



City of Pleasant Hill

MEMORANDUM

TO: Mayor and City Council
FROM: June Catalano, Manager
DATE: October 11, 2013
SUBJECT: **WEEKLY UPDATE**

GENERAL UPDATE

- **Columbus Day Holiday** – City offices will be closed on Monday, October 14th for the Columbus Day holiday.

ECONOMIC DEVELOPMENT

- **Art, Jazz & Wine Festival** - Last weekend's Art, Jazz & Wine Festival was a huge success with beautiful weather and large crowds that came to Downtown Pleasant Hill to enjoy the music and stroll along Crescent Drive visiting the arts and crafts vendors. Thank you to City Maintenance Staff who helped with set-up and logistics for the event and City staff and Commission on Aging volunteers for staffing the City Booth during the Festival.
- **Light up the Night Holiday Event** - City staff also met this week with representatives from the Chamber of Commerce, Pleasant Hill Recreation & Parks District and Downtown Pleasant Hill to begin planning for the City's 6th Annual Light up the Night Event to be held on Wednesday, December 4.

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 1B (closed sections of Buskirk Avenue). Overall, the project is on schedule and anticipated to be completed by September 2014.

Current Buskirk Project Activities

Ghilotti Brothers Stage 1B Project Improvements (Ongoing – December 2013)

Ghilotti continues to construct concrete median curb, curb and gutter, and sidewalk within the closed section of Buskirk Avenue “S” curve. Saint Francis Electric continues to install street light conduits and pour traffic signal and light pole foundations that are within the landscape areas.

Saint Francis Electric will also be installing new street light pole foundations along the west side of Buskirk Avenue between Rubio’s and the existing bus stop. Lane closures will be set up at the northbound and southbound directions of Buskirk Avenue. Expect lane closures in the northbound direction to be typically from 8:00 a.m. to 3:00 p.m. Lane closures at the southbound direction will be typically be from 9:30 a.m. to 4:00 p.m. Some variations in the lane closure hours can occur because of construction site and equipment issues along with weather conditions.

For more project information, please see future Weekly Updates, visit the City’s Buskirk Avenue web page at “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.

- **Stormwater NPDES Program** - On September 24, 2013, the State Water Resources Control Board (SWRCB) adopted emergency regulations to increase their regulatory fees, including fees for the National Pollutant Discharge Elimination System (NPDES). All cities are required to pay this fee (based on population) as part of their General Discharge Permit, and to remain in compliance with the Federal Clean Water Act. The fee for the City of Pleasant Hill for FY 13/14 is now \$15,989, up from \$12,131 for FY 12/13 (an increase of \$3,858, or 31.8%). The SWRCB increased the fee to offset projected budget deficits, and allow staff and services to remain at their current level. The fees and increase will be paid from the NPDES fund.

Encroachment Permits

337/338 Valley View Drive – PG&E relocate residential gas service

80 Karol Lane – PG&E relocate portion of gas main

1895 Susan Lane – PG&E install replacement utility pole behind curb

2611 Contra Costa Boulevard at Boyd Road – CableCom install underground & aerial cable

1985 Jeanette Drive – Repair sewer lateral in roadway

2036 Helen Road – Repair sewer lateral in roadway

Maintenance Division

- Heritage Tree - Staff was called out to remove a large Century Oak tree branch which had broken on Grayson Road. Due to the size and height of the branch, Valley Crest Tree Company was called to remove and clean up the tree.
- Vacuum Breaker Inspection - Staff has performed the annual irrigation vacuum breaker inspections throughout the City. There was only one breaker that was in need of repair.

- Creek Clean Up - The Second Notice letter for the annual creek clean-up has been sent out to the residents/property owners within those areas who have not yet complied with the request. Staff will re-inspect the creeks and drainage ditches later in the month to make sure they are clean of all debris before the upcoming seasonal rains begin.

Planning Division

Planning Commission

- ***Housing Element Implementation Update*** - Status report on progress to-date toward implementation of the City of Pleasant Hill Housing Element.

Action: Update received, no one from the public spoke.

Appeal Period: Not applicable. No action taken.

- ***Greenhouse Gas Emissions (City Inventory) & Draft Energy Action Plan Policies (EAP)*** – Report on follow-up responses to Planning Commission comments provided at a previous meeting where a presentation regarding an inventory and analysis of the City’s Community Wide Greenhouse Gas emissions (GHG) that was prepared by Quantum Energy Services and Technologies, Inc. (QuEST). In addition, the Commission will review various energy action plan polices that were also prepared by QuEST.

