City Manager's Bi-Weekly Report Volume 1, Issue 26, October 11, 2013 Daniel E. Keen, City Manager



OFFICE OF THE CITY MANAGER

Measure E: City of Vallejo Charter Amendment

The Vallejo City Council placed Measure E on the Election Ballot for voter consideration during the November 5, 2013 election. Measure E is a proposed Charter Amendment that would amend Sections 302, 319 and 1000 of the City of Vallejo Charter.

The proposed amendments would change the City's general municipal elections from odd-numbered to even-numbered years, beginning in November 2016, to consolidate with the State-wide elections and reduce City of Vallejo's election costs by approximately \$205,000 per election. It would also extend the terms of the existing City Council Members and Mayor approximately 13-months to facilitate the transition to even-numbered years elections. Lastly, it would change the month elected candidates and the Vice Mayor assume office from December to January.

A "Yes" vote means the voter approves the election changes that this Charter Amendment would make. A "No" vote means the voter does not approve this Measure and no changes would be made to the City's Charter. This Charter Amendment would become effective if a majority of those voting on this Measure vote "Yes."

The City's website has a section with additional information about Measure E; please click here to access. If you have further questions, please call the Measure E Hotline at (707) 645-2603 or e-mail: MeasureE@ci.vallejo.ca.us

Temple Art Lofts Selected as Finalist for Judges Award

The Temple Art Lofts has been selected as a finalist in the "Judges Award: Most Advanced Financial Structure" category of the 2013 J. Timothy Anderson Awards for Excellence in Historic Rehabilitation from the National Housing & Rehabilitation Association (NH&RA).

Fondly referred to as "The Timmys," the awards honor outstanding rehabilitation and preservation projects based on several criteria. The NH&RA, a professional association of individuals who are involved in affordable housing, historic rehabilitation and New Markets Tax



Credit development, created the "Timmy Awards" as a tribute to Boston Architect and preservation advocate J. Timothy Anderson.

Finalists were selected based on overall design and quality, interpretation and respect of historic elements, innovative approach to construction and use of building materials, impact on the community, financial and market success of the project, and sustainability.

Temple Art Lofts stood out as a particularly exceptional development, gaining full support from NH&RA esteemed panel of judges to be selected as a category finalist. NH&RA will be hosting a special awards presentation and luncheon on November 14 in Boston to honor this year's winners.

CEAB and BDRB Accepting Applicants

The City is seeking nominees to the newly reformed Code Enforcement Appeals Board (CEAB) and the newly formed Beautification and Design Review Board (BDRB).

The <u>Code Enforcement Appeals Board</u> is a seven-member Board which will perform a key role in the City of Vallejo's efforts to address blight and nuisance conditions throughout the City. The CEAB's primary duties will be to conduct hearings and hear appeals as outlined in the Vallejo Municipal Code. Applicants must be residents of the City of Vallejo and may apply <u>here</u>.

The <u>Beautification and Design Review Board</u> is a seven-member Board that will conduct design review on projects within the Downtown Vallejo Specific Plan and specified areas of the Vallejo Waterfront Planned Development Master Plan. In addition, the BDRB will review and comment on the design of projects when referred by the Planning Commission, City Council or Community and Economic Development Director. Applicants must be residents of Vallejo or have their primary place of employment in Vallejo. A minimum of four board members shall have their primary residence within city limits. Applicants may apply <u>here</u>.

City Council interviews and appointments are tentatively scheduled to be held on Tuesday, November 12, 2013 at 7:00 p.m. in the Vallejo Council Chambers. Applicants are invited to attend and interact with the Council.

Applications must be received by Thursday, October 31, 2013 no later than 5:15 p.m.

Code Enforcement

Vallejo Entrances and Thoroughfares Program

This week the department began Phase V of the collaboration with Caltrans and the Vallejo Entrances and Thoroughfares Program. The project was scheduled for October 8 through October 10 on Highway 37 from Fairgrounds Drive to Highway 29.





The westbound number 2 lane on Highway 37 from Fairgrounds Drive to Highway 29 and the westbound Highway 37 on-ramp at Fairgrounds Drive were closed to perform litter pickup, weed abatement, and to raise the canopy on the trees.

