

**CITY OF VALLEJO
BEAUTIFICATION ADVISORY
AND
CODE ENFORCEMENT APPEALS BOARD
MEETING AGENDA**

April 29, 2013
6:00 p.m.

**PLANNING CONFERENCE ROOM
City Hall, 555 Santa Clara Street, 2nd Floor**

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 Commission will be available for public inspection at the Public Works Department, 555 Santa Clara Street, Vallejo, CA at the same time that the public records are distributed or made available to the Commission. Such documents may also be available on the City of Vallejo website at <http://www.ci.vallejo.ca.us> 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

- 2. ROLL CALL: Chairperson Blackwell;
Vice-Chairperson: Batts,
Commissioners: Lancaster, Nichols, Harrington O'Hare, Darling,
Bernard
City Council Liaison: Gomes**

3. PLEDGE OF ALLEGIANCE TO THE FLAG

4. FIRST COMMUNITY FORUM

Anyone wishing to address the Commission on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of the Commission to resolve, is requested to submit a completed speaker card to the Commission Staff person. When called upon, each speaker should step to the podium, state his /her name, and address for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to three minutes. The remainder of the speakers wishing to address the Commission on non-agenda items will be heard at the second Community Forum listed later on the agenda.

5. APPROVAL OF AGENDA:

6. READING & APPROVAL OF MINUTES:

7. CORRESPONDENCE:

- a. None

8. PUBLIC WORKS LANDSCAPING REPORT:

- a. Landscape:
- Tree Removal Requests
 - Presentation of Tree Permits

9. GUEST SPEAKER:

- a. None

10. TREASURER'S REPORT:

- a. Filling the Treasurer's position – Allocation of commission funds

11. PRESENTATIONS:

- a. BACE/Code Enforcement Appeals Board Reorganization (BACE/DRB reorganization memo attached) – Andrea Ouse, Planning Manager and Inder Khalsa, Assistant City Attorney
- b. Foreclosures and Vacant Buildings - Bank of America Representative
There was no reply from Bank of America for the BACE's presentation request
- c. Wal-Mart Tree Planting Update - Public Works
At the last BACE meeting Public Works Director, David Kleinschmidt gave a presentation on the Wal-Mart tree removal and landscaping plans. Mr. Kleinschmidt confirmed that no new tree planting would occur until the end of the project. The Public Works Department provided the commission the project planting plans to review for further discussion. (attached)

12. NEW BUSINESS:

- a. City Tree Ordinance
- b. Process for commission to become included at the beginning of BACE related projects such as project landscaping, ensuring tree planting compliance with master tree list and development of Property Registration Ordinance with guidance from Council liaison Gomes.
- c. Commissioner Darling's meeting with Council liaison Gomes.
- d. Review and discussion of City's Master Tree List (tree list included in attachment)

13. OLD BUSINESS:

- a. Foreclosed Property Registration Program Code Enforcement (Vacant Building Ordinance attached)
- b. Filling the Treasurer's position – Allocation of commission funds
- c. Organizational make-up of subcommittees
- d. Inserting flyers into water bills regarding the topping of trees
- e. City Tree Program Fee
Setting the fee for tree removals falls under the authority of the City Council. If the commission wishes to opine on the fee amount it should communicate this concern in writing through the City Manager for consideration at the next review of City fees.
- f. Arbor Day Activities

14. COMMITTEE REPORTS:

- a. Landscape sub-committee reaching out to the Public Work Staff
- b. Outreach:
 - Outreach to Public Works staff to obtain addresses and certificates for Exceptional Homes effort

c. Blight

- Who is on subcommittee and projects - No items submitted

15. SECOND COMMUNITY FORUM:

16. STAFF COMMENTS: None

17. ANNOUNCEMENTS: None

18. ADJOURNMENT: