

**City Manager's Bi-Weekly Report
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CITY MANAGER'S OFFICE

Labor Negotiations Update

The City formally advised the labor group IBEW on May 10 that it was opening negotiations for a successor labor agreement. The current agreement between IBEW and the City of Vallejo has a term of July 1, 2010 through December 31, 2012. Both parties have negotiated in good faith and recognize the importance of entering into a new agreement. Although the parties have met 14 times since June and are making steady progress, the negotiations will not conclude by December 31. The City is hopeful that the parties will reach an agreement in early 2013.

Pursuant to California labor law, most of the terms of the existing agreement with IBEW will continue as the "status quo." The Fiscal Year 2012-13 City budget assumed no reductions in compensation for IBEW as it was very likely that negotiations were ongoing through the early part of 2013. The five year financial forecast in the approved FY 2012-13 budget anticipates total savings from all employee labor groups of \$5.5 million in the upcoming fiscal year beginning July 1, 2013. The City has also commenced formal negotiations with the three other labor groups (VPOA, CAMP and IAFF) and the contractor is in discussions with unrepresented employees (department heads). The City's expectation is to achieve the projected savings from negotiations with the groups.

Unified Response Provided During Storm

City Employees came together on Sunday, December 2, to provide a unified response to the damage created by the heavy downpour of the passing storm. Level One of the City's Emergency Operations Center (EOC) was activated at Fire Station 21. This partial activation is comprised of the Operations Section. Numerous calls were received to report downed street light poles with live wires, downed trees and limbs, and extensive flooding. Major areas of concern included Wilson Avenue, Mare Island Way, Amador Street at Tennessee Street, and a mobile home park off Coach Lane. Intersections were accessed by uniformed personnel from the Police and Fire Departments. Immediate steps were taken to cone off or channel traffic away from the hazards. Mare Island Way, from the entrance of City Hall north to Florida Street, was closed for approximately two hours until flooding subsided. Officers advised the EOC of specific problem areas due to downed trees and debris in the roadways and initiated tow services for at least two flooded vehicles with trapped occupants.

Meanwhile maintenance crews were busy unclogging drain inlets, removing downed trees and light poles, and eliminating hazards in all areas of town. Reports also filtered in that half a dozen traffic signals were malfunctioning due to PG&E power problems.

PG&E power was restored later in the afternoon, and crews remained on site at Springs Road and Miller Street to ensure proper operations. Calls continued to filter in throughout the afternoon.

City staff wore many hats during the event. Other jurisdictions were dealing with their own issues and if mutual aid was required, it would have been a challenge for those agencies in the County to assist. This was a successful disaster preparedness/real-world experience for the City's employees.



City Clerk Reappointed to Administrative Services Policy Committee

City Clerk, Dawn Abrahamson, has been reappointment by to the Administrative Services Policy Committee for 2013. This Committee reviews election law and administra-

tion, insurance and tort reform, open meeting law (Brown Act), the Public Records Act, the Political Reform Act and other conflict of interest laws, and regulations of smoking and tobacco products. She proudly continues to serve on the committee as she enters her 6th year.

Code Enforcement

The Code Enforcement Division would like to welcome new hires and commend retirees for their years of service and dedication:

Retirements

- Code Enforcement Officer Lena Perez retired after 33 years of service.

New Hires

- Code Enforcement Officer David Sidie began on December 3.
- Code Enforcement Officer Greg Garcia hired through a contract with WC3 is scheduled to begin on December 17.

Upon completion of training in early January 2013, these officers will assume responsibility of geographic areas within the City for proactive enforcement. The focus will be on the most visible from the street property maintenance ordinance violations. The hiring of a third officer is scheduled to take place in January 2013. At that time, the division will begin proactive enforcement on vacant buildings, littered/trash in alleys (in collaboration with Public Works maintenance) and other property maintenance violations in the Downtown Action Plan Target Area.

