



MEMORANDUM

TO: Mayor and City Council

FROM: June W. Catalano, City Manager

DATE: January 6, 2011

SUBJECT: **WEEKLY UPDATES**

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- California Cancer & Research Institute (400 Taylor Boulevard, Suite #306) – A permit has been issued for the third floor corridor remodel, as well as a new tenant improvement space for Dr. Candida Brown.
- Contra Costa Central Library (1750 Oak Park Boulevard) – A permit has been issued for a rooftop photovoltaic system installation at the library.
- Target Store (560 Contra Costa Boulevard) – A permit has been issued for an interior remodel to expand the grocery department and add refrigerator equipment, rooftop condenser units, new produce dry room, walk-in freezers and seismic racking.
- Best Buy Retail Center (3250 “A” Buskirk Avenue) – Tenant improvement plans have been submitted for review and approval for Buy Buy Baby, which was previously known as Linens-N-Things.

Engineering Division

- 2010 Drainage Facilities Repair – J.J.R. Construction will resume work this week after a two-week contractual break from December 20, 2010 to January 3, 2011. Construction activities this week will include traffic control, valley gutter repair at Jean Drive, replacement of curb inlet covers on Buskirk Avenue, and storm drain pipe replacement on Chilpancingo Parkway. All remaining work is expected to be completed by the end of the month, weather permitting.

- NPDES Program (Trash Capture Project Grant Update) – The City Council recently authorized the City Manager to execute an agreement with the Association of Bay Area Governments (ABAG) for the City to participate in the Bay Area Trash Capture Demonstration Project. Cities that choose to participate in the \$5 million demonstration project will be provided funding (Pleasant Hill’s pro-rata share is \$36,547) to install trash capture devices in the storm drain system, which will help meet the new requirements of the Municipal Regional Permit (MRP). Staff was notified recently that a number of cities (26 of the 96 in the Bay Area, including one in Contra Costa County) chose not to participate in the project. Therefore, the funding allocated to these cities will be reallocated to cities who are participating. As a result, the City of Pleasant Hill could receive an additional \$3,469, for a total of \$40,016. Staff will continue to work with ABAG and maintenance staff to use these funds to meet the MRP requirements.
- Diablo Vista Water System (DVWS) 2010 Water Consumption – On December 21, 2010, the water allocation for the month had been consumed and the pumps were turned off for the 2010 season. During the 2010 season, approximately 64,151,678 gallons of water were consumed, and DVWS customers reduced their water use by over 11.6% from prior years. The conservation efforts are significant as they reduce the impact to the DVWS budget while complying with strict Contra Costa Water District water conservation requirements. The month-to-month allocation and consumption detail is available on the City Web site: <http://www.ci.pleasant-hill.ca.us/index.aspx?NID=599> (click on Monthly Water Usage tab). The system will restart in the Spring of 2011. In the meantime, maintenance and valve box inspections are being conducted by DVWS staff.

The DVW Advisory Board conducted a regularly-scheduled quarterly meeting on December 8th. Among other business items on the agenda, the Board assigned Eric Berthold as the new DVW Advisory Board Chairman, relieving Steve Zalewski from his prior two-year assignment.

- Encroachment Permits Underway

Private

Sam Afu – Replace curb and gutter for new driveway at 2430 Marcia Drive

Sewers for Less – Replace sewer lateral at 148 Mazie Drive

CableCom (COMCAST subcontractor) – Hand dig to place new anchor at
181 Twinview Drive

Streamline Plumbing – Replace sewer lateral at 1972 Rose Lane

Roto Rooter Sewer Service – Replace sewer lateral at 249 Jeanne Drive

Reliez Valley Builders – Replace curb/gutter for new driveway at 114 Poshard Street

Utilities

PG&E – Repair paving on Cottonwood Drive

PG&E – Repair Gas leak at 1715 Oak Park Boulevard
EBMUD – Repair gate valve at 2057 Oak Park Boulevard
EBMUD – Emergency water service repair at 2485 Pleasant Hill Road
AT&T – Restore 25 square feet of concrete sidewalk at 181 Viking Drive
CCWD – Perform exploratory dig to locate valve cans at Pleasant Hill Road at Wood Creek Place

