.00	\$105.00	55%	9%	11%	9%	7%	
2-inch	\$75.62	\$117.00	\$127.00	\$142.00	\$155.00	\$165.00	55%	9%	12%	9%	6%	
3-inch	\$156.77	\$217.00	\$235.00	\$264.00	\$287.00	\$305.00	38%	8%	12%	9%	6%	
4-inch	\$246.73	\$359.00	\$389.00	\$437.00	\$475.00	\$506.00	46%	8%	12%	9%	7%	
6-inch	\$488.45	\$715.00	\$775.00	\$870.00	\$946.00	\$1,008.00	46%	8%	12%	9%	7%	
8-inch	\$725.62	\$1,142.00	\$1,237.00	\$1,390.00	\$1,512.00	\$1,610.00	57%	8%	12%	9%	6%	
10-inch	\$1,554.76	\$1,640.00	\$1,777.00	\$1,997.00	\$2,171.00	\$2,312.00	5%	8%	12%	9%	6%	
12-inch	\$2,808.34	\$2,352.00	\$2,548.00	\$2,864.00	\$3,113.00	\$3,315.00	-16%	8%	12%	9%	6%	

### 3.7 Revenue from Water Rates and Charges

The impact of cost of service allocations upon the amount of revenue from each category of rates and charges is summarized in the table below.

Table 3-7. Revenue by Rate/Charge Category							
Service Type	2014-15	Projected					Five-Year Total
	Current	2015-16	2016-17	2017-18	2018-19	2019-20	
<b>Quantity</b>							
Zone I	\$1,554,812	\$1,880,828	\$1,994,525	\$2,246,016	\$2,388,141	\$2,562,677	\$11,072,187
Zone II	\$5,303,329	\$6,371,486	\$6,741,414	\$7,584,292	\$8,066,970	\$8,636,437	\$37,400,598
Zone III	\$8,143,571	\$9,513,421	\$10,078,532	\$11,332,833	\$12,032,120	\$12,885,827	\$55,842,733
Zone IV	\$2,481,852	\$2,762,780	\$2,923,610	\$3,266,016	\$3,471,325	\$3,710,886	\$16,134,617
<b>Total</b>	<b>\$17,483,565</b>	<b>\$20,528,515</b>	<b>\$21,738,081</b>	<b>\$24,429,157</b>	<b>\$25,958,556</b>	<b>\$27,795,827</b>	<b>\$120,450,136</b>
<b>Meter Service</b>							
¾ x ¾-inch	\$5,304,874	\$5,998,230	\$6,494,573	\$7,387,267	\$8,048,342	\$8,656,046	\$36,584,459
1-inch	\$469,112	\$729,565	\$788,970	\$885,503	\$965,328	\$1,021,020	\$4,390,386
1½-inch	\$108,847	\$168,720	\$184,680	\$205,200	\$223,440	\$239,400	\$1,021,440
2-inch	\$245,916	\$380,484	\$413,004	\$461,784	\$504,060	\$536,580	\$2,295,912
3-inch	\$95,943	\$132,804	\$143,820	\$161,568	\$175,644	\$186,660	\$800,496
4-inch	\$65,137	\$94,776	\$102,696	\$115,368	\$125,400	\$133,584	\$571,824
6-inch	\$117,228	\$171,600	\$186,000	\$208,800	\$227,040	\$241,920	\$1,035,360
8-inch	\$34,830	\$54,816	\$59,376	\$66,720	\$72,576	\$77,280	\$330,768
10-inch	\$0	\$0	\$0	\$0	\$0	\$0	\$0
10-inch	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$6,441,887</b>	<b>\$7,730,995</b>	<b>\$8,373,119</b>	<b>\$9,492,210</b>	<b>\$10,341,830</b>	<b>\$11,092,490</b>	<b>\$47,030,645</b>
<b>Totals</b>							
<b>Dollars</b>							
Quantity Charges	\$17,483,565	\$20,528,515	\$21,738,081	\$24,429,157	\$25,958,556	\$27,795,827	\$120,450,136
Meter Charges	\$6,441,887	\$7,730,995	\$8,373,119	\$9,492,210	\$10,341,830	\$11,092,490	\$47,030,645
<b>Total</b>	<b>\$23,925,452</b>	<b>\$28,259,510</b>	<b>\$30,111,200</b>	<b>\$33,921,367</b>	<b>\$36,300,386</b>	<b>\$38,888,318</b>	<b>\$167,480,781</b>
<b>Percent</b>							
Quantity Charges	73%	73%	72%	72%	72%	71%	
Meter Charges	27%	27%	28%	28%	28%	29%	

### 3.8 Water Fund 611 Projected Cash Flow

The projected cash flow for FY15 – FY20 is shown in the table below. Note the use of fund balance to mitigate the level of rate increases.

Table 3-8. Water Fund 611 Projected Cash Flow								
Items	Notes	Budget	Projected					Five-Year Total
		2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
<b>Beginning Balance, July 1</b>	[1]	22,504,000	15,729,000	13,252,000	9,985,000	8,962,000	8,863,000	
<b>Revenues</b>								
Charges for Services		23,925,000	28,260,000	30,111,000	33,921,000	36,300,000	38,888,000	167,480,000
Warehouse/Stores		265,000	280,000	280,000	280,000	280,000	280,000	1,400,000
Investment Income	[2]	75,000	25,000	66,000	50,000	45,000	44,000	230,000
Other		5,000	5,000	5,000	5,000	5,000	5,000	25,000
Loan Disbursement		0	0	0	0	0	0	0
Total Revenues		24,270,000	28,570,000	30,462,000	34,256,000	36,630,000	39,217,000	169,135,000
<b>Expenditures</b>								
Supervision		3,226,000	3,244,000	3,374,000	3,509,000	3,649,000	3,795,000	17,571,000
Production, Serv & Supl		16,498,000	17,120,000	17,805,000	18,517,000	19,258,000	20,028,000	92,728,000
Production, Personnel		1,594,000	1,750,000	1,820,000	1,893,000	1,969,000	2,048,000	9,480,000
Distribution		5,967,000	6,337,000	6,590,000	6,854,000	7,128,000	7,413,000	34,322,000
Meter Reading		536,000	801,000	684,000	718,000	754,000	792,000	3,749,000
Warehouse/Stores		489,000	511,000	537,000	564,000	592,000	622,000	2,826,000
Additional Staffing		0	0	0	0	0	0	0
Capital Expenses		2,735,000	1,284,000	2,919,000	3,224,000	3,379,000	3,465,000	14,271,000
Capital Reserve		0	0	0	0	0	1,000,000	1,000,000
Debt Service		0	0	0	0	0	0	0
Total Expenditures		31,045,000	31,047,000	33,729,000	35,279,000	36,729,000	39,163,000	175,947,000
<b>Net Revenue</b>		(6,775,000)	(2,477,000)	(3,267,000)	(1,023,000)	(99,000)	54,000	(6,812,000)
<b>Ending Balance, June 30</b>		15,729,000	13,252,000	9,985,000	8,962,000	8,863,000	8,917,000	
1	The beginning balance for FY 2014-15 was provided by the City.							
2	Interest income for FY 2015-16 onward is based on the interest rates listed below times the beginning fund balance.							
			<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	
			0.5%	0.5%	0.5%	0.5%	0.5%	

### 3.9 Water Fund 611 Target Balances

Projected target cash levels for Water Fund 611 are shown in the table below. Operating targets are based on a minimum of 90 days to a maximum of 180 days of annual operation expenses.

Table 3-9. Water Fund 611 Projected Target Balances							
Item	Notes	Budgeted	Projected				
		2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Operating Expenses		28,310,000	29,763,000	30,810,000	32,055,000	33,350,000	34,698,000
Lower Target Ending Balance	[1]	6,981,000	7,339,000	7,597,000	7,904,000	8,223,000	8,556,000
Higher Target Ending Balance	[1]	13,961,000	14,678,000	15,194,000	15,808,000	16,447,000	17,111,000
<i>Ending Balances</i>		<i>15,729,000</i>	<i>13,252,000</i>	<i>9,985,000</i>	<i>8,962,000</i>	<i>8,863,000</i>	<i>8,917,000</i>
Amount Over (Under) Lower Target		8,748,000	5,913,000	2,388,000	1,058,000	640,000	361,000
Amount Over (Under) Higher Target		1,768,000	(1,426,000)	(5,209,000)	(6,846,000)	(7,584,000)	(8,194,000)

1 Targets are based on 90 days to 180 days of annual operation expenses.

Projected target cash levels for Water Fund 611 and Water Fund 612 are shown in the figure below along with the minimum and maximum target ending balance levels for Water Fund 611.

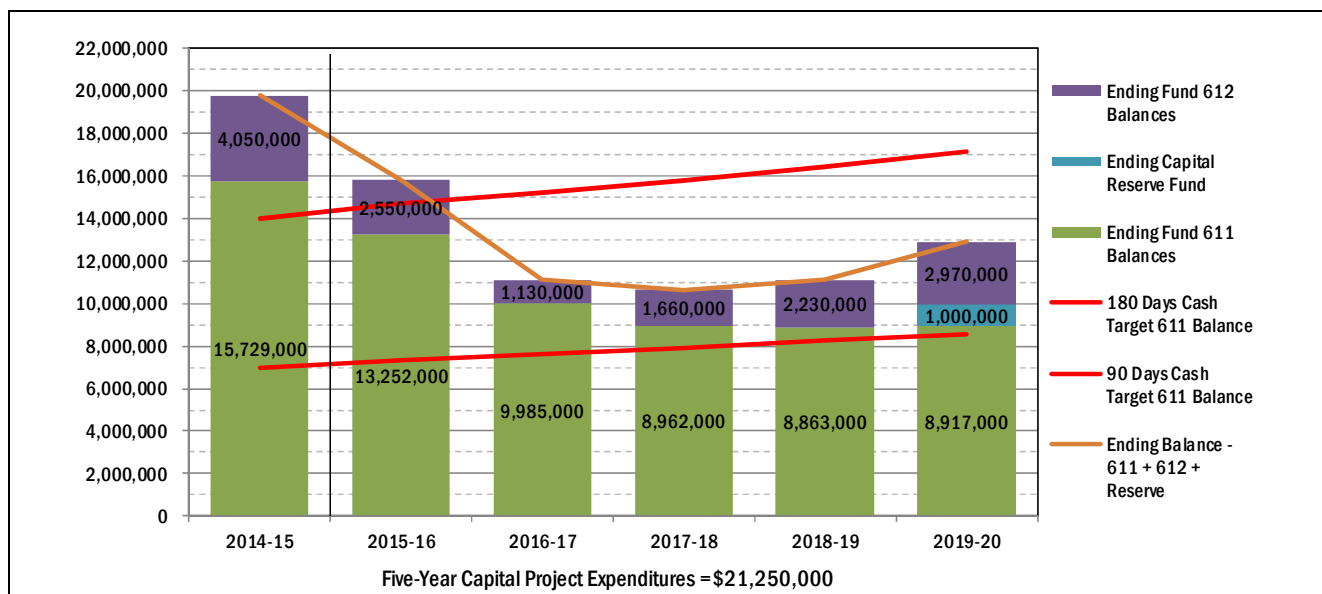


Figure 3-1. Projected Cash for Water Fund 611 and Water Fund 612

### 3.10 Single Family Residential Monthly Water Bills

Historical and projected (for FY16 – FY20) monthly water bills for Single Family Residential accounts are shown in the figure below. Detailed water bills at levels of monthly water use from 0 HCF to 50 HCF are shown in Tables D-1 (current rates versus recommended FY16 rates with uniform quantity charges), D-2 (current rates versus recommended FY16 rates with inclining block quantity charges), D-3 (summary of Table D-1) and D-4 (summary of Table D-2) in Appendix D.

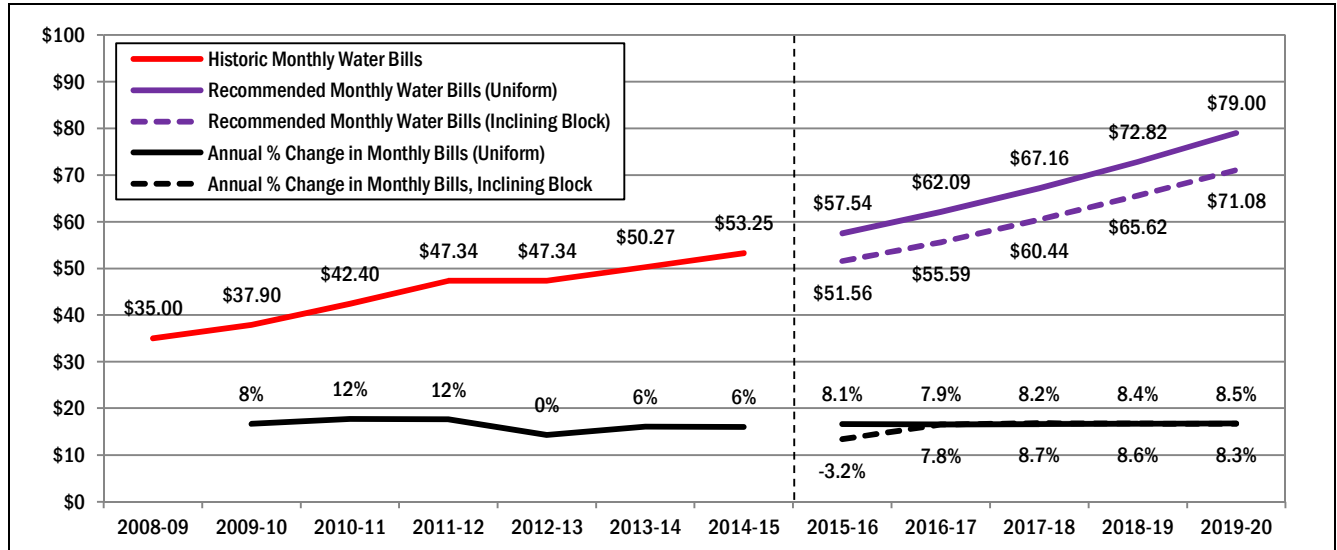


Figure 3-2. Historic and Projected Monthly Single Family Water Bills, FY9 – FY20

Monthly bills are for a 5/8" x 3/4" meter connection in Zone II with water consumption of 15 HCF per month during FY9 – FY15, 13 HCF per month during FY16 and FY17 and 12 HCF per month during FY18, FY19 and FY20

### 3.11 Residential Monthly Water Bills Surveys

Monthly water bills for Single Family users were compared to those for other agencies. The comparison was for a user with the smallest meter size using 13 HCF of water per month in Zone II. Results of the survey are shown in the figure below.

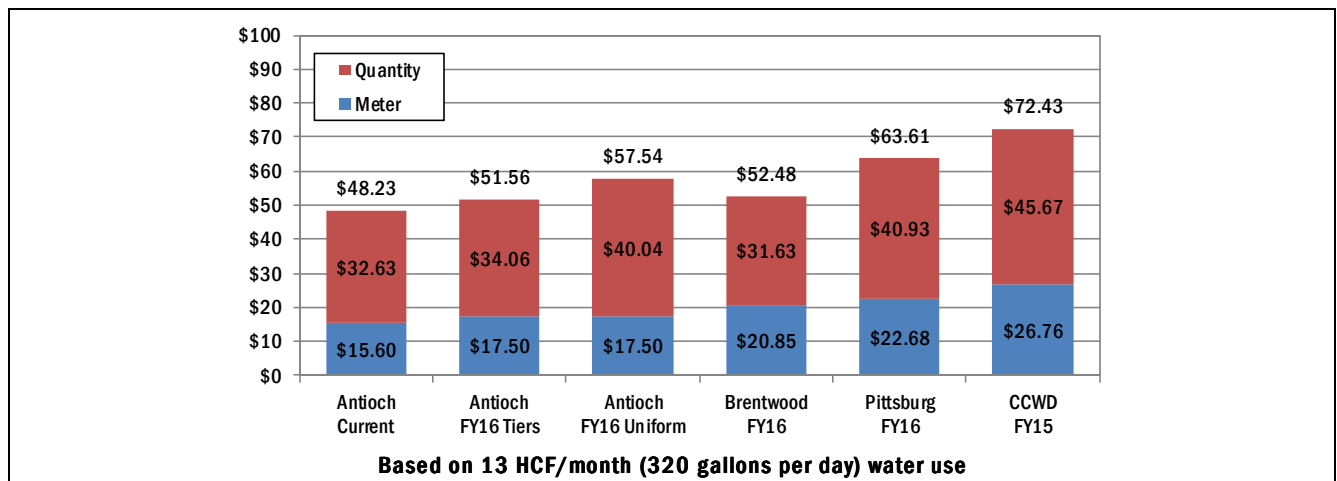


Figure 3-3. Single Family Monthly Water Bills Survey



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## Section 4

# Development of Sewer Service Charges

Sewer Service Charges must adequately fund sewer utility operations, capital costs, and reserves. The City established Sewer Fund 621 as an Enterprise Fund that accounts for the revenues and expenditures related to providing wastewater collection, storm drain and channel maintenance services for the City of Antioch. A separate fund, Sewer Facility Expansion Fund 622, is set up to track the development fees collected from developers to fund offsite or to oversize sewer facilities and replace inadequate sewers.

### 4.1 Current Sewer Service Charges and Revenue from Charges

Resolution No. 2010/45, which was passed in June 2010, adopted Sewer Service Charges effective July 1, 2010.<sup>4</sup> At that time, charges increased four percent, from \$9.46 per month to \$9.84 per month.

Subsequent increases were effective on July 1, 2011 (four percent) and July 1, 2013 (four percent).

The current Sewer Service Charge for all units is a fixed sum of \$11.06 per month. Estimated revenue from Sewer Service Charges for FY15 is shown in the adjacent table.

Customer Class	Sewer Service Charge [1]				
	Accounts	Units	\$/month-unit	Revenue	
Single Family	28,560	28,560	\$11.06	\$3,790,483	78%
Multi Family	613	2,996	\$11.06	\$397,629	8%
Apartments/Mobile Homes	74	3,736	\$11.06	\$495,842	10%
Commercial	700	1,396	\$11.06	\$185,277	4%
Churches/Housing Authority	7	50	\$11.06	\$6,636	0.14%
Industrial	11	13	\$11.06	\$1,725	0.04%
Other	47	47	\$11.06	\$6,238	0.13%
<b>Total</b>	<b>30,012</b>	<b>36,798</b>		<b>\$4,883,831</b>	<b>100%</b>

1 Sum of the Sewer Service (\$10.75) and the Sewer Lateral Maintenance (\$0.31) charges.

<sup>4</sup> The July 1, 2010 increase in Sewer Service Charges was based on a study by Black & Veatch consultants.

## 4.2 Methodology for Determination of Updated Sewer Service Charges

Calculation of a Sewer Service Charge is a series of simple mathematical operations. Defining the wastewater characteristics and revenue requirements required for those operations are more complex and represent a major emphasis in this report. Basic steps for the development of Sewer Service Charges are summarized below. The methodology of computing Sewer Service Charges conforms with the State Water Resources Control Board (SWRCB) *Revenue Program Guidelines for Wastewater Agencies*, 1998 edition.

**Define revenue required from Sewer Service Charges.** The City's operating budget, projected capital expenditures and target levels of reserve funds are used to project total annual expenditures and revenues required from Sewer Service Charges.

**Define user wastewater system characteristics.** User characteristics for each customer are characterized in terms annual wastewater discharge and number of residential dwelling units or number of nonresidential accounts.<sup>5</sup>

**Develop unit costs.** The annual amount of revenue required from Sewer Service Charges is allocated between revenue to be recovered from a charge that is the same for all dwelling units and accounts and a charge that is the same for each HCF of wastewater discharge. Revenue recovered from dwelling units and accounts is divided by the total number of dwelling units and accounts to yield a unit cost (\$/dwelling unit-account). Revenue recovered from HCF is divided by HCF of wastewater discharge to yield a unit cost (\$/HCF).

**Develop revenue required from each customer class.** The amount of revenue required from each customer class is the unit cost for dwelling units and accounts (\$/dwelling unit-account) times the number of dwelling units or accounts *plus* the unit cost for per HCF (\$/HCF) times the wastewater discharge for each customer class.

**Develop Sewer Service Charges for each customer class.** The amount of revenue required from each customer class is recovered by a uniform charge for each residential customer class and by a combination of a uniform charge and a flow-based charge for nonresidential customers.

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<sup>5</sup> "Dwelling unit" means a structure or the part of a structure that is used as a home, residence, or sleeping place by one person who maintains a household or by two or more persons who maintain a common household. See California Civil Code Section 1940-1954.1.

### 4.3 Sewer Fund 621 Projected Expenditures

Budgeted and projected expenditures are shown in the table below. Budgeted expenditures for FY15 were provided by the City. Projected operating expenditures are based on annual escalation rates provided by the City. Projected capital expenditures were provided by the City.

Revenues from the current level of Sewer Service Charges are sufficient to fund only projected operating expenditures (the operating fund balance would remain at approximately the current level). Increases in the Sewer Service Charges and use of fund balance are required to generate approximately \$7.0 million for capital expenditures.

The list of expenditures includes a line item for Capital Reserves. Capital Reserves are for expenditures for capital projects related to an emergency or unplanned repair and replacement project.