Participatory Budgeting

The last Participatory Budgeting (PB) Assembly wrapped-up on December 5 at Jesse Bethel High School, completing the in-person process of providing project ideas. Stakeholders will have the option to post ideas on [PB's website](#), hosted by Mindmixer, by Sunday, December 9. To date, just over 780 ideas have been submitted.

The Budget Delegate phase will begin on Thursday, December 13. There will be 160 Budget Delegate volunteers attending an orientation meeting to learn about the process of identifying eligible project ideas, creating proposed budgets that will later be reviewed by City and Agency Staff, and transforming ideas into projects that the general public and City Council will vote on in the Spring.

City-Wide Clean-up Update

Phase II of the Inter-agency Entrance and Thoroughfare project is progressing. The Code Enforcement division is collaborating with the Building division to proactively identify and enforce all private property maintenance, vacant structure and building violations along the City's entrances and thoroughfares. During the weeks of November 19, through December 10, 2012, Public Works Assistant Maintenance Superintendent, Mike Schreiner, will be leading crews in the clean-up of Sonoma Boulevard from Magazine Street to the northern Vallejo City limit at the Napa County line. The large weedy lots located on Sonoma Boulevard between McLain Street and Lemon Street are scheduled for clean-up during the week of December 10. A warrant for clean-up of a



privately owned lot off of Mini Drive in the Phase II area is being developed. On December 13, the Interagency Collaboration group will meet to review the completion of the Phase I and II areas. The group will then discuss the logistics, resources and timeline for planning the clean-up of a Phase III area.

A meeting will be scheduled with Vallejo business leaders, residents and neighborhood groups to partner with Caltrans and the City to adopt, beautify and maintain highly visible sections of each phased area in 2013. A listing of these adoptable areas will be available on the City's website.



City's Community Development Block Grant (CDBG)

The Housing and Community Development Division held mandatory bidder's conferences on November 29, for non-profit agencies interested in responding to Requests for Proposals (RFP's) for the CDBG and HOME Investment Partnerships funds in FY 2013-14 and FY 2014-15. RFP's are due January 11, 2013.

As requested by City Council in October, the Housing and Community Development Division presented an overview of the CDBG Program and funding opportunities on December 6, at the regular commission meeting, for the benefit of the public at large.

ECONOMIC DEVELOPMENT

Local Business Openings

- Auto Zone, located at 3020 Sonoma Boulevard occupying a 7,794 square foot building, was issued their final Certificate of Occupancy on November 19.
- McDonald's, located at 902 Admiral Callaghan Lane, was issued their final Certificate of Occupancy on November 27, after completing their remodel and restaurant upgrade.
- Saint Catherine's Church, located at 3450 Tennessee Street a 7,673 square foot Community Building containing offices, meeting rooms, and restrooms facilities, was issued their final Certificate of Occupancy on November 28.

Issued Permits & Certificates

- The Building Division issued 157 permits for residential and commercial improvements on existing buildings in November.
- The Planning Division issued four Administrative Permits for Christmas Tree lots, two Certificate of Appropriateness applications for historic buildings, two telecommunications facilities upgrades, and five sign permits.

FINANCE

SB 1186 \$1.00 Business License Fee

On September 19, Governor Brown signed into law, SB 1186, imposing a \$1.00 State fee on all local business licenses or renewals. The fee is to be collected by cities effective January 1, 2013, and will expire on December 31, 2018. The fee will apply to every License issued by the City making exceptions to out-of-town businesses, non-profits or businesses that are not covered by access laws.

The bill's purpose is two-fold; first, to establish in the Division of the State Architect, a Disability Access and Education Revolving Fund, for the purpose of increasing disability access and compliance with construction-related accessibility requirements. Second, it requires cities to improve access to businesses by persons with disabilities.

