



City Of Vacaville

Monthly Report

November 2019

TO: Honorable Mayor and City Council

FROM: Jeremy Craig, City Manager

ADMINISTRATIVE SERVICES

HUMAN RESOURCES (HR) DIVISION

For the month of October 2019, the Human Resources Division received and screened 219 applications, processed 8 full-time new hires/promotions, and 7 part-time hires. HR staff attended three job fairs this month (Sac State, Buckingham Charter High School and Vacaville Chamber of Commerce). HR staff also facilitated Fire Captain promotional testing this month, hosted a Regional Government Services Manager Academy with over 20 attendees from various public agencies, and updated their recruiting/marketing skills through attendance at the annual Neogov (HR systems) Conference.

FINANCE DIVISION

Water Disconnection for Non-Payment

With the recent adoption of the Interruption of Residential Water Service Policy to comply with SB 998 at the November 12, 2019 council meeting, Finance Utility Billing staff has begun working with the City's external bill print vendor on noticing requirements and procuring document translation services.

Annual Audit

The City's external auditors are currently onsite for the next several weeks performing audit fieldwork of the City's financial statements for fiscal year 2019. The fieldwork is expected to last through late November.

Investments

Finance staff has engaged several investment management and consulting firms over the last several months regarding transitioning the City's day-to-day investment activities. Staff has paired the list of potential firms down to two and will be meeting with the finalists, along with the City Treasurer, within the next couple of weeks to select a firm.

ERP Update

Staff met with Munis implementation consultants (IC's) to complete a number of sessions, including "current state/future state" analysis of the different functional areas within Finance and working to update our Chart of Accounts. In December, we will begin core training on the Finance functions and cleaning up data prior to conversion.

Technology Strategic Plan Update

ClientFirst Technology Consulting was onsite for the Technology Strategic Plan kick off mid-October and all City departments have been working on completing questionnaires regarding current technology use and identifying manual processes that could be automated or streamlined, technology issues and unmet needs, and types of communication channels that would be helpful for citizens and customers. The information gathering process will continue with technical/operational interviews with the IT team in November and all other departments in December. The end goal is a 5-year roadmap of technology initiatives complete with priority ranking, budgets and timelines.

INFORMATION TECHNOLOGY (IT) DIVISION

For October, the IT Division received and closed 304 IT support requests from across the City. IT staff is actively working on several major projects, including upgrades to Drake's Point Radio Tower, deployment of a new public safety computer-aided dispatch system, and implementation of the ERP upgrade.

COMMUNITY DEVELOPMENT

DEPARTMENT DEVELOPMENT RELATED REVENUES

Revenues generated by Community Development during October 2019 were \$326,689.71.

PLANNING COMMISSION

At the October 15, 2019 Planning Commission meeting, Commissioners discussed the following items:

- LEISURE TOWN ARCO SERVICE STATION DENIAL OF PUBLIC CONVENIENCE OR NECESSITY (PCN) APPEAL – Commissioners directed staff to bring this item back at the next appropriate meeting with findings for approval and appropriate conditions. Based on information provided, that the applicant with the liquor license as proposed, would provide Public Convenience by adding options for purchase of alcoholic beverages and a viable convenience store and gas station that would be supported by the sale of alcoholic beverages. Further finding that this would not cause excessive increase in crime or threats to public safety in the area. Provide the Police Department an opportunity to review and analyze data to see if there are factors we are not considering.
- LAGOON VALLEY SELF STORAGE - Adopted the Mitigated Negative Declaration and approved the Design Review for the Lagoon Valley Self Storage project, subject to the conditions of approval. Including amendment to the Greenhouse Gas Emissions section in the Negative Declaration.
- LAND USE & DEVELOPMENT CODE UPDATE - The City's consulting firm, Lisa Wise Consulting, Inc. (LWC) presented a comprehensive update to the Land Use and Development Code (LU&DC) focusing on Non-Residential Development Standards and Overlay Zoning Districts.
- DOWNTOWN SPECIFIC PLAN - The City's consulting firm, Environmental Science Associates ("ESA") and the Local Government Commission ("LGC"), are currently preparing the Downtown Specific Plan, which includes the Downtown Connectivity and Streetscape Design Plan.

ADVANCED PLANNING

1. DOWNTOWN SPECIFIC PLAN / DOWNTOWN CONNECTIVITY AND STREETSCAPE DESIGN PLAN

- A status report presentation was given at the October 15th Planning Commission meeting.
- Staff conducted public outreach at Kidfest held on October 19th, and in Town Square on Wednesday and Friday lunch times throughout the month of October.
- A community open house was held on October 24th.

- Stakeholder meetings were held on October 24th and October 30th.
- Met with Vacaville High School Students on October 24th.
- Staff received the final Downtown Retail Strategy to be presented at the 11-19-19 Planning Commission meeting.

