Welcome to the redesign and new look of the City Manager's Bi-weekly Report. Please let Joanna Altman know if you have feedback on this new design. Be patient with us as we work through the quirks. We hope to have a PDF archived version soon that will be linked in the "past issues."

The people who work for the City of Vallejo do their best to respond effectively to community needs. We are dedicated to excellent customer service, openness and transparency in our activities and pro-active problem solving. The City Manager's report is a briefing provided bi-weekly to the City Council. It covers a range of topics from project updates to upcoming community events and meetings.

Sign-up to receive the City Manager's Bi-Weekly Report directly via e-mail.
Hot Topics

Vallejo Station Stair Rehabilitation

The stair rehabilitation project for the Vallejo Station Parking Structure (VSPS) has begun! The VSPS, which opened in 2012, is located at the City of Vallejo’s Waterfront, and provides convenient access for monthly commuters, as well as those utilizing the Ferry to attend various events in San Francisco.

The stairs connecting the upper level of the parking structure to the walkway began to erode and the staircase was closed in 2017. After consulting with an engineer to identify potential causes for the failure, the City has been working to identify the most cost-effective and efficient way to repair the stairs and minimize future damage. Each step has a unique curve and angle, requiring custom fabrication. Molds and fabrication of steps began in January, and due to the wet weather, are still curing. On February 19, the demolition of the stairs started, stripping away the damaged material. Pending no additional weather delays, construction is expected to begin on March 4.

Vallejo Police Department Provides Community Trainings

On February 20, the Community Service Section (CSS) of the Vallejo Police Department hosted a presentation about neighborhood watch programs: the structure, the tools and ways to build momentum within neighborhoods. Tina Encarnacion answered resident questions about how to develop their neighborhood watch, practical tips on reducing crime, and how the CSS can help organize communities.

This is part of a series of events that will be hosted by CSS over the year to educate, engage, and empower the local community. The next training is on Casing and Crime Prevention through Environmental Design, to be held on April 3, in the JFK Library, at 505 Santa Clara Street. Additional trainings are scheduled for May 1 and May 29.
Personnel

Promotion - Leslie Trybull, Administrative Analyst II

Leslie Trybull has been promoted to Administrative Analyst II for the Planning & Development Services Department, effective February 16. She started with the City in February 2009, as a Senior Administrative Clerk in the Code Enforcement Division, moved to Secretary for the Planning Division in 2010, and was later promoted to Executive Secretary, supporting both the Department Director and Planning Division staff, as well as serving as Clerk to the Planning Commission and Design Review Board. Her new role will involve identifying and implementing process improvements for the department, seeking out grant-funding opportunities, and finding ways to improve the department’s customer service.

Prior to working for Vallejo, Leslie worked as a substitute teacher in Benicia and a technical writer for Apple Computer, Inc. Leslie graduated cum laude with a Bachelor of Science in International Marketing from San Francisco State and completed coursework in German Language and Translation at the University of Heidelberg, Germany.

New Hire - Rosalia Navarro, Administrative Clerk II

Rosalia Navarro recently joined the Water Department Administration team at the Fleming Hill Water Treatment Plant. Rosy grew up in Vallejo and graduated from Hogan High School. Previously, she worked in the banking industry and brings five years of clerical knowledge and valuable office skills to the department.

Rosalia is excited about starting a new and challenging career in the Water Department and looks forward to meeting and working with everyone.

Public Works Supervisory Academy

This 3-month (5 Session) program was designed for public sector employees seeking to develop their leadership skills and essential core competencies for supervisors. Led by experienced public sector leaders and management development experts, each session is designed to incorporate interactive exercises and real-world case studies to apply fundamental concepts of supervision. February 14, marked the first session for the group which will graduate from the Supervisory Academy in April.
**Employment Opportunities**

The City of Vallejo is pleased to offer the following employment opportunities:

- Communications Operator I (911)
- Communications Operator II
- Environmental Services Manager
- Police Cadet
- Police Officer (Lateral)
- Police Officer Trainee
- Police Officer - Entry (Academy Graduate)
- Senior Planner

**Vallejo in the Loop**

**City of Vallejo Media Highlights**

The City of Vallejo has been highlighted in the following media releases:

- Created by the Tax Cuts and Jobs Act of 2017, "Opportunity Zones" were established to spur and encourage economic development, investments, and jobs in communities identified by census tracts. The City of Vallejo was designated six Opportunity Zones, which will allow the city to leverage designated areas to attract businesses and development. Read more about Opportunity Zones and what they could mean for local economic development initiatives in Vallejo in this [latest article](#) by FUSE Corps.

- Vallejo native Gabriella "Gabi" Wilson won two awards during the 61st annual Grammy Awards on February 10. Performing under the moniker "H.E.R.," Gabi won Best R&B Album for her "H.E.R.," a compilation of her first two EPs, and for Best R&B Performance for her duet on the song "Best Part." A singer, songwriter and a skilled instrumentalist, Gabi was nominated for five Grammy awards and performed at the award show. The City of Vallejo commends and congratulates Gabi for her hard work! Read about Gabi's success [here](#) and [here](#).
City of Vallejo Community Communications

Artvallejo.org - Artvallejo.org is a City-funded calendar of community and cultural events in Vallejo.

Vallejo News - A weekly newsletter published electronically, it informs residents and stakeholders of current events and happenings in Vallejo. Read the February 21 issue here.

Participatory Budgeting Newsletter - Published monthly, the newsletter features project implementation and process updates, volunteer opportunities and comprehensive information on the City Manager-managed project. Read the February issue, here.

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.

Culture & The Arts Commission Meeting
Monday, February 25 at 6:00 p.m. in Council Chambers

City Council Regular Meeting
Tuesday, February 26 at 7:00 p.m. in Council Chamber

Code Enforcement Appeals Board Meeting
Thursday, February 28 at 6:00 p.m. in Council Chambers

McCune Commission Meeting
Monday, March 4 at 5:00 p.m. in Council Chambers

Planning Commission Meeting
Monday, March 4 at 7:00 p.m. in Council Chambers

Beautification Commission Meeting
Wednesday, March 6 at 6:00 p.m. in Council Chambers

Housing and Community Development Commission Meeting
Thursday, March 7 at 6:00 p.m. in Council Chambers
SeeClickFix Report

Between February 7 and February 20, City staff received 172 issues on SeeClickFix.

<table>
<thead>
<tr>
<th>Issue Category</th>
<th># of Issues Reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>Illegal Dumping</td>
<td>51</td>
</tr>
<tr>
<td>Code Enforcement</td>
<td>34</td>
</tr>
<tr>
<td>Pothole</td>
<td>20</td>
</tr>
<tr>
<td>Abandoned Vehicle</td>
<td>17</td>
</tr>
<tr>
<td>Uncategorized</td>
<td>16</td>
</tr>
<tr>
<td>Street Signs/Lights/Traffic Signals</td>
<td>13</td>
</tr>
<tr>
<td>Street Damage</td>
<td>6</td>
</tr>
<tr>
<td>Graffiti</td>
<td>4</td>
</tr>
<tr>
<td>Wasteful Water/ City Leak</td>
<td>4</td>
</tr>
<tr>
<td>Illegal Storm Drain Discharge</td>
<td>3</td>
</tr>
<tr>
<td>Downtown/Ferry Parking</td>
<td>1</td>
</tr>
<tr>
<td>LMD</td>
<td>1</td>
</tr>
<tr>
<td>NLP/Community Services Section</td>
<td>1</td>
</tr>
<tr>
<td>Sidewalk</td>
<td>1</td>
</tr>
</tbody>
</table>

Future’s List

The Future Agenda Items lists are 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.
Community

Volunteers Needed for Warming Shelter

The City of Vallejo and First Baptist Church Vallejo are seeking community partners to help operate an emergency warming shelter with up to 60 beds this winter on wet or freezing nights.

Numerous community organizations are coordinating to house the emergency shelter at First Baptist Church at 2025 Sonoma Boulevard on nights this winter that drop below 32 degrees or when exceptional wet weather is expected. When opened on cold or rainy nights, the shelter will provide a cot, blanket and warm soup for up to 60 residents that require assistance.

Volunteers are needed to help ensure the shelter can open on 24-hour notice when wet or freezing weather is expected. Typical 3-hour shifts would begin at 6 p.m., 9 p.m., midnight, and 3 a.m. on nights that the shelter is opened. Residents interested in volunteering should contact Pastor Mike Brown at 707-644-4087 or mbrown@fbcvallejo.com.

Developing Vallejo

Building Division Highlights

Completed Projects

February 5: The 2745 square foot Launder Land Laundromat located at 627 Tennessee Street received their final inspection for the restored Laundromat that sustained extensive fire damage. Project Valuation: $165,000.

February 7: The Shoe Palace located in the Rite Aid Shopping Center at 2111 Solano Avenue received their final inspection for a Tenant Improvement remodel for the new retail business. Project Valuation: $245,000.
Issued Permit

February 13: A permit was issued to Kentucky Fried Chicken located at 1300 Georgia Street for a Tenant Improved interior renovation of their dining area. The kitchen and drive thru areas will remain in operation during the remodel process.

Recent Applications

- February 4: A permit application and plans were submitted for a Tenant Improvement project located at 1740 Tuolumne Street in the Food Maxx shopping center. The improvements consist of converting 2,440 square feet of existing space to medical office space.

- February 6: A permit application and plans have been submitted to the Building Division for a new Sonic Fast Food Restaurant which will be located at 4375 Sonoma Boulevard.

- February 15: A permit application and plans were submitted for the complete demolition of the former Main U.S. Postal Service Office located at 485 Santa Clara Street (corner of Santa Clara and Georgia Street).