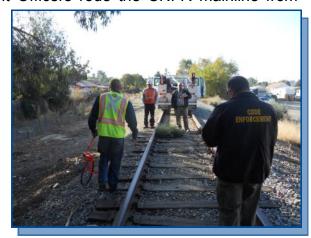
Crews from Public Works Maintenance division, Caltrans, the California Conservation Corps and internees from the California Department of Corrections participated in the project.

Railroad Enforcement – Union Pacific/California Northern

The Code Enforcement Division is partnering with California Northern (CNFR)/Union Pacific and Mare Island Rail Service to clean up the stretches of railroad track that run throughout Vallejo to significantly improve the railways' visual impact on the surrounding areas. On October 9, Code Enforcement Officers rode the CNFR mainline from

Derr Street to the American Canyon border, noting various blighted properties along the way.

Code Enforcement Officers will investigate properties that appear to be disposing of trash on the abutting railroad tracks, then inform and educate the occupants about the correct trash disposal process. Weed abatement and litter/trash removal along the tracks are scheduled to be completed during week of October 28. Code Enforcement is scheduled to inspect the Mare Island Rail-



way, from Tennessee Street/Wilson Avenue to the Almond Street interchange for weeds, junk, trash and encampments.

Smart Team

A Smart Team inspection of properties located in the vicinity of Marin Street, Arkansas Street and Sonoma Boulevard will take place on October 17. The area is known for graffiti vandalism, illegal dumping, gang/drug activity and abandoned vehicles.

Vacant Building Board-Up

Code Enforcement and Neighborhood Law Program staff are seeking to incorporate the use of a more durable, secure and visibly attractive board-up material as an alternative to plywood for securing vacant properties.

When the standard board-up method is compromised on a property due to break-ins, vandalism and deterioration of the plywood, the "Secureview" clear polycarbonate material sheathing will be used to secure the openings. While more expensive than plywood, the Secureview sheathing is proposed to be worth the cost due to durability, ease in installation and visual attractiveness. A Request for Proposal is scheduled to be released by the end of October with a proposal due date of November 26. Board-ups are expected to begin early next year.





Case Statistics

During the month of September:

Case	Total
Proactive	225
Weed Abatement	31
NLP	4

PG&E Former Vallejo Manufactured Gas Plant Project Update

During the period of September 20 through October 11, the following work was completed for the PG&E former Vallejo manufactured gas plant investigation project:

- Drilled soil borings at the public boat launch property
- Began sampling soil gas probes at Brinkman's Marine property
- Drilled geotechnical borings at Brinkman's Marine property
- Sample soil gas probes on First Capitol Auction property

Future Agenda Items List

The Future's List is used exclusively by City staff as a draft working document for planning and tentative scheduling of agenda related items and does not represent any final dates for placement and presentation to the legislative body (City Council, Housing Authority and/or Successor Agency). The list provided is an abbreviated version including only the most significant policy and action items. The list is subject to change by staff and may not represent all items that eventually will appear on any given final meeting agenda. Follow this link to view the Future's List.

OFFICE OF THE CITY ATTORNEY

Abatements

The Neighborhood Law Program (NLP) Attorneys have added 5 properties to their watch list:

- 928 Alameda Street
- 151 Mountain View Avenue
- 642 Pennsylvania Street
- 111 Olsen Court
- 119 Aragon Street
- 335 Masonic Drive

Owners at the following properties were notified of issues by the NLP and activities are being addressed. NLP Attorneys will continue to monitor throughout the abatement process:

- 426 Kentucky Street
- 150 Farragut Avenue
- 272 Foulkstone Way
- 236 Carolina Street
- 474 Sonoma Boulevard

Receivership Program

The receiver responsible for 907 Falcon Drive will begin prepping for initial repairs by cleaning and fencing the property.

NLP Attorneys filed an entry of default in the case against 618-620 Branciforte Street. The deceased property owner's heirs did not respond to the City's lawsuit within the necessary timeframe. A trial will be held on October 22 to officially seek the appointment of a receiver over the abandoned and fire damaged property.

Community Outreach

NLP Attorneys presented to City Council on October 8 and explained the various processes used to abate Vallejo neighborhood nuisances. During the presentation, NLP Attorneys displayed before and after pictures of more than ten properties they have successfully abated. The team has closed 76 cases since the program's inception in January.

ECONOMIC DEVELOPMENT DEPARTMENT

New Hire

Mark Sawicki was appointed as the Community and Economic Development Director, effective October 7. Mark has over 25 years of experience in economic development in both the public and private sectors. Most recently, he has been the Economic Development and Housing Manager for the City of San Carlos.



