

**City Manager's Bi-Weekly Report**  
**Volume 2, Issue 7, January 17, 2014**

**Daniel E. Keen, City Manager**



**OFFICE OF THE CITY MANAGER**

**New Hires**

The City Manager's Office has hired three Administrative Analyst I's to manage the second cycle of Participatory Budgeting and implement the twelve cycle one projects approved by the City Council in 2013.

***Alea Gage***

Alea Gage (right) is a Bay Area native and city planner who brings over seven years of experience engaging communities on affordable housing and community revitalization projects. She believes that local communities are finding the solutions to the nation's challenges, and views PB as one such solution. In a previous role, she assisted redevelopment agencies across the state to identify physical and economic challenges, and determine the activities they would undertake with redevelopment funds. She holds a Master's degree in City Planning from UC Berkeley.

***Alyssa Alford***

Alyssa Alford (left) is a Vallejo native bringing several years of experience in community outreach. Most recently, Alyssa worked for a green transportation program under the City Manager's office in the City of Richmond, where for two years she managed the programs' community engagement and marketing component. As a Vallejo resident, Alyssa joined the Participatory Budgeting movement because she is excited to engage with all demographics in Vallejo. She looks forward to empowering her community in working with local government and being a



part of the decision making process that can profoundly impact the lives of Vallejo residents.

***Will Morat***

Will Morat (center) is the founder of English For 2, a nonprofit social business based in India that increases educational opportunities for youth from Mumbai’s slums. Will spent the past past seven years working overseas in communications and education. During that time he served as a tutor and mentor to under-served teenagers from Mumbai’s slums through a local non-profit, working closely with youth, their families and their communities to overcome education inequality in marginalized neighborhoods. He holds a Master of Public Administration from Syracuse University. Originally from Sacramento, Will relocated with his wife and new son to Vallejo last month.

**Vallejo Residents to Receive Assistance**

Fighting Back Partnership and California Housing Development Corporation (CHDC) will receive approximately \$121,000 and \$337,000, respectively, to assist Vallejo residents. Funding was available through a competitive grant process under the UrbanLIFT Community Grant Program, of which capacity and experience were critical factors. Four types of projects are eligible under this funding: single-family housing rehabilitation or demolition, and neighborhood and housing-related site improvements.

Funding for UrbanLIFT is provided by Wells Fargo in an attempt to strengthen neighborhoods that were impacted by the foreclosure crisis. Fifty-nine nonprofits in 25 metropolitan statistical areas will be awarded a total of \$11.4 million for revitalization projects according to a recent press release.

**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**

**Sidewalk and Tree Ordinance**

The Office of the City Attorney will host a meeting on January 22, at 6:00 p.m. in the Joseph Room at the JFK Library to discuss possible changes to Chapter 10.04 and 10.12 of the Vallejo Municipal Code. Chapter 10.04 governs the Repair, Construction and Maintenance of Sidewalks, Driveways and Steps. Chapter 10.12 is the “Tree Ordinance” and governs the planting, trimming, pruning, and removal of trees. More details to follow.

### **Abatements**

The Neighborhood Law Program (NLP) Attorneys added four (4) properties to its watch list:

- 236 Carolina Street
- 700 Starfish Street
- 1247 Magazine Street
- 812 Alameda Street

Activities at the following properties are being addressed following notification of issues by the NLP. NLP Attorneys will continue to monitor these properties as the owner(s) complete abatement:

- 609 Capitol Street
- 401 Phelan Street
- 1521 Valle Vista Street
- 474-476 Sonoma Boulevard
- 108 Fairview Avenue
- 111 Olson Street
- 718 Starfish Street
- 272 Foulkstone Way
- 124 Lytham Street

### **Nuisance Abatements**

335 Masonic Street – Upon notification of a potential nuisance at the property, the owner of 335 Masonic Street completed the eviction of the property's occupants. The owner noted that the occupants had caused considerable damage to the property. Rehabilitation efforts, including securing the property, have begun. The property will likely be sold in the coming months. The NLP will continue to work with the owner to ensure no future nuisance conditions arise.

