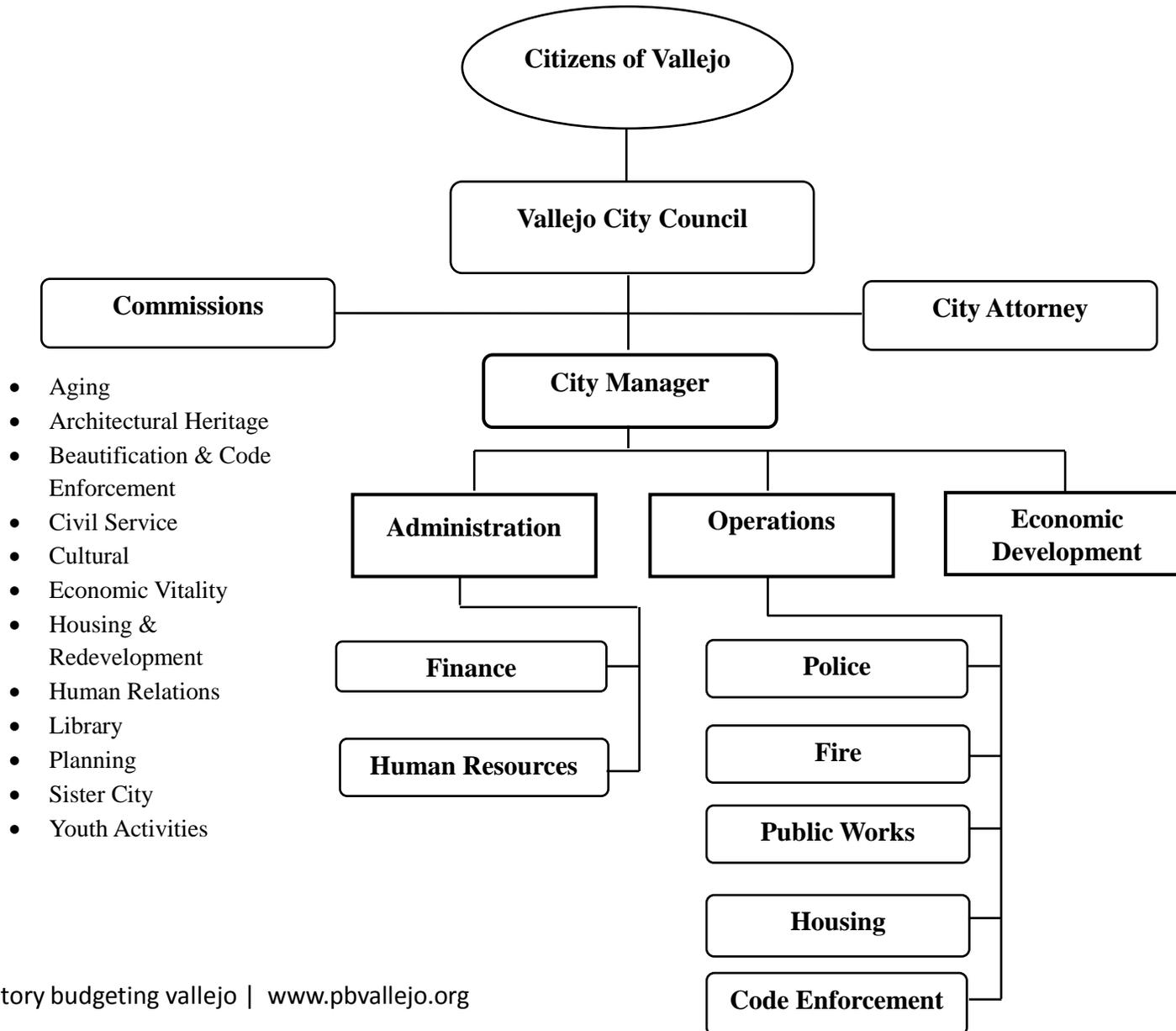


Who's Who: City of Vallejo Departments and Non-City Agencies

City of Vallejo Organization Chart



Who's Who: City of Vallejo Departments and Non-City Agencies

City of Vallejo Organizational Chart Details

For more information, please visit the City of Vallejo website: www.ci.vallejo.ca.us

CITY COUNCIL OF VALLEJO: There are seven council members including the mayor, and they are elected by the City-at-large. Four members of the Council may constitute a quorum and may conduct business. Ordinances and resolutions require four affirmative votes to pass. At the first meeting each December, the council members elect one of their members to be Vice Mayor. Council functions are as follows: (1) Adopt and amend City laws; (2) Determine City policies and standards ; (3) Determine how much money shall be spent and for what purposes ; (4) Determine what City taxes shall be levied; (5) Approve contracts and agreements; (6) Represent the City; (7) Hear appeals.

COMMISSIONS: Aging, Architectural Heritage, Beautification and Code Enforcement, Civil Service, Cultural, Economic Vitality, Housing and Redevelopment, Human Relations, Library, Planning, Sister City, Youth Activities.

THE CITY ATTORNEY is appointed by the City Council as the chief legal advisor for the City government. The primary responsibilities of the City Attorney's Office include:

- Providing legal advice to the City Council, the boards of all related City entities (such as the Housing Authority of the City of Vallejo), appointed boards and commissions (such as the Planning Commission), and City staff related to the establishment, implementation, and enforcement of City policies.
- Reviewing and preparing legal documents, including ordinances, resolutions, regulations, and contracts.
- Representing and defending the City's interests in certain negotiations, administrative proceedings and civil litigation in State and Federal Court.
- Evaluating and addressing legal issues arising from the City's decisions and activities to minimize the risk of liability.
- Achieving cost effective and expeditious disposition of claims and litigation by promptly identifying issues and either negotiating a resolution or providing an aggressive litigation defense.