Reception

The City and Vallejo Community Arts Foundation (VCAF) will host a Reception for Youth Art in City Hall, as part of the Downtown Arts & Entertainment District Program. The Downtown Arts and Entertainment Advisory Council invited the VCAF to display children's art from its 2013 Summer Program in City Hall.

The art was installed in City Hall by VCAF on September 19. A reception will be held in the City Hall lobby on Wednesday, October 16 from 4:30 p.m. to 6:00 p.m. as an appreciation to the children for providing their art.





Guests will have the opportunity to vote on their favorite art piece, buy a photograph or make a donation to keep the camp alive and vibrant. Most children receive scholarships to attend; this year 90 percent of the campers were able to attend through scholarships provided by VCAF, private donors and sponsors. City staff are encouraged to support the young artists by greeting them during the event. The event is open to the public.

Planning Division

Statistics

During the month of September, the Planning Division approved or closed the following projects:

Sign Permit	5
Planned Development	2
Site Development	2
Certificate of Appropriateness for Historic Properties	1
Minor Use Permit	1
Use Permit	1

During the period of September 23 through October 4, the following inquiries were processed:

Business License Sign-offs	41
General Property Inquiries	28
Zoning Questions	27
Planning Application Questions	18
Building Permit Application/Sign-offs	8
Code Enforcement Complaints	7
Miscellaneous Requests	6

In addition, the department sent out one public notice to approximately 17 property owners/organizations announcing upcoming meetings and proposed decisions on Planning permits.

Future Planning Items for Consideration

The list of agenda items is used exclusively by City staff as a draft working document for planning and tentative scheduling of agenda related items and does not represent any final dates for placement and presentation to the legislative body (Planning Commission and City Council). The list provided is an abbreviated version including only the most significant items. The list is subject to change by staff and may not represent all items that eventually will appear on any given final meeting agenda.

Planning Commission	Agenda Item
October 21, 2013	Kiser Auto Sales/1861 Solano
	 Nonconforming Ordinance Study Session
	 Training - Brown Act/FPPC
November 4, 2013	Training – Conflicts
	 Nonconforming Ordinance Update
	 Walgreens Alcohol Permit
November 18, 2013	Billar Los Portales
	 Medical Marijuana Study Session
	 Training - CEQA
December 2, 2013	Training - Findings and Conditions
	Home Occupation Ordinance
December 16, 2013	Training - PC's role in the General Plan

Vallejo City Council	Agenda Item	
October 22, 2013	None	
November 12, 2013	None	

Building Division

Building Updates

During the period of September 30 to October 11, the following were processed:

- A Certificate of Occupancy was issued to a new beauty salon, Vision Salon, located at 2418 Sonoma Boulevard.
- 160 Building Permits were issued during the month of September.

FINANCE

A+/Stable Rating for City's Water Enterprise

On October 9, Standard & Poor's provided a rating on the City of Vallejo's Water Enterprise determining a rating of A+/Stable.

The rating is based on the history of strong debt service coverage, strong liquidity or cash position, and that the Water Enterprise had limited impact from the City's bank-ruptcy filing in 2008.

The two factors which put pressure on the rating were the negative impact to the service area, the City, from the economic recession and the current capital plan which could require a drawdown of cash over time. The following is an excerpt from the Standard & Poor's report:

"The stable outlook reflects our view of the water system's historically stable finances and past history of adjusting rates annually."

FIRE DEPARTMENT

<u>Personnel</u>

Promotional Exams

Along with the recent Battalion Chief promotions and several retirements, there are several positions open for Fire Captain. There are 12 department personnel in the midst of a Captain's examination process. The written test occurred on September 23 and the assessment center will occur on October 16 and 17, which includes a written exercise, an employee-related discipline issue and a structure fire simulation.

Firefighter Apprentices

The eight recruits who graduated from the 15-week academy on September 20 are now working in Suppression assigned to either an engine or truck company, and are actively responding to 911 emergencies.

The City has a total of 22 Apprentices (less than 3 years of service) in the department; however, based on current staffing levels and the availability of another SAFER Grant,

the department is in the process of hiring another group of nine recruits. The entire process is expected to be completed by the first week of December.