### **Receivership Program**

#### ***Update***

205 Tennessee Street – The NLP is working closely with the Code Enforcement, Building and Planning Divisions and has completed two of the three legal steps necessary to appoint a Health and Safety receiver for 205 Tennessee Street. This fire-damaged and blighted property has been a nuisance for years. In the face of litigation, the owner pulled building permits and provided NLP Attorneys with a contract to repair the property. Construction to rehabilitate the property is underway. NLP Attorneys are continuing to monitor the owner's progress as they work towards compliance. Currently, the owner has met all the City's demands.

907 Falcon Drive – This property is in receivership and an order to list this property for sale was submitted to the Solano County Superior Court. A judicial hearing to determine the best way to resolve the nuisances on this property is scheduled for January 23.

618 Branciforte Street – This property is in receivership and an order to sell this property was signed by the Solano County Superior Court. A judicial hearing to determine the best way to resolve the nuisances presented by this property is scheduled for January 23.

**Demolition**

335 Couch Street – The NLP, working with the Building and Code Enforcement Divisions, is in contact with the owner of this property. The owner has provided NLP Attorneys with a contract indicating a demolition contractor has been hired. The owner is required to comply with environmental regulations prior to the demolition. NLP Attorneys are hopeful the demolition of this abandoned and substandard structure will be completed by March.

***Update***

1039 Georgia Street – The owner of this fire-damaged property is unable to bring this property into compliance. Due to substantial Federal and State Tax liens, receivership is not an option to resolve the nuisances presented by this property. Therefore, NLP Attorneys completed two of the four legal steps to demolish the property, which include posting the property and submitting documents with the County Recorder. By February 11, the steps to legally demolish the property will be completed, but there will be logistical and financial considerations to resolve prior to demolition.

**Neighborhood Law Program Intake Form**

Those who would like to report a problem property to the NLP, please complete the [intake form](#), located on the NLP tab on the City of Vallejo City Attorney’s Office web page.

The NLP uses this form to gather basic information about the issue presented by any particular property. This information assists attorneys with research and helps them to gain a better understanding of the efforts, if any, that are already underway. When filling out the form, please complete as much as possible.

**ECONOMIC DEVELOPMENT DEPARTMENT**

***Building Division***

During the month of December, the Building Division issued 207 Building Permits, including:

- A Certificate of Occupancy issued on January 9 for a new Tipp Realty office, located at 114 Robles Way.
- Plans have been accepted and are currently being reviewed for Phase II of the Meyer Cookware expansion, located at 1 Meyers Plaza.

***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 22, 2014	Billar Los Portales Nonconforming Ordinance Solano Community College Auto Repair School Taqueria El Valle Alcohol
February 3, 2014	Training – Findings and Conditions
February 19, 2014	Glen Cove Marina Banquet Facility Parking Requirements Code Text Amendment

<b>Vallejo City Council</b>	<b>Agenda Item</b>
February 11, 2014	Home Occupation Ordinance
February 25, 2014	Home Occupation Ordinance (2 <sup>nd</sup> Reading) Nonconforming Ordinance EIR Consultant Contract

**Statistics**

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

Landscape Review	1
Sign Permit	4

During the period of December 30, 2013 through January 10, 2014, the following inquiries were processed:

Business License Sign-offs	33
Zoning Questions	27
Planning Application Questions	17
General Property Inquiries	14
Miscellaneous Requests	7
Building Permit Application/Sign-offs	6
Code Enforcement Complaints	2

In addition, the division sent out three public notices to approximately 354 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 January 6 through January 17, the following work was completed for the PG&E former Vallejo manufactured gas plant investigation project:

- Collected environmental soil samples at the historic gas plant, City yard, Big Bay Boat and RV and First Capitol Auction properties
- Drilled environmental borings at the historic gas plant property
- Measure water levels in all groundwater monitoring well and piezometers throughout the site

## **HUMAN RESOURCES**

### **Employment Opportunities**

The department is pleased to announce the following Employment Opportunities:

***Position: Fire Engineer*** (Eligible City Employees Only)

Salary: \$6,744.97- \$8,198.57 (monthly)

Closing date: 01/27/14

Location: Fire Department

***Position: Landscape Maintenance Manager***

Salary: \$7,161.75- \$8,705.22 (monthly)

Closing date: 01/24/14

Location: Corp Yard – 111 Amador Street

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

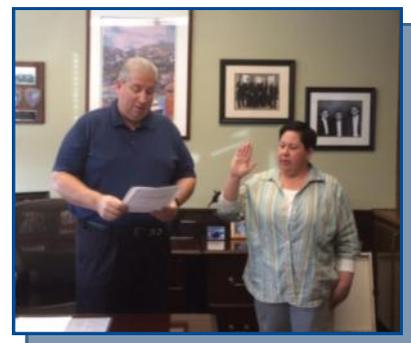
## **POLICE DEPARTMENT**

### **Personnel**

#### ***New Hires***

***Carmen Melissa Correa-Williams***

Carmen Melissa Correa-Williams was sworn in on January 6 by Police Chief Joseph Kreins as the Department's newest Police Clerk. Correa-Williams is a mother of two growing boys and is a native of Ponce, Puerto Rico. She has always maintained an interest in public service, specifically, law enforcement. Correa-Williams graduated from the Napa Valley College Reserve Police Academy in 1994, and then from the Napa Valley Basic Dispatch Academy in



2010. Correa-Williams also attended the VPD's Citizens Police Academy in 2007 and has since dedicated herself to many of the volunteer programs such as the 290 Sex Registrant Program, DUI check points, data entry projects to include tracking and profiling of armed robbery cases, and National Night Out.

***Debra Bernstein***

Debra Bernstein returned to the VPD as a Police Assistant On January 13. In 2009, Debra transferred over to the Housing Division where she served the citizens of Vallejo with housing and special needs. Bernstein is welcomed back to the VPD with open arms and is best known for her very spirited personality and ability to spread sunshine even during the most difficult of times. She will be assigned to the Traffic Division where her primary focus will include parking enforcement, abandoned vehicles and vehicle abatement.



***Promotions***

***Sergeant Ted Postolaki***

Sergeant Ted Postolaki was promoted from Corporal to the rank of Sergeant on December 28, 2013. Postolaki has worked for the VPD since July 2000, and prior to that,



he was a Police Officer in the City of Berkeley. While serving the citizens of Vallejo, Postolaki has held various positions within the Department such as, Patrol, Investigations, Crime Suppression, and Narcotics. He received a Medal of Merit for his contribution toward a 2004 Undercover Narcotic Solano County Grand Jury Indictment Program and, he received Good Conduct Medals for exceeding performance standards. Postolaki is a graduate of California State University, Sacramento where he was awarded a Bachelor of Arts Degree. Congratulations to Postolaki for a well-deserved promotion.

***Corporal Dustin Joseph***

Corporal Dustin Joseph was promoted from Officer to the rank of Corporal on January 11. Joseph has worked for the VPD since November 2002

as a sworn Police Officer and prior to, he served as a Vallejo Police Cadet. While serving the citizens of Vallejo, Joseph has held various positions within the Department including a School Resource Officer, Patrol, Crime Suppression, Bike Patrol, and served as a Cadet Mentor for the Police Cadet Program. He is currently a member of the Department's SWAT Team, and is a graduate of California Maritime Academy where he obtained a Bachelor of Science Degree in Business Administration. Corporal Joseph will serve as a Department Field Training Officer and looks



forward to contributing toward making our newest officers the very best they can be. Corporal Joseph has been the recipient of numerous Letters of Commendation for service to the community, in addition to unit citations for performance standards related to dedication and professionalism. Congratulations to Corporal Joseph for a well-deserved promotion.