Planning and Building Statistics

<table>
<thead>
<tr>
<th>Month</th>
<th>Records Initialized</th>
<th>Permits Issued</th>
<th>Counter Visits</th>
<th>Total Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept. 10-21, 2018</td>
<td>169</td>
<td>176</td>
<td>264</td>
<td>395</td>
</tr>
<tr>
<td>Daily Averages</td>
<td>19</td>
<td>20</td>
<td>29</td>
<td>44</td>
</tr>
<tr>
<td>Permits Finaled</td>
<td></td>
<td></td>
<td></td>
<td>75</td>
</tr>
<tr>
<td>Total Building Permit</td>
<td></td>
<td></td>
<td></td>
<td>$2,095,385.46</td>
</tr>
</tbody>
</table>

Planning Division Public Contact

<table>
<thead>
<tr>
<th></th>
<th>2/4/19 - 2/15/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Property Inquiries</td>
<td>136</td>
</tr>
<tr>
<td>Miscellaneous Requests</td>
<td>49</td>
</tr>
<tr>
<td>Planning Application Questions</td>
<td>43</td>
</tr>
<tr>
<td>Business License Sign-offs</td>
<td>36</td>
</tr>
<tr>
<td>Assistance to Other Departments</td>
<td>35</td>
</tr>
<tr>
<td>Building Permit Application/Sign-offs</td>
<td>35</td>
</tr>
<tr>
<td>Pre-Development Meetings</td>
<td>19</td>
</tr>
<tr>
<td>Code Enforcement Complaints</td>
<td>7</td>
</tr>
<tr>
<td>Research Inquiries</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>360</td>
</tr>
</tbody>
</table>
Beautifying Vallejo

3780 Sonoma Boulevard

After being vacant for several years, this property suffered from a fire on January 3, 2019. The fire did not consume the entire structure, and the fire-damaged debris were left on the property. The City issued the property owner an order to demolish and remove the remains of the structure. Although the City was preparing to complete the demolition and removal, the owner promptly completed this task with minimal further City involvement.

159 Carnation Circle

The City received multiple reports of nuisance behavior coming from this property, including verbal and physical altercations, suspicious in and out activity, and poor maintaining of property. In addition to ongoing code enforcement, the Neighborhood Law Program wrote to the owner demanding action. The owner promptly responded to the City’s letter, informing the City that a problem tenant was asked to leave, and did leave. The City is continuing to work with the owner as they resolve the outstanding issues regarding Code Enforcement and ensuring the nuisance activity does not return.

312 Winchester Street

Public Works and the Traffic Division of the Vallejo Police Department received complaints about an oversized trailer in front of 312 Winchester Street. The trailer was a public nuisance as it was filled with debris, had broken axels, was a blight on the surrounding neighborhood, and interfered with traffic. The Neighborhood Law Program spoke with the owner of the property and threatened a public nuisance lawsuit. The owner responded by hiring a contractor who destroyed and removed the trailer.
Program and Project Updates

Participatory Budgeting: 2nd Stage Review

February 3 marked the 2nd Stage Review deadline for the Participatory Budgeting (PB) Budget Delegates. During the 2nd Stage Review, February 3 to February 22, project proposals were reviewed by an ad hoc committee of the Steering Committee, relevant City departments, and implementing partners. All proposals were reviewed by the Assistant City Manager and Chief Assistant City Attorney. Proposals were reviewed for eligibility, per the PB Rulebook, and for legality, budgeting, feasibility, implementation, and policy concerns. Extensive feedback letters will be returned to the delegates on February 26.

The submitted proposals can be viewed on the City’s website or online on AppCivist, an online platform developed by the Social Apps Lab at CITRIS, University of California, Berkeley, which allows delegates to collaborate online. For additional information about the PB process, go to www.pbvallejo.org.

The 16 proposals submitted for the 2nd Stage Review include:
- Street Safety: Bicycles and Automobiles
- After School Study And Enrichment Program and Middle Schools
- Improve Beverly Hills Park
- New Children's Splash Pad and Water Activity at Centrally Located GVRD Park
- Mobile Cameras for Illegal Dumping Campaign PS-5
- Digital Radios for Vallejo Police Department
- Mare Island Museum Field trips
- Downtown Vallejo Mural Road
- Renovations, Repairs and Improvements to the Florence Douglas Center (FDC)
- First Responder Youth Development and Career Guidance
- Family & Financial Empowerment
- After School Study And Enrichment Program and Middle Schools

Down Tree on Russel Street

The Public Works Grounds Section responded to a tree limb snap on Russell Street off of Georgia Street. Two employees were dispatched and arrived within 30 minutes. They promptly cut up and cleaned the limb that stretched to the middle of the street freeing the street for vehicle travel.

Public Works Repairs

On February 15, electrical wires shorted causing the intersection to malfunction at Georgia Street and Santa Clara Street. Electrician Sheldon Henderson, with the assistance of Public Works Supervisor Pat Hutchinson, pulled new wires and spliced them in order to repair.