**Table 4-1. Sewer Fund 621 Budgeted and Projected Expenditures**

Expense Category	Notes	Budget	Budget	<i>Proj.</i>	Projected Fiscal Year				Five-Year Total
		Revised 2014-15	Proposed 2015-16	<i>Cost Esc.</i>	2016-17	2017-18	2018-19	2019-20	
<b>Operating Expenses</b>	[1]								
Supervision		1,533,778	1,515,000	3%	1,560,000	1,607,000	1,655,000	1,705,000	8,042,000
Collection		4,355,196	4,279,000	2%	4,365,000	4,452,000	4,541,000	4,632,000	22,269,000
<b>Total Operating</b>		<b>5,888,974</b>	<b>5,794,000</b>		<b>5,925,000</b>	<b>6,059,000</b>	<b>6,196,000</b>	<b>6,337,000</b>	<b>30,311,000</b>
<b>Capital Expenses</b>	[1]								
Personnel		130,456	135,950	3%	140,000	144,000	148,000	152,000	719,950
Projects		1,575,000	1,250,000	<i>varies</i>	1,250,000	1,250,000	1,250,000	1,250,000	6,250,000
<b>Total Capital</b>		<b>1,705,456</b>	<b>1,385,950</b>		<b>1,390,000</b>	<b>1,394,000</b>	<b>1,398,000</b>	<b>1,402,000</b>	<b>6,969,950</b>
<b>Capital Reserves</b>	[2]		<b>100,000</b>	<i>varies</i>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>500,000</b>
<b>Total Expenditures</b>		<b>7,594,430</b>	<b>7,279,950</b>		<b>7,415,000</b>	<b>7,553,000</b>	<b>7,694,000</b>	<b>7,839,000</b>	<b>37,780,950</b>

1 All data was provided by the City.  
2 The Capital Reserve fund is for the accumulation of funds for future Capital Projects.

## 4.4 Residential Dwelling Units and Wastewater Discharge

The current Sewer Service Charge is assessed on the number of units associated with an account. As part of the process of developing Sewer Service Charges, the concept of a dwelling unit is defined and the method of assigning units to each account is described.

"Dwelling unit" means a structure or the part of a structure that is used as a home, residence or sleeping place by one person who maintains a household or by two or more persons who maintain a common household.

Water meter read data for single family accounts revealed that average wastewater discharge was approximately 210 gpd during February and March of 2011 (8.5 hundred cubic feet per month – one hundred cubic foot equals approximately 748 gallons).

Water meter read data for multiple family accounts (accounts with two, three or four dwelling units) and for apartments and mobile homes in mobile home parks was also evaluated. Based on the available data, it is estimated that average wastewater discharge for multiple family dwelling units is 168 gpd and average wastewater discharge for dwelling units in apartments and mobile homes in mobile home parks is 137 gpd.

Wastewater Discharge for residential dwelling units is summarized in the table below.

**Table 4-2. Wastewater Discharge for Residential Dwelling Units**

Unit of Measure	Single Family	Multiple Family	Apartments/ Mobile Homes
Average Annual gallons per day	210	168	137
Average Annual hundred cubic feet per month	8.5	6.8	5.6

## 4.5 Total Wastewater Discharge

Current and projected annual wastewater discharge for each customer class is shown in the table below. The additional number of accounts and dwelling units for FY16 onward is projected to average approximately 240 per year.

**Table 4-3. Current and Projected Wastewater Discharge**

Customer Class	Estimated	Projected Fiscal Year				
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Wastewater Discharge, HCF [1]</b>						
Single Family	2,926,245	2,914,757	2,902,728	2,892,631	2,881,934	2,873,048
Multi Family	245,575	245,575	245,575	245,575	245,575	245,575
Apartments/Mobile Homes	249,724	249,724	249,724	249,724	249,724	249,724
Commercial/Institutional	407,766	399,611	395,615	391,658	387,742	383,864
Industrial	121,781	101,649	100,633	99,626	98,630	97,644
Other	11,105	11,105	10,994	10,884	10,775	10,667
<b>Total, HCF</b>	<b>3,962,196</b>	<b>3,922,420</b>	<b>3,905,268</b>	<b>3,890,099</b>	<b>3,874,380</b>	<b>3,860,523</b>
Total, million gallons	2,964	2,934	2,922	2,910	2,898	2,888
Total, gallons per day (round to 1,000)	8,121,000	8,017,000	8,004,000	7,973,000	7,941,000	7,891,000
<b>Accounts/Dwelling Units [1]</b>						
Single Family Dwelling Units	28,560	28,785	29,010	29,260	29,510	29,785
Multi Family Dwelling Units	2,996	2,996	2,996	2,996	2,996	2,996
Apartment/Mobile Home Dwelling Units	3,736	3,736	3,736	3,736	3,736	3,736
Commercial/Institutional	1,446	1,446	1,446	1,446	1,446	1,446
Industrial	13	13	13	13	13	13
Other	47	47	47	47	47	47
<b>Total</b>	<b>36,798</b>	<b>37,023</b>	<b>37,248</b>	<b>37,498</b>	<b>37,748</b>	<b>38,023</b>
<b>Notes:</b>						
1 Wastewater discharge and accounts/dwelling units data is from Table E-1.						

## 4.6 Revenue Required from Sewer Service Charges

The annual amount of revenue required Sewer Service Charges is shown in the table below. Fund balance is used in each year to meet a portion of capital expenses or increase the capital reserve.

**Table 4-4. Source of Funds for All Projected Sewer Fund 621 Expenditures**

Expense Category	2015-16	2016-17	2017-18	2018-19	2019-20	Total
<b>Operating Expenses</b>						
Supervision	\$1,515,000	\$1,560,000	\$1,607,000	\$1,655,000	\$1,705,000	\$8,042,000
Collection	\$4,279,000	\$4,365,000	\$4,452,000	\$4,541,000	\$4,632,000	\$22,269,000
Capital Expenses	\$1,385,950	\$1,390,000	\$1,394,000	\$1,398,000	\$1,402,000	\$6,969,950
Capital Reserve	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Add / (Use) Fund Balance	(\$1,980,000)	(\$1,760,000)	(\$1,580,000)	(\$1,400,000)	(\$1,200,000)	(\$7,920,000)
<b>Total Expenditures</b>	<b>\$5,299,950</b>	<b>\$5,655,000</b>	<b>\$5,973,000</b>	<b>\$6,294,000</b>	<b>\$6,639,000</b>	<b>\$29,860,950</b>

## 4.7 Allocation of Costs to Functional Categories

Allocation of revenue required from Sewer Service Charges to functional cost categories are summarized in the table below.

**Table 4-5. Allocation of Revenue Required to Functional Categories**

Expense Category	2015-16	2016-17	2017-18	2018-19	2019-20	Total
<b>Allocation, %</b>						
<b>Allocation % - Accounts/Units</b>						
Supervision	100%	100%	100%	100%	100%	
Collection	5%	5%	5%	5%	5%	
Capital Expenses	33%	31%	31%	30%	29%	
Capital Reserves	33%	31%	31%	30%	29%	
Add / (Use) Fund Balance	33%	31%	31%	30%	29%	
<b>Allocation % - Flow</b>						
Supervision	0%	0%	0%	0%	0%	
Collection	95%	95%	95%	95%	95%	
Capital Expenses	67%	69%	69%	70%	71%	
Capital Reserves	67%	69%	69%	70%	71%	
Add / (Use) Fund Balance	67%	69%	69%	70%	71%	
<b>Allocation Summary, \$</b>						
Accounts-Units	\$1,567,781	\$1,693,347	\$1,803,257	\$1,911,354	\$2,024,694	\$9,000,433
Flow	\$3,732,169	\$3,961,653	\$4,169,743	\$4,382,646	\$4,614,306	\$20,860,517
<b>Total</b>	<b>\$5,299,950</b>	<b>\$5,655,000</b>	<b>\$5,973,000</b>	<b>\$6,294,000</b>	<b>\$6,639,000</b>	<b>\$29,860,950</b>
<b>Allocation Summary, %</b>						
Accounts	30%	30%	30%	30%	30%	
Flow	70%	70%	70%	70%	70%	



## 4.8 Calculation of Unit Costs

Sewer Service Charges will have two unit cost components – an account charge that is the same for every account or unit and a flow charge for every hundred cubic feet of wastewater discharge. Calculation of the unit costs is shown in the table below.

Table 4-6. Calculation of Unit Costs					
Expense Category	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Allocation, \$</b>					
Accounts/Dwelling Units	\$1,567,781	\$1,693,347	\$1,803,257	\$1,911,354	\$2,024,694
Flow	\$3,732,169	\$3,961,653	\$4,169,743	\$4,382,646	\$4,614,306
<b>Total</b>	<b>\$5,299,950</b>	<b>\$5,655,000</b>	<b>\$5,973,000</b>	<b>\$6,294,000</b>	<b>\$6,639,000</b>
<b>Account/Unit Cost</b>					
Cost Allocation, \$	\$1,567,781	\$1,693,347	\$1,803,257	\$1,911,354	\$2,024,694
Accounts/Dwelling Units	37,023	37,248	37,498	37,748	38,023
<b>Unit Cost, \$/Account-Unit/month</b>	<b>\$3.53</b>	<b>\$3.79</b>	<b>\$4.01</b>	<b>\$4.22</b>	<b>\$4.44</b>
<b>Flow Unit Cost</b>					
Cost Allocation, \$	\$3,732,169	\$3,961,653	\$4,169,743	\$4,382,646	\$4,614,306
Flow, HCF	3,922,420	3,905,268	3,890,099	3,874,380	3,860,523
<b>Unit Cost, \$/HCF</b>	<b>\$0.95</b>	<b>\$1.01</b>	<b>\$1.07</b>	<b>\$1.13</b>	<b>\$1.20</b>

## 4.9 Revenue Required from Each Customer Class

Each unit cost is multiplied by the number of accounts or units and wastewater discharge for each customer class to determine the amount of revenue required from each customer class. Calculation of the amount of revenue required from each customer class is shown in the table below.

Table 4-7. Calculation of Revenue Required from Customer Classes					
Expense Category	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Unit Costs</b>					
Account/Dwelling Unit, \$/account-dwelling unit/month	\$3.53	\$3.79	\$4.01	\$4.22	\$4.44
Flow, \$/HCF	\$0.95	\$1.01	\$1.07	\$1.13	\$1.20
<b>Revenue Required from Charges</b>					
<i>Account/Dwelling Unit Costs</i>					
Number of Accounts/Dwelling Units					
Single Family	28,785	29,010	29,260	29,510	29,785
Multi Family	2,996	2,996	2,996	2,996	2,996
Apartments/Mobile Homes	3,736	3,736	3,736	3,736	3,736
Commercial/Institutional	1,446	1,446	1,446	1,446	1,446
Industrial	13	13	13	13	13
Other	47	47	47	47	47
Total	37,023	37,248	37,498	37,748	38,023
Revenue Required					
Single Family	\$1,218,934	\$1,318,836	\$1,407,097	\$1,494,227	\$1,586,027
Multi Family	\$126,869	\$136,202	\$144,076	\$151,701	\$159,535
Apartments/Mobile Homes	\$158,205	\$169,844	\$179,662	\$189,171	\$198,939
Commercial/Institutional	\$61,233	\$65,737	\$69,537	\$73,218	\$76,998
Industrial	\$550	\$591	\$625	\$658	\$692
Other	\$1,990	\$2,137	\$2,260	\$2,380	\$2,503
Total	\$1,567,781	\$1,693,347	\$1,803,257	\$1,911,354	\$2,024,694
<i>Flow Costs</i>					
Wastewater Discharge					
Single Family	2,914,757	2,902,728	2,892,631	2,881,934	2,873,048
Multi Family	245,575	245,575	245,575	245,575	245,575
Apartments/Mobile Homes	249,724	249,724	249,724	249,724	249,724
Commercial/Institutional	399,611	395,615	391,658	387,742	383,864
Industrial	101,649	100,633	99,626	98,630	97,644
Other	11,105	10,994	10,884	10,775	10,667
Total	3,922,420	3,905,268	3,890,099	3,874,380	3,860,523
Revenue Required					
Single Family	\$2,773,380	\$2,944,638	\$3,100,571	\$3,260,004	\$3,434,023
Multi Family	\$233,664	\$249,121	\$263,229	\$277,791	\$293,525
Apartments/Mobile Homes	\$237,612	\$253,330	\$267,676	\$282,485	\$298,484
Commercial/Institutional	\$380,228	\$401,327	\$419,813	\$438,608	\$458,816
Industrial	\$96,719	\$102,085	\$106,788	\$111,569	\$116,709
Other	\$10,566	\$11,153	\$11,666	\$12,189	\$12,750
Total	\$3,732,169	\$3,961,653	\$4,169,743	\$4,382,646	\$4,614,306
<b>Revenue Requirement Summary</b>					
Single Family	\$3,992,314	\$4,263,474	\$4,507,667	\$4,754,231	\$5,020,050
Multi Family	\$360,533	\$385,323	\$407,304	\$429,492	\$453,059
Apartments/Mobile Homes	\$395,817	\$423,174	\$447,338	\$471,655	\$497,423
Commercial/Institutional	\$441,461	\$467,064	\$489,351	\$511,826	\$535,814
Industrial	\$97,269	\$102,676	\$107,413	\$112,227	\$117,401
Other	\$12,557	\$13,289	\$13,927	\$14,568	\$15,253
Total	\$5,299,950	\$5,655,000	\$5,973,000	\$6,294,000	\$6,639,000

## 4.10 Development of Sewer Service Charges

Calculation of sewer service charges for each customer class is shown in the table below.

Table 4-8. Development of Sewer Service Charges					
Customer Category	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Revenue Required</b>					
Single Family	\$3,992,314	\$4,263,474	\$4,507,667	\$4,754,231	\$5,020,050
Multi Family	\$360,533	\$385,323	\$407,304	\$429,492	\$453,059
Apartments/Mobile Homes	\$395,817	\$423,174	\$447,338	\$471,655	\$497,423
Commercial/Institutional	\$441,461	\$467,064	\$489,351	\$511,826	\$535,814
Industrial	\$97,269	\$102,676	\$107,413	\$112,227	\$117,401
Other	\$12,557	\$13,289	\$13,927	\$14,568	\$15,253
<b>Total</b>	<b>\$5,299,950</b>	<b>\$5,655,000</b>	<b>\$5,973,000</b>	<b>\$6,294,000</b>	<b>\$6,639,000</b>
<b>Sewer Service Charges</b>					
<b>Single Family</b>					
Cost Allocation	\$3,992,314	\$4,263,474	\$4,507,667	\$4,754,231	\$5,020,050
Number of Dwelling Units	28,785	29,010	29,260	29,510	29,785
Rate, \$/dwelling unit/month	\$11.60	\$12.20	\$12.80	\$13.40	\$14.00
<b>Multiple Family</b>					
Cost Allocation	\$360,533	\$385,323	\$407,304	\$429,492	\$453,059
Number of Dwelling Units	2,996	2,996	2,996	2,996	2,996
Rate, \$/dwelling unit/month	\$10.10	\$10.80	\$11.40	\$12.00	\$12.70
<b>Apartments/Mobile Homes</b>					
Cost Allocation	\$395,817	\$423,174	\$447,338	\$471,655	\$497,423
Number of Dwelling Units	3,736	3,736	3,736	3,736	3,736
Rate, \$/dwelling unit/month	\$8.90	\$9.50	\$10.00	\$10.60	\$11.10
<b>Nonresidential</b>					
<i>Account Rate</i>					
Account Cost Allocation	\$63,773	\$68,465	\$72,423	\$76,256	\$80,193
Number of Accounts	1,506	1,506	1,506	1,506	1,506
Rate, \$/account/month	\$3.53	\$3.79	\$4.01	\$4.22	\$4.44
<i>Flow Rate</i>					
Cost Allocation	\$487,513	\$514,565	\$538,267	\$562,366	\$588,275
Wastewater Discharge, HCF	512,365	507,241	502,169	497,147	492,175
Rate, \$/HCF	\$0.95	\$1.01	\$1.07	\$1.13	\$1.20

## 4.11 Recommended Sewer Service Charges

Recommended sewer service rates and charges for FY16 – FY20 are listed in the table below. The recommended rates and charges replace the current Sewer Lateral Maintenance charge (\$0.31 per month) and Sewer Service charge (\$10.75 per month). Recommended uniform charges for Residential users are based on unit costs applicable to all users. The unit costs are used to calculate monthly bills for Nonresidential users.

Table 4-9. Recommended Sewer Service Rates and Charges						
Service Category	effective dates >	7/1/2015	7/1/2016	7/1/2017	7/1/2018	7/1/2019
	Current	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Unit Costs Applicable to All Users</b>						
Account/Dwelling Unit Charge, \$/month	na	\$3.53	\$3.79	\$4.01	\$4.22	\$4.44
Volume Rate, \$/HCF		\$0.95	\$1.01	\$1.07	\$1.13	\$1.20
<b>Uniform Charges</b>						
<i>Residential</i>						
Single Family Dwelling Unit, \$/month	\$11.06	\$11.60	\$12.20	\$12.80	\$13.40	\$14.00
Multi Family Dwelling Unit, \$/month	\$11.06	\$10.10	\$10.80	\$11.40	\$12.00	\$12.70
Apartment/Mobile Home Dwelling Unit, \$/month	\$11.06	\$8.90	\$9.50	\$10.00	\$10.60	\$11.10
<i>Nonresidential</i>						
Account Charge, \$/month	\$11.06	\$3.53	\$3.79	\$4.01	\$4.22	\$4.44
Volume Rate, \$/HCF		\$0.95	\$1.01	\$1.07	\$1.13	\$1.20

Uniform charges for Residential users are based on assigned levels of wastewater discharge volume. There are three subcategories of Residential users - Single Family dwelling units, Multiple Family dwelling units (accounts with two, three or four dwelling units), and dwelling units in apartments and mobile homes in mobile home parks.

"Dwelling unit" means a structure or the part of a structure that is used as a home, residence or sleeping place by one person who maintains a household or by two or more persons who maintain a common household.

For FY15, monthly wastewater discharge volume for single family accounts is 210 gallons per day (gpd). For multiple family dwelling units monthly wastewater discharge volume is 168 gpd and for dwelling units in apartments and mobile homes in mobile home parks the monthly wastewater discharge volume is 137 gpd. For each year during FY16 – FY20, the monthly wastewater discharge volume for single family accounts is reduced by 2 gallons per day.

Monthly bills for nonresidential users are based on the sum of an account charge plus a charge for the volume of wastewater discharge. The volume of wastewater discharge would be based on metered water use.

## 4.12 Sewer Fund 621 Projected Cash Flow

The projected cash flow for FY15 – FY20 is shown in the table below.

Table 4-10. Sewer Fund 621 Projected Cash Flow								
Items	Notes	Revised	Proposed	Projected Fiscal Year				Five-Year
		Budget 2014-15	Budget 2015-16	2016-17	2017-18	2018-19	2019-20	Total
<b>Beginning Balance, July 1</b>	[1]	13,065,000	10,373,000	8,446,000	6,729,000	5,184,000	3,811,000	
<b>Revenues</b>								
Charges for Services		4,859,000	5,300,000	5,655,000	5,973,000	6,294,000	6,639,000	29,861,000
Investment Income	[2]	42,000	52,000	42,000	34,000	26,000	19,000	173,000
Other		1,000	1,000	1,000	1,000	1,000	1,000	5,000
<b>Total Revenues</b>		<b>4,902,000</b>	<b>5,353,000</b>	<b>5,698,000</b>	<b>6,008,000</b>	<b>6,321,000</b>	<b>6,659,000</b>	<b>30,039,000</b>
<b>Expenditures</b>								
Supervision		1,534,000	1,515,000	1,560,000	1,607,000	1,655,000	1,705,000	8,042,000
Collection		4,355,000	4,279,000	4,365,000	4,452,000	4,541,000	4,632,000	22,269,000
Capital Expenses		1,705,000	1,386,000	1,390,000	1,394,000	1,398,000	1,402,000	6,970,000
Capital Reserve		0	100,000	100,000	100,000	100,000	100,000	500,000
<b>Total Expenditures</b>		<b>7,594,000</b>	<b>7,280,000</b>	<b>7,415,000</b>	<b>7,553,000</b>	<b>7,694,000</b>	<b>7,839,000</b>	<b>37,781,000</b>
<b>Net Revenue</b>		<b>(2,692,000)</b>	<b>(1,927,000)</b>	<b>(1,717,000)</b>	<b>(1,545,000)</b>	<b>(1,373,000)</b>	<b>(1,180,000)</b>	<b>(7,742,000)</b>
<b>Ending Balance, June 30</b>		10,373,000	8,446,000	6,729,000	5,184,000	3,811,000	2,631,000	
<p>1 The beginning balance for FY2014-15 is from p. 253 of the 2014-15 Operating Budget.</p> <p>2 Interest income for FY2015-16 onward is based on the interest rates listed below times the beginning fund balance.</p>								
				<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>
				0.5%	0.5%	0.5%	0.5%	0.5%

### 4.13 Sewer Fund 621 Target Balances

Projected target cash levels for Sewer Fund 621 are shown in the table below. Operating targets are based on a minimum of 90 days to a maximum of 180 days of annual operation expenses.

Table 4-11. Sewer Fund 621 Projected Target Balances							
Item	Notes	Projected	Projected Fiscal Year				
		2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Operating Expenses		5,889,000	5,794,000	5,925,000	6,059,000	6,196,000	6,337,000
Lower Target Ending Balance	[1]	1,452,000	1,429,000	1,461,000	1,494,000	1,528,000	1,563,000
Higher Target Ending Balance	[1]	2,904,000	2,857,000	2,922,000	2,988,000	3,056,000	3,125,000
<b>Ending Balances</b>		<b>10,373,000</b>	<b>8,446,000</b>	<b>6,729,000</b>	<b>5,184,000</b>	<b>3,811,000</b>	<b>2,631,000</b>
Amount Over (Under) Lower Target		8,921,000	7,017,000	5,268,000	3,690,000	2,283,000	1,068,000
Amount Over (Under) Higher Target		7,469,000	5,589,000	3,807,000	2,196,000	755,000	(494,000)

1 Targets are based on 90 days to 180 days of annual operation expenses.

Projected target cash levels for Sewer Fund 621 and Sewer Fund 622 are shown in the figure below along with the minimum and maximum target ending balance levels for Sewer Fund 621.

