VALLEJO BEAUTIFICATION COMMISSION
REGULARY MEETING - 6:00 P.M.
VIA TELECONFERENCE

MARCH 3, 2021

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) 9006833.

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

VIEW THE MEETING:

You can view this public meeting:

- **Join the Zoom webinar: https://ZoomRegular.Cityofvallejo.net**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. NEW COMMISSIONER SWEARING IN

5. CORRESPONDENCE

a. Code Enforcement Appeals Board inquiry re Neighbor Helping Neighbor program

6. PRESENTATIONS

- Vincent Sproete, Fire Prevention Manager

Due to the Coronavirus emergency, all Beautification Commission meetings will be held via teleconference. Members of the public may provide public comments during the meeting via ZOOM

https://ZoomRegular.CityofVallejo.net
Option to join by phone: Dial (669) 9006833
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

7. COMMUNITY FORUM

7. COMMUNITY FORUM

*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 meetings via teleconference. Any interested members of the public desiring to communicate with the Beautification Commission as part of the Community Forum may do so 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.*

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. CITY COUNCIL LIASION REPORT

9. AGENDA APPROVAL

A. **Recommendation:** By motion, approve the Agenda.

10. APPROVAL OF MINUTES

A. **Recommendation:** By motion, approve the Regular Meeting Minutes from Feb 3, 2021

11. 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. Staff Update
   i. Adopt a Block/Street Program Launch
   ii. Application Packet Overview

B. Staff Update
   i. Litter and Illegal Dumping Taskforce Proposal
   ii. Keep America Beautiful Program
   iii. Anti-Litter Yard Sign Contest

12. COMMITTEE / ACTIVITY REPORTS

A. Recognition Program for Neighborhoods, Homes, and Commercial Building Ad Hoc Committee Update
B. Calendar Events
C. Beautify Vallejo Ad Hoc Committee Update

6. PRESENTATIONS – Steve Arnold, Chief Building Official

7. CITY COUNCIL LIASION REPORT

8. AGENDA APPROVAL

A. **Recommendation:** By motion, approve the Agenda.

9. APPROVAL OF MINUTES

A. **Recommendation:** By motion, approve the Regular Meeting Minutes from Dec 2, 2020

10. NEW BUSINESS

Adopt-A- Block (AAB) citywide program launch date
Litter & Illegal Dumping Taskforce Proposal

11. COMMITTEE / ACTIVITY REPORTS

A. Recognition Program for Neighborhoods, Homes, and Commercial Building Ad Hoc Committee Update– Chair Chappell

B. Calendar Events –Secretary Loughmiller

C. Beautify Vallejo Ad Hoc Committee Update – Chair Chappell

12. OLD BUSINESS

a. Street Calming Plan Update
b. Adopt A Block Incentives

13. FUTURES LIST

a. Presentation Requests

14. NEXT MEETING DATE: March 3, 2021

15. ADJOURNMENT

I, Shelee Loughmiller, Secretary, 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 Beautification Commission, 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 11:30 a.m. Friday, Jan 29, 2021.

Dated: Friday, Jan 29, 2021.

Shelee Loughmiller

Shelee Loughmiller, Executive Secretary

CITY OF VALLEJO
ADOPT-A-BLOCK PROGRAM
APPLICATION TO PARTICIPATE

APPLICANT INFORMATION

INDIVIDUAL / ORGANIZATION / BUSINESS NAME

PRIMARY CONTACT / ADOPT-A-BLOCK CAPTAIN	TITLE

ADDRESS

CITY	STATE	ZIP CODE

PHONE NUMBER	FAX NUMBER	E-MAIL ADDRESS

ALTERNATE CONTACT (If a group or business.)	ALTERNATE CONTACT'S PHONE NUMBER
NUMBER OF VOLUNTEERS IN GROUP	NUMBER OF VOLUNTEERS UNDER AGE 18

BLOCK, STREET OR SITE ADOPTION: Beginning and ending point (cross streets).

ALTERNATE BLOCK, STREET OR SITE ADOPTION: Beginning and ending point (cross streets) if first is unavailable.

