

**CALL AND NOTICE OF
SPECIAL MEETING
AT 6:00 PM
OF THE VALLEJO CITY COUNCIL
VIA TELECONFERENCE**

PUBLIC COMMENT: Members of the Public may provide public comments during the City Council 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:

There are three different ways you can view this public meeting:

- Watch Vallejo local channel 28
- Stream from the City website: www.cityofvallejo.net/Streaming
- Join the Zoom webinar: <https://ZoomRegular.Cityofvallejo.net>

MARCH 2, 2021

TO THE MEMBERS OF THE VALLEJO CITY COUNCIL:

You are hereby notified that I do hereby call the Vallejo City Council in special session to consider only the matters stated on the agenda listed below.

NOTICE: Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the City of Vallejo has opted to hold City Council meetings via teleconference. Members of the public may provide public comments during the City Council Meeting via ZOOM:

<https://ZoomRegular.CityofVallejo.net>

Option to join by phone:

Dial (669) 900-6833

Enter Meeting ID: 914 0075 0676#

Press *9 to digitally raise your hand from the phone

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Due to the Coronavirus emergency, all Special City Council meetings will be held via teleconference. Members of the public may provide public comments during the City Council Meeting via ZOOM:

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No other items may be discussed during this special meeting. There will be no public access to City Hall for any City Council meetings until further notice.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC COMMENT REGARDING STUDY SESSION PRESENTATION**

*NOTICE: Members of the public wishing to address the Council on the Study Session Item may do so via ZOOM (<https://ZoomRegular.Cityofvallejo.net>), or via phone, by dialing (669) 900-6833. Enter 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. Each speaker is limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420.*

5. STUDY SESSION

DEPARTMENT PRESENTATIONS

Update from Police, Fire, Planning & Development Services, Economic Development, Public Works, and Information Technology Departments on Accomplishments, Projects and Challenges

Recommendation: There is no staff report for this item. Informational only. No action required.

6. ACTION CALENDAR

*NOTICE: Members of the public wishing to address the Council on Action Calendar Items may do so via ZOOM (<https://ZoomRegular.Cityofvallejo.net>), or via phone, by dialing (669) 900-6833. Enter 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. Each speaker is limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420.*

A. CONSIDERATION OF FACILITATOR PROPOSAL FOR CITY COUNCIL GOAL SETTING SESSION AND PROVIDE DIRECTION TO STAFF

Recommendation: Receive and review a proposal from Urban Strategies for the City Council Goal Setting Session and provide direction to staff.

Contact: Anne Cardwell, Assistant City Manager (707) 648-4579

anne.cardwell@cityofvallejo.net

7. ADJOURNMENT

Dated: Thursday, February 25, 2021

A handwritten signature in blue ink, reading "Robert H. McConnell" followed by a stylized flourish.

Robert H. McConnell, Mayor

I, Dawn Abrahamson, City Clerk, 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 Vallejo City Council, 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., Thursday, February 25, 2021.

Dated: Thursday, February 25, 2021

A handwritten signature in blue ink, reading "Dawn G. Abrahamson" followed by a stylized flourish.

Dawn G. Abrahamson, City Clerk



DATE: March 2, 2021
TO: Mayor and Members of the City Council
FROM: Greg Nyhoff, City Manager
SUBJECT: **CONSIDERATION OF FACILITATOR PROPOSAL FOR CITY COUNCIL GOAL SETTING SESSION AND PROVIDE DIRECTION TO STAFF**

RECOMMENDATION

Receive and review a proposal from Urban Strategies for the City Council Goal Setting Session and provide direction to staff.

REASONS FOR RECOMMENDATION

Per the direction provided by the City Council on February 9, attached is a proposal for facilitation of the upcoming City Council goal setting session for the Council's consideration.

BACKGROUND AND DISCUSSION

Prior to each annual budget process, the City Council typically participates in a goal setting session in order to identify priorities for the next budget period. Due to COVID 19, the Council's goal setting that was planned for last spring was canceled. The year prior, the Council goal setting was a two-day session held at Cal-Maritime University.

On February 9, the City Council received two presentations from organizations interested in facilitating the upcoming goal setting session. Council directed staff to request proposals from both firms, with a not-to-exceed amount of \$30,000. Additionally, the Council directed staff to schedule a Council teambuilding session separately, and prior to the goal setting session.

On February 24, one firm, Diversity RD Global, declined to submit a proposal for the goal setting. On February 25, staff receive a proposal from David Harris of Urban Strategies. This proposal is attached to this staff report for City Council review and direction.

FISCAL IMPACT

The attached proposal is for an amount of \$40,000. (The requested not-to-exceed amount was \$30,000 per the discussion at the February 9 City Council meeting.)

ENVIRONMENTAL REVIEW

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

**Subject: CONSIDERATION OF FACILITATOR PROPOSAL FOR CITY COUNCIL GOAL SETTING
SESSION AND PROVIDE DIRECTION TO STAFF**

ATTACHMENTS

1.	USC_Vallejo Goal Setting Proposed SOW_022421
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CONTACT

Anne Cardwell, Assistant City Manager (707) 648-4579

anne.cardwell@cityofvallejo.net



**URBAN STRATEGIES COUNCIL
PROPOSAL TO VALLEJO CITY COUNCIL
2021 VALLEJO GOAL SETTING COMMUNITY ENGAGEMENT &
RETREAT IMPLEMENTATION/FACILITATION SERVICES
FEBRUARY 24, 2021**

A) Description of Services

Urban Strategies Council (USC) is an Oakland-based, regionally-focused and nationally-recognized policy research and community building nonprofit organization. USC seeks to contract with the City of Vallejo to design and implement a robust and inclusive citywide community engagement process to advise the Vallejo City Council's adoption of the City's 2021-2022 goals and priorities.