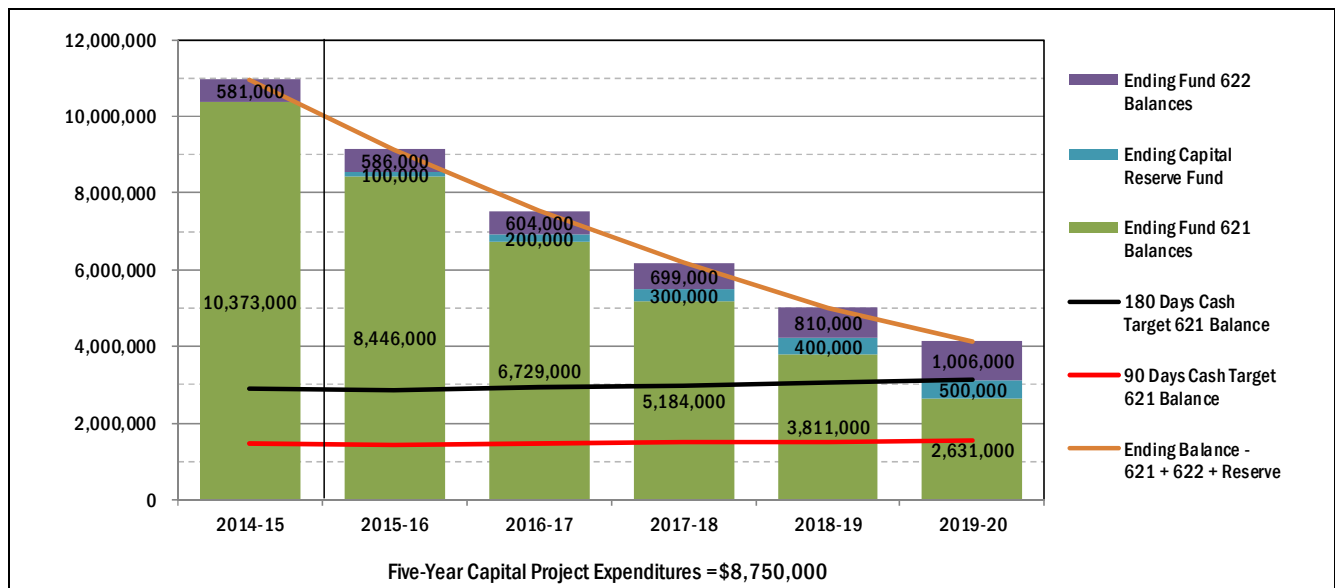


Figure 4-1. Projected Cash for Sewer Fund 621 and Sewer Fund 622

### 4.14 Recommended Sewer Service Charges, FY16 – FY20

Historical and recommended (for FY16 – FY20) Sewer Service Charges are shown in the figure below.

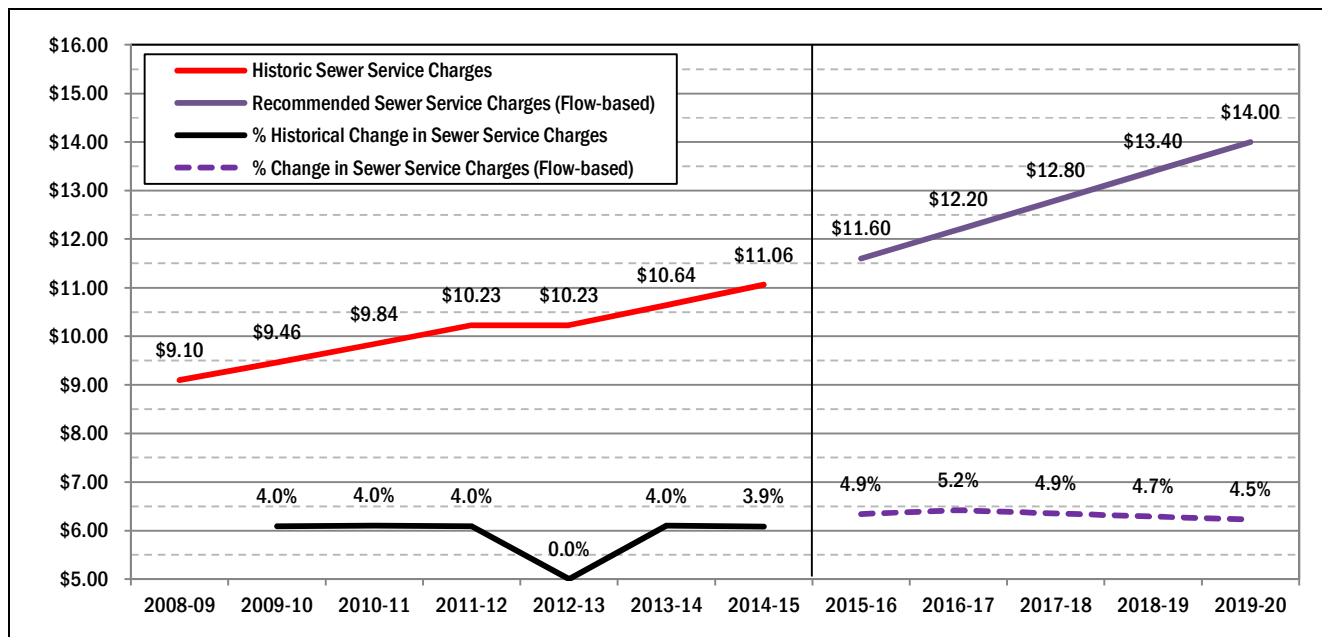


Figure 4-2. Historic and Recommended Sewer Service Charges, FY9 – FY20



## 4.15 Residential Sewer Service Charges Surveys

The City's current and recommended Sewer Service Charges for FY16 were compared to the Sewer Service Charges for other agencies that provide only sewer collection service. Results of the survey are shown in the table below.

	Single Family	Multiple Family	Apartments Mobile Homes	MF/SF Ratio	Apt-MH/SF Ratio
Bay Point (Delta Diablo)	\$10.49	\$10.49	\$10.49	1.00	1.00
<b>Antioch, Current</b>	<b>\$11.06</b>	<b>\$11.06</b>	<b>\$11.06</b>	<b>1.00</b>	<b>1.00</b>
<b>Antioch, Proposed FY16</b>	<b>\$11.60</b>	<b>\$10.10</b>	<b>\$8.90</b>	<b>0.87</b>	<b>0.77</b>
Pittsburg	\$15.79	\$13.50	\$13.50	0.85	0.85
Sacramento Area Sewer District	\$19.85	\$14.89	\$14.89	0.75	0.75

The City's current and recommended Sewer Service Charges and the applicable wastewater treatment charges from Delta Diablo for FY16 were compared to the Sewer Service Charges and wastewater treatment charges for other agencies. Results of the survey are shown in the table below.

	Bay Point, Current	Antioch, Current	Antioch, Proposed FY16	Pittsburg, Current	Brentwood, Adopted FY16
Collection	\$10.49	\$11.06	\$11.60	\$15.79	\$16.92
Treatment	\$24.25	\$24.25	\$24.25	\$24.25	\$33.60
<b>Total</b>	<b>\$34.74</b>	<b>\$35.31</b>	<b>\$35.85</b>	<b>\$40.04</b>	<b>\$50.52</b>

*For Bay Point, Antioch and Pittsburg, the Treatment category value is the FY2014-15 Delta Diablo charge.*

*For Brentwood, the Collection category represents the City's Fixed Base charge and the Treatment category represents the City's Variable Rate charges.*

*For Brentwood, the Variable Rate charges are based on 6,400 gallons of water use per month.*

## Section 5

# Development of Water Capacity Charges

Capacity charges are intended to recover both a portion of the proposed Capital Improvement Program (CIP) cost, and utility rate payers' prior investment in capital facilities that support land development by providing capacity for new connections. The capacity charges that are developed in this report meet the regulatory requirements found in Government Code Section 66000 *et sequentia* regarding the establishment of capacity charges.<sup>6</sup>

### 5.1 Regulatory Requirements

Government Code Section 66013 defines a capacity charges as “a charge for public facilities in existence at the time a charge is imposed or charges for new public facilities to be acquired or constructed in the future that are of proportional benefit to the person or property being charged, including supply or capacity contracts for rights or entitlements, real property interests, and entitlements and other rights of the local agency involving capital expense relating to its use of existing or new public facilities. A ‘capacity charge’ does not include a commodity charge.”

Section 66013 also describes requirements related to use of revenue from capacity charges and providing information to the public. This study does not examine the City's practices regarding those requirements.

### 5.2 Conceptual Approach

In developing capacity charges, we have endeavored to satisfy the rational nexus criteria generally applied to these types of charges. A rational nexus-based capacity charge must:

- Be rationally based on public policy that demonstrates a nexus between new development (connections) and the need to expand or build facilities to accommodate it.
- Not exceed the new development's proportional share of the cost of facilities needed to serve that development, after crediting it for other contributions that it has already made or will make toward that cost.
- Not be arbitrary or discriminatory in its application to individuals or customer classes.

A capacity charge is a charge to pay for public agencies' facilities in existence at the time the charge is imposed or to pay for new facilities that will be constructed in the future that are of benefit to the person or property being charged (new development or increases to existing service capacity). Capacity charges help ensure that the “growth pays for growth” by allocating the cost of new facilities and the cost of unused capacity in existing facilities to new development while allocating the cost of repairing and refurbishing facilities used by current customers to rates.

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<sup>6</sup> The terms “water facility reserve fee”, as used by the City, and “capacity charge”, as defined in the Government Code and used in this study, are synonymous.

### 5.3 Current Water Capacity Charges

The basis for current Water Capacity Charges (Facility Reserve Fees) are described in Title 6 (Sanitation and Health), Chapter 5 (Water System) of the Antioch Municipal Code (AMC).

Water Meter Size or Customer Class	Contra Costa	Antioch System	Total
	Water District Treatment	Treatment/ Transmission/ Distribution	
<b>Nonresidential</b>			
5/8 x 3/4-inch	\$1,121.38	\$5,059.69	\$6,181.07
1-inch	\$2,803.45	\$7,498.33	\$10,301.78
1½-inch	\$5,606.90	\$14,996.66	\$20,603.56
2-inch	\$8,971.04	\$23,994.66	\$32,965.70
3-inch	\$17,942.08	\$43,868.60	\$61,810.68
4-inch	\$28,034.50	\$74,983.30	\$103,017.80
6-inch	\$56,069.00	\$149,966.60	\$206,035.60
8-inch	\$100,924.20	\$364,282.49	\$465,206.69
10-inch	\$162,600.10	\$311,281.78	\$473,881.88
12-inch	\$241,096.70	\$644,856.37	\$885,953.07
<b>Residential</b>			
Singe dwelling unit	\$1,121.38	\$5,059.69	\$6,181.07
Duplex (2 dwelling units)	\$2,242.76	\$7,408.38	\$9,651.14
Additional dwelling units	\$1,121.38	\$3,657.84	\$4,779.22

Total Water Facility Reserve Fees from the City's *Master Fee Schedule*, updated effective July 1, 2014, are shown in the adjacent table.

This table shows the two, separate charges that are collected by the City, one for Contra Costa Water District (CCWD) for its water treatment capacity and another for the City's separate treatment capacity and transmission and distribution facilities.

Not shown in the table is another facilities reserve charge imposed by the CCWD upon the City for the CCWD wholesale municipal supply.<sup>7</sup>

The City collects both charges for CCWD (water treatment capacity and

wholesale municipal supply) and remits the revenue to CCWD. Note that CCWD charges for its water treatment and charges for its wholesale municipal supply are distinct, separate charges.

The City's current *Master Fee Schedule* does not show the breakdown between the Contra Costa Water District (CCWD) water treatment component and the City's charge for its water treatment, transmission and distribution facilities. The two components are shown in this table to emphasize the fact that only the capacity charge for the City of Antioch is developed as part of this study.

<sup>7</sup> § 6-5.18.1 of the AMC reads "The Contra Costa Water District has adopted Resolution 93-24, creating a facilities reserve charge and imposing upon wholesale municipal customers amounts to be paid by the city to the District amounts for new or larger water meter issued by the city. It is the intention of the City Council that the amount owed to the Contra Costa Water District for each new or enlarged water meter shall be passed through to the water customer requesting the new or enlarged water meter." As of this writing, the CCWD facilities reserve charge for wholesale municipal customers is \$6,047.00 for a 5/8-inch meter in Antioch (see CCWD Code of Regulations, Title 5, Water Supply and Rates, Chapter 5.20, Charges and Rates - Untreated (Raw) Water Service.

## 5.4 Water System Valuation and Capacity

The system buy-in method of the capacity charge recovers the cost of capacity in those portions of the existing system in which there is capacity available. The value of the existing system was developed using data for the following elements:

- Existing Fixed Assets
- Contributed Assets
- Contributed Capital
- City System Capital Improvement Program
- Working Capital

**Existing Fixed Assets.** The replacement value of assets was calculated by assets into type and size categories and multiplying the numbers in each asset category by a unit replacement cost. Calculation of the replacement value of the water system is shown in Appendix F, Table F-1 (treatment plant, reservoirs, pump stations, booster pumps, hydrants, meters, and laterals) and in Appendix F, Table F-2 (transmission and distribution pipe).

**Contributed Assets.** The City requires owners to construct and contribute assets needed to serve their development. The value of contributed assets is subtracted from the value of the asset base for development of capacity charges. Contributed assets include assets funded by Assessment District revenues.

**Contributed Capital.** The amount of revenue collected from developers is excluded from the valuation of the system. The amount of revenue collected from developers during 2004 –2013 was obtained from City accounting records. The amount of revenue collected from developers during 1970 – 2003 was estimated using historic fees for 1989 - 2003, estimates of historic fees for 1970 – 1988, and the estimated number of connections per year during 1970 - 2003. Calculation of the estimated amount of revenue collected from developers is summarized in Appendix F, Table F-3.

**Capital Improvement Program.** Projected expenditures for modifications and upgrades to the City's water system were provided by the City's Engineer. The modifications and upgrades are valued at approximately \$7,000,000 for FY16 – FY20 and are added to the valuation of the system.

**Working Capital.** The City records a cash balance in the Water Facility Expansion Fund (Fund 612). The budgeted fund balance for July 2015 is approximately \$4,700,000.

The valuation of the Water System, net of adjustments, is shown in Table 5-1.

<b>Table 5-1. Valuation of Water System</b>			
Fixed Asset Category	Valuation	Adjustments	Adjusted Valuation
Water Treatment Plant	\$86,210,000		\$86,210,000
Raw Water Pipelines	\$21,688,000		\$21,688,000
Municipal Reservoir	\$18,000,000		\$18,000,000
E. & W. Canal Pump Stations	\$4,470,000		\$4,470,000
Clearwells	\$0		\$0
Reservoirs	\$35,100,000		\$35,100,000
Booster Pump Stations	\$18,797,000		\$18,797,000
Pressure Reducing Valves	\$1,650,000		\$1,650,000
Hydrants	\$23,075,000		\$23,075,000
Service Laterals	\$76,000,000	(\$76,000,000)	\$0
Meters	\$24,320,000	(\$24,320,000)	\$0
Subsurface Distribution and Transmission Pipes	\$522,541,000		\$522,541,000
<b>Total Fixed Asset Valuation</b>	<b>\$831,851,000</b>	<b>(\$100,320,000)</b>	<b>\$731,531,000</b>
<b>Adjustments</b>			
1. Contributed/Assessment District Assets			
<i>Less: Value of Assets</i>			
Reservoirs and Booster Pump Stations			(\$19,342,000)
Subsurface Collection Pipes			(\$385,263,000)
2. Contributed Capital			
<i>Less: Revenue from Capacity Charges</i>			
			(\$110,603,000)
3. Debt Principal Outstanding			
<i>Less: no Debt Service</i>			
			\$0
4. Water System Expansion CIP (Fund 612)			
<i>Plus: CIP funded by rates, FY16-FY20</i>			
			\$7,000,000
5. Working Capital (Fund 611)			
<i>Plus: Unrestricted Reserves, Average FY16-FY20</i>			
			\$4,700,000
<b>Net Valuation</b>			<b>\$228,023,000</b>

## 5.5 Water System Unit Cost of Capacity

The Water System unit cost of capacity is calculated by dividing the net valuation of the water system (shown in Table 5-1) by the water system capacity.

The capacity of the water system is expressed in terms of capacity of the City's water treatment plant (WTP). The 2013 Water Master Plan reports that the WTP has a maximum production capacity of about 37 million gallons per day.

Calculation of the Water System unit cost of capacity is shown in Table 5-2.

Table 5-2. Water System Unit Cost of Capacity				
Net Water System Valuation		System Capacity, gpd		Unit Cost \$/gpd
\$228,023,000	÷	37,000,000	=	\$6.16

## 5.6 Single Family Residential Peak Month Water Use

The water capacity charge for a Single Family residential  $\frac{5}{8}$  x  $\frac{3}{4}$ -inch water meter connection is correlated with average water use for the peak day in the peak month for all Single Family residential connections. Single Family Residential Peak Month Water Use is estimated as shown in Table 5-3.

Table 5-3. Single Family Residential Peak Month Water Use	
Average Annual Day, gpd	320
Peak Factor	2.58
Peak Day in Peak Month, gpd (rounded)	825

## 5.7 Schedule of Water Capacity Charges

The Water Capacity Charges for non-residential connections are a multiple of those for a single family connection. The multiple is based on the size of the water meter for non-residential connections versus that for a single family connection. The multiple is based on the “equivalency factor” between the meter sizes. An “equivalency factor” is a value that expresses the capacity of a water meter in terms of the rated maximum capacity (in gallons per minute) of a standard meter. The standard meter for a single family connection is  $\frac{5}{8}$  x  $\frac{3}{4}$ -inch.

**Table 5-4. Recommended Water Capacity Charges**

	<u>Unit Cost, \$/gpd</u>	<u>Peak Use, gpd</u>	<u>Capacity Charge</u>
Single Family Residential Connection	\$6.16	825	\$5,080
	<u>Meter Peak</u>		
Meter Connection Size	<u>Capacity, gpm</u>	<u>Equivalency Factor</u>	<u>Capacity Charge</u>
$\frac{5}{8}$ x $\frac{3}{4}$ -inch	15 gpm	1.0	\$5,080
1.00-inch	38 gpm	2.5	\$12,700
1.50-inch	75 gpm	5.0	\$25,400
2.00-inch	120 gpm	8.0	\$40,700
3.00-inch	225 gpm	15.0	\$76,300
4.00-inch	375 gpm	25.0	\$127,100
6.00-inch	750 gpm	50.0	\$254,200
8.00-inch	1,200 gpm	80.0	\$406,700
10.00-inch	1,725 gpm	115.0	\$584,700
12.00-inch	2,475 gpm	165.0	\$838,900



## 5.8 Comparison of Current vs. Recommended Capacity Charges

The current and recommended schedule of Water Capacity Charges is shown in Table 5-5. The recommended capacity charges are for FY16.

**Table 5-5. Current and Recommended Water Capacity Charges**

Connection Type	Recommended	Current	Difference	
			Dollar	Percent
Single Family Residential Connection	\$5,080	\$5,060	\$20	0.4%
<b>Meter Connection Size</b>				
5/8 x 3/4-inch	\$5,080	\$5,060	\$20	0.4%
1.00-inch	\$12,700	\$7,498	\$5,202	69%
1.50-inch	\$25,400	\$14,997	\$10,403	69%
2.00-inch	\$40,700	\$23,995	\$16,705	70%
3.00-inch	\$76,300	\$43,869	\$32,431	74%
4.00-inch	\$127,100	\$74,983	\$52,117	70%
6.00-inch	\$254,200	\$149,967	\$104,233	70%
8.00-inch	\$406,700	\$364,282	\$42,418	12%
10.00-inch	\$584,700	\$311,282	\$273,418	88%
12.00-inch	\$838,900	\$644,856	\$194,044	30%

Charges for FY17 onward may be escalated using an appropriate index such as the *Engineering News Record* 20-City Construction Cost Index, as published by Engineering News-Record, McGraw-Hill Publishing Company. Charges would be escalated by the ratio of the index values from March of the preceding year to March of the current year, with escalated charges to be effective on July 1 of each year.

## 5.9 Survey of Single Family Water Capacity Charges

The City's current and recommended Water Capacity Charges were compared to the capacity charges for other agencies. The comparison is made using the charge that is typical for a single family connection at each agency. Capacity charges paid to CCWD for raw and treated water in the service areas for the Cities of Antioch and Pittsburg are shown to allow a better comparison with capacity charges in the CCWD retail service area.

**Table 5-6. Survey of Single Family Water Capacity Charges**

Component	Antioch	Antioch	Pittsburg	Brentwood	Contra Costa
	Current	Recommended FY16	Current	Adopted FY16	Water District
Individual Cities Component	\$5,060	\$5,080	\$5,060	\$7,486	
Contra Costa Water District Treated Water	\$1,121	\$1,121			
Contra Costa Water District Supply Component	\$6,047	\$6,047	\$6,047		
Contra Costa Water District					\$18,966
<b>Total Charges</b>	<b>\$12,228</b>	<b>\$12,248</b>	<b>\$11,107</b>	<b>\$7,486</b>	<b>\$18,966</b>

*The City of Pittsburg has fees for 10 separate areas that range from \$2,430 to \$9,200. The median value is used in the survey.*  
*The City of Antioch fee for CCWD treated water is per the Treated Water Service Agreement dated December 5, 2001*

## 5.10 Water Fund 612 Projected Cash Flow

The City maintains a separate enterprise fund – Water Line Expansion, Fund 612, – for operations and expenditures related to water line expansions. The projected cash flow for FY15 – FY20 is shown in the table below. Note that the primary source of revenues are fees collected from developers (water capacity charges).

