



City of Pleasant Hill

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## MEMORANDUM

TO: Mayor and City Council

FROM: June Catalano, Manager

DATE: February 21, 2014

SUBJECT: **WEEKLY UPDATE**

### GENERAL UPDATE

- **Business Runway Workshop** - The first Workshop in the Business Runway 2014 series was held on Thursday, February 13 at the offices of the Small Business Development Center. The workshop was attended by 83 people and feedback on the event was very positive. Economic Development staff is working with the Chamber of Commerce, the Small Business Development Center and the Workforce Development Board on this project. The next workshop is currently in the planning stages and is scheduled to be held in May.
- **Pleasant Hill's 43<sup>rd</sup> Annual Community Awards** - The 43<sup>rd</sup> Annual Community Awards Night was held on February 18<sup>th</sup> at the Pleasant Hill Community Center. In all, sixteen awards were presented to various citizens, businesses and organizations in Pleasant Hill.

Pleasant Hill Elementary teacher, **Mr. Bill Hotter**, won the *Educator of the Year* award. Mr. Hotter was recognized for his inspirational leadership in the classroom and for his unique ability to make learning fun for all his students. The *Citizen of the Year* award went to **Paul Cotruvo** who was honored for his community contributions and fundraising efforts on behalf teen programs and other special events at the Recreation & Park District.

The two nominees for *Teen of the Year* were both given the award – **Natalie Hill**, for her leadership in teen programs at Pleasant Hill Library, and **Aubrey Kring**, for co-founding the “Exceptional Club” at College Park HS – a club that allows students of all backgrounds to interact and socialize in an all-inclusive environment.

The *Green Award* was bestowed on the **Green Team at Sequoia Elementary**, a group of parents and students, who have composted more than 8,000 pounds of lunch waste over the past three years and used it to cultivate a thriving vegetable garden at the school. **Pleasant Hill Coin & Jewelry Exchange** won the *Business of the Year* award. Co-owners, Jennifer Grossi and Elizabeth Chapple, were honored for their sponsorship of

and volunteerism at many community events.

The *Community Plus* award was given **Kendra Luke**, the Recreation and Park District's Senior Center Manager. Kendra was recognized for her leadership and enthusiasm in sustaining senior programs over the past several years.

The organizing committee received 22 nominations this year in the six competitive award categories, including six nominations each for Educator of the Year and the Green Award.

Other awards presented included:

- Mayor's Award – **Cindy Rubin, Foundation for Pleasant Hill Education, and the PH Recreation & Park District**
- PH Rec & Park District Board Appreciation Award – **Harold Jeffrey, John Matthesen & Marian Woodard**
- PH Rec & Park District Community Service Award – **Paul Cotruvo**
- Pleasant Hill Chamber Board Appreciation Award – **Matt Rinn**
- Pleasant Hill Chamber Ambassador of the Year – **Julie McCoy**
- PH Community Foundation Cornerstone Award – **Suzanne Salter**

## **PUBLIC WORKS AND COMMUNITY DEVELOPMENT**

### **Engineering Division**

- **Buskirk Avenue Widening Phase 2 Improvement Project** – The Project Contractor, Ghilotti Bros., Inc. (Ghilotti) and their subcontractors are currently working on Stage 1C (closed sections of Buskirk Avenue and Elmira Drive). Overall, the project is on schedule and anticipated to be completed by September 2014.

Current Buskirk Project Activities

PG&E, Comcast, AT&T Utility Cutovers (Ongoing – February 2014) – On schedule  
PG&E Utility Cutover and Comcast Utility Cutover Completed.

AT&T completed the removal of its overhead facilities and utility poles located on the east side of Buskirk Avenue and Elmira Drive on February 11, 2014. AT&T will schedule the removal of its overhead facilities and utility poles located on the north side of Hookston Road after Astound removes and relocates its aerial pole attachment. Astound is scheduled to remove their facilities by early next week.

Ghilotti Brothers Stage 1C Project Improvements (Ongoing – May 2014)

Ghilotti continued this week with new storm drain improvements within the closed section of roadway. It is anticipated that this work will be completed the week of February 24th.

J. Arnaz Tree Movers relocated an existing Canary Palm tree along the east side of Elmira Drive in the landscaped area between Clarie Drive and Hookston Road. This work was necessary to avoid a conflict with the new sound wall construction. Staff was able to save the existing and mature palm tree by finding a location nearby to replant the tree.

Ghilotti will begin excavating for the new sound wall pile cap at the east side of Elmira Drive between Clarie Drive and Hookston Road. Their subcontractor, Hillside Drilling, will follow and drill the holes for the sound wall piles.

For more project information, please see future Weekly Updates, visit the City's Buskirk Avenue web page at [www.pleasant-hill.net/buskirk](http://www.pleasant-hill.net/buskirk) or contact the City's Construction Manager, Jeff Ocampo at (925) 671-5208 or by email at [jeff@ghirardelliassoc.com](mailto:jeff@ghirardelliassoc.com).

- **2014 Sidewalk Repair Project** - The bid opening for the 2014 Sidewalk Repair Project No. 01-14 was held on Thursday February 13<sup>th</sup> at 10:00 a.m. at 100 Gregory Lane. Eight responsive bids were received. The apparent low bidder is FBD Vanguard Construction in the base bid amount of \$338,983.75. The scope of work includes the removal and replacement of commercial sidewalk in Zone 1 (sidewalks close to schools, senior centers, and heavily travelled pedestrian areas), Assessment District 20, and publically maintained facilities. Once the project is awarded, construction is expected to begin in mid- April 2014.
- **Transportation Development Act (TDA) – Article 3 Grant Fund Application Submittal** - Staff recently submitted a TDA Article 3 grant application in the amount of \$120,000 for the City's Contra Costa Boulevard Improvement Project (Beth Drive to Harriet Drive). Staff has already secured \$900,000 in Federal Highway Safety grant in 2012 for project design and construction, and the TDA funds (if awarded) will help fully fund the project implementation and offset the project's local funds contribution. The project scope consists of the modification of existing intersection geometry at Contra Costa Boulevard (CCB)/Ellinwood Drive intersection to accommodate new bike lanes along CCB, a new traffic signal at CCB/Ellinwood Drive intersection, new median street lighting along CCB, a new sidewalk along the west side of CCB between Ellinwood Drive and Beth Drive, and modified landscaping within the project limit. The TDA grant award is anticipated to be announced in April 2014.

#### Encroachment Permits

- 11 Monivea Place – EBMUD water repairs and paving
- Taylor Boulevard at Mercury Way – Excavate to repair blockages in conduit (AT&T)
- Gregory Lane at Pleasant Hill Road – Access existing structures to maintain underground conduits (AT&T)

#### Planning Division

### **Planning Commission**

No meeting scheduled.

### **Zoning Administrator**

No meeting scheduled.

### **Architectural Review Commission**

- ***PLN 12-0417, Sywest Development – Crossroads Shopping Center (Subarea II) – Commemoration Plan For Former Cineart’s Dome Theater, 2314-2316 Monument Boulevard***

Public hearing by the Architectural Review Commission to consider approval of a proposed commemoration plan for the former Cineart’s Dome Movie Theater as required by condition No.1.25 of Architectural Review Permit PLN 12-0417 for the previously approved SyWest Development of the southern half of the Crossroads Shopping Center. The proposed commemoration plan includes a mural, plaque and commemorative concrete stampings.

Action: The commemorative plan was approved as proposed. Two members of the public spoke on the item.

Appeal Period: Through Monday, March 3, 2014

- ***Multi-Family Residential City–Wide Design Guidelines – Affordable Housing, City-Wide***

Study session for the Commission to provide input and feedback on the Multi-Family Residential City-Wide Design Guidelines, specifically related to providing increased certainty and clarity for affordable housing projects. No action will be taken on this item.

Action: No action was taken as this is a study session.

Appeal Period: Not applicable.

### **Miscellaneous**

- ***Grayson Woods Golf Course Neighborhood Meeting:*** A public informational meeting will be conducted by Urban Green, LLC (potential site developer) to discuss future plans for the Grayson Woods Golf Course. No applications have been filed with the City at this time. The meeting will be held on Tuesday, February 25, 2014 at 7:15 p.m. at the Pleasant Hill Teen Center, 147 Gregory Lane. All interested persons are encouraged to attend.

- ***PLN 13-0120, Irvin Deutscher Family YMCA – Pool Expansion, 350 Civic Drive***, The application for a use permit to allow the expansion of the existing swimming pool at the YMCA in Pleasant Hill is currently on hold as the YMCA is in discussions with the Pleasant Hill Recreation and Park District about a potential shared parking agreement (with the Community Center and Corporation Yard), subject to the approval of a Conditional Use Permit by the City, to address the additional parking demand that is expected with the expansion of the swimming pool.
- ***Wireless Communication Facility (60' Tall Monopine) at Oasis Church – 2551 Pleasant Hill Road***: City staff met with a Crown Castle representative (owner of the monopine facility) to discuss refurbishment/replacement of the faux tree branches that were recently removed/redesigned. In a verbal agreement with the City, Crown Castle will restore the aesthetic value of the monopine (in accordance with past City approved plans) prior to any future modifications to the facility. The Zoning Administrator will make a final determination, once the work is completed, as to whether the monopine has been restored in accordance with City approved plans. Crown Castle estimates that the necessary camouflage work will be completed in approximately 6 to 10 weeks.