USC proposes to work with the Council and City Manager to: 1) increase overall resident participation in the goal setting process; 2) increase participation of residents who have been historically disengaged from City planning efforts (specifically working class, low-income and residents of color); 3) facilitate the Council's goal setting retreat; and, 4) document outcomes from the goal setting retreat. USC will also work with the City Manager to assist with implementation of the Council's team building retreat, including aligning the goal setting activities with the Council's team building activities.

USC will center this planning process on the assets, knowledge and feedback of Vallejo's elected leadership, municipal government staff, and city residents (centered on residents who have not been engaged in the goal setting process). This will be accomplished through implementation of an aggressive short-term (6-week) campaign to facilitate community input (The #1 Goal Campaign) and assisting Council staff incorporate and amplify resident voices in the goal setting retreat.

Upon City Manager approval, USC proposes to start this contract March 5, 2021 and complete the project by May 28, 2021. Estimated project hours total 400, to be billed at a rate of \$100 per hour. The total budget for the contract is \$40,000. Payment will be based on performance for activities/tasks listed in the following scope of work.

**Urban Strategies Council
City of Vallejo
2021 Goal Setting Project Scope of Work**

Activity Area/Tasks	Completion Date/Timeframe	Est. Hours
Project Planning – Develop project summary fact sheet, project logic model	3/8	5
Project Planning - Develop #1 Goal Campaign community engagement communications strategy/materials (multi-lingual print, radio, and social media)	3/15	30
Project Planning – Summarize key equity indicators for initial goal areas	3/15	15
Project Planning - Conduct Initial interviews • City Council (7) • City Manager and Staff (8-10)	3/10 - 3/22	35
Project Implementation – Video interviews with a diverse group of community elders/leaders/influencers (20-25)	3/15 – 4/2	40
Project Implementation – On-spot audio/video interviews with community residents (50)	3/22 – 4/9	40
Project Implementation – #1 Goal Campaign Surveys (300 residents)	3/22 – 4/9	35
Project Implementation – Organize an online virtual convening targeting young people in Vallejo (50 youth)	4/9	20
Project Implementation – Prepare pre-retreat summary of findings to City Council and City Manager.	4/15	10
Project Implementation – Facilitation services for City Council goal setting retreat (including retreat planning, facilitation, and documentation)	4/19 – 4/23	135
Post Retreat Follow-Up – Develop retreat report, City Council post-retreat presentation	5/28	35
TOTAL ESTIMATED PROJECT HOURS		400

About Urban Strategies Council - Founded in 1987, the Council is a regional research, collective action, program innovation and policy advocacy anchor organization dedicated to advancing economic, racial and social equity in the Bay Area. Our mission is to eliminate persistent poverty in the Bay Area by working with partners to transform low-income neighborhoods into vibrant, healthy communities. To achieve our mission, the Council focuses its strategies in three areas of work: advancing economic opportunity, advancing educational opportunity, and building safe/strong communities. The Council's core

competencies are research, collective action (through collaboration), program innovation, community leadership development, and policy advocacy.

The Council's equity-focused data and research bring high-quality analysis to community-based allies and decision-makers to increase their understanding of complex local issues. The Council is committed to evidence-based decisions in advancing social and economic justice values, and policy and systems change to increase opportunities for vulnerable youth.

The Council generates collective action through collaboration by convening cross-sector tables focused on complex inequities. The Council serves as the collective impact 'backbone' organization for seven cross-sector collaborative efforts: the Oakland-Alameda Opportunity Youth Initiative, Alameda County Community Assets Network, Bay Area Systems Impacted Consortium (BASIC), Justice Reinvestment Coalition of Alameda County, Oakland Coalition for Police Accountability, California Opportunity Youth Network, and the Oakland-Alameda Alliance for Boys and Men of Color.

As an incubator for innovative program development, the Council's efforts have led to the creation of the Black Community Crusade for Children, Mentoring Center, Oakland Unified School District Office of Equity, Oakland Community Land Trust, California Opportunity Youth Network, Justice Reinvestment Coalition of Alameda County, Bay Area Young Men of Color Employment Partnership (BAYEP), and Tech Talent Pathways Partnership.

The Council's work in community leadership development is reflected by our most recent successes conducting community-based participatory research for the newly created Department of Violence Prevention (DVP) and development of the Mobile Assistance Community Responders of Oakland pilot program (alternative non-police response for 911 non-violent calls). Over 700 Oakland residents and 20 community Research Fellows (including 10 youth) participated in these efforts.

COUNCIL PROJECT TEAM:

Teri Carlyle – Director of Finance and Operations (Project Director)

David A. Harris – President & CEO

Rania Ahmed – Director of Research

Diana Garcia – Project Consultant

Jocelyn Gama – Research Fellow