



M E M O R A N D U M

TO: Mayor and City Council
FROM: June W. Catalano, City Manager
DATE: October 14, 2010
SUBJECT: WEEKLY UPDATES

GENERAL UPDATE

- Art, Jazz & Wine Festival in Downtown Pleasant Hill – The 8th annual Art, Jazz & Wine festival held last weekend was a great success. Attendance increased over last year, Downtown merchants benefitted from the increased foot traffic, and the new children’s activities were very popular. Thank you to all the City employees who served on the planning committee, helped to set up for the event and volunteered time to staff the City booth.
- Incident Command System (ICS) Training – Last week, several staff members attended ICS training in Walnut Creek, which was sponsored by FEMA (Federal Emergency Management Agency) and the Department of Homeland Security. The training is designed to prepare personnel responding to emergencies and natural disasters, such as earthquakes, flooding, fires, etc. This valuable training provides responders with a basic understanding of national standards and practices that will assist in an emergency or disaster.

PUBLIC WORKS AND COMMUNITY DEVELOPMENT

Building Division

- Gregory Gardens Shopping Center (75 Doray Drive) – Tenant improvement plans have been approved and a permit was issued for the space located on the north side of the shopping center. McKay’s Shoe Repair will be relocating from 74 Doris Drive to this location.
- Downtown Area (115 Crescent Drive) – Tenant improvement plans have been submitted for review, comment and approval for the Health Career College (dental and medical educational training). This space was previously occupied by the Little Gym.

- Deutscher Office Park (395 Civic Drive) – Tenant improvement plans have been submitted for review, comment and approval for Carrington College (adult education). This space was formerly occupied by Western Career College.

Engineering Division

- 2010 Drainage Facilities Repair Project No. 06-10 – This Capital Improvement Program project is being advertised for submittal of construction bids. The scope of work primarily consists of drainage pipe replacement; replacement and repair of concrete valley gutters, curbs/gutters and drainage inlets; asphalt repair; and related miscellaneous drainage improvement work. A pre-bid conference was held on October 14th. The bid opening is scheduled for Friday, October 22nd, and work is expected to begin early November and be completed by the end of the calendar year.
- Pleasant Hill Road/Grayson Creek Sewer Improvement Projects – Staff met with Central Contra Costa Sanitary District (CCCSD) representatives to discuss major upcoming sewer improvement projects in Pleasant Hill. Two major trunk line (“backbone” sewer collection system) projects are planned. The first project, Pleasant Hill Grayson Creek (Phase 1), provides for the installation of 5,600 feet of new 18- and 24-inch diameter replacement pipes from the Pleasant Hill Road/Mercury Way intersection to the existing interceptor line on Ardith Drive. This project would also replace some neighborhood sewer mains as they tie into the new truck line, which is expected to be constructed in fiscal year 2012/13. The second project, Pleasant Hill Road Corridor (Phase 2), would provide for the installation of 2,800 feet of new 18-inch replacement trunk pipe along Pleasant Hill Road from Mercury Way to Virginia Hills Drive. This second project is expected to be constructed in fiscal year 2013/14 or later. City staff is coordinating with the CCCSD staff to address any upcoming street resurfacing work planned to occur along the alignment of the two trunk sewer replacement projects.
- Encroachment Permits Underway

Private

General Plumbing & Rooter – Replace sewer lateral at 325 Oakvue Road

Utilities

CCCSD – Repair main sewer line at 2130 Pleasant Hill Road

PG&E – Repair gas leak at 1072 Grayson Road

AT&T – Emergency cable repair at 760 Twinview Place

Maintenance Division

- U.S. Flags Installed – Nearly 200 flags were installed last Friday on street light poles along Contra Costa Boulevard from Boyd Road north to Second Avenue in honor of

Columbus Day. The flags were up all weekend and then removed on Tuesday morning of this week.

- Street Light Repairs – A wooden street light pole along Ellinwood Drive sustained extensive damage last week from an electrical malfunction. An electrical contractor is installing new underground wire at several locations and replacing one wooden pole. Upon investigation, it was found that tree roots had entered the conduit and damaged the electrical system. An evaluation is now being done to determine the extent of the problem and what should be repaired and/or replaced to ensure the street lights function properly.
- Flag Pole at City Hall – The spot lights at the flag pole near the southeast corner of Gregory/Cleveland intersection were recently damaged by vandals. They were replaced with new fixtures, and the flags at City Hall are again fully illuminated during nighttime hours.

Planning Division

- **Planning Commission**

Status Report on In-N-Out Burger Restaurant (3131/3195 North Main Street and 1531 Oak Park Boulevard) – Staff provided a status update of the proposed 3,750 square foot In-N-Out Burger restaurant with a drive-through. During the update, the Commission gave the public an opportunity to comment on the item, which resulted in seven speakers.

Action: The Commission received and filed the update.

Appeal Period: Not applicable.

Clearwire Wireless Broadband – Wireless Telecommunication Facility (401 Taylor Boulevard) – The applicant requested approval of a Use Permit to install an equipment cabinet, 3 antennas, 3 microwave dish antennas, 3 radio head units and 1 GPS unit on a rooftop behind a proposed roof screen at the existing Seventh Day Adventist church. The project site is located in the *PAO-Professional & Administrative Offices* zoning district. No one from the public spoke on this item.

Action: Approved with conditions.

Appeal Period: The appeal period will end on Monday, October 25th at 5:00 pm.

Miscellaneous Zoning Ordinance Amendments – City-Wide (Continued from August 10, 2010) – The Commission resumed the study session to review and provide direction to staff regarding miscellaneous amendments to various provisions of Chapter 18 of the

Pleasant Hill Municipal Code. The proposed amendments address miscellaneous corrections, clarifications and minor substantive revisions to the zoning ordinance for the purpose of improving the clarity and administration of the ordinance.

Action: No action taken.

Appeal Period: Not applicable.

Sign Ordinance Amendments – City-Wide (Continued from August 24, 2010) – The Commission held a study session on proposed amendments to the existing sign ordinance, specifically Chapters 18.60, 18.105 and 18.140 of the Pleasant Hill Municipal Code. The proposed amendments are intended to make minor corrections and clarifications, integrate references to the City’s Design Guidelines and streamline review procedures to improve administration of the ordinance.

Action: No action taken. The item was continued to a later date without discussion.

Appeal Period: Not applicable.

- **Zoning Administrator**

No meeting scheduled this week.

- **Architectural Review Commission**

No meeting scheduled this week.

- **Code Compliance**

Selected highlights of weekly activity:

Elliot Drive – An ongoing abatement on Elliot Drive is now complete with Code Enforcement and the Building Division closing out cases as bank-owned property is now in compliance with City regulations and requirements.

Downtown Signs and Displays – A downtown retail store was directed to remove non-permitted banners, street displays and other items from the sidewalks in front of the store. The business corporate offices were contacted to ensure that these types of activities do not continue.

Number of Tasks Completed This Week – 54 (includes phone calls, emails, courtesy notices, investigations, site visits, area patrols, internal requests for service, attendance at training sessions and other miscellaneous activities).