### **Code Compliance**

Inquiries received and follow-up items being addressed this week include the following:

#### **Follow-ups on Prior Inquiries:**

- Ardith Drive: Complaint regarding an occupied recreational vehicle located at the rear of the property. Re-inspection complete. Staff confirmed the junk/debris has been removed, the vehicle is stored on the driveway and the broken window has been repaired. The property owner requested an additional week to address the occupied recreational vehicle. Extension granted. **Staff scheduled to re-inspect property next week.**
- Atrice Lane: Complaint regarding a basketball stand obstructing the public street. Site inspection complete. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Belle Lane: Complaint regarding an overgrown bush obstructing the view of oncoming traffic. Site inspection complete. Staff contacted the property owner and discussed case. Property owner confirmed the bushes will be trimmed by next week. **Staff scheduled to re-inspect property next week.**
- Charlton Drive: Inquiry in reference to the status of an existing violation regarding the roof of a residence. Staff sent Violation Letter to property owner. Re-inspection complete. Roof condition and debris at front yard unchanged. **Case under review.**

- Cleopatra Drive: Complaint regarding lack of garbage service. Re-inspection complete. Staff confirmed the property owner has contacted the waste management company but has not yet obtained service. Staff sent Second Notice to property owner. Staff contacted by property owner requesting an additional two weeks to obtain garbage service. Extension granted. **Staff scheduled to re-inspect property in two weeks.**
- Elinora Drive – Case 1: Complaint regarding a vehicle stored on the front lawn. Re-inspection complete. Staff confirmed the vehicle is still stored at the front of the property on an unpaved surface. **Staff scheduled to re-inspect property next week.**
- Elinora Drive – Case 2: Complaint regarding a vehicle stored on the front lawn. Re-inspection complete. Staff confirmed the vehicles have been removed. **Case closed.**
- Elinora Drive – Case 3: Complaint regarding a vehicle stored on the front lawn. Re-inspection complete. Staff did not observe a vehicle stored at the front of the property on an unpaved surface. **Case closed.**
- Fair Oaks: Complaint regarding issues with an adult care facility. Re-inspection complete. Staff contacted property owner. Property own requested additional time. Staff granted extension. **Staff scheduled to re-inspect property in two weeks.**
- Grayson Road – Case 1: Complaint regarding an occupied recreational vehicle. Site inspection complete. Staff contacted property owner and discussed case. **Staff scheduled final inspection with Building Division next week.**
- Grayson Road – Case 2: Complaint regarding an illegal fence built at the front of the property. Site inspection complete. Staff observed a newly constructed fence built over the allowable height limit in the front yard setback. Property owner has applied for a minor exception with the Planning Division. **Staff will coordinate final inspection with Planning Division.**
- Hardy Circle: Complaint regarding Christmas lights on a tree. Re-inspection complete. In addition, staff confirmed an inoperable vehicle was removed but junk and debris remain. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property next week.**
- Helen Road: Complaint regarding junk/debris, broken window and a vehicle stored on an unpaved surface. Re-inspection complete. Staff confirmed garbage service is active and

junk/debris removed. Staff observed the front window has been repaired. Staff received additional complaint in reference to illegal repairs at the property. **Staff scheduled final inspection with Building Division next week.**

- Hoover Avenue: Complaint regarding junk and debris and inoperable vehicles. Some vehicles and debris have been removed. Staff sent property owner Second Notice. **Staff scheduled to re-inspect property in two weeks.**
- Kathleen Drive: Complaint regarding a vehicle stored on the front lawn. Site inspection complete. Staff confirmed there is a vehicle stored on an unpaved surface, junk on the driveway and a storage unit at the front of the property. Property owner contacted staff and requested an additional two weeks to allow them to donate the items. Extension granted. Staff confirmed the property has an active building permit associated with the storage container. **Staff scheduled to re-inspect property in two weeks.**
- Luella Drive: Complaint regarding an occupied shed at the rear yard. Site inspection complete. Staff met with Police Officers and Building staff at the residence and confirmed the shed at the rear of the property was occupied and constructed without a building permit. Building staff posted the shed and instructed the occupants to reside in the primary dwelling. Staff was informed by the property owner that the two individuals have vacated the shed. **Staff will coordinate final inspection with Building Division.**
- Marvin Drive: Complaint regarding junk/debris and possible illegal home based business. Re-inspection complete. Staff confirmed there is no home based business and much of the junk and debris has been removed from the property. Staff contacted property owners. Property owners requested an additional two weeks to remove the remaining junk and debris. Extension granted. **Staff scheduled to re-inspect property this week.**
- Maureen Lane – Case 1: Complaint regarding a deteriorated fence. Re-inspection complete. Staff contacted property owner. Property own requested additional time to remove the damaged fence. Staff granted extension. **Staff scheduled to re-inspect property next week.**
- Maureen Lane – Case 2: Complaint regarding junk and debris in a trailer at the front of the property. Re-inspection complete. Staff confirmed the junk and debris has been removed. **Case closed.**
- Mazie Drive: Accessory structures without approval in a rear yard. Plans submitted last week for review. Plans approved. Staff contacted tenant who stated they are completing