Community Events

CERT Class

Fire Department personnel are close to completing the FEMA and Measure B sponsored Citizen Emergency Response Team (CERT) training for nine citizens. This is the last year of the current three-year, \$31,000 grant. To date, CERT trainees have completed:

- Disaster Preparedness
- Fire Fighting
- Hazard Control
- Disaster Medicine
- Light Search & Rescue
- Organizational aspects of CERT

The final practical test will be held on October 19.



Career & Community Expo

On October 17 from 8:30 a.m. to 12:30 p.m., the Fire Department will participate at the 4th Annual Career & Community Partner Expo at California Maritime Academy. This event is free to students, who will have the opportunity to interact with other government, non-profits, graduate schools and community partners about job and volunteer opportunities within their respective organizations.

Fire Prevention Statistics

During the month of September, the following were processed:

Fire Suppression Statistics

The department responds to a variety of calls for various situations.

Annual Inspections/Re-inspections	81
R-2 Inspections/Re-inspections	64
Counter Assistance	53
Miscellaneous Inspections (Permits, Complaints, etc.)	25
Meetings	19
Plan Reviews	14
Business License Inspections/Re-inspections	12
Trainings	7
Public Education	6
Fire Reports	3
Fire Investigations	3

The following is a breakdown of the call volume statistics for the month of August:

Engine 21/Squad 21	6
Engine 22	189
Engine 23	267
Engine 24	260
Engine 25	187
Engine 27	95
Truck 21	177

EMS Calls	787
Fire Calls	47
Hazardous Conditions	25
False Alarms	25
Good Intent Calls	98

During the month of August, the department responded to 1,622 calls (including multiunit) and 1,068 incidents. The total fire loss was \$486,000 in property damage (furniture, clothes, electronics, etc.) and damage to the structures themselves.

The following is a breakdown of the call volume statistics for the month of September:

Engine 21/Squad 21	75
Engine 22	193
Engine 23	265
Engine 24	249
Engine 25	177
Engine 27	94
Truck 21	162

EMS Calls	790
Fire Calls	41
Hazardous Conditions	23
False Alarms	52
Good Intent Calls	84

During the month of September, the department responded to 1,784 calls (including multi-unit) and 1,074 incidents. The total fire loss was \$3,149,350 in property damage (furniture, clothes, electronics, etc.) and damage to the structures themselves.

As of October 1, the department has had 473 more incidents than last year at the same time, a 5.1 percent increase.

Structure Fire

On October 3 at 7:54 a.m. Engines 22, 21 and 24, responded along with Truck and Battalion 21 to a well-involved mobile home fire. Initially, there were no reports of any occupants inside; however, while firefighting operations were underway, it was reported that the home was in fact occupied.

At great risk, Engine 24's (E-24) personnel conducted a Vent, Enter and Search (VES) technique through the rear bedroom window to



locate the victim while the fire raged in the front portions of the structure, including a



partial collapse in the front. Personnel from Truck 21 supported the VES operation by cutting open the window E-24's personnel entered and enlarged it to door-size. This was a proactive move to assist with rescue, in the event the resident was located.

Within a short time, E-24 did locate and remove a victim from the bedroom and carried him to the Medic Ambulance unit who had also arrived on scene. The victim was transported to a local hospital but despite their efforts, passed a short time later. All personnel

on the fire scene made a valiant effort to save this residents life.

HUMAN RESOURCES

The department is pleased to announce the following Employment Opportunities:

Position: Administrative Analyst I - Participatory Budgeting Program

(2 Limited Term positions)

Salary: \$5,733.05- \$6968.59 (monthly)

Closing date: 10/23/13

Location: City Manager's Office

Position: Senior Planner

(Limited Term 2-Years)

Salary: \$7,341.27- \$8,923.34 (monthly)

Closing date: 10/28/13 Location: Planning Division

Interested employees can visit the City's website to submit an application online.

POLICE DEPARTMENT

Personnel

New Hires

On September 30, Chief Kreins swore in the department's two newest police officers:

Officer Patrick Sean O'Donnell

Officer O'Donnell, Badge #645, was born in Hayward. O'Donnell served with the United States Coast Guard for five years where he was an Assistant Chief for Ma-



rine Inspections and Investigations. He is a graduate of Napa High School and California Maritime Academy. He graduated from the Oakland Police Academy in January 2008, where he worked for the last five years before coming to the City of Vallejo. O'Donnell is very excited to be a part of the Vallejo team.