### ***Special Recognition***

#### ***Corporal Stanley Eng***



Corporal Stanley Eng is celebrating 25 years of service with the Department. Eng has been and continues to be a most valuable part of the organization as the Department transitions through a rebuilding process. He has held many positions within the Department which range from Patrol, Crime Suppression, Community Services, Bike Patrol, Field Training Officer, SWAT member, in addition to a variety of other assignments. Eng has been the recipient of a Medal of Courage for saving the life of an individual who was preparing to jump from the Carquinez Bridge and a Medal of Merit for his contributions to the SWAT team. Congratulations to Corporal Stanley Eng for 25 years of dedication to excellence as a law enforcement professional.

#### **Vallejo Police Department Traffic Division**

The VPD Traffic Division has returned and will be back on the streets of Vallejo looking for traffic violators. The Traffic Division is responsible for traffic enforcement in areas known for speeding vehicles, including areas around some of the elementary schools. The Traffic Division is also responsible for DUI enforcement and saturation patrols, and has accounted for close to a \$1 million in grant revenue from the Office of Traffic Safety (OTS). During the holiday season, the Traffic Division was absorbed into Field Operations so the Department could focus on increasing its patrol staffing and have a higher police presence in some of the well-traveled shopping areas.



#### **Recruitment Team**

The Recruitment Team has been moving from one venue to another in an effort to find and attract the right candidates for the positions of Police Officer, Public Safety Dispatcher, Police Clerk, Police Assistant, and Police Cadet.

The Recruitment Team is highly motivated and excited to be a part of something which will have a lasting effect upon the organization and City as the Department moves forward in the process of rebuilding the Police Department. The Recruitment Team, under

the direction of Lieutenant Sid DeJesus and Sergeant Steve Darden, has had great success in finding interested, but more importantly, qualified candidates who will fit the mold of what the Department is looking for: hard-working, ethically minded, educated professionals who understand the importance of dedication to service.



Sergeant Steve Darden

The Recruitment Team was given the honor of participating in the Final Inspection for Academy Class SB121 which took place on January 10, at Evergreen Academy in San Jose. The recruits were dressed in their Class “A” uniforms, and the inspection gave each of the recruits an opportunity to demonstrate the dress and grooming standards currently employed in law enforcement as well as their knowledge of the California law, Constitutional law, and county policies and procedures.

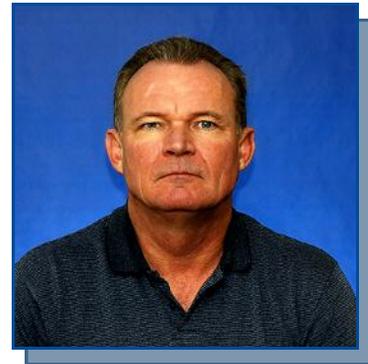
### **Good Riddance**

The VPD was able to say good riddance to two concrete holding cell structures which had become eye sores for the past few years. The concrete holding cells were never utilized for a variety of reasons and were nothing more than storage lockers for miscellaneous equipment and supplies. The cost of moving the holding cells was nearly four times what the buyer had to pay just to purchase them. It is the Department’s hope they will be put to good use. Watching the structures being lifted by the crane and placed onto the trailer was an sight to see, as all stood clear in great anticipation.



### **Volunteer Program and Citizens on Patrol**

At the direction of Volunteer Coordinator William “Bill” Donovan, the volunteers and Citizens on Patrol, or (COPers) have been very active within the organization in the interest of serving the needs of the citizens of Vallejo.