The city shall retain 70 percent of the fees collected, of which 5 percent may be used for related administrative costs. The state law will generate approximately \$4,200 each year for the City to improve disability access. The remaining 30 percent, approximately \$1,800 annually, shall be transmitted on a quarterly basis to the Division of the State Architect for deposit in the revolving fund.

Commencing on March 1, 2014, municipalities will be required to submit an annual report to the Legislature ensuring the funds are appropriated correctly. The report must provide in detail the following for the previous fiscal year: total fees collected, total funds disbursed for administrative costs, proof of increased Certified Access Specialists services and other compliance programs, and amounts transmitted to the Division of the State Architect.

FIRE

Promotional Exams

The department recently completed testing for the position of Fire Engineer. Congratulations are in order for the newly promoted Fire Engineers, Dyhanne Strohmeier and Melisse Leitzke. Chief Paige Meyer proudly commends the new engineers as they are the second and third females to be promoted to the position in the City's history.

Toys-for-Tots

The department is now collecting toys for the Toys-for-Tots program. Toys collected are passed on to Vallejo charities including the Salvation Army, Christian Help Center, and local churches for distribution. The department is accepting NEW toys or stuffed animals with tags on them. The toys should not be wrapped. Drop off locations are at each of the open stations and the Fire Prevention office. The addresses are as follows:

Station #21 - 1220 Marin Street

Station #22 - 700 Fifth Street

Station #23 - 900 Redwood Street

Station #24 - 1005 Oakwood Street

Station #25 - 595 Mini Drive

Station #27 - 1585 Ascot Parkway

Fire Prevention - City Hall, 555 Santa Clara Street, 2nd Floor

The Fire Department only receives toys and does not distribute to families. Families interested in finding out about distribution should contact the charities listed above. Though toys are specifically collected, jackets or food will also be accepted.

HUMAN RESOURCES

New Recruitments

The City is actively recruiting for the following positions:

Open Recruitments:

- Police Officer (Entry), a continuous filing recruitment with set cut-off dates. The Police Officer (Entry) recruitment is geared toward those applicants who have no job experience but have 60 college units and their Basic POST Certification or Re-Certification. The Police Officer (Entry) class has been revised and includes expanded duties, knowledge, and abilities and new minimum qualifications.
- Assistant Public Works Director of the Maintenance Division, will be open until January 4, 2013.
- Revenue Collections Technician, part of the Finance Department, will be open until December 21.

Promotional Recruitment:

- Senior Meter Reader, part of the Finance Department, will be open until December 14.

Details of these and other recruitments can be found on the [City's Human Resources webpage](#).

POLICE

The Vallejo Police Department would like to congratulate and commend the retirements, departures and promotions for several years of service and dedication to public safety:

Retirements & Departures

- Corporal Robert "Bob" Harmer retired after 23 years of service on November 10. He left to pursue a career as a Sheriff's Deputy in Texas.
- Officer Eric Jensen retired after ten years of service on December 1.
- Police Clerk Dijon Walker resigned after five years of service on December 1 to pursue a legal career. Both of Dijon's parents are retired Vallejo Police Officers.
- Lieutenant Abel Tenorio retired after 25 years of service on December 4.

Promotions

- Officer Todd Tribble was promoted to the rank of Sergeant.
- Sergeant Kevin Bartlett was promoted to the rank of Lieutenant.

Personnel

One entry-level officer candidate will be interviewed on December 6.

Sergeant Mark Nicol continues to work with Human Resources' Michelle Daggett on all Police Department recruiting and staffing needs. Measure B entry level officer applications will be reviewed shortly after the submission period closes on December 15. Interviews will be conducted in early January.