Table 5-7. Water Fund 612 Projected Cash Flow								
Items	Notes	Budget	Projected Fiscal Year					Five-Year Total
		2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	
<b>Beginning Balance, July 1</b>	[1]	3,682,000	4,046,430	2,550,430	1,126,430	1,658,430	2,225,430	
<b>Revenues</b>								
Capacity Charges	[2]	1,138,430	1,143,000	1,172,000	1,335,000	1,368,000	1,543,000	6,561,000
Investment Income	[3]	35,000	20,000	13,000	6,000	8,000	11,000	58,000
<b>Total Revenues</b>		<b>1,173,430</b>	<b>1,163,000</b>	<b>1,185,000</b>	<b>1,341,000</b>	<b>1,376,000</b>	<b>1,554,000</b>	<b>6,619,000</b>
<b>Expenditures</b>								
Services & Supplies		7,000	7,000	7,000	7,000	7,000	7,000	35,000
Water Main Replacement		800,000	2,650,000	2,600,000	800,000	800,000	800,000	7,650,000
Transfer Out		0	0	0	0	0	0	0
Internal Services		2,000	2,000	2,000	2,000	2,000	2,000	10,000
<b>Total Expenditures</b>		<b>809,000</b>	<b>2,659,000</b>	<b>2,609,000</b>	<b>809,000</b>	<b>809,000</b>	<b>809,000</b>	<b>7,695,000</b>
<b>Net Revenue</b>		364,430	(1,496,000)	(1,424,000)	532,000	567,000	745,000	(1,076,000)
<b>Ending Balance, June 30</b>		<b>4,046,430</b>	<b>2,550,430</b>	<b>1,126,430</b>	<b>1,658,430</b>	<b>2,225,430</b>	<b>2,970,430</b>	
<p>1 The beginning balance for FY2014-15 is from p. 252 of the 2014-15 Operating Budget.</p> <p>2 Revenue from capacity charges for 2015-16 onward is estimated as shown below.</p>								
		<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>Total</u>
current capacity charge, \$/¾-meter >		5,060						
projected annual escalation percent >				2.5%	2.5%	2.5%	2.5%	
projected capacity charge, \$/¾-meter >			5,080	5,210	5,340	5,470	5,610	
projected ¾-meter connections >		225	225	225	250	250	275	
projected capacity charge revenue, \$ >		1,138,430	1,143,000	1,172,250	1,335,000	1,367,500	1,542,750	6,560,500
<p>3 Interest income for FY2015-16 onward is based on the interest rates listed below times the beginning fund balance.</p>								
		<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>		
		0.5%	0.5%	0.5%	0.5%	0.5%		

## Section 6

# Development of Sewer Capacity Charges

Capacity charges are intended to recover both a portion of the proposed Capital Improvement Program (CIP) cost, and utility rate payers' prior investment in capital facilities that support land development by providing capacity for new connections. The capacity charges that are developed in this report meet the regulatory requirements found in Government Code Section 66000 *et sequentia* regarding the establishment of capacity charges.<sup>8</sup>

## 6.1 Regulatory Requirements

Government Code Section 66013 defines a capacity charges as “a charge for public facilities in existence at the time a charge is imposed or charges for new public facilities to be acquired or constructed in the future that are of proportional benefit to the person or property being charged, including supply or capacity contracts for rights or entitlements, real property interests, and entitlements and other rights of the local agency involving capital expense relating to its use of existing or new public facilities. A ‘capacity charge’ does not include a commodity charge.”

Section 66013 also describes requirements related to use of revenue from capacity charges and providing information to the public. This study does not examine the City's practices regarding those requirements.

## 6.2 Conceptual Approach

In developing capacity charges, we have endeavored to satisfy the rational nexus criteria generally applied to these types of charges. A rational nexus-based capacity charge must:

- Be rationally based on public policy that demonstrates a nexus between new development (connections) and the need to expand or build facilities to accommodate it.
- Not exceed the new development's proportional share of the cost of facilities needed to serve that development, after crediting it for other contributions that it has already made or will make toward that cost.
- Not be arbitrary or discriminatory in its application to individuals or customer classes.

A capacity charge is a charge to pay for public agencies' facilities in existence at the time the charge is imposed or to pay for new facilities that will be constructed in the future that are of benefit to the person or property being charged (new development or increases to existing service capacity). Capacity charges help ensure that the “growth pays for growth” by allocating the cost of new facilities and the cost of unused capacity in existing facilities to new development while allocating the cost of repairing and refurbishing facilities used by current customers to rates.

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<sup>8</sup> The term “sewer facility reserve fee”, as used by the City, and “capacity charge”, as defined in the Government Code and used in this study, are synonymous.

## 6.3 Current Sewer Capacity Charges

Water Meter Size or Customer Class	Sewer Facility Reserve Fees
<b>Nonresidential</b>	
5/8 x 3/4-inch	\$2,335.52
1-inch	\$5,056.01
1½-inch	\$9,068.28
2-inch	\$14,509.24
3-inch	\$29,018.49
4-inch	\$45,341.38
6-inch	\$90,682.77
8-inch	\$145,092.44
10-inch	\$262,980.04
12-inch	\$389,935.92
<b>Residential</b>	
Single dwelling unit	\$2,335.52
Duplex (2 dwelling units)	\$4,671.04
Additional dwelling units	\$404.95

The basis for current Sewer Capacity Charges (Facility Reserve Fees) are described in Title 6 (Sanitation and Health), Chapter 4 (Sewer System) of the Antioch Municipal Code (AMC).

Current Sewer Facility Reserve Fees from the City's *Master Fee Schedule*, updated effective July 1, 2014, are shown in the adjacent table. The *Master Fee Schedule* states that "... Sewer Connection Fees shall automatically adjust in each succeeding year in accordance with the '*Engineering News Record [italics added]* Cost of Construction Index.'"<sup>9</sup>.

## 6.4 Sewer System Valuation and Capacity

The system buy-in method of the capacity charge recovers the cost of capacity in those portions of the existing system in which there is capacity available. The value of the existing system was developed using data for the following elements:

- Existing Fixed Assets
- Contributed Assets
- Contributed Capital
- City System Capital Improvement Program
- Working Capital

**Existing Fixed Assets.** The replacement value of subsurface collection pipes was calculated by segregating the pipes into size categories and multiplying the amount of pipe in each size category (in miles) by a unit replacement cost. Calculation of the replacement value of subsurface collection pipes is shown in Appendix G, Table G-1.

**Contributed Assets.** The City requires owners to construct and contribute assets needed to serve their development. The value of contributed assets is subtracted from the value of the asset base for development of capacity charges. The value of subsurface collection pipe less than 8" in diameter is considered a contributed asset and is excluded from the valuation of the subsurface collection pipe. Contributions of subsurface collection pipe greater than or equal to 8" in diameter vary for each size category. Contributed assets include assets funded by Assessment District revenues.

<sup>9</sup> The *Engineering News Record* publishes a Construction Cost Index for 20 different cities in the United States and a 20-City composite index. The index used by the City of Antioch is the 20-City Construction Cost Index.

**Contributed Capital.** The amount of revenue collected from developers is excluded from the valuation of the sewer system. The amount of revenue collected from developers during 2004 – 2013 was obtained from City accounting records. The amount of revenue collected from developers during 1970 – 2003 was estimated using historic fees for 1989 - 2003, estimates of historic fees for 1970 – 1988, and the estimated number of connection per year during 1970 - 2003. Calculation of the estimated amount of revenue collected from developers is summarized in Appendix G, Table G-2.

**Capital Improvement Program.** Projected expenditures for modifications and upgrades to the City's sewer system were provided by the City's Engineer. The modifications and upgrades are valued at approximately \$2,500,000 for FY16 – FY20 and are added to the valuation of the sewer system.

**Working Capital.** The City records a small cash balance in the Sewer Facility Expansion Fund (Fund 622). The budgeted fund balance for July 2015 is approximately \$600,000.

The valuation of the Sewer System, net of adjustments, is shown in Table 6-1.

Table 6-1. Valuation of Sewer System		
Fixed Asset Category	Valuation	Adjusted Valuation
Subsurface Collection Pipes	\$493,333,000	
Adjustments		
1. Contributed Assets		
<i>Less: Value of Contributed Assets</i>		
Subsurface Collection Pipes		(\$363,069,000)
2. Contributed Capital		
<i>Less: Revenue from Capacity Charges</i>		(\$36,643,000)
3. Debt Principal Outstanding		
<i>Less: no Debt Service</i>		\$0
4. Sewer System Expansion CIP (Fund 622)		
<i>Plus: CIP funded by capacity charges, FY16-FY20</i>		\$2,500,000
5. Working Capital (Fund 622)		
<i>Plus: Unrestricted Reserves, FY16</i>		\$600,000
Net Valuation		\$96,721,000

The capacity of the sewer system is estimated to be equivalent to the current average annual wastewater discharge volume for all customers and is shown in the table below.

Table 6-2. Sewer System Capacity	
Customer Class	CCF
Single Family	2,926,245
Multi Family	245,575
Apartments/Mobile Homes	249,724
Com/Inst	407,766
Industrial	121,781
Other	11,105
Total CCF	3,962,196
Total, million gallons	2,964
Total, gallons per day (round to 1,000)	8,121,000

## 6.5 Sewer Unit Cost of Capacity

The Sewer Unit Cost of Capacity is calculated by dividing the net valuation of the sewer system (shown in Table 6-1) by the sewer system capacity (shown in Table 6-2). Calculation of the Sewer Unit Cost of Capacity is shown in Table 6-3.

Table 6-3. Sewer Unit Cost of Capacity				
Net Sewer System Valuation		Wastewater Discharge Volume, gallons per day		Unit Cost of Capacity \$/gallons per day
\$96,721,000	÷	8,121,000	=	\$11.91

## 6.6 Schedule of Sewer Capacity Charges

Sewer Capacity Charges for all connections are based on the Sewer Unit Cost of Capacity. Sewer Capacity Charges are determined by multiplying the wastewater volume for a connection times the Sewer Unit Cost of Capacity. Recommended capacity charges for Residential connections and examples of capacity charges for Nonresidential connections are shown in Table 6-4.

Table 6-4. Recommended Sewer Capacity Charges		
Unit Cost of Capacity, \$/gallons per day	\$11.91	
Capacity Charges		
Residential	<i>gallons per day</i>	<i>Capacity Charge</i>
Single Family	210	\$2,500
Multiple Family	168	\$2,000
Apartments/Mobile Homes	137	\$1,630
Nonresidential	<i>gallons per day</i>	<i>Capacity Charge</i>
Example 1	210	\$2,500
Example 2	630	\$7,500
Example 3	2,100	\$25,010
Example 4	4,200	\$50,020
Example 5	5,250	\$62,530

## 6.7 Comparison of Current vs. Recommended Capacity Charges

The current and recommended schedule of Sewer Capacity Charges for Residential connections is shown in Table 6-5. The recommended Sewer Capacity Charges are for FY16. Current and recommended Sewer Capacity Charges for Nonresidential connections are not comparable as the current charges are based on water meter size and recommended charges are based on wastewater discharge volume.

**Table 6-5. Current and Recommended Residential Sewer Capacity Charges**

Customer Class	Current Charges	Recommended Charges	Increase (Decrease)	
			Dollars	Percent
Unit Cost of Capacity, \$/gallons per day		\$11.91		
Single Family	\$2,336	\$2,500	\$164	7%
Multiple Family	\$2,336	\$2,000	(\$336)	-14%
Apartments/Mobile Homes	\$2,336	\$1,630	(\$706)	-30%

Charges for FY17 onward may be escalated using an appropriate index such as the *Engineering News Record* 20-City Construction Cost Index, as published by Engineering News-Record, McGraw-Hill Publishing Company. Charges would be escalated by the ratio of the index values from March of the preceding year to March of the current year, with escalated charges to be effective on July 1 of each year.

## 6.8 Survey of Single Family Capacity Charges

The City's current and recommended Sewer Capacity Charges were compared to the capacity charges for other agencies. The comparison is made using the charge that is typical for a single family connection at each agency. All agencies included in the survey provide only sewer collection services – not wastewater treatment or disposal. Table 6-6 shows the results of the survey.

**Table 6-6. Survey of Single Family Sewer Capacity Charges**

Agency	County	Charge
City of Antioch, Current	Contra Costa	\$2,336
<b>City of Antioch, Proposed FY16</b>	Contra Costa	<b>\$2,500</b>
City of Pittsburg	Contra Costa	\$4,214
Sacramento Area Sewer District	Sacramento	\$2,550



The City's current and recommended Sewer Capacity Charges were added to capacity charges levied by Delta Diablo for wastewater treatment and disposal and compared to the total wastewater collection, treatment and disposal capacity charges for other agencies. The comparison is made using the charge that is typical for a single family connection at each agency. Table 6-7 shows the results of the survey.

	Antioch, Current	Antioch, Proposed FY16	Pittsburg, Current	Bay Point, Current	Brentwood, Adopted FY16
<i>Collection</i>	\$2,336	\$2,500	\$4,214		
<i>Treatment</i>	\$5,033	\$5,033	\$4,358		
<b>Total</b>	<b>\$7,369</b>	<b>\$7,533</b>	<b>\$8,572</b>	<b>\$3,940</b>	<b>\$4,470</b>

*For Antioch and Pittsburg, the Treatment category value is the FY2014-15 Delta Diablo charge.  
For Bay Point, the total charge is the FY2014-15 Delta Diablo charge.  
For Brentwood, the total charge has one component with no breakdown shown by the City.*

## 6.9 Sewer Facility Expansion Fund 622 Projected Cash Flow

The City maintains a separate enterprise fund – Sewer Facility Expansion, Fund 622 – for operations and expenditures related to construction of oversized sewer facilities or replacement of inadequate sewers.

The projected cash flow for FY15 – FY20 is shown in the table below. Note that the primary source of revenues are fees collected from developers (Sewer Capacity Charges).

Item	Notes	Budget	Projected Fiscal Year					Total																																																						
		2014-15	2015-16	2016-17	2017-18	2018-19	2019-20																																																							
<b>Beginning Balance, July 1</b>	[1]	3,223,647	580,697	586,497	603,997	698,797	809,697																																																							
<b>Revenues</b>																																																														
Capacity Charges	[2]	300,000	562,500	576,000	655,000	672,500	759,000	3,225,000																																																						
Transfer from Fund 621																																																														
Investment Income	[3]	15,000	2,900	2,900	3,000	3,500	4,000	16,300																																																						
<b>Total Revenues</b>		<b>315,000</b>	<b>565,400</b>	<b>578,900</b>	<b>658,000</b>	<b>676,000</b>	<b>763,000</b>	<b>3,241,300</b>																																																						
<b>Expenditures</b>	[1]																																																													
Services & Supplies		56,791	58,500	60,300	62,100	64,000	65,900	310,800																																																						
Interfund Charges		1,159	1,100	1,100	1,100	1,100	1,100	5,500																																																						
Sewer Main Replacement		2,900,000	500,000	500,000	500,000	500,000	500,000	2,500,000																																																						
<b>Total Expenditures</b>		<b>2,957,950</b>	<b>559,600</b>	<b>561,400</b>	<b>563,200</b>	<b>565,100</b>	<b>567,000</b>	<b>2,816,300</b>																																																						
<b>Net Revenue</b>		(2,642,950)	5,800	17,500	94,800	110,900	196,000																																																							
<b>Ending Balance, June 30</b>		<b>580,697</b>	<b>586,497</b>	<b>603,997</b>	<b>698,797</b>	<b>809,697</b>	<b>1,005,697</b>																																																							
<p>1 All values for FY 2014-15 and FY 2015-16 are from p. 258 of the 2014-15 Operating Budget. Expenditures for FY 2016-17 onward are based a 3% escalation of the previous years' value.</p> <p>2 Revenue from capacity charges for 2015-16 onward is estimated as shown below.</p> <table border="1"> <thead> <tr> <th></th> <th><u>2014-15</u></th> <th><u>2015-16</u></th> <th><u>2016-17</u></th> <th><u>2017-18</u></th> <th><u>2018-19</u></th> <th><u>2019-20</u></th> </tr> </thead> <tbody> <tr> <td><i>current capacity charge, \$/EDU &gt;</i></td> <td>2,336</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td><i>projected annual escalation percent &gt;</i></td> <td></td> <td></td> <td>2.5%</td> <td>2.5%</td> <td>2.5%</td> <td>2.5%</td> </tr> <tr> <td><i>projected capacity charge, \$/EDU &gt;</i></td> <td></td> <td>2,500</td> <td>2,560</td> <td>2,620</td> <td>2,690</td> <td>2,760</td> </tr> <tr> <td><i>projected EDU connections &gt;</i></td> <td></td> <td>225</td> <td>225</td> <td>250</td> <td>250</td> <td>275</td> </tr> <tr> <td><i>projected capacity charge revenue, \$ &gt;</i></td> <td></td> <td>562,500</td> <td>576,000</td> <td>655,000</td> <td>672,500</td> <td>759,000</td> </tr> </tbody> </table> <p>3 Interest income for FY 2015-16 onward is based on the interest rates listed below times the beginning fund balance.</p> <table border="1"> <thead> <tr> <th></th> <th><u>2015-16</u></th> <th><u>2016-17</u></th> <th><u>2017-18</u></th> <th><u>2018-19</u></th> <th><u>2019-20</u></th> </tr> </thead> <tbody> <tr> <td></td> <td>0.5%</td> <td>0.5%</td> <td>0.5%</td> <td>0.5%</td> <td>0.5%</td> </tr> </tbody> </table>										<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<i>current capacity charge, \$/EDU &gt;</i>	2,336						<i>projected annual escalation percent &gt;</i>			2.5%	2.5%	2.5%	2.5%	<i>projected capacity charge, \$/EDU &gt;</i>		2,500	2,560	2,620	2,690	2,760	<i>projected EDU connections &gt;</i>		225	225	250	250	275	<i>projected capacity charge revenue, \$ &gt;</i>		562,500	576,000	655,000	672,500	759,000		<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>		0.5%	0.5%	0.5%	0.5%	0.5%
	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>																																																								
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## Section 7

# Limitations

This document was prepared solely for the City of Antioch in accordance with professional standards at the time the services were performed and in accordance with the contract between the City of Antioch and Municipal Financial Services. This document is governed by the specific scope of work authorized by the City of Antioch in an Agreement dated January 29, 2014; it is not intended to be relied upon by any other party. We have relied on information or instructions provided by the City of Antioch and, unless otherwise expressly indicated, have made no independent investigation as to the validity, completeness, or accuracy of such information.

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## Appendix A: Water Use Data

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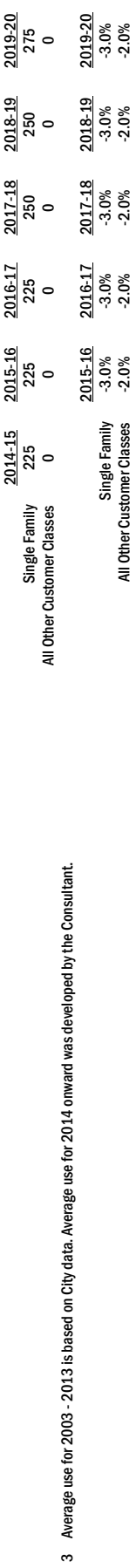
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Table A-1  
Historic and Projected Water Deliveries

Item	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Production, HCF	8,550,158	9,055,443	8,902,724	8,539,693	9,311,375	8,839,480	7,898,743	7,515,038	7,565,201	7,824,967	8,242,214	7,245,021					
Deliveries, HCF [1]																	
Single Family	5,886,697	6,478,175	6,592,815	6,509,339	6,227,384	5,844,011	5,049,668	4,905,405	4,875,488	5,138,397	5,388,837	4,497,012	4,396,149	4,297,290	4,203,965	4,112,373	4,025,841
Multi Family	644,884	698,313	635,683	611,033	611,838	589,218	563,518	543,083	576,288	580,836	595,889	544,896	533,998	523,318	512,852	502,595	492,543
Com/Inst	634,733	643,599	605,177	606,880	640,588	717,616	608,402	563,587	702,722	642,078	635,139	649,496	636,506	623,776	611,301	599,075	587,093
Industrial	332,996	424,609	419,220	418,510	365,370	367,813	338,676	320,623	328,698	121,781	101,649	107,454	105,305	103,199	101,135	99,112	97,130
Lscp/lrr	1,117,404	1,175,638	445,171	1,349,048	44,060	1,584,738	785,833	814,881	656,015	923,208	1,049,682	792,360	776,513	760,983	745,763	730,848	716,231
Other	160,862	83,926	62,187	70,497	44,060	37,910	277,276	249,410	114,819	111,049	162,617	103,301	101,235	99,211	97,226	95,282	93,376
Total	8,777,577	9,504,260	8,760,253	9,565,307	9,549,806	9,141,306	7,623,373	7,396,989	7,254,030	7,517,349	7,933,813	6,694,519	6,549,706	6,407,776	6,272,242	6,139,284	6,012,214
Total, rounded	8,780,000	9,500,000	8,760,000	9,570,000	9,550,000	9,140,000	7,620,000	7,400,000	7,250,000	7,520,000	7,930,000	6,690,000	6,550,000	6,410,000	6,270,000	6,140,000	6,010,000
Total, million gallons	6,567	7,110	6,554	7,156	7,144	6,839	5,703	5,534	5,427	5,624	5,935	5,008	4,900	4,794	4,692	4,593	4,498
Total, gallons per da	17,990,000	19,480,000	17,950,000	19,600,000	19,570,000	18,740,000	15,620,000	15,160,000	14,870,000	15,410,000	16,260,000	13,720,000	13,420,000	13,130,000	12,860,000	12,580,000	12,320,000
Accounts [2]																	
Single Family	27,234	27,432	27,644	27,550	27,143	27,486	27,812	28,003	28,287	28,466	28,602	28,827	29,052	29,277	29,527	29,777	30,052
Multi Family	693	693	695	695	680	688	688	690	690	688	688	688	688	688	688	688	688
Com/Inst	720	742	719	760	763	769	775	778	789	779	788	788	788	788	788	788	788
Industrial	15	15	19	19	19	18	18	17	17	17	15	15	15	15	15	15	15
Lscp/lrr	1,068	1,073	1,143	1,092	1,103	1,105	1,079	1,081	877	1,076	1,065	1,065	1,065	1,065	1,065	1,065	1,065
Other	191	169	216	243	246	261	295	294	301	301	280	280	280	280	280	280	280
Total	29,921	30,124	30,436	30,359	29,954	30,327	30,667	30,863	30,961	31,327	31,438	31,663	31,888	32,113	32,363	32,613	32,888
Average Use, HCF /mo [3]																	
Single Family	18.0	19.7	19.9	19.7	19.1	17.7	15.1	14.6	14.4	15.0	15.7	13.0	12.6	12.2	11.9	11.5	11.2
Multi Family	78	84	76	73	75	71	68	66	70	70	72	66	65	63	62	61	60
Com/Inst	73	72	70	67	70	78	65	60	74	69	67	69	67	66	65	63	62
Industrial	1,850	2,359	1,839	1,836	1,603	1,703	1,568	1,572	1,611	597	565	597	585	573	562	551	540
Lscp/lrr	87	91	32	103	125	120	61	63	62	72	82	62	61	60	58	57	56
Other	70	41	24	24	15	12	78	71	32	31	48	31	30	30	29	28	28

Notes:

1. Deliveries for 2003 - 2013 are from Department of Water Resources (DWR) Form 38 reports. Deliveries for 2014 onward are projected.  
 2. The number of accounts for 2003 - 2013 are from DWR Form 38 reports. The number of additional accounts for 2014 onward are projected as shown below.



