



AGENDA

CODE ENFORCEMENT APPEALS BOARD REGULAR MEETING VIA TELECONFERENCE

www.cityofvallejo.net

OCTOBER 22, 2020

Dr. Carey Hawkins Ash, Chair
L. Alexander Matias, Vice-Chair

Board Members
Fred Cavalli, Jr.
Loretta Gaddies
Wanda Madeiros
Edward Taylor
VACANT

This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the Code Enforcement Appeals Board Meeting without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

PUBLIC COMMENT: Members of the Public may provide public comments during the Code Enforcement Appeals Board Meeting via ZOOM

(<https://ZoomRegular.Cityofvallejo.net>), or via phone, by dialing (669) 900-6833.

For additional instructions on how to speak during public comment, please visit, www.cityofvallejo.net/publiccomment

VIEW THE MEETING:

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- Join the Zoom webinar: <https://zoomregular.cityofvallejo.net>

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the City Council will be available for public inspection at the City Clerk's Office, 555 Santa Clara Street, Vallejo, CA at the same time that the public records are distributed or made available to the City Council. Such documents may also be available on the City of Vallejo website subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-4527, TDD (707) 649-3562.

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Vallejo City Hall
555 Santa Clara Street
Vallejo, CA 94590

CODE ENFORCEMENT
Code Enforcement Appeals Board (CEAB)
AGENDA
VIA TELECONFERENCE

October 22, 2020
6:00 p.m.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **APPROVAL OF MINUTES**
 - A. September 24, 2020 – Regular Meeting

6. **CORRESPONDENCE:** None

7. **FIRST COMMUNITY FORUM**

Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N29 30, the City of Vallejo has opted to hold board/commission meetings via teleconference. Any interested members of the public desiring to communicate with the Code Enforcement Appeals Board as part of the First Community Forum may do so via ZOOM:

<https://zoomregular.cityofvallejo.net>

or via phone, by dialing (669) 900-6833

Meeting ID 914 0075 0676#

Press *9 to digitally raise your hand from the phone.

For additional instructions on how to speak during public comment, please visit www.cityofvallejo.net/publiccomment. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300.

8. **GUEST SPEAKER:** None

9. **PRESENTATIONS:** None

10. **OLD BUSINESS:**

- A. **Update on Amending the Municipal City Code to Provide Code Enforcement Relief Options for Elderly and Disenfranchised Citizens of Vallejo**
- B. **Update on Revising the Practices of the Code Enforcement Appeals Process to Provide Code Enforcement Relief Options for Elderly and Disenfranchised Citizens of Vallejo**
- C. **Update on Code Enforcement Staffing for Commercial Property and Vacant Lots Program**

11. **NEW BUSINESS:**

- A. **Discussion of Possible Special Meeting in November**

12. **SECOND COMMUNITY FORUM**

13. **STAFF COMMENTS:** None

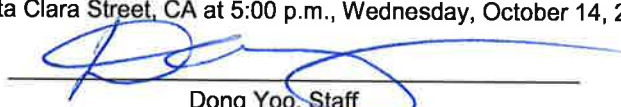
14. **ANNOUNCEMENTS:** None

15. **BOARD MEMBER COMMENTS AND DISCUSSION**

16. **ADJOURNMENT**

I, Dong Yoo, Staff, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Code Enforcement Appeals Board, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 5:00 p.m., Wednesday, October 14, 2020.

Dated: Wednesday, October 14, 2020


Dong Yoo, Staff

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Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk's Office no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted.

1. **CALL TO ORDER:** Chairperson Carey Hawkins Ash (Chairperson Ash) at 6:11 pm.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG :** Chairperson Ash
3. **ROLL CALL:**
 - Present: Chairperson Carey Hawkins Ash, Vice-Chairperson L. Alexander Matias
Board Members: Fred Cavalli, Jr., Wanda Madeiros, Loretta Gaddies
 - Absent: Board Member Edward Taylor (unexcused)
 - Staff: Senior Code Enforcement Officer (SCEO) Dong Yoo, Code Enforcement Officer (CEO) James Nielsen, Secretary Karen Ang, Deputy City Attorney (DCA) Hai Phan, IT Director Naveed Ashraf
4. **APPROVAL OF AGENDA:** Vice-Chairperson Matias motioned to approve the agenda; seconded by Board Member Gaddies, and carried unanimously.
5. **APPROVAL OF MINUTES:** Board Member Gaddies motioned to approve the August 27, 2020 CEAB Regular Meeting Minutes; seconded by Vice-Chairperson Matias. The motion carried unanimously.
6. **CORRESPONDENCE:** None
7. **FIRST COMMUNITY FORUM:** None

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8. **GUEST SPEAKER:** None
9. **PRESENTATIONS:** None
10. **NEW BUSINESS:** None
11. **OLD BUSINESS:**
 - A. **Amending the Municipal City Code to Provide Code Enforcement Relief Options for Elderly and Disenfranchised Citizens of Vallejo**
 1. Policy Subcommittee Meeting Update - DCA Hai Phan presented potential revisions to the Vallejo Municipal Code (see attachments). Board Members provided their input and some revisions were made/voted on.
Contact: Hai Phan, Deputy City Attorney, 707-648-4146, hai.phan@cityofvallejo.net
 2. Consideration of Resolution CEAB 20-01: Urging Adoption of Amendments to the Vallejo Municipal Code in Favor of Elderly and Disenfranchised Citizens of Vallejo
Action: Chairperson Ash called for a vote on the proposed resolution draft to be presented to City Council. Approved resolution draft for City Council (5 AYES, 0 NOES, 1 ABSENT, 0 ABSTAIN).
Contact: Hai Phan, Deputy City Attorney, 707-648-4146, hai.phan@cityofvallejo.net
 - B. **Revising the Practices of the Code Enforcement Appeals Process to Provide Code Enforcement Relief Options for Elderly and Disenfranchised Citizens of Vallejo**

Practices Subcommittee Update: Vice Chairperson Matias summarized the subcommittee meeting in which the subcommittee reviewed the appeals documents, process, fee schedule, and possible translation of documents into other languages. Vice Chairperson Matias also mentioned the idea to obtain support from nonprofits within the community to provide support; currently Board Member Gaddies is reviewing the list of nonprofits provided by Staff.

Contact: Dong Yoo, Senior Code Enforcement Officer, 707-648-4389, dong.yoo@cityofvallejo.net

C. Code Enforcement Staffing for Commercial Property and Vacant Lots Programs

Update from Code Enforcement: Staff/SCEO Yoo reported that Code Enforcement management has been informed regarding the Board's concerns over the hiring of additional staff for this program. Chairperson Ash inquired as to whether the necessary paperwork has been completed in order to begin the hiring process; Staff/SCEO Yoo reported that this is still pending since no response has been received from the Police Captain. The Board Members expressed their concerns over the lack of response and stated that they intend to draft a letter to the Police Captain.

Contact: Dong Yoo, Senior Code Enforcement Officer, 707-648-4389, dong.yoo@cityofvallejo.net

D. Provision of City-Sponsored Email Addresses for Members of the Code Enforcement Appeals Board

Update from the City Manager's Office: A Staff Report from ACM Anne Cardwell stated that due to fiscal impact, in lieu of individual city email addresses per Board Member, a generic City email address will be provided. With the generic email, the public could send inquiries to the Board, and Staff could then forward the messages to the Board Members, and Staff would also facilitate a response back to the public. IT Director Naveed Ashraf confirmed that the generic email address, CEAB@cityofvallejo.net has already been set up and will be added to the City website, forms, etc.

Contact: Anne Cardwell, Assistant City Manager, 707-648-4579, anne.cardwell@cityofvallejo.net

12. SECOND COMMUNITY FORUM: None

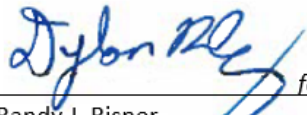
13. STAFF COMMENTS: None

14. ANNOUNCEMENTS: None

15. BOARD MEMBER COMMENTS AND DISCUSSION

16. ADJOURNMENT: Chairperson Ash adjourned the meeting at 7:45 pm.

Approved as to form:

By:  for
Randy J. Risner
Interim City Attorney

RESOLUTION NO. CEAB 20-01

A RESOLUTION OF THE CODE ENFORCEMENT APPEALS BOARD OF THE CITY OF VALLEJO URGING ADOPTION OF AMENDMENTS TO THE MUNICIPAL CITY CODE IN FAVOR OF ELDERLY AND DISENFRANCHISED CITIZENS OF VALLEJO

WHEREAS, the Municipal City Code establishes the Code Enforcement Appeals Board to fairly and equitably enforce its provisions relative to residential and commercial property; and

WHEREAS, the Code Enforcement Appeals Board is steadfast in its commitment to ensuring that Code violations are resolved in supportive ways to preserve the health and safety of our community at large; and

WHEREAS, debilitating circumstances relative to property owners' socio-economic, mental, and physical health status frequently present themselves to the Board during consideration of the cases before it; and

WHEREAS, the number of these unfortunate cases has continued to rise in light of the increasing age of Vallejo's population and the continuing deterioration of the local, state, and national economies; and

WHEREAS, the Municipal City Code currently provides very little flexibility for the Code Enforcement Appeals Board to act with compassion toward our fellow Vallejoans when circumstances earnestly call for it;

NOW THEREFORE, BE IT RESOLVED:

1. That the Code Enforcement Appeals Board hereby urges the City Council to adopt our proposed amendments to the City's Municipal Code in favor of elderly and disenfranchised Citizens of Vallejo (enclosed); and
2. That the City Council join the members of the Code Enforcement Appeals Board in expressing their sincere gratitude to Mr. Dylan Brady and Mr. Hai Phan of the City Attorney's office for their wisdom, advice, and consultation in preparing the proposed changes submitted to the City Council.

PASSED AND ADOPTED by the Code Enforcement Appeals Board of the City of Vallejo at a regular meeting thereof held on September 24, 2020, by the following vote:

AYES: Hawkins Ash, Matias, Gaddies, Madeiros, Cavalli

NOES: None

ABSENT: Taylor

ABSTAIN: None

APPROVED:



Dr. Carey Hawkins Ash, J.D., Ph.D.
Chairman
Code Enforcement Appeals Board

ATTEST:



Dong Yoo, Senior Code Enforcement Officer
Staff Secretary
Code Enforcement Appeals Board