SECOND ALTERNATE BLOCK, STREET OR SITE ADOPTION: Beginning and ending point (cross streets) if second is unavailable.

SIGNATURE (The undersigned agrees that all work will be done in accordance with the City of Vallejo's Adopt-A-Block Program rules and regulations and will be subject to inspection and approval. The Adopt-A-Block Program and its courtesy signs are not a forum for advertisement or public discourse.)

SIGNATURE OF PRIMARY CONTACT/ADOPT-A-BLOCK CAPTAIN	DATE

THIS SECTION TO BE COMPLETED BY ADOPT-A-BLOCK OFFICIAL

ADOPTION SITE / STREET / ROADWAY

ADOPTION SITE APPROVAL	DATE

CITY OF VALLEJO
ADOPT-A-STREET PROGRAM
APPLICATION TO PARTICIPATE

APPLICANT INFORMATION

INDIVIDUAL / ORGANIZATION / BUSINESS NAME

PRIMARY CONTACT / ADOPT-A-STREET CAPTAIN	TITLE
ADDRESS	
CITY	STATE / ZIP CODE
PHONE NUMBER / FAX NUMBER	E-MAIL ADDRESS
ALTERNATE CONTACT (Required)	ALTERNATE CONTACT'S PHONE NUMBER
NUMBER OF VOLUNTEERS IN GROUP	NUMBER OF VOLUNTEERS UNDER AGE 18

ADOPTION SITE NAME AND LOCATION

ALTERNATE ADOPTION SITE NAME AND LOCATION: (if first is unavailable.)

SECOND ALTERNATE ADOPTION SITE NAME AND LOCATION : (If second is unavailable.)

FOR STREET OR ROADWAY ADOPTION: Beginning and ending point (cross streets).

ALTERNATE FOR STREET OR ROADWAY ADOPTION: Beginning and ending point (cross streets) If first is unavailable.

SECOND ALTERNATE FOR STREET OR ROADWAY ADOPTION: Beginning and ending point (cross streets) If second is unavailable.

SIGNATURE (The undersigned agrees that all work will be done in accordance with the City of Vallejo Adopt-A-Street Program rules and regulations and will be subject to inspection and approval. The Adopt-A-Street Program and its courtesy signs are not a forum for advertisement or public discourse.)

SIGNATURE OF PRIMARY CONTACT/ADOPT-A-STREET CAPTAIN	DATE

THIS SECTION TO BE COMPLETED BY ADOPT-A-STREET OFFICIAL

ADOPTION SITE / STREET / ROADWAY

ADOPTION SITE APPROVAL	DATE

CITY OF VALLEJO
ADOPT-A-STREET/BLOCK
PROGRAM SAFETY REQUIREMENTS

Acceptance of, and adherence to, these safety conditions are requirements of participation in the City of Vallejo's Adopt-a-Street/Block Program.

While cleaning your adopted area, remember: **SAFETY FIRST!**

- Stay off the roadway.
- Use caution when crossing the street, roadway, public facility, public parking area, park, public open space, and trail. Use crosswalks and signals where available.
- FACE ONCOMING TRAFFIC AS YOU WORK AND KEEP AN EYE ON TRAFFIC. Be prepared to move quickly if necessary.
- Discontinue work before dusk.
- Do not attempt to work when fog or other conditions reduce visibility for drivers.
- Do not attempt to work when the road is icy or wet.
- Do not touch or attempt to remove materials that you suspect may be toxic or hazardous. Items to avoid include powders, chemicals, smelly substances, suspicious packages, chemical drums or containers, weapons, syringes or hypodermic needles, dead or wounded animals, and broken glass. Immediately notify the City of Vallejo, Public Works Department, or the Vallejo Police Department of the location of weapons or suspected toxic substances.
- Do not try to compact trash bags. Injuries from broken or jagged objects may occur.
- Wear the supplied safety vests whenever you are working in your adopted area.
- Gloves are recommended.
- Wear long pants and substantial, leather shoes or boots with ankle support. Watch your footing and stay off steep slopes, drainage facilities or places from which you might fall. Light-colored clothing, long sleeved shirts and sun screen lotion are recommended.