Detective Division - November

- A 65-year-old woman was kidnapped at gunpoint in front of a retail shopping complex. The suspect took the victim and her car to a remote area where she was sexually assaulted, severely beaten and left for dead. The suspect began making random demands to family members. Within hours, members of the Investigations Division had the 14-year-old suspect in custody.
- Patrol Officers responded to the Glen Cove neighborhood where a 17-year-old was found dead from gunfire. Starting with little information, members of the Investigations Division and Field Operations staff, were able to identify the shooting suspect, locate him, and take him into custody without further incident.
- Two men were dropped off at a Vallejo hospital with serious injuries. Neither man would cooperate with officers. The following day, Detectives spoke with a man who

recounted being the victim of an armed home invasion robbery. He inflicted self-defensive injuries to the assailants consistent with the men in the hospital. The Detectives were able to tie the two men to the crime, as well as identify and arrest an additional suspect in the violent crime.

Evidence Section

Shortly after his arrival, Chief Kreins requested an independent audit of the Evidence Section. The results of the audit are very positive, disclosing the department to be in compliance with State mandated laws of evidence retention and preservation. The audit revealed that the Evidence Section is understaffed, yet remains very competent.

Traffic Division

Traffic Officer Michael Nichelini is the Vice President of the Municipal Motorcycle Officers of California (MMOC), a nonprofit organization that promotes traffic and bicycle safety to children. Officer Nichelini recently visited several Vallejo classrooms to talk about safety. He distributed coloring books and crayons that were provided by the MMOC.

Community Outreach

Sergeant Brett Clark recently made a presentation in uniform on “stranger danger” to the Daisy Girl Scout Troop #37005 at the Cave Language Academy. Sergeant Clark’s volunteer participation was well received, evidenced by a story in the Vallejo Times Herald.

Vallejo Police Volunteer Annual Toy Drive

This annual program targets some of Vallejo’s under-privileged children and families. The volunteers have placed approximately 40 toy collection barrels at various Vallejo businesses. As the toys are collected they are categorized and wrapped.

On Christmas Eve, numerous Vallejo Police Volunteers and Officers will join Santa Claus to deliver hundreds of toys to needy children at various locations.

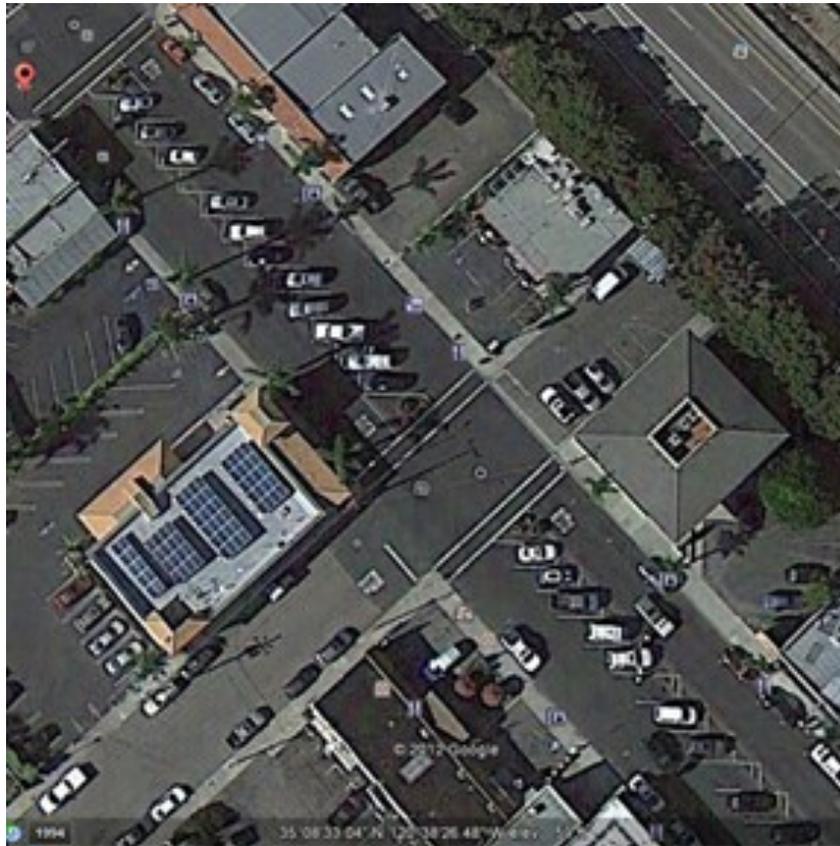
Peer Support Holiday Tips

Follow the link to the [Beating Holiday Stress](#) brochure – provided by the Departments Peer Support Team, through the California Peer Support Association.