Action: Report received, no one from the public spoke.

Appeal Period: Not applicable. No action taken.

- ***Wireless Telecommunication Facilities Update*** - An update concerning recent Federal Legislation pertaining to wireless facilities as contained in the Middle Class Tax Relief and Job Creation Act of 2012.

Action: Update received, no one from the public spoke

Appeal Period: Not applicable. No action taken.

Zoning Administrator

No meeting scheduled.

Architectural Review Commission

No meeting scheduled.

Code Compliance

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

Follow-ups on Prior Inquiries:

- Ardith Drive: Complaint regarding junk and debris in public view and vehicle stored on an unpaved surface. Re- inspection complete. Junk, debris and vehicle removed. **Case closed.**
- Belmont Court: Complaint regarding collection containers stored in public view. Some containers still remain. **Re-inspect property next week.**
- Charlton Drive: Inquiry in reference to the status of an existing violation regarding the roof of a residence. Contact made with property owner and the roof issue was discussed. **Case under review.**
- Contra Costa Blvd.: Complaint regarding overgrown weeds. Site inspection complete. Contact property manager. **Re-inspect property next week.**
- Cortsen Road: Complaint regarding trash and debris and possible inhabitants residing at residence without active electrical service. Utilities reinstated. Property occupied. Contact made with executor. Executor scheduled to exercise trespass letter to have occupants removed. **Continue to monitor property and coordinate future actions with Building and Police Department.**
- Doray Drive: Complaint regarding illegal structure. Site inspection complete. Review issue with Building Department. **Case under review.**
- Dudley Court: Complaint regarding junk and debris. Site inspection complete. Notify Letter sent to property owner. **Re-inspect property in two weeks.**
- Fieldcrest Drive: Complaint regarding brush pile. Re-inspection complete. Brush pile removed. **Case closed.**
- Hoover Ave: Complaint regarding junk and debris and inoperable vehicles. Some vehicles and debris have been removed. Property owner not available for scheduled inspection. Additional message left for property owner to contact to re-schedule inspection. **Case under review.**
- Jennie Drive: Complaint regarding overgrown hedges/bushes obstructing the view of oncoming traffic. Hedges/bushes trimmed. **Case closed.**

- Liahona Court: Complaint regarding junk and debris. Violations include junk/debris, inoperable vehicles, damaged fencing and peeling exterior paint on house. Some debris removed from property and initial prep work for painting in progress. Vehicles unchanged. Property owner requested addition time to correct violations. **Re-inspect property next week.**
- Luella Drive – Case 1: Complaint regarding overgrown hedges/bushes obstructing the view of oncoming traffic. Hedges/bushes trimmed. **Case closed.**
- Marcia Drive: Complaint regarding noisy fowl. Site inspection complete. Contact made with property owner. No signs of noisy fowl. Property owner stated he has reduced the number of fowl to three. **Case closed.**
- Mazie Drive: Accessory structures without approval in a rear yard. Plans submitted last week for review. Plans approved. Contacted tenant who stated they may remove the structure per the owner's request. **Continue monitoring progress and coordinate final inspection with Building Department.**
- McKissick Street: Complaint regarding a permanent basketball structure. Re-inspection complete. Structure unchanged. Contact property owner. **Re-inspect property this week.**
- Monument Blvd.: Complaint regarding damaged fence. Site inspection complete. Notify Letter sent to property owner. **Re-inspect property in two weeks.**
- Oakvue Road: Complaint regarding an inoperable vehicle. Vehicle unchanged. Contact made with property owner to confirm the removal of the vehicle. **Re-inspect property this week.**
- Odin Place: Complaint regarding overgrown weeds and debris at the rear yard. Violations include overgrown vegetation, hedges obstructing the public sidewalk and peeling exterior paint. Debris and overgrown weeds removed. **Re-inspect property next week.**
- Patricia Drive: Complaint regarding junk and debris and lack of garbage service. Re-inspection complete. Garbage service active. Fire damage at the residence. Construction work in progress for interior repairs. **Monitor property during cleanup and repairs and coordinate final inspection with Building Department.**
- Patterson Blvd. – Case 1: Complaint regarding overgrown weeds and debris. Re-inspection complete. Some progress made. **Re-inspect property this week.**