2. LAND USE & DEVELOPMENT CODE UPDATE

- The City's consultant, Lisa Wise Consulting, conducted a community meeting and presented to the Planning Commission on proposed Non-Residential Development Standards.
- Work continued on the next set of code sections, planned for presentation to the Planning Commission in December.
- All documents are available at www.vacavillecodeup.com.

3. FARMSTEAD AND FRUITVALE ANNEXATIONS

Staff continued to review the Improvement Plans, Landscape Plans and Park Design with the home builder. They are still completing the cancellation of the Williamson Act Contract, consistent with State law. The home builders anticipate beginning to remove the trees and possibly grading in November.

4. GREEN TREE PROJECT

Staff has started the process to define the scope of work and obtain contracts for the technical reports. Staff anticipates the work on the reports to begin by the end of the year.

5. PARK PARISH SUBDIVISION

- Staff responded to the applicant with recommended subdivision design changes, which the applicant corrected and resubmitted.
- Staff responded to the applicant with recommended land use changes to ensure provision of neighborhood serving commercial services. The applicant team reviewed and submitted a list of potential land uses to be added to the existing Planned Development.

6. ACCESSORY DWELLING UNITS

New State Legislation changed the requirements and restrictions a jurisdiction can have on an accessory dwelling unit (ADU). Staff has begun to review the State changes and how it impacts the City's current ordinance, and what changes need to be made.

7. SUBDIVISION PLAN CHECKS

Plan checks continue for:

- Vandengate – Improvement plans
- Farmstead – Subdivision improvement plans and landscape plans
- Roberts' Ranch Villages – Plan checks continue on the first 4 phases

CURRENT PLANNING

1. DEVELOPMENT REVIEW APPLICATIONS RECEIVED

A. VANDENGATE HOUSE PLANS (FILE NO. 19-085)

Planned Development request to construct new house plans for the Vandengate Subdivision located east of Vanden Road and south of Joyce Drive (APNs 0137-010-080 and 090). The proposal includes three house plans consisting of one (1) single-story and two (2) two-story homes. The plans range from 2,329 sq. ft. to 3,357 sq. ft. in size. Architectural styles include Tuscan, French Cottage and Craftsman.

- B. DUTCH BROTHERS (FILE NO. 19-326)
Conditional Use Permit request to construct a drive-through restaurant on a vacant 0.66-acre site located at 3500 Alamo Drive. The site plan includes an 865 sq. ft. building, two drive-through lanes and 14 parking spaces.
- C. CORP YARD ADMIN BUILDING (FILE NO. 19-306)
Design Review request to remove an existing carport and trailers, and construct a new 4,500 sq. ft. administrative building at the Vacaville Corporation Yard located at 1001 Allison Drive. The project also includes a 330 sq. ft. addition to an existing maintenance building. The site plan includes 19 parking spaces, frontage landscaping and two new driveways on Allison Drive.
- D. 413 ELIZABETH STREET MIXED USE PROJECT (FILE NO. 19-319)
Design Review request to construct a mixed use project at 413 Elizabeth Street. The project includes three (3) apartments and 500 sq. ft. of retail/office area. Exterior materials include lap-siding with composite-shingle roofing.
- E. NEWMAN RESIDENCE PATIO COVER (FILE NO. 19-305)
Administrative Clearance request to reduce the rear yard setback from twenty (20) feet to fifteen (15) feet for the purpose of constructing an attached patio cover in the rear yard of an existing single-family residence at 600 Fox Hollow Way. The patio cover is located ten (10) feet from the rear property line.