3. Average use for 2003 - 2013 is based on City data. Average use for 2014 onward was developed by the Consultant.

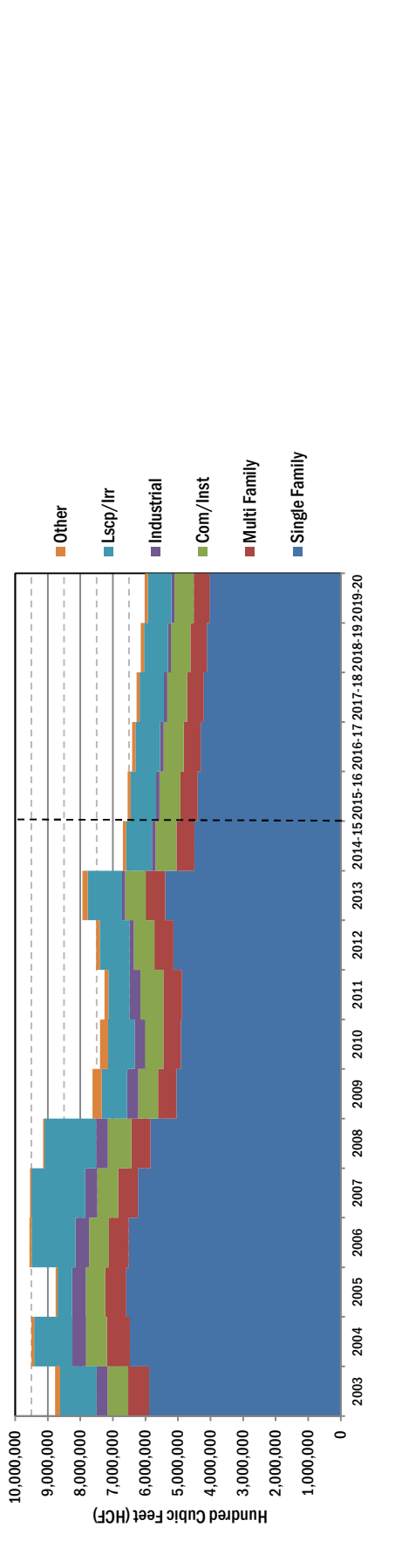


Table A-2  
Evaluation of Electricity Use and Water Use by Zone

List of Pump Stations Serving Each Zone

Zone	Pump Stations
Zone I	Canal East, Canal West and River
Zone II	Sunset and Water Treatment Plant
Zone III	Bear Ridge, Donlon, Hillcrest, Lone Tree #1 and Lone Tree #2
Zone IV	Cambridge and Dallas Ranch

Electricity Use by Month at Each Pump Station

Meter	Name	Zone	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13
8147598554	Lone Tree #2	III	\$14,063	\$11,135	\$8,903	\$8,178	\$5,659	\$4,829	\$3,709	\$2,306	\$3,419	\$4,299	\$6,760	\$11,444
8147598893	Hillcrest	III	\$8,362	\$8,582	\$7,602	\$7,894	\$5,009	\$2,736	\$4,291	\$4,188	\$4,508	\$4,330	\$7,232	\$10,244
8147598467	Dallas Ranch	IV	\$15,312	\$16,497	\$15,832	\$15,852	\$13,749	\$9,034	\$5,438	\$4,777	\$4,919	\$6,818	\$7,216	\$12,449
8147598821	Canal W	RawCW	\$14,115	\$28,162	\$21,565	\$12,461	\$7,862	\$1,545	\$327	\$343	\$928	\$1,591	\$13,382	\$17,454
8147598267	Sunset	II	\$769	\$699	\$718	\$728	\$594	\$458	\$490	\$471	\$509	\$465	\$615	\$783
8147598393	Donlon	III	\$6,219	\$6,199	\$5,700	\$5,888	\$4,074	\$2,613	\$2,053	\$2,155	\$2,417	\$2,943	\$4,632	\$6,278
8147598956	Cambridge	IV	\$2,525	\$2,302	\$2,334	\$2,248	\$1,578	\$1,162	\$1,009	\$1,081	\$1,293	\$1,240	\$1,928	\$2,570
3314263702	River	RawR	\$36,993	\$4,397	\$4,339	\$4,497	\$4,310	\$2,044	\$43,276	\$54,007	\$62,995	\$58,987	\$54,951	\$54,501
3314263704	WTP	WTP	\$66,293	\$67,502	\$59,104	\$55,420	\$40,179	\$26,321	\$14,047	\$26,068	\$29,737	\$32,478	\$49,427	\$64,077
8147598424	Lone Tree #1	III	\$11,160	\$10,926	\$11,406	\$10,521	\$8,798	\$4,980	\$3,849	\$4,917	\$5,258	\$5,248	\$8,182	\$10,976
8147598737	Canal E	RawCE	\$6,281	\$5,037	\$7,108	\$7,546	\$6,384	\$4,880	\$214	\$840	\$562	\$2,806	\$5,548	\$6,061
8147598507	Bear Ridge	III	\$402	\$438	\$443	\$432	\$307	\$200	\$193	\$182	\$215	\$204	\$308	\$447
Total			\$182,494	\$161,877	\$145,054	\$131,664	\$98,502	\$60,801	\$78,896	\$101,336	\$116,761	\$121,408	\$160,182	\$197,285

Summary by Month

Dollars	Percent
Zone I	31%
Zone II	37%
Zone III	22%
Zone IV	10%
Total	100%
Zone I	23%
Zone II	42%
Zone III	23%
Zone IV	12%
Total	100%
Zone I	36%
Zone II	35%
Zone III	20%
Zone IV	10%
Total	100%

Summary for FY 2012-13

Dollars	Percent
Zone I	31%
Zone II	37%
Zone III	22%
Zone IV	10%
Total	100%
Zone I	19%
Zone II	41%
Zone III	25%
Zone IV	13%
Total	100%
Zone I	19%
Zone II	43%
Zone III	25%
Zone IV	14%
Total	100%

Water Use in Each Zone \*

Zone	Calendar Year 2012		Calendar Year 2013		Composite of CY 2012 and CY 2013 Data	
	HCF by Zone	Percent	HCF by Zone	Percent	59% of Total 2012 Use Jul-Dec	41% of Total 2013 Use Jan-Jun
Zone I	716,415	10.3%	720,656	9.7%	422,685	295,469
Zone II	2,352,365	32.1%	2,375,199	30.9%	1,387,895	973,832
Zone III	3,324,520	45.1%	3,625,663	46.8%	1,961,467	1,486,522
Zone IV	926,458	12.5%	984,007	12.6%	546,610	403,443
Total	7,319,758		7,705,525		4,318,657	3,159,265
					7,477,922	100.0%

\* HCF data for 2012 and 2013 is from the City's billing data and is based on sums using only the Zone codes.

Total HCF values based on Zone codes is slightly different from HCF data based on other billing codes and the DWR Form 38 water use data.

The percent by zone used in the development of rates is a composite of CY 2012 and CY 2013 data. Use in each zone for 2012 is estimated to be 59 percent of total 2012 use.

Use in each zone for FY 2012-13 is estimated to be 59 percent of total 2012 use plus 41 percent of total 2013 use.



## Appendix B: Water “Plant in Service Factors” and Allocation of Costs

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Table B-1  
Water Fund 611 "Plant in Service" Factors

All Values in \$million Plant in Service	Valuation [1] Dollars	Useful Life, Years	Capital Recovery Expense [2] Dollars	Base (BAS)	Extra Capacity Maximum Day (XMD)	Fire Protection (FP)	Meters and Service Laterals (MTR)	Billing and Collection (CUS)	Basis of Allocation [3,4,5]				
									(BAS)	(XMD)	(FP)	(MTR)	(CUS)
Water Treatment Plant	37.000	50	2.027	1.212	0.774	0.041			60%	38%	2%		
Municipal Reservoir	24.000	50	1.315	0.786	0.502	0.026			60%	38%	2%		
E. & W. Canal Pump Stations	0.600	30	0.039	0.023	0.015	0.001			60%	38%	2%		
Clearwells	5.480	50	0.300	0.180	0.115	0.006			60%	38%	2%		
Reservoirs	10.000	50	0.548	0.328	0.209	0.011			60%	38%	2%		
Booster Pump Stations	41.630	30	2.708	1.087	0.694	0.926			40%	26%	34%		
Pressure Reducing Valves	4.100	30	0.267	0.107	0.068	0.091			40%	26%	34%		
Transmission Pipes	73.338	50	4.017	1.613	1.030	1.374			40%	26%	34%		
Distribution Pipes >= 8"	217.671	40	12.685	5.094	3.253	4.338			40%	26%	34%		
Distribution Pipes <6"	160.000	40	9.325	5.690	3.634				61%	39%			
Hydrants	23.075	50	1.264			1.264						100%	
Service Laterals	76.000	50	4.163				4.163						100%
Meters	24.320	30	1.582				1.582						100%
<b>Totals</b>	<b>697.214</b>		<b>40.239</b>	<b>16.121</b>	<b>10.295</b>	<b>8.078</b>	<b>5.745</b>	<b>0.000</b>					
% of Total				40%	26%	20%	14%	0%					

Notes:

- The list of Plant Assets, valuations and useful lives were provided by the City.
- The capital recovery expense is the capital recovery factor times the present value of the asset.  
The capital recovery factor is the ratio of a constant annuity to the present value of receiving that annuity for the useful life of the asset using the estimated real interest rate. The capital recovery expense is calculated using an interest rate of > 5.0%
- The Fire Protection allocation for the Treatment Plant and Reservoir is based on the volume of water used for public and private fire protection.
- Fire Protection allocation for Booster Pump Station, PRVs, Transmission Lines and Distribution Lines is based on concepts presented in the American Water Works Association, *Manual of Water Supply Practices, M1 Principles of Water Rates, Fees, and Charges*, 2012 Sixth Edition, page 143.  
The allocation is calculated using a formula developed by the Insurance Services Office that relates the percentage of total revenue allocated as fire protection costs based on the population served.

$$\text{Fire Demand} = 1,020 x^{1/2} (1 - 0.01x^{1/2}) \text{ in gallons per minute (gpm) where } x = \text{population in thousands; } x = 106 \text{ for the Antioch Service Area}$$

$$\text{Fire Demand} = 9,420 \text{ gpm}$$

$$\text{Maximum Day Demand} = 26.1 \text{ mgd from the Water Master Plan, Table 3.1}$$

$$\text{Maximum Day Demand} = 18,125 \text{ gpm}$$

$$\text{Fire Protection Allocation} = 9,420 / (9,420 + 18,125)$$

$$\text{Fire Protection Allocation} = 34\%$$

- Base (BAS) and Maximum Day (XMD) allocations for Water Treatment facilities are calculated as shown below:

$$\text{Average Day Demand} = 15.9 \text{ mgd from the Water Master Plan, Table 3.1}$$

$$\text{Maximum Day Demand} = 26.1 \text{ mgd}$$

$$\text{Base Allocation} = \frac{15.9}{26.1} = 61.0\%$$

$$\text{Maximum Day Allocation} = \frac{26.1 - 15.9}{26.1} = 39.0\%$$

Table B-2  
Water Fund 611 FY 2015-16 Cost Allocations, \$

Expense Category	Budget Projected 2015-16	Base (BAS)	Extra Capacity (CAP)	Zones II/III/IV Electricity Costs (ELE)	Fire Protection (FP)	Meters and Service Lat. (MTR)	Customer Billing (CUS)	Basis of Allocation [1,2,3]
<b>Operating Expenses</b>								
Supervision	3,243,751	1,821,166	1,163,085	0	0	259,500	0	"System Operation"
Production, Serv & Supl	17,119,740	5,975,982	3,816,553	1,446,162	3,436,814	2,444,229	0	"Plant in Service"
Production, Personnel	1,749,820	982,416	627,419	0	0	139,986	0	"System Operation"
Distribution	6,336,539	3,557,575	2,272,041	0	0	506,923	0	"System Operation"
Meter Reading	801,467						801,467	100% CUS
Warehouse/Stores	511,164						511,164	100% CUS
Additional Staffing	0	0	0		0	0	0	"Plant in Service"
<b>Total Operating</b>	<b>29,762,481</b>	<b>12,337,138</b>	<b>7,879,097</b>	<b>1,446,162</b>	<b>3,436,814</b>	<b>3,350,638</b>	<b>1,312,631</b>	
<b>Capital Expenses</b>								
Personnel	124,060	49,701	31,741		24,905	17,712	0	"Plant in Service"
Projects	1,160,000	464,720	296,793		232,872	165,616	0	"Plant in Service"
<b>Total Capital</b>	<b>1,284,060</b>	<b>514,420</b>	<b>328,534</b>	<b>0</b>	<b>257,777</b>	<b>183,329</b>	<b>0</b>	
<b>Capital Reserve</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	"Plant in Service"
<b>Total Expenditures</b>	<b>31,046,541</b>	<b>12,851,559</b>	<b>8,207,631</b>	<b>1,446,162</b>	<b>3,694,592</b>	<b>3,533,967</b>	<b>1,312,631</b>	
<b>REVENUE REQUIREMENT ALLOCATION</b>		<b>41.4%</b>	<b>26.4%</b>	<b>4.7%</b>	<b>11.9%</b>	<b>11.4%</b>	<b>4.2%</b>	

1 The "Plant in Service" factor is from Table B-1 and allocates costs as shown below.

	(BAS)	(CAP)	(ELE)	(FP)	(MTR)	(CUS)
	40%	26%	na	20%	14%	0%

2 The "System Operations" factor is based on labor allocation for system operation.

	(BAS)	(CAP)	(ELE)	(FP)	(MTR)	(CUS)
	56%	36%	0%	0%	8%	0%

3 Allocations to BAS and CAP for Production are net of \$1,446,162 for booster station and pump electric utility costs as shown below.

A) Calculate electricity costs for Zones I, II, III and IV

	% by Zone <u>2012-13</u>	2015-16 Electricity Costs <u>All Zones</u>
Zone I	36%	\$518,801
Zone II	35%	\$499,896
Zone III	20%	\$288,854
Zone IV	10%	\$138,610
Total		\$1,446,162

B) Adjust Production BAS and CAP allocations to exclude electricity costs for Zones I, II, III and IV

	(BAS)	(CAP)	Total BAS + CAP
	<u>40%</u>	<u>26%</u>	<u>66%</u>
Production BAS and CAP only >	\$6,858,515	\$4,380,181	\$11,238,696
% Allocation between Production BAS and CAP >	61%	39%	
Electricity costs for Zones I, II, III and IV >	<u>\$882,533</u>	<u>\$563,629</u>	<u>\$1,446,162</u>
Production BAS and CAP net of electricity costs >	\$5,975,982	\$3,816,553	\$9,792,535

## Appendix C: Water Quantity, Meter and Private Fire Service Charges Development Tables

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Table C-1  
Development of Elevation Charges for Zones II, III and IV

Allocation Category	Notes	Projected Fiscal Year				
		2015-16	2016-17	2017-18	2018-19	2019-20
Units of Use (HCF)	[1]	6,550,000	6,410,000	6,270,000	6,140,000	6,010,000
Use by Zone	<i>allocation %</i>					
Zone I	<i>10%</i>	629,000	616,000	602,000	590,000	577,000
Zone II	<i>32%</i>	2,069,000	2,024,000	1,980,000	1,939,000	1,898,000
Zone III	<i>46%</i>	3,020,000	2,956,000	2,891,000	2,831,000	2,771,000
Zone IV	<i>13%</i>	832,000	814,000	797,000	780,000	764,000
Electricity Costs	[2,3]	\$1,446,000	\$1,504,000	\$1,564,000	\$1,627,000	\$1,692,000
Costs by Zone	<i>allocation %</i>					
Zone I	<i>36%</i>	\$519,000	\$540,000	\$561,000	\$584,000	\$607,000
Zone II	<i>35%</i>	\$500,000	\$520,000	\$541,000	\$562,000	\$585,000
Zone III	<i>20%</i>	\$289,000	\$300,000	\$312,000	\$325,000	\$338,000
Zone IV	<i>10%</i>	\$139,000	\$144,000	\$150,000	\$156,000	\$162,000
Development of Elevation Zone Charges for Zone I, Zone II, Zone III and Zone IV						
Water Thru Zone I						
Electricity Costs, dollars		\$519,000	\$540,000	\$561,000	\$584,000	\$607,000
Water Use, HCF						
Zone I		6,550,000	6,410,000	6,270,000	6,140,000	6,010,000
<b>Zone I Charge, \$/HCF</b>	<i>not rounded &gt;</i>	<b>\$0.079</b>	<b>\$0.084</b>	<b>\$0.089</b>	<b>\$0.095</b>	<b>\$0.101</b>
Water Thru Zone II						
Electricity Costs, dollars		\$500,000	\$520,000	\$541,000	\$562,000	\$585,000
Water Use, HCF						
Zone II		2,069,000	2,024,000	1,980,000	1,939,000	1,898,000
Zone III		3,020,000	2,956,000	2,891,000	2,831,000	2,771,000
Zone IV		832,000	814,000	797,000	780,000	764,000
Total Water Use		5,921,000	5,794,000	5,668,000	5,550,000	5,433,000
<b>Zone II Charge, \$/HCF</b>	<i>not rounded &gt;</i>	<b>\$0.084</b>	<b>\$0.090</b>	<b>\$0.095</b>	<b>\$0.101</b>	<b>\$0.108</b>
Water Thru Zone III						
Electricity Costs, dollars		\$289,000	\$300,000	\$312,000	\$325,000	\$338,000
Water Use, HCF						
Zone III		3,020,000	2,956,000	2,891,000	2,831,000	2,771,000
Zone IV		832,000	814,000	797,000	780,000	764,000
Total Water Use		3,852,000	3,770,000	3,688,000	3,611,000	3,535,000
<b>Zone III Charge, \$/HCF</b>	<i>not rounded &gt;</i>	<b>\$0.075</b>	<b>\$0.080</b>	<b>\$0.085</b>	<b>\$0.090</b>	<b>\$0.096</b>
Water Thru Zone IV						
Electricity Costs, dollars		\$139,000	\$144,000	\$150,000	\$156,000	\$162,000
Water Use, HCF						
Zone IV		832,000	814,000	797,000	780,000	764,000
<b>Zone IV Charge, \$/HCF</b>	<i>not rounded &gt;</i>	<b>\$0.167</b>	<b>\$0.177</b>	<b>\$0.188</b>	<b>\$0.200</b>	<b>\$0.212</b>
Elevation Zone Charges, \$/HCF						
Zone						
<b>Zone I</b>	<i>roundup to \$0.01 &gt;</i>	<b>\$0.08</b>	<b>\$0.09</b>	<b>\$0.09</b>	<b>\$0.10</b>	<b>\$0.11</b>
<b>Zone II</b>	<i>roundup to \$0.01 &gt;</i>	<b>\$0.09</b>	<b>\$0.09</b>	<b>\$0.10</b>	<b>\$0.11</b>	<b>\$0.11</b>
<b>Zone III</b>	<i>roundup to \$0.01 &gt;</i>	<b>\$0.16</b>	<b>\$0.17</b>	<b>\$0.19</b>	<b>\$0.20</b>	<b>\$0.21</b>
<b>Zone IV</b>	<i>roundup to \$0.01 &gt;</i>	<b>\$0.33</b>	<b>\$0.35</b>	<b>\$0.37</b>	<b>\$0.40</b>	<b>\$0.42</b>

Notes:

1 Allocation of water use among zones is based on data shown in Table A-2.

2 Electricity costs for 2015-16 are estimated as described below.

A) Estimate change in water use from 2012-13 to 2015-16

	Actual <i>2012-13</i>	Estimated <i>2015-16</i>	<i>% Change</i>
Water Use in All Zones >	7,477,922	6,550,000	-12.4%

B) Apply percent change in water use from 2012-13 to 2015-16 to calculate 2015-16 electricity costs in 2013 dollars

