



# SEMI-MONTHLY REPORT

*“A friendly community in which to live, work and play”*

*September 29, 2017*

## **Upcoming City Council Meetings in City Council Chambers...**

- \* **October 3, 2017** – City Council Meeting @ 6 p.m.
- \* **October 17, 2017** – City Council Meeting @ 6 p.m.
- **City Administration...**
  - \* An offer of employment has been extended to a Water Utility Worker Technician candidate. A start date will be set once the candidate passes the pre-employment requirements.
  - \* The City is recruiting for a Director of Finance to replace Donna Lee who left the position on September 15<sup>th</sup>. The deadline to apply has been extended to Thursday, October 26, 2017. Jen Lee has been appointed as the Interim Director of Finance.
  - \* The City is recruiting for a Building Inspector to replace Ed Russell who will be retiring at the end of the year. The deadline to apply is Thursday, October 5, 2017.
  - \* CalPERS Open Enrollment began on September 11<sup>th</sup> and ends on October 6<sup>th</sup>. Employees and retirees can change health plans during Open Enrollment only. All health subscribers should access their my|CalPERS account at **my.calpers.ca.gov** to view, download, and/or print their 2017 Health Plan Statement. This feature will provide you with 24/7 access to your customized health information regarding health benefit changes that may impact you. **All change forms are due to Marni in Human Resources by Wednesday, October 4<sup>th</sup>.**
  - \* The National Center for Health Statistics, part of Centers for Disease Control and Prevention, is conducting a major study of the health of persons living in the United States. Solano County has been selected as one of the survey locations during the current National Health and Nutrition Examination Survey (NHANES). The surveys will be conducted in Solano County starting September 21 through November 26, 2017. A sample of about 507 people from Solano County will be asked to participate in the survey. Interviewers will be calling on designated households throughout the area. The survey is unique in that it combines interviews and physical examinations. Findings from this survey will be used to determine the prevalence of major diseases and risk factors for

diseases. For more information about the National Health and Nutrition Examination Survey, you may visit the NHANES website at: <http://www.cdc.gov/nhanes>.

▪ **Finance...**

- \* The Finance Department is working with APEX Technology, Concord Utility Services, Sensus, and Veolia on the water meter integration project.
- \* The Finance Department issued 756 disconnect notices in the month of September and subsequently 127 notices were issued for shut-off.

▪ **Police Department...**

- \* The Rio Vista Police Department will be participating in the “Pink Patch Project” during the month of October. Several years ago, a program was started in southern California called the “Pink Patch Project.” The purpose of this project is to bring awareness to breast cancer and to raise funds for treatment and eventually a cure. This year Rio Vista PD will be participating in this worthwhile program not only to raise money, but to show our support to the many breast cancer survivors in the Rio Vista Community. During the month of October, every officer of RVPD will be wearing a ‘pink’ RVPD patch. RVPD will be selling the remaining patches at the police department for \$20 each. All proceeds from the sales of the patches will be donated to a Solano County cancer treatment facility. RVPD will be asking the community to provide suggestions on where to make the donation. The organization that receives the most votes will receive our donation. We will have about 150 patches to sell this year. If this program is successful, we will continue next year.

<b>POLICE ACTIVITY - AUGUST 2017</b>			
*Denotes officer-initiated activity			
<b>Current Month August 2017</b>	<b>Previous Month</b>	<b>This Month Last Year</b>	<b>2017 YTD</b>
<b>Alarm Calls</b>			
24	45	32	226
<b>Welfare Checks</b>			
37	33	19	238
<b>Security Checks</b>			
51	17	111	350
<b>Citizen Assist</b>			
63	64	100	516
<b>Civil Standby</b>			
8	12	22	84
<b>Suspicious Person Stops*</b>			
9	13	10	82
<b>Motor Vehicle Theft</b>			
6	3	4	26

<b>Accident Calls</b>			
21	14	8	115
<b>Pedestrian/Bicyclist Stops*</b>			
20	14	13	103
<b>Suspicious Vehicle Stops*</b>			
19	17	17	114
<b>Driving Under the Influence Stops*</b>			
9	7	3	53
<b>Domestic Violence Calls</b>			
5	4	2	29
<b>Disturbance Calls</b>			
35	49	41	270
<b>Burglary Calls</b>			
7	4	3	39
<b>Theft/Fraud Calls</b>			
5	8	10	56
<b>Vandalism Calls</b>			
3	5	7	46
<b>Miscellaneous Calls</b>			
93	108	319	1,390
<b>760</b>	<b>685</b>	<b>1,090</b>	<b>6,308</b>

<b>Average Officer Response Times by Priority</b>	
<b>August 2017</b>	
<b>Average Priority 1</b>	1:21
<b>Average Priority 2</b>	7:38
<b>Average Priority 3</b>	5:20
<b>Average Priority 4</b>	9:57

<b>Rio Vista Police Department- September 2017</b>		
<b>Code Enforcement</b>		
<b>Current Month</b>	<b>Previous Month</b>	<b>2017 YTD</b>
<b>Self-Initiated</b>		
<b>20</b>		
<b>Calls for Service</b>		
<b>3</b>		
<b>Vehicles Towed</b>		
<b>2</b>		
<b>Citations</b>		
<b>4</b>		

<b>72HR Notices</b>		
<b>14</b>		
<b>Code Enforcement</b>		
<b>5</b>		
<b>Abatement Letters</b>		
<b>0</b>		
<b>Notice of Violation Letters</b>		
<b>0</b>		

▪ **Fire Department...**  
(Period: 8/31/17 to 9/27/17)

**Operational Activities**

- \* Fire Chief Agreement for River Delta Fire District, approved by both Agencies.
- \* New Firefighter / Paramedic Aaron Maddox is now on the Schedule, assigned to C-shift and is accredited as a Solano County Paramedic.
- \* Engine 355 was sent to the Helena Fire in Trinity County (Strike Team)
- \* Engine 55 (Peirce) suffered a substantial mechanical failure on the way to an Incident. Repairs have been made and parts were covered partially under warranty.
- \* The Fire Department is looking for a new EMS reporting system.
- \* Squad 55 (old Brush 55) is not in-service yet; waiting on mechanical repairs. Hoping for an October roll-out of a trial study for a light vehicle response to Medical calls.
- \* Fire Chief attending the California Fire Chiefs Association Annual Meeting/Conference September 26-28<sup>th</sup>.
- \* Fire Chief will be taking over as Operational Area Coordinator in Solano County next year.

**Fire Prevention Activities**

- \* Weed abatement continues to be monitored with delinquent properties having been addressed.
- \* Four (4) Annual Fire & Life Safety Inspections
- \* Four (4) plans reviews conducted (1 for River Delta Fire)
- \* Sixteen (16) Trilogy Sprinkler Inspections

**Response Times / Incidents / Training**

- \* Data not available this period due to Fire Chief travel. Will include in next report.

▪ **Public Works Department...**

**Administration Division:**

- \* Staff attended the Wastewater and Water Enterprise Monitoring Committee (WWMC) meeting on September 12, 2017, to report on the status of various Capital Improvement Program (CIP) Sewer and Water Projects.

- \* Staff also attended the Parks and Recreation Commission Meeting on September 25, 2017, to provide updates on various programs and projects including the Dog Park and Skate Board Park Projects.
- \* Staff attended the Airport Pre-Construction meeting on September 26, 2017, to coordinate with the contractor, Morgan Creek Construction, and with the construction management staff from Kimley-Horn Engineers.

**Projects Division:**

1. **ABM Energy Solutions** – Invest Grade Audit (IGA) is almost completed for all the City buildings and facilities that were inventoried as part of IGA. This report will soon be presented to the City’s Investment & Financial Review Committee (IFR) in October or November for their review and recommendations to the City Council for their approval.
2. **Airport Drainage Project** – The contractor and staff met on September 26, 2017, for the Pre-Construction meeting for approval to issue the Notice to Proceed after the Caltrans Aeronautics Grant is approved.
3. **APS** – The inventory of the Beach Collection Sewer System has been completed and City Engineering staff is reviewing the tapes and videos to locate future sewer and/or storm drainage pipelines for repair and/or replacement.
4. **Boat Dock** – One bid was received; the City will coordinate with the contractor to present the bid to the City Council for approval.
5. **Boat Launch Ramp Design Project** – The City Engineer and consultant have the plans 90% complete and have submitted them for the State’s review at this time.
6. **Front Street Improvement Grant** – The City has received the draft agreement for the funds to be used to prepare the Front Street Improvements from Yolo-Solano Air Quality Management District (YSAQMD) in the amount of \$195,000. Once the agreement is approved and signed, then the City Engineer can prepare the plans and specifications to go out for bids in the Spring of 2018.
7. **Pavement Management Inventory (P-TAPP) Grant** – The consultant doing the Pavement Management Inventory for the P-TAPP Grant, will be starting their work in October with the report should be done by the end of December 2017.
8. **Paving Project** – The contractor has completed most of the work so far. They should be done before the end of October 2017.
9. **P. G. & E. Project** – They have completed most of their underground work and paving has begun for those areas where the asphalt was damaged.
10. **Solar Project** – The Solar Project is completed and staff is going to meet with the contractor to verify an access road for their use to maintain the equipment next week.

11. **Sewer and Water Pipeline Project** - The contractor has almost completed the pipeline work and paving work has started this week, and to be completed before the end of October.

12. **Water Meter Project** – The contractor is still installing meters and should be done by the end of October or early November.

▪ **Planning/Building/Housing/Business License/Redevelopment/Economic Development/Code Enforcement:**

**Planning Commission:**

\* The September Regular Planning Commission Meeting was cancelled.

**Approved Projects:**

\* The Planning Commission approved the Downtown Plan for the Priority Development Plan Areas. The City Council will review the matter at its meeting on October 17, 2017.

**New Projects:**

\* Variance Application - 21 S. Fifth Street (new home construction) – Scheduled for hearing before the Planning Commission on October 11, 2017.