2. DEVELOPMENT REVIEW APPLICATIONS APPROVED

- A. LAGOON VALLEY SELF STORAGE (FILE NO. 18-263)
The Planning Commission voted 7-0 to adopt a Mitigated Negative Declaration (MND) and approve a Design Review request for the Lagoon Valley Self-Storage project to be located on a vacant 6.0-acre parcel at 5920 Cherry Glenn Road (APN 0127-040-140). The self-storage facility includes 98,000 sq. ft. of floor area consisting of 10 storage buildings with a 1,136 sq. ft. office and a 1,900 sq. ft. live-in manager's unit. The buildings range in size from 5,100 sq. ft. to 15,680 sq. ft. The facility includes single-story and two-story buildings with standard units and climate control units. The perimeter of the property would be enclosed by 8 ft. tall tubular steel ornamental fence and landscaping.
- B. CAMPING WORLD EXPANSION (FILE NO. 19-240)
The Director of Community Development reaffirmed a previously adopted Mitigated Negative Declaration (MND) and approved a Modification request for Camping World to construct a new parking lot on a partially developed 3.2-acre parcel located at 5051 Quinn Road. The new parking lot will provide vehicle display and storage for the existing Camping World facility located at 5065 Quinn Road. The site plan includes lighting for sales and security, an 8 ft. tall wrought iron perimeter fence, perimeter landscaping and an existing 2,428 sq. ft. maintenance building that will remain on-site for future vehicle maintenance. Access is provided on Quinn Road with two internal driveways connecting to the existing Camping World business.
- C. NUT TREE PSP AMENDMENT (FILE NO. 19-254)
The Director of Community Development approved a Conditional Use Permit request to amend the Nut Tree Planned Sign Program for the purpose of reducing the minimum qualifications required for advertising on tower signs. The amendment decreases the minimum requirement for advertising from 10,000 sq. ft. of floor area to 2,500 sq. ft. In addition, the amendment allows national brand businesses to advertise on the tower signs if the minimum floor area is achieved.
- D. FARIFIELD INN REMODEL (FILE NO. 19-248)
The Director of Community Development approved a Modification request to remodel the exterior of Fairfield Inn located at 370 Orange Drive. The exterior alterations include: (1) replacing the existing canopy with a wooden porte-cochere structure; (2) repainting the building with a new paint scheme and (3) site alterations for ADA accessibility. No other changes to the building are being proposed.
- E. CALIFORNIA DREAM EXPRESS LANE (FILE NO. 19-221)
The Director of Community Development approved a Modification request to operate a trackless train in the Vacaville Premium Outlets located at 321 Nut Tree Road. The project includes: (1) striping for a designated 5 ft. wide train lane within an existing drive aisle; (2) a new ticket booth and (3) a storage container. No other changes are being proposed.

3. HOME OCCUPATION PERMITS

- 24 applications, 16 approved

4. BUILDING PERMIT PLAN CHECKS

The Planning Division reviewed 37 Building Permit applications, including:

- Cheyenne at Browns Valley Plot Plans
- North Village Unit 7B House Plans
- Addington Plot Plans (Brighton Landing Village 3 & 4)
- Cambridge House Plans (Brighton Landing Village 12)
- Montera Plot Plans (Vanden Estates – Village D)
- Saratoga Plot Plans (Vanden Estates – Villages C & E)
- Piedmont Plot Plans (Vanden Estates – Villages A & B)
- KOI Express Tenant Improvement

5. ZONING VERIFICATION REQUESTS

- 2 letters received, 2 letters issued

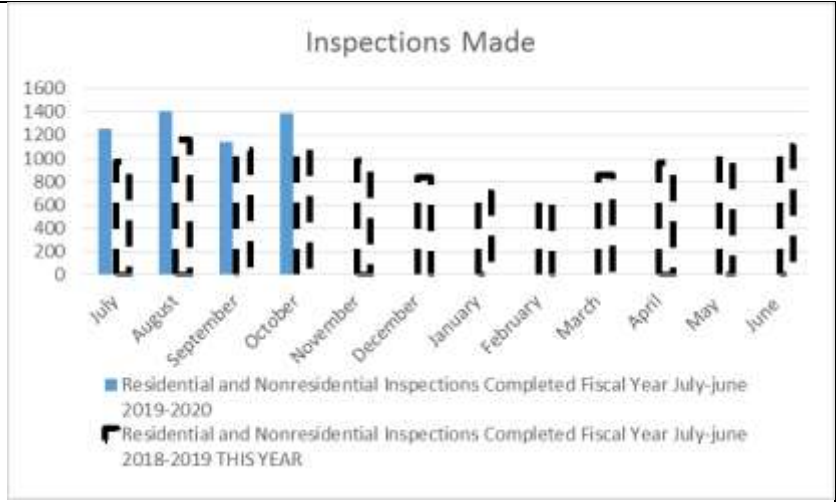
6. PLANNING COUNTER INQUIRIES



- 107 development related inquires and 1 zoning complaint

BUILDING DIVISION

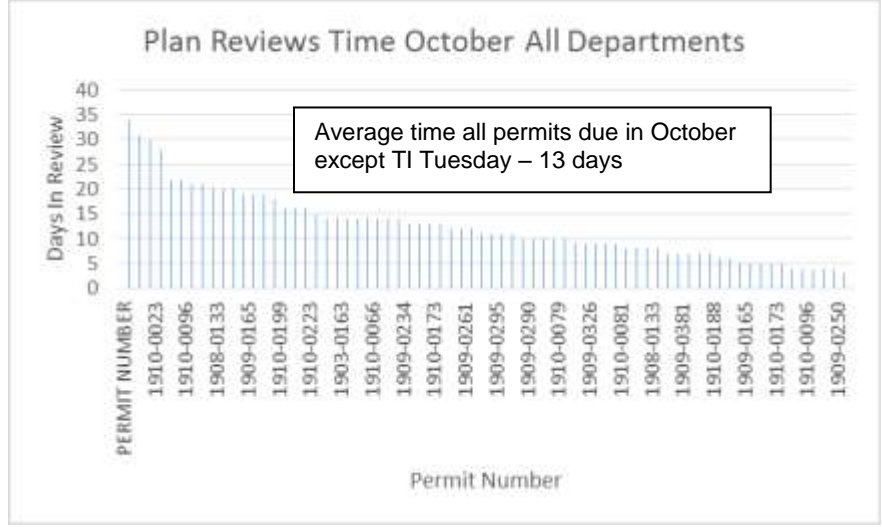
1392 Residential and Nonresidential Building Inspections for the month of October