THE CITY MANAGER serves as the chief executive officer responsible for day-to-day administration of the City affairs and implementation of City Council policies. As the City Council's chief adviser, the City Manager prepares a recommended budget for the Council's consideration and recruits, hires, and supervises City staff.

ADMINISTRATION

The Finance Department is responsible for maintaining the financial books and records of the City of Vallejo. Other duties include investments, utility billing, managing debt and revenue collection.

The Human Resources Department of the City of Vallejo provides personnel management and labor relations to the City of Vallejo. The department recruits, retains, and develops a highly qualified, diverse work force and manages the risks of the City, its employees and clients.

Who's Who: City of Vallejo Departments and Non-City Agencies

OPERATIONS

Vallejo Fire Department provides a wide range of programs designed to protect lives and property of the citizens of Vallejo from the adverse effects of fire and sudden medical emergencies or the exposure to dangerous conditions created by man or Mother Nature with the limited resources available.

Vallejo Police Department provides professional law enforcement services that enhance, protect, and promote the quality of life for persons residing, visiting, or doing business in the City of Vallejo.

Public Works Department has jurisdiction over several divisions which include the following:

-Engineering Division - capital improvements, current development processing, and traffic engineering.

-Maintenance Division - all maintenance functions, including buildings, streets, street lights and traffic signals, grounds, Mare Island maintenance, water maintenance, fleet maintenance, equipment replacement, marina operations, and customer services.

-Transportation Division - all transportation functions, including local and regional bus services, ferry services to San Francisco, and taxi and paratransit services, park and ride facilities, and bus transfer facilities.

-Landscape Maintenance District Division - the administration and oversight of 25 landscape maintenance districts within the city.

-Water Division - Comprised of all domestic water functions, including capital improvements, pumping, treatment, distribution, and warehouse functions.

Housing & Community Development Division (HCDD) operates the Housing Choice Voucher program, which provides rental subsidy to low income families and individuals. HCDD also offers a Family Self Sufficiency program, and a Section 8 Homeownership program which are available to participants in the Housing Choice Voucher program. HCDD provides thousands of dollars to non-profit agencies in Vallejo, through its CDBG program, and finance First Time Home Buyer and Rehabilitation Loan programs through HOME.

Code Enforcement Division works with the people of Vallejo to promote and maintain a high-quality living and working environment. The primary functions of the Division are: (1) Enforcing the Property Maintenance Ordinance; (2) Vacant Building Ordinance; (3) Abandoned Shopping Cart Ordinance; (4) Weed and Rubbish Ordinance; (5) Abandoned Vehicle Ordinance (private property); (6) Litter Ordinance

ECONOMIC DEVELOPMENT

Building Division - reviews building plans for compliance with applicable codes. Issues permits for and inspects authorized work. Responds to complaints about potentially dangerous or nuisance buildings.

Economic Development Division - supports economic growth in Vallejo. The division's services include new business recruitment, technical assistance for existing Vallejo businesses, business retention, site selection assistance for new and existing businesses, asset management of City of Vallejo property and redevelopment projects within the four redevelopment areas in the community. The primary goals of the division are to increase the tax base and employment opportunities in Vallejo.

The Planning Division - primary functions are Current Planning and Long-Range Planning.

Who's Who: City of Vallejo Departments and Non-City Agencies

Vallejo Non-City Agencies		
<p><u>The Greater Vallejo Recreation District (GVRD)</u> is a Special Service District, funded by property taxes paid from Solano County residents to provide recreational activities and leisure services to the citizens of Vallejo.</p> <p>Located in Vallejo, GVRD is committed to increasing the amount of fun and recreation in your daily life. Its mission is to build community and enhance quality of life through people, parks, and programs. GVRD offers a wide range of classes and activities for adults, teens and kids.</p> <p>The District is managed by a general manager with oversight by a five member board of directors. GVRD has served the residents of Vallejo since 1944 independently, but in partnership with, the City of Vallejo. GVRD currently operates: 20 Neighborhood Parks, 4 Community Parks and, 4 Special Purpose Parks, an Olympic-size swimming pool, 4 Community Centers, and manages over 1000 acres of public land.</p> <p>http://www.gvrd.org</p>	<p><u>The Vallejo City Unified School District (VCUSD)</u> is a medium-sized K-12 school district serving approximately 15,500 students. It is comprised of 15 Elementary Schools, 1 K-8 Charter School, 3 Middle Schools serving grades 6-8, 2 comprehensive High Schools, a Continuation School, a Community Day School, and a unique school which provides support to families who choose an independent study/home study option. In addition, the District has an extensive child development and preschool program and an Adult School which serves 4,000 adults.</p> <p>School-based programs and support services provide a full range of special education services including a Deaf and Hard of Hearing program which attracts students from surrounding communities and a noted program for adults with developmental disabilities. Programs and services also include Gifted and Talented programs, support for English Language Learners, and interventions for low performing students.</p> <p>http://www.vallejo.k12.ca.us/</p>	<p><u>The Vallejo Sanitation & Flood Control District (VSFCD)</u> is an independent special district created by the State of California to collect and treat wastewater, and protect the Vallejo community from flooding. Since 1952, the District has protected public health and the San Francisco Bay by collecting and treating the wastewater generated by more than 115,000 residents of Vallejo and the surrounding area. In addition, the District helps save lives and protects property from storm water damage.</p> <p>VSFCD provides quality wastewater and flood control services to the community in order to protect the public's health, safety, and the environment.</p> <p>Every day of the year, the District helps protect our health and environment with advanced treatment methods and skilled, dedicated employees.</p> <p>http://www.vsfcd.com/</p>