

**City Manager's Bi-Weekly Report**  
**Volume 2, Issue 5, December 20, 2013**

**Daniel E. Keen, City Manager**



**OFFICE OF THE CITY MANAGER**

**Participatory Budgeting Highlight**

Through the triumphs of public participation in community spending decisions, the City of Vallejo was recently named as an example of a successful Participatory Budgeting Project in the [White House Blog](#). During the President's announcement of the release of his Second National Action Plan on Open Government, a section of Participatory Budgeting (PB) was described as a community-led tool that enables residents to assist in identifying, discussing and prioritizing certain local public spending projects, and for giving citizens a voice in how taxpayer dollars are used in their communities.



Vallejo, which established its city-wide PB process in 2012, was the first city in the nation to do so. In June 2013, as part of the Fiscal Year 2013-14 budget process, the City Council approved an allocation of approximately \$2.4 million for [Vallejo's](#) second cycle. Through PB, Vallejo residents and stakeholders present ideas and develop project proposals, then residents vote, and the top projects within the budget allocation are submitted to the City Council for consideration. Projects that benefit the public, are a one-time expenditure that can be completed with funds from this year's PB process, and those that are implemented by the City, or in collaboration with the Vallejo City Unified School District, the Greater Vallejo Recreation District, or any other public agency, non-profit organization, or religious institution that operates in Vallejo are eligible for funding.

The [Second Open Government National Action Plan](#) states that in 2014, the Administration will work with the Strong Cities, Strong Communities initiative, the National League of Cities, non-profit organizations and philanthropies to create tools and best PB practices, raise awareness of PB, and educate communities of PB and its benefits.

Below is an excerpt from the White House Blog about PB:

"Participatory budgeting allows citizens to play a key role in identifying, discussing, and prioritizing public spending projects, and gives them a voice in how taxpayer dollars are spent. Several communities around the country, such as Chicago, New York, San Francisco, and Vallejo, already have had success in, or are currently planning, participatory budgeting processes to help determine local budgeting priorities."

### **Vallejo's Wonder Girl**

Vallejo's Wonder Girl, Monika Romo, stopped by City Hall yesterday where she read from her essay, received several awards and a key to the City. The City Attorney's Office 'Justice League', City and County Officials, City staff and a roaring crowd greeted her motorcade.



Monika was diagnosed with leukemia in April and is now in remission. Vallejo Together wanted to do something special for a child suffering with cancer and as it turns out Monika is presently the only child cancer patient in Vallejo. However, Vallejo Together hosted an essay "contest" to trick Monika as the sole applicant. She wrote of a superhero saving Vallejo, a city that has struggled financially and against crime. "Cancer is an evil villain attacking my body. It is similar in Vallejo, when Vallejo-ans are afraid to live their normal life. I choose to have a smile on my face."



Monika aspires to one day become a teacher, so she toured a few local schools escorted by the Vallejo Police Department. She then stopped by City Hall where she was showered with awards, gifts, and a "key" to the City. The day was complete with a ride in the Vallejo Fire Department's Ladder Truck for a final visit to California Maritime Academy.

### **Measure B Status Report**

The City Manager's Office released the most recent [Measure B Status Report](#) on yesterday.

### **Proposed Amendments to City's Consolidated Plan**

The City's current Consolidated Plan (July 1, 2010 through June 30, 2015) addresses community development and affordable housing needs in Vallejo. The Housing and

Community Development Division is proposing amendments to the Plan, which can be reviewed [here](#) on the City's website.

There will also be a public hearing on the proposed amendments at a special meeting of the Housing and Redevelopment Commission on Wednesday, January 15, 2014, at 7:00 p.m. in Council Chambers. For additional information on this topic, please contact the Housing and Community Development Division at 648-4507 and provide feedback on the Open City Hall item [here](#).