	Actual <i>2012-13</i>	<i>% Change</i>	Estimated (2013\$) <i>2015-16</i>
Estimated Electricity Costs in 2013 dollars, All Zones >	\$1,556,260	-12.4%	\$1,363,146

C) Adjust 2015-16 electricity costs in 2013 dollars by 3 percent for two years to current dollars

	Estimated (2013\$) <i>2015-16</i>	<i>% Change</i>	Estimated (2015\$) <i>2015-16</i>
Estimated Electricity Costs in 2015 dollars, All Zones >	\$1,363,146	6.1%	\$1,446,162
		round to \$000 >	\$1,446,000

3 Electricity costs for 2016-17 onward are the previous years' value escalated by 4%.



Table C-2  
Quantity Charges

Cost Category	Projected Fiscal Year				
	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Unit Costs</b>					
<i>Avg Base Rate (\$/HCF)</i>	\$1.77	\$1.92	\$2.22	\$2.42	\$2.65
<i>Avg Extra Capacity Rate (\$/HCF)</i>	\$1.13	\$1.22	\$1.41	\$1.53	\$1.68
<i>Zone I Electricity (\$/HCF)</i>	\$0.08	\$0.09	\$0.09	\$0.10	\$0.11
Zone I (=Total)	\$2.99	\$3.24	\$3.73	\$4.05	\$4.44
Zone II	\$0.09	\$0.09	\$0.10	\$0.11	\$0.11
Zone III	\$0.16	\$0.17	\$0.19	\$0.20	\$0.21
Zone IV	\$0.33	\$0.35	\$0.37	\$0.40	\$0.42
<b>Zone Costs</b>					
Zone I	\$2.99	\$3.24	\$3.73	\$4.05	\$4.44
Zone II	\$3.08	\$3.33	\$3.83	\$4.16	\$4.55
Zone III	\$3.15	\$3.41	\$3.92	\$4.25	\$4.65
Zone IV	\$3.32	\$3.59	\$4.10	\$4.45	\$4.86

Table C-3  
Single Family Inclining Block Quantity Charges

Item	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Single Family Water Use Characteristics</b>					
Average Annual Water Use					
Annual Water Use, Percent					
Percent Less Than or Equal to Average (Tier 1)	70%	70%	70%	70%	70%
Percent Greater Average (Tier 2)	30%	30%	30%	30%	30%
Tier Breaks					
Tier 1	0 - 13 HCF	0 - 13 HCF	0 - 12 HCF	0 - 12 HCF	0 - 12 HCF
Tier 2	> 13 HCF	> 13 HCF	> 12 HCF	> 12 HCF	> 12 HCF
Annual Water Use, HCF					
<i>Total</i>	<i>4,396,149</i>	<i>4,297,290</i>	<i>4,203,965</i>	<i>4,112,373</i>	<i>4,025,841</i>
Tier 1	3,077,304	3,008,103	2,942,776	2,878,661	2,818,089
Tier 2	1,318,845	1,289,187	1,261,190	1,233,712	1,207,752
<b>Single Family Revenue Requirements</b>					
Base Cost Allocation					
Total All Users, Dollars	\$11,610,000	\$12,314,000	\$13,927,000	\$14,836,000	\$15,909,000
Single Family Allocation based on Water Use					
Percent	67.1%	67.0%	67.0%	67.0%	67.0%
Dollars	\$7,792,257	\$8,255,355	\$9,337,899	\$9,936,671	\$10,656,757
Extra Capacity Cost Allocation					
Total All Users, Dollars	\$7,415,000	\$7,837,000	\$8,864,000	\$9,410,000	\$10,090,000
Single Family Allocation based on Water Use					
Percent	67.1%	67.0%	67.0%	67.0%	67.0%
Dollars	\$4,976,709	\$5,253,956	\$5,943,213	\$6,302,513	\$6,758,858
<b>Single Family Inclining Block Quantity Charges, \$/HCF</b>					
Uniform Quantity Charge					
Base Component					
Dollar Allocation	\$7,792,257	\$8,255,355	\$9,337,899	\$9,936,671	\$10,656,757
Single Family Water Use	4,396,149	4,297,290	4,203,965	4,112,373	4,025,841
Base Unit Cost	\$1.77	\$1.92	\$2.22	\$2.42	\$2.65
Extra Capacity Component					
Dollar Allocation	\$4,976,709	\$5,253,956	\$5,943,213	\$6,302,513	\$6,758,858
Single Family Water Use	4,396,149	4,297,290	4,203,965	4,112,373	4,025,841
Extra Capacity Unit Cost	\$1.13	\$1.22	\$1.41	\$1.53	\$1.68
<b>Uniform Quantity Charge (Base + Extra Capacity Components)</b>	<b>\$2.91</b>	<b>\$3.15</b>	<b>\$3.64</b>	<b>\$3.95</b>	<b>\$4.33</b>
Inclining Block Quantity Charges					
Tier 1 (Base Component Dollars)					
Dollar Allocation	\$7,792,257	\$8,255,355	\$9,337,899	\$9,936,671	\$10,656,757
Single Family Water Use in Tier 1	3,077,304	3,008,103	2,942,776	2,878,661	2,818,089
<b>Tier 1 Quantity Charge</b>	<b>\$2.53</b>	<b>\$2.74</b>	<b>\$3.17</b>	<b>\$3.45</b>	<b>\$3.78</b>
Tier 2 (Extra Capacity Component Dollars)					
Dollar Allocation	\$4,976,709	\$5,253,956	\$5,943,213	\$6,302,513	\$6,758,858
Single Family Water Use w/Uniform Rate	1,318,845	1,289,187	1,261,190	1,233,712	1,207,752
% Reduction in Use	10%	10%	10%	10%	10%
Single Family Water Use in Tier 2 w/Inclining Block	1,186,960	1,160,268	1,135,071	1,110,341	1,086,977
<b>Tier 2 Quantity Charge</b>	<b>\$4.19</b>	<b>\$4.53</b>	<b>\$5.24</b>	<b>\$5.68</b>	<b>\$6.22</b>

Table C-4  
 Meter Service Charges

Cost Category	Projected Fiscal Year					
	2015-16	2016-17	2017-18	2018-19	2019-20	
<b>Unit Costs</b>						
Fire Protection Rate (\$/eq. mtr-month)	\$7.28	\$7.88	\$8.85	\$9.62	\$10.25	
Meter/Lateral Rate (\$/eq. mtr-month)	\$6.96	\$7.54	\$8.48	\$9.22	\$9.82	
Account Rate (\$/acct-month)	\$3.22	\$3.41	\$3.83	\$4.07	\$4.33	
<b>Metered Service</b>	<i>Meter Ratio</i>					
5/8 x 3/4-inch	1.00	\$17.50	\$18.80	\$21.20	\$22.90	\$24.40
1-inch	2.53	\$39.30	\$42.50	\$47.70	\$52.00	\$55.00
1½-inch	5.00	\$74.00	\$81.00	\$90.00	\$98.00	\$105.00
2-inch	8.00	\$117.00	\$127.00	\$142.00	\$155.00	\$165.00
3-inch	15.00	\$217.00	\$235.00	\$264.00	\$287.00	\$305.00
4-inch	25.00	\$359.00	\$389.00	\$437.00	\$475.00	\$506.00
6-inch	50.00	\$715.00	\$775.00	\$870.00	\$946.00	\$1,008.00
8-inch	80.00	\$1,142.00	\$1,237.00	\$1,390.00	\$1,512.00	\$1,610.00
10-inch	115.00	\$1,640.00	\$1,777.00	\$1,997.00	\$2,171.00	\$2,312.00
12-inch	165.00	\$2,352.00	\$2,548.00	\$2,864.00	\$3,113.00	\$3,315.00

## **Appendix D: Single Family Monthly Water Bills Tables**

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Table D-3  
 Single Family Monthly Bills Comparison  
 Current Uniform v Recommended Uniform Quantity Charges

		CURRENT RATES				UNIFORM RECOMMENDED RATES FY 2015-16				Dollar Change				Percent Change			
Monthly Water Use HCF	gpd	Total Monthly Bill				Total Monthly Bill				Dollar Change				Percent Change			
		Zone I	Zone II	Zone III	Zone IV	Zone I	Zone II	Zone III	Zone IV	Zone I	Zone II	Zone III	Zone IV	Zone I	Zone II	Zone III	Zone IV
0	0	\$15.60	\$15.60	\$15.60	\$15.60	\$17.50	\$17.50	\$17.50	\$17.50	\$1.90	\$1.90	\$1.90	\$1.90	12%	12%	12%	12%
1	25	\$18.02	\$18.11	\$18.24	\$18.52	\$20.49	\$20.58	\$20.65	\$20.82	\$2.47	\$2.47	\$2.41	\$2.30	14%	14%	13%	12%
2	49	\$20.44	\$20.62	\$20.88	\$21.44	\$23.48	\$23.66	\$23.80	\$24.14	\$3.04	\$3.04	\$2.92	\$2.70	15%	15%	14%	13%
3	74	\$22.86	\$23.13	\$23.52	\$24.36	\$26.47	\$26.74	\$26.95	\$27.46	\$3.61	\$3.61	\$3.43	\$3.10	16%	16%	15%	13%
4	98	\$25.28	\$25.64	\$26.16	\$27.28	\$29.46	\$29.82	\$30.10	\$30.78	\$4.18	\$4.18	\$3.94	\$3.50	17%	16%	15%	13%
5	123	\$27.70	\$28.15	\$28.80	\$30.20	\$32.45	\$32.90	\$33.25	\$34.10	\$4.75	\$4.75	\$4.45	\$3.90	17%	17%	15%	13%
6	148	\$30.12	\$30.66	\$31.44	\$33.12	\$35.44	\$35.98	\$36.40	\$37.42	\$5.32	\$5.32	\$4.96	\$4.30	18%	17%	16%	13%
7	172	\$32.54	\$33.17	\$34.08	\$36.04	\$38.43	\$39.06	\$39.55	\$40.74	\$5.89	\$5.89	\$5.47	\$4.70	18%	18%	16%	13%
8	197	\$34.96	\$35.68	\$36.72	\$38.96	\$41.42	\$42.14	\$42.70	\$44.06	\$6.46	\$6.46	\$5.98	\$5.10	18%	18%	16%	13%
9	221	\$37.38	\$38.19	\$39.36	\$41.88	\$44.41	\$45.22	\$45.85	\$47.38	\$7.03	\$7.03	\$6.49	\$5.50	19%	18%	16%	13%
10	246	\$39.80	\$40.70	\$42.00	\$44.80	\$47.40	\$48.30	\$49.00	\$50.70	\$7.60	\$7.60	\$7.00	\$5.90	19%	19%	17%	13%
11	271	\$42.22	\$43.21	\$44.64	\$47.72	\$50.39	\$51.38	\$52.15	\$54.02	\$8.17	\$8.17	\$7.51	\$6.30	19%	19%	17%	13%
12	295	\$44.64	\$45.72	\$47.28	\$50.64	\$53.38	\$54.46	\$55.30	\$57.34	\$8.74	\$8.74	\$8.02	\$6.70	20%	19%	17%	13%
13	320	\$47.06	\$48.23	\$49.92	\$53.56	\$56.37	\$57.54	\$58.45	\$60.66	\$9.31	\$9.31	\$8.53	\$7.10	20%	19%	17%	13%
14	344	\$49.48	\$50.74	\$52.56	\$56.48	\$59.36	\$60.62	\$61.60	\$63.98	\$9.88	\$9.88	\$9.04	\$7.50	20%	19%	17%	13%
15	369	\$51.90	\$53.25	\$55.20	\$59.40	\$62.35	\$63.70	\$64.75	\$67.30	\$10.45	\$10.45	\$9.55	\$7.90	20%	20%	17%	13%
16	394	\$54.32	\$55.76	\$57.84	\$62.32	\$65.34	\$66.78	\$67.90	\$70.62	\$11.02	\$11.02	\$10.06	\$8.30	20%	20%	17%	13%
17	418	\$56.74	\$58.27	\$60.48	\$65.24	\$68.33	\$69.86	\$71.05	\$73.94	\$11.59	\$11.59	\$10.57	\$8.70	20%	20%	17%	13%
18	443	\$59.16	\$60.78	\$63.12	\$68.16	\$71.32	\$72.94	\$74.20	\$77.26	\$12.16	\$12.16	\$11.08	\$9.10	21%	20%	18%	13%
19	467	\$61.58	\$63.29	\$65.76	\$71.08	\$74.31	\$76.02	\$77.35	\$80.58	\$12.73	\$12.73	\$11.59	\$9.50	21%	20%	18%	13%
20	492	\$64.00	\$65.80	\$68.40	\$74.00	\$77.30	\$79.10	\$80.50	\$83.90	\$13.30	\$13.30	\$12.10	\$9.90	21%	20%	18%	13%
21	516	\$66.42	\$68.31	\$71.04	\$76.92	\$80.29	\$82.18	\$83.65	\$87.22	\$13.87	\$13.87	\$12.61	\$10.30	21%	20%	18%	13%
22	541	\$68.84	\$70.82	\$73.68	\$79.84	\$83.28	\$85.26	\$86.80	\$90.54	\$14.44	\$14.44	\$13.12	\$10.70	21%	20%	18%	13%
23	566	\$71.26	\$73.33	\$76.32	\$82.76	\$86.27	\$88.34	\$89.95	\$93.86	\$15.01	\$15.01	\$13.63	\$11.10	21%	20%	18%	13%
24	590	\$73.68	\$75.84	\$78.96	\$85.68	\$89.26	\$91.42	\$93.10	\$97.18	\$15.58	\$15.58	\$14.14	\$11.50	21%	21%	18%	13%
25	615	\$76.10	\$78.35	\$81.60	\$88.60	\$92.25	\$94.50	\$96.25	\$100.50	\$16.15	\$16.15	\$14.65	\$11.90	21%	21%	18%	13%
26	639	\$78.52	\$80.86	\$84.24	\$91.52	\$95.24	\$97.58	\$99.40	\$103.82	\$16.72	\$16.72	\$15.16	\$12.30	21%	21%	18%	13%
27	664	\$80.94	\$83.37	\$86.88	\$94.44	\$98.23	\$100.66	\$102.55	\$107.14	\$17.29	\$17.29	\$15.67	\$12.70	21%	21%	18%	13%
28	689	\$83.36	\$85.88	\$89.52	\$97.36	\$101.22	\$103.74	\$105.70	\$110.46	\$17.86	\$17.86	\$16.18	\$13.10	21%	21%	18%	13%
29	713	\$85.78	\$88.39	\$92.16	\$100.28	\$104.21	\$106.82	\$108.85	\$113.78	\$18.43	\$18.43	\$16.69	\$13.50	21%	21%	18%	13%
30	738	\$88.20	\$90.90	\$94.80	\$103.20	\$107.20	\$109.90	\$112.00	\$117.10	\$19.00	\$19.00	\$17.20	\$13.90	22%	21%	18%	13%
31	762	\$90.62	\$93.41	\$97.44	\$106.12	\$110.19	\$112.98	\$115.15	\$120.42	\$19.57	\$19.57	\$17.71	\$14.30	22%	21%	18%	13%
32	787	\$93.04	\$95.92	\$100.08	\$109.04	\$113.18	\$116.06	\$118.30	\$123.74	\$20.14	\$20.14	\$18.22	\$14.70	22%	21%	18%	13%
33	812	\$95.46	\$98.43	\$102.72	\$111.96	\$116.17	\$119.14	\$121.45	\$127.06	\$20.71	\$20.71	\$18.73	\$15.10	22%	21%	18%	13%
34	836	\$97.88	\$100.94	\$105.36	\$114.88	\$119.16	\$122.22	\$124.60	\$130.38	\$21.28	\$21.28	\$19.24	\$15.50	22%	21%	18%	13%
35	861	\$100.30	\$103.45	\$108.00	\$117.80	\$122.15	\$125.30	\$127.75	\$133.70	\$21.85	\$21.85	\$19.75	\$15.90	22%	21%	18%	13%
36	885	\$102.72	\$105.96	\$110.64	\$120.72	\$125.14	\$128.38	\$130.90	\$137.02	\$22.42	\$22.42	\$20.26	\$16.30	22%	21%	18%	14%
37	910	\$105.14	\$108.47	\$113.28	\$123.64	\$128.13	\$131.46	\$134.05	\$140.34	\$22.99	\$22.99	\$20.77	\$16.70	22%	21%	18%	14%
38	935	\$107.56	\$110.98	\$115.92	\$126.56	\$131.12	\$134.54	\$137.20	\$143.66	\$23.56	\$23.56	\$21.28	\$17.10	22%	21%	18%	14%
39	959	\$109.98	\$113.49	\$118.56	\$129.48	\$134.11	\$137.62	\$140.35	\$146.98	\$24.13	\$24.13	\$21.79	\$17.50	22%	21%	18%	14%
40	984	\$112.40	\$116.00	\$121.20	\$132.40	\$137.10	\$140.70	\$143.50	\$150.30	\$24.70	\$24.70	\$22.30	\$17.90	22%	21%	18%	14%
41	1,008	\$114.82	\$118.51	\$123.84	\$135.32	\$140.09	\$143.78	\$146.65	\$153.62	\$25.27	\$25.27	\$22.81	\$18.30	22%	21%	18%	14%
42	1,033	\$117.24	\$121.02	\$126.48	\$138.24	\$143.08	\$146.86	\$149.80	\$156.94	\$25.84	\$25.84	\$23.32	\$18.70	22%	21%	18%	14%
43	1,058	\$119.66	\$123.53	\$129.12	\$141.16	\$146.07	\$149.94	\$152.95	\$160.26	\$26.41	\$26.41	\$23.83	\$19.10	22%	21%	18%	14%
44	1,082	\$122.08	\$126.04	\$131.76	\$144.08	\$149.06	\$153.02	\$156.10	\$163.58	\$26.98	\$26.98	\$24.34	\$19.50	22%	21%	18%	14%
45	1,107	\$124.50	\$128.55	\$134.40	\$147.00	\$152.05	\$156.10	\$159.25	\$166.90	\$27.55	\$27.55	\$24.85	\$19.90	22%	21%	18%	14%
46	1,131	\$126.92	\$131.06	\$137.04	\$149.92	\$155.04	\$159.18	\$162.40	\$170.22	\$28.12	\$28.12	\$25.36	\$20.30	22%	21%	19%	14%
47	1,156	\$129.34	\$133.57	\$139.68	\$152.84	\$158.03	\$162.26	\$165.55	\$173.54	\$28.69	\$28.69	\$25.87	\$20.70	22%	21%	19%	14%
48	1,181	\$131.76	\$136.08	\$142.32	\$155.76	\$161.02	\$165.34	\$168.70	\$176.86	\$29.26	\$29.26	\$26.38	\$21.10	22%	22%	19%	14%
49	1,205	\$134.18	\$138.59	\$144.96	\$158.68	\$164.01	\$168.42	\$171.85	\$180.18	\$29.83	\$29.83	\$26.89	\$21.50	22%	22%	19%	14%
50	1,230	\$136.60	\$141.10	\$147.60	\$161.60	\$167.00	\$171.50	\$175.00	\$183.50	\$30.40	\$30.40	\$27.40	\$21.90	22%	22%	19%	14%

Table D-4  
 Single Family Monthly Bills Comparison  
 Current Uniform v Recommended Inclining Block Quantity Charges