Inspection trend for the year to this date; total Residential and Nonresidential Building inspections made each month



<p>442 Permits issued for the month of October</p> <p>Permits issued each month this fiscal year with trend line</p> <p>Permits issued in each month same time last year</p>			
<p>New Single Family Dwelling Unit Permits issued this month / total for Fiscal Year 19-20 through October</p>	<p>17/145</p> 	<p>New Single Family Dwelling Unit Permits issued same time Last Fiscal Year 18-19 month / total</p>	<p>34/86</p> 
<p>Residential and Nonresidential Permits Issued for October</p>	<p>Residential Activity - Permits Issued October; 420</p>		<p>Nonresidential Activity - Permits Issued October; 22</p>
<p>Building Division Revenue for October</p> <p>Building Division Revenue in each month this fiscal year and same months last fiscal year</p>	<p>\$159,421.55</p>		

City Wide, all departments,
Building Permit Review times for
Permit Comments due in October



Special Interest Notes:

- \$15,173 General Plan Implementation and Recovery fees collected in October
- % of On-line Permits of all permits issued in October; 57%
- % of On-line Revenue in October; 29%
- Special Note: On-line Permits are 52% of all permits issued since October 1 of 2015

Projects of Note:

- 124 On-line Solar permits issued in September. Total Solar permits issued in October
- 7 Swimming Pool permits issued in October
- 11 Tenant Improvement and Nonresidential Alteration permits issued in October
- 28 Single Family Dwelling Units passed Final inspection in October
- 14 Code Enforcement cases opened in October (Building only)
- 3 Code Enforcement cases closed in October (Building only)

FIRE

OPERATIONS

Month Statistics

Total Emergency Responses	1,074
Emergency Medical Responses	656
Emergency Medical Transports	549
Anticipated EMS Receipts (Approximate)	\$413,497.03
Average Response Time	4 mins 45 secs
Fire Incidents	44

In October, Medic Ambulance was requested 6 times to cover the City of Vacaville for ambulance transport service due to all Vacaville ambulances being committed to emergency incidents.

HOUSING SERVICES

SUCCESSOR AGENCY

Nothing to report.

HOUSING SUCCESSOR DIVISION

The City received approval of the 2019-2020 Annual Action Plan for the Community Development Block Grant (CDBG) program from the Department of Housing and Urban Development that was approved by the City Council on August 13, 2019.

On October 31, staff attended a tour and introduction to the Downtown Streets Program currently being implemented in West Sacramento. This is a volunteer work experience program for current homeless individuals. In exchange for beautifying the community, volunteers receive gift cards to assist with basic needs and have access to employment and case management services with the final outcome to achieve stable housing.

Loan Programs:

- 1 Downtown loan was paid in full

Housing Counseling:

- Provided 5 new clients with financial literacy training
- Conducted First Time Homebuyer Education workshop with 9 attendees

Community Action Partnership, JPA (members are six of the seven Solano County cities (Dixon is not a member) and the County of Solano):

- Awarded Innovation Grants totaling \$15,000 to: Church of the Epiphany (Vacaville), Pink Blossoms Ministries (Vallejo) and Bay North Church of Christ (Fairfield) for programs that assist the homeless.
- Received \$389,479 California Emergency Solutions and Housing (CESH) program award from the California Department of Housing and Community Development for rental assistance, housing relocation and stabilization services, and operating support for emergency housing interventions. The JPA will release a Request for Proposals to select agencies to administer these funds.

HOUSING PROGRAMS

During the month of October, the Family Self Sufficiency program had 6 new enrollments, for a total of 71 current participants, and submitted the 2020 FY Grant Application. This is a voluntary program that helps families participating in the Section 8 Housing Choice Voucher Program to obtain the skills for employment that will lead to economic independence and self-sufficiency.

Staff received training on and began steps to implement an online services portal called Assistance Connect for property owners, program applicants and program participants of the Section 8 Housing Choice Voucher Program. Assistance Connect will provide access to information and the ability to submit requests without the need to contact the office by phone or in person. Assistance Connect will also streamline some standard administrative processes for staff. Full implementation of Assistance Connect is anticipated by the end of the 2019-2020 Fiscal Year.

In October 2019, the front counter of the Housing Services Department assisted 1,683 customers by phone and counter visits:

Type	Jul. 19	Aug. 19	Sep. 19	Oct. 19
Public/Client Walk-In's Assisted:	419	450	442	444
Public/Client Telephone Calls Assisted:	911	710	2,114	1,239
Total:	1,330	1,160	2,556	1,683

PARKS AND RECREATION

PARK PLANNING

- Eleanor Nelson Community Park: A second public meeting and presentation of the concept plans was held on October 26. MDG and Park and Rec staff are compiling comments received from the public and are tentatively scheduled to present the master plan at the December 4 Parks and Recreation Commission meeting.