the structure and will request final inspection with the Building Division. **Staff will continue monitoring progress and coordinate final inspection with Building Division.**

- McKissick Street: Complaint regarding a permanent basketball structure. Re-inspection complete. Structure unchanged. Staff contacted property owner and discussed case. Planning Commission denied a request to revise the zoning ordinance to allow such structures in the front yard setback. **Staff meeting with property owner this week to discuss the relocation of the structure.**
- Oak Park Boulevard: Complaint regarding junk/debris and grading issues. Site inspection complete. **Case under review with the Engineering Division.**
- Oakvue Road: Complaint regarding an inoperable vehicle. Vehicle unchanged. Staff sent vehicle abatement letter to property owner. Property owner requested additional week to donate the vehicle. **Staff has re-scheduled the vehicle abatement for next week pending property owner's voluntary removal.**
- Orin Lane: Complaint regarding junk and debris in public view. Site inspection complete. Staff left door hanger. Staff was contacted by property owner requesting an additional two weeks to remove the junk and debris. Extension granted. **Staff scheduled to re-inspect property in two weeks.**
- Patterson Blvd.: Complaint regarding overgrown weeds and debris. Re- inspection complete. Some progress made. Staff sent Second Notice to property owner. Staff was contacted by property owner who requested an additional two weeks to correct the violations. **Staff scheduled to re-inspect property next week.**
- Pleasant Hill Road – Case 1: Complaint regarding junk and debris in a front yard and overgrown weeds. Staff observed conditions unchanged. **Case under review.**
- Pleasant Hill Road – Case 2: Complaint regarding junk and debris at front yard. Re-inspection complete. Staff observed some of the refuse and the inoperable vehicle have been removed. Staff met with property owner at site and reviewed the violations. Property owner committed to have the violations corrected within the next two weeks. **Staff scheduled to re-inspect property this week.**
- Pleasant Hill Road – Case 3: Complaint regarding dead vegetation, deteriorated roof damaged fence and illegal garage conversation. Site inspection complete. Staff



contacted property manage and discussed violations. Staff received information the property is involved in litigation. **Case under review.**

- Pleasant Hill Road – Case 4: Complaint regarding a commercial vehicle stored on a residential property. Re-inspection complete. Staff contacted the property owner. The property owner requested an additional two weeks to find an alternate location to move the commercial vehicle off the property. Extension granted. **Staff scheduled to re-inspect property this week.**
- Price Lane: Complaint regarding junk and debris, inactive garbage service and a recreational vehicle stored on an unpaved surface. Re-inspection complete. Conditions unchanged. Staff sent Second Notice Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Putnam Boulevard: Complaint regarding an overgrown hedge obstructing the view of oncoming traffic. Site inspection complete. Staff sent Notify Letter to property owner. **Staff scheduled to re-inspect property in two weeks.**
- Rose Lane: Complaint regarding a storage container on the property. Site inspection complete. Staff met with property owner and confirmed the container is being stored on the property in conjunction with a planning/building permit approval. Staff confirmed the property owner has submitted plans and application to the City for review. **Case on hold pending Planning consideration.**
- Shelly Drive – Case 1: Complaint regarding two trees removed without proper permits. Re-inspection complete. Staff was contacted by property owner confirming they will obtain a tree removal permit from the Planning Division this week. **Staff will continue monitoring progress and coordinate final inspection with Planning Division.**
- Shelly Drive – Case 2: Complaint regarding a tree removed without proper permits. Site inspection complete. Staff contacted the company removing the tree and discussed the issue. Owner to provide arborist report associated with the removal of the tree to the Planning Department. **Staff will continue monitoring progress and coordinate final inspection with Planning Division.**
- Sherman Drive: Complaint regarding an unsecure structure. Site inspection complete. Staff sent Second Notice to property owners. Second Notice Letter returned. Staff in process of locating property owner. **Staff scheduled to re-inspect property next week.**