PUBLIC WORKS

New Diagonal Parking for Georgia Street

During several meetings of the Downtown Action Plan, a lack of patron parking on the east side of Sonoma Boulevard in the downtown area had been discussed. Listed as a “high priority item”, staff has been researching alternative parking arrangements which will fall in line with the new Complete Streets policy requiring consideration of all users and all modes of transportation.



The selected alternative will reduce the travel lanes from two to one in each direction, and place diagonal parking in a median area for downhill drivers. Median parking is currently used in San Diego and Pismo Beach. The Vallejo median parking retains turn lanes at the intersections, one travel lane each direction, parallel parking where it exists now, and will allow the addition of a bike lane. Staff is reviewing the draft plans and will be meeting with the public prior to implementation.



Developing Plans for Hiddenbrooke Park

The conceptual plan for the Hiddenbrooke Park has been developed based on a design charrette held in September, feedback from Open City Hall users, and a number of stakeholder meetings. The design meets requirements set by the previous agreements of the Greater Vallejo Recreation District (GVRD), Vallejo City Unified School District (VCUSD) and the Hiddenbrooke Homeowners Association, and satisfies the needs of Hiddenbrooke residents and the larger community. The designers have worked to minimize a number of expressed concerns by relocating or removing features. The conceptual plan allows the next phase of the project to go forward – beginning with the environmental and permitting process; it is anticipated that the park will be open in 2014. Follow the link to view the [Hiddenbrooke Park Plans—Concept Sketch](#).

Corp Yard Workers Respond to Emergencies Around the Clock

Maintenance Division employees went into action on Wednesday, November 21, working late into the night to shut down a major water break in the Lighthouse Condominium complex. The crew was able to shut off and secure a 20" pipe, backfill the hole to secure its safety, and plate the hole for future repair. The pipe remains out of order and does not affect the residents. Exploratory work to find the pipe's malfunction is scheduled to begin today and into next week. Work will take place under controlled conditions during normal business hours.

Special recognition should be is given to the employees who stayed late; Sean Bailey, Rob Polson, James Josslin, Dan Hilsendager and James Grandgrath.

UPCOMING EVENTS

Civil Service Commission

Monday, December 10, at 5:15 p.m. in the Council Chambers.

Vallejo City Council

Tuesday, December 11, Regular Meeting at 7:00 p.m. in the Council Chambers.

Ad-Hoc Citizens Public Safety Advisory Committee

Wednesday, December 12, at 6:30 p.m. in the Council Chambers.

Economic Vitality Commission

Wednesday, December 12, at 5:30 p.m. location TBD.

Community Meeting on the Housing Code Text Amendment

Thursday, December 13, at 6:30 p.m. in the Council Chambers.

Participatory Budget Delegate Orientation

Thursday, December 13, at 6:30 p.m. in the JFK Library Joseph Room.

Participatory Budget Delegate Orientation—make-up

Monday, December 17, at 6:30 p.m. in the Mare Island Conference Center.

Planning Commission

Monday, December 17, at 7:00 p.m. in the Council Chambers.

Vallejo City Council

Tuesday, December 18, Special Meeting at 6:15 p.m., Regular Meeting at 7:00 p.m. in the Council Chambers.

SoITrans

Thursday, December 20, at 4:00 p.m. in the Council Chambers.

Architectural Heritage and Landmarks Commission

Thursday, December 20, at 7:00 p.m. in the Council Chambers.