In addition, their contributions have allowed sworn personnel to focus on some of the more serious issues such as in progress calls for service. They have also assisted in evidence and missing person searches to include special projects such as:

- Citizens on Patrol/Volunteer Training
- Child fingerprinting
- Assisting officers at Gun Buy-Back Programs
- PAL Golf Tournament
- Assisting in Professional Standards Division
- VPD Open House
- SWAT Role Playing Training Scenarios

Throughout the 2013 calendar year, the Volunteers and COPers performed the following duties and dedicated the following hours toward the City of Vallejo:

<b>Function</b>	<b>Hours</b>
Emergency Call-outs	68
Robbery Report Statistics	83
Traffic Data	85
Citation Entry	140
Camera Monitoring	141
Burglar Alarm Appeals/Testing	190
Citizen's Academy	232
Mail Run	255
Pawn Slips	280
Meetings	298
Assisting in Evidence Room	344
Assisting in DUI checkpoints	395
Non-Emergency Phones	601
Administrative Duties	634
Car Washing	652
Special Projects	949
Citizen Patrols	999
Sex Offender Registration	1,292
<b>Total</b>	<b>7,730</b>

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

200 Block of Mayo Street – A neighbor reported people sleeping in the backyard and dealing drugs in front of a home in the 200 block of Mayo Street. CSS contacted the residents and made them aware that they are not allowed to have people sleeping in the backyard and the activity associated with their property. The resident cleared her backyard of all transients and cleaned up the property.

Geyser Court – CSS was contacted by a neighbor that a vacant property had been taken over by squatters. CSS was able to track down the property owner who met with the CSS and made contact with the squatters. The squatters were removed and the owner secured the property.

2980 Redwood Parkway - CSS was contacted by a neighbor that a homeless encampment had been set up next to his apartment and the transient was creating an unhealthy environment outside his home. CSS contacted the transient and removed him from the area.

2900 Redwood Parkway – CSS was contacted by a business regarding a homeless encampment that had been set up. CSS contacted the homeless person and had him relocate.

332 Masonic Drive - CSS met with the property manager of a home on Masonic Drive that had been taken over by squatters. CSS was able to help the property manager make contact with the squatters and have them removed. The home has been secured.

Heritage Neighborhood Watch - Captain James O'Connell and Tina Encarnacion were invited to attend the Heritage Neighborhood Watch meeting. They were able to connect with several of the residents within this neighborhood and share some tips on how to prevent crime and work together with the VPD to handle issues within the neighborhood. The neighbors were all very excited and happy to partner up with the CSS.

### **Recruitment**

For individuals interested in a career in Law Enforcement, the following criterion is required:

- Post Basic Police Academy certificate
- 60 college units, or an undergraduate degree
- Four Years of military experience, undergraduate degree, or 30 college units from an accredited college or university

### ***Police Cadets***

The Department is actively seeking qualified candidates who may be interested in a career in Law Enforcement by joining our Cadet and Explorer programs. Cadets perform a variety of civilian field and office law enforcement duties. Cadets work in direct

support of sworn and non-sworn personnel on a part time, as needed basis while attending an accredited college or university. Cadets are also expected to attend weekend and evening training sessions, and the salary scale for qualified Cadets ranges from \$13 to \$15 dollars and hour.

**Cadet Qualification requirements:**

- Must be 18-23 years old to apply
- Enrolled in a college/university while maintaining a 2.0 GPA/12 units
- Ability to interact with Public in a tactful and professional manner
- Pass written and physical agility test
- Proper English usage, spelling, grammar, and punctuation
- Familiarity with Department organization and function
- Knowledge of general law enforcement codes, practices and methods
- Ability to follow oral and written directions

Interested applicants can apply [online here](#), or for additional information contact [Lt. De-Jesus](#), or call (707) 649-3570.