		CURRENT RATES				INCLINING BLOCK RECOMMENDED RATES FY 2015-16											
Monthly Water Use HCF	gpd	Total Monthly Bill				Total Monthly Bill				Dollar Change				Percent Change			
		Zone I	Zone II	Zone III	Zone IV	Zone I	Zone II	Zone III	Zone IV	Zone I	Zone II	Zone III	Zone IV	Zone I	Zone II	Zone III	Zone IV
0	0	\$15.60	\$15.60	\$15.60	\$15.60	\$17.50	\$17.50	\$17.50	\$17.50	\$1.90	\$1.90	\$1.90	\$1.90	12%	12%	12%	12%
1	25	\$18.02	\$18.11	\$18.24	\$18.52	\$20.03	\$20.12	\$20.19	\$20.36	\$2.01	\$2.01	\$1.95	\$1.84	11%	11%	11%	10%
2	49	\$20.44	\$20.62	\$20.88	\$21.44	\$22.56	\$22.74	\$22.88	\$23.22	\$2.12	\$2.12	\$2.00	\$1.78	10%	10%	10%	8%
3	74	\$22.86	\$23.13	\$23.52	\$24.36	\$25.09	\$25.36	\$25.57	\$26.08	\$2.23	\$2.23	\$2.05	\$1.72	10%	10%	9%	7%
4	98	\$25.28	\$25.64	\$26.16	\$27.28	\$27.62	\$27.98	\$28.26	\$28.94	\$2.34	\$2.34	\$2.10	\$1.66	9%	9%	8%	6%
5	123	\$27.70	\$28.15	\$28.80	\$30.20	\$30.15	\$30.60	\$30.95	\$31.80	\$2.45	\$2.45	\$2.15	\$1.60	9%	9%	7%	5%
6	148	\$30.12	\$30.66	\$31.44	\$33.12	\$32.68	\$33.22	\$33.64	\$34.66	\$2.56	\$2.56	\$2.20	\$1.54	8%	8%	7%	5%
7	172	\$32.54	\$33.17	\$34.08	\$36.04	\$35.21	\$35.84	\$36.33	\$37.52	\$2.67	\$2.67	\$2.25	\$1.48	8%	8%	7%	4%
8	197	\$34.96	\$35.68	\$36.72	\$38.96	\$37.74	\$38.46	\$39.02	\$40.38	\$2.78	\$2.78	\$2.30	\$1.42	8%	8%	6%	4%
9	221	\$37.38	\$38.19	\$39.36	\$41.88	\$40.27	\$41.08	\$41.71	\$43.24	\$2.89	\$2.89	\$2.35	\$1.36	8%	8%	6%	3%
10	246	\$39.80	\$40.70	\$42.00	\$44.80	\$42.80	\$43.70	\$44.40	\$46.10	\$3.00	\$3.00	\$2.40	\$1.30	8%	7%	6%	3%
11	271	\$42.22	\$43.21	\$44.64	\$47.72	\$45.33	\$46.32	\$47.09	\$48.96	\$3.11	\$3.11	\$2.45	\$1.24	7%	7%	5%	3%
12	295	\$44.64	\$45.72	\$47.28	\$50.64	\$47.86	\$48.94	\$49.78	\$51.82	\$3.22	\$3.22	\$2.50	\$1.18	7%	7%	5%	2%
13	320	\$47.06	\$48.23	\$49.92	\$53.56	\$50.39	\$51.56	\$52.47	\$54.68	\$3.33	\$3.33	\$2.55	\$1.12	7%	7%	5%	2%
14	344	\$49.48	\$50.74	\$52.56	\$56.48	\$54.58	\$55.84	\$56.82	\$59.20	\$5.10	\$5.10	\$4.26	\$2.72	10%	10%	8%	5%
15	369	\$51.90	\$53.25	\$55.20	\$59.40	\$58.77	\$60.12	\$61.17	\$63.72	\$6.87	\$6.87	\$5.97	\$4.32	13%	13%	11%	7%
16	394	\$54.32	\$55.76	\$57.84	\$62.32	\$62.96	\$64.40	\$65.52	\$68.24	\$8.64	\$8.64	\$7.68	\$5.92	16%	15%	13%	9%
17	418	\$56.74	\$58.27	\$60.48	\$65.24	\$67.15	\$68.68	\$69.87	\$72.76	\$10.41	\$10.41	\$9.39	\$7.52	18%	18%	16%	12%
18	443	\$59.16	\$60.78	\$63.12	\$68.16	\$71.34	\$72.96	\$74.22	\$77.28	\$12.18	\$12.18	\$11.10	\$9.12	21%	20%	18%	13%
19	467	\$61.58	\$63.29	\$65.76	\$71.08	\$75.53	\$77.24	\$78.57	\$81.80	\$13.95	\$13.95	\$12.81	\$10.72	23%	22%	19%	15%
20	492	\$64.00	\$65.80	\$68.40	\$74.00	\$79.72	\$81.52	\$82.92	\$86.32	\$15.72	\$15.72	\$14.52	\$12.32	25%	24%	21%	17%
21	516	\$66.42	\$68.31	\$71.04	\$76.92	\$83.91	\$85.80	\$87.27	\$90.84	\$17.49	\$17.49	\$16.23	\$13.92	26%	26%	23%	18%
22	541	\$68.84	\$70.82	\$73.68	\$79.84	\$88.10	\$90.08	\$91.62	\$95.36	\$19.26	\$19.26	\$17.94	\$15.52	28%	27%	24%	19%
23	566	\$71.26	\$73.33	\$76.32	\$82.76	\$92.29	\$94.36	\$95.97	\$99.88	\$21.03	\$21.03	\$19.65	\$17.12	30%	29%	26%	21%
24	590	\$73.68	\$75.84	\$78.96	\$85.68	\$96.48	\$98.64	\$100.32	\$104.40	\$22.80	\$22.80	\$21.36	\$18.72	31%	30%	27%	22%
25	615	\$76.10	\$78.35	\$81.60	\$88.60	\$100.67	\$102.92	\$104.67	\$108.92	\$24.57	\$24.57	\$23.07	\$20.32	32%	31%	28%	23%
26	639	\$78.52	\$80.86	\$84.24	\$91.52	\$104.86	\$107.20	\$109.02	\$113.44	\$26.34	\$26.34	\$24.78	\$21.92	34%	33%	29%	24%
27	664	\$80.94	\$83.37	\$86.88	\$94.44	\$109.05	\$111.48	\$113.37	\$117.96	\$28.11	\$28.11	\$26.49	\$23.52	35%	34%	30%	25%
28	689	\$83.36	\$85.88	\$89.52	\$97.36	\$113.24	\$115.76	\$117.72	\$122.48	\$29.88	\$29.88	\$28.20	\$25.12	36%	35%	32%	26%
29	713	\$85.78	\$88.39	\$92.16	\$100.28	\$117.43	\$120.04	\$122.07	\$127.00	\$31.65	\$31.65	\$29.91	\$26.72	37%	36%	32%	27%
30	738	\$88.20	\$90.90	\$94.80	\$103.20	\$121.62	\$124.32	\$126.42	\$131.52	\$33.42	\$33.42	\$31.62	\$28.32	38%	37%	33%	27%
31	762	\$90.62	\$93.41	\$97.44	\$106.12	\$125.81	\$128.60	\$130.77	\$136.04	\$35.19	\$35.19	\$33.33	\$29.92	39%	38%	34%	28%
32	787	\$93.04	\$95.92	\$100.08	\$109.04	\$130.00	\$132.88	\$135.12	\$140.56	\$36.96	\$36.96	\$35.04	\$31.52	40%	39%	35%	29%
33	812	\$95.46	\$98.43	\$102.72	\$111.96	\$134.19	\$137.16	\$139.47	\$145.08	\$38.73	\$38.73	\$36.75	\$33.12	41%	39%	36%	30%
34	836	\$97.88	\$100.94	\$105.36	\$114.88	\$138.38	\$141.44	\$143.82	\$149.60	\$40.50	\$40.50	\$38.46	\$34.72	41%	40%	37%	30%
35	861	\$100.30	\$103.45	\$108.00	\$117.80	\$142.57	\$145.72	\$148.17	\$154.12	\$42.27	\$42.27	\$40.17	\$36.32	42%	41%	37%	31%
36	885	\$102.72	\$105.96	\$110.64	\$120.72	\$146.76	\$150.00	\$152.52	\$158.64	\$44.04	\$44.04	\$41.88	\$37.92	43%	42%	38%	31%
37	910	\$105.14	\$108.47	\$113.28	\$123.64	\$150.95	\$154.28	\$156.87	\$163.16	\$45.81	\$45.81	\$43.59	\$39.52	44%	42%	38%	32%
38	935	\$107.56	\$110.98	\$115.92	\$126.56	\$155.14	\$158.56	\$161.22	\$167.68	\$47.58	\$47.58	\$45.30	\$41.12	44%	43%	39%	32%
39	959	\$109.98	\$113.49	\$118.56	\$129.48	\$159.33	\$162.84	\$165.57	\$172.20	\$49.35	\$49.35	\$47.01	\$42.72	45%	43%	40%	33%
40	984	\$112.40	\$116.00	\$121.20	\$132.40	\$163.52	\$167.12	\$169.92	\$176.72	\$51.12	\$51.12	\$48.72	\$44.32	45%	44%	40%	33%
41	1,008	\$114.82	\$118.51	\$123.84	\$135.32	\$167.71	\$171.40	\$174.27	\$181.24	\$52.89	\$52.89	\$50.43	\$45.92	46%	45%	41%	34%
42	1,033	\$117.24	\$121.02	\$126.48	\$138.24	\$171.90	\$175.68	\$178.62	\$185.76	\$54.66	\$54.66	\$52.14	\$47.52	47%	45%	41%	34%
43	1,058	\$119.66	\$123.53	\$129.12	\$141.16	\$176.09	\$179.96	\$182.97	\$190.28	\$56.43	\$56.43	\$53.85	\$49.12	47%	46%	42%	35%
44	1,082	\$122.08	\$126.04	\$131.76	\$144.08	\$180.28	\$184.24	\$187.32	\$194.80	\$58.20	\$58.20	\$55.56	\$50.72	48%	46%	42%	35%
45	1,107	\$124.50	\$128.55	\$134.40	\$147.00	\$184.47	\$188.52	\$191.67	\$199.32	\$59.97	\$59.97	\$57.27	\$52.32	48%	47%	43%	36%
46	1,131	\$126.92	\$131.06	\$137.04	\$149.92	\$188.66	\$192.80	\$196.02	\$203.84	\$61.74	\$61.74	\$58.98	\$53.92	49%	47%	43%	36%
47	1,156	\$129.34	\$133.57	\$139.68	\$152.84	\$192.85	\$197.08	\$200.37	\$208.36	\$63.51	\$63.51	\$60.69	\$55.52	49%	48%	43%	36%
48	1,181	\$131.76	\$136.08	\$142.32	\$155.76	\$197.04	\$201.36	\$204.72	\$212.88	\$65.28	\$65.28	\$62.40	\$57.12	50%	48%	44%	37%
49	1,205	\$134.18	\$138.59	\$144.96	\$158.68	\$201.23	\$205.64	\$209.07	\$217.40	\$67.05	\$67.05	\$64.11	\$58.72	50%	48%	44%	37%
50	1,230	\$136.60	\$141.10	\$147.60	\$161.60	\$205.42	\$209.92	\$213.42	\$221.92	\$68.82	\$68.82	\$65.82	\$60.32	50%	49%	45%	37%

## Appendix E: Historic and Projected Wastewater Flow

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Table E-1  
Historic and Projected Wastewater Discharge

Item	2011	2012	2013	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Wastewater Discharge, HCF [1]</b>									
Single Family	2,884,026	3,311,424	3,354,264	2,926,245	2,914,757	2,902,728	2,892,631	2,881,934	2,873,048
Multi Family	445,296	471,300	453,378	245,575	245,575	245,575	245,575	245,575	245,575
Apartments/ Mobile Homes				249,724	249,724	249,724	249,724	249,724	249,724
Commercial/ Institutional	407,766	451,032	439,746	407,766	399,611	395,615	391,658	387,742	383,864
Industrial	328,698	121,781	101,649	121,781	101,649	100,633	99,626	98,630	97,644
Other	11,482	11,105	16,262	11,105	11,105	10,994	10,884	10,775	10,667
Total	4,077,268	4,366,642	4,365,299	3,962,196	3,922,420	3,905,268	3,890,099	3,874,380	3,860,523
Total, rounded	4,080,000	4,370,000	4,370,000	3,960,000	3,920,000	3,910,000	3,890,000	3,870,000	3,860,000
Total, million gallons	3,050	3,267	3,266	2,964	2,934	2,922	2,910	2,898	2,888
Total, gallons per day	8,360,000	8,950,000	8,950,000	8,120,000	8,040,000	8,000,000	7,970,000	7,940,000	7,910,000
<b>Accounts/Units [2]</b>									
Single Family	28,287	28,466	28,488	28,560	28,785	29,010	29,260	29,510	29,785
Multi Family	690	690	688	2,996	2,996	2,996	2,996	2,996	2,996
Apartments/Mobile Homes				3,736	3,736	3,736	3,736	3,736	3,736
Commercial/Institutional	1,446	1,446	1,446	1,446	1,446	1,446	1,446	1,446	1,446
Industrial	13	13	13	13	13	13	13	13	13
Other	47	47	47	47	47	47	47	47	47
Total	30,483	30,662	30,682	36,798	37,023	37,248	37,498	37,748	38,023
<b>Average Wastewater Discharge HCF/mo [3,4]</b>									
Single Family	8.5	9.7	9.8	8.5	8.4	8.3	8.2	8.1	8.0
Multi Family	54	57	55	6.8	6.8	6.8	6.8	6.8	6.8
Apartments/Mobile Homes				5.6	5.6	5.6	5.6	5.6	5.6
Commercial/Institutional	23	26	25	23	23	23	23	22	22
Industrial	2,107	781	652	781	652	645	639	632	626
Other	20	20	29	20	20	19	19	19	19

Notes:

- 1 Wastewater discharge for 2011 - 2013 is based on annualized winter water use data from City data. Values for FY 2014-15 onward are projected.
- 2 The number of accounts for 2011 - 2013 are from City data. Accounts and Dwelling Units for 2014-15 are based on City billing system data. The number of additional accounts for FY 2015-16 onward are projected as shown below.

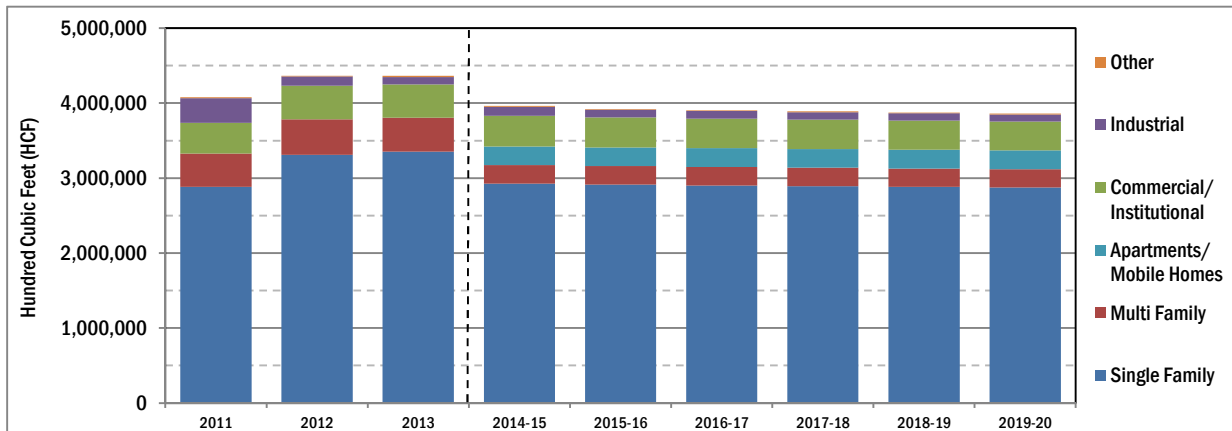
	2015-16	2016-17	2017-18	2018-19	2019-20
Single Family	225	225	250	250	275
All Other Customer Classes	0	0	0	0	0

- 3 Average wastewater discharge for residential accounts for FY 2014-15 is based on the average flows listed below for each customer class.

	Single Family	Multi Family	Apts/MH
average annual gallons per day >	210	168	137
average annual HCF/month >	8.5	6.8	5.6

- 4 Average use for FY 2015-16 onward was developed by the Consultant.

	2015-16	2016-17	2017-18	2018-19	2019-20
Single Family	-1.2%	-1.2%	-1.2%	-1.2%	-1.2%
Multiple Family	0.0%	0.0%	0.0%	0.0%	0.0%
Apartments / Mobile Homes	0.0%	0.0%	0.0%	0.0%	0.0%
All Other Customer Classes	-2.0%	-1.0%	-1.0%	-1.0%	-1.0%



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## Appendix F: Water Capacity Charge Tables

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Table F-1  
Water System Assets Valuation

Item	Description	Code	Capacity	Unit Cost	Valuation	Assessment District	
						%	\$
1	Municipal Reservoir	mres	240 mg	\$75,000	\$18,000,000		
2	24" Raw Water Pipe Segment 1-RP	rw	200 lf	\$567	\$113,000		
3	30" Raw Water Pipe Segment 2-RP	rw	12,400 lf	\$743	\$9,218,000		
4	18" Raw Water Pipe Segment 3-RP	rw	4,230 lf	\$567	\$2,398,000		
5	20" Raw Water Pipe Segment 4-RP	rw	2,400 lf	\$567	\$1,361,000		
6	24" Raw Water Pipe Segment 5-TP	rw	250 lf	\$567	\$142,000		
7	24" Raw Water Pipe Segment 6-ETP	rw	2,890 lf	\$567	\$1,639,000		
8	24" Raw Water Pipe Segment 7-ETP	rw	340 lf	\$567	\$193,000		
9	24" Raw Water Pipe Segment 8-ETP	rw	2,340 lf	\$567	\$1,327,000		
10	39" Raw Water Pipe Segment 9-WTP	rw	1,970 lf	\$929	\$1,831,000		
11	39" Raw Water Pipe Segment 10-WTP	rw	3,730 lf	\$929	\$3,466,000		
12	W. Canal Pump Station	ps	20.2 mgd	\$150,000	\$3,030,000		
13	E. Canal Pump Station	ps	7.2 mgd	\$200,000	\$1,440,000		
14	Water Treatment Plant	tmt	37.0 mgd	\$2,330,000	\$86,210,000		
15	Clearwell A	clr	1.0 mg	included in WTP	\$0		
16	Clearwell B	clr	2.0 mg	included in WTP	\$0		
17	"D" Street Reservoir	res	1.0 mg	\$2,300,000	\$2,300,000		
18	0.5 MG Reservoir	res	0.5 mg	\$2,800,000	\$1,400,000		
19	3.0 MG Reservoir	res	3.0 mg	\$1,500,000	\$4,500,000		
20	Donlon Reservoir	res	2.0 mg	\$1,900,000	\$3,800,000		
21	Larkspur Reservoir	res	2.0 mg	\$1,900,000	\$3,800,000		
22	Hillcrest Reservoir	res	2.5 mg	\$1,600,000	\$4,000,000		
23	Lone Tree Reservoir	res	2.5 mg	\$1,700,000	\$4,250,000	100%	\$4,250,000
24	Cambridge Reservoir	res	2.5 mg	\$1,600,000	\$4,000,000		
25	Empire Mine Reservoir	res	3.5 mg	\$1,400,000	\$4,900,000	100%	\$4,900,000
26	Mira Vista Hills Reservoir	res	0.5 mg	\$4,300,000	\$2,150,000		
27	Zone I BPS	bps	8.5 mg	decommissioned	\$0		
28	Zone II BPS A	bps	39.7 mg	included in WTP	\$0		
29	Zone II BPS B	bps	mg	included in WTP	\$0		
30	Wilber Avenue BPS	bps	5.8 mg	\$520,000	\$3,016,000		
31	Hillcrest BPS	bps	4.3 mg	\$580,000	\$2,494,000		
32	Lone Tree BPS No. 1	bps	5.2 mg	\$580,000	\$3,016,000	100%	\$3,016,000
33	Lone Tree BPS No. 2	bps	10.4 mg	\$390,000	\$4,056,000	100%	\$4,056,000
34	Donlon BPS	bps	2.6 mg	\$580,000	\$1,508,000		
35	Dallas Ranch BPS	bps	6.0 mg	\$520,000	\$3,120,000	100%	\$3,120,000
36	Cambridge BPS	bps	0.36 mg	\$520,000	\$187,000		
37	Bear Ridge BPS	bps	0.2 mg	\$3,500,000	\$700,000		
38	Sunset Lane BPS	bps	0.2 mg	\$3,500,000	\$700,000		
39	6-inch Pressure Reducing Valves	prv	6 lot	\$100,000	\$600,000		
40	8-inch Pressure Reducing Valves	prv	5 lot	\$120,000	\$600,000		
41	12-inch Pressure Reducing Valves	prv	3 lot	\$150,000	\$450,000		
42	Hydrants	hyd	3,550 lot	\$6,500	\$23,075,000		
43	Service Laterals	lat	30,400 lot	\$2,500	\$76,000,000		
44	Meters	mtr	30,400 lot	\$800	\$24,320,000		
Total					\$309,310,000		
Summary							
Water Treatment Plant					\$86,210,000		\$0
Raw Water Pipelines					\$21,688,000		\$0
Municipal Reservoir					\$18,000,000		\$0
E. & W. Canal Pump Stations					\$4,470,000		\$0
Clearwells					\$0		\$0
Reservoirs					\$35,100,000		\$9,150,000
Booster Pump Stations					\$18,797,000		\$10,192,000
Pressure Reducing Valves					\$1,650,000		\$0
Hydrants					\$23,075,000		\$0
Service Laterals					\$76,000,000		\$0
Meters					\$24,320,000		\$0
Total					\$309,310,000		\$19,342,000

Source: The capacity of assets is from the Water System Master Plan Update August 2014 prepared for the City of Antioch by Brown and Caldwell. The valuation of assets and assessment district contributions was provided by Brown and Caldwell separate from the Master Plan.

Table F-2  
Water System Pipeline Lengths and Value by Diameter by Pressure Zone

Pressure Zone	4-inch Diameter or Smaller	6-inch Diameter	8-inch Diameter	10-inch Diameter	12-inch Diameter	14- to 16-inch Diameter	20- to 24-inch Diameter	30- to 36-inch Diameter	Total Lineal Feet	Miles
I	9,140	68,449	92,786	23,983	28,108	18	9,394	-	231,878	43.9
II	10,115	159,785	216,597	59,047	69,205	51,340	18,843	1,786	586,718	111.1
IIA	-	6,262	8,489	2,078	2,435	-	-	-	19,264	3.6
IIB	-	2,661	3,607	2,269	2,660	-	-	-	11,197	2.1
IIC	1,050	3,689	5,001	1,289	1,511	-	-	-	12,540	2.4
III East	1,894	146,791	198,981	70,177	82,250	68,458	23,736	-	592,287	112.2
III West	45	25,800	34,972	7,600	8,907	7,416	-	-	84,740	16.0
IV East	-	39,449	53,475	26,924	31,555	19,030	5,135	-	175,568	33.3
IV West	-	8,480	11,494	5,593	6,556	4,045	-	-	36,168	6.9
Sunset	-	776	1,052	943	1,106	-	-	-	3,877	0.7
Bear Ridge	30	764	1,036	1,013	1,187	-	-	-	4,030	0.8
<b>Total</b>	<b>22,274</b>	<b>462,906</b>	<b>627,490</b>	<b>200,917</b>	<b>235,479</b>	<b>150,307</b>	<b>57,108</b>	<b>1,786</b>	<b>1,758,267</b>	<b>333.0</b>
Capital Cost, \$/lf	\$264	\$264	\$277	\$307	\$343	\$360	\$405	\$531		
Valuation	\$5,880,336	\$122,207,135	\$173,814,782	\$61,681,433	\$80,769,394	\$54,110,520	\$23,128,740	\$948,366	\$522,540,705	
<b>Contributions/Assessment District</b>										
% Asst. District	0%	0%	0%	0%	50%	60%	50%	100%	\$85,363,745	
% Contribution	100%	100%	90%	7%	7%	7%	7%	0%	\$299,899,080	
<b>Total</b>	<b>\$5,880,336</b>	<b>\$122,207,135</b>	<b>\$156,433,303</b>	<b>\$4,317,700</b>	<b>\$46,038,554</b>	<b>\$36,254,048</b>	<b>\$13,183,382</b>	<b>\$948,366</b>	<b>\$385,262,825</b>	

Source: Pipe lengths are from Table 2-4 of the *Water System Master Plan Update August 2014* (Master Plan) prepared for the City of Antioch by Brown and Caldwell.