ACTIVE AGING

- McBride hosted its annual Health and Wellness Faire on Monday, October 7. A variety of service providers were on site to hand out free information, samples of products and to connect with the active older adult population. Free flu shots and hearing tests were available in addition to “giveaways” such as reusable tote bags, jar grips and small first aid kits which are all useful to this demographic. Close to 300 people attended.
- On Saturday, October 12, McBride hosted a day trip for 26 people to enjoy Fleet Week in San Francisco. Participants took a boat ride on the bay and enjoyed a front row view of the ships and planes on display. This trip is very popular and continues to sell out annually.

AQUATICS

- The Floating Pumpkin Patch was a huge success. We exceeded the amount of people expected, and staff had to make numerous trips for more pumpkins. Along with swimming, participants also enjoyed activities such as face-painting, freeze-dance and mummy wrapping. We really hope to see the same results next year.

CULTURAL ARTS

- The Music4Everyone Jungle Book recital took place on Oct 19. The Reporter covered the story and published an article about the event on October 23: <https://www.thereporter.com/2019/10/23/photo-the-bare-necessities-at-three-oaks/>.

EARLY CHILDHOOD ENRICHMENT

- Fall individual and class photos were taken at each site during the month of October. With a new photographer on board, staff is excited to see the finished product which will be perfect for Christmas gifts. The new photographer will return in the springtime for graduation photos as well.
- The Early Childhood Enrichment program hosted its first “Halloween Loot Bag” with Grandparents event. This multigenerational workshop combined fun and creativity. Participants designed their own personal reusable Halloween bag to collect their favorite treats on the big day. Children were treated to Harvest style games such as a corn bath, counting candy corn and other fall themed activities.

GYMNASTICS

- The Gymnastics Program hosted the fourth Annual Cow Town Invite Competitive Meet on Saturday, October 5. The number of teams participating from the surrounding area doubled from last year. Gymnasts from levels 2, 3 and 4 represented the various gyms. Team awards and event leotards were given out to all gyms. Close to 400 parents, family and friends attended the event. Through generous sponsorships and donations, outstanding staff and volunteers, the event was a huge success. Based on spectator evaluations, attendees enjoyed participating in this annual event.
- The Girls Competitive Team competed in two meets in October. For the first time in several years Vacaville Gymnastics will send nine girls in Level 3 to the NorCal State Championships in November.

SPECIAL EVENTS

- On October 26, the 5th annual Howl-O-Ween took place at Andrews Park. It was MC'd by Parks and Recreation Commissioner Desiree Ramos, and judged by a volunteer leader from Will C. Wood HS, Parks and Recreation Commissioner Vice Chair Pamela Greaves and Parks and Recreation Commissioner Shawn McMahon. Approximately 200 attendees enjoyed a visitor station with a K-9 from the Solano County Sheriff's Office, pet adoptions, library reading to dogs and vendors from the Vacaville community. The highlight of the event was the Pooch Parade and Costume Contest. Three winners were awarded prizes from event sponsor Pawsh for over \$500 in gift cards.

TEENS

- A 6th grade event was held on Friday, October 18, with the theme Walking Dead. Attendance was low due to schools hosting their Harvest Festivals. Those who did come enjoyed good music, games and a selfie photo booth.
- A Cosplay event was held on Saturday, October 12, at Andrews Park. Participants paid \$5 and received a hot dog lunch and free raffle ticket. The event was held in conjunction with Solano Cosplay Gathering who hosted the raffle and organized the Cosplay Masquerade (contest). Bounty Books was a sponsor and there were about 50 people in attendance.
- The Babysitters Club resumed in October with four participants to renew their sitter skills. The Babysitters Club is offered once every month for individuals to learn the skills of caring for children. Activities include Behavior Management, Safety Skills and an introduction to First Aid and CPR. The next class is scheduled for Saturday, November 25, from 8:00am - 3:30pm.

THERAPEUTIC RECREATION

- A group of 14 adults took a trip to the Cool Pumpkin Patch in Dixon on October 17. They took a hay ride, enjoyed the world's largest corn maze, and got to pick their own pumpkin.
- Monthly bowling at STARS took place on October 28. For a reduced fee, participants enjoy two games of bowling, bumpers are provided and shoe rental is included.
- The new NFT Recreation Coordinator, Breah Haddon, started on October 23. Breah has knowledge and prior experience working in the field of Therapeutic Recreation. She has been completing lots of new hire training and has started meeting with folks for program planning.