Officer Stephanie McDonough was reported in <u>Issue 25.</u>

Training

Lieutenant Kenny Park, who is responsible for scheduling all external Police Officer Standards and Training (POST) mandated trainings, along with Police Clerk Craige Flater, have been tireless in their effort

to bring the Vallejo Police Department (VPD) back into POST compliance.



Over the past few years, the training budget was severely impacted and training was nearly non-existent, though more recently, training for both sworn and civilian staff has



become a top priority. During the period of January 2013 through March 2014, the department has either completed or will have scheduled a total of 5,498 hours of training, in 82 different schools.

With the exception of the recent new hires that are still in the Field Training Program, every sworn employee and the vast majority of civilian support staff

have either been to a school or are scheduled to attend, which is a big step

toward professionalizing the organization and preparing its personnel to better serve the needs of the community.

Lieutenant Park has also seized the opportunity to schedule Critical Incident Stress Management training courses, which will take place in February and March 2014. The courses will be taught



by Dr. Joel Fay, a psychologist practicing in Marin County and a retired police officer with more than 30 years experience working as an emergency responder. Essentially the course covers officer wellness, officer suicides (nationwide more officers have taken their own lives than the total number killed in line of duty), PTSD, and suicide by cop. Congratulations to both Lieutenant Park and Craige Flater for a job well-done.

Drug Take Back Event

On October 26 from 10:00 a.m. to 2:00 p.m., the VPD and the Drug Enforcement Administration (DEA) will give the public its seventh opportunity in three years to prevent pill abuse and theft by ridding their homes of potentially dangerous expired, unused, and unwanted prescription drugs.

The community is encouraged to bring its medications for disposal to the VPD lobby, located at 111 Amador Street. The service is free and anonymous, no questions asked.

Last April, Americans turned in 371 tons (more than 742,000 pounds) of prescription drugs at over 5,800 sites operated by the DEA and thousands of state and local law enforcement partners. In its six previous Take Back events, the DEA and its partners took in over 2.8 million pounds-more than 1,400 tons.

This initiative addresses a vital public safety and public health issue. Medicines that languish in home cabinets are highly susceptible to diversion, misuse, and abuse. Rates of prescription drug abuse in the U.S. are alarmingly high, as are the number of accidental poisoning and overdose.

Studies show that a majority of abused prescription drugs are obtained from family and friends, including from the home medicine cabinet. In addition, Americans are now advised that their usual methods for disposing of unused medicines-flushing them down



the toilet or throwing them in the trash-both pose potential safety and health hazards.

The DEA is in the process of approving new regulations that implement the Safe and Responsible Drug Disposal Act of 2010, which amends the Controlled Substances Act to allow an "ultimate user" (that is, a patient or pet or their family member or owner) of controlled substance

medications to dispose of them by delivering them to entities authorized by the Attorney General to accept them. The Act also allows the Attorney General to authorize long term care facilities to dispose of their residents' controlled substances in certain instances.

Citizens on Patrol and Volunteers

After weeks of preparation and anticipation of a very exciting training opportunity, our largest group of Citizens on Patrol and Volunteers (13), traveled to Lodi for the annual Law Enforcement Volunteers of California conference.

The group met with over 400 volunteers, representing more than 47 different agencies throughout California, which allowed the VPD to network with other agencies and gain

valuable insight on how other volunteer programs work. All of these networking and training opportunities will allow the department to serve the Vallejo community and department in a more efficient and professional manner.

Lodi Chief of Police and Keynote Speaker, Mark Helms, acknowledged volunteers by saying, "Volunteers don't get paid, not because they are worthless, but because they are priceless." He proceeded to reveal his "Top Ten" list as to why one should consider becoming a volunteer:

- 10 Physical and mental activity
- 9 Saves resources
- 8 Gain professional experience
- 7 Associate with people with similar interests
- 6 Promotes personal growth and self-esteem
- 5 Strengthens community
- 4 Learn a lot about yourself and hidden talents
- 3 Get to give back
- 2 Civic responsibility
- 1 Make a difference

VPD volunteers were able to attend three invaluable seminars and received exception-



al training and instruction which helped to improve upon its knowledge, skills, and abilities in all areas of city government. The department is appreciative of the support and commitment of the VPD and the City of Vallejo in affording the experience.

Participants from left to right: Ann Fennessy, Gerald Seegmiller, Marci Seegmiller, Pete McGiffert, Lisa Greene, Denise Sobiek, Laura Donovan, Brian Scarlett, Marian Swanson, Larry Hammond, Owen Johnson, Steve Swanson, Tony Domenici.