### **Vallejo Entrances and Thoroughfares Program**

Last week the Streets, Traffic, and Grounds sections of the Public Works Department successfully completed Phase IV of the collaboration with Caltrans as part of the Vallejo Interagency Partnership (VIP) Vallejo Entrances and Thoroughfares Program. Work took place on December 9, 10 and 12, and Caltrans worked on December 13 without Public Works forces due to half-staffing.



Work took place on Interstate-80 eastbound between Georgia Street and Redwood Street from 9:30 a.m. to 2:00 p.m., with the goal being to raise the canopies on trees and shrubs on the shoulder, remove dead vegetation and young sapling trees, and litter abatement. Caltrans also took the opportunity to repair guard rail damage.



Crews from Caltrans and the City trimmed-back overgrown trees, cleared storm drains, weeded, mowed and cleaned-up trash and debris along eastbound I-80 and adjacent onramps. All crews performed above and beyond their normal scope of duty in order to achieve their goal within the strict time constraint placed on them due to the permit closure guidelines Caltrans must comply with.

Specific areas focused on by the maintenance crews included:

- Eastbound I-80 exit and onramp from Georgia Street
- Eastbound I-80 exit and onramp from Solano Avenue/Springs Avenue
- Eastbound I-80 exit and onramp from Tennessee Street
- Eastbound I-80 exit and onramp from Redwood Street

The VIP team met on December 18 to discuss future Phase VII clean-up sites.

## **Code Enforcement Statistics**

Proactive Weed Abatement	456
Proactive Cases (other than Weed Abatement)	122
Complaint-driven Cases (other than Weed Abatement)	73
Property Registration (Fees - \$6,992)	73
<b>Closed Cases</b>	<b>174</b>

## **Property - Department/Agency Collaboration**

### ***Police Community Services Section (CSS)***

- 113 Navone Street – Active
- 119 Navone Street – Active
- 232 Aragon Street – (V-FOG graffiti removal process)

### ***Vallejo Inter-Agency Partnership (VIP) Entrances & Thoroughfares***

- 333 Curtola Parkway – Active (5th Citation issued)
- 500 Interstate 80 /Lincoln Road East – Abated by Code
- 1001 Admiral Callaghan Lane – Active

### ***Encampments***

Inter-departmental/Inter-Agency collaboration

- Wilson Avenue near Highway 37 – (3 encampments, 1 from CSS )
- Sacramento Street at Highway 37
- Admiral Callaghan at Turner Parkway
- 920 Humboldt Street

### ***Shopping Cart Enforcement***

- Safeway (all stores)
- Harbor Freight
- Seafood City
- Ross

### ***Downtown Action Plan Area***

- 250 Georgia Street – Closed
- 236 Georgia Street – Closed
- 316 Georgia Street – Active
- Downtown Plaza Area (Code/Public Works Maintenance)

### ***Fighting Back Partnership***

- 1410 Glenn Street – Active
- 416 Maple Avenue – Active
- 142 Nebraska Street – Active
- 118 13th Street – Active
- 408 Carolina Street – Active
- 801 Sacramento Street – Active
- 541 Maine Street – Active
- 626 Curtola Parkway – Closed

## **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 Au-

thority 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 added two properties to their Watch List:

- 831 Maine Street
- 623 El Dorado Street

NLP Attorneys notified the owners of nuisance activities occurring on their property. Those nuisances are now being addressed by the owners. NLP Attorneys will continue to monitor these properties as the owner(s) complete the abatement:

- 609 Capitol Street
- 2904 Webb Street
- 401 Phelan Street
- 1521 Valle Vista Street
- 474-476 Sonoma Boulevard
- 335 Masonic Street
- 108 Fairview Avenue
- 2904 Webb Street
- 111 Olson Street
- 718 Starfish Street
- 272 Foulkstone Way

### **Completed Nuisance Abatements**

222 Louisiana Street – The nuisance activity at this property has been abated by the owner. The nuisance's included steady traffic to the property, numerous physical and verbal altercations, and the presence of controlled substances. The property owner reached an agreement with one of the tenants to end her lease early. The owner plans to rent the vacant unit again, but will conduct more thorough background and credit checks in the future to help ensure such activity does not return to the property.