Maintenance Division

- **Emergency Tree Removal** – A large Monterey Pine tree was found to be in danger of falling onto the sidewalk and roadway at a private residence on Viking Drive. After a site inspection by City Arborist Bob Costa, it was determined that the tree needed to be removed immediately to avoid potential damage to public property. The large tree (over 40 feet tall) was leaning into the street, which necessitated the urgent need for removal. It appeared the tree was leaning due to excessive heavy branches and soft soil due to recent storms. Contact was made with the homeowner with the assistance of Police Department and Code Compliance staff. The owner contracted with a private tree company to have the tree removed the same day as requested by the City. Maintenance staff assisted throughout the process by closing off one lane of traffic on Viking Drive so that the tree could be removed safely.
- **Recent Storms** – Two significant winter storms impacted the Pleasant Hill area during the last two weeks of December. Crews responded by cleaning storm drains, opening drain inlets, and removing leaves and debris from the drainage infrastructure to allow for proper storm water flows. Sandbag stations were fully stocked, and residents picked up sandbags from various locations in the City. Fortunately, the storms were eventually downgraded and the storm drainage systems performed adequately. The City’s website was updated with information on storms from the National Weather Service and locations of sandbag stations for residents’ use.

Planning Division

- **Planning Commission**
No meeting scheduled this week.
- **Zoning Administrator**
No meeting scheduled this week.
- **Architectural Review Commission**
Meeting was cancelled.

- **Code Compliance**

Selected highlights of weekly activity:

Gregory Lane at Contra Costa Boulevard – An administrative citation was issued to a business for continuing to violate the sign ordinance after numerous warnings.

Mud on City Streets – Staff contacted a contractor who was observed tracking heavy mud onto a roadway and causing the mud to flow into a nearby storm drain. The contractor addressed the concern to staff’s satisfaction after contact was made.

Interior Sanitation – Staff assisted the Building Division to address a complaint regarding interior sanitation at a business on Contra Costa Boulevard. After contact was made with the business owner, the situation was resolved.

Vehicle Abatement Reimbursement – The City received approximately \$4,500 in reimbursements for administrative costs related to vehicle abatements in 2010.

Number of Tasks Completed This Week – 128 (includes phone calls, emails, courtesy notices, investigations, site visits, area patrols, internal requests for service, attendance at training sessions and other miscellaneous activities).

- **Miscellaneous**

Contra Costa County Office of Education Offices (77 Santa Barbara Road) – City staff continues to work with Office of Education staff regarding proposed landscape modifications to accommodate new photovoltaic facilities at the property. While the City does not have formal review authority for the proposed project, Office of Education staff recently submitted a revised landscape and tree removal plan for courtesy review by the City. City staff provided input on the proposed plans and requested additional information and clarification from the County.

Tree Removals – Tree removal work at the Pleasant Hill Recreation and Park District Senior Center and Teen Center will begin next Wednesday, January 12th. The tree removal has been approved by the City and is being done to prepare these sites for construction of the new Centers. Ten trees will be removed from the Teen Center site and 27 from the Senior Center site. It is anticipated that the work will be completed by January 21st.

Miscellaneous Permit Activity – For the month of December, Planning staff reviewed and approved the following applications: 1 Home Occupation Permit, 6 Tree Removal Permits and 12 Zoning Permits (2 new business applications, 3 commercial plan checks and 7 residential plan checks).

REDEVELOPMENT

- Annual Year-End Reports – Redevelopment Agency staff completed and submitted to the Office of the State Controller the Agency’s annual year-end reports on Financial Transactions and Housing & Community Development Activities.
- Meetings with New Downtown Owners/Property Managers – Agency staff and Chamber of Commerce staff met with the new Downtown property managers (Colliers International) to brief them on the annual events schedule and opportunities to continue work with both the City and the Chamber on cross promotions and events.

Agency staff and the Chief of Police also met with Colliers and a representative from Loja LLC, the Downtown property owners, to provide them with information and history on security issues and police calls that are typical in the Downtown. The Chief of Police also provided information on crime prevention techniques that have been useful for the Downtown.