\* Site & Architectural Review – 1600 Harris Road (warehouses for personal use for auto restoration and storage on vacant property previously owned by a church) – Scheduled for hearing before the Planning Commission at its meeting on October 11, 2017.

\* Conditional Use Permits: Four applications (one for a Cannabis dispensary, two for Cultivation, and one for an Extraction Laboratory) have been received and are being scheduled for hearings at the November 8, 2017 Planning Commission Meeting. Several others are waiting to be filed.

\* Application for Certificate of Compliance for zoning and subdivision for 350 River View – under review.

\* The Rio Vistan (former hotel at Main and 2<sup>nd</sup>) – under plan check.

\* Sales office at Liberty subdivision – under plan check.

**Building Permits:**

\* There were 11 new single family home permits issued to Shea Homes in this reporting period. There are currently 10 more permits ready to be picked up.

**Code Enforcement:**

\* One animal control code enforcement issue was sent to Code Enforcement staff.

▪ **ATOD/FACILITIES...**

- \* The September Alliance Meeting was held on September 6<sup>th</sup> in the Council Chamber. In an effort to be accommodating to the public who might not be available to attend the regular lunchtime meetings, the meeting was moved to 6 p.m. The evening meetings will be held quarterly, with the next one scheduled in December. The next regularly scheduled meeting on October 4<sup>th</sup> is being rescheduled for October 11<sup>th</sup> at 11:30 a.m. in the Council Chamber in City Hall.
- \* On Saturday, September 16<sup>th</sup> a Responsible Beverage Service training was held at the Fire Station. Of the 27 participants, 4 failed. They will be given a second test by the facilitator. If they fail this second test they are denied an RBS ID Card. Since the passage of the RBS Ordinance, the ID Cards are now good for three years. The date from this training will be forwarded to the Rio Vista Police Department.
- \* On September 19<sup>th</sup>, staff and the ATOD Coordinator attended the ATOD Contractor Meeting with the County. All cities (and the County) are working on the new Strategic Prevention 5-year plan which will expire next year.
- \* The Coordinator did a presentation for Soroptimist on September 21<sup>st</sup> regarding educating the community on the dangers of marijuana.
- \* The Coordinator attended a County Planning Commission meeting on September 21<sup>st</sup> as they look to allowing dispensaries in the unincorporated areas of the County.
- \* The Alliance coordinator has been meeting with the local schools, planning this year's Red Ribbon Week events which will be from October 23<sup>rd</sup> to the 31<sup>st</sup>.
- \* The County has now closed out the 2016/17 invoicing for Rio Vista and all pending invoices have now been paid.
- \* The Rio Vista Downhill Racing (soapbox derby type cars) event that was being put together for this Saturday, September 30<sup>th</sup> is being postponed to a later date because of the paving work being done on Main Street on Friday. The paving work would leave the road uneven and hazardous for the racers.
- \* The 70<sup>th</sup> Annual Bass Derby is set to start on Thursday, October 12<sup>th</sup> and runs through Sunday, October 15<sup>th</sup>. There will be a new Midway this year and tickets for the rides are already available in the Chamber of Commerce, Lira's, Pets 4 All as well as the Rio Vista Souvenir Shop.
- \* Soroptimist Rio Vista has turned in paperwork for the 3<sup>rd</sup> Annual Turkey Trot which is scheduled to take place on November 23<sup>rd</sup>.

- **Transit...**

- \* On October 3, 2017, City Council will review the Title VI Plan for Delta Breeze. Upon approval, the next step would be to submit the document to Caltrans with the meeting minutes that reflect the Council’s adoption of the Title VI Plan.
- \* Two buses, which were taken off the road due to being over the recommended mileage, were sold for \$14,400. Because of grant stipulations to repay Caltrans upon the sale of the busses, \$4,400 would go to Caltrans. Staff is submitting a request to Caltrans to forgo the payment due to the small size of Rio Vista and its ridership numbers.
- \* Staff will have a CEQA exemption form completed and approved by the County of Solano.
- \* Proposals for the Operation and Maintenance of the Rio Vista Delta Breeze were due on September 25, 2017 and we received two bids. The next steps will be:
  - Organize interview panel (GM of SolTrans, John Harris, and Vacaville City Coach GM)
  - Generate questions based on proposals
  - Procured room at City Hall on Oct. 10, 2017 for interviews
  - Bring the recommendation to the on City Council on November 7<sup>th</sup>, 2017
- \* Staff will be choosing a date and venue to host a transportation focus group.
- \* On October 3, 2017, City Council will review the Title VI Plan for Delta Breeze. Upon approval, the next step would be to submit the document to Caltrans with the meeting minutes that reflect the Council’s adoption of the Title VI Plan.
- \* Staff will have a CEQA exemption form completed and approved by the County of Solano.

Total Ridership for Delta Breeze from September 1-27					
Total	Route 50	Route 51 am	Route 51 pm	Route 52	Trilogy Sutter
680	285	189	58	128	20

END OF REPORT