- Skander Court: Illegal accessory structures. City Attorney contacted listing agent. Property has not been sold. Staff contacted bank and discussed the removal of the structures. **Case under review.**
- Taylor Boulevard – Case 1: Complaint regarding a home in disrepair. Staff observed painting preparation work in progress. Staff contacted property owner. Property owner requested additional time to complete repairs. Staff granted extension. **Staff scheduled to re-inspect property in two weeks.**
- Taylor Boulevard – Case 2: Complaint regarding a fence in disrepair. Re-inspection complete. Staff confirmed the fence has been repaired. **Case closed.**
- West Hookston Road: Complaint regarding junk and debris in public view. Re-inspection complete. Staff confirmed some of the junk and debris has been removed. Staff sent Second Notice to property owner. **Staff scheduled to re-inspect property in two weeks.**

New Inquiries:

- Belle Avenue: Complaint regarding an illegal home occupancy. **Staff scheduled to inspect property this week.**
- Contra Costa Boulevard: Complaint regarding junk and debris in public view. Site visit complete. Staff discussed violations with business owner. **Staff scheduled to inspect property next week.**
- Fensalir Avenue: Complaint regarding junk and debris in public view. **Staff scheduled to inspect property this week.**
- Shirley Drive: Complaint regarding inoperable vehicle, camper on driveway, junk/debris and occupied recreational vehicle. **Staff scheduled to inspect property this week.**
- Theo Lane: Complaint regarding auto repairs and an illegal home occupancy. **Staff scheduled to inspect property this week.**

Proactive Work:

- Ardith Drive – Case 1: Proactive case opened for two vehicles stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the two vehicles are

still stored on an unpaved surface. Staff contacted the tenant/vehicle owner. The tenant/vehicle owner requested a two week extension to find an alternative paved location to store the vehicles. Extension granted. **Staff scheduled to re-inspect property next week.**

- Ardith Drive – Case 2: Proactive case opened for junk and debris at front yard. Re-inspection complete. Staff confirmed the junk and debris has been removed. **Case closed.**
- Belinda Drive: Proactive case opened for debris at front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Cleopatra Drive – Case 1: Proactive case opened for vehicles stored on an unpaved surface at front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Cleopatra Drive – Case 2: Proactive case opened for vehicle stored on an unpaved surface at front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Cleopatra Drive – Case 3: Proactive case opened for vehicles stored on an unpaved surface at front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Cleopatra Drive – Case 4: Proactive case opened for boat/trailer stored on an unpaved surface at front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Cleopatra Drive – Case 5: Proactive case opened for brush pile at front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Cleopatra Drive – Case 6: Proactive case opened for trailer stored on an unpaved surface at front yard. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Elinora Drive: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the vehicle has been removed. **Case closed.**

- Esther Drive: Proactive case opened for junk and debris on driveway and side of garage. Re-inspection complete. Staff confirmed the junk and debris is still in public view. Staff contacted property owner. Property own requested additional time to remove junk and debris from property. Staff granted extension. **Staff scheduled to re-inspect property in two weeks.**
- Geraldine Drive – Case 1: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the vehicle has been removed. **Case closed.**
- Geraldine Drive – Case 2: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the vehicle has been removed. **Case closed.**
- Geraldine Drive – Case 3: Proactive case opened for an inoperable vehicle stored on the driveway. Re-inspection complete. Staff confirmed the vehicle has been removed. **Case closed.**
- Janice Drive: Proactive case opened for an inoperable vehicle stored in public view. Staff left door hanger. **Staff scheduled to re-inspect property next week.**
- Marcia Drive – Case 1: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the vehicle has been removed. **Case closed.**
- Marcia Drive – Case 2: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the vehicle has been removed. **Case closed.**
- Marcia Drive – Case 3: Proactive case opened for a vehicle stored on an unpaved surface at the front yard. Re-inspection complete. Staff confirmed the vehicle has been removed. **Case closed.**
- Mazie Drive: Proactive case opened for an inoperable vehicle stored in public view. Re-inspection complete. Vehicle unchanged. Staff sent Second Notice to property owners. Property owner requested an additional two weeks to allow them to donate the vehicle. Extension granted. **Staff scheduled to re-inspect property next week.**

- Sherman Drive: Proactive case opened for vehicle stored on an unpaved surface at front yard. Staff left door hanger. Staff was contacted by property owner requesting an additional two weeks to remove the vehicle. Extension granted. **Staff scheduled to re-inspect property in two weeks.**

Graffiti Removal:

No graffiti removed this week.