Categories for 6- and 8-inch pipe and 10- and 12-inch pipe shown in the Master Plan were subdivided by Brown and Caldwell in a separate evaluation.

	< 4-inch	6-inch	8-inch	10-inch	12-inch	14- to 16-inch	20- to 24-inch	30- to 36-inch
Pipe cost, \$/ft >	\$161	\$161	\$170	\$190	\$214	\$225	\$255	\$339
Contingency >	25%	25%	25%	25%	25%	25%	25%	25%
Engineering >	20%	20%	20%	20%	20%	20%	20%	20%
Traffic ctrl, \$/ft >	\$22	\$22	\$22	\$22	\$22	\$22	\$22	\$22
Capital cost, \$/ft >	\$264	\$264	\$277	\$307	\$343	\$360	\$405	\$531

Cost per LF values shown above are based on values listed in Table 7-2 of the Master Plan.

Note: The percent contributions by developers were provided by the City. The percent assessment district contributions were provided by Brown and Caldwell.

Table F-3  
Contribution of Water Facility Reserve Fees

Year	Estimated Facility Reserve Fees and Revenues [1,2]			ENR 20 City Construction Cost Index (CCI)		
	Fees	Number of New Connections	Revenues	ENR Index at Year End	Factor Based on 9806 CCI	Escalated Contribution Values
2014	6,181	225	\$1,390,700	9,806	1.000	\$1,390,700
2013	6,036	289	\$1,744,500	9,543	1.028	\$1,792,606
2012	5,734	169	\$969,000	9,338	1.050	\$1,017,598
2011	4,560	139	\$633,800	9,070	1.081	\$685,278
2010	4,560	207	\$943,900	8,804	1.114	\$1,051,363
2009	4,560	170	\$775,200	8,570	1.144	\$887,035
2008	4,560	236	\$1,076,200	8,310	1.180	\$1,270,008
2007	4,560	209	\$953,000	7,967	1.231	\$1,173,050
2006	4,560	351	\$1,600,600	7,751	1.265	\$2,024,997
2005	4,560	392	\$1,787,500	7,446	1.317	\$2,354,139
2004	4,560	112	\$510,700	7,115	1.378	\$703,882
2003	3,003	630	\$1,891,600	6,694	1.465	\$2,771,134
2002	3,003	630	\$1,891,600	6,538	1.500	\$2,837,254
2001	2,965	630	\$1,868,000	6,342	1.546	\$2,888,448
2000	2,965	630	\$1,868,000	6,221	1.576	\$2,944,629
1999	2,913	630	\$1,834,900	6,060	1.618	\$2,969,297
1998	2,875	630	\$1,811,300	5,920	1.657	\$3,000,424
1997	2,838	630	\$1,787,600	5,825	1.684	\$3,009,458
1996	2,838	630	\$1,787,600	5,620	1.745	\$3,119,234
1995	2,838	630	\$1,787,600	5,471	1.792	\$3,204,185
1994	2,703	630	\$1,702,600	5,408	1.813	\$3,087,378
1993	2,605	630	\$1,641,200	5,210	1.882	\$3,089,141
1992	2,185	630	\$1,376,600	4,985	1.967	\$2,708,049
1991	2,065	630	\$1,301,000	4,835	2.028	\$2,638,728
1990	2,065	630	\$1,301,000	4,732	2.072	\$2,696,165
1989	2,065	630	\$1,301,000	4,615	2.125	\$2,764,518
1988	2,022	630	\$1,273,900	4,519	2.170	\$2,764,438
1987	1,971	630	\$1,242,000	4,406	2.226	\$2,764,337
1986	1,922	630	\$1,210,700	4,295	2.283	\$2,764,313
1985	1,877	630	\$1,182,600	4,195	2.338	\$2,764,520
1984	1,855	630	\$1,168,700	4,146	2.365	\$2,764,316
1983	1,819	630	\$1,146,200	4,066	2.412	\$2,764,438
1982	1,712	630	\$1,078,300	3,825	2.564	\$2,764,535
1981	1,582	630	\$996,500	3,535	2.774	\$2,764,406
1980	1,448	630	\$912,500	3,237	3.030	\$2,764,420
1979	1,344	630	\$846,500	3,003	3.266	\$2,764,302
1978	1,242	630	\$782,500	2,776	3.533	\$2,764,259
1977	1,153	630	\$726,200	2,576	3.807	\$2,764,549
1976	1,074	630	\$676,800	2,401	4.084	\$2,764,280
1975	990	630	\$623,600	2,212	4.433	\$2,764,616
1974	904	630	\$569,400	2,020	4.855	\$2,764,267
1973	848	630	\$534,200	1,895	5.175	\$2,764,449
1972	784	630	\$494,200	1,753	5.594	\$2,764,615
1971	707	630	\$445,700	1,581	6.203	\$2,764,551
1970	618	630	\$389,300	1,381	7.101	\$2,764,424
Total		23,919				\$110,602,734

Notes:

- 1 The number of new connections for 2004 - 2013 is from the Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2013, page 169. Fees for 2013 and 2014 are from the Master Fee Schedules for those years.
- 2 Fees for 2012 and earlier are adjusted downward from the 2013 value by the ENR 20-City CCI. The number of new connections for 2003 and earlier are estimated by the City.

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## Appendix G: Sewer Capacity Charge Tables

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Table G-1  
Valuation of Subsurface Wastewater Collection Pipe

Subsurface Collection Pipe Inventory [1]												
Diameter (inches)	Length (feet)	Length (miles)	Percent of System	Replacement Cost [2]		Contributions [3]		Assessment District [4]		Adjusted Replacement Values		
				\$/LF	\$	%	miles	%	miles	miles	\$	
4	4,940	0.936	0.3%	\$310	\$1,531,400	100%	0.936	0%	0.000	0.000	\$0	
6	738,948	139.952	47.7%	\$310	\$229,073,880	100%	139.952	0%	0.000	0.000	\$0	
8	567,612	107.502	36.6%	\$310	\$175,959,720	65%	69.876	0%	0.000	37.626	\$61,585,902	
10	64,982	12.307	4.2%	\$325	\$21,119,150	5%	0.615	0%	0.000	11.692	\$20,063,193	
12	51,779	9.807	3.3%	\$345	\$17,863,755	5%	0.490	0%	0.000	9.316	\$16,970,567	
14	1,009	0.191	0.1%	\$240	\$242,160	0%	0.000	0%	0.000	0.191	\$242,160	
15	22,015	4.170	1.4%	\$250	\$5,503,750	0%	0.000	0%	0.000	4.170	\$5,503,750	
16	1,768	0.335	0.1%	\$340	\$601,120	0%	0.000	0%	0.000	0.335	\$601,120	
18	36,667	6.945	2.4%	\$360	\$13,200,120	0%	0.000	50%	3.472	3.472	\$6,600,060	
20	1,273	0.241	0.1%	\$385	\$490,105	0%	0.000	0%	0.000	0.241	\$490,105	
21	12,974	2.457	0.8%	\$390	\$5,059,860	0%	0.000	0%	0.000	2.457	\$5,059,860	
24	8,623	1.633	0.6%	\$410	\$3,535,430	0%	0.000	0%	0.000	1.633	\$3,535,430	
33	31,524	5.970	2.0%	\$510	\$16,077,240	0%	0.000	50%	2.985	2.985	\$8,038,620	
36	2,887	0.547	0.2%	\$545	\$1,573,415	0%	0.000	0%	0.000	0.547	\$1,573,415	
42	700	0.133	0.0%	\$680	\$476,000	0%	0.000	100%	0.133	0.000	\$0	
48	1,186	0.225	0.1%	\$865	\$1,025,890	0%	0.000	100%	0.225	0.000	\$0	
1,548,887		293.350	100.0%	\$493,332,995		211.870		6.815		74.665	\$130,264,182	
							72%	2%				

Notes:

- 1 The pipe inventory is from Table 4-2 of the *July 2014 Wastewater Collection System Draft Final Report* (page 4-3) prepared by RMC.
- 2 Replacement costs are from Table 4-5 of the *July 2014 Wastewater Collection System Draft Final Report* (page 4-5) prepared by RMC.  
For pipes 12-inch diameter and smaller, replacement costs include lower lateral replacement (in the right-of-way) and installation of property line cleanouts. Replacement costs include manholes and rodding inlets.
- 3 The percent contributions were estimated by the City.
- 4 The percent of pipe funded by Assessment District revenues was provided by Brown and Caldwell.

Table G-2  
Contribution of Sewer Facility Reserve Fees

Year	Estimated Facility Reserve Fees and Revenues [1,2]			ENR 20 City CCI for 2014 = 9806		
	Fees	Number of New Connections	Revenues	ENR Index at Year End	Escalation	
					Factor Based on 9806 CCI	Escalated Contribution Values
2014	2,336	225	\$525,500	9,806	1.000	\$525,500
2013	2,281	259	\$590,700	9,543	1.028	\$606,989
2012	2,167	144	\$312,000	9,338	1.050	\$327,648
2011	1,723	106	\$182,600	9,070	1.081	\$197,431
2010	1,723	181	\$311,900	8,804	1.114	\$347,410
2009	1,723	140	\$241,200	8,570	1.144	\$275,997
2008	1,723	184	\$317,000	8,310	1.180	\$374,087
2007	1,723	166	\$286,000	7,967	1.231	\$352,038
2006	1,723	310	\$534,100	7,751	1.265	\$675,716
2005	1,723	176	\$303,200	7,446	1.317	\$399,315
2004	501	112	\$56,100	7,115	1.378	\$77,321
2003	1,003	630	\$631,600	6,694	1.465	\$925,274
2002	1,003	630	\$631,600	6,538	1.500	\$947,351
2001	990	630	\$623,700	6,342	1.546	\$964,414
2000	990	630	\$623,700	6,221	1.576	\$983,172
1999	973	630	\$612,700	6,060	1.618	\$991,492
1998	960	630	\$604,800	5,920	1.657	\$1,001,853
1997	948	630	\$596,900	5,825	1.684	\$1,004,892
1996	948	630	\$596,900	5,620	1.745	\$1,041,548
1995	948	630	\$596,900	5,471	1.792	\$1,069,914
1994	903	630	\$568,600	5,408	1.813	\$1,031,060
1993	870	630	\$548,100	5,210	1.882	\$1,031,659
1992	855	630	\$538,700	4,985	1.967	\$1,059,731
1991	805	630	\$507,200	4,835	2.028	\$1,028,719
1990	805	630	\$507,200	4,732	2.072	\$1,051,111
1989	805	630	\$507,200	4,615	2.125	\$1,077,758
1988	788	630	\$496,600	4,519	2.170	\$1,077,651
1987	769	630	\$484,200	4,406	2.226	\$1,077,691
1986	749	630	\$472,000	4,295	2.283	\$1,077,687
1985	732	630	\$461,000	4,195	2.338	\$1,077,663
1984	723	630	\$455,600	4,146	2.365	\$1,077,627
1983	709	630	\$446,800	4,066	2.412	\$1,077,605
1982	667	630	\$420,300	3,825	2.564	\$1,077,561
1981	617	630	\$388,500	3,535	2.774	\$1,077,744
1980	565	630	\$355,700	3,237	3.030	\$1,077,594
1979	524	630	\$330,000	3,003	3.266	\$1,077,637
1978	484	630	\$305,100	2,776	3.533	\$1,077,796
1977	449	630	\$283,100	2,576	3.807	\$1,077,725
1976	419	630	\$263,800	2,401	4.084	\$1,077,448
1975	386	630	\$243,100	2,212	4.433	\$1,077,739
1974	120	630	\$75,600	2,020	4.855	\$367,015
1973	120	630	\$75,600	1,895	5.175	\$391,225
1972	120	630	\$75,600	1,753	5.594	\$422,916
1971	120	630	\$75,600	1,581	6.203	\$468,925
1970	120	630	\$75,600	1,381	7.101	\$536,836
Totals		23,423				\$36,643,484

Notes:

- 1 The number of new connections for 2004 - 2013 is from the *Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2013*, page 169. Fees for 2013 and 2014 are from the Master Fee Schedules for those years. Fees for 1989 - 2012 were provided by the City.
- 2 Fees for 2012 and earlier are adjusted downward from the 2013 value by the ENR 20-City CCI. The number of new connections for 2003 and earlier are estimated by the City.



## CITY OF ANTIOCH

### Notice of Public Hearing on Proposed Water & Sewer Rate Increases

Tuesday, May 12, 2015 at 7:00 p.m.

Council Chambers – Third and “H” Streets, Antioch, CA 94509

Para los clientes de habla hispana, una versión de este aviso en español está disponible en el sitio web de la Ciudad de Antioch en [www.ci.antioch.ca.us](http://www.ci.antioch.ca.us) y [www.antiochwater.com](http://www.antiochwater.com). Anuncios en español también están disponibles en el Ayuntamiento, en la calle Tres y H, en la Biblioteca Pública en el 501 West 18th Street, y en la Biblioteca de el Centro Comunitario de Antioch en 4703 Lone Tree Way, Antioch.

#### **Public Hearing**

The City of Antioch wishes to notify you of a Public Hearing of the City Council on May 12, 2015 at 7:00 p.m. at the City Hall Council Chambers to discuss Water and Sewer rate increases for fiscal years (FY) 2015/16 through 2019/20. The City will accept public comments at the Public Hearing. The City Council may take action to implement increases at this meeting. The meeting facility is accessible to the handicapped. Auxiliary aides will be made available upon request, in advance, for persons with hearing or vision disabilities.

#### **Protests**

Any customer of record who is subject to the proposed utility charge that is the subject of the hearing may submit a written protest to the City by:

- Delivery to the Public Works Department Office, 1201 West 4<sup>th</sup> Street, Antioch, CA during published business hours;
- Mail to the Public Works' office at P.O. Box 5007, Antioch, CA 94531-5007, or
- Personally submitting the protest at the Public Hearing.

Protests must be received by the end of the public hearing, including those mailed to the City. No postmarks will be accepted. Any protest not actually received by the close of the hearing, (whether or not mailed prior to the hearing) shall not be counted. Only one protest will be counted per parcel. Emailed, faxed and photocopied protests shall not be counted. Although oral comments at the public hearing will not qualify as a formal protest unless accompanied by a written protest, the City Council welcomes input from the community during the public hearing on the proposed charges. A written protest must include the following, and shall not be counted if any of these required elements are omitted: identification of which proposed charge is the subject of the protest (e.g. water rate, sewer rate or both); name of the customer of record who is submitting the protest; identity, by street address or utility account number of the parcel with respect to which the protest is made; original signature and legibly printed name of the customer of record who is submitting the protest.

#### **Need for Rate Increases**

The proposed increases are necessary to maintain the financial stability and structural integrity of the City's Water and Sewer Programs, and to address new Federal and State regulatory mandates, as well as increasing costs affecting both Water and Sewer operations. Utility fee calculations are based on the cost of operation and maintenance expenses (including labor, utilities, supplies and materials), capital expenditures for infrastructure, and adequate reserves for meeting capital and operational needs. This rate increase addresses the rising costs of treating water as well as maintaining water distribution and wastewater collection systems; and the need to meet increasing mandates from both Federal and State agencies. The City is committed to proactively improving and maintaining our aging systems while providing excellent services at all levels within our programs. The City is recommending annual rate adjustments in monthly commodity and service charges for both programs.



**Water Rates - Proposed Rate Structure** (Table 1): The rate structure has two components: 1) a monthly meter service charge which varies by meter size; and 2) a quantity rate for actual metered water usage in each of four elevation zones. Quantity rates increase for higher elevation zones as a result of additional electricity costs associated with pumping water to higher elevations.

Table 1

Service Category	effective dates >	7/1/2015	7/1/2016	7/1/2017	7/1/2018	7/1/2019
	Current	2015-16	2016-17	2017-18	2018-19	2019-20
Quantity Rates, \$/HCF <i>HCF = hundred cubic feet (748 gallons)</i>						
Non-Single Family						
Zone I	\$2.42	\$2.99	\$3.24	\$3.73	\$4.05	\$4.44
Zone II	\$2.51	\$3.08	\$3.33	\$3.83	\$4.16	\$4.55
Zone III	\$2.64	\$3.15	\$3.41	\$3.92	\$4.25	\$4.65
Zone IV	\$2.92	\$3.32	\$3.59	\$4.10	\$4.45	\$4.86
Single Family						
Tier 1	All Use	0 - 13 HCF	0 - 13 HCF	0 - 12 HCF	0 - 12 HCF	0 - 12 HCF
Zone I	\$2.42	\$2.53	\$2.74	\$3.17	\$3.45	\$3.78
Zone II	\$2.51	\$2.62	\$2.83	\$3.27	\$3.56	\$3.89
Zone III	\$2.64	\$2.69	\$2.91	\$3.36	\$3.65	\$3.99
Zone IV	\$2.92	\$2.86	\$3.09	\$3.54	\$3.85	\$4.20
Tier 2	All Use	> 13 HCF	> 13 HCF	> 12 HCF	> 12 HCF	> 12 HCF
Zone I	\$2.42	\$4.19	\$4.53	\$5.24	\$5.68	\$6.22
Zone II	\$2.51	\$4.28	\$4.62	\$5.34	\$5.79	\$6.33
Zone III	\$2.64	\$4.35	\$4.70	\$5.43	\$5.88	\$6.43
Zone IV	\$2.92	\$4.52	\$4.88	\$5.61	\$6.08	\$6.64
Meter Service, \$/meter-month						
5/8 x 3/4-inch	\$15.60	\$17.50	\$18.80	\$21.20	\$22.90	\$24.40
1-inch	\$25.27	\$39.30	\$42.50	\$47.70	\$52.00	\$55.00
1½-inch	\$47.74	\$74.00	\$81.00	\$90.00	\$98.00	\$105.00
2-inch	\$75.62	\$117.00	\$127.00	\$142.00	\$155.00	\$165.00
3-inch	\$156.77	\$217.00	\$235.00	\$264.00	\$287.00	\$305.00
4-inch	\$246.73	\$359.00	\$389.00	\$437.00	\$475.00	\$506.00
6-inch	\$488.45	\$715.00	\$775.00	\$870.00	\$946.00	\$1,008.00
8-inch	\$725.62	\$1,142.00	\$1,237.00	\$1,390.00	\$1,512.00	\$1,610.00
10-inch	\$1,554.76	\$1,640.00	\$1,777.00	\$1,997.00	\$2,171.00	\$2,312.00
12-inch	\$2,808.34	\$2,352.00	\$2,548.00	\$2,864.00	\$3,113.00	\$3,315.00

Most single family customers have a 5/8 x 3/4-inch meter. Average monthly water use for single family customers has decreased from 15 HCF (about 370 gallons per day) to 13 HCF (about 320 gallons per day). In order to promote continued water conservation, and to penalize wasteful consumption, two-tier quantity rates have been developed for single family customers. The first tier quantity rate applies to water use equal to or below average monthly water use; the second tier quantity rate applies to above average water use. All other customers (those shown as "Non-Single Family" in the chart above including multi-family, industrial, commercial, etc.) have a uniform increased quantity rate that applies to the applicable elevation zone.

**Sewer Service – Proposed Rate Structure** (Table 2): The sewer rate structure has two unit cost components: 1) a monthly account charge which is the same for all accounts and dwelling units; and 2) a quantity rate for the volume of wastewater discharge. Residential accounts are assigned to one of three categories: single family, multiple family (two, three or four dwelling units) and apartment and mobile homes. Each residential customer category has a different volume of wastewater discharge that reflects differences in indoor water use discharged into the sanitary sewer. The unit cost components and the volume of wastewater discharge for each residential customer category are used to calculate a different uniform monthly charge for each residential customer category. Monthly charges for individual nonresidential accounts are the sum of the monthly account charge component plus the quantity rate component times the volume of wastewater discharge. The volume of wastewater discharge for nonresidential accounts is equal to metered water use (water use for irrigation or fire protection is not included).

Table 2

Sewer Service Charges	effective dates >	7/1/2015	7/1/2016	7/1/2017	7/1/2018	7/1/2019
	Current	2015-16	2016-17	2017-18	2018-19	2019-20
Unit Costs Applicable to All Users						
Account Charge, \$/month	na	\$3.53	\$3.79	\$4.01	\$4.22	\$4.44
Volume Rate, \$/HCF		\$0.95	\$1.01	\$1.07	\$1.13	\$1.20
Uniform Charges						
<i>Residential</i>						
Single Family Dwelling Unit, \$/month	\$11.06	\$11.60	\$12.20	\$12.80	\$13.40	\$14.00
Multi Family Dwelling Unit, \$/month	\$11.06	\$10.10	\$10.80	\$11.40	\$12.00	\$12.70
Apartment/Mobile Home Dwelling Unit, \$/month	\$11.06	\$8.90	\$9.50	\$10.00	\$10.60	\$11.10
<i>Nonresidential</i>						
Account Charge, \$/month	\$11.06	\$3.53	\$3.79	\$4.01	\$4.22	\$4.44
Volume Rate, \$/HCF		\$0.95	\$1.01	\$1.07	\$1.13	\$1.20

If approved, the new rates and charges will go in effect on July 1, 2015.