YOUTH SERVICES

- TGIF Cooper took part in a field trip to Rock n' Jump on October 11. In what is now a regular partnership, Rock n' Jump hosted 55 TGIF participants with dodgeball, a rock climbing wall and a Ninja Warrior course.
- Camp Vacation took place from October 14-18 with almost 30 participants from Travis and Vacaville school districts. Camp activities focused on STEM with science programming taking place each day of camp.

YOUTH & ADULT SPORTS

- Both youth and adult volleyball leagues took place and occupied the Recreation Center Tuesdays through Saturdays, with impressive drop-in attendance every Tuesday.
- The Youth Flag Football League took over Al Patch Football Field helping our 3rd through 6th graders stay active and enjoy some friendly competition.
- Staff rolled out Mini Muscles Basketball League and Basketball FUN-damentals clinic for kindergarteners and first graders who have aspirations to play in the winter basketball League.

VACAVILLE PERFORMING ARTS THEATRE

- Solano Symphony Orchestra performed their Opening Night Concert on October 6. The orchestra put on an incredible show as they do every season!
- On October 26, SuperTrouper: ABBA Concert Experience came back to perform on the VPAT stage. The audience enjoyed all of their favorite songs from Mama Mia!

VACAVILLE PERFORMING ARTS THEATRE

November's Events:

- 11/05 - Vacaville Christian Schools Radio Conservatory of Music
- 11/09 - Dream Xtreme Toy Story
- 11/15-16 - Solano Youth Theatre presents Peter Pan
- 11/23 - Pink Floyd Concert Experience
- 11/30 - Ron George's Big Band Christmas
- 11/30 - Christmas in my Hometown

POLICE DEPARTMENT

10/07/19 - An Investigative Services Section (ISS) Detective was called out to a death investigation. Toxicology results are still pending.

10/07/19 - An officer conducted a great investigation pertaining to controlled substances. The investigation led to a search warrant with Vice where guns and explosives were located.

10/10/19 - The Communications Center began receiving multiple 911 calls for a fast moving grass fire behind a local business on Leisure Town road, with reports that it was moving towards a mobile home park. A dispatcher worked the fire radio, juggled multiple units and channels until another dispatcher could assist with the high level of traffic and multiple requests. Police units assisted with traffic control and possible evacuations of the mobile home park.

10/15/19 - Officers responded to a report of a subject looking into vehicles. Upon arrival, an officer observed a U-Haul van with interior lighting on. One officer made contact with the hotel clerk while another officer observed the suspects attempt to go up a stairwell into the hotel. The U-Haul was confirmed stolen, and there was evidence of extensive ID theft and fraud. The suspects were arrested and transported to county jail.

10/15/19 - Officers coordinated a search and rescue of an elderly at-risk resident. Due to several factors, the officer determined the resident was "At-risk". A ping on the individual's cell phone was requested. Officers located the resident laying in the old golf course, in an area that was not visible to the bicycle officer or foot patrols. The resident was located and transported by Paramedics for treatment.

10/19/19 - ISS Detectives were called out to a suspicious death investigation. Detectives determined that the male had numerous medical issues and determined the death appeared to be from natural causes.

10/19/19 - A Digital Investigations Unit Detective was called out to assist Vice with a Human Trafficking investigation. Evidence was located to support Vice's investigation.

10/19/19 - Family Support Workers participated in Kids Fest at Andrews Park to staff the Family Resource Center booth.

10/23/19 - Mental Health Clinicians and Family Support Workers attended the Kaiser Medical Center's Domestic Violence Month Resource Faire providing information on FIRST/Special Victims Unit (SVU) Unit and services they provide to employees of Kaiser and patients.

10/25/19 - FIRST sponsored a hole at the Jim Capoot Golf Tournament generating \$655 for PAL.

10/25/19 - AWARE hosted its 9th annual Team Up Against Drugs Campaign during Red Ribbon Week. Over 4,300 Vacaville Unified School District youth participated by wearing sports gear to school to take a stand against drugs.

10/26/19 - Detectives from ISS and Special Victims Unit (SVU) were called out to an investigation. Officers and paramedics arrived on scene and immediately began treating the patient. Child Protective Services (CPS) is assisting detectives with this ongoing investigation.

10/26-28/19 - The Communications Center was inundated with calls, radio traffic on both the Police and Fire side, as well as assisting with Public Works requests due to the high winds and planned PG&E power outage. Down trees, simultaneous fires, roadways blocked, and several traffic collisions created intense moments and higher than normal call volume that included: 303 Police calls for service, 92 Fire calls for service, 284 911 calls, and 1,063 Business line calls (which include 911 transfers).

10/29/19 - ISS and Vice Detectives conducted a surveillance operation and follow up search warrant at an address in Vacaville related to a child pornography investigation. This investigation is ongoing.

10/30/19 – The Communications department attended the following trainings during October: The InTime Conference, the RIMSCON and a Leadership and Accountability class. The In-Time conference provide preparation for deployment of the new time keeping system. The Rims Conference provided training on the new CAD build, configuration and learned about features that integrate a wide-range of separate systems to create a highly efficient process for dispatching, records access, and case management. The Leadership and Accountability class provided practices for management and dealing with staff issues within the Communications Center.