***Police Explorer***

The Vallejo Police Department is actively seeking applicants for the volunteer position of Police Explorer. The Vallejo Police Explorer Program is part of the Vallejo Police Activities League (PAL) and designed for youth of Solano County that may be interested in a career in the law enforcement field. Explorers participate in a variety of activities throughout the city and police department. Some of those activities include: monthly police trainings, weekly meetings, “ride-a-longs” with patrol officers, assistance at DUI checkpoints, holiday details and parades, local fundraisers, community events, and statewide police explorer competitions.

**Requirements for the program include:**

- Must be 14-20 years of age and have completed the 8th grade at time of appointment
- Resident of Solano County
- Maintain a 2.0 GPA, average in High School
- Contribute at least 10 hours of volunteer time to the program per month

Contact the explorer program advisors for additional requirements.

Interested and qualified persons must submit an explorer application which is available at the Vallejo Police Department main station located at 111 Amador Street. Instructions for completion and return are on the application.

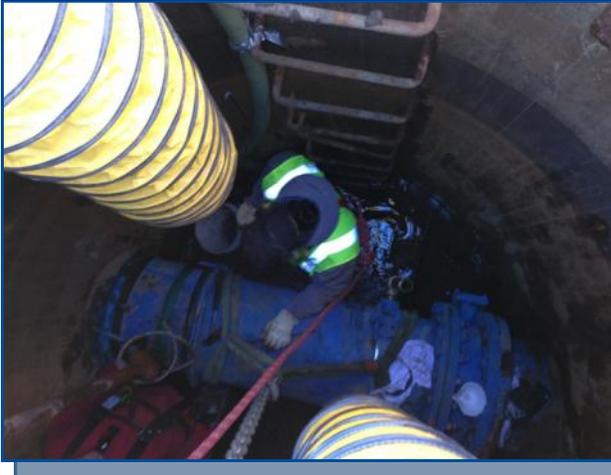
For additional information regarding the program, interested individuals can email the program advisors [Corporal Bob Knight](#) or [Officer Sean Kenney](#).

## PUBLIC WORKS DEPARTMENT

### Mare Island Water Main Repair

On January 13, the Public Works Maintenance Division Water Emergency section removed and replaced a broken 20-inch butterfly valve located on the southeast section of Mare Island which feeds water to the entire island.

The Water Preventive Maintenance section confined space entry team assisted with the repairs. Repairs were completed in one day and no customers were without water.



### PBS Filming Public Works

Hannah Yi, a producer for PBS Newshour, is seen filming Public Works Maintenance worker Brian Monahan. Monahan and a crew from the Public Works Street Maintenance Division were at Boggs Court repairing the asphalt after work on the underground water main. PBS visited Vallejo to do a story on the City's recovery following bankruptcy, which is scheduled to air on Saturday, February 8.



## **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.

### **Martin Luther King Jr. Holiday - City Offices Closed**

Monday, January 20

### **Participatory Budgeting Steering Committee Meeting**

Tuesday, January 21 at 6:30 p.m. in the Joseph Room, 2nd Floor, JFK Library

### **Sidewalk and Tree Ordinance Public Meeting**

Wednesday, January 22 at 6:00 p.m. in the Joseph Room, 2nd Floor, JFK Library

### **Planning Commission**

Wednesday, January 22 at 7:00 p.m. in City Council Chambers

### **Code Enforcement Appeals Board Meeting**

Thursday, January 23 at 6:00 p.m. in City Council Chambers

### **Interagency Committee Meeting**

Monday, January 27 at 6:00 p.m. in City Manager's Conference Room, 3rd Floor, City Hall

### **General Plan Working Group**

Monday, January 27 at 6:30 p.m. in the Joseph Room, 2nd Floor, JFK Library

### **Code Enforcement Community Meeting - Meeting Canceled**

Tuesday, January 28 at 6:00 p.m. in the Joseph Room, 2nd Floor, JFK Library

### **City Council Meeting**

Tuesday, January 28 at 7:00 p.m. in City Council Chambers

[City of Vallejo Communications Sign-up](#)  
[Facebook](#) \* [Open City Hall](#) \* [Nextdoor](#)