- Patterson Blvd. – Case 2: Complaint regarding overgrown hedges obstructing the view of oncoming traffic. Site inspection complete. Notify Letter sent to property owner. **Re-inspect property this week.**
- Pleasant Hill Road – Case 1: Complaint regarding junk and debris in a front yard and overgrown weeds. Conditions unchanged. **Case under review.**
- Pleasant Hill Road – Case 2: Complaint regarding junk and debris at front yard. Site inspection complete. Violations consist of junk and debris throughout the property and an inoperable vehicle at the front yard. Contact made with property owner. Clean up scheduled for next week. **Re-inspect property next week.**
- Ruth Drive: Complaint regarding overgrown vegetation and debris. Overgrown vegetation and debris removed. **Case closed.**
- Skander Drive: Illegal accessory structures. City Attorney contacted listing agent. Property has not been sold. Contact made with bank and discussed the removal of the structures. **Continue to monitor progress on a weekly basis until violations are corrected.**
- Sky Ranch Lane: Complaint regarding overgrown weeds and debris. Re-inspection complete. Conditions unchanged. Contact property owner. **Re-inspect property this week.**
- Strand Avenue: Complaint regarding junk and debris at front and side yards and inoperable vehicles. Debris removed. Vehicles repaired. Junk and debris unchanged. Contact property owner for update on removal of junk and debris. **Re-inspect property this week.**
- Sylvia Drive – Case 1: Complaint regarding sight obstruction. Site inspection complete. Notify Letter sent to property owner. Contact made with property owner requesting an extension. Some progress made trimming the hedge. **Re-inspect property next week.**
- Sylvia Drive – Case 2: Complaint regarding overgrown hedges/bushes obstructing the view of oncoming traffic. Hedges/bushes trimmed. **Case closed.**
- Taylor Blvd.: Complaint regarding a home in disrepair. Violations include overgrown weeds and deteriorating exterior paint. Weeds removed. Painting work not yet in progress. Left additional message with property owner to confirm start date. **Re-inspect property next week.**

- Wendy Drive: Complaint regarding inoperable vehicles and debris. Site inspection complete. Notify Letter sent to property owner. **Re-inspect property this week.**

New Inquiries:

- Banbridge Place: Complaint regarding junk and debris and no garbage service. Site inspection complete. Violations include trash and debris, lack of garbage service and poor exterior paint condition. Notify Letter sent to property owner. **Re-inspect property next week.**
- Gregory Lane: Complaint regarding poor exterior paint condition. Message left for property owner to address paint condition. **Re-inspect property next week.**
- Margie Drive – Case 1: Complaint regarding junk and debris. **Initial inspection scheduled for this week.**
- Margie Drive – Case 2: Complaint regarding inoperable vehicle. **Initial inspection scheduled for this week.**
- Pleasant Hill Road – Case 3: Complaint regarding dead vegetation and illegal signage. **Initial inspection scheduled for this week.**
- Pleasant Hill Road – Case 4: Complaint regarding vegetation and debris obstructing the public sidewalk. **Initial inspection scheduled for this week.**
- Shelly Drive: Complaint regarding two trees removed without proper permits. **Initial inspection scheduled for this week.**
- Sylvia Drive – Case 3: Complaint regarding occupied accessory structure. Contact made with property owner. **Initial inspection scheduled for the end of the month.**

Proactive Work:

- Barbara Court: Proactive case opened for junk and debris on driveway. Additional items removed. Painting work in progress. **Re-inspect property next week.**
- Geraldine Drive: Proactive case opened for overgrown weeds and debris. Re-inspection complete. Overgrown weeds removed. Debris unchanged. Contact made with property owner. Granted a two week extension. **Re-inspect property this week.**

- Luella Drive: Proactive case opened for inoperable vehicle. Left door hanger. Re-inspection complete. Vehicle unchanged. Contact made with property owner who requested an extension. Extension granted. **Re-inspect property next week.**
- Shirley Drive – Case 1: Proactive case opened for overgrown hedges/bushes obstructing the view of oncoming traffic. Re-inspection complete. Conditions unchanged. Left business card. **Re-inspect property next week.**
- Shirley Drive – Case 2: Proactive case opened for overgrown hedges/bushes obstructing the view of oncoming traffic. Hedges trimmed. **Case closed.**

Graffiti Removal:

No graffiti removal this week.