- Avoid overexertion. Drink plenty of water, especially on warm, humid days. Do not consume alcoholic beverages before or during your cleanup event.
- Be alert for places where snakes may be located. Also, be alert for stinging insects and poisonous plants; i.e., Poison Oak.
- Participants' vehicles shall be legally located off the traveled way so as not to interfere with the free flow of traffic.

CITY OF VALLEJO
ADOPT-A-STREET PROGRAM
CONDITIONS OF PARTICIPATION

Acceptance of and adherence to these conditions are requirements of participation in the City of Vallejo's Adopt-a-Street program:

- Streets, roadways, public facilities, public parking areas, parks, public open spaces, and trails may be adopted for cleanup. If one or more streets are adopted, the entire street(s) (both sides) must be cleaned. If the street is more than one mile long, the minimum area to be adopted is one mile (both sides of the street).
- Areas adopted for cleanup must be cleaned a minimum of four times per year. A City representative will periodically inspect adopted areas. Areas not being cleaned according to the guidelines of the Adopt-a-Street Program will be put up for adoption to other interested parties.
- Participation by an individual or group may be canceled by the City for non conformance with Program provisions, failure to keep the adopted area in reasonably clean condition or failure to adhere to directions given by the City's representative.
- Each Participant shall attend a safety orientation conducted by the Adopt-a-Street Captain prior to participating in the Adopt-a-Street Program. The orientation shall include a discussion and explanation of the Safety Requirements. The City's representative may exclude any person from the work area upon a determination that the person has failed to adhere to the safety requirements of this Program.
- The Adopt-a-Street Captain shall keep the approved Adopt-a-Street Program Application and the Waiver of Liability or copies thereof at the site of the work and must show it to any City representative or any law enforcement officer on demand. WORK SHALL BE SUSPENDED IF THE APPROVED ADOPT-A-STREET PROGRAM APPLICATION AND WAIVER OF LIABILITY ARE NOT AT THE JOB SITE AS PROVIDED.
- Participants understand and agree that doing any work under this Program shall constitute an acceptance of the provisions of this Program.
- Participants' work shall be subordinate to operations that the City may conduct and shall not interfere with City work crews or City contractors.
- Participants performing work under this Program shall wear safety vests while collecting litter.
- Participants' work shall be conducted during daylight hours.
- If weather or other adverse circumstances cause a public hazard, Participants' work shall be immediately discontinued.

CITY OF VALLEJO ADOPT-A-STREET/BLOCK PROGRAM CHECKLIST

Thank you for your interest in the City of Vallejo's Adopt-A-Street/Block Program. Please review and complete the following items:

1. Adopt-A-Street/Block Checklist.
2. Adopt-A-Street/Block General Information.
3. Conditions of Participation for either the Adopt-a-Street or Adopt-a-Block programs.
4. Safety Requirements.
5. Application to Participate in either the Adopt-A-Street or Adopt-a-Block Program.
6. Waiver of Liability.

Things you need to do:

1. Read and understand all the information.
2. Mail or email to us the following items:
   a. Item 5 - signed, original copy of the Application to Participate.
   b. Item 6 - Waiver of Liability, signed by all participants.

   City of Vallejo - City Manager Office
   ADOPT-A-STREET/BLOCK PROGRAM
   555 Santa Clara St.
   Vallejo, CA 94590
   EMAIL: shelee.loughmiller@cityofvalllejo.net

Things we will do:

1. Contact the Adopt-A-Street/Block Captain when your application has been approved.
2. Provide Community Clean Up Tool Trailer stocked with safety vests, bags, litter grabbers, and safety signs if needed.

Before your cleanup event:

1. Call the City representative who approved your application at least one day before your cleanup event.
2. Provide a safety orientation and provide safety equipment to all group members before working, as outlined in the Conditions of Participation and Safety Requirements, contained in this packet.
3. Be sure that all workers in your group have signed the Waiver of Liability (**Remember, all participants must sign the Waiver of Liability prior to participation**).