201 Tamalpais Street – The property was used by unlawful occupants to engage in acts of human trafficking. The owner of this property took immediate action upon learning of the nuisance conditions. The property owner removed all occupants of the property, changed the locks, installed an alarm system and improved the overall security of the home. In addition, the property owner hired a property manager to conduct regular checks on the property to ensure that the property does not again become unlawfully occupied. The owner expects to dispose of the property in the near future and will ensure it is secure in the meantime.

1007 Roleen Drive – The property was occupied by a lawful tenant who was using the property for nuisance activity related to prostitution and human trafficking. The tenant has since vacated the property and is currently in jail. The owner changed the locks and has taken possession of the property. The owner will have a temporary tenant at the property that will both conduct rehabilitation efforts and ensure the property does not become unlawfully occupied or otherwise present any nuisance behavior.

17 Hollywood Street – The owner hired an attorney who vacated unlawful occupants inhabiting the property. The attorney noted that the occupants inflicted significant damage to the property, which will require some rehabilitation efforts. The property is now secured, and regular checks on the property are being made to ensure it does not become unlawfully occupied again.

236 Carolina Street – Upon being notified of nuisance activity at the property, the owner evicted the problem tenant. The owner has a property manager who is closely monitoring the property and ensuring nuisance activity does not return.

642 Pennsylvania Street – The property was the source of numerous and regular physical and verbal altercations. The NLP contacted the owner to provide proof of the nuisance activity. In response, the owner made an agreement with the tenant to vacate. The owner will complete more thorough background and credit checks in selecting its next tenant.

### **Receivership Program**

#### ***Update***

1914 Florida Street – The VPD was called to this property in excess of 20 times during the last two years and Code Enforcement has issued a number of citations. Although the owner of the property died in 2011, Wells Fargo, the mortgage holder, provided NLP Attorneys with numerous excuses as to why they could not take responsibility for the property. After many unsuccessful attempts, NLP Attorneys filed a receivership lawsuit and a Solano Superior Court Judge placed this property into receivership.

The court ordered an inspection of the property and on December 9, the VPD, Building Division and NLP Attorneys collaborated to complete the court ordered inspection. During the inspection VPD arrested a registered sex offender and discovered a number of Health and Safety Code Violations. Once the inspection was completed NLP Attorneys and the Building Division drafted a report for the Court, documenting the severity of the dangers presented by this property. As a result of this collaboration the receiver can begin repairing the property.

205 Tennessee Street – Working closely with the Building, Planning and Code Enforcement divisions, the owner of this fire damaged property pulled permits and began making preliminary repairs on the property. The owner is under close supervision and if a good faith effort to repair the building is not shown, NLP Attorneys will initiate legal action.

500 Wallace Avenue – NLP Attorneys have drafted a receivership lawsuit and hired a process server to locate the property owner of this abandoned and neglected property. Once the owner is located a trial date will be set.

150 Farragut Avenue – This is a multi-unit apartment building that the Vallejo Police Department (VPD) was called to more than 60 times since 2009. On December 9, a Solano County Superior Court Judge issued an order to appoint a receiver over the property, which resulted in the owners and Bank of New York Mellon losing control of this property.

618-620 Branciforte Street – This property was placed into receivership on October 2. On December 11, a Solano County Court Judge issued an order giving the receiver the power to sell the property to a responsible owner.

**Demolition**

1039 Georgia Street – This building was fire damaged and NLP Attorneys worked with Building and Code Enforcement to complete the first steps in the legal process to demolish this nuisance property utilizing Measure B funds.