Welcome Back

Retired Vallejo Police Officer Mary Pedretti returned to the VPD family on October 8 as a civilian annuitant. Mary will be working with the Neighborhood Law Program, Section 8 Multi-Family Crime Free Housing Program, and Neighborhood Watch. In addition, she will also be working with the Volunteer program.



PUBLIC WORKS

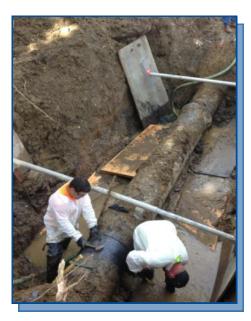
Water Main Breaks

The Maintenance Division Water Emergency section recently repaired two substantial water main breaks. At approximately 10:00 a.m. on September 30, a report was received of a main break at the Green Valley Water Treatment Plant. Water Emergency personnel immediately responded and found a break in a 14-inch class C905 line. Crews worked until midnight to excavate and isolate the ruptured area of the line, cut in 18.5 feet of new C900 pipe, and restored water service. Approximately 50 customers were temporarily affected by the break.





The Water Emergency section also responded to a call made by a resident at approximately 4:00 p.m. on October 5. A large water leak on Walnut Avenue on the north end of Mare Island was reported. The responding crew excavated and exposed a leaking 20-inch water line, and had the leak isolated by 9:00 p.m. that night. An 18-foot section of pipe was removed and a new iron pipe was installed. Repairs were completed on October 8. No customers were affected by this break.





Engineering Capital Improvement Projects

Admiral Callaghan Lane Pavement Rehabilitation Project

Rehabilitation of the portion of Admiral Callaghan Lane between Rotary Way and Redwood Parkway is planned for this construction season. Staff have completed negotiations with a contractor and are waiting for Caltrans to issue the encroachment permit to begin work.

Mare Island Building 655 Demolition and Abatement Project

A pre-demolition meeting for Building 655 was held on October 8. Demolition operations are anticipated to begin in late October.

Downtown Streetscape Sacramento Street and Georgia Street Improvements

A stakeholders meeting between the property owners and businesses is being scheduled for mid-November. Staff will present the design plans and construction staging to the local business owners and residents.

SolTrans Vallejo Parking and Transit Hub Project

The design consultant has completed the 65 percent plans. The project, located at Curtola Parkway and Lemon Street, will upgrade the existing parking lot to provide additional parking spaces, improve bus circulation, provide added security and other user amenities. Bid documents are anticipated to be completed by January.

Mare Island Bridge Western Approach

The design consultant has completed the 65 percent plans. Built as a timber bridge, Caltrans inspected the bridge in 2010 and flagged it as "structurally deficient." The City

immediately created temporary supports for the bridge and continued the process of replacing the bridge. By replacing the timber with concrete, the Mare Island Causeway Bridge will meet current bridge standards and be safer in the event of seismic activity. The bridge replacement, estimated to cost \$3.8 million, will be funded through two sources, the Highway Bridge Replacement and Rehabilitation Program covering the



majority of the cost and the City of Vallejo covering 11.47 percent. Bid documents will be completed by January.

Sereno Drive Concrete Rehabilitation Project

Bid documents are being prepared for a construction project that will replace substandard concrete infrastructure located along Sereno Drive between Toulumne Street and Fairgrounds Drive. Curb ramps will be reconstructed to new ADA standards, and broken curbs and gutters will be replaced. It is anticipated that concrete work can be performed during the winter/spring months and the asphalt work will be performed during the summer months.

UPCOMING EVENTS

*Note: Events are subject to change. Please visit the <u>City Calendar</u> located on the City's Website for the most up-to-date information.

Columbus Day - City Hall CLOSED

Monday, October 14

Oversight Board Meeting

Thursday, October 17 at 8:00 a.m. in City Council Chambers

<u>Architectural Heritage and Landmarks Commission</u>

Thursday, October 17 at 7:00 p.m. in City Council Chambers

Planning Commission Meeting

Monday, October 21 at 7:00 p.m. in City Council Chambers

City Council Meeting

Tuesday, October 22 at 7:00 p.m. in City Council Chambers

City of Vallejo Communications Sign-up
City of Vallejo Facebook Page
Open City Hall
Nextdoor