



MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: March 31, 2011

SUBJECT: **WEEKLY UPDATES**

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- Regency Plaza (548 Contra Costa Boulevard) – A tenant improvement permit has been issued for Zen Reflexology & Massage.
- Crossroads (2380 #F Monument Boulevard) – A tenant improvement permit has been issued for Pacific Dental. This space was previously known as the NYPD Pizza.
- Valley Center Medical Building (401 Gregory Lane #236) – Plans have been submitted for review and approval for an interior dental office tenant improvement.

Engineering Division

- City Hall Lake Plumbing System Repairs Project – At the City Council meeting on March 21st, the Council awarded the City Hall Lake Plumbing System Repairs Project to the low bidder, Pyxis Water Systems, in the amount of \$142,653. The pre-construction meeting was held with City staff on Monday, March 28th, and the project is scheduled to begin on April 4th. Construction activities starting the week of April 4th include the installation of the construction area fencing around the lake perimeter; turning off the fountain system (for the next six weeks); draining the lake; relocating aquatic life to the small pond and providing aeration; removing silt and cleaning the lake liner; and working on the pipelines and pump system.
- New Online Service for City Projects Out to Bid – In the past, the Engineering staff would provide 15 or more complimentary hard copies of currently-bidding Project Bid Documents (Plans and Specifications) to Contractor Plan Rooms (Exchanges).

The Exchanges would make the Project Bid Documents available for viewing to the contractor members either at their offices or through web-based services. The City distributes to as many local Exchanges as possible in order to increase the City's exposure to more potential contractors/bidders.

New State Law AB 2036 requires local agencies to provide electronic copies of Project Bid Documents, at no charge, upon request from the Contractor Plan Rooms. Staff time (cost) to reproduce and mail hard copies to the Exchanges is significant. The City is providing a new City web-site-based feature for contractors, the public and Exchanges, which will fulfill AB 2036 requirements. It is anticipated that there will be project costs savings by going to this new electronic system. Contractors will still be required, as in the past, to purchase plans and specifications at City Hall in order to bid on a project.

To view projects that have bid, and obtain copies of projects currently bidding in the City, go to http://www.ci.pleasant-hill.ca.us/projects_under_bid.

- Encroachment Permits Underway

Utilities

AT&T – Repair cable at 123 Southwind Drive

PG&E – Repair gas lateral on Morello Avenue at Viking Drive

PG&E – Repair gas lateral at 2147 Orin Lane

PG&E – Repair gas lateral at 583 Odin Drive

PG&E – Repair gas lateral at 108 Allen Way

AT&T – Upgrading cable between 100-147 Gregory Lane

Maintenance Division

- Tree Down – The Police Department notified the Maintenance Division that a tree had fallen into the roadway on Ellinwood Way near the intersection of Ellinwood Drive. Maintenance staff assisted the property owner in making sure the public roadway was safe. The private property owner responsible for the tree hired a tree company to safely remove the Willow tree.
- Mud Slide – Due to recent heavy rains and soil saturation, a small mud slide occurred on the roadside at Taylor Boulevard near the intersection of Pleasant Hill Road. The soil slid down a steep slope and rested alongside the drainage swale. Crews used road equipment to safely remove the soil and secure the area.
- Streetlight Inspection – Maintenance staff completed a quarterly night-time inspection of streetlights (on main arterial and collector streets) throughout the City. Approximately 14 lights were found to be non-functioning and will be reported to

PG&E for repairs. Minor repairs for bulbs, photo cells, etc., are generally completed by PG&E within 14 days and more serious repairs can take 90 days.

Planning Division

- **Planning Commission**

No meeting scheduled.

- **Zoning Administrator**

No meeting scheduled.

- **Architectural Review Commission**

No meeting scheduled.

- **Code Compliance**

Selected highlights of weekly activity:

Pothole Repair – Staff addressed a large, deep pothole full of water leading off a commercial property that caused damage to a vehicle. The property manager was contacted and responded to correct the situation temporarily until completion of a planned full rehabilitation of the parking lot area later this year.

Public Nuisance Abatements – Sites with ongoing abatements in the Collins, Hoover, Marta and Santa Lucia areas were reviewed to ensure that progress continues to be made to resolve nuisance concerns.

Temporary Signs – Staff is working with new businesses in the Downtown and Contra Costa Boulevard areas to inform them of the types of temporary signs allowable since many of the new business owners are not aware of City regulations.

Number of Tasks Completed This Week – 61 (includes phone calls, emails, courtesy notices, investigations, site visits, area patrols, internal requests for service, attendance at training sessions and other miscellaneous activities).

- **Miscellaneous**

Tree Removals – The following tree removals have been approved: 1) One multi-trunk 26-inch/29-inch diameter Siberian Elm tree at 345 Gladys Drive; and 2) one 55-inch diameter Modesto Ash tree at 106 Cleopatra Drive.

Temporary Sign Regulations – Planning staff met with the Chief Executive Officer of the Chamber of Commerce to discuss amendments to clarify and improve the City’s temporary sign regulations. The Planning Commission will be considering suggested changes at its April 12th meeting.