**ECONOMIC DEVELOPMENT DEPARTMENT**

***Planning Division***

**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.

<b>Planning Commission</b>	<b>Agenda Item</b>
January 6, 2014	<ul style="list-style-type: none"> <li>• Nonconforming Ordinance</li> <li>• Planned Development for self-storage facility</li> <li>• Training – CEQA</li> </ul>
January 22, 2014	<ul style="list-style-type: none"> <li>• Billar Los Portales</li> <li>• Medical Cannabis Ordinance</li> <li>• Glen Cove Marina Banquet Facility</li> </ul>

<b>Vallejo City Council</b>	<b>Agenda Item</b>
January 14, 2014	BDRB Rules of Order & Procedure
January 28, 2014	Home Occupation Ordinance

### **Statistics**

During the period of December 2 through December 13, the following inquiries were processed:

Zoning Questions	45
Business License Sign-offs	40
General Property Inquiries	30
Planning Application Questions	26
Building Permit Application/Sign-offs	20
Code Enforcement Complaints	18
Miscellaneous Requests	6

In addition, the division sent out five public notices to approximately 115 property owners/organizations announcing upcoming meetings and proposed decisions on Planning permits.

### **PG&E Former Vallejo Manufactured Gas Plant Project Update**

During the period of December 9 through December 20, the following work was completed for the PG&E former Vallejo manufactured gas plant investigation project:

- Drilled environmental borings on the First Capitol Auction, Mono Street and City Yard properties.
- Drilled environmental borings on the public boat launch and historic gas plant properties.

## **HUMAN RESOURCES**

### **Employment Opportunities**

The department is pleased to announce the following Employment Opportunity:

#### ***Position: Instrument Technician I/II***

Instrument Technician I

Salary: \$2,064.41- \$2,509.31 (Bi-Weekly)

\$53,674.61 - \$65,242.11 (Annually)

Instrument Technician II

Salary: \$2,278.02 – \$2,770.16 (Bi-Weekly)

\$59,254.62 - \$72,024.16 (Annually)

Closing date: 01/07/14

Location: Public Works, Water Division – Flemming Hill

Interested persons may visit the City's website to submit an application [online](#).

## FIRE DEPARTMENT

### Community Outreach

Fire Prevention Division pulled a lot of strings to bring Santa to Vallejo City Hall from the North Pole. This collaboration allowed local elementary school children a chance to learn more about fire safety and gave them a chance to finalize their Christmas list with Santa personally.



## PUBLIC WORKS DEPARTMENT

### Personnel

#### ***Water Division Says Goodbye***

Two longtime Public Works Water employees will say a final farewell to their coworkers and friends after almost 60 years of combined service to the City of Vallejo. Phil Wong (right), a Senior Water Engineering Technician, began work in November 1985 while friend and coworker Jun Malit (left), an Associate Civil Engineer for Water, first reported to work in August 1986.

Over the years the pair have experienced many changes and physical office moves; to locations inside City Hall in 1987, then to the Vallejo Sanitation & Flood building on Ryder Street in 1998, and yet again to a temporary modular trailer atop Fleming Hill in 1999 before finally landing



a permanent home in the state-of-the-art drinking water facility that has housed the current work offices of the Vallejo Water Division since 2003. The Department thanks Phil and Jun for their dedicated service and wish them much luck and heartfelt congratulations on their retirements.

**Refurbished Benches on the Ferry Terminal Promenade**

The Public Works Maintenance Division Street section is working on refurbishing eight bench seats on the Ferry Terminal Promenade. Two of the eight were replaced Monday afternoon. The replacements were bench seats that had been pulled out of the ferry terminal when it was remodeled. The remaining six will be removed one at a time and refurbished by sandblasting them and applying a new powder coat. The process is expected to take several months so as not to take out all of the bench seats at one time, in consideration of ferry passengers and waterfront guests who use the seats.



**Holiday Lights Light-Up Downtown**

The Public Works Maintenance Division Traffic section feverishly worked between the Thanksgiving holiday and the Mad Hatter Tree Lighting ceremony on December 7 to decorate the downtown area. Festive garlands and holiday banners are now hung across Georgia Street between Sonoma Boulevard and Santa Clara Street.



