AGENDA

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

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

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CODE ENFORCEMENT APPEALS BOARD
SPECIAL MEETING
VIA TELECONFERENCE

DECEMBER 9, 2020

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

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- **Watch Vallejo local channel 28**
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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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Due to the Coronavirus emergency, all board and commission meetings will be held via teleconference. Members of the public may provide public comments during the Code Enforcement Appeals Board Meeting via ZOOM. Members of the public interested in participating or observing the meeting may either click the link above or type the link into an internet browser. You will be taken to the internet platform where the meeting is being held.

Vallejo City Hall
555 Santa Clara Street
Vallejo, CA 94590

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

December 9, 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.** October 22, 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 Regarding CEAB's Proposed Revisions to the Municipal City Code to Support Elderly and Disenfranchised Citizens of Vallejo**
    - **B. Update Regarding's CEAB's Practices Subcommittee Initiatives to Support Elderly and Disenfranchised Citizens of Vallejo**
    - **C. Update Regarding the Provision of Additional Staff for the Code Enforcement Division and Introduction of Captain Jason Potts of Vallejo Police Department**
    - **D. Discussion of Proposed Expansion of CEAB Jurisdiction to Include Building Code Violation Appeals**
11. **NEW BUSINESS**: None
12. **SECOND COMMUNITY FORUM**
13. **STAFF COMMENTS:** None
14. **ANNOUNCEMENTS:** Reminder - Next Regular Meeting scheduled for **Thursday, January 28, 2021 @6:00 PM**
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, December 2, 2020.

Dated: Wednesday, December 2, 2020

Dong Yoo, Staff

Vallejo City Hall | **CODE ENFORCEMENT** | **October 22, 2020**
555 Santa Clara Street | **Code Enforcement Appeals Board (CEAB)** | **6:00 p.m.**
Vallejo, CA 94590 | **MINUTES – VIA TELECONFERENCE**

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 Code Enforcement Appeals Board (Board) 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 Board. Such documents may also be available on the City of Vallejo website at http://www.cityofvallejo.net subject to staff's ability to post the documents prior to the meeting. Information may be obtained by calling (707) 648-3414, TDD (707) 649-3562.

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 6:05 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, Edward Taylor
Absent:	Board Member Loretta Gaddies (unexcused; logged on at 6:53 PM)
Staff:	Senior Code Enforcement Officer (SCEO) Dong Yoo, Code Enforcement Officer (CEO) James Nielsen, Secretary Karen Ang, IT Director Naveed Ashraf

4. **APPROVAL OF AGENDA:** Board Member Taylor motioned to approve the agenda; seconded by Vice-Chairperson Matias, and carried unanimously.

5. **APPROVAL OF MINUTES:** Vice-Chairperson Matias motioned to approve the September 24, 2020 CEAB Regular Meeting Minutes; seconded by Board Member Madeiros. The motion carried unanimously.

6. **CORRESPONDENCE:** None

7. **FIRST COMMUNITY FORUM:** None
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 Community Forum may do so via ZOOM:

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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**
   Policy Subcommittee Update: Per Chairperson Ash, the City Attorney's Office has forwarded the Board's amendment to be placed onto the agenda during one of the November City Council meetings

   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**
   Practices Subcommittee Update: Vice Chairperson Matias reported that the subcommittee meeting still needs to meet as a follow-up to their first meeting in September. Vice Chair Matias also had a question for Board Member Gaddies re: whether or not she was able to contact or meet with any of the organizations yet, but Board Member Gaddies was not yet present for the meeting to respond.

   C. **Update on Code Enforcement Staffing for Commercial Property and Vacant Lots Programs**
   Chairperson Ash reported that a letter was sent to Captain Jason Potts who responded yesterday, October 21, 2020, via email stating that Code Enforcement was not budgeted for the requested staff for this current fiscal year. Chairperson Ash then responded to Captain Potts' email and is awaiting a response; he will give Captain Potts a month to respond and will report on this at the next Board meeting.

11. **NEW BUSINESS:**

   A. **Discussion of Possible Special Meeting in November**
   Board Member Taylor motioned to meet on Thursday, December 3rd @6:00 PM for a Special CEAB Meeting, seconded by Board Member Cavalli and was carried unanimously. (Roll Call: Ash, Matias, Cavalli, Madeiros and Taylor present). The Board unanimously expressed their interest to meet Captain Potts and requested his presence at their next meeting and for his introduction to the Board.

B. Discussion of Proposed Expansion of CEAB Jurisdiction to Including Building Code Violation Appeals
Chairperson Ash brought up an email sent via Councilmember Robert McConnell to the City Manager and other city staff as well as Board Member Madeiros regarding having the CEAB serve as the hearing officer for the Building Division since the Building Division has not yet delegated anyone as their hearing officer. After much discussion, the Board Members expressed their concerns over this issue. Madeiros stated that Board needs ample training for the zoning and building codes, Matias would like to involve Building staff, Taylor said he would consider it but would like to limit the area of activity because of examples such as the smoke stack appeal that was heard two years ago, Cavalli was concerned about getting into areas in which the Board is not qualified to make judgments on. In summary, per Chairperson Ash, the Board would like 1) training, 2) to limit scope, and 3) further investigate/research the parameters. Staff SCEO Yoo also added that it would be best to forward Councilmember McConnell's inquiry to the City of Vallejo Chief Building Official (CBO) Steve Arnold, for review.

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 7:02 pm.