Have fun, be safe, and thank you for participating in the Adopt-A-Street/Block Program.

CITY OF VALLEJO
ADOPT-A-BLOCK PROGRAM
GENERAL INFORMATION

Thank you for your interest in the City of Vallejo's Adopt-a-Block Program, which includes streets and roadways. Becoming an Adopt-a-Block sponsor is very simple. A representative from your group or organization will need to act as an Adopt-a-Block Captain (contact person) to coordinate the cleanup events. For your convenience, we will provide necessary equipment for the cleanup and post a sign in the area you adopt, signifying your participation as an "Adopt-a-Block" sponsor. Areas adopted for cleanup must be cleaned a minimum of twice a month.

The *Application to Participate* and the *Waiver of Liability* must be completed and returned to the City of Vallejo's City Manager's office before the cleanup events.

All persons who participate must sign the Waiver of Liability prior to participation. For children under 18, a parent must sign the Waiver of Liability for their child in order for the child to participate. Any new persons wanting to join your group for subsequent cleanup events must also sign the Waiver of Liability prior to participation. Please have a copy of these forms with you during the cleanup, as they will serve as your documentation for participating in the City's Adopt-a-Block Program. Please review the City's Conditions of Participation and Safety Requirements.

Please contact the Community & Volunteer Coordinator at (707) 648-8616 to reserve the Community Clean Up Tool Trailer stocked with the following necessary equipment: Safety vests, litter collection tools, and orange plastic bags. City collection crews will retrieve the filled, plastic bags during the week following the cleanup event or as time allows. Bags and bulky items; i.e., tires, mattresses, furniture, etc., should be placed along the roadside but in a location that will not obstruct traffic flow nor create a hazard.

Thank you again for your interest in the City of Vallejo's Adopt-a-Block Program. The city relies on the dedicated help of service organizations, businesses and individuals, like you, to make the Adopt-a-Block program successful.

If you have any questions, please do not hesitate to contact the City of Vallejo's Community & Volunteer Coordinator at (707) 648-8616.

CITY OF VALLEJO
ADOPT-A-STREET PROGRAM
GENERAL INFORMATION

Thank you for your interest in the City of Vallejo's Adopt-a-Street Program, which includes streets, roadways and public facilities, such as parks, open spaces and trails. Becoming an Adopt-a-Street sponsor is very simple. A representative from your group or organization will need to act as an Adopt-a-Street Captain (contact person) to coordinate the cleanup events. For your convenience, we will provide necessary equipment for the cleanup and post a sign in the area you adopt, signifying your participation as an "Adopt-a-Street" sponsor. Areas adopted for cleanup must be cleaned a minimum of four times per year.

The *Application to Participate* and the *Waiver of Liability* must be completed and returned to the City of Vallejo's Community & Volunteer Coordinator's office before the cleanup event .
All persons who participate must sign the Waiver of Liability prior to participation. For children under 18, a parent must sign the Waiver of Liability for their child in order for the child to participate. Any new persons wanting to join your group for subsequent cleanup events must also sign the Waiver of Liability prior to participation. Please have a copy of these forms with you during the cleanup, as they will serve as your documentation for participating in the City's Adopt-a-Street Program. Please review the City's Conditions of Participation and Safety Requirements.

Please call the Community & Volunteer Coordinator at (707) 648-8616 at least 10 days before the cleanup event to reserve the Community Clean Up Tool Trailer stocked with the following necessary equipment: Safety vests, safety signs, litter collection tools, and orange plastic bags. We have only a limited amount of equipment, and many groups share the equipment. City collection crews will retrieve the filled, plastic bags during the week following the cleanup event or as time allows. Bags and bulky items;
i.e., tires, mattresses, furniture, etc., should be placed along the roadside but in a location that will not obstruct traffic flow nor create a hazard.

Thank you again for your interest in the City of Vallejo's Adopt-a-Street Program. The city relies on the dedicated help of service organizations, businesses and individuals, like you, to make the Adopt-a-Street program successful.

If you have any questions, please do not hesitate to contact the City of Vallejo Community & Volunteer Coordinator at (707) 648-8616.