Over 4,000 lights were strung on the designated “Christmas Tree” behind City Hall in preparation for the annual Mad Hatter Tree Lighting ceremony. In addition, over 6,000 more lights were strung on the trees lining Georgia Street. In all, the Traffic section installed over 10,000 holiday lights.

**Water Main Breaks**

The Public Works Maintenance Division Water Emergency branch has been inundated with emergency and trouble calls due to the freezing temperatures over the past few weeks. Calls have included reports of no water due to frozen pipes, water leaks, and main breaks. During regular business hours, Monday through Thursday from 7:30 a.m. to



5:00 p.m. and Fridays from 7:30 a.m. to 4:00 p.m., customers should call (707) 648-5235 to report emergency water issues. After hours emergency reports should be



made to (707) 553-7252.

On December 9, the Water Emergency crew responded to a report of water coming up from the street near the intersection of Sonoma Boulevard and Redwood Street. The crew excavated and found a 12-inch main break. A band was installed around the cracked pipe. One customer was affected for approximately 5 hours while repairs were made.

On December 11, a City of Vallejo Reservoir Keeper reported a water leak on Gordon Valley Road. A crew responded and found a crack in the bottom of the 24-inch Gordon Valley water line and a new 24-inch band was installed. Approximately 40 homes were affected for 5 hours. Water service was restored by 3:00 p.m.



Also on December 11, at approximately 10:00 a.m., a resident reported a leak in the street on the 1600 block of Griffin Drive. A baseball sized hole was found on the top of a 12-inch cast iron pipe. A band was installed to prevent further leakage. Water service was restored by 4:00 p.m. to the twelve affected homes.

### **Sereno Drive Concrete Rehabilitation Project (Measure B FY13/14)**

The construction contract has been recommended to be awarded to B&M Builders, Rancho Cordova in the amount of \$335,525. The item is scheduled on the January 14, 2014 City Council agenda. Construction is anticipated to begin in February 2014, pending the City Council's approval.

### **HSIP Sonoma Boulevard Project**

Harrison Engineering, Inc. was selected as the project design consultant for the Highway Safety Improvement Program (HSIP). Staff is in the process of executing the design agreement with the consultant. Staff has also contacted Caltrans regarding the existing traffic signals to determine its effectiveness on this road design project.

### **Mare Island Building 655 Demolition & Abatement Project**

Clean up is still progressing. Asphalt pavement found as the floor slab has slowed down operations. The contractor is "carefully" removing the debris so that asphalt concrete does not intermix with the debris. Any additional asphalt pavement will add weight to the off haul load. Once the debris is removed, the contractor plans to demolish the existing concrete wall and column pedestals. The south side is 95% complete. The contractor still need to tackle the north side.



## **UPCOMING EVENTS**

\*Note: Events are subject to change. Please visit the [City Calendar](#) located on the City's Website for the most up-to-date information.

*Special City office hours, no meetings.*

*Please review the calendar on the following page for City Hall hours or click [here](#).*

**City of Vallejo Communications Sign-up  
Facebook \* Open City Hall \* Nextdoor**

# City of Vallejo

**City Hall\* will be closed at 12-Noon on Tuesday, December 24 and remain closed through New Year's Day.**

December 2013				
Monday	Tuesday	Wednesday	Thursday	Friday
23 Normal Business	24 *Open until 12-Noon	25 CLOSED	26 CLOSED	27 CLOSED
30 *ONLY Cashier/Water Billing Open 8:30am-5:15pm	31 *ONLY Cashier/Water Billing Open 8:30am-5:15pm	<i>*Exceptions:</i> 12/24 - City Clerk & Code Enforcement will be closed all day. 12/30 & 12/31 - Cashier/Water Billing is the only office open.		
January 2014				
Monday	Tuesday	Wednesday	Thursday	Friday
		1 CLOSED	2 Normal Business	3 Normal Business

**We will return to normal operation on Thursday, January 2. Thank you.**

# Holiday Hours