10/30/19 – Family Support Workers assisted an elderly client with a temporary restraining order and was provided emergency funding for rent, clothing and food. The FIRST Unit staff received a heartfelt thank you note from the client.

10/31/19 – The communications manager received a request for Mutual Aid TERT (Telecommunications Emergency Response Taskforce) Dispatchers for the Kincade Fire. Over the course of a few days, several of our dispatchers assisted with answering 911 and non-emergency lines and providing any assistance needed for the center.

10/31/19 - ISS and SVU Detectives responded to a local residence for a homicide investigation. The suspect was booked into county jail and detectives have presented this case to the District Attorney's Office. The investigation is ongoing.

10/31/19 - Throughout the month of October, the Communications Center participated in several community engagements. They did a presentation on 911 education to the kindergarten class at Orchard Elementary, participated in the annual Vacaville Fire Station Open House, staffed a 911 education booth at the annual Kids Fest at Andrews Park, and attended the second annual Not-So-Scary-Trunk-or-Treat. The Not-So-Scary-Trunk-or-Treat was hosted by a neighborhood of Vacaville community members. The family friendly event is held specifically for children and young adults who have special and sensory needs that otherwise may not be able to participate in Halloween activities. The dispatch team came dressed as the characters from Alice in Wonderland and were prepped with 300 goodie bags of both treats and non-food toys to hand out to the 150 children who attended.

During the month of October:

- Property and Evidence completed 147 discoveries and received 263 dispositions for research. The unit completed the intake of 411 pieces of evidence and completed the disposition of 630 pieces. The unit received 16 subpoenas to appear.
- Records assisted approximately 692 citizens at the front counter. Additionally, they processed 76 vehicles for release, 256 moving citations, 204 parking citations, 91 FI cards, 26 CAD searches, 84 Agency report requests, 79 Citizen Report Requests, 50 Law Enforcement backgrounds, and 79 completed background checks for OPM.
- Communications Center staff answered 2,379 9-1-1 emergency calls, and 11,895 non-emergency calls. Public Safety Dispatchers made 5,312 outbound calls. 6 Text to 9-1-1 sessions were initiated.

Communications Center staff processed 1,004 Priority 1 Police CAD calls, 1,127 Priority 1 Fire CAD calls, 1,860 Priority 2 CAD calls, 1,748 Priority 3 CAD calls and 700 Priority 4-6 CAD calls for service for a total of 14,274 calls processed.

Police Department staff investigated 250 reported crimes in October. Part 1 Crimes for the month of October as reported to the Department of Justice include:

Homicide - 1	H Homeless/Property Removal - 3
Rape - 4	Camping Reports - 5
Robbery - 3	Traffic Collisions - 71
Aggravated Assault - 18	Traffic Citations - 256
Burglary - 8	Panhandling Citations - 0
Larceny - 199	Property Loss - \$ 947,215
Motor Vehicle Theft - 17	Property Recovery - \$194,306
Adult Arrests - 329	
Juvenile Arrests - 35	

PUBLIC WORKS

ENGINEERING SERVICES DIVISION

Construction

2019 Asphalt Concrete Overlay Project

This project will overlay the following streets with Rubberized Hot Mix Asphalt Concrete: Arcadia Drive (Ulatis Drive to Arcadia Court), Tulare Drive (Brookdale Drive to Marshall Road), Lawrence Drive (Orange Drive to End), Dobbins Street (East Monte Vista Avenue to Main Street), Hickory Lane (I-80 ramp to Davis Street), Mason Street (Cernon Street to Davis Street), and California Drive (Alamo Lane to Marshall Road). The project also includes cold in-place recycling of existing asphalt concrete on California Drive, ahead of the overlay, and accessibility improvements. The cold in-place recycling on California Drive was completed on November 7, 2019. Overlay of the streets will be completed by November 20, 2019.

Design

2019 Elmira Road Waterline Replacement Project

16 bids were received on October 15, 2019 for the subject project. The lowest bidder was Bay Pacific Pipelines, Inc. of Novato, CA with a bid in the amount of \$1,042,562.50. The project was awarded at the October 22, 2019 City Council meeting. Construction is likely to begin in early January.

Aldridge Bridge Replacement Project

The project received NEPA clearance from Caltrans on October 25, 2019. A Request for Authorization to Proceed with Right-of-Way activities will be submitted to Caltrans next month.

Development Engineering

Cheyenne Fire Trail Landscaping

Development Engineering reviewed and approved the landscaping and irrigation plans that surrounds the Cheyenne subdivision. The landscaping will follow the existing asphalt trail that begins on McMurtry Lane and runs along the western and northern perimeter of the Cheyenne subdivision, terminating at Shelton Lane. The trail landscape is approximately 5,600 feet in length.

Traffic Engineering

Staff Training

Staff attended training entitled Transportation Planning for California Streets. This course covers the planning and conceptual design of sustainable, multimodal, local streets and roads and how to provide for the various modes of transportation (walking, bicycling, transit, and driving), while making the roads functional to allow for emergency response, road maintenance, and delivery of goods.

Staff also attended California MUTCD (Manual of Uniform Traffic Control Devices) Update Workshop. This class emphasizes application areas of the new CA MUTCD, specifically applications that still apply or have become outdated and address the differences between the California practices from Federal practices in order to be in compliance.

UTILITIES

ENGINEERING

Capital Improvement Program Projects

Allison Parkway Lift Station Reconstruction and Expansion (DIF 120)

Mark III Construction, Inc., the contractor for the project, has mobilized and is on-site installing shoring for excavation. The contractor also continues to provide submittals to the City for review. Design of the SCADA panel for the project has been completed and the panel will be sent out for proposals in the next month.

Vaca Valley Lift Station Odor Control

Design for an odor control system at Vaca Valley Lift Station continues. The geotech report has been completed, as well as structural design. The electrical engineering consultant is beginning their portion of the design work. Construction is expected to occur in summer of next year.

Well 2 Test Well and Assessment

The well screen at Well 2, located at the corner of Nut Tree Dr. and Elmira Rd, has deteriorated beyond repair. Wood Rodgers has been selected as the consultant to design, construct, and assess a test well at the site in order to plan for a new production well. Drilling of the test well will begin in the next few weeks once the drilling contractor has received its permit from Solano County.

Well 17

Well 17 will be a new water supply well for the City along Alamo Dr. The well drilling portion of the project has been submitted to Community Development Planning for review under CEQA, and is expected to go to Planning Commission on November 19. Final comments on the PDR for equipping of the well were sent to Kennedy/Jenks Consultants. The document will be completed shortly.

Maintenance Projects

Well 8 Inspection and Repair

Kirby's Pump & Mechanical pulled out the pump at Well 8 and completed a routine video well inspection. The video identified items to be addressed, including holes to be patched, a collapsing casing, and damaged impellers. The contractor is completing follow-up inspections to determine accessibility through the collapsed section of the casing, next steps will be determined.

MAINTENANCE

ICE Group

Power Connections

The Electrical crew has been helping with rewiring power connections for easy generator connection, connecting/disconnecting rented generators and repairing the 12kv generator.

Generator Troubleshooting

Controls crew have been troubleshooting issues found due to the generator hook ups and rewired some controls to ensure that level transmitters and cell modems are powered from one connection to the generator.

Sulfite Analyzer Sample

Installed bubble traps for the sulfite analyzer sample, moved analyzers for basin change at aeration.

Digester 2 Rotomixer PLC Programming

Currently working on PLC programming for the Digester 2 rotomixer new alarm for high level at headworks and a low speed limit for the influent pumps.

Heating Element

During a panel PM a tech discovered that a heating element had melted off insulation from 480V conductors. The electricians promptly made the repairs and removed the unnecessary heater.

Mechanical Group

Easterly Strain Press #2

Mechanics are currently replacing the screening Zone casing of the Easterly Strain Press #2. The casing had suffered internal corrosion and experienced break through.

Obsolete Warehouse Stock Items

Mechanical Staff has started a project to organize and sort through warehouse stock items. The completion of recent Utility projects has resulted in some items becoming obsolete and this effort will clear out valuable storage space.

Cricket Infestation

Staff has done a fantastic job keeping up on the recent cricket infestation in the shop areas. During these efforts the entire machine shop floor was scrubbed and recoated with a sealer.

WATER QUALITY

“Inspire: Dreams Start Now” Event

On October 22, WQ Lab and Environmental Compliance Divisions participated in the annual “Inspire: Dreams Start Now” event, sponsored by the Solano County Office of Education and the Vacaville Chamber of Commerce, which introduces middle-school students (8th graders) to the vast array of different career field options available in the workforce and provided them opportunities to interact with professionals in those fields. Nearly 100 students stopped by to inquire about what our jobs entailed. They were given a general introduction to the Drinking Water and Wastewater purification process and informed about how the Laboratory, Environmental Compliance, and many other groups fit into that process.

Environmental Protection

On Saturday October 19, the Water Quality Environmental Compliance Division set up a booth to spread the word on Environmental Protection to our City's youth. Staff spoke to over 250 attendees and gave out 251 water protection and conservation items.

ADMINISTRATION

Water Conservation

The October water consumption figures showed the City had increased its overall water consumption by 2.3% compared to the same month in 2013. Residents consumed an average of 150 gallons per day for the month. For the year, residents have consumed 13.6% less water over the same period than they did in 2013.

Staffing

- The Department welcomed Katie Jones, Administrative Technician, and James Toboni, Control Systems Technician.