

**BENICIA CITY COUNCIL  
REGULAR MEETING AGENDA**

**City Council Chambers  
January 20, 2015  
7:00 PM**

*Times set forth for the agenda items are estimates.  
Items may be heard before or after the times designated.*

**I. CALL TO ORDER (7:00 PM):**

**II. CLOSED SESSION:**

**III. CONVENE OPEN SESSION:**

**A. ROLL CALL.**

**B. PLEDGE OF ALLEGIANCE.**

**C. REFERENCE TO THE FUNDAMENTAL RIGHTS OF PUBLIC.**

A plaque stating the fundamental rights of each member of the public is posted at the entrance to this meeting room per section 4.04.030 of the City of Benicia's Open Government Ordinance.

**IV. ANNOUNCEMENTS/PROCLAMATIONS/ APPOINTMENTS/PRESENTATIONS:**

**A. ANNOUNCEMENTS.**

**1. Announcement of action taken at Closed Session, if any.**

**2. Openings on Boards and Commissions:**

Arts & Culture Commission

1 unexpired term

Application due date: January 30, 2015

Civil Service Commission  
1 full term  
Application due date: January 30, 2015

Community Sustainability Commission  
1 full term  
1 unexpired term  
Application due date: January 30, 2015

Finance Committee  
2 full terms  
Application due date: January 30, 2015

Human Services Board  
1 unexpired term  
Application due date: January 30, 2015

Library Board of Trustees  
2 full terms  
Application due date: January 30, 2015

Parks, Recreation & Cemetery Commission  
3 full terms  
Application due date: January 30, 2015

Planning Commission  
2 full terms  
Application due date: January 30, 2015

SolTrans Public Advisory Committee  
3 full terms  
Application due date: January 30, 2015

- 3. Mayor's Office Hours:**  
**Mayor Patterson will maintain an open office every Monday (except holidays) in the Mayor's Office of City Hall from 6:00 p.m. to 7:00 p.m. No appointment is necessary. Other meeting times may be scheduled through the City Hall office at 746-4200.**

**B. PROCLAMATIONS.**

**C. APPOINTMENTS.**

**D. PRESENTATIONS.**

**1. PRESENTATION OF MONTHLY WATER REPORT**

**V. ADOPTION OF AGENDA:**

**VI. OPPORTUNITY FOR PUBLIC COMMENT:**

This portion of the meeting is reserved for persons wishing to address the Council on any matter not on the agenda that is within the subject matter jurisdiction of the City Council. State law prohibits the City Council from responding to or acting upon matters not listed on the agenda. Each speaker has a maximum of five minutes for public comment. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of your entire group. Speakers may not make personal attacks on council members, staff or members of the public, or make comments which are slanderous or which may invade an individual's personal privacy.

**A. WRITTEN COMMENT.**

**B. PUBLIC COMMENT.**

**VII. CONSENT CALENDAR (7:30 PM):**

Items listed on the Consent Calendar are considered routine and will be enacted, approved or adopted by one motion unless a request for removal or explanation is received from a Council Member, staff or member of the public. Items removed from the Consent Calendar shall be considered immediately following the adoption of the Consent Calendar.

**A. APPROVAL OF THE MINUTES OF THE JANUARY 6, 2015 CITY COUNCIL MEETING.**

**B. ACCEPTANCE OF WATER TREATMENT PLANT FILTER SLIDE GATE REPLACEMENT PROJECT. (Public Works Director)**

This project, located at the Water Treatment Plant, consisted of replacing two cast iron filter slide gates for washwater due to leakage. The last step of the project requires formal acceptance by the City Council and filing of the Notice of Completion by the City Clerk, which allows the City to process the final payment to the contractor. The final construction cost is \$68,800.

**Recommendation: Adopt a resolution accepting the Water Treatment Plant Filter Slide Gate Replacement Project as complete, and authorizing the City Manager to sign the Notice of Completion and authorizing the City Clerk to file same with the Solano County Recorder.**

**C. REVIEW THE ANNUAL REPORT TO COUNCIL FOR THE OPEN GOVERNMENT COMMISSION. (City Attorney)**

In accordance with Benicia Municipal Code 4.20.010.D, the Open Government Commission is required to provide an annual report to the City Council on the implementation and compliance of Title 4 (Open Government) of the Benicia Municipal Code.

**Recommendation: Accept the annual report of the Open Government Commission.**

**D. AUTHORIZE PURCHASE OF ELEVEN (11) REPLACEMENT COMPUTERS FOR POLICE PATROL VEHICLES. (Acting Police Chief)**

Existing in car computers for Patrol Officers are in need of replacement. Not only will the new computers increase the efficiency for the Patrol Officers, but the computers include a Windows 7 operating system, which will allow for a seamless transition to a new Computer Aided Dispatch (CAD) system, which was identified as a Measure C funded project in Fiscal Year 15-16. Funds exist in Fiscal Year 14-15 for the computer replacement.

**Recommendation: Adopt a resolution authorizing the purchase of eleven (11) Panasonic Toughbook computers for Police patrol vehicles in an amount not-to-exceed \$58,325.63 and authorizing the City Manager to sign the purchase order on behalf of the City.**

**E. AMENDING THE MASTER FEE SCHEDULE TO INCREASE FIRE DEPARTMENT SERVICE FEES. (Finance Director)**

On August 21, 2012, the City Council considered and adopted Resolution 12-104 increasing certain Fire Department fees. The Fire Department Fees were to be increased over three years each January thereafter. This amendment represents the third year of these increases.

**Recommendation: Adopt the proposed resolution amending the Master Fee Schedule to adjust the Fire Department's Service Fees.**

**F. Approval to waive the reading of all ordinances introduced and adopted pursuant to this agenda.**

**VIII. BUSINESS ITEMS (7:45 PM):**

A public hearing should not exceed one hour in length. To maximize public participation, the council requests that speakers be concise and avoid repetition of the remarks of prior speakers. Instead, please simply state whether you agree with prior speakers.

**A. PRESENTATION OF DRAFT WORK PLAN TO REVISE SECTION 6.32.060 OF THE BENICIA MUNICIPAL CODE TO PERMIT URBAN BEEKEEPING IN RESIDENTIAL AREAS OF THE CITY. (Acting Police Chief)**

In December 2007, the City of Benicia adopted Ordinance No. 07-72, which updated Chapter 6.32 Animal Keeping of the B.M.C. This ordinance included an update to Section 6.32.060 Beekeeping, and restricted beekeeping to the Open Space (OS) zoning district only. Recently, Benicia Community Gardens, as well as various individuals, have requested City Council to revise the B.M.C. to allow urban beekeeping in residential areas. In response to public comments, the City Council directed staff to prepare a draft work plan on what the process would be, and what staff resources would be required to conduct a revision of the B.M.C. to allow urban beekeeping in residential areas of the City.

**Recommendation: City Council review, comment, and provide direction on staff's draft work plan to revise Benicia Municipal Code (B.M.C.) Section 6.32.060 to allow Urban Beekeeping.**

**B. APPEAL OF TENTATIVE PARCEL MAP AT 1035 WEST K STREET, AFTER A DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA. (Interim Community Development Director)**

On January 2, 2015, Dr. David Steele and Ricki Steele appealed the Planning Commission's decision to uphold the Community Development Director's approval of a parcel map to subdivide a 0.86 acre (37,500 square feet) parcel into four parcels for single family homes. The appeal was filed in accordance with Chapter 1.44 of the Benicia Municipal Code. The appellant has expressed concerns about the adequacy of soil analysis for suspected contamination on the site associated with the previously existing single family home; potential noise and traffic impacts due to construction; and effects on scenic enjoyment and views.

**Recommendation: Deny the appeal and uphold the Planning Commission's confirmation of the Community Development Director's approval of the Tentative Parcel Map for 1035 West K Street (Decision of Record No. 14-18), after determination that the project is exempt from CEQA.**

**C. Council Member Committee Reports: (Council Member serve on various internal and external committees on behalf of the City. Current agendas, minutes and meeting schedules, as available, from these various committees are included in the agenda packet. Oral reports by the Council Members are made only by exception.)**

- 1. Mayor's Committee Meeting.  
(Mayor Patterson)  
Next Meeting Date: TBD**
- 2. Association of Bay Area Governments (ABAG)  
<http://www.abag.ca.gov/>.  
(Vice Mayor Hughes and Council Member Schwartzman)  
Next Meeting Date: TBD**
- 3. Finance Committee.  
(Council Member Strawbridge and Vice Mayor Hughes)  
Next Meeting Date: January 22, 2015**
- 4. League of California Cities.  
(Mayor Patterson and Vice Mayor Hughes)  
Next Meeting Date: January 21, 2015**
- 5. School Liaison Committee.  
(Vice Mayor Hughes and Council Member Strawbridge)  
Next Meeting Date: March 5, 2015**
- 6. Sky Valley Open Space Committee.  
(Council Member Campbell and Vice Mayor Hughes)  
Next Meeting Date: TBD**
- 7. Solano EDC Board of Directors.  
(Vice Mayor Hughes and Council Member Strawbridge)  
Next Meeting Date: January 22, 2015**
- 8. Solano Transportation Authority (STA).  
<http://www.sta.ca.gov/>  
(Mayor Patterson and Council Member Campbell)  
Next Meeting Date: February 11, 2015**
- 9. Solano Water Authority-Solano County Water Agency and Delta  
Committee.  
<http://www.scwa2.com/>  
(Mayor Patterson and Council Member Campbell/Vice Mayor  
Hughes)  
Next Meeting Date: February 12, 2015**
- 10. Traffic, Pedestrian and Bicycle Safety Committee.  
(Vice Mayor Hughes and Council Member Strawbridge)  
Next Meeting Date: April 16, 2015**

11. **Tri-City and County Cooperative Planning Group.**  
(Vice Mayor Hughes and Council Member Schwartzman)  
Next Meeting Date: TBD
12. **Valero Community Advisory Panel (CAP).**  
(Council Member Campbell and Council Member Schwartzman)  
Next Meeting Date: TBD
13. **Youth Action Coalition.**  
(Council Member Strawbridge and Vice Mayor Hughes)  
Next Meeting Date: January 28, 2015
14. **ABAG-CAL FED Task Force-Bay Area Water Forum.**  
<http://www.baywaterforum.org/>  
(Mayor Patterson)Next Meeting Date: TBD
15. **SOLTRANS Joint Powers Authority.**  
(Mayor Patterson, Council Member Campbell and Vice Mayor Hughes)  
Next Meeting Date: February 19, 2015

**IX. ADJOURNMENT (9:00 PM):**

<b>Public Participation</b>
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The Benicia City Council welcomes public participation.

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. The City Council allows speakers to speak on non-agendized matters under public comment, and on agendized items at the time the agenda item is addressed at the meeting. Comments are limited to no more than five minutes per speaker. By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the City Council.

Should you have material you wish to enter into the record, please submit it to the City Manager.

<b>Disabled Access or special Needs</b>
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In compliance with the Americans with Disabilities Act (ADA) and to accommodate any special needs, if you need special assistance to participate in this meeting, please contact Anne Cardwell, the ADA Coordinator, at (707) 746-4200. Notification 48 hours

prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting.

**Meeting Procedures**

All items listed on this agenda are for Council discussion and/or action. In accordance with the Brown Act, each item is listed and includes, where appropriate, further description of the item and/or a recommended action. The posting of a recommended action does not limit, or necessarily indicate, what action may be taken by the City Council.

Pursuant to Government Code Section 65009, if you challenge a decision of the City Council in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing. You may also be limited by the ninety (90) day statute of limitations in which to challenge in court certain administrative decisions and orders (Code of Civil Procedure 1094.6) to file and serve a petition for administrative writ of mandate challenging any final City decisions regarding planning or zoning.

The decision of the City Council is final as of the date of its decision unless judicial review is initiated pursuant to California Code of Civil Procedures Section 1094.5. Any such petition for judicial review is subject to the provisions of California Code of Civil Procedure Section 1094.6.

**Public Records**

The agenda packet for this meeting is available at the City Manager's Office and the Benicia Public Library during regular working hours. To the extent feasible, the packet is also available on the City's web page at [www.ci.benicia.ca.us](http://www.ci.benicia.ca.us) under the heading "Agendas and Minutes." Public records related to an open session agenda item that are distributed after the agenda packet is prepared are available before the meeting at the City Manager's Office located at 250 East L Street, Benicia, or at the meeting held in the Council Chambers. If you wish to submit written information on an agenda item, please submit to the City Clerk as soon as possible so that it may be distributed to the City Council. A complete proceeding of each meeting is also recorded and available through the City Clerk's Office.

**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - JANUARY 20, 2015**  
**PRESENTATION**

**DATE** : January 9, 2015  
**TO** : City Manager  
**FROM** : Public Works Director  
**SUBJECT** : **PRESENTATION OF MONTHLY WATER REPORT**

**RECOMMENDATION:**

Receive the City's water supply and usage update.

**EXECUTIVE SUMMARY:**

Benicia customers are continuing conserve water and their efforts are acknowledged and appreciated. Benicia has reduced its water use by 20% since January compared to the same timeframe in 2013, or 23% since March (which is after City Council implemented a community wide goal of voluntarily reducing water consumption by 20%). Although the December storms helped, the early season rainfall has delivered only a third of what would be needed to end the prolonged drought according to a recent media release from the State Water Resources Control Board.

**BUDGET INFORMATION:**

No budget impacts are associated with this update.

**GENERAL PLAN:**

Relevant General Plan Goals:

- Overarching Goal of the General Plan: Sustainability
- Goal 2.36: Ensure an adequate water supply for current and future residents and businesses.

**STRATEGIC PLAN:**

Relevant Strategic Plan Issue and Strategy:

- Strategic Issue #1: Protecting Community Health and Safety
- Strategy #5: Promote community and personal health

**BACKGROUND:**

The drought conditions remain very serious. The City has taken a variety of actions in the short term to deal with the challenge. The City Council implemented a citywide 20% voluntary reduction in water consumption, authorized water purchases to secure an adequate water supply, and adopted emergency outdoor watering restrictions. In addition, the City is

managing its water supply to maximize the use of the allocated State Water Project water, conserve Solano Project water that can be stored/ banked in Lake Berryessa, maximize Lake Herman water storage and delivery, and make improvements to components of the water infrastructure to ensure reliability and redundancy. All of these efforts are intended to ensure, to the extent feasible, an adequate water supply through December 2016 if the drought continues.

In July 2014 the City entered into an agreement with the City of Vacaville to purchase up to 4,000 acre-feet of Vacaville's Solano Project Carryover water during the 2014 calendar year. The City purchased 2,000 acre-feet in July. In December 2014 the City purchased the remaining 2,000 acre-feet of water.

The winter water restrictions, which began on October 16, limit watering by automatic sprinkler systems to Saturday or Sunday (customer choice) before 8 a.m. or after 7 p.m. until March 31. There are exceptions for hoses with a shut-off nozzle, drip irrigation, watering container plants and for watering turf at recreational areas.

City of Benicia customers are continuing to reduce their water use. The tables on the following pages show that Benicia has reduced its water use by 20% since January compared to the same timeframe in 2013, or 23% since March (which is after City Council implemented a community wide goal of voluntarily reducing water consumption by 20%.) In November, water use was 22.1% less than in November 2013. The statewide average in November was a 9.8% reduction. Table 3 shows that City-owned facilities have reduced water use by 37% since March.

City staff has heard positive feedback about the WaterSmart Home Water Reports, which are providing water usage information to 5,000 residential customers, recommending customized water saving tips, and encouraging them to request a water audit from WattzOn. City staff is also meeting with the Good Neighbor Steering Committee and Valero to evaluate additional water conservation measures.

Staff had been using 2012 as a base year to monitor and measure water conservation effort and year 2013 had also been shown as a comparison. Year 2012 was a typical water use year versus 2013 which was a more extreme dry year resulting in higher than average water consumption. The State has selected 2013 as a base year for measuring statewide progress. Staff is benchmarking water use to 2013 to be consistent with required reporting to the State, but also showing 2012 as a comparison.

## **IV.D.1.2**

Monthly reports are submitted to the State Water Resources Control Board on an ongoing basis. In November, water use in Benicia was 98.4 gallons per person per day. The statewide average for October was 88.9 gallons per person per day.

### MONTHLY WATER UPDATE

Table 1 and Graph 1 below show the water used since January 1, 2014.

**Table 1  
2014 Source Water Usage (acre-feet) through December 31**

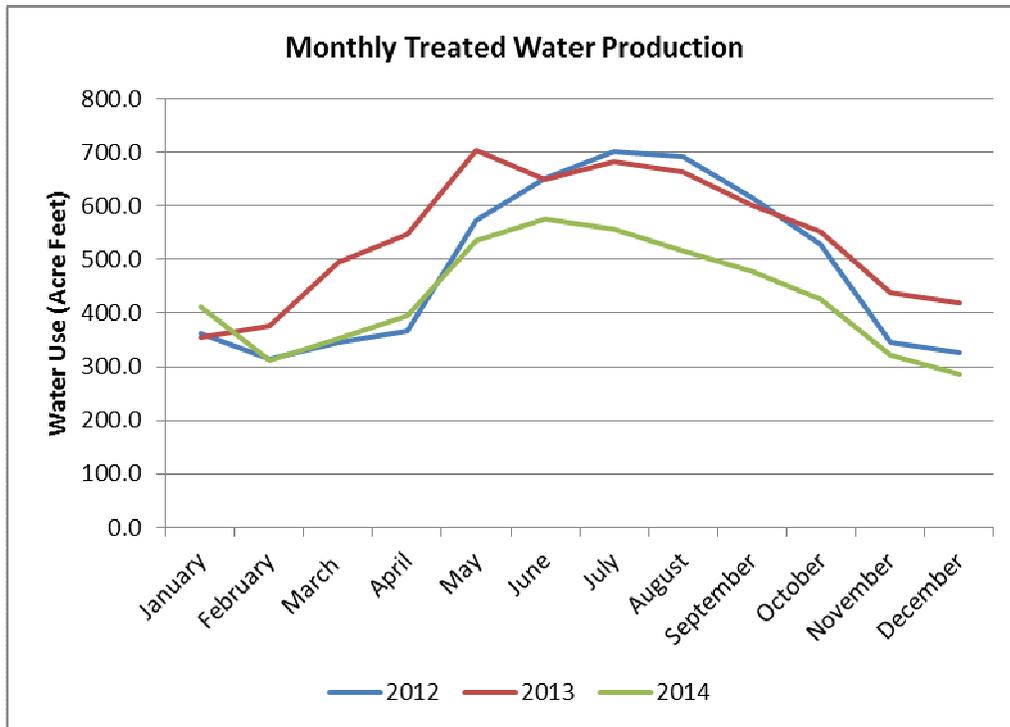
<b>Month</b>	<b>State Water Project</b>	<b>Solano Project</b>	<b>Lake Herman</b>	<b>Total Used</b>
January	779	0	14 (V)	<b>793</b>
February	320	229	79	<b>628</b>
March	0	454	294	<b>748</b>
April	737	310	280 (V)	<b>1,327</b>
May	765	78	167	<b>1,010</b>
June	788	172	99	<b>1,059</b>
July	794	396	63 (V)	<b>1,253</b>
August	766	106	147 (V)	<b>1,019</b>
September	770	0	212 (V)	<b>982</b>
October	801	0	135 (V)	<b>936</b>
November	114	367	305 (V)	<b>786</b>
December	251	0	498 (V)	<b>749</b>
<i>Sub-Total</i>	<b>6,885</b>	<b>2,112</b>	<b>2,293</b>	<b>11,290</b>

Lake Herman usage: "V" = water drawn down by Valero Refinery

Table 1 above illustrates how much water has been purchased or used from the City's three source water supplies. The Lake Herman column shows when Valero is drawing water out of Lake Herman (V) and when the City is filling the lake, the volume shows a positive value. The 2,293-AF identified in Table 1 represents all water passing through Lake Herman (fill and draw). Lake Herman will provide approximately 1,585 AF of water storage (V) by the end of the year to the Valero Oil Refinery and the City of Benicia.

Graph 1 on the following page shows the Treated Water Demand through December.

**Graph 1**  
**2014 Treated Water Demand Leaving the Water Treatment Plant (WTP)**  
**in acre-feet (AF)**



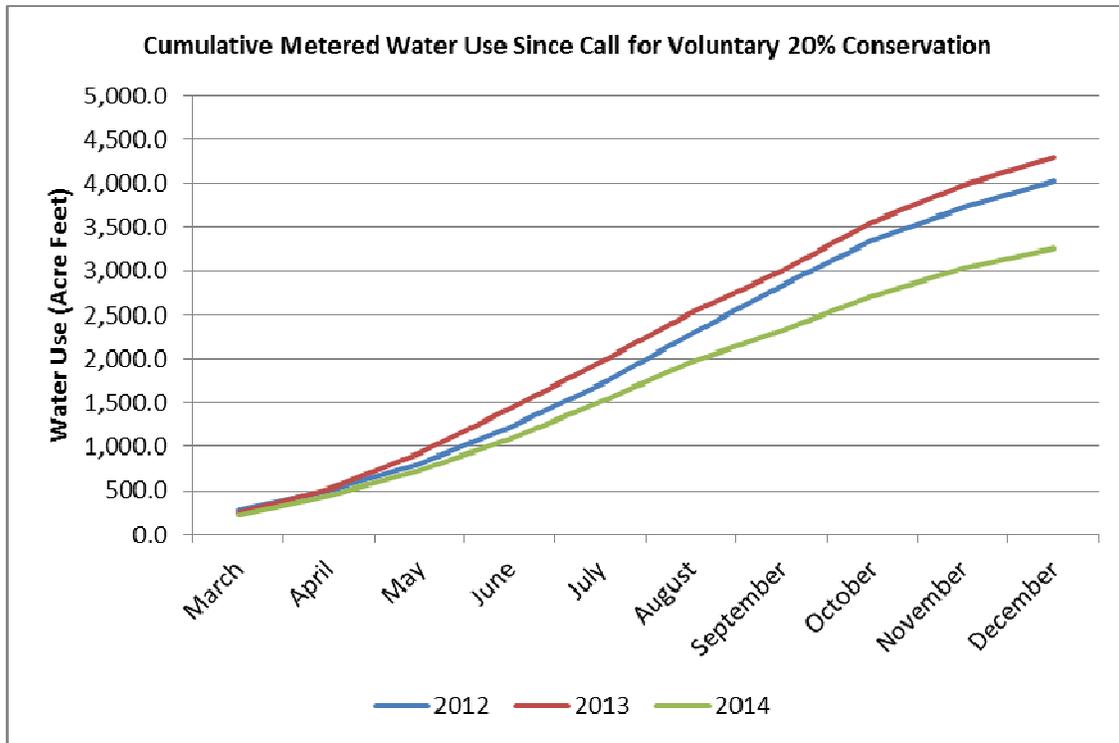
**Table 2**  
**Metered Water Use Since Call for Voluntary 20% Conservation**  
**(in acre-feet)**

Year	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Sub-Total for 10 months	Total for year	20% Reduction
2012	273	228	303	423	475	584	554	503	374	303	4,020	4,481	896
2013	239	277	408	517	515	570	483	546	434	316	4,305	4,854	971
2014	217	224	285	357	435	445	356	403	315	215	3,252		

768 acre feet or 19% less was used in 2014 than 2012

1,053 acre feet or 24% less was used in 2014 than 2013

**Graph 2**  
**Cumulative Metered Water Use Since Call for Voluntary 20% Conservation**



**Table 3**  
**City Facilities Metered Water Use**  
**Since Call for Voluntary 20% Conservation**  
**(in acre-feet)**

Year	March through December Total City Facilities Water Use
2012	257
2013	297
2014	188

2014 Water Reduction Compared to 2012=27%  
 2014 Water Reduction Compared to 2013=37%

**Table 4**  
**Water Demand and Supply for 2014 and 2015**

<b>Source Supply</b>	<b>2014 Working Water Supply (AF)</b>	<b>2015 Working Water Supply (AF)</b>
State Water Project	9,990	7,320
Solano Project Water	12,800	13,785
Lake Herman	1,500	1,000
<i>Total Supply</i>	<i>24,290</i>	<i>22,105</i>
City Treated Water Demand	5,166	5,000
Valero Raw Water Demand	4,788	4,700
<i>Total Demand</i>	<i>9,954</i>	<i>9,700</i>

Table 4 reports that the City had approximately 24,290-AF of supply available between its three sources in 2014. This includes 4,000-AF of Solano Project water purchased from the City of Vacaville, which can be stored in Lake Berryessa until needed and 266-AF of Yuba Accord water. The City also traded 1,000-AF of State Water Project in October to the City of Vallejo for 1,000-AF of their Solano Project water so that Vallejo would have a SWP water supply during the Putah South Canal cleaning in October. The treated water demand within the City (residential, commercial, industrial, institutional) for 2014 was 5,166-AF, due largely to conservation efforts starting in May. As of December, Benicia citizens are conserving 20% more water than this same period in 2013. Valero raw water demand was 4,788-AF by the end of the year. The total demand by the City and Valero used 9,954-AF of water in 2014.

Due to the heavy rains in December, poor water quality in the State Water Project (North Bay Aqueduct), and a leak in the Solano Project (Lake Berryessa) transmission pipeline, the Water Treatment Plant switched from State Water Project supplies to its Lake Herman water source on December 18, and has been treating Lake Herman water continuously into January. This allowed the lake to be drawn down after it crested over the spill way on December 12.

The December 11-12, 2014 storm filled Lake Herman 3.2 feet in 24 hours, which added approximately 43 million gallons of water (133 AF). The December storms added six feet of water to Lake Herman, which is equivalent to two months of

## **IV.D.1.6**

supply at current (winter) usage (for both the community and Valero). Since December 18, the City has been drawing a total of 8 million gallons per day (MGD) of Lake Herman water, which is better quality water than the North Bay Aqueduct (4 MGD untreated for Valero and 4 MGD treated for the community.)

The 24" raw water transmission pipeline that delivers Solano Project water from the City's Cordelia Pump Station at the end of the Putah South Canal is out of service, due to a leak. The cause of the leak is suspected to be a consequence of the South Napa Earthquake on August 24. The pipeline was placed into service on November 5 and began leaking on December 1. A video camera inspection video revealed cracks at three pipe seam locations. This damage could have been caused by the seismic force on the pipe suspended in its pipe casing, which is like a tunnel under Interstate 80. City staff is working with contractors to repair the pipe, is hiring a consultant to determine if the damage is earthquake related, and met with Federal Emergency Management Agency (FEMA) and the Governor's Office of Emergency Services (OES) staff to request damage repair funding. It is anticipated that the pipeline will be repaired before March when the State Water Project pipeline is relocated as part of the Green Valley Overcrossing of Interstate 80 Project.

Although the December storms helped increase water supplies, the State's snowpack is still below average for this time of year. Attached is the Department of Water Resources' "Reservoir Conditions" graphic as of January 6, 2015. Lake Oroville Reservoir had been so low that the December rains only filled it to 39% full, when it is historically about 62% full at this time of year. According to a recent media release from the State Water Resources Control Board, the early season rainfall has delivered only a third of what would be needed to end the prolonged drought.

The State Water Board Chair was quoted in a recent media release saying, "In many parts of California, it is clear that residents understand we are in a prolonged drought. And many continue to conserve water, even as we enjoy welcome rain and runoff that is beginning to recharge our reservoirs and groundwater supplies. That is good news because it will take far more rain and snow to get us back to normal. Conservation is still the smartest and most cost effective way to deal with this difficult drought. We need to treat water as the precious resource that it is."

On a positive note, the Solano County Water Agency petitioned the Department of Water Resources (DWR) to reclassify some of its member's State Water Project (SWP) carryover since 2012. The Department has granted the full water classification request without reservations. This will allow SCWA to reclassify SWP sources to maximize use of "Permit" and "Area of Origin Settlement" water, while reducing carryover and "Table A" usage – thus optimizing the carryover

constraint rules which basically prescribe “not leaving water behind”. This reclassification should result in a boost in SWP carryover for all members beginning in 2015.

Attachment:

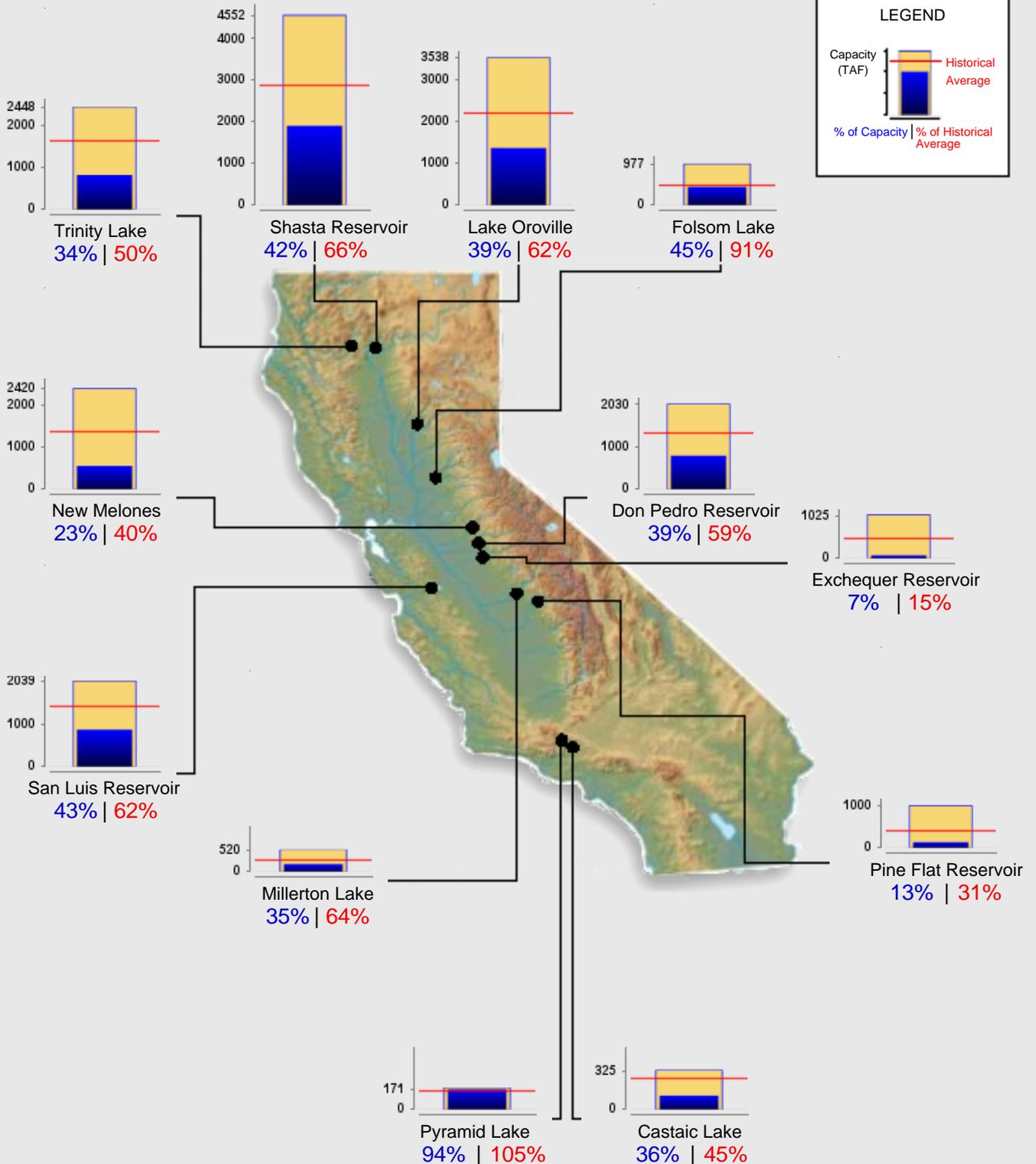
- “Reservoir Conditions” as of January 6, 2015



# Reservoir Conditions

Ending At Midnight - January 6, 2015

## CURRENT RESERVOIR CONDITIONS





MINUTES OF THE  
REGULAR MEETING – CITY COUNCIL  
January 06, 2015

City Council Chambers, City Hall, 250 East L Street, complete proceedings of which are recorded on tape.

**I. CALL TO ORDER:**

Mayor Patterson called the Closed Session to order at 6:00 p.m.

Council Member Schwartzman was absent.

All other Council Members were present.

**II. CLOSED SESSION:**

- A. CONFERENCE WITH LABOR NEGOTIATOR  
(Government Code Section 54957.6 (A))  
Agency negotiators: City Manager, Assistant City Manager, Senior HR Analyst  
Employee organization: Benicia Public Employees' Association (BPSEA) Part-time**
- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Subdivision (b) of Government Code Section 54957)  
Title: City Manager**

**III. CONVENE OPEN SESSION:**

Mayor Patterson called the Open Session to order at 7:00 p.m.

**A. ROLL CALL**

Council Member Schwartzman was absent.

All other Council Members were present.

**B. PLEDGE OF ALLEGIANCE**

Dalene Waranietz led the Pledge of Allegiance.

**C. REFERENCE TO THE FUNDAMENTAL RIGHTS OF THE PUBLIC**

**IV. ANNOUNCEMENTS/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS:**

**A. ANNOUNCEMENTS**

**1. Announcement of action taken at Closed Session, if any.**

Heather McLaughlin, City Attorney, reported that Council received information from Staff and provided direction to Staff on both Closed Session items.

**2. Openings on Boards and Commissions:**

Arts & Culture Commission  
1 unexpired term  
Application due date: January 9, 2015

Civil Service Commission  
1 full term  
Application due date: January 9, 2015

Community Sustainability Commission  
1 full term  
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Planning Commission  
2 full terms  
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SolTrans Public Advisory Committee  
3 full terms  
Application due date: January 9, 2015

**3. Mayor's Office Hours:**

**4. Benicia Arsenal Update**

Update from City Attorney

Ms. McLaughlin reported that Staff was making progress. Staff is trying to set up a public meeting sometime in March. The subcommittee met over the holidays.

**B. PROCLAMATIONS**

**C. APPOINTMENTS**

**1. Mayor's Appointment of Members of the City Council to Standing, Ad Hoc and Outside Agency Committees - Item Continued from 12/16 meeting.**

**RESOLUTION 15-01 - A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENTS OF MEMBERS OF THE CITY COUNCIL TO STANDING, AD HOC, AND OUTSIDE AGENCY COMMITTEES**

Vice Mayor Hughes discussed concern over ensuring there was a fair share of the workload. He discussed possible scenarios with time required for all council members. It did not seem like a fair distribution of time required for all council members.

Mayor Patterson stated that the time actually works out evenly and balanced. She was trying to accommodate all requests by council members who wanted to sit on certain committees. If it doesn't work out, it could be revisited.

Council Member Campbell stated that he was happy to sit on whatever committee he was assigned.

Council Member Strawbridge discussed the workload. She would not mind going back on the Solano Economic Development Board of Directors as the alternate. She discussed whether the appointee and alternate needed to attend all meetings.

Council Member Hughes made a motion to approve the resolution with the change making Council Member Strawbridge the alternate on the Solano Economic Development Board of Directors.

On motion of Council Member Hughes, seconded by Council Member Strawbridge, Council adopted Resolution 14-149, as amended, on roll call by the following vote:

Ayes: Patterson, Strawbridge, Campbell, Hughes  
Noes: (None)

**D. PRESENTATIONS**

**V. ADOPTION OF AGENDA:**

On motion of Council Member Hughes, seconded by Council Member Strawbridge, Council adopted the Agenda, as presented, on roll call by the following vote:

Ayes: Patterson, Strawbridge, Campbell, Hughes  
Noes: (None)

**VI. OPPORTUNITY FOR PUBLIC COMMENT:**

**A. WRITTEN COMMENT**

Two items received (copies on file).

**B. PUBLIC COMMENT**

1. Larry Fullington - Mr. Fullington discussed concern regarding the opening in the fencing along I-780 along the State Recreation Area. It is very dangerous. Cal Trans has been contacted, but has not yet addressed the issue.
2. Council Member Campbell - Council Member Campbell discussed concerns regarding making changes to the Planning Commission when the Crude by Rail issue has not been resolved. He suggested extending the appointment or put the appointment off until it is resolved.

**VII. CONSENT CALENDAR:**

On motion of Council Member Hughes, seconded by Council Member Strawbridge, Council adopted the Consent Calendar, as presented, on roll call by the following vote:

Ayes: Patterson, Strawbridge, Campbell, Hughes  
Noes: (None)

**A. APPROVAL OF THE MINUTES OF THE DECEMBER 16, 2014 CITY COUNCIL MEETING**

**B. DENIAL OF CLAIM AGAINST THE CITY BY CHRIS ALEXANDER AND**

**REFERRAL TO INSURANCE CARRIER**

- C. DENIAL OF CLAIM AGAINST THE CITY BY DENISE CULLEN AND REFERRAL TO INSURANCE CARRIER**
- D. Approval to waive the reading of all ordinances introduced and adopted pursuant to this agenda.**

**VIII. BUSINESS ITEMS:**

- A. APPROVE AND ACCEPT THE PIECE OF ART "WIND, WATER, LAND" ON BEHALF OF THE CITY OF BENICIA**

Diane Smikahl, Library Director, reviewed the staff report. She clarified that Staff was not asking Council to approve the piece of art work tonight, they were asking Council to approve that the design was substantially the same as it was when it was originally presented to Council in January, 2014.

Council Member Strawbridge congratulated and thanked the artists for their work.

On motion of Council Member Strawbridge, seconded by Council Member Hughes, Council approved, by motion, the piece of art work, and that the design was substantially the same as what was presented to Council in January 2014, on roll call by the following vote:

Ayes: Patterson, Strawbridge, Campbell, Hughes  
Noes: (None)

- B. ACCEPTANCE OF GRANT FUNDS FROM FIREMAN'S FUND FOR THE ACQUISITION OF WATER RESCUE EQUIPMENT**

**RESOLUTION 15-02 - A RESOLUTION ACCEPTING A GRANT FROM THE FIREMAN'S FUND HERITAGE PROGRAM IN THE AMOUNT OF \$18,950.00 FOR THE ACQUISITION OF WATER RESCUE EQUIPMENT AND AUTHORIZING THE CITY MANAGER TO SIGN THE AGREEMENT**

Jim Lydon, Fire Chief, reviewed the staff report.

Council Member Campbell and Staff discussed the issue of insurance and liability.

Vice Mayor Hughes and Staff discussed when the original full boat was discussed in 2007 and the cost was approximately \$200,000. He is glad an alternative is being presented at this time.

Mayor Patterson and Staff discussed where the boat would be stored. She suggested memorializing the idea that this is consistent with normal Fire Department procedures and fire personnel. Mayor Patterson thought this was an opportunity to work with the boating community on safety issues, etc.

Public Comment:

1. Carl Latourno - Mr. Latourno spoke in support of the purchase of the proposed boat. It is important to have a paramedic available for water rescues.

Heather McLaughlin, City Attorney suggested the following language amendments: 'Whereas, the staffing and training practices are consistent with what the City normally does, this will not cause an increase in training or personnel cost, and if changes are required, it would have to be brought before Council for approval.'

Council Member Campbell and Staff discussed the issue of staff training.

On motion of Council Member Hughes, seconded by Council Member Strawbridge, Council adopted Resolution 15-02, as amended, on roll call by the following vote:

Ayes: Patterson, Strawbridge, Campbell, Hughes  
Noes: (None)

**C. SUSTAINABLE COMMUNITY SERVICES STRATEGY UPDATE AND APPROVAL OF MANAGEMENT PARTNERS CONTRACT AMENDMENT**

**RESOLUTION 15-03 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA AMENDING THE CONTRACT WITH MANAGEMENT PARTNERS FOR THE SUSTAINABLE COMMUNITY SERVICES STRATEGY**

Anne Cardwell, Assistant City Manager, reviewed the staff report.

Vice Mayor Hughes and Staff discussed what was approved when this was originally brought before Council.

Mayor Patterson and Staff discussed having the workshop/meeting at the Community Center, as it is accessible to the public and is a more relaxed environment. They discussed the issue of strategic planning, an interactive process with the public, having a tool to deal with the 'bolts from the blue'.

Public Comment:

None

On motion of Council Member Strawbridge, seconded by Council Member Hughes, Council adopted Resolution 15-03, on roll call by the following vote:

Ayes: Patterson, Strawbridge, Campbell, Hughes

Noes: (None)

**D. WIND ENERGY REQUEST FOR PROPOSALS - WATER TREATMENT PLANT**

Alex Porteshawver, Climate Action Plan Coordinator, reviewed the staff report.

Council Member Campbell and Staff discussed whether Staff had talked with Budweiser (as they have similar wind turbines as the ones being proposed), the cost of the proposed turbines, initial cost, whether this was a financially viable project, etc. Staff clarified that there would be no up-front cost to the City. The City would get \$75,000 per unit to lease the land to the developer. The developer would pay for all of the up-front costs to build the project, and they would sell the generated electricity to PG&E or Marin Clean Energy (MCE).

Vice Mayor Hughes and Staff discussed the size of the proposed turbines, the expected revenue if the power were sold back to MCE or PG&E.

Council Member Strawbridge and Staff discussed the tariff, and since the City joined MCE, would it make a difference in what is sold back to PG&E, the size of the turbines, and the issue of community outreach.

Mayor Patterson discussed the need to have demonstrated project experience with public process, and whether there was any benefit to the City for reduced greenhouse gas emissions.

Council Member Campbell and Staff discussed concern regarding possible concerns that will come from citizens regarding birds, unsightly structures, etc. He would like to see what the community thinks prior to moving forward.

Mayor Patterson and Staff discussed the importance of public outreach and involving the community stakeholders from the beginning.

Vice Mayor Hughes discussed concern over the issue of overloading Staff's plate at this time.

Brad Kilger, City Manager, clarified that the majority of staff time would be from the Climate Action Plan Coordinator, who has already accounted for this in her time. He discussed the issue of 'project creep.'

Heather McLaughlin, City Attorney discussed the need to use outside resources

for this project, as it is very unique, and her time is quite limited right now.

Vice Mayor Hughes expressed concern regarding the timing and Staff resources for this project.

Council Member Campbell and Staff discussed action that Council took a few months ago regarding the sphere of influence and Lake Herman Road. He wondered if this was part of the 5-year study. Staff clarified that the project being discussed tonight was totally separate from the proposed Lake Herman project.

Mayor Patterson discussed having an overall energy plan and an understanding of what the City's capacity is for siting these things. She suggested asking for the plan in the RFP.

Council Member Strawbridge and Staff discussed her interest in this project. She did not want to see this project get lost. It is a great opportunity for the City.

Vice Mayor Hughes discussed concern regarding moving forward, as the details of the RFP had not been worked out, where the project fits in Council's priorities, etc. He stated that if Staff was comfortable with having enough resources to get the City through the RFP process, he was comfortable with supporting it at this time.

Ms. McLaughlin clarified that this would take some of her time, but it sounded like Council would approve her using outside resources for the bulk of the work.

Public Comment:

None

Mayor Patterson discussed the issue of planning. She clarified that within the RFP, it needed to identify the opportunities for wind turbines and where they could go, and criteria that would be necessary in order to address community concerns. The planning process could be simplified to address those two questions. She was looking for a motion to approve the direction to staff to authorize the preparation of an RFP.

Vice Mayor Hughes clarified that part of the RFP would be for looking at alternatives from developers, and also asking for revenue sharing options.

Mr. Kilger suggested getting the draft RFP, which would include Council's discussion tonight, including opportunities and criteria for siting windmills and a public outreach program, and bring it back to Council for review.

Mayor Patterson approved the above direction to Staff.

**E. DISCUSSION OF VOTING PRIVILEGES FOR CITY TREASURER AT FINANCE COMMITTEE MEETINGS**

Anne Cardwell, Assistant City Manager, reviewed the staff report.

Michael Clarke, Finance Committee Chair, reviewed the committee's recommendation to have the treasurer position remain a non-voting member.

Council Member Campbell discussed the treasurer's responsibility.

Vice Mayor Hughes agreed with the Finance Committee's recommendation.

Council Member Strawbridge discussed the Finance Committee's recommendation. She believed Mr. Paulk changed his mind after hearing the committee state all of the reasons for keeping the position as a non-voting position. She discussed the Finance Committee and City Treasurer's roles regarding the Measure C funds.

Mayor Patterson and Staff discussed the importance of memorializing the roles of the Finance Committee and Treasurer regarding Measure C.

Public Comment:

None

**IX. ADJOURNMENT:**

Mayor Patterson adjourned the meeting at 9:04 p.m.



**AGENDA ITEM  
CITY COUNCIL MEETING DATE - JANUARY 20, 2015  
CONSENT CALENDAR**

**DATE** : January 9, 2015  
**TO** : City Manager  
**FROM** : Public Works Director  
**SUBJECT** : **ACCEPTANCE OF WATER TREATMENT PLANT FILTER SLIDE GATE REPLACEMENT PROJECT**

**RECOMMENDATION:**

Adopt a resolution accepting the Water Treatment Plant Filter Slide Gate Replacement Project as complete, and authorizing the City Manager to sign the Notice of Completion and authorizing the City Clerk to file same with the Solano County Recorder.

**EXECUTIVE SUMMARY:**

This project, located at the Water Treatment Plant, consisted of replacing two cast iron filter slide gates for washwater due to leakage. The last step of the project requires formal acceptance by the City Council and filing of the Notice of Completion by the City Clerk, which allows the City to process the final payment to the contractor. The final construction cost is \$68,800.

**BUDGET INFORMATION:**

The Water Treatment Plant Filter Slide Gate Replacement Project has a budget and expenditures comprised of the following:

**Project Budget**

Construction Contract .....	\$68,800.00
Construction Contingency .....	<u>\$3,440.00</u>
Total Construction Budget .....	\$72,240.00

**Project Expenditures**

Original Construction Contract, per Resolution No. 14-32.....	\$68,800.00
---	-------------

<b>Final Construction Cost.....</b>	<b>\$68,800.00</b>
-------------------------------------	--------------------

The final construction cost is \$68,800. Sufficient funds are available in Account No. 594-8259-9960 (Water System Replacement Fund).

**GENERAL PLAN:**

Relevant General Plan Goal:

- Goal 2.28: Improve and maintain public facilities and services

**STRATEGIC PLAN:**

Relevant Strategic Plan Issues:

- Strategic Issue #1: Protecting Community Health and Safety
- Strategic Issue #4: Preserving and Enhancing Infrastructure

**BACKGROUND:**

Filters #1 and #2 were built during construction of the Water Treatment Plant (WTP) in 1970. The slide gates for the influent and waste discharge for each filter are cast iron and controlled by motor operator valve actuators. In 1998, filters #1 and #2 slide gates were adjusted to minimize leakage by applying more force against the slide door within its track through wedge adjustment. This minimized the flow but eventually, the track seals wore faster.

In May 2009, filter #1 was leaking excessively and further wedge adjustment was required. The wedge pressure exerted such friction within the slide track that it prevented the actuators from lifting the slide gates within their tracks. After various attempts to correct the problem, filter #1 was removed from service in September 2010 due to failure of the valve actuators. The valve actuators for filter #1 were replaced by others during the Filter Slide Gate Replacement Project.

On March 18, 2014 Council awarded the construction contract to Spiess Construction Company of Santa Maria, CA, in the amount of \$68,800 via Resolution No. 14-32. The contractor completed the Water Treatment Plant Filter Slide Gate Replacement Project to the satisfaction of the City. It is recommended, therefore, that City Council accept this project as complete.

Attachments:

- Proposed Resolution
- Notice of Completion

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA ACCEPTING THE WATER TREATMENT PLANT FILTER SLIDE GATE REPLACEMENT PROJECT AS COMPLETE, AUTHORIZING THE CITY MANAGER TO SIGN THE NOTICE OF COMPLETION, AND AUTHORIZING THE CITY CLERK TO FILE SAME WITH THE SOLANO COUNTY RECORDER**

**WHEREAS**, by Resolution No. 14-32, City Council awarded the construction contract for the Water Treatment Plant Filter Slide Gate Replacement Project to Spiess Construction Company of Santa Maria in the amount of \$68,800; and

**WHEREAS**, Spiess Construction Company has completed the work in accordance with the plans and specifications and to the satisfaction of the City for a final construction cost of \$68,800; and

**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council of the City of Benicia hereby accepts the Water Treatment Plant Filter Slide Gate Replacement Project as complete for a final construction cost of \$68,800 (funded 594-8259-9960).

**BE IT FURTHER RESOLVED** that the City Manager is hereby authorized to sign the Notice of Completion and the City Clerk is authorized to file said Notice with the Solano County Recorder.

\* \* \* \* \*

On motion of Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, the above Resolution was introduced and passed by the City Council of the City of Benicia at a regular meeting of said Council held on the 20<sup>th</sup> day of January 2015, and adopted by the following vote:

Ayes:

Noes:

Absent:

\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

\_\_\_\_\_  
Lisa Wolfe, City Clerk

\_\_\_\_\_  
Date



Recorded at the request of:  
CITY OF BENICIA

After recording return to:  
CITY OF BENICIA  
ATTN: PUBLIC WORKS DIRECTOR  
250 EAST L STREET  
BENICIA, CA 94510

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN THAT:

1. The City of Benicia, 250 East L Street, Benicia, CA, 94510, is the owner of the property described as:

**Water Treatment Plant Filter Slide Gate Replacement Project located at 100 Water Way, situated in the City of Benicia, County of Solano, State of California, (APN 0080-030-150)**

**Nature of title as stated owner: In Fee.**

2. A work of improvement known as the **Water Treatment Plant Filter Slide Gate Replacement Project** at the property described was completed in the amount of \$68,800 and accepted by the City Council of the City of Benicia on January 20, 2015.
3. The name of the contractor for the improvement is **Spieß Construction Company of Santa Maria, California.**

CITY OF BENICIA

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Brad Kilger, City Manager

Attest: \_\_\_\_\_  
Lisa Wolfe, City Clerk

The undersigned, being duly sworn, says: that she is the person signing the above document; that she has read the same and knows the contents thereof, and that the facts stated therein are true, under penalty of perjury.

\_\_\_\_\_  
Lisa Wolfe, City Clerk



**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - JANUARY 20, 2015**  
**CONSENT CALENDAR**

**DATE** : January 14, 2015

**TO** : City Council

**FROM** : City Attorney

**SUBJECT** : **REVIEW THE ANNUAL REPORT TO COUNCIL FOR THE OPEN GOVERNMENT COMMISSION**

**RECOMMENDATION:**

Accept the annual report of the Open Government Commission.

**EXECUTIVE SUMMARY:**

In accordance with Benicia Municipal Code 4.20.010.D, the Open Government Commission is required to provide an annual report to the City Council on the implementation and compliance of Title 4 (Open Government) of the Benicia Municipal Code.

**BUDGET INFORMATION:**

There is no fiscal impact from these changes.

**GENERAL PLAN:**

N/A.

**STRATEGIC PLAN:**

N/A – there is not a relevant Strategic Plan Goal that relates to this agenda item.

**BACKGROUND:**

The following is the Annual Report to the City Council at the January 20, 2015 Council Meeting. The officers for the Open Government Commission for 2014 were: Chair Larry Fullington, Vice Chair Carol Langford, Sergeant at Arms Zoe Bartholomew, Commissioner Susan Lynn, and Commissioner James Wallace.

The commission focused this year working on ways to outreach to the community to get more involvement in the Open Government Commission.

- In 2014, the Commission continued an aggressive public outreach campaign. Efforts included staffing a booth at the Benicia Farmers Market by pairing with other City Departments and Commissions. By reducing the amount of information on display, the booth and the Market Box were

streamlined. While it is often not easy to get market goers to approach the booth, the handouts (market bags, low-flow shower heads, shower timers etc.) were used to attract 1,864 visitors. The Commissioners reported that staffing the booth was very successful and that it allows the public to bring things to the attention of the City as well as answering many of their questions. Queries included conservation of water, City updates on garbage service, water and sewer rates, senior low income housing, how to participate in City Council meetings, and many others. The Commission also decided it would be worthwhile to promote open government to help remind people of the purpose of the commission. This year the open government commissioners will be staffing a booth every Thursday beginning April 30, 2015 through October 29, 2015.

- The Commission, in association with the League of Women Voters Benicia and the AAUW, held a Voters Forum on October 11, 2014 presenting information on the City Measures B and C, State propositions and the Benicia School Board Candidates. Two City Councilmen were running unopposed, and a Candidate Forum was not held. Future association with the AAUW and League of Women Voters will be discussed by the Commission in 2015. It was agreed by all present that the 2014 Voters Forum was a success in that there was knowledge gained by those in attendance the day of the event and those watching the live TV broadcast and/or the taped re-broadcasts.
- A coloring contest for Law Day 2014 was held during the month of May. The Commission plans to increase participation in 2015 with information distributed to Benicia Elementary Schools and in the newspaper. The Commission is also in the planning stages for other activities honoring Law Day, which is commemorating the signing of the Magna Carta in 1215. Staff has maintained the bulletin board outside the City Attorney's office with displays of historical legal events.

**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - JANUARY 20, 2015**  
**CONSENT CALENDAR**

**DATE** : December 22, 2014

**TO** : City Manager

**FROM** : Acting Police Chief

**SUBJECT** : **AUTHORIZE PURCHASE OF ELEVEN (11) REPLACEMENT COMPUTERS FOR POLICE PATROL VEHICLES**

**RECOMMENDATION:**

Adopt a resolution authorizing the purchase of eleven (11) Panasonic Toughbook computers for Police patrol vehicles in an amount not-to-exceed \$58,325.63 and authorizing the City Manager to sign the purchase order on behalf of the City.

**EXECUTIVE SUMMARY:**

Existing in car computers for Patrol Officers are in need of replacement. Not only will the new computers increase the efficiency for the Patrol Officers, but the computers include a Windows 7 operating system, which will allow for a seamless transition to a new Computer Aided Dispatch (CAD) system, which was identified as a Measure C funded project in Fiscal Year 15-16. Funds exist in Fiscal Year 14-15 for the computer replacement.

**BUDGET INFORMATION:**

Funds are available in account number 036-7036-9112 COPS Supplemental High Technology Equipment. The budgeted amount in this fund is \$62,550. The purchase price for in-car computers is \$58,325.63, which will leave a balance of \$2,597.64 in this fund.

**GENERAL PLAN:**

Relevant General Plan Goals and Policies include:

- Goal #2.28: Improve and maintain public facilities and services

**STRATEGIC PLAN:**

Relevant Strategic Plan Issues and Strategies:

- Strategic Issue #4: Preserving and Enhancing Infrastructure
  - Strategy #3: Address technology needs
  - Strategy #4: Provide adequate funding for ongoing infrastructure needs

**BACKGROUND:**

The Police Department's laptops were purchased in May of 2010. The industry standard for computer laptop replacement is between three and five years. The Department has sent five out of our 12 laptops back to Panasonic for various repairs during the previous six months. The Department is proposing to replace eleven (11) laptops. One of the existing laptops will be re-allocated to the Animal Control Officer. Eventually, this laptop will also need to be replaced.

Replacing these laptops will allow Patrol Officers to function better, eliminating the need to come into the office when their computers are down. In addition, new and fixed modems will offer better network coverage and faster returns for dispatched calls and California Law Enforcement Telecommunications System (CLETS) information. Replacing our USB drive modems and upgrading our system for dual-authentication will allow the department to recover a monthly charge of \$520.00 for our dedicated Sprint Frame Relay line. The Department will recoup the modem hardware cost in less than 17 months. The state is now mandating a second authentication system to access CLETS from mobile devices.

The new computers will provide a Windows 7 operating system, allowing for the entire Police Department to be supported by current Microsoft Operating Systems as well as seamless integration with a new CAD and RMS, which is identified as a Measure C funded project in Fiscal Year 15-16. Newer CAD systems such as RIMS run on standard PC networks under Windows 7 and newer, therefore, the existing laptops wouldn't support the new CAD system.

These in car computers will be purchased piggybacking on the National IPA contract number 120471 awarded to Panasonic System Communications. The bidding procedures used to obtain the prices are substantially similar to Benicia's. Thus, in accordance with Benicia Municipal Code section 3.08.110 the purchase of the computers using the State of California contract is permitted.

Attachment:

- Proposed Resolution

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA AUTHORIZING THE PURCHASE OF ELEVEN (11) REPLACEMENT IN CAR COMPUTERS UTILIZING COPS SUPPLEMENTAL LAW ENFORCEMENT FUNDS**

**WHEREAS**, the purchase of 11 new in car computers was authorized by City Council on January 20, 2015; and

**WHEREAS**, the replacement computers will be purchased from Panasonic through piggybacking on the National Intergovernmental Purchasing Alliance (IPA) contract number 120471; and

**WHEREAS**, the City of Tucson and National IPA participating agencies nationwide competitively bid for mobile computing products where the bidding procedure was substantially the same as the City of Benicia's; and

**WHEREAS**, there are sufficient funds available from the FY 14-15 COPS Supplemental High-Technology Equipment budget, account number 036-7036-9112, to cover the cost of these computers.

**NOW, THEREFORE, BE IT RESOLVED THAT**, the City Council of the City of Benicia approves the expenditure not-to-exceed \$58,325.63, from the COPS Supplemental Law Enforcement account 036-7036-9112, for the purchase of 11 in car computers, and authorizes the City Manager to sign the purchase order on behalf of the City.

\*\*\*\*\*

On motion of Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, the above Resolution was introduced and passed by the City Council of the City of Benicia at a regular meeting of said Council held on the 20<sup>th</sup> day of January, 2015, and adopted by the following vote:

Ayes:

Noes:

Absent:

\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

\_\_\_\_\_  
Lisa Wolfe, City Clerk

\_\_\_\_\_  
Date



**AGENDA ITEM  
CITY COUNCIL MEETING DATE - JANUARY 20, 2015  
CONSENT CALENDAR**

**DATE** : January 9, 2015  
**TO** : City Manager  
**FROM** : Finance Director  
**SUBJECT** : **AMENDING THE MASTER FEE SCHEDULE TO INCREASE FIRE DEPARTMENT SERVICE FEES**

**RECOMMENDATION:**

Adopt the proposed resolution amending the Master Fee Schedule to adjust the Fire Department's Service Fees.

**EXECUTIVE SUMMARY:**

On August 21, 2012, the City Council considered and adopted Resolution No. 12-104 increasing certain Fire Department fees. The Fire Department Fees were to be increased over three years each January thereafter. This amendment represents the third year of these increases.

**BUDGET INFORMATION:**

The Finance Department is recommending adoption of the third year of the fee increases as was approved in FY 2012-2013 for FY 2014-2015. The Fire Department's revenues for FY 2014-2015 reflect this proposal.

It should be noted that all Fire Department fees, including Fire Inspection fees, are being reviewed as part of the Citywide Fee Study, which is currently underway. Those fees will be introduced to the City Council in March 2015 for consideration effective for FY 2015-2016.

**GENERAL PLAN:**

Relevant General Plan Goals:

- General Plan Goal 2.28: Improve and maintain public facilities and services.

**STRATEGIC PLAN:**

Relevant Strategic Plan Goals and Strategies:

- Strategic Issue #3: Strengthening Economic and Fiscal Conditions

**BACKGROUND:**

The California Building and Standards Commission adopted and published the 2010 California Fire Code on July 1, 2010. The California Fire Code (CFC), also referred to as Title 24 Part 9 of the California Code of Regulations, took effect on January 1, 2011. There are 47 types of operational use permits and 13 construction permits that are listed in the California Fire Code (CFC). The CFC Section 105.1 states, "Permits required by this code shall be obtained from the fire code official. Permit fees, if any, shall be paid prior to issuance of the permit. Issued permits shall be kept on the premises designated therein at all times and shall be readily available for inspection by the fire code official." By collecting the Fire Department Service Fees, the City is able to recover costs associated with the permit and inspection process.

In order to maintain an effective and sustainable Fire and Life Safety program, the Fire Department has recommended fees to capture the cost recovery of providing these fees. Since January 1, 2009, the Fire Department has been collecting Fire Code Permit and Inspection Fees as provided through the City of Benicia Master Fee Schedule by passing Resolution No. 09-73. In August 2012, the Fire Department proposed an increase in the Fire Code Permit and Inspection Fees and the City Council adopted Resolution 12-104. The department's recommendation was a three year gradual step up to the cost recovery of these fees. This Master Fee amendment is the third phase of this graduated fee.

**Attachments:**

- Proposed Resolution
- Three-year Fee Schedule, Exhibit A
- Public Notice
- Staff report from August 21, 2012
- Resolution No. 12-104

## RESOLUTION NO. 15-

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA AUTHORIZING THE AMENDMENT OF THE MASTER FEE SCHEDULE TO INCREASE FIRE DEPARTMENT SERVICE FEES**

**WHEREAS**, the City of Benicia has conducted an analysis of its services, the costs reasonably borne of providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

**WHEREAS**, the City Council has determined the fees, rates and charges should cover the actual costs or a substantial portion of the actual costs of the goods and services provided by the city; and

**WHEREAS**, fire code permits are a required component of the Fire Department's code enforcement system and the Department is responsible for processing permit applications, issuing permits, collecting fees and conducting inspections; and

**WHEREAS**, the City Council approved Resolution No. 12-104, on August 21, 2012, to adopt a graduated permit fee schedule that allows for annual increases over three consecutive years to recover a greater portion of the true costs of performing these services; and

**WHEREAS**, notice of public hearing has been provided per Government Code Section 66016, oral and written presentations made and received, and the required public hearing held; and

**WHEREAS**, the Finance Director has indicated that the proposed fees are in accordance with Article XIII-B of the Constitution of the State of California.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council of the City of Benicia as follows:

**SECTION 1: Fee Schedule Adopted.** The accompanying schedule of fees and charges, attached as Exhibit A, is hereby adopted and incorporated into the City of Benicia's Master Fee schedule by this resolution. That such fees and charges are to be applied to the various special services provided by the City or its designated contractors. The City's fees do not exceed the reasonable cost of providing the services.

**SECTION 2: Separate Fees for Each Process.** All fees set by this Resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per-unit of measurement basis the fee is for each identified unit or portion thereof within the indicated ranges of such units.

SECTION 3: Intentions. It is the intention of the City Council to review the fees and charges as determined, and set out herein, based on the City's annual budget and all the City's costs reasonably borne as established at that time and, as and if warranted, to revise such fees and charges. Should there be a conflict between two fees, then the lower in dollar amount of the two shall be applied.

SECTION 4: Constitutionality. If any portion of this Resolution is declared invalid or unconstitutional then it is the intention of the City Council to have passed the entire Resolution and all its component parts, and all other sections of this Resolution shall remain in full force and effect.

SECTION 5: Repealer. All Resolutions and other actions of the City Council in conflict with the contents of this Resolution are hereby repealed.

SECTION 6: Effective Date. This Resolution shall modify the existing Master Fee schedule and shall go into full force and effect January 21, 2015.

SECTION 7: Certification. The City Clerk shall certify to the adoption of this Resolution.

\*\*\*\*\*

On motion of Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, the above Resolution was introduced and passed by the City Council of the City of Benicia at a regular meeting of said Council held on the 20<sup>th</sup> day of January 2015, and adopted by the following vote:

Ayes:

Noes:

Absent:

\_\_\_\_\_  
Elizabeth Patterson, Mayor

ATTEST:

\_\_\_\_\_  
Lisa Wolf, City Clerk

\_\_\_\_\_  
Date

EXHIBIT B

#	Service Fee Description		1st Year			2nd Yr		3rd Year	
			Current Fee	FY 2012-2013	FY 2013-2014	FY 2014-2015			
601	Fire Clearance Fee-Business License		\$ 37	\$ 50	\$ 75	\$ 100			
	<b>Fire Code Permits (FCP) as listed</b>								
602	Aerosol Products		\$ 37	\$ 50	\$ 75	\$ 100			
603	Amusement Buildings		\$ 100	\$ 50	\$ 75	\$ 100			
604	Battery Systems		\$ 27	\$ 50	\$ 75	\$ 100			
605	Covered Mall Buildings		\$ 27	\$ 50	\$ 75	\$ 100			
606	Carnivals-Fairs		\$ 105	\$ 105	\$ 105	\$ 105			
607	Cellulose Nitrate Film -storage		\$ 37	\$ 50	\$ 75	\$ 100			
608	Combustible Fiber Storage		\$ 53	\$ 50	\$ 75	\$ 100			
609	Combustible Material Storage		\$ 53	\$ 50	\$ 75	\$ 100			
609A	Exhibits and Trade Shows	New		\$ 50	\$ 75	\$ 100			
610	Compressed Gases		\$ 53	\$ 50	\$ 75	\$ 100			
611	Commercial Rubbish -Handling		\$ 53	\$ 50	\$ 75	\$ 100			
612	Cryogenes		\$ 37	\$ 50	\$ 75	\$ 100			
613	Cutting and Welding		\$ 58	\$ 50	\$ 75	\$ 100			
614	Dry Cleaning Plants		\$ 37	\$ 50	\$ 75	\$ 100			
615	Dust Producing Operations		\$ 37	\$ 50	\$ 75	\$ 100			
616	Explosive-Blasting Agents		\$ 37	\$ 50	\$ 75	\$ 100			
617	Fire Hydrants, Water Control Valves		\$ 37	\$ 50	\$ 75	\$ 100			
	<b>Flammable/Combustible Liquids</b>								
618	Combustible Liquid Storage		\$ 58	\$ 50	\$ 75	\$ 100			
619	Flammable Liquid Pipelines	per line	\$ 158	\$ 158	\$ 158	\$ 158			
620	Flammable Liquid Storage, Handling, Use		\$ 27	\$ 50	\$ 75	\$ 100			
621	Underground Storage Tank-Pumping		\$ 37	\$ 50	\$ 75	\$ 100			
622	Underground Storage Tank-Install or Remove (1)		\$ 69	\$ 50	\$ 75	\$ 100			
623	Underground Storage Tank-Install or Remove each additional		\$ 37	\$ 50	\$ 75	\$ 100			
624	Aboveground Storage Tank -Install		\$ 37	\$ 50	\$ 75	\$ 100			
625	Waste Oil Tanks		\$ 37	\$ 50	\$ 75	\$ 100			
626	Fumigation-Fogging		\$ 11	\$ 50	\$ 75	\$ 100			
627	Hazardous Materials		\$ 53	\$ 50	\$ 75	\$ 100			
628	High-Piled Combustible Storage		\$ 53	\$ 50	\$ 75	\$ 100			
629	Hot-Work Operations		\$ 27	\$ 50	\$ 75	\$ 100			
630	LPG storage use		\$ 32	\$ 50	\$ 75	\$ 100			
631	Lumber Yards		\$ 69	\$ 50	\$ 75	\$ 100			
632	Magnesium Working		\$ 37	\$ 50	\$ 75	\$ 100			

EXHIBIT B

Service Fee Description		Current Fee	1st Year	2nd Yr	3rd Year
			FY 2012-2013	FY 2013-2014	FY 2014-2015
		\$ 105	105	105	105
633	Mall-Covered	\$ 37	50	75	100
634	Motor Vehicle Fuel Dispensing	\$ 27	50	75	100
635	Open Burning, Flames, Torches and Candles	\$ 37	50	75	100
636	Organic Coatings	\$ 37	50	75	100
637	Ovens - Industrial	\$ 100	100	100	100
638	Pyroxylin Plastics	\$ 37	50	75	100
639	Places of Assembly	\$ 237	237	237	237
640	Pyrotechnical -Special Effects/Fireworks	\$ 37	50	75	100
641	Radioactive Material	\$ 37	50	75	100
642	Refrigeration Equipment	\$ 37	50	75	100
643	Repair Garages	\$ 37	50	75	100
644	Spraying -Dipping	\$ 40	50	75	100
645	Tents -Canopies	\$ 37	50	75	100
646	Tire Storage	\$ 37	50	75	100
647	Wood Products - Storage	\$ 37	50	75	100
648	Excessive Fire Inspection Fee	\$ 74	100	100	100
649	additional inspection				
<b>State Required Inspections</b>					
	Residential	\$ 56	50	75	100
	3-14 units	\$ 79	75	75	100
650	15-99 units	\$ 111	111	111	111
651	100-249 units	\$ 198	198	198	198
652	250 +	\$ 95	95	95	95
653	Family Care Homes	\$ 40	50	75	100
654	Day Care	\$ 105	105	105	105
655	Private Schools				
656					

No proposed change to fee shown in blue font

**BENICIA CITY COUNCIL**

**NOTICE OF PUBLIC HEARING**

**NOTICE IS HEREBY GIVEN** that the City Council will hold a **PUBLIC HEARING** on Tuesday, January 20, 2015 at 7:00 p.m., in the City Council Chambers, 250 East L Street, to consider the following:

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING AN AMENDMENT TO THE CITY'S MASTER FEE SCHEDULE FOR FIRE AND PUBLIC WORKS FEES AND AUTHORIZING ASSOCIATED FEE ADJUSTMENTS.**

**REVIEW PROCESS:** The proposed 2015 City Master Fee Schedule report will be available on December 29, 2014 at the Finance, Fire and Public Works Departments, 250 East L Street, Benicia. The meeting agenda and packet materials will be available after January 14, 2015 for public review on the City's website ([www.ci.benicia.ca.us](http://www.ci.benicia.ca.us)), at the Benicia Public Library, and at the Finance, Fire, and Public Works Departments, 250 East L Street, Benicia, Monday through Friday (except legal holidays) between the hours of 8:30 a.m. to noon, and 1:00 p.m. to 5:00 p.m. Persons wishing to comment can do so either in writing or in person. Written comments should be addressed to the City Clerk, 250 East L Street, Benicia, CA 94510. Anyone who wishes to speak for or against the above may appear at the public hearing and will be heard.

If you challenge any action related to the proposed action above in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing.

**BY ORDER OF THE COUNCIL:**

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Lisa Wolfe, City Clerk



**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - JULY 17, 2012**  
**BUSINESS ITEMS**

**DATE** : July 6, 2012

**TO** : City Manager

**FROM** : Fire Chief

**SUBJECT** : **AMENDING THE MASTER FEE SCHEDULE TO INCREASE FIRE DEPARTMENT SERVICE FEES**

**RECOMMENDATION:**

Adopt the proposed resolution amending the Master Fee Schedule to adjust the Fire Department's Service Fees. Most fees will be increased slightly, but some will remain the same or are decreased.

**EXECUTIVE SUMMARY:**

Fire code permits are a small component of a code enforcement system. Fire code permits are required for a variety of activities, including repair garages, welding and cutting operations, and the use and storage of certain hazardous materials. The municipal fire official is responsible for the enforcement of the fire code permit system, which consists of taking permit applications, inspections, processing and collecting fees, and issuing permits. The Fire Department is proposing most fire service fees be increased to fifty dollars, and to have a twenty-five dollar increase each year until each permit fee reaches one hundred dollars. The Fire Department is also recommending that facilities requiring multiple permits pay full price for the first permit, and receive a fifty percent discount price for each subsequent permit.

**BUDGET INFORMATION:**

The Fire Department is recommending increasing permit fees gradually over the next three years in order to recover increased administrative costs associated with the permit process.

**GENERAL PLAN:**

Relevant General Plan Goals:

- General Plan Goal 2.28: Improve and maintain public facilities and services.

**STRATEGIC PLAN:**

Relevant Strategic Plan Goals and Strategies:

- Strategic Issue #1: Protect Community Health and Safety

- Strategy #4: Promote community preservation and prevent nuisances through increased code enforcement, environmental strategies and community education.

**BACKGROUND:**

The California Building and Standards Commission adopted and published the 2010 California Fire Code on July 1, 2010. The California Fire Code (CFC), also referred to as Title 24 Part 9 of the California Code of Regulations, took effect on January 1, 2011. There are forty-seven types of operational use permits and thirteen construction permits that are listed in the California Fire Code (CFC).

The CFC Section 105.1 states, "Permits required by this code shall be obtained from the fire code official. Permit fees, if any, shall be paid prior to issuance of the permit. Issued permits shall be kept on the premises designated therein at all times and shall be readily available for inspection by the fire code official".

Since January 1, 2009, we have been consistently collecting Fire Code Permit and Inspection Fees as provided through the City of Benicia Master Fee Schedule. The City Council, as part of the City of Benicia Master Fee Schedule, has approved the Fire Department Service Fees by passing Resolution No. 09-73. By collecting the Fire Department Service Fees, we are able to recover a portion of the administrative costs associated with the permit and inspection process.

The history of our fire fee schedule dates back to the mid 1980's. During that time, a fee schedule was passed by Council Resolution No. 88-52. The authority was based on the 1985 Uniform Fire Code (UFC) section 4.101. Permit Fees were collected off and on, and permits were issued sporadically over the last twenty-five years. Today, we are operating under our current fee schedule. With few exceptions, our service fees have not been adjusted for inflation or industry standards for over 20 years. Our service fees are significantly lower than fees charged by neighboring fire agencies (see Exhibit A). These lower fees create challenges in continuing to provide the high level of service our community has come to expect. By increasing these fees over a three year time period, we will continue to recover a portion of the costs for the fire permit service we provide.

In order to maintain an effective and sustainable Fire and Life Safety program, it is our recommendation that we increase the cost recovery on the Fire Department Service Fees. It is staff's recommendation that the City adopt a graduated fee schedule that allows for annual increases over three consecutive years. The three-year fee schedule is attached to the resolution as Exhibit B. Adopting a graduated fee schedule will lessen the financial impact on business owners while working toward cost recovery for city services rendered. Note that this action does not increase Fire Department fees for Construction-Field Inspections-Plan Review, Building Code Review for Fire Code Compliance, Other

Inspections, Fire Alarms, Fire Department Response Charges or Miscellaneous Charges. These fees remain the same.

As in the past, a letter will be sent out to all businesses and business groups advising of the service fee revision. The sample letter is attached as Exhibit C.

The Benicia Fire Department recently had a successful discussion with the Benicia Industrial Park Association and a meeting with the Benicia Chamber of Commerce to discuss the proposed increase in fees. The Chamber concurred that what the Fire Department is proposing is "reasonable". A copy of the Benicia Chamber of Commerce letter is attached as Exhibit D.

Attachments:

- ❑ Proposed Resolution
- ❑ Fee Comparison Chart, Exhibit A
- ❑ Three-year Fee Schedule, Exhibit B
- ❑ Sample Letter, Exhibit C
- ❑ Benicia Chamber of Commerce Letter, Exhibit D



**RESOLUTION NO. 12-104**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA  
AUTHORIZING THE AMENDMENT OF THE MASTER FEE SCHEDULE TO  
INCREASE FIRE DEPARTMENT SERVICE FEES**

**WHEREAS**, fire code permits are a required component of the Fire Department's code enforcement system and the Department is responsible for processing permit applications, issuing permits, collecting fees and conducting inspections; and

**WHEREAS**, the Benicia Fire Department's Service Fees have not been adjusted for inflation or alignment with industry standards for over 20 years; and

**WHEREAS**, the Fire Department is recommending a graduated increase in permit fees over the next three consecutive years to recover a greater portion of the true costs of performing these services; and

**WHEREAS**, the City Council held a public hearing to review proposed Fire Department Service Fee increases on August 21, 2012.

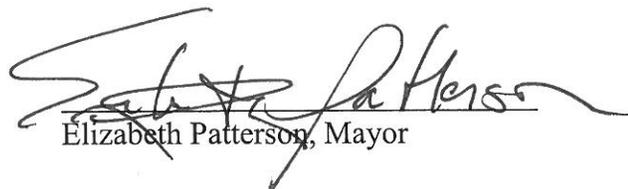
**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council of the City of Benicia approves amending the Master Fee Schedule on a graduated basis over the next three consecutive years in order to recover increased administrative costs associated with the permit process.

On motion of Council Member **Hughes**, seconded by Council Member **Schwartzman**, the above Resolution was introduced and passed by the City Council of the City of Benicia at a regular meeting of said Council held on the 21<sup>st</sup> day of August, 2012, and adopted by the following vote:

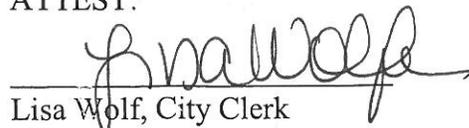
**Ayes: Council Members Campbell, Hughes, Schwartzman, Strawbridge and Mayor Patterson**

**Noes: None**

**Absent: None**

  
Elizabeth Patterson, Mayor

**ATTEST:**

  
Lisa Wolf, City Clerk



**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - JANUARY 20, 2015**  
**BUSINESS ITEMS**

**DATE** : January 12, 2015

**TO** : City Manager

**FROM** : Acting Police Chief

**SUBJECT** : **PRESENTATION OF DRAFT WORK PLAN TO REVISE SECTION 6.32.060 OF THE BENICIA MUNICIPAL CODE TO PERMIT URBAN BEEKEEPING IN RESIDENTIAL AREAS OF THE CITY**

**RECOMMENDATION:**

City Council review, comment, and provide direction on staff's draft work plan to revise Benicia Municipal Code (B.M.C.) Section 6.32.060 to allow Urban Beekeeping.

**EXECUTIVE SUMMARY:**

In December 2007, the City of Benicia adopted Ordinance No. 07-72, which updated Chapter 6.32 Animal Keeping of the B.M.C. This ordinance included an update to Section 6.32.060 Beekeeping, and restricted beekeeping to the Open Space (OS) zoning district only. Recently, Benicia Community Gardens, as well as various individuals, have requested City Council to revise the B.M.C. to allow urban beekeeping in residential areas. In response to public comments, the City Council directed staff to prepare a draft work plan on what the process would be, and what staff resources would be required to conduct a revision of the B.M.C. to allow urban beekeeping in residential areas of the City.

**BUDGET INFORMATION:**

Staff does not have a specific dollar amount for the cost that would be incurred to revise the B.M.C. to allow urban beekeeping, but it is estimated that it could require as much as 40 hours of staff time to draft the ordinance, prepare the staff reports and conduct community workshops and Council meetings. There also will be an estimated expenditure of \$2,000 for contract City Attorney work. In addition, if the City Council were to adopt a comprehensive urban beekeeping ordinance it will result in budget impacts to Police and Fire budgets related to Animal Control and Code Enforcement. Those impacts cannot be determined now because the amount of staff time required to administer and enforce the ordinance is dependent on what regulatory and permitting requirements are adopted by the City. These costs will be evaluated as part of the ordinance adoption process.

**GENERAL PLAN:**

The project supports the overarching Goal of the General Plan, which is Sustainability.

**STRATEGIC PLAN:**

Relevant Strategic Plan Issues and Strategies:

- Strategic Issue #2: Protecting and Enhancing the Environment
  - Strategy #3: Pursue and adopt sustainable practices

**BACKGROUND:**

The City Council has been approached by Benicia Community Gardens, and others, to update the Benicia Municipal Code (B.M.C.) to allow urban beekeeping within residential areas of the City. Currently, B.M.C. Section 6.32.060 Bee Keeping permits beekeeping in Open Space (OS) zoning districts only. City Council has directed staff to draft a work plan that would amend the B.M.C. to allow beekeeping in other residential zoning districts.

If the City Council desires to permit urban beekeeping in the City, staff proposes the following process:

- July 2015: Review and analysis of beekeeping ordinances from other communities, including Napa, Vallejo, and others, including whether or not an Animal Keeper Permit and/or License will be required
  - Coordination with the Solano County Agricultural Commission
  - Internal coordination between Police (Animal Control), Community Development (Zoning), and Fire (Code Enforcement)
- August 2015: Community Workshops (1-2 meetings)
- September 2015: Present draft ordinance to City Council

The proponents for urban beekeeping have submitted a sample ordinance from the City of Napa (attached). In researching the subject staff has found several examples of urban beekeeping practices and regulatory requirements from other jurisdictions, some of which are also attached. As can be seen, there are several variables that the City will need to consider in drafting an urban beekeeping ordinance such as use standards (location, density and maintenance of colonies, including flyway barriers); registration, licensing and training, and permitting. Therefore, it will be important to obtain input from residents who have colonies and those that do not.

It has been suggested that the City could simply repeal the current prohibition in the B.M.C. on beekeeping in areas other than the Open Space (OS) zoning districts and allow the use by right. Staff does not believe this is a viable

alternative because of the need to address County regulatory requirements and, at a minimum, establish some use regulations to ensure that the location and density of the colonies are compatible with a residential neighborhood environment.

Should the Council decide to direct staff to initiate a code amendment staff would request that the earliest it be initiated is after the adoption of the FY 2015-17 budget on June 30, 2015. This would also give the Council the opportunity to evaluate the priority of this project and the staff time that would be dedicated to it, relative to other Council priorities. It is important to note that to date, there have been no formal complaints regarding illegal beekeeping in the community. Therefore, while the proponents' desire to legalize their activities is understandable, there is no urgent reason to do so at this time, in relation to the City's other pressing fiscal and economic development priorities. Placing it on the Council's priority list would at least give the proponents some reassurance that the City has programmed the project for future action.

Attachments:

- Sample Ordinances (Napa, Vallejo, San Diego)
- Safe Urban Beekeeping



# Best Management Practices for Beekeeping in Napa County

*Napa County Beekeepers' Association*

*September 27, 2012*

## **Purpose**

The purpose of this document is to establish a reference and standard for honeybee management in Napa County.

## **AREAS OF BEEKEEPING MANAGEMENT OF PUBLIC CONCERN**

- **Hive Density, Quantities**
- **Siting, Screening, Barriers, Fencing and Flyways**
- **Colony Temperament and Behavior**
- **Considerate Hive Management**
- **Swarming**
- **Provision of water**
- **Disease Control**
- **Our Values**

## **Hive Densities, Quantities**

The following hive densities are established to minimize potential conflict between people, honeybees and their keepers.

<b>Suggested maximum number of hives in relation to lot size:</b>	
<b>Lot /Acreage</b>	<b>Number of Colonies</b>
Up to 1/4 acre (1/4 acre = 10,890 sq. ft.)	3 colonies
More than 1/4 acre, less than 1/2 acre (1/2 acre = 21,780 sq. ft.)	5 colonies
More than 1/2 acre, less than 1 acre (1 acre = 43,560 sq. ft.)	7 colonies
1 acre or more	10 colonies per acre maximum

Some locales may not support the maximum hives allowed. Hive densities are ultimately limited by available forage and by interaction with neighbors and the public.

## **Siting**

Hive placement is one of the most important decisions a beekeeper will make. The amount of sun and shade a hive will receive throughout the day, availability of water, availability of screening, and the proximity to neighbors and/or public areas are major factors to consider. Hives should be placed as far away from occupied, developed neighboring areas as practical to prevent nuisance.

### **Screenings, Barriers, Fencing and Flyways**

Special attention must be exercised to redirect the bees' flight path to avoid neighbors and the public. Locate screenings, foliage, shrubs, trees, fencing and barriers that will help to minimize human and animal contact. Screening should be of sufficient density and length to establish bee flyways above head height (6 feet) in all directions.

### **Colony Temperament and Behavior**

- Bees that are consistently defensive should be relocated or re-queened.

### **Considerate Hive Management**

Beekeepers should perform hive manipulations as quickly as possible with minimum disturbance to the bees following these guidelines:

- Work hives when forager activity is satisfactory, when calm, warm and foragers are out.
- Avoid working hives when neighbors are nearby or the bees are defensive.
- Robbing leads to defensive behavior, avoid working hives when robbing is a risk.

### **Swarming**

Honeybee colonies should be managed to minimize swarming.

- Beekeepers who learn of a nearby swarm should take reasonable measures to see that swarms from their hives are retrieved to prevent it becoming a nuisance.

### **Provision of Water**

- Beekeepers need to provide a suitable source of continuously available water for their bees.

### **Disease Control**

It is incumbent on beekeepers to monitor and manage disease and pests to ensure colony health.

- Beekeepers should take remedial action to prevent spread of disease.

### **Our Values**

The Napa County Beekeepers' Association encourages sustainable beekeeping, benefiting bees, their keepers and the environment through methods in tune with nature. We recognize that through natural selection bees become better adapted to our local climate, forage and disease risks. We foster better genetic fitness in our locally adapting bees through propagation of the healthiest productive local stocks.

We advocate protection of the bees' habitat and the planting of pollinator friendly flowers, trees, shrubs and cover crops to provide pollen and nectar for our bees and native pollinators.

We are mindful that use of many pesticides, chemicals, and treatments should be avoided as they are detrimental to bee health and long term species sustainability.

Our association inspires, provides camaraderie and helps to educate interested individuals on how to best steward this precious insect and resource that is in a precarious period of change.

Together we learn, nurture and maintain the adapted genetic diversity of our regional bee populations so crucial for pollination and the continuance of life as we know it.

For more information on the Napa County Beekeepers' Association, join our yahoo group at:

<http://pets.groups.yahoo.com/group/beekeepersofnapavalley/>

**7.38.020 - Conditions for beekeeping.**

No person may keep, maintain, or permit the keeping and maintenance of bees, except as follows:

- A. Each colony shall be maintained in a separate, movable frame hive, except that double queen or other multiple queen frame hives may be kept so long as the total number of colonies maintained does not exceed that permitted by Section 7.38.030
- B. Colonies and hives shall be kept disease free and well-retained at all times.
- C. Colonies shall be requeened following aggressive behavior.
- D. Each colony shall be registered with the county agricultural commissioner.
- E. A constant and plentiful supply of fresh water shall be kept within ten feet of all hives and colonies at all times.
- F. Each colony or hive shall be kept under the control of the owner or keeper, and shall not be allowed to adversely affect the property of another person or to disturb the peace and quiet enjoyment of any other person or persons within the city.

*(Ord. 637 N.C. (2d) § 22 (part), 1982.)*



**Article 4: Disease Control — Nuisances**

**Division 4: Beekeeping**

*(“Beekeeping” added 6–8–1977 by O–12084 N.S.)*

**§44.0401 Purpose and Intent**

It is the purpose and intent of this division to provide for the safe and orderly keeping of bees in the City of San Diego by establishing certain minimum standards for the keeping of bees to protect the public health, safety and welfare of the residents of the City of San Diego.

*(“Purpose and Intent” added 6–8–1977 by O–12084 N.S.)*

**§44.0402 Definitions**

Any word or phrase used in this division and not herein defined shall be given the meaning established for such word or phrase by Chapter 1 of Division 13 of the California Agricultural Code. Whenever in this division the term “Commissioner” is used, it shall mean the San Diego County Agricultural Commissioner and regularly appointed employees of the San Diego County Department of Agriculture.

*(“Definitions” added 6–8–1977 by O–12084 N.S.)*

**§44.0403 Provisions Supplement State Laws**

This division shall in all respects be construed to supplement and harmonize with the provisions of law of the State of California pertaining to bees and the beekeeping industry.

*(“Provisions Supplement State Laws” added 6–8–1977 by O–12084 N.S.)*

**§44.0404 Registration Required**

Within 30 days of establishing an apiary the owner of the apiary shall register the apiary with the San Diego County Agricultural Commissioner and shall reregister in January of every year thereafter while in possession of the apiary.

*(“Commissioner May Enter Premises” added 6–8–1977 by O–12084 N.S.)*

*(Retitled to “Registration Required” and amended 2-22-2012 by O-20137 N.S.; effective 3-23-2012.)*

**§44.0406 Permitted Bee Species**

Only docile *Apis mellifera* species (honey bees) shall be permitted by this Division.

*(“Notice of Violation” added 6-8-1977 by O-12084 N.S.)*

*(Retitled to “Permitted Bee Species“ and amended 2-22-2012 by O-20137 N.S.; effective 3-23-2012.)*

**§44.0408 Beekeeping — Locational Requirements**

- (a) An apiary consisting of three or more beehives shall be located no closer than 600 feet from a building used as a residence, other than the residence located on the same premises as the beehives, and a minimum of 100 feet from the public right-of-way.
- (b) An apiary consisting of two or fewer beehives may be maintained in accordance with the following:
  - (1) The apiary shall be located outside of all required setbacks as established by Chapter 13, Article 1 of this Code, or fifteen feet from the property line and 20 feet from all public rights-of-way, whichever is greater;
  - (2) A minimum 6-foot tall barrier shall surround the beehive leaving sufficient space to properly maintain the beehive except that the barrier shall not be required when the beehive is elevated at least eight feet above grade;
  - (3) The beehive is not visible from the public right-of-way;
  - (4) The beehive is in a location that is secured from unauthorized access;
  - (5) The opening of the beehive faces the most distant property line;
  - (6) The opening of the beehive faces away from entrances and walkways on the premises to the extent possible while ensuring that the entrance faces the most distant property line;
  - (7) The beehive structure is a pale color; and
  - (8) The beehive is requeened at least once every two years.

*(“Beekeeping — Distance from Buildings” added 6-8-1977 by O-12084 N.S.)*

*(Retitled to “Beekeeping — Locational Requirements“ and amended 2-22-2012 by O-20137 N.S.; effective 3-23-2012.)*

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4	4	4
		2

**§44.0410 Beekeeping — Permission of Landowners**

It shall be unlawful for any person to place or keep an apiary, or cause or allow an apiary to remain on land not owned or possessed by such person without first obtaining the permission so to do of the owner or person lawfully in possession of such land.

*(“Beekeeping — Permission of Landowners” added 6–8–1977 by O–12084 N.S.)*

**§44.0411 Beekeeping — Identification Signs**

Every person owning an apiary located on premises other than where he resides shall identify such apiary by a sign prominently displayed on the entrance side of the apiary stating, in black letters not less than one inch in height on a background of contrasting color, the name of the owner or person in possession of the apiary, his address and telephone number, or, if he has no telephone, a statement to that effect.

*(“Beekeeping — Identification Signs” added 6–8–1977 by O–12084 N.S.)*

**§44.0412 Beekeeping — Transportation**

It shall be unlawful for any person to transport hives of bees between sunrise and sunset, or cause the same to be done, unless such bees are confined to the vehicle by which such transportation is accomplished by screen or other equally effective means.

*(“Beekeeping — Transportation” added 6–8–1977 by O–12084 N.S.)*

**§44.0413 Beekeeping — Fire Safety**

(a) An apiary comprising three or more beehives shall also include a firebreak not less than 30 feet wide around such apiary, which firebreak shall meet the following specifications:

- (1) Within the 10 foot wide area closest to the apiary, all flammable or combustible vegetation or material shall be cut or trimmed to a height not greater than six inches above the ground; and
- (2) Within the area 30 feet from the apiary and lying outside of the outside perimeter of the 10 foot wide area in subparagraph (1), all flammable or combustible vegetation or material shall be trimmed to a height not greater than 12 inches above the ground.
- (3) Subsections (1) and (2) shall not be construed to require the cutting or removal of individual live trees, unless such cutting or removal is required in writing by an officer or agency authorized by section 44.0417 to enforce section 44.0413.

- (4) Subsection (a) shall not apply if the apiary is maintained in a residential zone area unless the Fire Department determines that a firebreak is necessary to protect the public safety.
- (b) Every person owning, possessing or controlling an apiary comprising two or fewer beehives shall be required to locate the beehives within Brush management Zone One in accordance with San Diego Municipal Code section 142.0412 (Brush Management).

*(“Beekeeping — Firebreak” added 6-8-1977 by O-12084 N.S.)  
 (Retitled to “Beekeeping — Fire Safety” and amended 2-22-2012 by O-20137 N.S.;  
 effective 3-23-2012.)*

**§44.0414 Beekeeping — Fire Fighting Materials**

The following fire fighting materials shall be maintained, in good working condition, at all times when the apiary is attended by the keeper, sufficiently near the apiary so as immediately to be available in case of fire:

- (a) A shovel; and
- (b) A fire extinguisher, of either the 2 1/2 gallon water-under-pressure type or the 5 gallon back-pump type; provided, that a fire extinguisher, equally effective as those above mentioned, may be used if written authority is first obtained from an officer or agency authorized by Section 44.0417 to enforce this section. A garden hose may be substituted for a fire extinguisher, provided the hose is connected to a source of water.

*(“Beekeeping — Fire Fighting Materials” added 6-8-1977 by O-12084 N.S.)  
 (Amended 2-22-2012 by O-20137 N.S.; effective 3-23-2012.)*

**§44.0415 Beekeeping — Bee Smokers**

A bee smoker, herein defined to mean an appliance utilizing smoke or fire in aid of the manipulation or transportation of bees, shall be used, if at all, in accordance with the following regulations:

- (a) The bee smoker shall be plugged, while being transported to or from an apiary, with a metal or hardwood plug;
- (b) All burning or smoldering substances within the bee smoker shall be completely extinguished with water before being transported to or from the apiary, or the bee smoker containing such substances shall be carried in a container which is securely fastened to the vehicle used for the transportation thereof;

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4	4	4	4

- (c) The container shall be used for the transportation of the bee smoker at any time that the bee smoker contains any burning or smoldering substance;
- (d) The container shall be metal and shall have a top or cover, made of the same material as the container, which shall be securely fastened in the closed position whenever a bee smoker is being transported.

*(“Beekeeping — Bee Smokers” added 6–8–1977 by O–12084 N.S.)*

**§44.0416 Beekeeping — Water Supply for Bees**

Every person owning, possessing or controlling an apiary shall maintain within ten (10) feet of each apiary a supply of water which shall be equipped with a float valve or similar device which assures an adequate accessible and usable supply of water for the bees.

*(“Beekeeping — Water Supply for Bees” added 6–8–1977 by O–12084 N.S.)*

**§44.0417 Enforcement**

Any federal, state, district or city officer or agency that is charged with the duties of fire prevention or control is authorized, within the geographical limits of his or its jurisdiction, to enforce Sections 44.0413 through 44.0415 of this division.

*(“Enforcement” added 6–8–1977 by O–12084 N.S.)*

**§44.0419 Beekeeping Regulated — Exceptions**

The provisions of this division shall not apply to any apiary which is located and maintained within a school building or museum for the purpose of study or observation or which is located and maintained within a physician’s office or laboratory for the purpose of medical research, medical treatment or scientific purposes.

*(“Beekeeping Regulated — Exceptions” added 6–8–1977 by O–12084 N.S.)*



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## Safe Urban Beekeeping

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*Urban beekeeping doesn't have to be a scary experience for you and your neighbors. By taking precautions, your bees can thrive within city limits.*

By Deb Buehler



*To stay protected when handling bees, beekeepers should wear a protective suit, including a veil, gloves, long sleeves and pants.*

From the White House lawn near First Lady Michelle Obama's kitchen garden to apartment balconies and postage-stamp-sized urban backyards, beekeepers are caring for bee hives and educating neighbors about the benefits of bees.

Danny Slabaugh, president of the Michiana Beekeepers Association in Elkhart, Ind., describes strategies urban beekeepers should take to ensure the safety of themselves and their neighbors.

### Urban Beekeeper Safety

Urban beekeepers protect themselves by wearing a veil, gloves, long-sleeved shirts and long pants, or a one-piece coverall and a smoker. Regularly checking a bee hive's progress ensures the hive's strength and health. During these checks, beekeepers observe for new brood; storage of water, pollen and honey; and individual bee health indicators, from **mites** to misshapen wing development. They also monitor the space available for the laying queen.

Urban beekeepers of all experience levels can continue to build their beekeeping safety skills by joining a local beekeeping association. Local and state-level beekeeping organizations distribute

online information as well as newsletters, which provide an extensive source of information specific to regional beekeeping concerns.

Beekeeping-association meetings and **beekeeping conferences** provide opportunities for urban beekeepers to learn about safe beekeeping practices and other concerns from guest speakers as well as a ready network of other beekeepers with which to share experiences. Beekeepers compare notes about the most docile strains of bees and recommendations for reputable beekeepers selling queens, nuc hives or packages.

### **Ensuring Neighbors' Safety**

“There are two schools of thought about how to work with urban neighbors,” says Slabaugh. “Some choose not to tell anyone about their hive until or unless there is a complaint. Others are up front about their beekeeping, providing the salve of fresh honey and openly addressing misconceptions about Honey bees.”

A smart beekeeper will take proactive approaches to reduce neighbors' bee concerns. For example, if weather is dry, Honey bees will use a neighbor's **swimming pool** as a water source. Erecting a **bird bath** or other water supply near the bee-hive entrance will reduce the likelihood that bees will become a poolside nuisance.

Choosing the bee hive's location carefully will reduce safety concerns as well. For example, bee hives shouldn't be placed near sidewalks or play areas where bee air traffic may pose a threat. Instead, the urban hive should be tucked into the corner of a yard away from regular human activity.

Urban beekeepers can help direct the flight pattern of their Honey bees by installing a section of 6- to 8-foot-tall privacy fence 6 feet in front of the hive entrance. Bees leaving the hive will fly up and over the fence achieving a height where they will not encounter children playing or a neighbor working in the yard.

Hive swarms are nearly impossible to predict or prevent. Some beekeepers will take a precaution of setting up a bait hive. A bait hive is an empty hive that can be easily accessed and claimed by a bee swarm, reducing the risk of swarming bees in a neighbor's tree.

Some urban beekeepers keep an extra pair of gloves, veil and coverall in order to invite curious neighbors for a bee-hive inspection. Creating educational opportunities can go a long way to dispelling safety concerns about Honey bees.

**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - JANUARY 20, 2015**  
**BUSINESS ITEMS**

**DATE** : January 7, 2015

**TO** : City Council

**FROM** : Community Development Director

**SUBJECT** : **APPEAL OF TENTATIVE PARCEL MAP AT 1035 WEST K STREET,  
AFTER A DETERMINATION THAT THE PROJECT IS EXEMPT FROM  
CEQA**

**RECOMMENDATION:**

Deny the appeal and uphold the Planning Commission's confirmation of the Community Development Director's approval of the Tentative Parcel Map for 1035 West K Street (Decision of Record No. 14-18), after determination that the project is exempt from CEQA.

**EXECUTIVE SUMMARY:**

On January 2, 2015, Dr. David Steele and Ricki Steele appealed the Planning Commission's decision to uphold the Community Development Director's approval of a parcel map to subdivide a 0.86 acre (37,500 square feet) parcel into four parcels for single family homes. The appeal was filed in accordance with Chapter 1.44 of the Benicia Municipal Code. The appellant has expressed concerns about the adequacy of soil analysis for suspected contamination on the site associated with the previously existing single family home; potential noise and traffic impacts due to construction; and effects on scenic enjoyment and views.

**BUDGET INFORMATION:**

The tentative parcel map will establish three new parcels in the City of Benicia. The applicant will be required to pay established fees for the final parcel map, permits and impact fees, as well as any necessary infrastructure and utility improvements associated with site development. The three new parcels will be added to the City's tax rolls and will generate property tax once developed.

**ENVIRONMENTAL ANALYSIS:**

The Tentative Parcel Map is categorically exempt under Section 15315 of the California Environmental Quality Act (CEQA) Guidelines, which exempts minor land divisions in urbanized areas zoned for residential use into four or fewer parcels when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the

proposed parcels to local standards are available, the parcel was not involved in a division of a larger parcel within the previous 2 years, and the parcel does not have an average slope greater than 20 percent.

**GENERAL PLAN:**

The General Plan Land Use Diagram designates the subject property as Low Density Residential. This category provides for single-family detached residences at a permitted density range of 0.1 to 7 units per gross acre.

Relevant General Plan Goals:

- GOAL 2.1: Preserve Benicia as a small-sized city
  - Policy 2.1.1: Ensure that new development is compatible<sup>1</sup> with adjacent existing development and does not detract from Benicia's small town qualities and historic heritage (and to the extent possible, contributes to the applicable quality of life factors noted above).
  - Policy 2.1.2: Make efficient use of land in new development areas consistent with the surrounding neighborhood.

**STRATEGIC PLAN:**

Relevant Strategic Plan Issues and Strategies and Actions:

**BACKGROUND:**

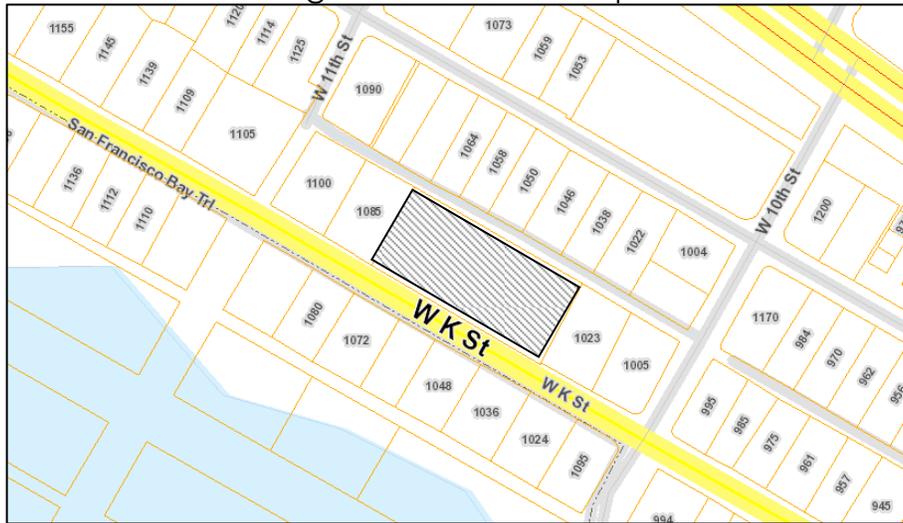
Owner/Applicant:	Teri Augustine, NCA CAPITAL, INC.
General Plan designation:	Low Density Residential
Zoning designation:	RS Single-family Residential
Existing / Proposed use:	Vacant / Single-Family Residential
Adjacent zoning:	
North:	RS, Single-Family Residential
East:	RS, Single-Family Residential
South:	RS, Single-Family Residential
West:	RS, Single-Family Residential

The subject parcel is located on the north side of West K Street approximately 180 linear feet from the Carquinez Strait. Single-family homes are developed on the south side of West K Street.

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<sup>1</sup> "Compatible" means "capable of existing together without detrimental effects." This policy applies broadly and citywide to residential and nonresidential uses. Its purpose is to ensure harmonious development in terms of intensity and architectural character. It is not intended to restrict new buildings or additions to exact duplications of styles or heights; nor is it intended to limit new uses or densities to those found in adjacent existing development.

Figure 1: Location Map



### Concerns about Soil Contamination at Demolition of Prior Residence

In December 2013, the City received several complaints from the neighbors surrounding the subject property about the demolition of the existing single-family residence. Richard Runquist, a neighbor and one of the appellants, submitted a letter on December 19, 2013 describing his experience helping with clean-up on the property upon the death of one of the long-time residents. According to Mr. Runquist, he found many metallic vessels containing unknown liquids, and that he personally removed “used motor oil . . . brake fluids, creosote, petroleum, distillates . . . car batteries, electronics.” He also found “e-waste, paint cans, thinners, gasoline cans, etc.” Neighbors expressed concerns in regard to the potential for mold, termites, vermin, refuse and other potential contaminants on the property.

Because the demolition was started without all necessary permits, the Building Division issued a ‘stop work order’ in December, 2013. The issuance of a demolition permit from the City of Benicia requires compliance with the Building Code and proof that a permit from the Bay Area Air Quality Management District (BAAQMD) has been obtained. The BAAQMD permit focuses on the removal and abatement of asbestos. On January 2, 2014, a building permit for demolition was issued after the Building Official determined that all the requirements of the Building Code had been met including the issuance of BAAQMD permit J#4D881 for demolition.

On Wednesday, January 8, 2014, the City received an email from the Regional Water Quality Control Board (RWQCB) upon the request of one of the neighbors, Nancy Roetzer, to evaluate potential water quality impacts from the demolition.

The RWQCB requested that the City take the lead in following up on the complaint and contact Mrs. Roetzer directly with the results of the investigation.

Because of these neighborhood concerns, and in response to the RWQCB's request, City Staff from the Engineering and Building Divisions conducted a series of visual site inspections in early January to look for debris, containers, leaking equipment, soil discoloration and visible soil plumes. City staff did not observe evidence of contamination to warrant further soils investigation. The Building Inspector did not observe any evidence of active termites or mold in the building; though he did observe old termite trails visible within the walls that were no longer active, there were no signs of an active infestation. The Associate Civil Engineer evaluated the property and did not find any material on the property that would be considered a threat to stormwater quality. The Engineer observed a pile of demolition debris in back of the house that was to be hauled off-site.

Based on the staff's observations, it was determined that there was no evidence of any active infestation or hazardous waste deposited on the property by the previous owners that would necessitate further action. The demolition of the building required proper disposal of all the debris, so any building material containing asbestos, mold or termites was removed from the property and taken to the appropriate disposal sites. The City's Engineering Division continued to monitor the property to ensure that no pollutants were discharge into the storm drain or Carquinez Strait, including additional inspections during the demolition of the foundation. No evidence was found to indicate the presence of hazardous materials in the soil. Subsequently, no additional complaints were filed.

#### **SUMMARY:**

The property was previously developed with a single-family home which has been demolished. A single family residence is presently under construction on Parcel 1. The applicant intends to develop all four lots with single-family homes.

#### Community Director Hearing

The Community Development Director held a public hearing on October 28, 2014 to consider the proposed parcel map (see attached summary). At the hearing, neighbors had two primary concerns: noise and hazardous materials. In regard to noise, the City's ordinance allows construction from 7:00 a.m. to 10:00 p.m. seven days a week. The adjacent neighbors commented on the noise from ongoing construction and expressed concern about construction noise impacts from three additional homes that could continue for several years, depending on when the lots were sold and developed. The neighbors indicated that noise in morning and evening hours, especially until 10:00 p.m., would significantly disturb their peace and well-being. The Community Development



### Planning Commission Hearing

The Planning Commission held a public hearing on December 11, 2014 to consider an appeal to the approval of the tentative parcel map.

During the hearing, the appellants spoke in opposition to the tentative parcel map and provided background information about the property history, outlined concerns about soil condition, and discussed impacts to views from private property.

The applicant's representatives discussed ongoing site improvements for drainage and grading, past and ongoing efforts to identify adverse soil conditions (pollution, fill) and remediate those issues where necessary.

Following discussion, the Commission voted unanimously (6-0) to uphold Decision of Record No. 14-18 (CDD) approving the Tentative Parcel Map for 1035 West K Street.

### Issues Raised in Current Appeal

The January 2, 2014 appeal includes concerns about the adequacy of soil analysis for suspected contamination on the site associated with the previously existing single family home; potential noise and traffic impacts due to construction; and effects on scenic enjoyment and views.

#### *Soil Analysis*

The January 2, 2014 appeal contends that the City failed to require a soil analysis of the property to identify toxic chemicals on the property. The conditions on the property were described by appellant Richard Runquist in correspondence to the City of Benicia dated December 19, 2013 and relate to unsecured storage of refuse, e-waste and chemicals.

The City investigated the neighbors' complaints regarding site conditions, including those of Richard Runquist, at the time of demolition in 2013. The City's Associate Engineer (a civil engineer with professional engineering certification as well as state certification as a qualified stormwater professional) conducted site visits to observe conditions and determine if any signs of contamination were present. Additionally, the City's Building Inspector also investigated the site conditions for evidence of contamination. According to both the Associate Engineer and the Building Inspector, there was no evidence of contamination such as visible debris, soil discoloration or oily smears, chemical or fuel odors, to warrant additional soils testing.

The matter of soil contamination was discussed in detail at the public hearing on October 28, 2014 and again at the Planning Commission hearing on December

11, 2014. At the time of the decision to approve the tentative parcel map, the Interim Community Development Director carefully reviewed the information provided by Mr. Runquist and noted that whatever debris that may have been on the site at one time had been removed, based on the observation of City staff. He also noted that the hazardous liquids described by Mr. Runquist did not seem to be of sufficient quantity or of a type unusual for what many people store in their homes or garages, and that city staff had not observed any obvious signs of significant ground contamination. He therefore did not believe further soils analysis was necessary or required and approved the proposed map. Likewise, at the appeal hearing on December 11, 2014 the applicant's geotechnical engineer, David Cymanski, spoke regarding methodology and adequacy of review. He described his qualifications and experience and stated that he did not observe signs of soil contamination on the site at the time that the geotechnical report was prepared. Additionally, he noted that he has a professional obligation to identify and investigate ground contamination.

#### *Noise and Traffic Due to Construction*

Construction hours are governed by BMC 8.20.150, which permits construction activities from 7:00 a.m. to 10:00 p.m., seven days per week:

It is unlawful for any person within a residential zone, or within a radius of 500 feet therefrom, to operate equipment or perform any outside construction or repair work on buildings, structures, or projects or to operate any pile driver, power shovel, pneumatic hammer, derrick, power hoist, or any other construction type device between the hours of 10:00 p.m. of any one day and 7:00 a.m. of the next day in such a manner that a reasonable person of normal sensitiveness residing in the area is caused discomfort or annoyance unless beforehand a permit therefor has been duly obtained from the city manager or his designee. No permit shall be required to perform emergency work as defined in BMC 8.20.020. (Ord. 77-2 N.S. § 1, 1977; prior code § 12-301).

The matter of construction hours falls outside of the Zoning Ordinance and is a standard that applies citywide. Complaints have been received in recent months regarding construction activities during the hours authorized by the ordinance. However, the Community Development Director determined at the time of the initial hearing that he has no discretion to modify hours of construction as a condition of approval for the Tentative Parcel Map.

#### *Effects on Scenic Enjoyment and Views*

The appellant states that new homes developed on the subject property will obstruct current views of residents who are situated directly uphill from the subject property and that this obstruction will impact their quality of life and scenic enjoyment.

The RS District establishes the criteria for height, setbacks and lot coverage for new homes which may be constructed to a height of 30 feet (measured from finished grade to peak of roof). It is possible that new homes will, to some extent, obstruct or alter existing views. However, the proposed Parcel Map fully complies with the Zoning Ordinance and the future homes are a permitted use that may develop in full conformance with the limitations and allowances of the RS District. There is not a basis in City ordinance or policy to establish a limitation on the height of new homes on the subject property.

The General Plan addresses preservation of vistas and views in Chapter 3 Community Identity. The policies and diagrams of this Section are focused on gateways, views and corridors that define the community character as seen from public parks, streets, and intersections, rather than individual views on private property. Staff has evaluated the proposed tentative parcel map and finds that the new homes will not impact the views and vistas identified in Figure 3-2 of the General Plan.

Attachments:

- Draft Resolution
- Appeal Form and Correspondence received January 2, 2014
- Resolution No. 14-19 (PC)
- Agenda Item for December 11, 2014 Planning Commission Hearing
- Planning Commission Minutes of December 11, 2014
- Tentative Parcel Map

## RESOLUTION NO. 15-

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA DENYING THE APPEAL AND UPHOLDING THE PLANNING COMMISSION'S CONFIRMATION OF THE COMMUNITY DEVELOPMENT APPROVAL OF THE TENTATIVE PARCEL MAP FOR 1035 WEST K STREET AFTER A DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA (14PLN-00072)**

**WHEREAS**, the subject property is located in the Single-Family Residential (RS) zoning district and is currently being developed with a single-family home (proposed Parcel 1), and the applicant proposes to develop three additional single-family homes on Parcels 2, 3 and 4; and

**WHEREAS**, in December 2013 during the construction of the single-family home (proposed Parcel 1), neighbors in the surrounding area submitted correspondence regarding potential site contamination and potential water quality impacts associated with demolition of the pre-existing home, and subsequently filed a complaint with the Regional Water Quality Control Board; and

**WHEREAS**, staff from the City of Benicia Building Division and Engineering Division responded to concerns about potential site contamination including observation of demolition and visual inspections of the site for evidence of environmental contamination, including visible debris, soil discoloration or oily smears, chemical or fuel odors, and did not observe evidence of contamination to warrant further soils investigation; and

**WHEREAS**, on January 15, 2014, Marvin Kinney representing NCA CAPITAL, INC. submitted an application for a Tentative Parcel Map for four lots; and

**WHEREAS**, on October 28, 2014, the Zoning Administrator conducted a public hearing, received testimony including from the residents neighboring the subject property who expressed objection to the proposal citing a number of concerns including site contamination, impairment of views, traffic, and disturbances from construction activity; and

**WHEREAS**, the Zoning Administrator determined that the pertinent information and testimony brought forth during the hearing has been adequately evaluated and no special circumstances exist that would create a reasonable possibility that granting a Tentative Parcel Map for this project will have a significant effect on the environment or result in effects identified in the Subdivision Map Act, Section 66474 which sets forth the grounds for denial of a parcel map; and

**WHEREAS**, pursuant to Decision of Record No. 14-18, the Community Development Director has determined that the project is categorically exempt under Section 15315 of the California Environmental Quality Act (CEQA) Guidelines, which exempts minor land divisions in urbanized areas into four or fewer lots when the division

is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel has a slope of less than 20 percent, and the parcel has not been involved in a division of a larger parcel within the past two years; and

**WHEREAS**, the Community Development Director further determined that no conditions exist to meet the grounds for denial of a tentative or parcel map pursuant to Government Code Section 66474 (Map Act); and

**WHEREAS**, on November 4, 2014 the Community Development Director approved a Tentative Parcel Map to divide the 0.86 acre parcel located at 1035 West K Street into four parcels (Decision of Record No. 14-18); and

**WHEREAS**, on November 18, 2014, Dr. David Steele, Ricki Steele, and Richard Runquist appealed Decision of Record No. 14-18 in accordance with Benicia Municipal Code Chapter 1.44 and Section 16.24.060 based upon concerns soil contamination on the site; and

**WHEREAS**, on December 11, 2014, the Planning Commission of the City of Benicia conducted a public hearing and, upon consideration of all evidence provided, denied the appeal and upheld Decision of Record No. 14-18, through passage of Resolution No. 14-19 by a vote of 6-0; and

**WHEREAS**, on January 2, 2015, Dr. David Steele and Ricki Steele appealed the Planning Commission's decision on the basis of concerns about the adequacy of soil analysis for suspected contamination on the site; potential noise and traffic impacts due to construction; and effects on scenic enjoyment and views; and

**WHEREAS**, no new information or evidence was been provided to indicate the likelihood or persistence of environmental contamination on the site; and

**WHEREAS**, the tentative parcel map complies with the Zoning Ordinance, and the future construction and single-family homes are a permitted use that may develop in full conformance with the limitations and allowances of the RS District and the Noise Ordinance of the Benicia Municipal Code.

**NOW THEREFORE BE IT RESOLVED THAT** the City Council of the City of Benicia denies the appeal and upholds Planning Commission Resolution No. 14-19 based on the following findings:

1. No new information or evidence has been provided to indicate the likelihood or persistence of environmental contamination on the site.
2. The project is categorically exempt under Section 15315 of the California Environmental Quality Act (CEQA) Guidelines, which exempts minor land divisions in urbanized areas into four or fewer lots when the division is in

conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel has a slope of less than 20 percent, and the parcel has not been involved in a division of a larger parcel within the past two years.

3. No special circumstances exist that would create a reasonable possibility that granting a Tentative Parcel Map for this project will have a significant effect on the environment or result in effects identified in the Subdivision Map Act (Government Code section 66474) which sets forth the grounds for denial of a parcel map.
4. The proposed subdivision complies with the applicable requirements of the Zoning Ordinance and policies of the General Plan.

The proposed map is consistent with the General Plan and Zoning Ordinance, particularly policies supporting compatible and efficient use of land. The proposed parcels comply with the minimum site area and site width standards of the RS Single-Family Residential District. The proposed lot configuration is appropriate within the context of the surrounding neighborhood. The future single-family development is consistent with the land use standards of the RS District and the general character of the neighborhood.

5. The site is physically suitable for the proposed type of development.

The project does not include a development proposal at this time; however, anticipated use of the site for single family residences is consistent with the underlying zoning and character of the surrounding neighborhood.

6. The site is physically suitable for the proposed density of development.

The Tentative Parcel Map proposes lot sizes that exceed the minimum standards of the RS District for site area and site width. Future development of all parcels will be subject to the use and bulk standards of the RS District.

7. The design of the subdivision and the proposed improvements will not cause substantial environmental damage, or substantially and avoidably injure fish or wildlife or their habitat.

The proposed subdivision is a minor land division in an urbanized area that has been altered and maintained for residential use. Site improvements will include installation of sidewalk and stormwater control measures, which are necessary to ensure protection of life and property and are consistent with City of Benicia standards and policies.

8. The design of the subdivision and the type of improvements will not cause serious public health problems.

The design of the subdivision is limited to the existing parcel area. There is adequate capacity for sewer and water service and facilities will be extended to each parcel during the course of development. There are no new roads proposed and the circulation pattern surrounding the site will not be altered. The site has been evaluated for soil, geotechnical, hydrology and drainage conditions. Stormwater will be managed and contained in accordance with adopted standards, including the BASMAA Post-Construction Manual which is adopted in accordance with the statewide Phase II municipal stormwater NPDES permit that was reissued by the California State Water Control Board in 2013. The project will not adversely affect public health as a result of its design and improvements.

9. The design of the subdivisions and the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.

The project does not propose improvements nor design features that will conflict with easements.

\*\*\*\*\*

On motion of Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, the foregoing Resolution was adopted by the City Council of the City of Benicia at a regular meeting on the 20th day of January, 2015, by the following vote:

Ayes:

Noes:

Absent:

\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

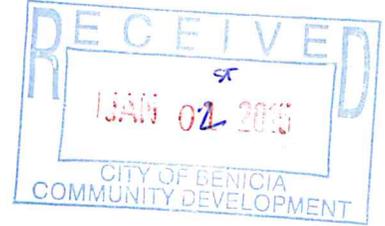
\_\_\_\_\_  
Lisa Wolfe, City Clerk

\_\_\_\_\_  
Date



# Community Development Department Planning Division

## APPEAL FORM



### 1. Project Information.

Address/location 1035 WEST K STREET  
Project Name/Number 1A PLN-0003 / APN 0086-101-040  
Project Sponsor/Applicant NCA CAPITAL

### 2. Type of Appeal. Indicate which type of decision you are appealing.

- Zoning Administrator
- Community Development Director
- Historic Preservation Review Commission
- Planning Commission

Hearing/Decision Date DECEMBER 11, 2014  
Decision Rendered DECEMBER 11, 2014

### 3. Reason(s) for Appeal. State the reasons for the appeal, and the grounds on which the reasons are based. See separate "Appeal Information" handout. Please use a separate sheet of paper if necessary.

SEE ATTACHED

### 4. Appellant Information. SEE ATTACHED

Name \_\_\_\_\_ Organization \_\_\_\_\_  
Mailing address \_\_\_\_\_  
Phone \_\_\_\_\_ Phone (2) \_\_\_\_\_  
E-mail \_\_\_\_\_ Fax \_\_\_\_\_

### 5. Signature.

Appellant \_\_\_\_\_ Date JAN 2, 2015

DAVID M. STEELE

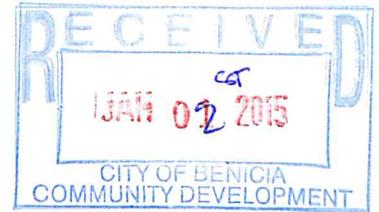
*David M. Steele*

RICKI R. STEELE

*Ricki Steele*

<b>For Staff Use:</b>	Appl # <u>15PLN-00001</u>	Date Filed <u>1/2/2015</u>
Date Entered <u>1/5/2015</u>	Entered By <u>SM</u>	Receipt # <u>1136405</u>
		Total Fees Paid \$ <u>150.00</u>

## Appeal to City Council of Benicia



### Action requested

That the City Council order a Preliminary Site Assessment (PSA) of the planned development of the property at 1035 West K Street in Benicia (Property) consistent with the California Environmental Quality Act (CEQA) and the City of Benicia Strategic Plan FY 2013-2015 (Strategic Plan).

### Reasons for Appeal

The reasons for the Appeal are that neither the new owner and developer of the Property nor the City of Benicia has:

- Carried out a soil sample analysis of the Property to identify known toxic chemicals which existed for decades on the Property. This is an abuse of discretion by the City of Benicia – see that attached letter from Mr. Richard Runquist, dated December 19, 2013, to the City of Benicia. These toxic chemicals are a threat to the health and safety of the surrounding residents and also to fish and wildlife, as these chemicals flow into the Bay.
- Assessed the impact on the surrounding community of the construction noise 7 days per week from 7.00 am to 10.00 pm.
- Assessed the impact on the safety of the surrounding residents of the increased traffic congestion in the narrow, badly maintained alley between West L and West K Streets adjacent to the Property.
- Assessed the impact on the residents on West L Street of building 4 proposed mega-houses that will block the current views of these residents and impact their quality of life and scenic enjoyment.

### Bases for Appeal

CEQA Section 15300.2 specifies that “a categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances”.

CEQA Section 21000 states “it is the intent of the Legislature that all agencies of the state government which regulate activities of private individuals, corporations, and public agencies which are found to affect the quality of the environment, shall regulate such activities so that major consideration is given to preventing environmental damage, while providing a decent home and satisfying living environment for every Californian”; and “take immediate steps to identify any critical thresholds for the health and safety of the people of the state and take all coordinated actions necessary to prevent such thresholds being reached”.

CEQA Section 21001 states that it is the policy of the state to “take all action necessary to provide the people of this state with clean air and water, enjoyment of aesthetic, natural, scenic, and historic environmental qualities, and freedom from excessive noise”.

The Strategic Plan, Strategic Issue 1, Protecting Community Health and Safety states that a Strategy is to “promote community preservation and prevent nuisances through increased code enforcement, environmental strategies and community education”.

One of the Strategic Plan’s Primary General Plan Goals is to “facilitate and encourage new uses and development which provide substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety and the quality of life”.

Appellant: David M. Steele

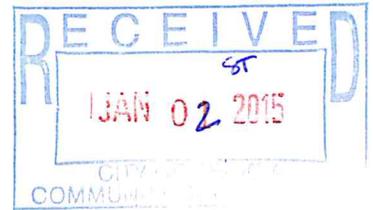


Address: 1064 West L Street  
Benicia CA 94510

Appellant: Ricki R. Steele



December 19, 2013 BY HAND



Mr. Brad Kilger  
City Manager  
City of Benicia  
250 East "L" Street  
Benicia, CA 94510

Re: Caution! 1035 West "K" Street, Benicia

Dear Mr. Kilger:

The soil of the property at 1035 West K Street, Benicia, formerly owned by the late Werner & Edith Schulze, has a history of contamination. The existing residential structure itself, originally a farmhouse from the early 1900's, may still contain many toxic and health threatening chemicals and compounds, not to mention lead paint, asbestos, fungi and molds. Below ground, a large basement may yet enclose harsh and long-time banned household, industrial and agricultural products from the WWI and WWII eras.

The spacious but squalid grounds surrounding the house were once littered with pile after pile of debris as well as "valued" mounds of scrap materials. Werner Schulze never threw anything away. After his death in January 2008, I became concerned about my elderly neighbor Edith Schulze, and her ability to navigate the property safely. In February, I began a clean-up that continued weekly through the spring and summer of 2008.

After clearing the pathways and cutting the weeds and branches, I began collecting suspicious containers of liquids stored and/or strewn throughout the property. Later, I delivered to the City Corporate Yard on East 2<sup>nd</sup> Street five trunk loads of glass, plastic and metallic vessels—many were damaged and unidentifiable—missing labels, filthy, dented, rusted or cracked. Some had been left in five-gallon metal or plastic buckets—open to the air and sky, exposed and collecting rain water! One contained a rusting heap of batteries. Decaying wooden bookcases (2), near the eastern driveway, shelved a wide assortment of filled jars, cans, tubs and bottles—all left improperly outside and not securely sealed. Under the carport and inside an adjacent, open-to-the-air workshop and storeroom was more...a lot of everything imaginable, including used motor oil, dirty car filters, brake fluids, creosote, petroleum, distillates, rusting tools and lawn mowers, car batteries, electronics. On larger metal racks were stacked, from top to bottom with e-waste, paint cans, thinners, gasoline cans, etc, etc. Mr. Schulze was a hoarder. He carelessly and improperly stored materials outside and in his basement laboratory. I even found, in/underneath the landscaping and bushes, all sorts of recklessly discarded objects and materials..

Before the Second World War, Werner Schulze participated in the research and development of early German B&W television. Later his fascination with color television and LASER experiments continued the K street property in the basement. There was a considerable amount of e-waste from early tube style AM dial radios, transistor pocket AMs, HI-FI and stereo components. The skeletons of television/cathode ray tubes (5-6) and

metal based TV frames with tubes and/or circuit boards were left by the garage and alley. I made several trips to Benicia High School e-waste drives!

In June of 2008, I contacted Reggie Johnson of R Johnson Metals (copy of his business card is attached hereto) to discuss the removal and recycling of the scrap metals strewn about the property. Subsequently, Mr. Johnson and his crew of six men spent two days collecting, sorting, loading and hauling acceptable salvage materials. A huge, rusting fuel tank (approximately 9+ feet in length and 5 feet diameter), probably for tractor diesel fuel, required the entire crew to lift it from where it was positioned further on the lot, up the hill and transported it onto the flatbed truck in the alley. It had rested there for decades. Unfortunately, left behind was a rejected pile of metals deemed too toxic (not salvageable) by Reggie Johnson. This too I hauled in the trunk of my automobile to appropriate disposal sites.

**I am concerned and seriously worried about (during the up-coming, proposed demolition) the high risk of distributing and spreading to adjacent properties of the environmentally hazardous materials that I observed and/or handled throughout the property. Because of grade changes, certain areas on the lowest lot may contain residues of toxic stewes created by rain and irrigation drainage. This lower, eastern portion, I was told by Edith, had a well and perhaps is the location of an underground stream. Recently I found out that Artesian wells run throughout this section of K street properties, upper and lower. Said stream runs directly into the Carquinez Strait and Regional Shoreline. So there is immediate concern about contamination draining into the Bay.**

After the last truck load of metal salvage was leaving her property (at no cost what so ever for her), Mrs. Schulze became so delighted that she telephoned Werner's son, Per Schulze, in Norway. After a few minutes she handed the phone to me. Per was very appreciative of my efforts and friendship. As I was leaving the property that summer afternoon, Edith approached me and stuffed a folded envelope into the pocket of my overalls. She insisted that I keep it...and I did. It contained two \$100 bills.

Sincerely,



Richard Runquist  
1050 West "L" Street  
(707) 746-5478

w/ Attachment

cc: Mayor Elizabeth Patterson  
Amy Million – City Hall  
Stephen Jensen – City Hall  
Fire Dept. Administration  
Teri Augustine  
Steve McKee



**RESOLUTION NO. 14-19 (PC)**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BENICIA DENYING THE APPEAL AND UPHOLDING DECISION OF RECORD NO. 14-18 (CDD) REGARDING APPROVAL OF THE TENTATIVE PARCEL MAP FOR 1035 WEST K STREET (14PLN-00072)**

**WHEREAS**, on November 4, 2014 the Community Development Director approved a Tentative Parcel Map to divide the 0.86 acre parcel located at 1035 West K Street into four parcels (Decision of Record No. 14-18); and

**WHEREAS**, the subject property is located in the Single-Family Residential (RS) zoning district and is currently being developed with a single-family home (proposed Parcel 1), and the applicant proposes to develop additional single-family homes on Parcels 2, 3 and 4; and

**WHEREAS**, neighbors in the surrounding area submitted correspondence in December 2013 regarding potential site contamination and potential water quality impacts associated with demolition of the pre-existing home, and subsequently filed a complaint with the Regional Water Quality Control Board; and

**WHEREAS**, staff from the City of Benicia Building Division and Engineering Division responded to concerns about potential site contamination including observation of demolition and visual inspections of the site for evidence of environmental contamination, including visible debris, soil discoloration or oily smears, chemical or fuel odors, and did not observe evidence of contamination to warrant further soils investigation; and

**WHEREAS**, during the public hearing for the Tentative Parcel Map on October 28, 2014, residents neighboring the subject property expressed objection to the proposal citing a number of concerns including site contamination, impairment of views, traffic, and disturbances from construction activity; and

**WHEREAS**, the Zoning Administrator conducted the public hearing, received testimony and determined that the pertinent information and testimony brought forth during the hearing has been adequately evaluated; and

**WHEREAS**, no special circumstances exist that would create a reasonable possibility that granting a Tentative Parcel Map for this project will have a significant effect on the environment or result in effects identified in the Subdivision Map Act, Section 66474 which sets forth the grounds for denial of a parcel map;

**WHEREAS**, the Tentative Parcel Map was reviewed and approved in accordance with the Subdivision Map Act and BMC 16.24.040 regarding subdivisions of four or fewer parcels, which provides that the Community Development Director may approve or deny a Parcel Map following a public hearing; and

**WHEREAS**, on November 18, 2014, Dr. David Steele, Ricki Steele, and Richard Runquist appealed the Decision of Record No. 14-18 in accordance with Benicia Municipal Code (BMC) Chapter 1.44 (Appeals) and Section 16.24.060 (Appeals of community development director action), based upon concerns soil contamination on the site; and

**WHEREAS**, no new information or evidence has been provided to indicate the likelihood or persistence of environmental contamination on the site; and

**WHEREAS**, pursuant to Decision of Record No. 14-18, the Community Development Director has determined that the project is categorically exempt under Section 15315 of the California Environmental Quality Act (CEQA) Guidelines, which exempts minor land divisions in urbanized areas into four or fewer lots when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel has a slope of less than 20 percent, and the parcel has not been involved in a division of a larger parcel within the past two years; and

**WHEREAS**, the Community Development Director further determined that no conditions exist to meet the grounds for denial of a tentative or parcel map pursuant to Government Code Section 66474 (Map Act).

**NOW THEREFORE BE IT RESOLVED THAT** the Planning Commission of the City of Benicia denies the appeal and upholds Decision of Record No. 14-18 (CDD) based on the following findings:

1. No new information or evidence has been provided to indicate the likelihood or persistence of environmental contamination on the site.
2. The project is categorically exempt under Section 15315 of the California Environmental Quality Act (CEQA) Guidelines, which exempts minor land divisions in urbanized areas into four or fewer lots when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel has a slope of less than 20 percent, and the parcel has not been involved in a division of a larger parcel within the past two years.
3. No special circumstances exist that would create a reasonable possibility that granting a Tentative Parcel Map for this project will have a significant effect on the environment or result in effects identified in the Subdivision Map Act (Government Code section 66474) which sets forth the grounds for denial of a parcel map.
4. The proposed subdivision complies with the applicable requirements of the Zoning Ordinance and policies of the General Plan.

The proposed map is consistent with the General Plan and Zoning Ordinance, particularly policies supporting compatible and efficient use of land. The proposed parcels comply with the minimum site area and site width standards of the RS Single-Family Residential District. The proposed lot configuration is appropriate within the context of the surrounding neighborhood. The future single-family development is consistent with the land use standards of the RS District and the general character of the neighborhood.

5. The site is physically suitable for the proposed type of development.

The project does not include a development proposal at this time; however, anticipated use of the site for single family residences is consistent with the underlying zoning and character of the surrounding neighborhood.

6. The site is physically suitable for the proposed density of development.

The Tentative Parcel Map proposes lot sizes that exceed the minimum standards of the RS District for site area and site width. Future development of all parcels will be subject to the use and bulk standards of the RS District.

7. The design of the subdivision and the proposed improvements will not cause substantial environmental damage, or substantially and avoidably injure fish or wildlife or their habitat.

The proposed subdivision is a minor land division in an urbanized area that has been altered and maintained for residential use. Site improvements will include installation of sidewalk and stormwater control measures, which are necessary to ensure protection of life and property and are consistent with City of Benicia standards and policies.

8. The design of the subdivision and the type of improvements will not cause serious public health problems.

The design of the subdivision is limited to the existing parcel area. There is adequate capacity for sewer and water service and facilities will be extended to each parcel during the course of development. There are no new roads proposed and the circulation pattern surrounding the site will not be altered. The site has been evaluated for soil, geotechnical, hydrology and drainage conditions. Stormwater will be managed and contained in accordance with adopted standards, including the BASMAA Post-Construction Manual which is adopted in accordance with the statewide Phase II municipal stormwater NPDES permit that was reissued by the California State Water Control Board in 2013. The project will not adversely affect public health as a result of its design and improvements.

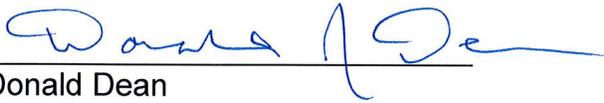
9. The design of the subdivisions and the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.

The project does not propose improvements nor design features that will conflict with easements.

\*\*\*\*\*

On a motion of Commissioner Oakes, seconded by Commissioner Cohen-Grossman, the above Resolution was adopted by the Planning Commission of the City of Benicia at the regular meeting of said Commission held on the 11th day of December 2014, and adopted by the following vote:

Ayes: Commissioners Cohen-Grossman, Oakes, Sherry, Smith, Sprague, and  
Chair Dean  
Noes: None  
Absent: None  
Abstain: Commissioner Young



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Donald Dean  
Planning Commission Chair

**AGENDA ITEM**  
**PLANNING COMMISSION MEETING: DECEMBER 11, 2014**  
**REGULAR AGENDA ITEMS**

**DATE** : December 1, 2014

**TO** : Planning Commission

**FROM** : Suzanne Thorsen, Associate Planner

**SUBJECT** : **APPEAL OF TENTATIVE PARCEL MAP AT 1035 WEST K STREET, AFTER A DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA**

**PROJECT** : 14PLN-00072 Appeal  
1035 West K Street  
APN: 0086-101-040

**RECOMMENDATION:**

Deny the appeal and uphold the Community Development Director's approval of the Tentative Parcel Map for 1035 West K Street (Decision of Record No. 14-18), after determination that the project is exempt from CEQA.

**EXECUTIVE SUMMARY:**

On November 18, 2014, Ricki Steele, D.M. Steele and Richard Runquist appealed the Community Development Director's approval of a parcel map to subdivide a 0.86 acre (37,500 square feet) parcel into four parcels for single family homes. The appeal was filed in accordance with Chapter 1.44 of the Benicia Municipal Code. The appellant has expressed concerns about the adequacy of soil analysis of suspected contamination on the site associated with the previously existing single family home.

**BUDGET INFORMATION:**

No budget impact has been identified.

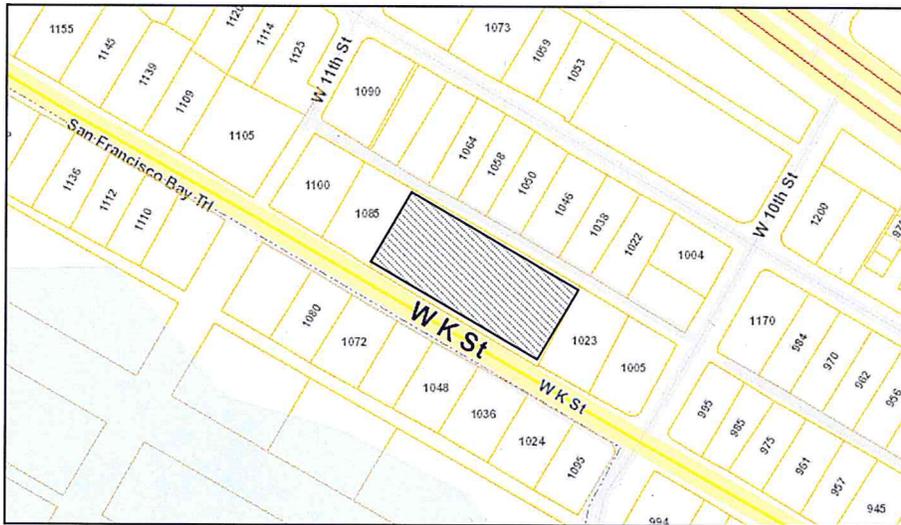
**ENVIRONMENTAL ANALYSIS:**

The Tentative Parcel Map is categorically exempt under Section 15315 of the California Environmental Quality Act (CEQA) Guidelines, which exempts minor land divisions in urbanized areas zoned for residential use into four or fewer parcels when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel was not involved in a division of a larger parcel within the previous 2 years, and the parcel does not have an average slope greater than 20 percent.

**BACKGROUND:**

Owner/Applicant:	Teri Augustine, NCA CAPITAL, INC.
General Plan designation:	Low Density Residential
Zoning designation:	RS Single-family Residential
Existing / Proposed use:	Vacant / Single-Family Residential
Adjacent zoning:	
North:	RS, Single-Family Residential
East:	RS, Single-Family Residential
South:	RS, Single-Family Residential
West:	RS, Single-Family Residential

Figure 1: Location Map



The subject parcel is located on the north side of West K Street approximately 180 linear feet from the Carquinez Strait. Single-family homes are developed on the south side of West K Street.

Concerns about Soil Contamination due to Prior Residence

In December 2013, the City received several complaints from the neighbors surrounding the subject property about the demolition of the existing single-family residence. Richard Runquist, a neighbor and one of the appellants, submitted a letter on December 19, 2013, describing his experience helping with clean-up on the property upon the death of one of the long-time residents. According to Mr. Runquist, he found many metallic vessels containing unknown liquids, and that he personally removed "used motor oil . . . brake fluids, creosote, petroleum, distillates . . . car batteries, electronics." He also found "e-waste, paint cans, thinners, gasoline cans, etc." Neighbors expressed concerns in regard to the potential for mold, termites, vermin, refuse and other potential contaminants on the property.

Because the demolition was started without all necessary permits, the Building Division issued a 'stop work order' in December, 2013. The issuance of a demolition permit from the City of Benicia requires compliance with the Building Code and proof that a permit from the Bay Area Air Quality Management District (BAAQMD) has been obtained. The BAAQMD permit focuses on the removal and abatement of asbestos. On January 2, 2014, a building permit for demolition was issued after the Building Official determined that all the requirements of the Building Code had been met including the issuance of BAAQMD permit J#4D881 for demolition.

On Wednesday, January 8, 2014, the City received an email from the Regional Water Quality Control Board (RWQCB) to evaluate potential water quality impacts from the demolition based upon the request of one of the neighbors, Nancy Roetzer. The RWQCB requested that the City take the lead in following up on the complaint and contact Mrs. Roetzer directly with the results of the investigation.

Because of these neighborhood concerns, and in response to the RWQCB's request, City Staff from the Engineering and Building Divisions conducted a series of visual site inspections in early January to look for debris, containers, leaking equipment, soil discoloration and visible soil plumes. City staff did not observe any significant evidence of contamination to warrant further soils investigation. The Building Inspector did not observe any evidence of active termites or mold in the building. Although he did observe old termite trails visible within the walls, there were no signs of an active infestation. The Associate Civil Engineer evaluated the property and did not find any material on the property that would be considered a threat to stormwater quality. The Engineer observed a pile of demolition debris in back of the house that was to be hauled off-site.

Based on staff's observations, it was determined that there was no evidence of any active infestation or hazardous waste deposited on the property by the previous owners that would necessitate further action. The demolition of the building required proper disposal of all the debris, so any building material containing asbestos, mold or termites would be removed from the property and taken to the appropriate disposal sites. The City's Engineering Division continued to monitor the property to ensure that no pollutants were discharge into the storm drain or Carquinez Strait, including additional inspections during the demolition of the foundation. No evidence was found to indicate the presence of hazardous materials in the soil and no additional complaints were filed.

**SUMMARY:**

The property was previously developed with a single-family home which has been demolished. A single family residence is presently under construction on Parcel 1. The applicant intends to develop all four lots with single-family homes.

The Community Development Director held a public hearing on October 28, 2014 to consider the proposed parcel map (see attached summary). At the hearing,

neighbors had two primary concerns: noise and hazardous materials. In regard to noise, the City's ordinance allows construction from 7:00 a.m. to 10:00 p.m. seven days a week. The adjacent neighbors commented on the noise from ongoing construction and expressed concern about construction noise impacts from three additional homes that could continue for several years, depending on when the lots were sold and developed. The neighbors indicated that noise in morning and evening hours, especially until 10:00 p.m., would significantly disturb their peace and well-being. The Community Development Director noted at the meeting that he had no discretion to modify hours of construction set in City ordinance, but that the applicant could voluntarily offer revised hours and that such an offer could be memorialized as a condition of approval for the tentative parcel map. The applicant subsequently indicated a conditional willingness to modify construction hours for the home currently under construction, but not for the other three homes.

The second major issue raised at the hearing related to alleged contaminants on the property and that the City had not required that soils be tested for such contamination. At the hearing, the Interim Community Development Director suggested that the applicant evaluate soils for hazardous materials as a good faith gesture in addressing the neighbor's continued concerns. The applicant subsequently declined to conduct any further soil testing. For the reasons described in more detail herein, the Community Development Director subsequently declined to require such testing and approved Tentative Parcel Map for 1035 West K Street on November 4, 2014 to subdivide the subject property into one 7,500 square foot parcel and three 10,000 square foot parcels as shown on the Tentative Parcel Map (Decision of Record No. 14-18). The Tentative Map was approved pursuant to the Subdivision Map Act and BMC 16.24.040 regarding subdivisions of four or fewer parcels ("parcel map"). The proposed subdivision complies with the applicable requirements of the Zoning Ordinance and policies of the General Plan.



hazardous liquids described by Mr. Runquist did not seem to be of sufficient quantity or of a type unusual for what many people store in their homes or garages, and that City staff had not observed any obvious signs of significant ground contamination. He therefore did not believe further soils analysis was necessary or required, and approved the proposed map.

### **CONCLUSION**

Staff recommends that the Planning Commission deny the appeal and uphold the Community Development Director's approval of the Tentative Parcel Map for 1035 West K Street (Decision of Record No. 14-18).

### **FURTHER ACTION:**

The Planning Commission's action will be final unless appealed to the City Council within ten calendar days.

### **Attachments:**

- ❑ Draft Resolution
- ❑ Decision of Record No. 14-18 (CDD)
- ❑ Agenda Item for October 28, 2014 Zoning Administrator Hearing
- ❑ Summary of October 28, 2014 Zoning Administrator Hearing
- ❑ Correspondence from Kim Morgan, M.D., October 28, 2014
- ❑ Correspondence from Richard Runquist, December 19, 2013 (updated December 28, 2013)
- ❑ Tentative Parcel Map

**DRAFT RESOLUTION**

**RESOLUTION NO. 14- (PC)**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BENICIA DENYING THE APPEAL AND UPHOLDING DECISION OF RECORD NO. 14-18 (CDD) REGARDING APPROVAL OF THE TENTATIVE PARCEL MAP FOR 1035 WEST K STREET (14PLN-00072)**

**WHEREAS**, on November 4, 2014 the Community Development Director approved a Tentative Parcel Map to divide the 0.86 acre parcel located at 1035 West K Street into four parcels (Decision of Record No. 14-18); and

**WHEREAS**, the subject property is located in the Single-Family Residential (RS) zoning district and is currently being developed with a single-family home (proposed Parcel 1), and the applicant proposes to develop additional single-family homes on Parcels 2, 3 and 4; and

**WHEREAS**, neighbors in the surrounding area submitted correspondence in December 2013, regarding site contamination and potential water quality impacts associated with demolition of the pre-existing home, and subsequently filed a complaint with the Regional Water Quality Control Board; and

**WHEREAS**, in January, 2014, staff from the City of Benicia Building Division and Engineering Division responded to concerns about site contamination including observation of demolition and visual inspections of the site for evidence of environmental contamination, including visible debris, soil discoloration or oily smears, chemical or fuel odors, and did not observe evidence of contamination to warrant further soils investigation; and

**WHEREAS**, pursuant to BMC section 16.24.040, a public hearing for the Tentative Parcel Map was held on October 28, 2014, and residents neighboring the subject property expressed objection to the proposal citing a number of concerns including site contamination, impairment of views, traffic, and disturbances from construction activity; and

**WHEREAS**, the Community Development Director conducted the public hearing, received testimony and determined that the pertinent information and testimony brought forth during the hearing had been adequately evaluated and approved the Tentative Parcel Map in accordance with the Subdivision Map Act and BMC 16.24.040 regarding subdivisions of four or fewer parcels, which provides that the Community Development Director may approve or deny a Parcel Map following a public hearing; and

**WHEREAS**, on November 18, 2014, Dr. David Steele, Ricki Steele, and Richard Runquist appealed the Decision of Record No. 14-18 in accordance with Benicia Municipal Code (BMC) Chapter 1.44 (Appeals) and Section 16.24.060 (Appeals of community development director action), based upon concerns of soil contamination on the site; and

**WHEREAS**, on December 11, 2014, the Planning Commission held a public hearing to consider the appeal of the Decision of Record No. 14-18.

**NOW THEREFORE BE IT RESOLVED THAT** the Planning Commission of the City of Benicia denies the appeal and upholds Decision of Record No. 14-18 (CDD) based on the following findings:

1. No new information or evidence has been provided to indicate the likelihood or persistence of environmental contamination on the site.
2. The project is categorically exempt under Section 15315 of the California Environmental Quality Act (CEQA) Guidelines, which exempts minor land divisions in urbanized areas into four or fewer lots when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel has a slope of less than 20 percent, and the parcel has not been involved in a division of a larger parcel within the past two years.
3. No special circumstances exist that would create a reasonable possibility that granting a Tentative Parcel Map for this project will have a significant effect on the environment or result in effects identified in the Subdivision Map Act (Government Code section 66474) which sets forth the grounds for denial of a parcel map.
4. The proposed subdivision complies with the applicable requirements of the Zoning Ordinance and policies of the General Plan.

The proposed map is consistent with the General Plan and Zoning Ordinance, particularly policies supporting compatible and efficient use of land. The proposed parcels comply with the minimum site area and site width standards of the RS Single-Family Residential District. The proposed lot configuration is appropriate within the context of the surrounding neighborhood. The future single-family development is consistent with the land use standards of the RS District and the general character of the neighborhood.

5. The site is physically suitable for the proposed type of development.

The project does not include a development proposal at this time; however, anticipated use of the site for single family residences is consistent with the underlying zoning and character of the surrounding neighborhood.

6. The site is physically suitable for the proposed density of development.

The Tentative Parcel Map proposes lot sizes that exceed the minimum standards of the RS District for site area and site width. Future development of Parcel B will be subject to the use and bulk standards of the RS District.

7. The design of the subdivision and the proposed improvements will not cause substantial environmental damage, or substantially and avoidably injure fish or wildlife or their habitat.

The proposed subdivision is a minor land division in an urbanized area that has been altered and maintained for residential use. Site improvements will include installation of sidewalk and stormwater control measures, which are necessary to ensure protection of life and property and are consistent with City of Benicia standards and policies.

8. The design of the subdivision and the type of improvements will not cause serious public health problems.

The design of the subdivision is limited to the existing parcel area. There is adequate capacity for sewer and water service and facilities will be extended to each parcel during the course of development. There are no new roads proposed and the circulation pattern surrounding the site will not be altered. The site has been evaluated for soil, geotechnical, hydrology and drainage conditions. Stormwater will be managed and contained in accordance with adopted standards, including the BASMAA Post-Construction Manual which is adopted in accordance with the statewide Phase II municipal stormwater NPDES permit that was reissued by the California State Water Control Board in 2013. The project will not adversely affect public health as a result of its design and improvements.

9. The design of the subdivisions and the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.

The project does not propose improvements nor design features that will conflict with easements.

\*\*\*\*

On a motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, the above Resolution was adopted by the Planning Commission of the City of Benicia at the regular meeting of said Commission held on the 11th day of December 2014, and adopted by the following vote:

Ayes:  
Noes:  
Absent:  
Abstain:

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Donald Dean  
Planning Commission Chair

**DECISION OF RECORD NO. 14-18 (CDD)**

**DECISION OF RECORD NO. 14-18 (ZA)**

**A DECISION OF THE ZONING ADMINISTRATOR OF THE CITY OF BENICIA APPROVING A TENTATIVE PARCEL MAP APPLICATION AT 1035 WEST K STREET (14PLN-00003)**

**WHEREAS**, On January 15, 2014, Marvin Kinney representing NCA CAPITAL, INC. submitted an application for a Tentative Parcel Map; and

**WHEREAS**, the proposed project is located on real property at 1035 West K Street in the City of Benicia, identified by Assessor's Parcel Number 0086-101-040; and

**WHEREAS**, neighbors in the surrounding area submitted correspondence in December 2013 regarding site contamination and potential water quality impacts associated with demolition of the pre-existing home, and subsequently filed a complaint with the Regional Water Quality Control Board; and

**WHEREAS**, staff from the City of Benicia Building Division and Engineering Division responded to concerns about site contamination including observation of demolition and visual inspections of the site for evidence of environmental contamination, including the presence of debris, containers, leaking equipment, soil discoloration, and visible soil plume and did not observe evidence of contamination to warrant further soils investigation; and

**WHEREAS**, during the public hearing for the Tentative Parcel Map on October 28, 2014, residents neighboring the subject property expressed objection to the proposal citing a number of concerns including site contamination, impairment of views, traffic, and disturbances from construction activity; and

**WHEREAS**, the Zoning Administrator conducted the public hearing, received testimony and determined that the pertinent information and testimony brought forth during the hearing has been adequately evaluated; and

**WHEREAS**, no special circumstances exist that would create a reasonable possibility that granting a Tentative Parcel Map for this project will have a significant effect on the environment or result in effects identified in the Subdivision Map Act, Section 66474 which sets forth the grounds for denial of a parcel map;

**NOW, THEREFORE, BE IT RESOLVED** that the Zoning Administrator of the City of Benicia hereby finds that:

- a) The City determined that the project is categorically exempt under Section 15315 of the California Environmental Quality Act (CEQA) Guidelines, which exempts minor land divisions in urbanized areas into four or fewer lots when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to

local standards are available, the parcel has a slope of less than 20 percent, and the parcel has not been involved in a division of a larger parcel within the past two years.

- b) The proposed map is consistent with the General Plan and all applicable provisions of the Zoning Ordinance.

The proposed map is consistent with the General Plan and Zoning Ordinance, particularly policies supporting compatible and efficient use of land. The proposed parcels comply with the minimum site area and site width standards of the RS Single-Family Residential District. The proposed lot configuration is appropriate within the context of the surrounding neighborhood. The future single-family development is consistent with the land use standards of the RS District and the general character of the neighborhood.

- c) The site is physically suitable for the proposed type of development.

The project does not include a development proposal at this time; however, anticipated use of the site for single family residences is consistent with the underlying zoning and character of the surrounding neighborhood.

- d) The site is physically suitable for the proposed density of development.

The Tentative Parcel Map proposes lot sizes that exceed the minimum standards of the RS District for site area and site width. Future development of Parcel B will be subject to the use and bulk standards of the RS District.

- e) The design of the subdivision and the proposed improvements will not cause substantial environmental damage, or substantially and avoidably injure fish or wildlife or their habitat.

The proposed subdivision is a minor land division in an urbanized area that has been altered and maintained for residential use. Site improvements will include installation of sidewalk and stormwater control measures, which are necessary to ensure protection of life and property and are consistent with City of Benicia standards and policies.

- f) The design of the subdivision and the type of improvements will not cause serious public health problems.

The design of the subdivision is limited to the existing parcel area. There is adequate capacity for sewer and water service and facilities will be extended to each parcel during the course of development. There are no new roads proposed and the circulation pattern surrounding the site will not be altered. The site has been evaluated for soil, geotechnical, hydrology and drainage conditions. Stormwater will be managed and contained in accordance with adopted standards, including the BASMAA Post-Construction Manual which

is adopted in accordance with the statewide Phase II municipal stormwater NPDES permit that was reissued by the California State Water Control Board in 2013. The project will not adversely affect public health as a result of its design and improvements.

- g) The design of the subdivisions and the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.

The project does not propose improvements nor design features that will conflict with easements.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Benicia Zoning Administrator hereby approves the Tentative Parcel Map subject to the following conditions:

1. The improvement plans and Final Map shall substantially comply with the submitted Tentative Parcel Map prepared by Baumbach & Piazza Inc., consisting of six total sheets (Sheets 1 and 3 marked "received" by the Community Development Department on October 16, 2014 and Sheets 2, 4, 5 and 6 marked "received" on September 23, 2014) labeled as Exhibit "A" and on file in the Community Development Department.
2. This approval shall expire two years from the date of approval unless a Parcel Map is submitted for review and approval and recorded by the Solano County recorder or an extension has been requested and approved by the Community Development Director in accordance with Benicia Municipal Code 16.24.070.
3. Prior to the removal of any trees pursuant to the Tree Removal Plan, the applicant shall obtain a permit from the Parks & Community Services Department.
4. The project shall adhere to all applicable ordinances, plans, and specifications of the City of Benicia, including but not limited to the Engineering Design Standards and BASMAA Post-Construction Manual.
5. The design for the proposed culvert across Parcel 1 shall be for the 100-year storm and include an overflow channel so that if the inlets get obstructed storm water will not flood adjacent properties but instead runoff onto West K Street.
6. The final map shall indicate that the owner of Parcel 1 is required to maintain the proposed culvert and that said culvert is privately owned.
7. Prior to approval of the Final Parcel Map, the applicant shall submit a current title report and parcel boundary closure calculations based upon the field survey.

8. Prior to approval of the Final Parcel Map, the applicant shall execute and submit a Stormwater Treatment Measures Maintenance Agreement (copy can be obtained from Engineering Division).
9. Prior to the issuance of a building permit for Parcels 3-4, the permit applicant shall:
  - A. Obtain a bonded encroachment permit to: patch and overlay the full width of the alley with 1 ½ inches of asphalt concrete along the parcel frontage; install sidewalk on the north side of West K Street along the parcel frontage; install curb and gutter along the south side of the alley along the parcel frontage, separate water service, and separate sewer lateral.
  - B. Execute and submit the Stormwater Treatment Measures Maintenance Agreement (copy can be obtained from the Engineering Division)
10. Prior to obtaining a Certificate of Occupancy for Parcels 3-4, the permit applicant shall complete the improvements outlined in Condition 9.
11. Prior to the issuance of a building permit for Parcel 2, the permit applicant shall:
  - A. Obtain a bonded encroachment permit to: patch and overlay the full width of the alley with 1 ½ inches of asphalt concrete along Parcel 2 easterly to West 10<sup>th</sup> Street; install sidewalk on the north side of West K along Parcel 1 and 2 frontages; install curb and gutter along the south side of the alley along Parcel 1 and 2 frontages; install separate water service, and separate sewer lateral for Parcel 2; remove and replace alley driveway and approach at 10<sup>th</sup> Street.
  - B. Obtain design approval from the City Engineering Division and install the culvert and overflow channel along the east side of the Parcel 1.
  - C. Execute and submit the Stormwater Treatment Measures Maintenance Agreement (copy can be obtained from the Engineering Division).
12. Prior to obtaining a Certificate of Occupancy for Parcel 2, the permit applicant shall complete the improvements outlined in Condition 11 A and C.
13. The applicant or permittee shall defend, indemnify, and hold harmless the City of Benicia or its agents, officers, and employees from any claim, action, or proceeding against the City of Benicia or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant's or permittee's duty to so defend, indemnify, and hold harmless shall be subject to the City's promptly notifying the applicant or permittee of any said claim, action, or proceeding and

the City's full cooperation in the applicant's or permittee's defense of said claims, actions, or proceedings.

\* \* \* \* \*

The foregoing decision was made by the Zoning Administrator on November 4, 2014.

Signed,

A handwritten signature in blue ink, appearing to read 'Dan Marks', written over a horizontal line.

Dan Marks  
Interim Community Development Director

**AGENDA ITEM FOR OCTOBER 28, 2014  
ZONING ADMINISTRATOR HEARING**

**CITY OF BENICIA  
ZONING ADMINISTRATOR HEARING: OCTOBER 28, 2014**

**DATE** : October 15, 2014

**TO** : Zoning Administrator

**FROM** : Suzanne Thorsen, Associate Planner

**SUBJECT** : PARCEL MAP TO SUBDIVIDE 0.86 ACRES LOCATED AT 1035 WEST K STREET INTO FOUR PARCELS; AFTER DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA

**PROJECT** : 14PLN-00003  
1035 West K Street  
APN 0086-101-040

**RECOMMENDATION:**

Approve the Tentative Parcel Map for 1035 West K Street subject to the findings and conditions included in the draft Decision of Record; after a determination that the project is categorically exempt from CEQA.

**EXECUTIVE SUMMARY:**

The applicant, NCA Capital, proposes to subdivide a 0.86 acre (37,500 square feet) parcel located at 1035 West K Street into four parcels as shown on the Tentative Parcel Map: Parcel 1 (7,500 square feet) and Parcels 2, 3 and 4 (10,000 square feet each). The property was previously developed with a single-family home which has been demolished. A single family residence is presently under construction on Parcel 1. Upon subdivision, the applicant intends to develop parcels 2, 3 and 4 with single-family homes. The property is located in the Single-Family Residential (RS) zoning district.

**BUDGET INFORMATION:**

No budget impacts are expected.

**ENVIRONMENTAL ANALYSIS:**

The Tentative Parcel Map is categorically exempt under Section 15315 of the California Environmental Quality Act (CEQA) Guidelines, which exempts minor land divisions in urbanized areas zoned for residential use into four or fewer parcels when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel was not involved



The concerns expressed by the neighbors were in regard to refuse and potential contaminants on the property. On Wednesday, January 8, the City received an email from the Regional Water Quality Control Board upon the request of one of the neighbors, Ms. Nancy Roetzer, to evaluate potential water quality impacts from the demolition. The water board requested that the City take the lead in following up on the complaint and contact Ms. Roetzer directly with the results of the investigation. City Staff from the Engineering and Building Divisions conducted a series of site inspections in early January and did not find any material on the property to indicate the potential for contamination. Upon issuance of the building permit for demolition, staff continued to monitor the site and did not observe contaminants. Subsequently, no additional complaints were filed.

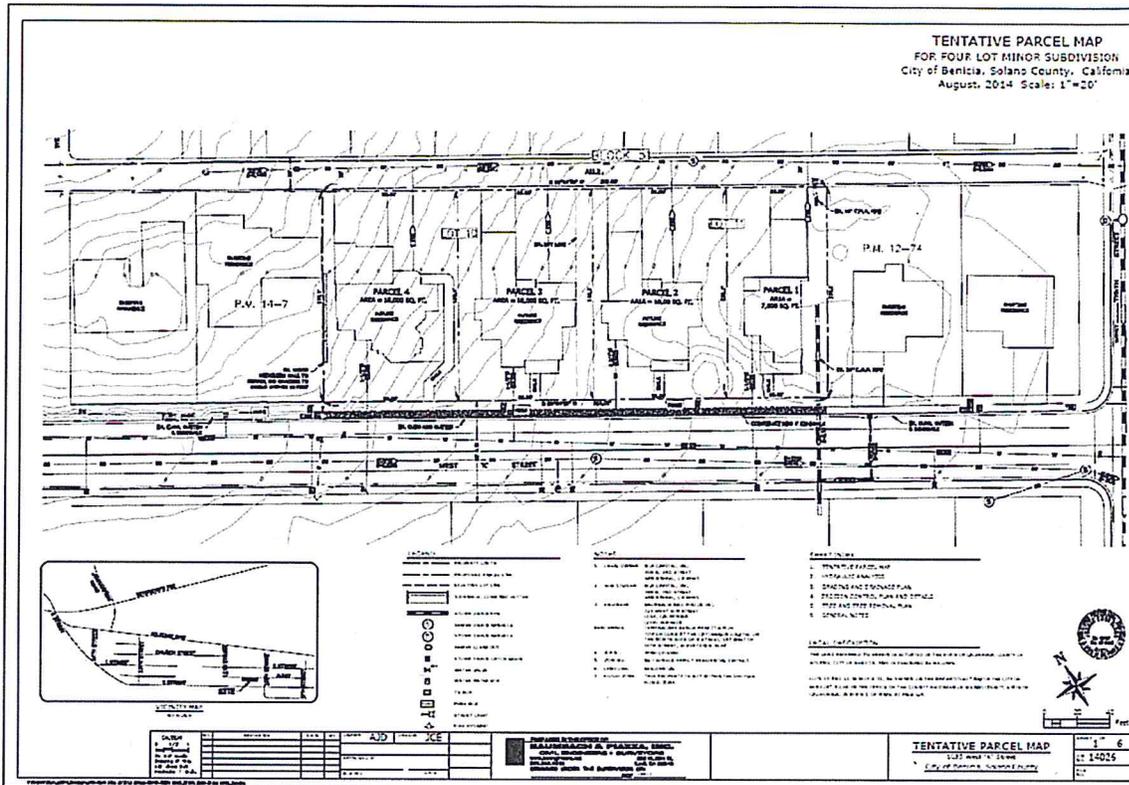
**SUMMARY/ANALYSIS:**

The applicant proposes to subdivide a 37,500 square foot parcel located at 1035 West K Street into four parcels as shown on the Tentative Parcel Map dated September 23, 2014 and provided as Exhibit A to the draft Decision of Record. The property was previously developed with a single-family home which has been demolished.

The site is presently under construction of a single-family residence on the site of the proposed Parcel 1 (7,500 square feet). Proposed Parcels 2, 3 and 4 measure 10,000 square feet each. Upon subdivision, the applicant intends to develop parcels 2, 3 and 4 with single-family homes. The general footprint of each home is provided on the Tentative Parcel Map. The property is located in the Single-Family Residential (RS) zoning district.

The subject property is not located within a Historic District and is not within 150 feet of the shoreline. Pursuant to BMC 17.24.030(K), projects within 150 feet of the shoreline are subject to a height limitation of 24 feet (two stories). Outside of this area, the maximum height is 30 feet.

Figure 2 – Tentative Parcel Map



### General Plan

The General Plan Land Use Diagram designates the subject property as Low Density Residential. The following General Plan goals and policies pertain to the proposed parcel map:

- GOAL 2.1: Preserve Benicia as a small-sized city.
  - Policy 2.1.1: Ensure that new development is compatible with adjacent existing development and does not detract from Benicia's small town qualities and historic heritage (and, to the extent possible, contributes to the applicable quality of life factors noted in Land Use Goal 2.1).
  - Policy 2.1.2: Make efficient use of land in new development areas consistent with the surrounding neighborhood.

The project is consistent with Benicia's goals to remain a small-sized City and make efficient use of land in new development areas because it accommodates infill development in a manner that is consistent with the use and configuration of surrounding lots. Subsequent development of Parcels 2, 3

and 4 will be reviewed in accordance with the Benicia Municipal Code, ensuring that the future single-family development complies with the adopted standards and requirements of the City.

Zoning Consistency

The subject property is located in the RS Single-family Residential Zoning District. The standards for RS District are contained in Chapter 17.24 BMC. The proposed lots comply with the development standards as follows:

	<b>Required</b>	<b>Proposed</b>
<b>Minimum Site Area</b>	6,000 square feet	7,500 square feet – Parcel 1 10,000 square feet – Parcel 2, 3, 4
<b>Minimum Site Width</b>	60 feet	60 feet – Parcel 1 80 feet – Parcel 2, 3, 4

The residence that is presently under construction on proposed Parcel 1 complies with the standards of the RS District, including minimum yards (setbacks), lot coverage, height, site landscaping, and off-street parking and loading. The proposed parcel map will not alter compliance with the zoning requirements. Future development on Parcels 2, 3 and 4, depicted for illustrative purposes on the Tentative Parcel Map, will be reviewed at the time of permitting for conformance with the standards of the RS District.

Tree and Shrub Removal

Development of the subdivision will result in removal of trees and shrubs as identified on the Tree & Tree Removal Plan (Sheet 5 of 6) in the Tentative Parcel Map. Tree removal permits are required in accordance with Chapter 12.24 BMC. The applicant is in coordination with the department of Parks & Community Services regarding permits for tree removal (draft Condition of Approval No. 3). Among the trees identified for removal, none are California Native Trees identified as Protected Trees in BMC 12.24.030.A.6. Species to be removed include Almond, Laurel, Fig, Tea, Pine, Toyon, Cedar, Pyracantha, Plum, Privet, and unspecified shrubs. The City Arborist, who reviews and issues tree removal permits, has not indicated concerns about the proposed removal.

Site and Public Improvements

The proposed parcel map has been reviewed by the Engineering Division for compliance with the requirements of Title 16 (Subdivisions), as well as for grading, stormwater management and infrastructure. As proposed in the draft conditions of approval, the applicant will be required to install sidewalks along the north side of West K Street and improve the alley which provides vehicular access to rear loaded garages which will serve the new homes. Site improvements will include proper drainage and stormwater management,

including measures for long term maintenance of stormwater treatment facilities.

Subdivision Findings

Benicia Municipal Code, Title 16, Subdivisions, and the California Subdivision Map Act require the following findings be made in order to approve a proposed Parcel Map:

- a. *The proposed map is consistent with the General Plan and all applicable provisions of the Benicia Municipal Code.*

The proposed map is consistent with the General Plan and Zoning Ordinance, particularly policies supporting compatible and efficient use of land. The proposed parcels comply with the minimum site area and site width standards of the RS Single-Family Residential District. The proposed lot configuration is appropriate within the context of the surrounding neighborhood. The future single-family development is consistent with the land use standards of the RS District and the general character of the neighborhood.

- b. *The site is physically suitable for the proposed type of development.*

The project does not include a development proposal at this time; however, anticipated use of the site for single family residences is consistent with the underlying zoning and character of the surrounding neighborhood.

- c. *The site is physically suitable for the proposed density of development.*

The subject parcel measures 300' wide along the West K Street frontage and 125' deep. The RS District would allow a subdivision of up to 5 lots, 60' wide and 125' deep. The Tentative Parcel Map proposes lot sizes that exceed the minimum standards of the RS District for site area and site width. Future development of Parcel B will be subject to the use and bulk standards of the RS District.

- d. *The design of the subdivision and the proposed improvements will not cause substantial environmental damage, or substantially and avoidably injure fish or wildlife or their habitat.*

The proposed subdivision is a minor land division in an urbanized area that has been altered and maintained for residential use. Site improvements will include installation of sidewalk and stormwater control measures, which are necessary to ensure protection of life and property and are consistent with City of Benicia standards and policies.

- e. *The design of the subdivision and the type of improvements will not cause serious public health problems.*

The design of the subdivision is limited to the existing parcel area. There is adequate capacity for sewer and water service and facilities will be extended to each parcel during the course of development. There are no new roads proposed and the circulation pattern surrounding the site will not be altered. The site has been evaluated for soil, geotechnical, hydrology and drainage conditions. Stormwater will be managed and contained in accordance with adopted standards, including the BASMAA Post-Construction Manual which is adopted in accordance with the statewide Phase II municipal stormwater NPDES permit that was reissued by the California State Water Control Board in 2013. The project will not adversely affect public health as a result of its design and improvements.

- f. *The design of the subdivisions and the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.*

The project does not propose improvements nor design features that will conflict with easements.

**CONCLUSION:**

Based on staff's analysis, the subdivision is appropriate for this location and should therefore be approved.

**FURTHER ACTION:**

The Zoning Administrator's action will be final unless appealed to the Planning Commission within ten business days.

**ATTACHMENTS:**

- Draft Decision of Record
- Tentative Parcel Map

**DRAFT DECISION OF RECORD**

**DECISION OF RECORD NO. 14- (ZA)**

**A DECISION OF THE ZONING ADMINISTRATOR OF THE CITY OF BENICIA APPROVING A TENTATIVE PARCEL MAP APPLICATION AT 1035 WEST K STREET (14PLN-00003)**

**WHEREAS**, On January 15, 2014, Marvin Kinney representing NCA CAPITAL, INC. submitted an application for a Tentative Parcel Map; and

**WHEREAS**, the proposed project is located on real property at 1035 West K Street in the City of Benicia, identified by Assessor's Parcel Number 0086-101-040; and

**WHEREAS**, based on staff's review of the project, no special circumstances exist that would create a reasonable possibility that granting a Tentative Parcel Map for this project will have a significant effect on the environment; and

**WHEREAS**, the Zoning Administrator conducted a public hearing, received testimony, and considered pertinent information and documents; and.

**NOW, THEREFORE, BE IT RESOLVED** that the Zoning Administrator of the City of Benicia hereby finds that:

- a) The City determined that the project is categorically exempt under Section 15315 of the California Environmental Quality Act (CEQA) Guidelines, which exempts minor land divisions in urbanized areas into four or fewer lots when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel has a slope of less than 20 percent, and the parcel has not been involved in a division of a larger parcel within the past two years.
- b) The proposed map is consistent with the General Plan and all applicable provisions of the Zoning Ordinance.

The proposed map is consistent with the General Plan and Zoning Ordinance, particularly policies supporting compatible and efficient use of land. The proposed parcels comply with the minimum site area and site width standards of the RS Single-Family Residential District. The proposed lot configuration is appropriate within the context of the surrounding neighborhood. The future single-family development is consistent with the land use standards of the RS District and the general character of the neighborhood.

- c) The site is physically suitable for the proposed type of development.

The project does not include a development proposal at this time; however, anticipated use of the site for single family residences is consistent with the underlying zoning and character of the surrounding neighborhood.

- d) The site is physically suitable for the proposed density of development.

The Tentative Parcel Map proposes lot sizes that exceed the minimum standards of the RS District for site area and site width. Future development of Parcel B will be subject to the use and bulk standards of the RS District.

- e) The design of the subdivision and the proposed improvements will not cause substantial environmental damage, or substantially and avoidably injure fish or wildlife or their habitat.

The proposed subdivision is a minor land division in an urbanized area that has been altered and maintained for residential use. Site improvements will include installation of sidewalk and stormwater control measures, which are necessary to ensure protection of life and property and are consistent with City of Benicia standards and policies.

- f) The design of the subdivision and the type of improvements will not cause serious public health problems.

The design of the subdivision is limited to the existing parcel area. There is adequate capacity for sewer and water service and facilities will be extended to each parcel during the course of development. There are no new roads proposed and the circulation pattern surrounding the site will not be altered. The site has been evaluated for soil, geotechnical, hydrology and drainage conditions. Stormwater will be managed and contained in accordance with adopted standards, including the BASMAA Post-Construction Manual which is adopted in accordance with the statewide Phase II municipal stormwater NPDES permit that was reissued by the California State Water Control Board in 2013. The project will not adversely affect public health as a result of its design and improvements.

- g) The design of the subdivisions and the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.

The project does not propose improvements nor design features that will conflict with easements.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, that the Benicia Zoning Administrator hereby approves the Tentative Parcel Map subject to the following conditions:

1. The improvement plans and Final Map shall substantially comply with the submitted Tentative Parcel Map prepared by Baumbach & Piazza Inc., consisting of six total sheets (Sheets 1 and 3 marked "received" by the Community Development Department on October 16, 2014 and Sheets 2, 4, 5 and 6 marked "received" on September 23, 2014) labeled as Exhibit "A" and on file in the Community Development Department.
2. This approval shall expire two years from the date of approval unless a Parcel Map is submitted for review and approval and recorded by the Solano County recorder or an extension has been requested and approved by the Community Development Director in accordance with Benicia Municipal Code 16.24.070.
3. Prior to the removal of any trees pursuant to the Tree Removal Plan, the applicant shall obtain a permit from the Parks & Community Services Department.
4. The project shall adhere to all applicable ordinances, plans, and specifications of the City of Benicia, including but not limited to the Engineering Design Standards and BASMAA Post-Construction Manual.
5. The design for the proposed culvert across Parcel 1 shall be for the 100-year storm and include an overflow channel so that if the inlets get obstructed storm water will not flood adjacent properties but instead runoff onto West K Street.
6. The final map shall indicate that the owner of Parcel 1 is required to maintain the proposed culvert and that said culvert is privately owned.
7. Prior to approval of the Final Parcel Map, the applicant shall submit a current title report and parcel boundary closure calculations based upon the field survey.
8. Prior to approval of the Final Parcel Map, the applicant shall execute and submit a Stormwater Treatment Measures Maintenance Agreement (copy can be obtained from Engineering Division).
9. Prior to the issuance of a building permit for Parcels 3-4, the permit applicant shall:
  - A. Obtain a bonded encroachment permit to: patch and overlay the full width of the alley with 1 ½ inches of asphalt concrete along the parcel frontage; install sidewalk on the north side of West K Street along the parcel frontage; install curb and gutter along the south side of the alley along the parcel frontage, separate water service, and separate sewer lateral.
  - B. Execute and submit the Stormwater Treatment Measures Maintenance Agreement (copy can be obtained from the Engineering Division)

10. Prior to obtaining a Certificate of Occupancy for Parcels 3-4, the permit applicant shall complete the improvements outlined in Condition 8.
11. Prior to the issuance of a building permit for Parcel 2, the permit applicant shall:
  - A. Obtain a bonded encroachment permit to: patch and overlay the full width of the alley with 1 ½ inches of asphalt concrete along Parcel 2 easterly to West 10<sup>th</sup> Street; install sidewalk on the north side of West K along Parcel 1 and 2 frontages; install curb and gutter along the south side of the alley along Parcel 1 and 2 frontages; install separate water service, and separate sewer lateral for Parcel 2; remove and replace alley driveway and approach at 10<sup>th</sup> Street.
  - B. Obtain design approval from the City Engineering Division and install the culvert and overflow channel along the east side of the Parcel 1.
  - C. Execute and submit the Stormwater Treatment Measures Maintenance Agreement (copy can be obtained from the Engineering Division).
12. Prior to obtaining a Certificate of Occupancy for Parcel 2, the permit applicant shall complete the improvements outlined in Condition 10 A and C.
13. The applicant or permittee shall defend, indemnify, and hold harmless the City of Benicia or its agents, officers, and employees from any claim, action, or proceeding against the City of Benicia or its agents, officers, or employees to attack, set aside, void, or annul an approval of the Planning Commission, City Council, Community Development Director, or any other department, committee, or agency of the City concerning a development, variance, permit or land use approval which action is brought within the time period provided for in any applicable statute; provided, however, that the applicant's or permittee's duty to so defend, indemnify, and hold harmless shall be subject to the City's promptly notifying the applicant or permittee of any said claim, action, or proceeding and the City's full cooperation in the applicant's or permittee's defense of said claims, actions, or proceedings.

\* \* \* \* \*

The foregoing decision was made at a meeting of the Zoning Administrator on October 15, 2014.

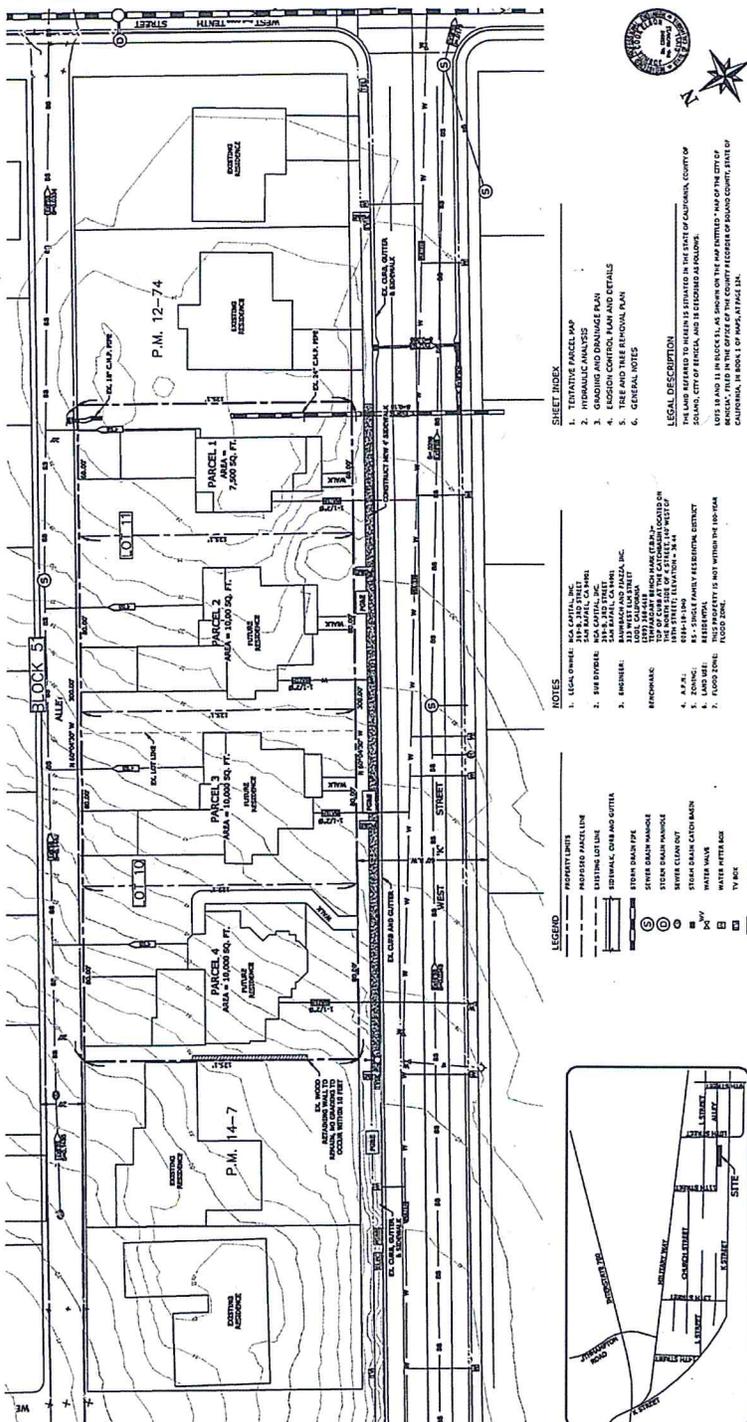
Signed,

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Dan Marks  
Interim Community Development Director

**TENTATIVE PARCEL MAP**

TENTATIVE PARCEL MAP  
 FOR FOUR LOT MINOR SUBDIVISION  
 City of Benicia, Solano County, California  
 August, 2014 Scale: 1"=20'



- SHEET INDEX**
- TENTATIVE PARCEL MAP
  - HYDRAULIC ANALYSIS
  - GRADING AND DRAINAGE PLAN
  - EROSION CONTROL PLAN AND DETAILS
  - LANDSCAPE ARCHITECTURE AND DETAILS
  - GENERAL NOTES

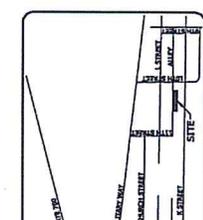
**LEGAL DESCRIPTION**

THE PARCELS SHOWN IN THIS PLAN OF DIVISION, COUNTY OF SOLANO, CITY OF BENICIA, AND IS SHOWN AS FOLLOWS:

LOT 10 IS IN BLOCK 10, AS SHOWN ON THE MAP ENTITLED "PARCEL MAP OF THE CITY OF BENICIA," FILED IN THE OFFICE OF THE COUNTY RECORDER OF SOLANO COUNTY, STATE OF CALIFORNIA, IN BOOK 1 OF MAPS, AT PAGE 138.

- NOTES**
- LEGAL OWNER: MSA CAPITAL, INC. 214 S. JEFFERSON STREET, SUITE 200, BENICIA, CA 94510
  - THE ENGINEER: MSA CAPITAL, INC. 214 S. JEFFERSON STREET, SUITE 200, BENICIA, CA 94510
  - REGISTERED PROFESSIONAL ENGINEER: MSA CAPITAL, INC. 214 S. JEFFERSON STREET, SUITE 200, BENICIA, CA 94510
- REFERENCE:**
- S.P.C. 11.01.01
  - S.P.C. 11.01.02
  - S.P.C. 11.01.03
  - S.P.C. 11.01.04
  - S.P.C. 11.01.05
  - S.P.C. 11.01.06
  - S.P.C. 11.01.07
  - S.P.C. 11.01.08
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  - S.P.C. 11.01.98
  - S.P.C. 11.01.99
  - S.P.C. 11.01.100

- LEGEND**
- PROPERTY LINES
  - PROPOSED PARCEL LINE
  - EXISTING LOT LINE
  - SEWER, GAS AND OTHER
  - SEWER MAIN PIPE
  - SEWER CLEAN OUT
  - SEWER CLEAN OUT BOX
  - WATER MAIN
  - WATER METER BOX
  - TV RACK
  - POWER POLE
  - STREET LIGHT
  - PAVEMENT



**TENTATIVE PARCEL MAP**  
 1035 West "K" Street  
 City of Benicia, Solano County

**PREPARED BY:** MSA CAPITAL, INC.  
**DATE:** 08/14/14

**APPROVED BY:** [Signature]  
**DATE:** 08/14/14

**SCALE:** 1"=20'

**SHEET INDEX:** SHEET 1 OF 6  
 SHEET NO. 14026  
 SHEET TITLE: PARCEL MAP

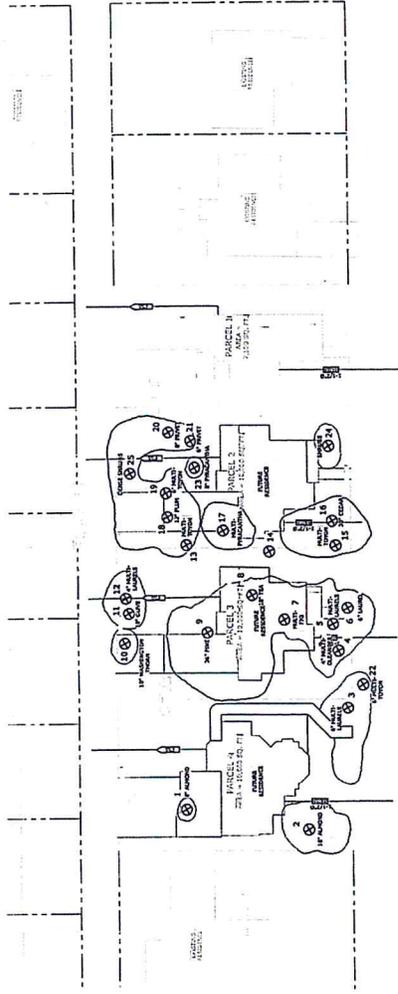
EXHIBIT A







TENTATIVE PARCEL MAP  
 FOR FOUR LOT MINOR SUBDIVISION  
 City of Benicia, Solano County, California  
 August, 2014 Scale: 1"=20'



FILE #	TREE IDENTIFIER	REMARKS	RECOMMENDATION
1	1	1" DBH	REMOVE
1	2	1" DBH	REMOVE
1	3	1" DBH	REMOVE
1	4	1" DBH	REMOVE
1	5	1" DBH	REMOVE
1	6	1" DBH	REMOVE
1	7	1" DBH	REMOVE
1	8	1" DBH	REMOVE
1	9	1" DBH	REMOVE
1	10	1" DBH	REMOVE
1	11	1" DBH	REMOVE
1	12	1" DBH	REMOVE
1	13	1" DBH	REMOVE
1	14	1" DBH	REMOVE
1	15	1" DBH	REMOVE
1	16	1" DBH	REMOVE
1	17	1" DBH	REMOVE
1	18	1" DBH	REMOVE
1	19	1" DBH	REMOVE
1	20	1" DBH	REMOVE
1	21	1" DBH	REMOVE
1	22	1" DBH	REMOVE
1	23	1" DBH	REMOVE
1	24	1" DBH	REMOVE



NOTES:  
 1. THE TREE IDENTIFIERS SHOWN ON THIS MAP ARE THE PROPERTY OF THE CITY OF BENICIA.  
 2. THE TREE IDENTIFIERS SHOWN ON THIS MAP ARE THE PROPERTY OF THE CITY OF BENICIA.  
 3. THE TREE IDENTIFIERS SHOWN ON THIS MAP ARE THE PROPERTY OF THE CITY OF BENICIA.

DATE	BY	FOR	DATE
08/14/14	JCE	ADD	08/14/14
DATE	BY	FOR	DATE

**Tree & Tree Removal Plan**  
 1033 West 9th Street  
 City of Benicia, Solano County, CA

SEP 23 2014  
 CITY OF BENICIA  
 COMMUNITY DEVELOPMENT



**SUMMARY OF OCTOBER 28, 2014 ZONING  
ADMINISTRATOR HEARING**



## **BENICIA ZONING ADMINISTRATOR HEARING MEETING SUMMARY**

**City Hall Commission Room  
Tuesday, October 28, 2014  
3:00 P.M.**

### **I. OPENING OF MEETING**

#### **A. Introductions**

Staff Present: Dan Marks, Interim Community Development Director  
Amy Million, Principal Planner  
Suzanne Thorsen, Associate Planner

#### **B. Review of Agenda**

#### **C. Reference to Fundamental Rights of Public**

### **II. PUBLIC HEARING**

#### **A. PARCEL MAP TO SUBDIVIDE 0.86 ACRES LOCATED AT 1035 WEST K STREET INTO FOUR PARCELS; AFTER DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA**

14PLN-00003 Parcel Map  
1035 West K Street  
APN: 0086-101-040

Ms. Thorsen provided a brief presentation on the project.

Jeff Page, general contractor, spoke on behalf of the applicant and discussed the timing of the project, drainage improvements, and alley improvements associated with the proposed subdivision.

Mr. Marks opened the hearing for public comment.

Pat Roetzer, 1085 West K Street, expressed concern about property damage, especially in regards to an existing retaining wall, and discussed drainage concerns.

Nancy Roetzer, 1085 West K Street, discussed the alley behind West K Street, and expressed concern about safety for pedestrians and vehicles in the

alley as well as the potential for parked cars to block the alley. Staff clarified that it is illegal to block the alley.

David Steele, 1064 West L Street, inquired about the location of the nearest fire hydrant. Mr. Page clarified the location of an existing hydrant.

Toby Karlitz, 1072 West L Street, inquired about compliance with zoning standards and inspections. Staff provided information about permit review and inspections.

Laura Del Fava, 1072 West L Street, inquired about slope on the property and the permitted height for parcels 3 and 4, and questioned whether they are within the 150' shoreline band. Staff clarified that distance from the tide line has been examined and will be checked again at the time of building permit for zoning compliance.

Susan North, 1024 West K Street, discussed concerns about noise from construction and traffic impacts, and inquired about the timeframe for long-term build-out. Mr. Marks clarified that he does not have authority to modify the construction hours set forth in the Municipal Code.

Mr. Steele questioned the recommended CEQA exemption due to potential contamination of the site by prior property owners. Staff provided an overview of monitoring efforts, including field visits by staff in the engineering and building divisions.

Richard Runquist, 1050 West L Street, described his personal knowledge of conditions at the subject property and discussed his experience assisting the prior owner to clean the site including removal of waste and e-waste. Conditions in the basement of the demolished home were described. He expressed concerns about water pollution and suggested that a core sample testing should be completed in the vicinity of Lot 2.

Mr. Steele referenced the City of Benicia Strategic Plan goals related to community health and safety and protection of the environment.

Mr. Karlitz inquired about modifications to the alley. The applicant provided additional information and detail.

Ms. North commented on the downhill effects of stormwater flow. The applicant provided additional information and detail.

Mr. Roetzer commented on the prior occupants and the topic of hazardous materials on the property and in the basement. He additionally discussed the demolition of the building without permits. Mr. Page clarified that he

was hired after demolition of the home and removed the well on Parcel 1 with oversight of the Solano County Health Department.

Ms. North commented on the previous demolition of the single family residences including the potential for hazardous materials on site prior to demolition, and the dispersal of termites and rodents following demolition.

Mr. Page stated that he was hired as the general contractor after the demolition of the single family residence was completed; however, he was involved with the removed of a well on Parcel 1 which had oversight by Solano County health department.

Mrs. Roetzer commented on the prior occupants of the site.

Ms. North commented on the lack of community outreach, low level of buy-in from neighbors in the area, and lack of information about the status and future plans for development of the site.

Mr. Steele again referenced the Strategic Plan and commented that construction would be cheap in relation to other existing homes in the area and its effect on quality of life. He discussed impact to views from his home looking toward the Carquinez Strait. He stated that the City has not addressed the fundamental issue of safety.

Mr. Roetzer commented that West K Street is the gateway to Benicia and architecture is a priority, though he has not seen plans for how the homes will look. The applicant and the public discussed foundation requirements, soils, grading, and retaining walls.

Ricki Steele, 1064 West K Street, commented on the existing retaining walls and expressed concerns about slope stability in the area. She commented on view protection, traffic in the alley, quality of life and the timing and duration of construction.

Mr. Marks clarified the process and suggested that the applicant evaluate soils for hazardous materials. Mr. Page responded that it may be helpful to mark the location and looked to Mr. Runquist for help.

Mr. Marks additionally suggested that the applicant could offer reduced construction hours to address concerns about noise.

Mrs. Roetzer read and submitted a letter from Kim Morgan, M.D. regarding concerns about water use, the height and size of homes, and impacts to views.

Mr. Karlitz suggested that speed bump be installed in the alley. Ms. Steele suggested that traffic in the alley be restricted to one-way only.

Mr. Marks closed the hearing for public comment and stated that he will be making a decision shortly. People in attendance will receive a notice of the decision.

**III. COMMUNICATIONS FROM AUDIENCE**

None.

**IV. ADJOURNMENT**

Mr. Marks adjourned the meeting.

**CORRESPONDENCE FROM KIM MORGAN, M.D.,  
OCTOBER 28, 2014**

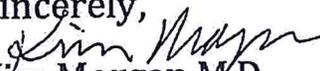
10/28/14

Dear Benicia Zoning Administer:

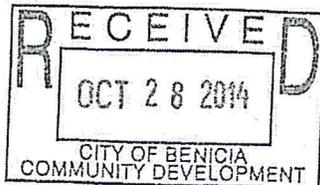
I have several concerns as a neighbor about the 1035 W K Street construction project. First and foremost is the water use by the four new homes when they are occupied. This is an unprecedented drought for years and I do not feel that new construction should be allowed without the infrastructure such as a desalinization plant in place to increase fresh water availability. Already there are severe restrictions on our water use as we are only allowed to irrigate once per week. We as a city certainly do not need to allow any more water use until there is a long term solution to our precious resource. At the very least there should be mandated zeriscaping on these lots.

Also with the two story height of these homes and 30 feet restrictions they will tower above the natural landscape of the hills and stick out like a sore thumb. Why can't the developer put single story homes that nestle in the hillside and follow the contour of the natural landscape? These homes are much larger than the other homes in the neighborhood and do not fit.

Finally with these towering homes we will all lose our Carquinez strait views and it will markedly reduce our own real estate values and ruin the esthetics of our neighborhood. I feel certainly that the developer can place smaller homes or dig out the first story and lower the height to make sure he is not ruining our homes with their present superb views.

Sincerely,  
  
Kim Morgan M.D.

1080 W L street



**CORRESPONDENCE FROM RICHARD RUNQUIST,  
DECEMBER 19, 2013  
(UPDATED DECEMBER 28, 2013)**

December 19, 2013 BY HAND

Mr. Brad Kilger  
City Manager  
City of Benicia  
250 East "L" Street  
Benicia, CA 94510

Re: Caution! 1035 West "K" Street, Benicia

Dear Mr. Kilger:

The soil of the property at 1035 West K Street, Benicia, formerly owned by the late Werner & Edith Schulze, has a history of contamination. The existing residential structure itself, originally a farmhouse from the early 1900's, may still contain many toxic and health threatening chemicals and compounds, not to mention lead paint, asbestos, fungi and molds. Below ground, a large basement may yet enclose harsh and long-time banned household, industrial and agricultural products from the WWI and WWII eras.

The spacious but squalid grounds surrounding the house were once littered with pile after pile of debris as well as "valued" mounds of scrap materials. Werner Schulze never threw anything away. After his death in January 2008, I became concerned about my elderly neighbor Edith Schulze, and her ability to navigate the property safely. In February, I began a clean-up that continued weekly through the spring and summer of 2008.

After clearing the pathways and cutting the weeds and branches, I began collecting suspicious containers of liquids stored and/or strewn throughout the property. Later, I delivered to the City Corporate Yard on East 2<sup>nd</sup> Street five trunk loads of glass, plastic and metallic vessels—many were damaged and unidentifiable—missing labels, filthy, dented, rusted or cracked. Some had been left in five-gallon metal or plastic buckets—open to the air and sky, exposed and collecting rain water! One contained a rusting heap of batteries. Decaying wooden bookcases (2), near the eastern driveway, shelved a wide assortment of filled jars, cans, tubs and bottles—all left improperly outside and not securely sealed. Under the carport and inside an adjacent, open-to-the-air workshop and storeroom was more... a lot of everything imaginable, including used motor oil, dirty car filters, brake fluids, creosote, petroleum, distillates, rusting tools and lawn mowers, car batteries, electronics. On larger metal racks were stacked, from top to bottom with e-waste, paint cans, thinners, gasoline cans, etc, etc. Mr. Schulze was a hoarder. He carelessly and improperly stored materials outside and in his basement laboratory. I even found, in/underneath the landscaping and bushes, all sorts of recklessly discarded objects and materials..

Before the Second World War, Werner Schulze participated in the research and development of early German B&W television. Later his fascination with color television and LASER experiments continued the K street property in the basement. There was a considerable amount of e-waste from early tube style AM dial radios, transistor pocket AMs, HI-FI and stereo components. The skeletons of television/cathode ray tubes (5-6) and

metal based TV frames with tubes and/or circuit boards were left by the garage and alley. I made several trips to Benicia High School e-waste drives!

In June of 2008, I contacted Reggie Johnson of R Johnson Metals (copy of his business card is attached hereto) to discuss the removal and recycling of the scrap metals strewn about the property. Subsequently, Mr. Johnson and his crew of six men spent two days collecting, sorting, loading and hauling acceptable salvage materials. A huge, rusting fuel tank (approximately 9+ feet in length and 5 feet diameter), probably for tractor diesel fuel, required the entire crew to lift it from where it was positioned further on the lot, up the hill and transported it onto the flatbed truck in the alley. It had rested there for decades. Unfortunately, left behind was a rejected pile of metals deemed too toxic (not salvageable) by Reggie Johnson. This too I hauled in the trunk of my automobile to appropriate disposal sites.

**I am concerned and seriously worried about (during the up-coming, proposed demolition) the high risk of distributing and spreading to adjacent properties of the environmentally hazardous materials that I observed and/or handled throughout the property. Because of grade changes, certain areas on the lowest lot may contain residues of toxic stewes created by rain and irrigation drainage. This lower, eastern portion, I was told by Edith, had a well and perhaps is the location of an underground stream. Recently I found out that Artesian wells run throughout this section of K street properties, upper and lower. Said stream runs directly into the Carquinez Strait and Regional Shoreline. So there is immediate concern about contamination draining into the Bay.**

After the last truck load of metal salvage was leaving her property (at no cost what so ever for her), Mrs. Schulze became so delighted that she telephoned Werner's son, Per Schulze, in Norway. After a few minutes she handed the phone to me. Per was very appreciative of my efforts and friendship. As I was leaving the property that summer afternoon, Edith approached me and stuffed a folded envelope into the pocket of my overalls. She insisted that I keep it...and I did. It contained two \$100 bills.

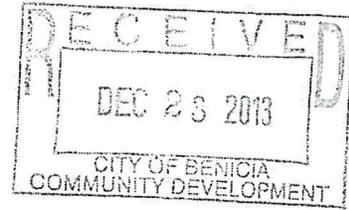
Sincerely,



Richard Runquist  
1050 West "L" Street  
(707) 746-5478

w/ Attachment

cc: Mayor Elizabeth Patterson  
Amy Million – City Hall  
Stephen Jensen – City Hall  
Fire Dept. Administration  
Teri Augustine  
Steve McKee



**DECEMBER 23, 2013**

**TO WHOM IT MAY CONCERN:**

**KINDLY REPLACE PAGE 2 OF THE LETTER  
FROM RICHARD RUNQUIST ADDRESSED  
TO BRAD KILGER DATED DECEMBER 19,  
2013 DUE TO PRINTER ERROR.**

*Bob Hall  
1080 West L St.  
707.747.9352  
bdh1080@comcast.net*

metal based TV frames with tub and/or circuit boards were left by the garage and alley. I made several trips to Benicia High School e-waste drives!

In June of 2008, I contacted Reggie Johnson of R Johnson Metals (copy of his business card is attached hereto) to discuss the removal and recycling of the scrap metals strewn about the property. Subsequently, Mr. Johnson and his crew of six men spent two days collecting, sorting, loading and hauling acceptable salvage materials. A huge, rusting fuel tank (approximately 9+ feet in length and 5 feet diameter), probably for tractor diesel fuel, required the entire crew to lift it from where it was positioned further on the lot, up the hill and transported it onto the flatbed truck in the alley. It had rested there for decades. Unfortunately, left behind was a rejected pile of metals deemed too toxic (not salvageable) by Reggie Johnson. This too I hauled in the trunk of my automobile to appropriate disposal sites.

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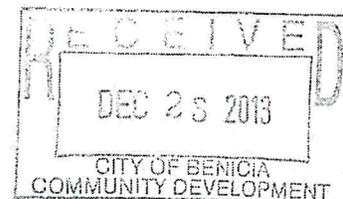
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Sincerely,



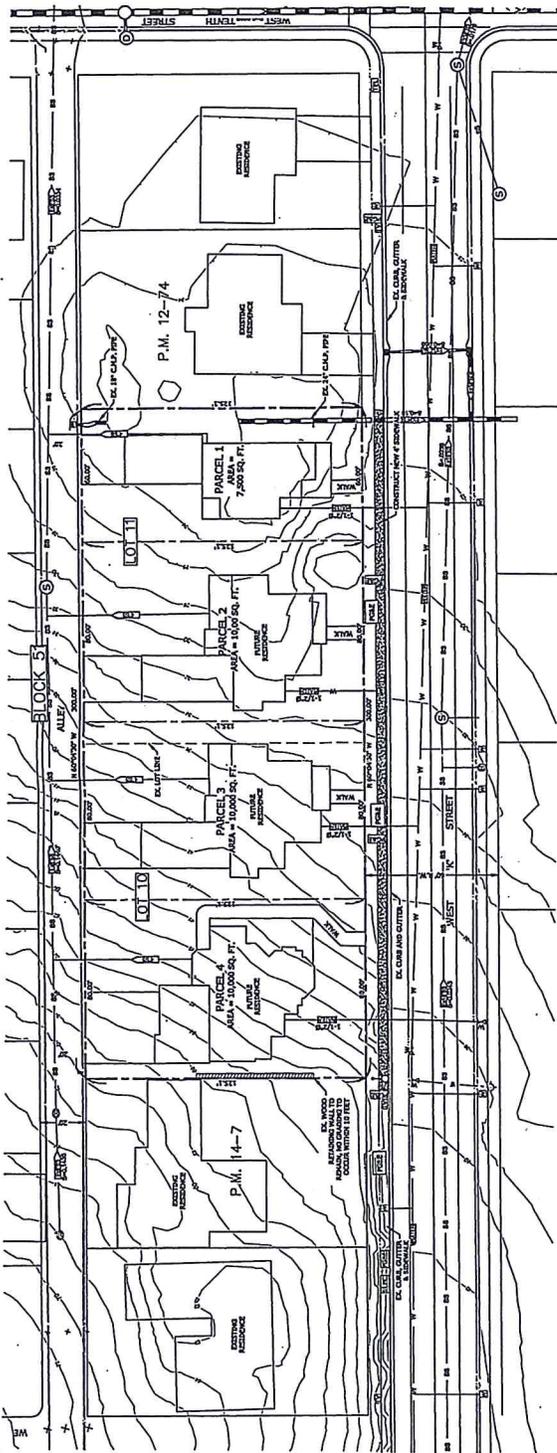
Richard Runquist  
1050 West "L" Street  
(707) 746-5478

w/ Attachment  
cc: Mayor Elizabeth Patterson  
Amy Million – City Hall  
Stephen Jensen – City Hall  
Fire Dept. Administration  
Teri Augustine  
Steve McKee



**TENTATIVE PARCEL MAP**

TENTATIVE PARCEL MAP  
FOR FOUR LOT MINOR SUBDIVISION  
City of Benicia, Solano County, California  
August, 2014 Scale: 1"=20'



**LEGEND**

- PROFFERED FACILITY
- EXISTING LOT LINE
- PROPOSED LOT LINE
- SEWER MAIN
- SEWER CLEAN OUT
- STORM DRAIN
- STORM DRAIN CATCH BASIN
- WATER VALVE
- HYDRANT
- STREET LIGHT
- UTILITY MARKER
- PROPOSED FACILITY
- EXISTING LOT LINE
- PROPOSED LOT LINE
- SEWER MAIN
- SEWER CLEAN OUT
- STORM DRAIN
- STORM DRAIN CATCH BASIN
- WATER VALVE
- HYDRANT
- STREET LIGHT
- UTILITY MARKER

**NOTES**

- LEGAL OWNER: NCA CAPITAL, INC. 545 MARIN BLVD. SUITE 200, SAN RAFAEL, CA 94901
- DATE: 08/14/14
- ENGINEER: MICHAEL J. PIATTA, INC. 1015 WEST TULSA STREET, SAN RAFAEL, CA 94901

**REMARKS:**

- A.P. 211
- EXISTING
- FLOOD ZONE: THIS PROPERTY IS NOT WITHIN THE 100-YEAR FLOOD ZONE.

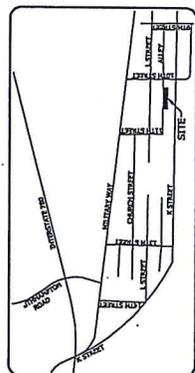
**LEGAL DESCRIPTION:**

THAT CERTAIN PARCELS SITUATED IN THE CITY OF OAKLAND, COUNTY OF SOLANO, CITY OF BENICIA, AND IS DESCRIBED AS FOLLOWS:

NOTE: AS SHOWN IN THIS MAP, THE MAP PORTIONS AND OF THE CITY OF BENICIA, FILED IN THE OFFICE OF THE COUNTY RECORDER OF SOLANO COUNTY, STATE OF CALIFORNIA, IN BOOK 1 OF MAPS, AT PAGE 114.

**SHEET INDEX**

- TENTATIVE PARCEL MAP
- HYDRAULIC ANALYSIS
- GRADING AND DRAINAGE PLAN
- PROFFERED FACILITY AND DETAILS
- THESE MAPS AND INSTRUMENT
- GENERAL NOTES



**PREPARED BY:** MICHAEL J. PIATTA, INC. 1015 WEST TULSA STREET, SAN RAFAEL, CA 94901

**DATE:** 08/14/14

**SCALE:** 1"=20'

**PROJECT:** TENTATIVE PARCEL MAP FOR FOUR LOT MINOR SUBDIVISION

**LOT:** 10-11

**DATE:** 08/14/14

**SCALE:** 1"=20'

**PROJECT:** TENTATIVE PARCEL MAP FOR FOUR LOT MINOR SUBDIVISION

RECEIVED  
OCT 16 2014  
CITY OF BENICIA  
COMMUNITY DEVELOPMENT

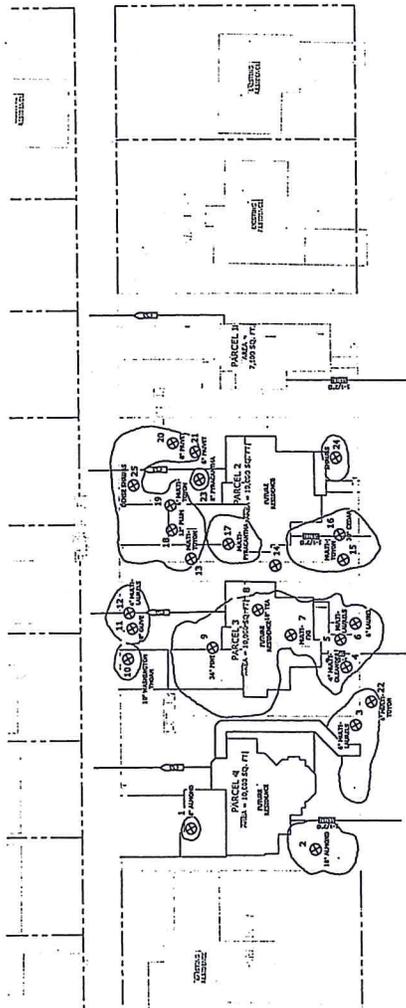
EXHIBIT A







TENTATIVE PARCEL MAP  
 FOR FOUR LOT MINOR SUBDIVISION  
 City of Berkeley, Solano County, California  
 August, 2014 Scale: 1" = 20'



Tree #	Tree Reference	Approximate Location
1	10,000 sq. ft.	Parcel 1
2	10,000 sq. ft.	Parcel 2
3	10,000 sq. ft.	Parcel 3
4	10,000 sq. ft.	Parcel 4
5	10,000 sq. ft.	Parcel 1
6	10,000 sq. ft.	Parcel 1
7	10,000 sq. ft.	Parcel 1
8	10,000 sq. ft.	Parcel 1
9	10,000 sq. ft.	Parcel 1
10	10,000 sq. ft.	Parcel 1
11	10,000 sq. ft.	Parcel 1
12	10,000 sq. ft.	Parcel 1
13	10,000 sq. ft.	Parcel 1
14	10,000 sq. ft.	Parcel 1
15	10,000 sq. ft.	Parcel 1
16	10,000 sq. ft.	Parcel 1
17	10,000 sq. ft.	Parcel 1
18	10,000 sq. ft.	Parcel 1
19	10,000 sq. ft.	Parcel 1
20	10,000 sq. ft.	Parcel 1
21	10,000 sq. ft.	Parcel 1
22	10,000 sq. ft.	Parcel 1



LEGEND  
 (Symbol) TREE TO REMAIN  
 (Symbol) TREE TO BE REMOVED

NOTES:  
 1. ALL TREES REMOVED IN THE PUBLIC RIGHT-OF-WAY SHALL BE REPLANTED AT THE PROPERTY OWNER'S EXPENSE.

APPROVED FOR THE CITY OF BERKELEY:  
 CITY ENGINEER: [Signature]  
 CITY PLANNING DIRECTOR: [Signature]

DATE: \_\_\_\_\_  
 PREPARED BY: \_\_\_\_\_  
 CHECKED BY: \_\_\_\_\_

PROJECT NO.: \_\_\_\_\_  
 SHEET NO.: \_\_\_\_\_

DATE: \_\_\_\_\_

SCALE: 1" = 20'

Tree & Tree Removal Plan  
 City of Berkeley, Solano County

DATE: \_\_\_\_\_

PROJECT NO.: \_\_\_\_\_

SHEET NO.: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

RECEIVED  
 SEP 23 2014  
 CITY ENGINEER'S OFFICE  
 COMMUNITY DEVELOPMENT





***DRAFT***

**BENICIA PLANNING COMMISSION  
REGULAR MEETING MINUTES EXCERPT**

**City Hall Council Chambers  
Thursday December 11, 2014  
7:00 P.M.**

\* \* \*

**I. REGULAR AGENDA ITEMS**

**V. REGULAR AGENDA ITEMS**

**C. APPEAL OF TENTATIVE PARCEL MAP AT 1035 WEST K STREET, AFTER A DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA**

14PLN-00072 Appeal

Address: 1035 West K Street; APN: 0086-101-040

Ms. Thorsen gave a presentation on the project.

Richard Runquist, appellant, stated that the packet was missing a third page to his original letter dated December 19, 2013 (He provided a copy of the third page for the Commission). He provided background information on the property's history, expressed concerns about soil contamination, and stated that a visual inspection of the soil is insufficient. He requested that the Commission uphold the appeal and require that the developer complete deep soil testing.

Tim Steele spoke on behalf of David Steele as the appellant. He expressed concern about the development of the parcel in a responsible manner with regard to hazardous materials following environmental review.

Jeff Page, contractor for 1035 West K Street, noted that the project architect and soils engineer were in attendance and available to provide information. He also provided clarification on the reason for the current flooding on the parcel, as a result of not being able to grade the whole property ahead of current rainy weather conditions. He spoke in regard

to his research on the potential for hazardous materials on the property based upon the state environmental database.

Steve McKee, architect for 1035 West K Street, spoke regarding the history of the neighbor's complaints on the property and the additional condition on the building permit for the current single family dwelling (currently under construction on Parcel 1) to monitor the soils.

Mr. Page provided a diagram of the borings that were completed for the property.

David Cymanski, geotechnical engineer for the project, provided information on the soil bores completed for the property. Spoke on his personal experience with walking the property and conducting a visual inspection on the property.

Mr. Page spoke regarding remediation that was completed for buried concrete on a portion of the site.

Public comment was opened.

Ricki Steele showed the Commission a photograph of the visual impacts of the development to her property. She spoke with regard to the visual impacts and noise impacts of the project.

Public comment was closed.

The Commission requested clarification on the soils testing and made comments on the evidence presented, the issue on impacting views, the process, and the drainage system.

Josh Elson, civil engineer for the project, provided an overview of the site's drainage system.

The Commission discussed parking, development standards and the findings in the draft Resolution.

**RESOLUTION NO.14-19 OF THE PLANNING COMMISSION OF THE CITY OF BENICIA DENYING THE APPEAL AND UPHOLDING DECISION OF RECORD NO. 14-18 (CDD) REGARDING APPROVAL OF THE TENTATIVE PARCEL MAP FOR 1035 WEST K STREET (14PLN-00072)**

On motion of Commissioner Oakes, seconded by Commissioner Cohen-Grossman, the above Resolution was adopted, with the following changes:

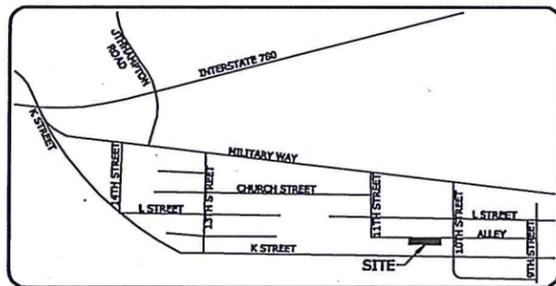
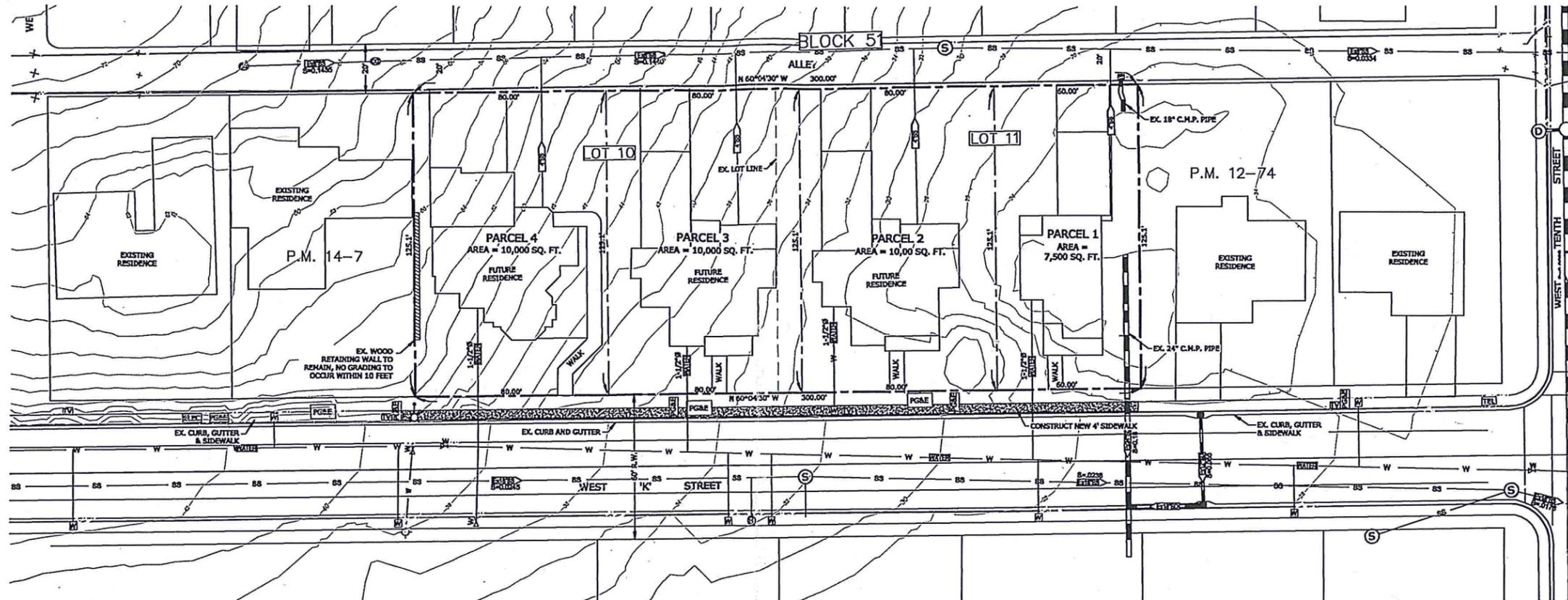
1. Modify WHEREAS #3 to add the word "potential" before site contamination.
2. Modify finding #6 to reflect "all parcels", not just parcel B.

by the following vote:

Ayes:	Commissioners Cohen-Grossman, Oakes, Sherry, Smith, Sprague, and Chair Dean
Noes:	None
Absent:	None
Abstain:	Commissioner Young



TENTATIVE PARCEL MAP  
 FOR FOUR LOT MINOR SUBDIVISION  
 City of Benicia, Solano County, California  
 August, 2014 Scale: 1"=20'



LEGEND

- PROPERTY LIMITS
- - - PROPOSED PARCEL LINE
- EXISTING LOT LINE
- SIDEWALK, CURB AND GUTTER
- STORM DRAIN PIPE
- ⊙ SEWER DRAIN MANHOLE
- ⊙ STORM DRAIN MANHOLE
- ⊙ SEWER CLEAN OUT
- ⊙ STORM DRAIN CATCH BASIN
- WV WATER VALVE
- WATER METER BOX
- TV BOX
- PG&E PG&E BOX
- STREET LIGHT
- FIRE HYDRANT

NOTES

1. LEGAL OWNER: NCA CAPITAL, INC.  
369-B, 3RD STREET  
SAN RAFAEL, CA 94901
2. SUB DIVIDER: NCA CAPITAL, INC.  
369-B, 3RD STREET  
SAN RAFAEL, CA 94901
3. ENGINEER: BAUMBACH AND PIAZZA, INC.  
323 WEST ELH STREET  
LODI, CALIFORNIA  
(209) 368-6618
- BENCHMARK: TEMPORARY BENCH MARK (T.B.M.) -  
TOP OF CURB AT THE CATCHBASIN LOCATED ON  
THE NORTH SIDE OF K STREET, 140' WEST OF  
10TH STREET; ELEVATION = 36.44
4. A.P.N.: 0086-10-1040
5. ZONING: RS - SINGLE FAMILY RESIDENTIAL DISTRICT
6. LAND USE: RESIDENTIAL
7. FLOOD ZONE: THIS PROPERTY IS NOT WITHIN THE 100-YEAR  
FLOOD ZONE.

SHEET INDEX

1. TENTATIVE PARCEL MAP
2. HYDRAULIC ANALYSIS
3. GRADING AND DRAINAGE PLAN
4. EROSION CONTROL PLAN AND DETAILS
5. TREE AND TREE REMOVAL PLAN
6. GENERAL NOTES

LEGAL DESCRIPTION

THE LAND REFERRED TO HEREIN IS SITUATED IN THE STATE OF CALIFORNIA, COUNTY OF SOLANO, CITY OF BENICIA, AND IS DESCRIBED AS FOLLOWS:

LOTS 10 AND 11 IN BLOCK 51, AS SHOWN ON THE MAP ENTITLED "MAP OF THE CITY OF BENICIA", FILED IN THE OFFICE OF THE COUNTY RECORDER OF SOLANO COUNTY, STATE OF CALIFORNIA, IN BOOK 1 OF MAPS, AT PAGE 124.



NO.	REVISIONS	DATE	BY	DRAWN	AJD	DESIGN	JCE
1	1/2						

CAUTION: Do not scale drawing if this bar does not measure 1 inch.

PREPARED IN THE OFFICE OF:  
**BAUMBACH & PIAZZA, INC.**  
 CIVIL ENGINEERS & SURVEYORS  
 www.baumbach.com  
 200.303.0676  
 DESIGNED UNDER THE SUPERVISION OF:  
 RCE 55512

TENTATIVE PARCEL MAP  
 1035 West "K" Street  
 City of Benicia, Solano County

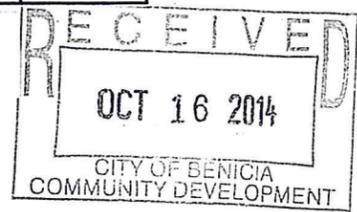
SHEET 1 OF 6  
 JOB NO. 14026  
 FILE NO.

VII.B.81

EXHIBIT A

FILE COPY

14PLN-00003

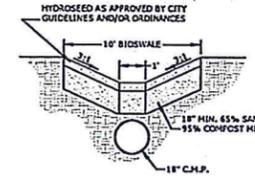


TENTATIVE PARCEL MAP  
FOR FOUR LOT MINOR SUBDIVISION  
City of Benicia, Solano County, California  
August, 2014 Scale: 1"=20'

**CATCHMENT AREA RUNOFF**  
Tc = 10.5 MINUTES  
DESIGN RAINFALL DEPTH 100 YEAR = 0.63 INCHES  
I = 3.43 INCHES HOUR  
C = 0.74  
A = 1.51 ACRES  
Q = 4.02 CFS

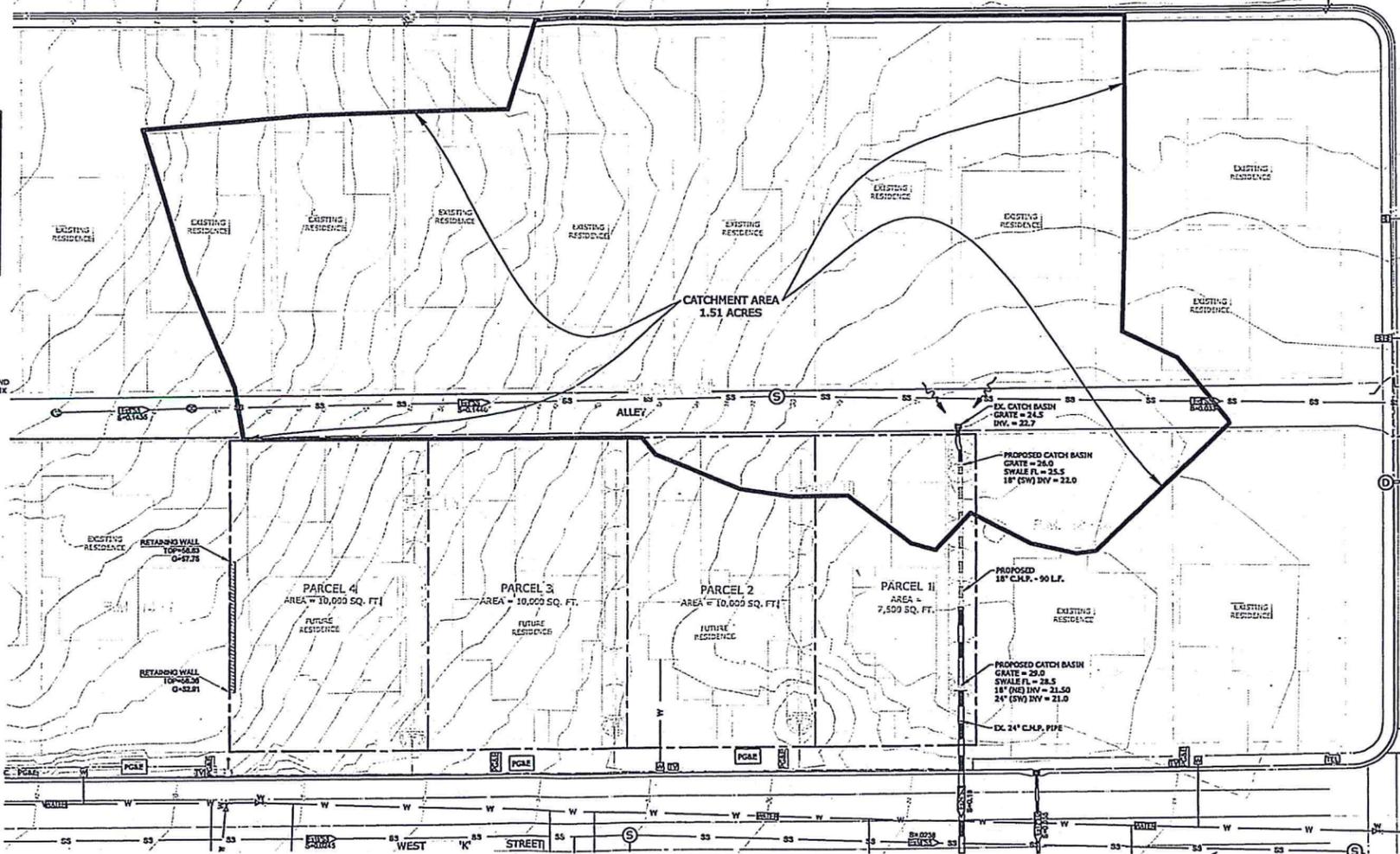
**18" C.M.P. CAPACITY**  
(n=0.024, S=1.00%)

Depth (ft)	Q (cfs)	Area (sq ft)	Veloc (ft/s)	Top/Bottom (ft)
0.10	0.05	0.05	1.00	0.75
0.20	0.22	0.14	1.55	1.02
0.30	0.52	0.25	1.99	1.20
0.40	0.92	0.33	2.35	1.33
0.50	1.33	0.52	2.65	1.42
0.60	1.92	0.66	2.90	1.47
0.70	2.53	0.81	3.12	1.50
0.80	3.15	0.95	3.31	1.50
0.90	3.84	1.11	3.45	1.47
1.00	4.48	1.26	3.57	1.41
1.10	5.05	1.39	3.64	1.32
1.20	5.56	1.52	3.67	1.20
1.30	5.94	1.63	3.65	1.03
1.40	6.12	1.72	3.56	0.78
1.50	5.69	1.77	3.22	0.60



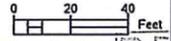
**SWALE CROSS SECTION**

NOTE: SOILS AT INFILTRATION MUST HAVE THE FOLLOWING PROPERTIES, ORGANIC CONTENT (OC) > 5%, pH BETWEEN 6-8, CATION EXCHANGE CAPACITY (CEC) > 5 MG/100g SOIL, IN DRILL-HOLE CONDUCTIVITY VALUE OF 0.5 IN/HR OR GREATER



CAUTION	NO.	REVISIONS	DATE	BY	DRAWN	CHKD	DATE
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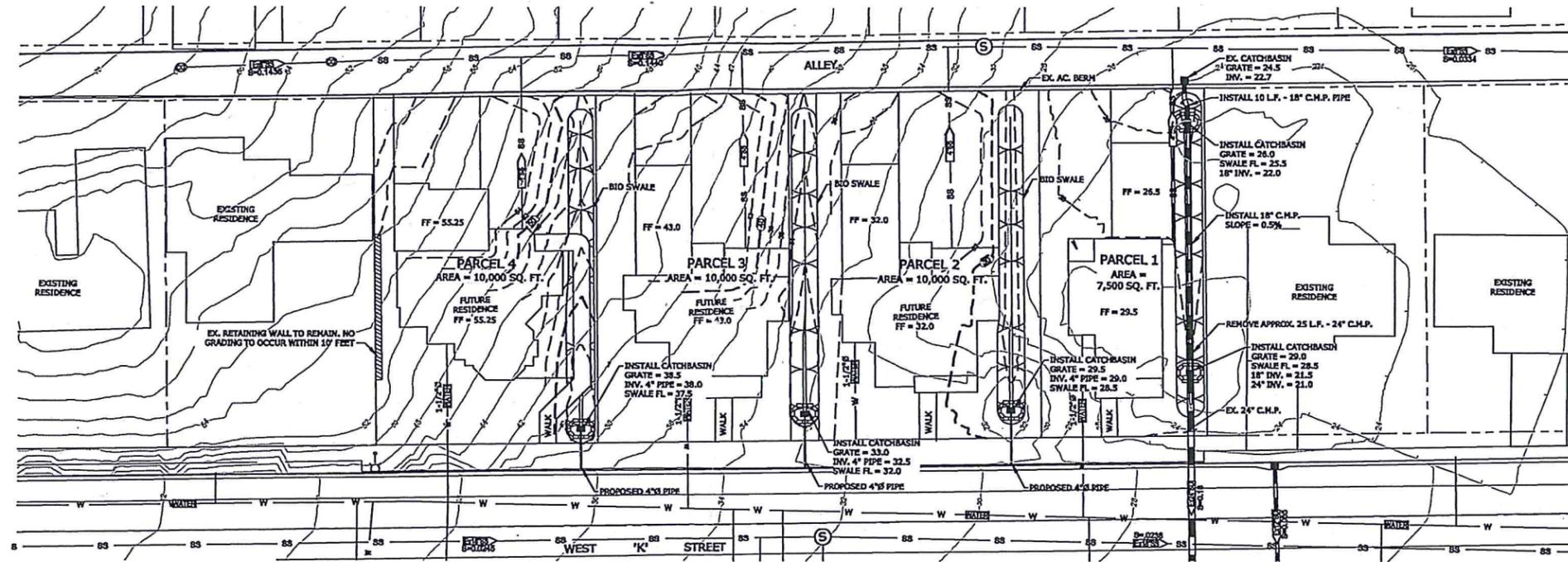


Hydraulic Analysis  
1035 West "K" Street  
City of Benicia, Solano County

SHEET 2 OF 6  
NO. 14026  
FILE NO.

RECEIVED  
SEP 23 2014  
CITY OF BENICIA  
COMMUNITY DEVELOPMENT

TENTATIVE PARCEL MAP  
FOR FOUR LOT MINOR SUBDIVISION  
City of Benicia, Solano County, California  
August, 2014 Scale: 1"=20'

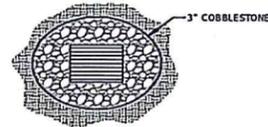


**LEGEND**

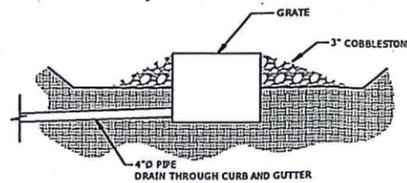
—+2—	EXISTING GRADE CONTOUR
---+2---	PROPOSED GRADE CONTOUR

**GRADING QUANTITIES**

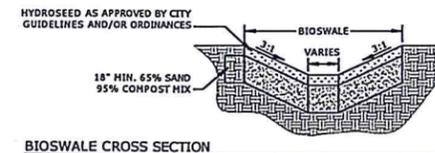
1. FILL	2490 CUBIC YARDS
2. CUT	355 CUBIC YARDS
3. IMPORT	2135 CUBIC YARDS



PLAN VIEW - DRAIN PROTECTION



SECTION VIEW - DRAIN PROTECTION



BIOSWALE CROSS SECTION

**NOTE:**  
1) SOILS AT INFILTRATION MUST HAVE THE FOLLOWING PROPERTIES, ORGANIC CONTENT (OC) > 5%, pH BETWEEN 6-8, CATION EXCHANGE CAPACITY (CEC) > 5 MEQ/100g SOIL, IN DRILL-HOLE CONDUCTIVITY VALUE OF 0.5 IN/HR OR GREATER  
2) ON-SITE CONTOUR INFORMATION BASED ON FIELD TOPOGRAPHY PERFORMED JULY 19, 2014. REMAINING CONTOURS ARE SOLANO COUNTY 5-FOOT INTERVAL CONTOUR LINES OBTAINED FROM SOLANO REGIONAL GIS CONSORTIUM. (http://solnocounty.com/data.htm)  
3) THE BUILDING FOOTPRINT AND SERVICES ARE SHOWN AS ILLUSTRATION ONLY

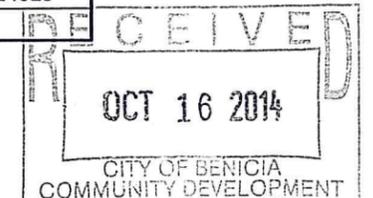


CAUTION	NO.	REVISIONS	DATE	BY	DRAWN	DESIGN
0	1/2				AJD	JCE
Do not scale drawing if this box does not measure 1 inch.						
				APPROVED BY		
				RCE NO.	DATE	

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DESIGNED UNDER THE SUPERVISION OF:  
JCE 58912

Grading and Drainage Plan  
1035 West "K" Street  
City of Benicia, Solano County

SHEET 3 OF 6  
JOB NO. 14026  
FILE NO.



VIII.B.83

TENTATIVE PARCEL MAP  
FOR FOUR LOT MINOR SUBDIVISION  
City of Benicia, Solano County, California  
August, 2014 Scale: 1"=20'

**EROSION CONTROL FABRIC:**  
SLOPES: FOR SLOPES GREATER THAN 5:1 JUTE MESH AT 14,702/SQ. YARD (ROLANCO INTERNATIONAL 770.364.8311, www.rolanco.com OR SIMILAR) STAPLED WITH 8" METAL STAPLES AT 2' CENTERS. FABRIC TO BE ANCHORED AT TOP OF SLOPE IN TRENCH 6" DEEP AND 6" WIDE. STAPLES AT BOTTOM OF TRENCH ON 1' CENTERS. WITH JUTE MESH FOR EROSION CONTROL.

**SWALES:** ALL SWALES TO BE COVERED WITH JUTE MESH 2' ON EACH SIDE OF CENTER LINE 8" METAL STAPLES AT 2' CENTERS.

**LEGEND:**  
○ GRAVEL BAGS (TYPICAL) 17" x 18" x 13"  
~~~~~ FIBER ROLL (TYPICAL)

**NOTES:**  
IN ADDITION TO ALL THE REQUIREMENTS SHOWN ON THIS EROSION CONTROL PLAN, CONTRACTOR SHALL USE METHODS AS DESCRIBED IN THE GUIDE "BLUEPRINT FOR A CLEAN BAY - BEST MANAGEMENT PRACTICES TO PREVENT STORM WATER POLLUTION FROM CONSTRUCTION RELATED ACTIVITIES", PUBLISHED BY THE SAN AREA STORM WATER MANAGEMENT ASSOCIATION (S.A.S.W.M.A.) AND AVAILABLE AT THE OFFICES OF THE U.S.F.C.D.

**EROSION CONTROL ON SLOPES AND FOR OPEN SPACE AREAS:**  
1. THE WORDING OF THESE STANDARDS SHALL TAKE PRIORITY OVER ALL OTHER NOTES, DETAILS AND DRAWINGS AS THEY PERTAIN TO HYDROSEEDING FOR EROSION CONTROL ON ANY PARTICULAR PROJECT.  
2. ANY RELATED STANDARDS FOR GRADING, EROSION CONTROL, AND SWALES: ALL SWALES TO BE COVERED WITH JUTE MESH 2' ON EACH SIDE OF LANDSCAPING MUST BE OBSERVED.  
3. HYDROSEED SHALL BE APPLIED TO A FRESHLY GRADED SURFACE WHILE SOIL REMAINS FRAGILE AND WEED FREE. IN THE EVENT OF DELAY BETWEEN GRADING AND HYDROSEEDING ANY WEEDS THAT WILL HAVE TO BE DESTROYED BY APPLICATION OF A TRANSLUCATING HERBICIDE BY A LICENSED APPLICATOR UPON RECOMMENDATION BY A PEST CONTROL ADVISOR. REPEAT APPLICATIONS MAY HAVE TO BE MADE DEPENDENT ON TARGET SPECIES OF WEEDS. LITTER FROM EUCALYPTUS, BLACK WALNUT, ANNUAL RYE GRASS OR ANY OTHER ALLELOPATHIC PLANT MATERIAL KNOWN TO RESTRICT SEEDLING DEVELOPMENT WILL HAVE TO BE REMOVED FROM THE SITE.  
4. WATER FOR HYDROSEEDING SHALL BE CLEAR AND POTABLE. IF OBTAINED AT THE SITE IT SHALL BE DONE SO ONLY SHOWS PERMIT WHERE CITY FACILITIES ARE UTILIZED, IT SHALL BE ADDED TO THE SLURRY MIXTURE SUFFICIENT TO ENSURE UNIFORM DISTRIBUTION OF HYDROSEED SOLIDS.  
5. ALL SEED SHALL BE DELIVERED TO THE SITE IN SEALED CONTAINERS. CONTAINERS SHALL BE CLEARLY MARKED AS TO SPECIES, PURITY, PERCENT GERMINATION, SEALER'S GUARANTEE AND DATES OF HARVEST AND TEST. THE SUPPLIER SHALL BE APPROVED BY THE CITY AND THE SEED EXAMINED AT THE TIME CONTAINERS ARE OPENED.  
6. MULCH SHALL BE A FIBROUS WOOD CELLULOSE MATERIAL CAPABLE OF UNIFORM SUSPENSION WHEN ADDED TO WATER AND AGITATED IN A SLURRY TANK. WATER CONTENT OF THE FIBER BEFORE MIXING INTO THE SLURRY SHALL NOT EXCEED 15% (PERCENT) OF THE DRY WEIGHT OF THE FIBER, WHICH IS DETERMINED BY CALIFORNIA TEST 214. COMMERCIAL PACKAGED FIBER SHALL HAVE THE MOISTURE CONTENT MARKED ON THE PACKAGE. A CERTIFICATE OF COMPLIANCE MAY BE REQUIRED BY THE ENGINEER. APPLICATION RATES FOR THE MULCH PRODUCTS WITH MOISTURE CONTENTS GREATER THAN 15% SHALL BE INCREASED BY THE FOLLOWING FACTOR, C = 85 PERCENT, PERCENT FIBER (SOLIDS) IN PRODUCT.  
7. STABILIZER CAN BE TYPE M OR EQUAL, APPLIED AT 100 POUNDS PER ACRE FOR ALL SLOPES. STABILIZING EMULSION SHALL CONFORM TO THE REQUIREMENTS IN SECTION 10-1.1, "STABILIZING EMULSION" OF THE CALIFORNIA STANDARD SPECIFICATION EXCEPT THAT THE STABILIZING EMULSION SHALL BE AN ORGANIC DERIVATIVE SUCH AS GUM, A SEMI-REFINED SEAWEED EXTRACT, 100% UNREFINED WHEAT STARCH, OTHER SIMILAR PRODUCT OR PROCESSED ORGANIC ADHESIVE USED AS A SOL BINDER.  
8. OTHER AGENTS SUCH AS PHYTOCHEMICAL DYES, WATER PENETRANTS AND TRACERS MAY BE ADDED AT THE DISCRETION OF THE CONTRACTOR OR SOILS ENGINEER.  
9. FERTILIZER SHALL BE 16-20-0+13S (SULFUR) APPLIED AT 200 POUNDS PER ACRE.  
10. HYDROSEEDING SHALL BE MADE BY THE FOLLOWING SINGLE APPLICATION:  
A. ALL SEED FERTILIZER AND STABILIZING EMULSION WITH 2000 POUNDS PER ACRE. THE SEED SHOULD BE APPLIED WITHIN 30 MINUTES OF BEING ADDED TO THE SLURRY TANK.  
11. FOLLOW UP APPLICATIONS SHALL BE MADE TO COVER WEAK SPOTS, TRENCHING BACKFILLS OR OTHER DISTURBANCES AS DIRECTED BY THE CITY INSPECTOR.  
12. THE EROSION CONTROL SEED MIX REQUIRED FOR ALL AREAS, UNLESS OTHERWISE PRE-APPROVED, VULPIA HYDROS, ZONKO RESCUE AT 20 POUNDS PER ACRE, ESCO-SOLICIA CALIFORNICA, CALIFORNIA POPPY AT 8 POUNDS PER ACRE.

**GENERAL NOTES (CONT.):**  
13. GRAVEL BAGS REFERRED TO IN THE PRECEDING ITEM MUST BE FULL, APPROVED GRAVEL BAG MATERIALS ARE OCCUPIED GRANITE, AND/OR GRAVEL OR OTHER MATERIALS APPROVED BY INSPECTOR.  
14. THE EROSION AND SEDIMENT CONTROL MEASURES WILL BE OPERABLE DURING THE RAINY SEASON OCTOBER 1 TO APRIL 30.  
15. CHANGES TO THIS EROSION AND SEDIMENT CONTROL PLAN TO MEET FIELD CONDITIONS WILL BE MADE ONLY WITH THE APPROVAL OF OR AT THE DIRECTION OF THE DIRECTOR OF PUBLIC WORKS.  
16. DURING THE RAINY SEASON, ALL PAVED AREAS WILL BE KEPT CLEAR OF EARTH MATERIAL AND DEBRIS. THE SITE WILL BE MAINTAINED SO THAT A MINIMUM OF SEDIMENT-LOAD RUNOFF ENTERS THE STORM DRAINAGE SYSTEM.  
17. AS STORM DRAIN IMPROVEMENTS ARE CONSTRUCTED, ALL STRUCTURES AND INLET PIPES SHALL BE PROTECTED FROM INFLOW OF SILT BY STRAW BALE SILT BARRIERS PER DETAILS.  
18. CONTRACTOR SHALL HAVE TOOLS, EQUIPMENT, AND MATERIALS TO PROVIDE EROSION CONTROL MEASURES MADE NECESSARY BY A CONSTRUCTION OPERATION, ON THE JOB SITE BEFORE BEGINNING THAT OPERATION.  
19. ADJACENT PROPERTIES SHALL BE PROTECTED FROM STORM WATER, MUD, SILT, ETC.  
20. INSTALL ALL SEDIMENTATION BASINS IN ACCORDANCE WITH THE APPROVED EROSION PLAN PRIOR TO OCTOBER 1ST OF ANY YEAR.  
21. SWEEP DAILY (WITH WATER SWEEPERS) ALL PAVED ACCESS ROADS, PARKING AREAS AND STAGING AREAS AT CONSTRUCTION SITES.  
22. LIMIT TRAFFIC SPEEDS ON UNPAVED AREAS TO 5 MPH

**CONSTRUCTION SPECIFICATIONS:**  
1. THE AREA OF THE ENTRANCE MUST BE EXCAVATED TO A MINIMUM OF 3 INCHES AND MUST BE CLEARED OF ALL VEGETATION, ROOTS, AND OTHER OBSTRUCTIVE MATERIAL. THE FILTER FABRIC UNDERLAYER WILL THEN BE PLACED THE FULL WIDTH AND LENGTH OF THE ENTRANCE.  
2. FOLLOWING THE INSTALLATION OF THE FILTER CLOTH, THE STONE SHALL BE PLACED TO THE SPECIFIED DIMENSIONS. IF WASH BAKES ARE USED, THEY SHOULD BE INSTALLED ACCORDING TO MANUFACTURER'S SPECIFICATIONS. ANY DRAINAGE FACILITIES REQUIRED BECAUSE OF WASHING SHOULD BE CONSTRUCTED ACCORDING TO SPECIFICATIONS. CONVEYANCE OF SURFACE WATER UNDER ENTRANCE, THROUGH OVERLAYS, SHALL BE PROVIDED AS REQUIRED. IF SUCH CONVEYANCE IS IMPOSSIBLE, THE CONSTRUCTION OF A "MOUNTABLE" BERM WITH 5:1 SLOPES WILL BE REQUIRED.  
3. THE FILTER CLOTH UTILIZED SHALL BE A WOVEN OR NONWOVEN FABRIC CONSISTING ONLY OF CONTINUOUS CHAIN POLYESTER FILAMENTS OR YARNS OF POLYESTER. THE FABRIC SHALL BE INERT TO COMMONLY EMPLOYED CHEMICALS AND HYDROCARBONS, AND BE KIDNEY AND ROT RESISTANT.  
4. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOW OF MUD ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE OR THE WASHING AND REFINISHING OF EXISTING STONE AS CONDITIONS DEMAND, AND REPAIR AND/OR CLEANOUT OF ANY STRUCTURES USED TO TRAP SEDIMENT. ALL MATERIALS SPILLED, DROPPED, WASHED, OR TRACKED FROM VEHICLES ONTO ROADWAYS OR INTO STORM DRAINS MUST BE REMOVED IMMEDIATELY. THE USE OF WATER TRUCKS TO REMOVE MATERIALS DROPPED, WASHED, OR TRACKED ONTO ROADS WILL NOT BE PERMITTED UNDER ANY CIRCUMSTANCES.

**MAINTENANCE:**  
1. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOW OF MUD ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE OR THE WASHING AND REFINISHING OF EXISTING STONE AS CONDITIONS DEMAND, AND REPAIR AND/OR CLEANOUT OF ANY STRUCTURES USED TO TRAP SEDIMENT. ALL MATERIALS SPILLED, DROPPED, WASHED, OR TRACKED FROM VEHICLES ONTO ROADWAYS OR INTO STORM DRAINS MUST BE REMOVED IMMEDIATELY. THE USE OF WATER TRUCKS TO REMOVE MATERIALS DROPPED, WASHED, OR TRACKED ONTO ROADS WILL NOT BE PERMITTED UNDER ANY CIRCUMSTANCES.

**GENERAL NOTES:**  
1. TEMPORARY EROSION CONTROL DEVICES SHOWN ON THE GRADING PLAN WHICH INTERFERE WITH THE WORK SHALL BE RELOCATED OR MODIFIED WHEN THE INSPECTOR SO DIRECTS AS THE WORK PROGRESSES.  
2. ALL LOOSE SOIL AND DEBRIS SHALL BE REMOVED FROM THE STREET AREAS UPON STARTING OPERATIONS AND PERIODICALLY THEREAFTER AS DIRECTED BY THE INSPECTOR.  
3. AS DETAILED ON PLANS, EARTH BERM SHALL BE CONSTRUCTED AND MAINTAINED ALONG THE TOP OF THE SLOPE OF THESE FILLS ON WHICH GRADING IS NOT IN PROGRESS.  
4. PROVIDE VELOCITY CHECK DAMS IN ALL UNPAVED STREET AREAS AT THE INTERVALS INDICATED BELOW. VELOCITY CHECK DAMS SHALL BE CONSTRUCTED OF SANDWICH, THINER, OR OTHER EROSION RESISTANT MATERIALS APPROVED BY THE INSPECTOR, AND SHALL EXTEND COMPLETELY ACROSS THE STREET OR CHANNEL, AT RIGHT ANGLES TO THE CENTERLINE. EARTH DAMS SHALL NOT BE USED AS VELOCITY CHECK DAMS.  

| SURFACE OR STREET | INTERVAL                 |
|-------------------|--------------------------|
| LESS THAN 2%      | AS REQUIRED BY INSPECTOR |
| 2% TO 4%          | 100 FEET                 |
| 4% TO 10%         | 50 FEET                  |
| OVER 10%          | 25 FEET                  |

  
5. PROVIDE VELOCITY CHECK DAMS OF SANDBAGS OR STAKED HAY BALES IN ALL UNPAVED GRADED CHANNELS AT THE INTERVALS INDICATED BELOW.  

| GRADE OF CHANNEL | INTERVAL |
|------------------|----------|
| LESS THAN 3%     | 100 FEET |
| 3% TO 4%         | 50 FEET  |
| OVER 4%          | 25 FEET  |

  
6. AFTER SEWER AND UTILITY TRENCHES ARE BACKFILLED AND COMPACTED, THE SURFACES OVER SUCH TRENCHES SHALL BE FINISHED SLIGHTLY TO PREVENT CHANNELING OF WATER IN THE TRENCH AREA. CARE SHOULD BE EXERCISED TO PROVIDE FOR CROSS-FLOW AT FREQUENT INTERVALS WHERE TRENCHES ARE NOT ON THE CENTERLINE OF A CHANNED STREET.  
7. EXCEPT AS OTHERWISE DIRECTED BY THE INSPECTOR, ALL DEVICES SHOWN SHALL BE IN PLACE AT THE END OF EACH WORKING DAY WHEN THE FORECAST OF RAIN PROBABILITY EXCEEDS 45% AND MAINTAINED DURING THE RAINY SEASON (OCTOBER 1 TO APRIL 30).  
8. ALL BASINS AND CHECK DAMS SHALL HAVE BEEN PUMPED DRY, AND ALL DEBRIS AND SILT REMOVED WITHIN 24 HOURS AFTER EACH STORM.  
9. ALL STORM DRAINS SHALL BE INSTALLED PRIOR TO OCTOBER 15 OF EACH YEAR.  
10. ALL CONCRETE LINED DITCHES SHALL BE INSTALLED PRIOR TO OCTOBER 15 OF EACH YEAR.  
11. HYDROSEED ALL FILL AND CUT SLOPES AS APPROVED BY CITY GUIDELINES AND/OR ORDINANCES.  
12. GRAVEL BAGS SHALL BE STOCKPILED ADJACENT TO EACH POINT TO USE AS SHOWN ON THE EROSION CONTROL PLAN, READY TO BE PLACED IN POSITION WHEN THE RAIN FORECAST IS 45% OR GREATER, OR WHEN DIRECTED BY THE INSPECTOR

**EROSION CONTROL FABRIC APPLICATION:**  
1. ALONG THE FACE OF EXPOSED AND ERODIBLE SLOPES TO SHORTEN SLOPE AT GRADE BREAKS WHERE SLOPES TRANSITION TO A STEEPER SLOPE IN DRAINAGE SWALES TO SLOW FLOW ALONG STRAIGHTENANCE TO ASSIST STABILIZATION AND REVEGETATION.  
2. INSPECTION AND MAINTENANCE (FOLLOW MANUFACTURER'S RECOMMENDATIONS FOR INSTALLATION. IN GENERAL, THESE WILL BE AS FOLLOWS): FINE GRADE THE SUBGRADE BY HAND CRESING WHERE NECESSARY TO REMOVE LOCAL DEVIATIONS AND TO REMOVE LAZERS, STONES OR DEBRIS THAT WILL INHIBIT INTIMATE CONTACT OF THE FIBER ROLL WITH THE SUBGRADE. PRIOR TO ROLL INSTALLATION, CONTOUR A CONCAVE KEY TRENCH 30 TO 100mm (1 TO 4 INCHES) DEEP ALONG THE PROPOSED INSTALLATION ROUTE. SOIL EXCAVATED IN TRENCHING SHOULD BE PLACED ON THE UPHILL OR FLOW SIDE OF THE ROLL TO PREVENT WATER FROM UNDERCUTTING THE ROLL. PLACE FIBER ROLLS INTO THE KEY TRENCH AND STAKE ON BOTH SIDES OF THE ROLL WITHIN 4 FEET OF EACH END AND THEN EVERY SIX INCHES WITH 1" x 2" x 24" STAPLES. STAPLES ARE TYPICALLY GIVEN IN ON ALTERNATING SIDES OF THE ROLL. WHEN MORE THAN ONE FIBER ROLL IS PLACED IN A ROW, THE ROLLS SHOULD BE ADJUTED SECURELY TO ONE ANOTHER TO PROVIDE A TIGHT JOINT, NOT OVERLAPPED. REPAIR OR REPLACE SLIT, TORN, UNRAVELLING OR SLIPPING FIBER ROLLS. INSPECT FIBER ROLLS WHEN RAIN IS FORECAST. FOLLOWING RAIN EVENTS AND AT LEAST DAILY DURING PROLONGED RAINFALL. IN MOST CASES, FIBER ROLLS DO NOT REQUIRE REMOVAL AND CAN BE ABANDONED IN PLACE. IF NOT EXCESSIVELY SOILED, ROLLS MAY BE REMOVED, REPLACED, AND REUSED.

**LIMITATIONS:**  
1. DESIGNED FOR LOW SURFACE FLOWS NOT TO EXCEED 1 cfs FOR SHALL DESIGNED FOR SHORT SLOPES OR SLOPES FLATTER THAN 3:1. PRIMARY PURPOSE IS NOT SEDIMENT CONTROL, ALTHOUGH DOES PROVIDE SOME SEDIMENT REMOVAL.

**NOTE:**  
FILL BAGS 1/2 FULL WITH 1/2" DRAIN ROCK. FOLD REMAINING PORTION OF BAG UNDER GRAVEL BAG AND PLACE FOLD SIDE DOWN FINELY AGAINST CURB AND/OR GRAVEL BAG.

**PLAN VIEW:**  
TYPICAL UNCOMPLETED DRAIN INLET PROTECTION INSTALLATION DETAIL. NO SCALE.

**FIGURE 1: FIBER ROLL APPLICATION:**  
1. INSTALL FIBER ROLL ALONG A LEVEL CONTOUR.  
2. INSTALL FIBER ROLL ON SLOPE OR NEAR TRANSITION TO A STEEPER SLOPE.  
3. FINISHED BACK OF SIDEWALK.  
4. FIBER ROLL 8" DIA. MIN.  
5. 4" MAX.  
6. 12" MIN.  
7. 1" MAX.  
8. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 2: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 3: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 4: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 5: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 6: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 7: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 8: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 9: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 10: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 11: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 12: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 13: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 14: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 15: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 16: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 17: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 18: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 19: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 20: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 21: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 22: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 23: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 24: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 25: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 26: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 27: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 28: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 29: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 30: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 31: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 32: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 33: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 34: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 35: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 36: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 37: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 38: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 39: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 40: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 41: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 42: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 43: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 44: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 45: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 46: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 47: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 48: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 49: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 50: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 51: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 52: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 53: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 54: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 55: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 56: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 57: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 58: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 59: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 60: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 61: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 62: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 63: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 64: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 65: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 66: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 67: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 68: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 69: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 70: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 71: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 72: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 73: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 74: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 75: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 76: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 77: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 78: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 79: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 80: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 81: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 82: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 83: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 84: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 85: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 86: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 87: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 88: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

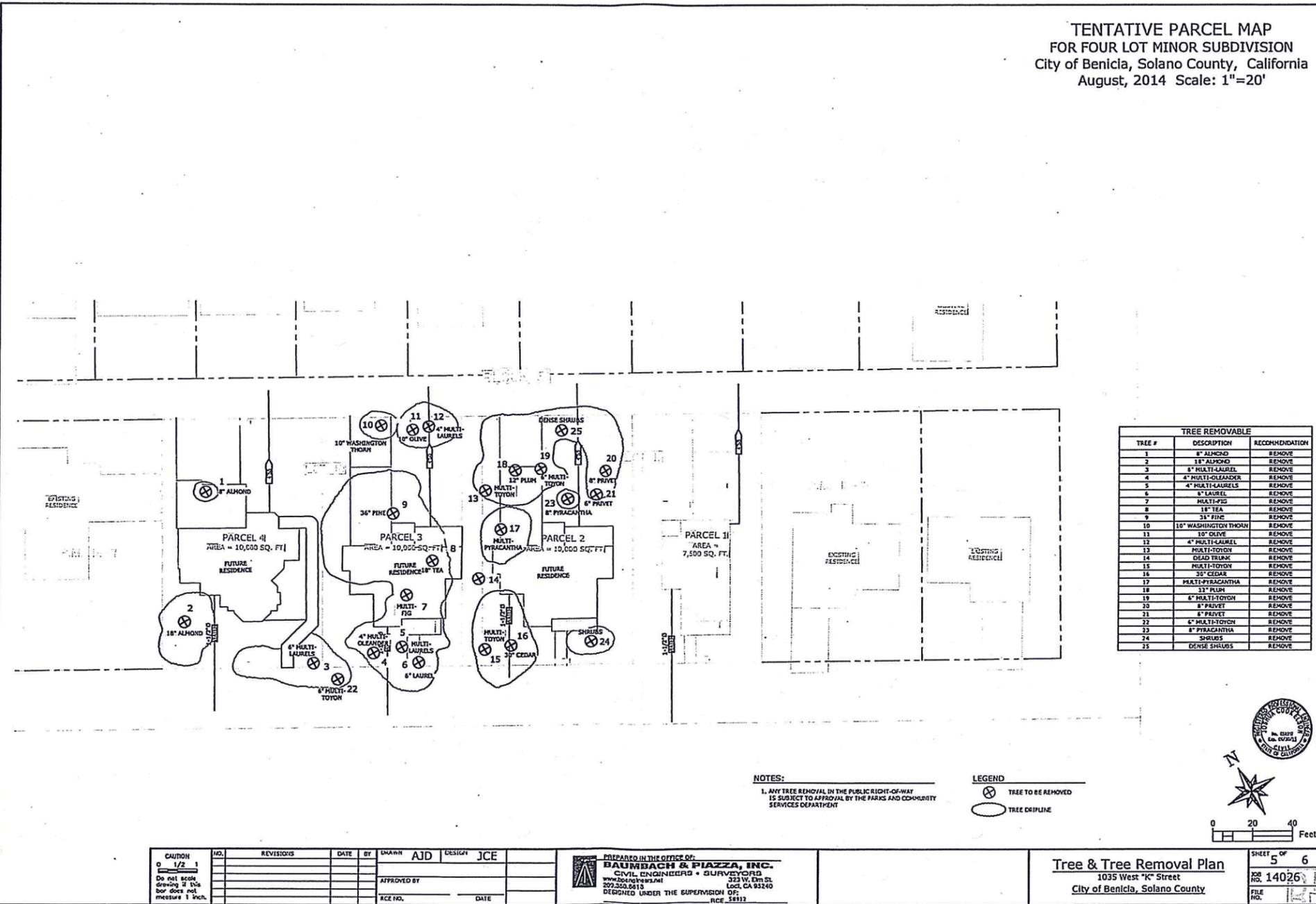
**FIGURE 89: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 90: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 91: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10'-15" MAX.  
3. 1" MAX.  
4. 1" x 2" x 24" STAPLES, AT 6" FROM END AND 4 FEET O.C.

**FIGURE 92: FIBER ROLL APPLICATION:**  
1. 4" MAX.  
2. 10

TENTATIVE PARCEL MAP  
 FOR FOUR LOT MINOR SUBDIVISION  
 City of Benicia, Solano County, California  
 August, 2014 Scale: 1"=20'



| TREE # | DESCRIPTION          | RECOMMENDATION |
|--------|----------------------|----------------|
| 1      | 8" ALMOND            | REMOVE         |
| 2      | 18" ALMOND           | REMOVE         |
| 3      | 8" MULTI-LAUREL      | REMOVE         |
| 4      | 8" MULTI-OLEANDER    | REMOVE         |
| 5      | 4" MULTI-LAURELS     | REMOVE         |
| 6      | 4" LAUREL            | REMOVE         |
| 7      | MULTI-FIG            | REMOVE         |
| 8      | 18" TEA              | REMOVE         |
| 9      | 33" FINE             | REMOVE         |
| 10     | 10" WASHINGTON THORN | REMOVE         |
| 11     | 10" OLIVE            | REMOVE         |
| 12     | 4" MULTI-LAUREL      | REMOVE         |
| 13     | MULTI-TOYON          | REMOVE         |
| 14     | DEAD TRUNK           | REMOVE         |
| 15     | MULTI-TOYON          | REMOVE         |
| 16     | 30" CEDAR            | REMOVE         |
| 17     | MULTI-PYRACANTHA     | REMOVE         |
| 18     | 33" PALM             | REMOVE         |
| 19     | 6" MULTI-TOYON       | REMOVE         |
| 20     | 8" PRIVET            | REMOVE         |
| 21     | 8" PRIVET            | REMOVE         |
| 22     | 6" MULTI-TOYON       | REMOVE         |
| 23     | 8" PYRACANTHA        | REMOVE         |
| 24     | SHRUBS               | REMOVE         |
| 25     | DENSE SHRUBS         | REMOVE         |

NOTES:  
 1. ANY TREE REMOVAL IN THE PUBLIC RIGHT-OF-WAY IS SUBJECT TO APPROVAL BY THE PARKS AND COMMUNITY SERVICES DEPARTMENT

LEGEND  
 ⊗ TREE TO BE REMOVED  
 ○ TREE DRIPLINE



| NO. | REVISIONS | DATE | BY | DRAWN | AJD | DESIGN | JCE |
|-----|-----------|------|----|-------|-----|--------|-----|
| 0   | 1/2       |      |    |       |     |        |     |

CAUTION  
 Do not scale drawing if this box does not measure 1 inch.

PREPARED IN THE OFFICE OF:  
**BALMACHI & PIAZZA, INC.**  
 CIVIL ENGINEER & SURVEYOR  
 323 W. Elm St.  
 209.308.8615  
 94601  
 DESIGNED UNDER THE SUPERVISION OF:  
 RCE 58112

Tree & Tree Removal Plan  
 1035 West "K" Street  
 City of Benicia, Solano County

SHEET 5 OF 6  
 JOB NO. 14026  
 FILE NO.

RECEIVED  
 SEP 23 2014  
 CITY OF BENICIA  
 COMMUNITY DEVELOPMENT

VIII.B.85



**AGENDA ITEM  
CITY COUNCIL MEETING: JANUARY 20, 2015  
COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 12, 2015  
**TO** : Mayor Patterson  
**FROM** : City Manager  
**SUBJECT** : **MAYORS' COMMITTEE MEETING**

The following information is provided for your committee report at the January 20, 2015 City Council meeting.

The Mayors' Committee meetings are held quarterly in Dixon. The next meeting is TBD.



**AGENDA ITEM**  
**CITY COUNCIL MEETING: JANUARY 20, 2015**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 8, 2015

**TO** : Vice Mayor Mark Hughes  
Council Member Alan Schwartzman

**FROM** : City Attorney

**SUBJECT** : **ABAG COMMITTEE MEETING**

The following information is provided for your committee report at the January 20, 2015 Council meeting.

- The draft minutes are not yet available for the Spring General Assembly meeting held April 17, 2014.
- The date for the next Spring Assembly has not been announced yet.



**AGENDA ITEM**  
**CITY COUNCIL MEETING: JANUARY 20, 2015**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 12, 2015

**TO** : Council Member Strawbridge  
Vice Mayor Hughes

**FROM** : Assistant City Manager

**SUBJECT** : **FINANCE COMMITTEE REPORT**

The following information is provided for your committee report at the January 20, 2015 Council meeting.

The last Finance Committee meeting was held on December 18, 2014; draft minutes for the meeting are attached for your review. The next meeting will be on Thursday, January 22, 2015 at 9:00 a.m.

Attachment:

- December 18, 2014 Draft Meeting Minutes



**Finance Committee  
SPECIAL MEETING AGENDA  
Commission Room  
December 18, 2014 – Thursday 9:00 AM**

- I. Call to Order at 9:00 a.m.
- II. Roll Call  
Attended by Chairperson Michael Clarke; Committee Members: Kathy Griffin, Alan Nadritch, John Potter; Treasurer Kenneth Paulk; Councilmember Christina Strawbridge  
Staff present: Anne Cardwell, Assistant City Manager; Karin Schnaider, Finance Director; Abigail Urrutia, Assistant Finance Director  
Absent: Co-chairperson Chris Carvalho, Council Member Campbell
- III. Pledge of Allegiance
- IV. Notice to the Public  
A plaque stating the Fundamental Rights of each member of the public is posted at the entrance the Commission Room per Section 4.04.030 of City of Benicia Ordinance No 05-6 (Open Government Ordinance).
- V. ACTION ITEMS
  - A. Approval of Agenda – moved and seconded  
Ayes: Chairperson Clarke, Committee Members Griffin, Nadritch, and Potter  
Noes: none
  - B. Approval of minutes for meeting held on November 20, 2014  
Discussion with changes.  
Ayes: Chairperson Clarke, Committee Members Griffin, Nadritch, and Potter  
Noes: none
  - C. Recommendation of GASB 54 Fund Balance Policy  
Finance Director Schnaider stated that there were minor edits to the document. Last page of policy change Sierra Madre to Benicia and resolution change. Recommend to send to City Council.  
Ayes: Chairperson Clarke, Committee Members Griffin, Nadritch, and Potter  
Noes: none
- VI. DISCUSSION ITEMS
  - A. Review Warrant Register for the Month of November 2014  
City Treasurer Paulk questioned line 859, page 20 water purchase from Solano County Water in the amount of \$176,300. Finance Director Schnaider clarified that this was for a regular water purchase.

- B. Finance Committee Work Plan  
Finance Director Schnaider changed the work plan format showing tasks as they come due with actual dates. This change reflects priorities staff are currently completing. Chairperson Clarke likes the format and wants to add the Measure C status if available.  
Jack Bell from BIPA commented that City-wide fees are a big issue to the Industrial Park, such as the Fire fees; have groups be involved and notified when fees are to be increased. Finance Director Schnaider clarified that they will come to the June Council meeting for effective date of July 1, 2015.

- C. Discussion of Finance Committee Voting Rights for the City Treasurer  
Committee Member Potter requested this item return for discussion among the Committee. He advocates the City Treasurer should have the same non-voting rights as the elected positions assigned to the Finance Committee; instead, he would like a discussion on enhancing the City Treasurer's position with more duties. City Treasurer Paulk was asked his opinion by Chair Clarke. City Treasurer Paulk responded that he was happy with the consensus of the Committee and was happy to take on what duties were reasonable to his position. Committee Member Nadritch stated that at the time when he was the City's Finance Director, the duties of the City Treasurer were to reconcile the Payroll bank reconciliation and signing warrants.

Committee Member Griffin agrees with not giving voting rights to the City Treasurer. Chairperson Clarke clarified that the last City Treasurer Autz wanted the treasurer to have voting rights; but after hearing comments from the other (Finance Committee) members, Chairperson Clarke concurs and does not want any voting rights assigned to the treasurer.

Councilmember Strawbridge questioned Asst. City Manager Cardwell and Finance Director Schnaider as to the status of this issue with the City Council. According to Asst. City Manager Cardwell responded that the City Council two-step process that started with Councilmember Campbell is on hold until the Finance Committee discusses the issue. Asst. City Manager Cardwell will follow-up with Councilmember Campbell regarding proceeding with his second step.

Committee Member Potter requests that Cardwell follow-up with Councilmember Campbell and have the issue agendaized. He feels that the city management is stable and competent enough that the Treasurer does not need any voting rights. He asks the Committee, "How do we proceed on additional duties, tasks for the treasurer?" Member Griffin suggested that this is not a rush issue and City Treasurer Paulk needs to get his feet wet first. Finance Director Schnaider commented that duties of a City

Treasurer are outlined by State regulations and there are numerous publications that can be of assistance to him. She recommends the City Treasurer join and attend CMTA (California Municipal Treasurer Association) meetings and the annual seminar. It is recommended that this will be re-evaluated within 90 days.

Councilmember Strawbridge informed the committee that there is a re-assignment of Councilmembers to committees.

Mr. Jack Bell stated the committee is missing the point, the committee does not assign the duties; the Treasurer is an independent person and can do anything. Only the Council can give duties to committee members.

- D. Overview of the City's Comprehensive Annual Financial Report  
Finance Director Schnaider passed a one-page handout and clarified that we are not reviewing the CAFR. It is only an overdue of the CAFR, and how to read it, and going over the sections of the report. The CAFR will return as an agenda item in January to allow the Committee to discuss the report. The auditors will be present at that meeting.

VII. Public Comment – none

VIII. Committee Member Comment

Committee Member Nadritch questioned about the construction west of Columbus Parkway. It was clarified that it was drainage work for the City of Vallejo. Another question was the Papa's place. It will be replaced with a Japanese steakhouse.

Chairperson Clarke comments about the City's decision to join MCE. Citizens have to opt out of MCE and stay with PG&E. Staff informed the committee that there were discussions at the City Council and Planning Commission meetings that covered the topic in details. Asst. City Manager Cardwell said that the first opt out will be in February 2015 and there will be three other dates to opt out later. MCE will inform the public to opt out not the City.

IX. Adjournment – Adjourned at 10:18 a.m.



**AGENDA ITEM  
CITY COUNCIL MEETING: JANUARY 20, 2015  
COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 12, 2015

**TO** : Mayor Patterson  
Vice Mayor Hughes

**FROM** : City Manager

**SUBJECT** : **LEAGUE OF CALIFORNIA CITIES**

The following information is provided for your committee report at the January 20, 2015 City Council meeting.

The next North Bay Division General Membership Meeting is scheduled for January 21, 2015 and will be hosted by the City of Sonoma.



**AGENDA ITEM**  
**CITY COUNCIL MEETING: JANUARY 20, 2015**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 12, 2015

**TO** : Vice Mayor Hughes  
Council Member Strawbridge

**FROM** : City Manager

**SUBJECT** : **CITY COUNCIL/SCHOOL BOARD LIAISON COMMITTEE**

The following information is provided for your committee report at the January 20, 2015 City Council meeting.

This committee meets quarterly. Meetings for 2015 will be held at the Benicia Unified School District's Board Room located at 350 East K Street. The next scheduled meeting is March 5, 2015 at 8:30 a.m. at the District Office Board Room, and the agenda for that meeting is not yet available.



**AGENDA ITEM  
CITY COUNCIL MEETING: JANUARY 20, 2015  
COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 9, 2015

**TO** : Vice Mayor Hughes  
Council Member Campbell

**FROM** : City Manager

**SUBJECT** : **SKY VALLEY OPEN SPACE COMMITTEE**

The following information is provided for your committee report at the January 20, 2015 Council meeting.

The meetings of the Committee are now scheduled on an as-needed basis. At this time, the next meeting date is unknown.



**AGENDA ITEM**  
**CITY COUNCIL MEETING: JANUARY 20, 2015**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 9, 2015

**TO** : Vice Mayor Hughes  
Council Member Strawbridge

**FROM** : City Manager

**SUBJECT** : **SOLANO EDC BOARD OF DIRECTORS**

The following information is provided for your committee report at the January 20, 2015 Council meeting.

The last Board of Directors meeting was held on November 13, 2015. The agenda for that meeting was previously issued; the minutes are attached.

The next Board of Directors meeting is scheduled for Thursday, January 22, 2015 at 9:00 a.m. at Jelly Belly Candy Company. The agenda is not yet available.

Attachments:

- Solano EDC Minutes November 13, 2014





## SOLANO EDC BOARD OF DIRECTORS MEETING

November 13, 2014

### MINUTES

#### CALL TO ORDER

In the absence of Chairman Van Ouwerkerk, Vice-Chair Kuhn called the meeting to order at 9:00 am at the Jelly Belly Candy Company. She thanked Bob Simpson and Jelly Belly for hosting the meeting.

#### Attending were:

|                 |                  |                    |                    |
|-----------------|------------------|--------------------|--------------------|
| Greg Armstrong  | Travis Armstrong | Dr. Ramona Bishop  | Robert Bloom       |
| Suzanne Bragdon | Bill Browne      | Beverly Byl        | Elaine Crombie     |
| Mario Giuliani  | Daryl Halls      | J. Paul Harrington | Steve Huddleston   |
| Bridgit Koller  | Tim Kubli        | Laura Kuhn         | Dr. Jowel Laguerre |
| Albert Lavezzo  | Sandy Person     | Steve Pierce       | Harry Price        |
| Jon Quick       | Tom Recknagel    | Scott Reynolds     | Michael Segala     |
| Bob Simpson     | Jim Sotiros      | Scott Thomas       | Skip Thomson       |
| David White     |                  |                    |                    |

#### Absent were:

|                  |                |                     |                     |
|------------------|----------------|---------------------|---------------------|
| Jack Batchelor   | Rebecca Brandt | Tim Chapa           | Birgitta Corsello   |
| Pippin Dew-Costa | Ed Farewell    | Dilenna Harris      | Curtis Hunt         |
| Dan Keen         | Brad Kilger    | Jim Lindley         | Elizabeth Patterson |
| Talyon Sortor    | Jay Speck      | Patsy Van Ouwerkerk | Louise Walker       |

#### APPROVAL OF MINUTES

Acting-Chair Kuhn called for approval of minutes of the September meeting. Upon motion duly made (Reynolds) and seconded (Lavezzo) it was RESOLVED, that the minutes of the September 11, 2014 meeting of the Solano EDC Board of Directors be accepted as submitted.

#### TREASURERS REPORT

Interim Treasurer Reynolds presented the financial report for the month of October 2014. Upon motion duly made (Lavezzo) and seconded (Recknagel) it was RESOLVED, that the Treasurer's Report be accepted.

#### BOARD REPLACEMENT

Acting-Chair Kuhn called for approval of a change to the board roster: Travis Armstrong for Tony Cincotta, Solano Garbage Company. Upon motion duly made (Lavezzo) and seconded (Recknagel) it was RESOLVED, that the change be accepted.

#### CHAIRMAN'S REMARKS

Acting-Chair Kuhn commented Chairman Van Ouwerkerk sends her regrets for missing the meeting. She also noted the EDC is seeking new members and future leaders.

#### 2015 BOARD NOMINATIONS

Acting-Chair Kuhn called for the approval of the draft 2015 Director's ballot. Upon motion duly made (Reynolds) and seconded (Price) it was RESOLVED, that the ballot be accepted as submitted.

Sandy Person  
President  
sandy@solanoedc.org

Patricia Uhrich  
Office Manager  
pat@solanoedc.org

J. Paul Harrington  
Project Manager  
Solano Energy Watch  
jpaul@solanoedc.org

Address:  
360 Campus Lane, Suite 102  
Fairfield, CA 94534

Phone:  
707.864.1855

Fax:  
707.864.6621

Toll Free:  
888.864.1855

Website:  
www.solanoedc.org

### **2015 DRAFT BUDGET**

President Person presented the 2015 draft budget. She expressed the desire to add staff next year. The presented budget did not include the staff addition. Upon motion duly made (Lavezzo) and seconded (Reynolds), it was RESOLVED that the 2015 budget be approved.

### **ADVOCACY COMMITTEE UPDATE**

Committee Chair Steve Huddleston commented the committee is scheduled to meet next week.

### **MOVING SOLANO FORWARD UPDATE**

Steve Pierce informed directors the County is actively seeking additional funding sources for the next phase.

### **ECONOMIC DEVELOPMENT TASK FORCE UPDATE**

Committee Chair Mario Giuliani informed the group at the last meeting Patrick McGuire with the Governor's Office of Economic Development provided an update on new programs and new process for distributing leads.

### **SOLANO ENERGY WATCH UPDATE**

J. Paul Harrington informed directors the program has exceeded goals for 2014 with over 94 active projects putting over \$225,000 back into the business community through energy savings.

### **TRANSPORTATION UPDATE**

Director Halls provided updates on: I-80/I-680 Interchange Project; Jepson Parkway; Train Station project; Suisun train station improvements; HOV lane expansion; Curtola park and ride lot; Benicia transit project parking lot; RTIF impact fee; Church Road improvements; Fairgrounds access project; local roads projects and annual STA Awards dinner.

### **PRESIDENT'S REPORT**

President Person provided an update on: prospect activity; Manex workshop; Impact Solano and Spirit of Solano.

The meeting adjourned 10:08 am.

**AGENDA ITEM**  
**CITY COUNCIL MEETING: JANUARY 20, 2015**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 12, 2015

**TO** : Mayor Patterson  
Council Member Campbell

**FROM** : Director of Public Works

**SUBJECT** : **SOLANO TRANSPORTATION AUTHORITY**

The following information is provided for your committee report at the January 20, 2015 City Council meeting.

The Minutes from the December 10, 2014 Regular Board meeting are attached as well as the agenda for the January 14, 2014 meeting. The next regular meeting will be on February 11, 2015 at Suisun City Hall and the agenda for that meeting is unavailable.

Attachments:

- Minutes from the December 10, 2014 Regular Board Meeting
- Agenda for the January 14, 2015 Regular Board Meeting





**SOLANO TRANSPORTATION AUTHORITY**  
**Board Minutes for Meeting of**  
**December 10, 2014**

**1. CALL TO ORDER**

Chair Davis called the regular meeting to order at 6:05 p.m. A quorum was confirmed.

**MEMBERS**

**PRESENT:** Osby Davis, Chair City of Vallejo  
Elizabeth Patterson, Vice-Chair City of Benicia  
Jack Batchelor City of Dixon  
Harry Price City of Fairfield  
Norman Richardson City of Rio Vista  
Pete Sanchez City of Suisun City  
Len Augustine City of Vacaville  
*Board Member Augustine was sworn in after approval of the agenda.*  
Jim Spering County of Solano

**MEMBERS**

**ABSENT:** None.

**STAFF**

**PRESENT:** Daryl K. Halls Executive Director  
Bernadette Curry Legal Counsel  
Janet Adams Deputy Exec. Director/Dir. of Projects  
Robert Macaulay Director of Planning  
Johanna Masiclat Clerk of the Board/Office Manager  
Susan Furtado Accounting & Administrative Svc. Manager  
Judy Leaks Program Manager – SNCI & SR2S  
Liz Niedziela Transit Manager  
Robert Guerrero Project Manager  
Sarah Fitzgerald Program Services Administrator – SR2S  
Anthony Adams Project Assistant  
Andrew Hart Associate Planner  
Tiffany Gephart Transit Mobility Coordinator  
Christiana Johnson Customer Service Representative

**ALSO PRESENT: (In alphabetical order by last name.)**

Mona Babauta Solano County Transit (SolTrans)  
Anthony Bruzzone ARUP  
Amanda Dum City of Suisun City  
Steve Hartwig City of Vacaville  
Wayne Lewis FAST  
Jim McElroy McElroy Transit  
Brian McLean Vacaville City Coach

**2. CONFIRM QUORUM/STATEMENT OF CONFLICT**

A quorum was confirmed by the Clerk of the Board. There was no Statement of Conflict declared at this time.

**3. APPROVAL OF AGENDA**

On a motion by Board Member Price, and a second by Board Member Batchelor, the STA Board approved the agenda. (7 Ayes)

**4. SWEARING-IN OF NEW STA BOARD MEMBER**

- **Mayor Len Augustine**  
Member representing the City of Vacaville

**5. OPPORTUNITY FOR PUBLIC COMMENT**

None presented.

**6. EXECUTIVE DIRECTOR’S REPORT**

- November Election Results in Return of Current and Former Board Members
- STA's 2015 Legislative Priorities and Platform
- Contract Amendment for State Legislative Advocacy Services
- STA Annual Audit for FY 2013-14
- Intercity Transit Corridor Service Plan Recommendation Subject of Board Workshop
- RTIF Nexus Report Amendment to Add Green Valley Overpass Project
- Five Solano Employers Dominate 2014 Commute Challenge Results
- Solano County Commuters Find Assistance at Transportation Info Depot
- STA Staff Update

**7. REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)**

None presented.

**8. REPORT FROM STA**

- A. Directors Reports**
  - 1. Planning**
  - 2. Projects**
  - 3. Transit/Rideshare**

**9. CONSENT CALENDAR**

On a motion by Vice Chair Patterson, and a second by Board Member Sanchez, the STA Board approved Consent Calendar Items A through J as follows:

- Item A, (7 Ayes, 1 Abstention from Board Member Augustine)
- Items B through J (8 Ayes)

**A. Minutes of the STA Board Meeting of October 8, 2014**

Recommendation:

Approve STA Board Meeting Minutes of October 8, 2014.

**B. Draft Minutes of the TAC Meeting of November 19, 2014**

Recommendation:

Approve Draft TAC Meeting Minutes of November 19, 2014.

**C. Fiscal Year (FY) 2013-14 Fourth Quarter Budget Report**

Recommendation:

Receive and file.

**D. Fiscal Year (FY) 2014-15 First Quarter Budget Report**

Recommendation:

Receive and file.

**E. Letters of Support for Federal Transit Administration (FTA) Section 5310 Funding for Solano Mobility Management Programs**

Recommendation:

Approve the following:

1. Authorize the Chair to forward a Letter of Support to Caltrans in Support of the Solano Transportation Authority's funding application for FTA Section 5310 for Solano Mobility Management Programs;
2. Authorize the Executive Director to submit an application for FTA Section 5310 for the Solano Mobility Management Program;
3. Approve STA Resolution No. 2014-27 as shown in Attachment A; and
4. Authorize the Executive Director to execute a contact or agreement with Caltrans for FTA Section 5310 funding for the Solano Mobility Management Program including submitting and approving request for reimbursement of funds as stated in Authorizing STA Resolution No. 2014- 27 (Attachment A).

**F. Federal Transit Administration (FTA) Non-Urbanized Area Program (FTA Section 5311) Revised Recommendation**

Recommendation:

Approve Federal Section 5311 Allocation for 2014 and 2015 in the amount of \$409,092 as spe Attachment C.

**G. Resolutions for Transportation Development Act (TDA) Article 3 – Dixon West B Street Undercrossing Project and Automated Counters**

Adopt the following:

1. STA Resolution No. 2014-28 declaring the approval of the expenditure of TDA Article 3 funds for the following projects:
  - a. \$90,000 of FY 2014-15 TDA Article 3 funds for bicycle and pedestrian improvements to be completed as part of the Dixon West B Street Undercrossing Project; and
  - b. \$10,000 of FY 2014-15 TDA Article 3 funds for the purchase of automated bike and pedestrian counters.
2. STA Resolution No. 2014-30 rescinding previous resolution 2014-18 and approving the updated coordinated claim.

**H. Contract Amendment for State Legislative Advocacy Services**

Recommendation:

Approve the following:

1. Authorize the Executive Director to execute a contract amendment to the State Lobbying Consultant Services Agreement with Shaw/Yoder/Antwih, Inc. for a two-year term in an amount not-to-exceed \$66,500 annually; and
2. Authorize the Executive Director to enter into an agreement with SolTrans to reimburse STA \$20,000 annually for state lobbying consultant services provided by Shaw/Yoder/Antwih, Inc.

**I. Dixon West B Street Pedestrian Undercrossing - Contract Amendment Construction Management Services**

Recommendation:

Authorize the Executive Director to amend contract with Parsons Brinckerhoff for an additional \$47,925 to complete construction management services needed during construction; as well as closeout the project to allow for final invoicing to Caltrans.

**J. Regional Transportation Impact Fee (RTIF): Nexus Report Amendment**

Recommendation:

Approve the following:

1. Regional Transportation Impact Fee (RTIF) Supplemental Nexus Analysis for the Green Valley Overcrossing Project; and
2. Authorize the Executive Director to forward a letter to the County of Solano to amend the RTIF and PFF to include the Green Valley Overcrossing Project.

**10. ACTION – FINANCIAL ITEMS**

**A. STA's Annual Audit for Fiscal Year (FY) 2013-14**

Susan Furtado presented STA's Annual Audit for FY 2013-14. She reported that for the ninth consecutive year, the STA has received an unqualified audit report. Susan Furtado acknowledged the hard work of her Accounting Technician, Judy Kowalsky, who, on a yearly basis, contributes to the success of the STA's unqualified audit report.

**Public Comments:**

None presented.

**Board Comments:**

None presented.

Recommendation:

Receive and file STA's Annual Audit for FY 2013-14.

On a motion by Board Member Spring, and a second by Board Member Price, the STA Board unanimously approved the recommendations. (8 Ayes)

**B. Authorization for Sale of Surplus Property**

Janet Adams provided the current status of the Surplus Property Sale. She stated that in 2013 the STA purchased a 7.69 acre parcel located at 3630 Ritchie Road in order for PG&E to relocate a gas valve lot. She stated that in October 2014, the STA Board adopted a Resolution of Intention to sell the Property at the minimum bid amount of \$1,142,000.

**Public Comments:**

None presented.

**Board Comments:**

Vice Chair Patterson asked if there were any state, local or county buildings on the property. Mrs. Adams replied that the lot was completely vacant empty site.

Recommendation:

Adopt STA Resolution No. 2014-29 authorizing the sale of the remainder of the former Green Valley Middle School site to Pacific Coast Supply, LLC as the highest responsible bidder, in accordance with the attached Purchase and Sale Agreement, for the purchase price of \$1,142,000 (4/5<sup>th</sup> vote required).

On a motion by Vice Chair Patterson, and a second by Board Member Price, the STA Board unanimously approved the recommendations. (8 Ayes)

**C. Intercity Transit Corridor Study – Public Input Process, Selection of Preferred Service Alternative, and Authorization of Initiation of Phase 2 of Study**

Jim McElroy commented that a presentation and discussion regarding the Intercity Transit Corridor Study was conducted at a STA Board workshop scheduled prior to the STA Board meeting on December 10, 2014.

**Public Comments:**

None presented.

**Board Comments:**

None presented.

Recommendation:

Approve the following:

1. The public review and input process for Phase 2 as specified:
  - a. Forward the Phase 1 results to each of the affected Cities and the County including the three service options assessed and Option B as the service option recommended for Phase 2;
2. Authorize the Executive Director to develop and issue a Request for Proposal (RFP) for consultant services for the Transit Corridor Study Phase 2 and the Coordinated SRTP; and
3. Authorize the Executive Director to enter into an agreement in an amount not to exceed \$275,000 for Transit Corridor Study Phase 2 and Coordinated SRTP.

On a motion by Board Member Spring, and a second Vice Chair Patterson, STA Board unanimously approved the recommendations. (8 Ayes)

**11. ACTION – NON-FINANCIAL ITEMS**

**A. STA’s Draft 2015 Legislative Priorities and Platform**

Jayne Bauer noted that STA's State Legislative Lobbyist, Josh Shaw (Shaw, Yoder, Antwih), provided a state legislative wrap up of the 2014 legislative year and a preview of the 2015 legislative session. She also noted that staff updated the STA's Draft 2015 Legislative Priorities and Platform based on comments received from the STA Board and from the STA TAC and Transit Consortium in preparation for the 2015 Legislative Session. Susan Lent (Akin & Gump), STA's Federal Lobbyist, is scheduled to visit the STA Board at our January 2015 meeting in preparation for our efforts back in Washington, DC.

**Public Comments:**

None presented.

**Board Comments:**

Vice Chair Patterson and Board Member Sperring requested to change a title on Page 4, Legislative Priorities (Section 7) to the 2015 Legislative Priorities and Platform as shown below in ~~striketrough~~ **bold italics**:

7. “Support *the Metropolitan Transportation Commission’s Principles Directing the State Cap and Trade programs funds to the Bay Area an Solano County:*”

Recommendation:

Adopt the STA’s 2015 Legislative Priorities and Platform as specified in Attachment C.

On a motion by Board Member Sperring, and Vice Chair Patterson unanimously approved the recommendation as amended shown above in ~~striketrough~~ **bold italics**. (8 Ayes)

**12. INFORMATIONAL – NO DISCUSSION**

- A. State Affordable Housing and Sustainable Communities Program Update**
- B. Quarterly Project Delivery Update**
- C. Status of Solano’s Title VI Program**
- D. Mobility Management Program Update**
- E. Solano Employer Commute Challenge 2014 – Results**
- F. Summary of Funding Opportunities**

**13. BOARD MEMBER COMMENTS**

**14. ADJOURNMENT**

The meeting was adjourned at 6:30 p.m.

The next regularly scheduled meeting of the STA Board is at **6:00 p.m., Wednesday, January 14, 2014**, Suisun Council Chambers.

Attested by:

 /January 10, 2014  
**Johanna Masiclat**      **Date**  
**Clerk of the Board**



**MEETING AGENDA**

**6:00 p.m., STA Board Regular Meeting  
 Wednesday, January 14, 2015  
 Suisun City Hall Council Chambers  
 701 Civic Center Drive  
 Suisun City, CA 94585**

**Mission Statement:** To improve the quality of life in Solano County by delivering transportation system projects to ensure mobility, travel safety, and economic vitality.

**Public Comment:** Pursuant to the Brown Act, the public has an opportunity to speak on any matter on the agenda or, for matters not on the agenda, issues within the subject matter jurisdiction of the agency. Comments are limited to no more than 3 minutes per speaker unless modified by the Board Chair, Gov't Code § 54954.3(a). By law, no action may be taken on any item raised during the public comment period (Agenda Item IV) although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency. **Speaker cards are required in order to provide public comment. Speaker cards are on the table at the entry in the meeting room and should be handed to the STA Clerk of the Board. Public comments are limited to 3 minutes or less.**

**Americans with Disabilities Act (ADA):** This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact Johanna Masiclat, Clerk of the Board, at (707) 424-6008 during regular business hours at least 24 hours prior to the time of the meeting.

**Staff Reports:** Staff reports are available for inspection at the STA Offices, One Harbor Center, Suite 130, Suisun City during regular business hours, 8:00 a.m. to 5:00 p.m., Monday-Friday. You may also contact the Clerk of the Board via email at [jmasiclat@sta-snci.com](mailto:jmasiclat@sta-snci.com). **Supplemental Reports:** Any reports or other materials that are issued after the agenda has been distributed may be reviewed by contacting the STA Clerk of the Board and copies of any such supplemental materials will be available on the table at the entry to the meeting room.

**Agenda Times:** Times set forth on the agenda are estimates. Items may be heard before or after the times shown.

**ITEM**

**BOARD/STAFF PERSON**

- |                                                                                                                                                                                                                                                                                                                                                                                   |                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| <p><b>1. CALL TO ORDER/PLEDGE OF ALLEGIANCE</b><br/>(6:00 – 6:05 p.m.)</p>                                                                                                                                                                                                                                                                                                        | <p>Chair Davis</p> |
| <p><b>2. CONFIRM QUORUM/ STATEMENT OF CONFLICT</b><br/>An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. Cal. Gov't Code § 87200.</p> | <p>Chair Davis</p> |

**STA BOARD MEMBERS**

|                       |                                     |                     |                   |                   |                     |                   |                  |
|-----------------------|-------------------------------------|---------------------|-------------------|-------------------|---------------------|-------------------|------------------|
| Osby Davis<br>(Chair) | Elizabeth Patterson<br>(Vice Chair) | Jack Batchelor, Jr. | Harry Price       | Norman Richardson | Pete Sanchez        | Len Augustine     | Jim Spering      |
| City of Vallejo       | City of Benicia                     | City of Dixon       | City of Fairfield | City of Rio Vista | City of Suisun City | City of Vacaville | County of Solano |

**STA BOARD ALTERNATES**

|               |                  |                |              |                    |             |                |               |
|---------------|------------------|----------------|--------------|--------------------|-------------|----------------|---------------|
| Jesus Malgapo | Alan Schwartzman | Dane Besneatte | Rick Vaccaro | Constance Boulware | Mike Hudson | Dilenna Harris | Erin Hannigan |
|---------------|------------------|----------------|--------------|--------------------|-------------|----------------|---------------|

The complete STA Board Meeting Packet is available on STA's Website at [www.sta.ca.gov](http://www.sta.ca.gov)  
 (Note: STA Board Meetings are held at Suisun City Hall, 6:00 p.m. on the 2<sup>nd</sup> Wednesday of every month  
 (except August (Board Summer Recess) and November (Annual Awards Ceremony).)

**3. APPROVAL OF AGENDA**

**4. OPPORTUNITY FOR PUBLIC COMMENT**

(6:10 – 6:15 p.m.)

**5. EXECUTIVE DIRECTOR’S REPORT – Pg. 7**

(6:15 – 6:20 p.m.)

Daryl K. Halls

**6. REPORT FROM THE METROPOLITAN  
TRANSPORTATION COMMISSION (MTC)**

(6:20 – 6:25 p.m.)

Jim Spering,  
MTC Commissioner

**7. STA PRESENTATIONS**

(6:25 – 6:30 p.m.)

- A. Federal Legislative Update**
- B. STA 2014 Year-End Highlights**
- C. Directors Reports**
  - 1. Planning**
  - 2. Projects**
  - 3. Transit/Rideshare**

Susan Lent, Akin Gump  
Chair Davis

Robert Macaulay  
Janet Adams  
Jayne Bauer

**8. CONSENT CALENDAR**

Recommendation:

Approve the following consent items in one motion.

(Note: Items under consent calendar may be removed for separate discussion.)

(6:30 – 6:35 p.m.)

**A. Minutes of the STA Board Meeting of December 10, 2014**

Recommendation:

Approve STA Board Meeting Minutes of December 10, 2014.

**Pg. 13**

Johanna Masielat

**B. STA Employee 2015 Benefit Summary Update**

Recommendation:

Receive and file.

**Pg. 19**

Susan Furtado

**C. Renewal of Membership with Solano Economic Development  
Corporation (EDC) for 2015**

Recommendation:

Approve the renewal of STA’s membership with the Solano Economic  
Development Corporation (Solano EDC) at the Premier Member  
“Chairman’s Circle” level of \$7,500 for Calendar Year 2015.

**Pg. 27**

Daryl Halls

**D. Contract Amendment - STA’s Financial Audit Services**

Recommendation:

Authorize the Executive Director to execute a contract amendment to  
Vavrinek, Trine, Day & Company, LLP for a two-year term for the  
amount not-to-exceed \$35,500.

**Pg. 31**

Susan Furtado

**VIII.C.8.10**

- E. Contract Amendment - Technology System Integration for the I-80 Eastbound Cordelia Truck Scales Relocation Project** Janet Adams  
Recommendation:  
 Approve a contract amendment for IIS in a not-to-exceed amount of \$40,600 to cover technology system integration design and equipment installation and two years of extended maintenance for the technology system for the I-80 Eastbound Cordelia Truck Scales Relocation Project.  
**Pg. 33**
- F. Contract Amendment – Project Management Services for the I-80/I-680/State Route (SR) 12 Interchange Complex** Janet Adams  
Recommendation:  
 Approve a contract amendment for the PDM Group Inc. in the not-to-exceed amount of \$556,000, to cover project management services for the I-80/I-680/SR 12 Interchange Complex and extend the term of the contract to February 2017.  
**Pg. 35**
- G. Transportation Development Act (TDA) Matrix Revision – Intercity Taxi Scrip Program and Faith in Action** Liz Niedziela  
Recommendation:  
 Approve the Revised FY 2014-15 Solano TDA Matrix – January 2015 as shown in Attachment A authorizing the claiming of local TDA funds by STA for the Intercity Taxi Scrip Program and Faith in Action as prepared in Attachment B.  
**Pg. 37**

**9. ACTION NON-FINANCIAL ITEMS**

- A. Conduct Public Hearing and Adopt Resolution of Necessity to Acquire Property by Eminent Domain, if necessary, for the Mitigation Site for the I-80/I-680/State Route 12 Interchange Project** Janet Adams and Dale Dennis, PDM  
Recommendation:  
 Conduct a public hearing and adopt the attached Resolution of Necessity No. 2015-01 (Attachment A) to acquire by eminent domain, if necessary, the property needed for the mitigation site for the I-80/I-680/State Route 12 Interchange Project.  
 (6:35 – 6:45 p.m.)  
**Pg. 43**
- B. Solano County Transit (SolTrans) Joint Powers Agreement (JPA) – Appointment of STA Ex-Officio Board Member** Bernadette Curry  
Recommendation:  
 Appoint a STA Board Member to the SolTrans JPA Board as an Ex-Officio member for a two-year term expiring December 2016.  
 (6:45 – 6:50 p.m.)  
**Pg. 49**

**C. Selection of 2015 STA Chair and Vice Chair**

Chair Davis

Recommendation:

Approve the following:

1. Selection of the STA Chair for 2015 commencing with the STA Board Meeting of February 11, 2015;
2. Selection of the STA Vice Chair for 2015 commencing with the STA Board Meeting of February 11, 2015; and
3. Request the new Chair designate the STA Executive Committee for 2015.

(6:50 – 6:55 p.m.)

**Pg. 51**

**10. ACTION FINANCIAL ITEMS**

**A. I-80 Express Lanes Project Implementation**

Janet Adams

Recommendation:

Approve the following:

1. Authorize the Executive Director to issue a Request for Proposals (RFP) to select a consultant team to provide detailed preliminary engineering and final design for the I-80 Express Lanes – Red Top Road to I-505 project;
2. Request BAIFA to allocate \$16 million of additional funds for the I-80 Express Lanes - East Segment (Airbase Parkway to I-505); and
3. The Local Preference Goal of 2% for RFP professional services.

(6:55 – 7:00 p.m.)

**Pg. 53**

**B. State Route (SR) 12 (Jameson Canyon) Route 21 Bus Service Contribution**

Liz Niedziela

Recommendation:

Approve NCTPA funding request for \$30,000 to be used as a local match for the operation of Route 21 on State Route 12 Jameson Canyon between Cities of Napa, Fairfield, and Suisun City.

(7:00 – 7:05 p.m.)

**Pg. 55**

**C. Updated Intercity Bus Replacement Capital Plan**

Mary Pryor,  
NWC

Recommendation:

Approve the updated SolanoExpress Intercity Bus Replacement Funding Plan as specified in Attachment C.

(7:05 – 7:10 p.m.)

**Pg. 61**

**11. INFORMATIONAL ITEMS – DISCUSSION**

**A. Statewide Funding Initiatives - Active Transportation and Cap and Trade Programs**

Robert Macaulay

(7:10 – 7:15 p.m.)

**Pg. 67**

**NO DISCUSSION**

- B. Status Update: Public Private Partnership (P3) SolTrans  
Implementation  
Pg. 121**

Robert Guerrero

- C. Summary of Funding Opportunities  
Pg. 123**

Andrew Hart

**12. BOARD MEMBERS COMMENTS**

**13. ADJOURNMENT**

The next regularly scheduled meeting of the STA Board is at **6:00 p.m., Wednesday, February 11, 2015**, Suisun Council Chambers.



**AGENDA ITEM**  
**CITY COUNCIL MEETING: JANUARY 20, 2015**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 12, 2015

**TO** : Mayor Patterson  
Council Member Campbell  
Vice Mayor Hughes

**FROM** : Director of Public Works

**SUBJECT** : **SOLANO COUNTY WATER AGENCY**

The following information is provided for your committee report at the January 20, 2015 City Council meeting.

The draft minutes of the December 11, 2014 meeting are attached. The agenda for the regular meeting on January 8, 2015 is attached. The next meeting is scheduled for February 12, 2015.

Attachments:

- Draft minutes of the December 11, 2014 regular meeting
- Agenda for January 8, 2015 regular meeting



**SOLANO COUNTY WATER AGENCY  
BOARD OF DIRECTORS MEETING MINUTES**

**MEETING DATE: December 11, 2014**

The Solano County Water Agency Board of Directors met this evening at the Solano County Water Agency. Present were:

Mayor Jack Batchelor, City of Dixon  
Mayor Harry Price, City of Fairfield  
Mayor Len Augustine, City of Vacaville  
Mayor Pete Sanchez, City of Suisun City  
Mayor Elizabeth Patterson, City of Benicia  
Mayor Osby Davis, City of Vallejo  
Supervisor Hannigan, Solano County District 1  
Supervisor Spering, Solano County District 3  
Supervisor John Vasquez, Solano County District 4  
Supervisor Skip Thomson, Solano County District 5  
Director J. D. Kluge, Solano Irrigation District  
Manager Don Holdener, Maine Prairie Water District  
Director Dale Crossley, Reclamation District 2068

**CALL TO ORDER**

The meeting was called to order at 6:30 P.M. by Chairman Price.

**APPROVAL OF AGENDA**

On a motion by Mayor Batchelor and a second by Supervisor Spering the Board unanimously approved the agenda.

**PUBLIC COMMENT**

There were no public comments.

**CONSENT ITEMS**

On a motion by Mayor Batchelor and a second by Supervisor Vasquez the Board unanimously approved Consent Items A through F with Mayor Augustine abstaining on the vote.

- (A) Minutes
- (B) Expenditure Approvals
- (C) Flood Control Advisory Committee Re-Appointments
- (D) Lower Putah Creek Coordinating Committee Appointments
- (E) Amendment to Agreement with DWR for Funding Alternate Intake Project
- (F) Comment Letter on Priority Status of the Solano Subbasin of the Sacramento River Groundwater Basin.

**BOARD MEMBER REPORTS**

Board members welcomed Mayor Augustine.

**GENERAL MANAGER'S REPORT**

Manager Okita provided an update of rainfall amounts and flood activity from the current storm presenting charts of data from real time monitoring equipment. This data is publicly available on the SCWA web page. Manager Okita updated the Board on the status of the General Manager recruitment.

**AGREEMENT FOR GOVERNMENT RELATIONS REPRESENTATION BY CLEAN  
TECH ADVOCATES**

Patrick Leathers expressed his appreciation to the Board for engaging with him on the Water Bond Legislation in the last legislative session. One of the tasks for the upcoming session is to shape the appropriations for the Water Bond to meet the Agency's needs for those eligible programs. On a motion by Mayor Batchelor and a second by Supervisor Sperring the Board unanimously authorized the General Manager to execute an agreement with Clean Tech Advocates to provide government relations representation for SCWA for the 2015-2017 State Legislative Session.

**WATER CONSERVATION/PUBLIC AWARENESS/URBAN WATER  
MANAGEMENT PLANS**

Manager Okita gave a presentation on water conservation and public awareness programs. The water conservation program has been focusing on the hardware portion of water conservation which studies have shown are effective at permanently reducing water use. The public outreach program includes radio advertising and education programs for school children. Urban Water Management Plans are required by law and are updated every five years. Components of the plan include identifying the basic service area, quantifying water supply sources and uses, and describing water reliability. Each city customizes their Plan to its own situation. After discussion by the Board about the SCWA Urban Water Management Plan, the Board requested a recommendation from the SCWA Advisory Commission regarding the need for a more comprehensive water management planning document for SCWA.

**DELTA ISSUES**

Supervisor Thomson reported that Secretary Laird is opposed to Federal Drought Relief Legislation (H.R. 5781). Contra Costa, Yolo and Solano Counties have drafted a letter to Senator Feinstein stating they would like to participate in the discussions on the Drought Legislation next year. The Delta Counties Coalition met with Secretary Laird and provided him with a suggested governance structure for the Bay Delta Conservation Plan.

**TIME AND PLACE OF NEXT MEETING**

The next regularly scheduled meeting will be January 8, 2015 at 6:30 P.M. in the Monticello Room located at the Solano County Water Agency offices.

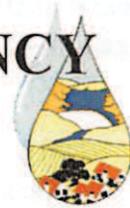
**ADJOURNMENT**

This meeting of the Solano County Water Agency Board of Directors was adjourned at 7:27 P.M.

---

David B. Okita, General Manager  
and Secretary to the Board of Directors of the  
Solano County Water Agency

# SOLANO COUNTY WATER AGENCY



## BOARD OF DIRECTORS:

### Chair:

Mayor Harry Price  
City of Fairfield

### Vice Chair:

Director Dale Crossley  
Reclamation District No. 2068

Mayor Len Augustine  
City of Vacaville

Mayor Jack Batchelor  
City of Dixon

Mayor Osby Davis  
City of Vallejo

Supervisor Erin Hannigan  
Solano County District 1

Director John D. Kluge  
Solano Irrigation District

Mayor Elizabeth Patterson  
City of Benicia

Mayor Norm Richardson  
City of Rio Vista

Director Gene Robben  
Maine Prairie Water District

Mayor Pete Sanchez  
City of Suisun City

Supervisor Linda Seifert  
Solano County District 2

Supervisor Jim Spering  
Solano County District 3

Supervisor Skip Thomson  
Solano County District 5

Supervisor John Vasquez  
Solano County District 4

## GENERAL MANAGER:

David Okita, PE  
Solano County Water Agency

## BOARD OF DIRECTORS MEETING

**DATE:** Thursday, January 8, 2015

**TIME:** 6:30 p.m.

**PLACE:** Berryessa Room  
Solano County Water Agency Office  
810 Vaca Valley Parkway, Suite 203  
Vacaville

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

4. PUBLIC COMMENT

Limited to 5 minutes for any one item not scheduled on the Agenda.

5. ELECTION OF OFFICERS AND APPOINTMENT OF EXECUTIVE COMMITTEE FOR 2015

6. CONSENT ITEMS

(A) Minutes: Approval of the Minutes of the Board of Directors meeting of December 11, 2014 is recommended.

(B) Expenditure Approvals: Approval of the December checking account register is recommended.

(C) Cafeteria Plan Amendment: Authorize Chairman to sign an amendment to the SCWA medical benefit Cafeteria Plan to reflect the health care reform laws.

(D) Authorize Contract and Amendments for the Putah South Canal Headwork Improvement Project: Authorize General Manager to execute one contract and two amendments for the Putah South Canal Headwork Improvement Project costing \$801,750.

810 Vaca Valley Parkway, Suite 203  
Vacaville, California 95688  
Phone (707) 451-6090 • FAX (707) 451-6099  
www.scwa2.com



**VIII.C.9.5**

(E) PG&E/Water Agency High-Efficiency Washer Rebate Initiative: Authorize General Manager to execute an agreement with the Pacific Gas & Electric Company (PG&E) to continue participation in the Bay Area Regional High-Efficiency Washer Rebate Program with a cost share of \$200,000.

(F) Agreement with Iron Springs Corporation for the implementation of the Solano Regional Landscape BMP Compliance Program: Authorize General Manager to Execute Agreement with Iron Springs Corporation for the extension of the Solano Regional Landscape BMP Compliance Program with a cost share of \$30,000.

(G) Amendment to the Agreement with Southwest Environmental Incorporated for the Installation of High-Efficiency Toilets at Commercial, Industrial, and Institutional locations: Authorize General Manager to execute an amendment to the Agreement with Southwest Environmental Incorporated (SWE) for the installation of High-Efficiency Toilets (HETs) at Commercial, Industrial and Institutional (CII) locations in Solano County with a cost of \$1,447.

7. **BOARD MEMBER REPORTS**

RECOMMENDATION: For information only.

8. **GENERAL MANAGER'S REPORT**

RECOMMENDATION: For information only.

9. **2015 WATER SUPPLY UPDATE**

RECOMMENDATION: For information only.

10. **LEGISLATIVE ACTIVITY**

RECOMMENDATIONS:

1. Approve text for 2015 SCWA Annual Legislative Report.
2. Chair to appoint a committee of Board members to serve on a Legislative Committee to work with staff and our Legislative Advocate.

11. **NORTH BAY AQUEDUCT TASTE AND ODOR PROBLEMS**

RECOMMENDATION: Hear presentation from staff on management of taste and odor problems from the North Bay Aqueduct water supply. For information only.

12. **DELTA ISSUES**

RECOMMENDATION: Hear report from Supervisor Thomson on the activities of the Delta Counties Coalition and the Delta Protection Commission.

13. TIME AND PLACE OF NEXT MEETING

Thursday, February 12, 2015 at 6:30 p.m. at the SCWA offices.

*The Full Board of Directors packet with background materials for each agenda item can be viewed on the Agency's website at [www.scwa2.com](http://www.scwa2.com).*

Any materials related to items on this agenda distributed to the Board of Directors of Solano County Water Agency less than 72 hours before the public meeting are available for public inspection at the Agency's offices located at the following address: 810 Vaca Valley Parkway, Suite 203, Vacaville, CA 95688. Upon request, these materials may be made available in an alternative format to persons with disabilities.

Jan.2015.bod.agd



**AGENDA ITEM**  
**CITY COUNCIL MEETING: JANUARY 20, 2015**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 12, 2015

**TO** : Vice Mayor Hughes  
Council Member Strawbridge

**FROM** : Public Works Director

**SUBJECT** : **TRAFFIC, PEDESTRIAN AND BICYCLE SAFETY (TPBS) COMMITTEE**

The following is provided as your committee report for the January 20, 2015 City Council meeting.

The draft minutes of the October 16, 2014 TPBS meeting are attached. The agenda for the January 15, 2015 is also attached. The next regular meeting is scheduled for April 16, 2015.

Attachments:

- Draft Minutes – October 16, 2014
- Agenda – January 15, 2015



**DRAFT**  
**Minutes**  
**CITY OF BENICIA**  
**TRAFFIC, PEDESTRIAN AND BICYCLE SAFETY (TPBS) COMMITTEE**  
**Regular Meeting**  
Thursday, October 16, 2014  
7:00 p.m.

**I. Call to Order.**

Meeting called to order at 7:01 p.m.

1. Roll Call:

Committee Members Present:

Committee Chair, Vice-Mayor Tom Campbell

Council Member, Alan Schwartzman

Police Lt. Frank Hartig

Public Works Director/City Engineer, Graham Wadsworth

Principal Civil Engineer, Mike Roberts

Absent: None

Staff Present: Kathy Trinke, Recording Secretary

2. Fundamental Rights Statement

3. Pledge of Allegiance

**II. Approval of September 4, 2014 Meeting Minutes.**

A motion to adopt the minutes was made by Mike Roberts, seconded by Council Member Schwartzman and approved by a 4-0 vote (Graham Wadsworth abstained).

**III. Public Comments: none.**

**IV. Verbal Staff Updates**

**1. *Status update on request for speed limit reductions in West Manor neighborhood and on Military West between West 2<sup>nd</sup> and First Street.***

Mike Roberts reviewed Ms. Burgess's concerns about speeding in this neighborhood from the September 4, 2014 meeting. The City has started traffic counts to collect speed data – once collected the data will be analyzed and reviewed to see if reducing the speed limit is justified.

**2. *Status update of traffic calming requests (3 locations) and striping on East 5<sup>th</sup> Street/St. Dominic's School, from the September 4 TPBS Committee Meeting.***

Mike Roberts reviewed the actions from the September 4 meeting when traffic calming on East E Street (E 2<sup>nd</sup> to E 5<sup>th</sup>), West K Street (at West 4<sup>th</sup> St) and on Panorama (Tustin to Chelsea Hills) was approved. The traffic calming work is currently out to bid. Once the bids are received and costs reviewed, the City will proceed with installation. Mr. Roberts also read a letter dated September 26, 2014 from the Portside Village Homeowners Association thanking the City and supporting the traffic calming work on East E Street.

Mr. Roberts introduced and welcomed Graham Wadsworth, the City's recently hired Public Works Director/City Engineer, to the Committee and members of the public.

## **V. Action Items**

### **1. All-way stop request at West 4<sup>th</sup> and West K Streets**

Mr. Roberts provided a brief overview from the staff report provided. Based on public input at the September 4, 2014 meeting, staff has re-evaluated the all-way stop request at West K and West 4<sup>th</sup> Streets and is now recommending the stop sign be included with the traffic calming plan.

Residents in the immediate area were notified and written comments were received from:

- Heather Pierini of 430 West K Street – Letter is in favor of stop sign.
- Dan Hoover, of 360 West K Street – Letter is in favor of slowing traffic
- Pat Donoghue of 390 West K Street – Letter is opposed to stop sign installation.

Mr. Roberts presented staff's recent review of the intersection stating that when traveling north on West 4<sup>th</sup> Street and looking west, it is difficult to see on-coming traffic due to a sight distance problem from cars parked in front of 410 West K Street. The only way to improve the site distance is to paint red curb along the front of the 410 West K residence, thus creating a hardship for that resident.

Mr. Roberts stated that there were no reported accidents at this location, but residents have reported that cars parked along West K Street have had their mirrors hit. No citations have been issued at this location and traffic counts indicate 500 to 600 cars traveling through each day.

The Committee discussed various options including:

- Reducing the 165 feet of length of red curb proposed to be painted from the intersection to the residence at 410 West K Street.
- Installing the stop sign and not painting red curb – ask resident not to park their white truck at the intersection.
- Installing traffic calming and wait to install stop sign.

- Restricting parking on West K Street to the south side only and shift the centerline over.

### **Public Comments:**

Jill Ray of 486 West K Street, stated that this street is busy from 7:30 to 8:30 am, in the late afternoon/evening and on weekend nights. She is not sure a stop sign will help. She does not want parking restricted in front of 410 West K Street.

An unidentified resident asked the committee not to make the street wider because it will increase speeders. Also spoke in favor of the all-way stop sign.

Bob Knobloch of 350 West K Street, spoke in favor of an all-way stop sign because the hill creates a blind spot at this intersection. He also stated that Marina Place residents park on the north side of West K Street – so restricting parking on this side reduces their parking space.

Gee Han Chua of 365 West K Street spoke in favor of an all-way stop sign because he does not think that speed spiking will occur at this location, he wants the traffic discouraged from using West K Street and it may encourage traffic to use West J Street instead.

Pat Donaghue of 390 West K Street stated that he is opposed to the all-way stop sign because stop signs don't control speeding – they cause increased noise and pollution from emissions. There have been no accidents at this corner and no close calls. Similar issues exist at other intersections in the City. He finished his statement by reading from the California Manual on Uniform Traffic Control Devices for Streets and Highways on use of traffic control devices. He would like to see traffic calming measures installed instead of a stop sign.

Tony Shannon of 28 Buena Vista stated opposition to the all-way stop sign because stop signs don't slow cars down.

The Committee reviewed the traffic calming measures already approved and the possibility of asking the adjacent resident not to park their vehicle at this intersection. The traffic calming improvements are currently out to bid and can be installed in about a month. The Committee also discussed installing a sign to re-direct through traffic to West J Street and asking residents to use yard signs provided by the City.

**A motion was made by Council Member Schwartzman and seconded by Mike Roberts to move forward with installation of the traffic calming plan improvements (approved at the September 4, 2014 meeting) and bring this item back to the TPBS Committee in two meetings to review how it is working and to evaluate what further measures are needed. It was adopted by a 5-0 vote.**

## **2. Military West and West 7<sup>th</sup> Street Intersection Feasibility Study**

Mike Roberts reviewed the staff report and request received from Ms. Gretchen Burgess.

Ms. Burgess's email explained that the issue is that cars turning north from Military West onto West 7<sup>th</sup> Street are turning into the pedestrians at the crosswalk, creating a safety concern for pedestrians because there is not a dedicated left-turn phase at the signal. Also West 7<sup>th</sup> Street southbound cars continue to run through the red light at Carolina/Buena Vista.

Staff is recommending that a comprehensive study be done to evaluate and recommend a solution to this complex intersection. Over the past several years, the City has installed a series of improvements: (1) additional electronic pedestrian signage, (2) high visibility crosswalks and (3) added louvers to the signal heads to eliminate confusion.

Staff recommends hiring a traffic engineering expert to evaluate the entire intersection and address safety concerns and use computer modeling so that the City knows exactly what the outcome of each option will be before additional dollars are spent at this location.

Lt. Hartig explained that enforcement is difficult at this location – citations cannot be written by PD unless an officer witnesses a violation. If a resident witnesses the violation then they are required to provide proof of the violation and sign the citation. The traffic violation is that the vehicles are impeding traffic.

Committee discussed their observations and various options for this intersection.

### **Public Comments:**

Tony Shannon, of 28 Buena Vista, spoke on behalf of Gretchen Burgess, who could not attend. He stated that this problem has been going on for a decade. The intersection is difficult to cross safely. The pedestrian signs are not working to keep pedestrians safe because cars from Military West still cross into the crosswalk when pedestrians are present. He likes the idea of delaying the timing when vehicles can turn left – after pedestrians have crossed. He also supports upgrading the signal controller so both delay and additional phases can be used. Also, vehicles are still “blowing through” the red lights on West 7<sup>th</sup> Street at Buena Vista and Carolina Drive.

Maximillian Burgess, of 28 Buena Vista, spoke in favor of installing an observation camera at the intersection and that the glare from the sun in the morning is a problem because drivers can't see the pedestrians. He also would like to see a school crossing guard.

**A motion was made by Council Member Schwartzman and seconded by Lt. Hartig to recommend a comprehensive intersection study and bring back preliminary results to the Committee at the next meeting. This motion was adopted by a 5-0 vote.**

**3. Rescission of recommendation to install a marked crosswalk and ramp on West K at West 7<sup>th</sup> Street.**

Mr. Roberts provided a review of this item, which was previously heard and discussed at the September 4, 2014 meeting. At that meeting a consensus was reached that the marked crosswalk installation should not proceed. Rescinding the prior recommendation needed to be formally noticed and then acted upon at the next meeting.

The individual who requested installation of the ramp and crosswalk is no longer interested in pursuing this request. The adjacent property owners are adamantly against the crosswalk because it would reduce their street parking and, if it were to proceed, their only recourse would be to appeal the decision to City Council. City funding for new ramps is limited and other worthy locations will be requested in this fiscal year.

**Public Comments:**

Tony Shannon, resident of 28 Buena Vista, spoke in favor of having a marked crosswalk at this location. He stated that he has seen cars “blow through” this intersection and pedestrians step out from between parked cars, so it’s not safe for pedestrians.

Sarah Ingles, resident of 634 West K Street, spoke in favor of rescinding the decision to install a marked crosswalk and ramp at this location. She stated that few pedestrians cross here because there are marked crosswalks at other nearby locations, such as W 6<sup>th</sup> Street or at the Park.

Yvette Mitchell, resident of 640 West K Street, spoke in favor of rescinding the decision to install a marked crosswalk and ramp at this location. The stop sign at West K and West 7<sup>th</sup> Streets works well to stop cars. There is little foot traffic here since pedestrians cross at the park.

**A motion was made by Council Member Schwartzman and seconded by Mike Roberts to rescind the decision to install a marked crosswalk and ramps at this location and was adopted by a 5-0 vote.**

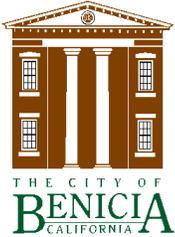
**4. 2015 TPBS Committee Meeting Schedule**

Mr. Roberts presented this item. The Committee held a discussion about when the Committee meets, how and why special meetings are scheduled and how the Committee is functioning.

Councilmember Schwartzman stated that he would like to see meetings held quarterly and if items come up in between regular meetings, staff should wait until the next regular meeting to agendaize them. The Committee, by consensus agreed that if there are no items to agendaize, a regular meeting can be cancelled.

**A motion to adopt the 2015 Meeting Schedule as presented was made by Council Member Schwartzman and seconded by Lt. Hartig. The motion was adopted by consensus.**

Meeting was adjourned at 9:10 pm.



*City of Benicia*  
**TRAFFIC PEDESTRIAN &  
BICYCLE SAFETY (TPBS) COMMITTEE**

**REGULAR MEETING**

**City Hall – Commission Room**  
Thursday, January 15, 2015  
7:00 pm

**AGENDA**

**I. CALL TO ORDER**

1. Roll Call
2. Pledge of Allegiance
3. Fundamental Rights Statement

**II. APPROVAL OF MINUTES**

1. October 16, 2014 -- Special Meeting

**III. PUBLIC COMMENTS**

**IV. VERBAL STAFF UPDATES (15 minutes)**

1. Status update on request for speed limit reductions in West Manor neighborhood and on Military West between W. 2<sup>nd</sup> and First Street.
2. Status update of traffic calming requests:
  - a. East E Street (East 2<sup>nd</sup> to East 5<sup>th</sup>)
  - b. West K Street (West 3<sup>rd</sup> to East 5<sup>th</sup>)
  - c. Panorama (between Chelsea Hills & Tustin Ct)
3. Status update of striping on East 5<sup>th</sup> Street/St Dominic's School
4. Status update of the Military West and West 7<sup>th</sup> Street Intersection Feasibility Study.

**V. ACTION ITEMS (30 minutes)**

1. ***Crosswalk Installation Request on East 5<sup>th</sup> Street, north of I-780 freeway on-off ramps, at Vecino Street*** – receive public input and consider approval to install a crosswalk, sidewalk bulb-outs and ADA ramps at this location.

**VI. ADJOURNMENT**

### **Public Participation**

The Traffic Pedestrian and Bicycle Safety (TPBS) Committee welcomes public participation.

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. The TPBS Committee allows speakers to speak on agendized and non-agendized matters under public comment. Comments are limited to no more than 5 minutes per speaker. By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the TPBS Committee.

### **Disabled Access**

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact Dan Pincetich, the ADA Coordinator at (707) 746-4211. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

### **Meeting Procedures**

All items listed on this agenda are for the TPBS Committee discussion and/or action. In accordance with the Brown Act, each item is listed and includes, where appropriate, further description of the item and/or a recommended action. The posting of a recommended action does not limit, or necessarily indicate, what action may be taken by the TPBS Committee.

### **Meeting Procedures**

All items listed on this agenda are for the TPBS Committee discussion and/or action. In accordance with the Brown Act, each item is listed and includes, where appropriate, further description of the item and/or a recommended action. The posting of a recommended action does not limit, or necessarily indicate, what action may be taken by the TPBS Committee.

### **Public Records**

The agenda packet for this meeting is available at the City Clerk's Office and the Benicia Public Library during regular working hours. To the extent feasible, the packet is also available on the City's web page at [www.ci.benicia.ca.us](http://www.ci.benicia.ca.us) under the heading "Agendas and Minutes." Public records related to an open session agenda item that are distributed after the agenda packet is prepared are available before the meeting at the City Clerk's Office located at 250 East L Street, Benicia, or at the meeting held in the Commission Room. If you wish to submit written information on an agenda item, please submit to Kathy Tringue, Recording Secretary, as soon as possible so that it may be distributed to the TPBS Committee members.

**AGENDA ITEM  
CITY COUNCIL MEETING: JANUARY 20, 2015  
COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 9, 2015

**TO** : Vice Mayor Hughes  
Council Member Campbell

**FROM** : City Manager

**SUBJECT** : **SKY VALLEY OPEN SPACE COMMITTEE**

The following information is provided for your committee report at the January 20, 2015 Council meeting.

The meetings of the Committee are now scheduled on an as-needed basis. At this time, the next meeting date is unknown.



**AGENDA ITEM  
CITY COUNCIL MEETING: JANUARY 20, 2015  
COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 12, 2015

**TO** : Council Member Campbell  
Council Member Schwartzman

**FROM** : City Manager

**SUBJECT** : **VALERO COMMUNITY ADVISORY PANEL (CAP)**

The following information is provided for your committee report at the January 20, 2015 Council meeting.

The CAP meets quarterly at 6:30 p.m. at the refinery at 610 Industrial Way. The next meeting is TBD.



**AGENDA ITEM  
CITY COUNCIL MEETING: JANUARY 20, 2015  
COUNCIL MEMBER COMMITTEE REPORT**

**DATE** : January 12, 2015

**TO** : Vice Mayor Hughes  
Council Member Strawbridge

**FROM** : Youth Action Coalition

**SUBJECT** : **YOUTH ACTION COALITION**

The following information is provided for your committee report at the January 20, 2015 Council meeting.

The Benicia Youth Action Coalition did not meet in late December.

The next meeting is scheduled for January 28, 2015.



**AGENDA ITEM  
CITY COUNCIL MEETING: JANUARY 20, 2015  
COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 12, 2015  
**TO** : City Council  
**FROM** : Mayor Patterson  
**SUBJECT** : **ABAG/CAL FED TASK FORCE/BAY AREA WATER FORUM**

The following information is provided for your committee report at the January 20, 2015 City Council meeting.

The Bay Area Water Forum's last meeting was held on March 26, 2012.

This was the last meeting of the Bay Area Water Forum for 2012, due to a lack of funding.



**AGENDA ITEM**  
**CITY COUNCIL MEETING: JANUARY 20, 2015**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : January 12, 2015

**TO** : Mayor Patterson  
Vice Mayor Hughes  
Council Member Campbell

**FROM** : Assistant City Manager

**SUBJECT** : **SOLANO COUNTY TRANSIT (SolTrans) BOARD MEETING**

The following information is provided for your committee report at the January 20, 2015 Council meeting.

The Solano County Transit (SolTrans) Joint Powers Authority's regular December 18, 2014 meeting was canceled. The next regular meeting will be on January 15, 2015 in the City of Benicia Council Chambers. The Agenda and Executive Report for the January 15, 2015 meeting are attached.

The February regular meeting of the SolTrans Board will be held on February 19, 2015 at 4:00 p.m. and will be held in the City of Vallejo Council Chambers. The Agenda and Executive Report for this meeting were not available as of the date of this report.

Attachment:

- January 15, 2015 SolTrans Agenda
- January 15, 2015 Executive Report





**BOARD MEETING AGENDA  
4:00 p.m., Regular Meeting  
Thursday, January 15, 2015  
Benicia Council Chamber**

**Public Comment:** Pursuant to the Brown Act, the public has an opportunity to speak on any matter on the agenda or, for matters not on the agenda, issues within the subject matter jurisdiction of the agency. Comments are limited to no more than 3 minutes per speaker unless modified by the Board Chair, Gov't Code § 54954.3(a). By law, no action may be taken on any item raised during the public comment period (Agenda Item IV) although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency.

**Americans with Disabilities Act (ADA):** This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact Suzanne Fredriksen, Clerk of the Board, at (707) 736-6993 during regular business hours at least 72 hours prior to the time of the meeting.

**Staff Reports:** Staff reports are available for inspection at the SolTrans office, during regular business hours, 8:00 a.m. to 5:00 p.m., Monday-Friday. You may also contact the Clerk of the Board via email at [luzanne@soltransride.com](mailto:luzanne@soltransride.com).

**Supplemental Reports:** Any reports or other materials that are issued after the agenda has been distributed may be reviewed by contacting the SolTrans Clerk of the Board and copies of any such supplemental materials will be available on the table at the entry to the meeting room.

**Agenda Times:** Times set forth on the agenda are estimates. Items may be heard before or after the times shown.

| <u>ITEM</u>                                                                                                                                                                                                                                                                                                                   | <u>BOARD/STAFF PERSON</u>                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE<br>(4:00 – 4:05 p.m.)                                                                                                                                                                                                                                                                   | Mark Hughes, Chairperson<br>City of Benicia |
| 2. CONFIRM QUORUM/STATEMENT OF CONFLICT                                                                                                                                                                                                                                                                                       | Suzanne Fredriksen<br>Clerk of the Board    |
| <i>An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. Cal. Gov't Code § 87200.</i> |                                             |
| 3. APPROVAL OF AGENDA                                                                                                                                                                                                                                                                                                         |                                             |
| 4. OPPORTUNITY FOR PUBLIC COMMENT<br>(4:05 – 4:10 p.m.)                                                                                                                                                                                                                                                                       |                                             |

SOLTRANS BOARD MEMBERS

|                                            |                     |                                            |                 |                    |                |
|--------------------------------------------|---------------------|--------------------------------------------|-----------------|--------------------|----------------|
| Mark Hughes                                | Elizabeth Patterson | Osby Davis                                 | Jesus Malgapo   | Jim Spring         | Pete Sanchez   |
| City of Benicia                            | City of Benicia     | City of Vallejo                            | City of Vallejo | MTC Representative | STA Ex-Officio |
| Alternate Board Member<br>Alan Schwartzman |                     | Alternate Board Member<br>Pippin Dew-Costa |                 |                    |                |

5. **EXECUTIVE DIRECTOR'S REPORT**

Mona Babauta

(4:10 – 4:15 p.m.)

**Pg. 1**

Attachment:

A. SolTrans List of Acronyms

**PROCLAMATIONS & PRESENTATIONS**

**CONSENT CALENDAR**

Recommendation:

*Approve the following consent items in one motion.*

*(Note: Items under consent calendar may be removed for separate discussion.)*

(4:15 – 4:20 p.m.)

7a. **Meeting Minutes of November 20, 2014**

Suzanne Fredriksen,  
Clerk of the Board

Recommendation:

*Approve the meeting minutes of November 20, 2014.*

**Pg. 5**

7b. **Technical Advisory Committee (TAC) Meeting Minutes of December 8, 2014**

Suzanne Fredriksen,  
Board Clerk

Recommendation:

*Approve the TAC meeting minutes of December 8, 2014.*

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7c. **Public Advisory Committee (PAC) Meeting Minutes of December 9, 2014**

Suzanne Fredriksen,  
Board Clerk

Recommendation:

*Approve the PAC meeting minutes of December 9, 2014.*

**Pg. 19**

7d. **Approve a Contract Amendment with Interwest Consulting Group for Project Management and Information Technology Services**

Mona Babauta,  
Executive Director

Recommendation:

*Authorize the Executive Director to (1) execute an amendment to the Professional Services Contract with Interwest Consulting Group by \$120,000 to a not-to-exceed amount of \$144,750, subject to Legal Counsel approval.*

**Pg. 23**

7e. **Approve a Contract Amendment with Mark Thomas and Company for Construction Support Services**

Mona Babauta,  
Executive Director

Recommendation:

*Authorize the Executive Director to execute a second amendment to the MTCO contract for \$100,000, for a total contract amount of \$1,294,193, subject to Legal Counsel approval.*

**Pg. 25**

7f. **Federal Transit Administration (FTA) Section 5310 Grant Application**

Gary Albright,  
Program Analyst II

Recommendations:

Approve the following:

- 1) *Authorize the Executive Director to submit an application for FTA Section 5310 for the Solano Mobility Management Program;*
- 2) *Approve SolTrans Resolution No. 2015-01 as shown in Attachment A; and*
- 3) *Authorize the Executive Director to execute a pass through contract or agreement with STA to oversee and administer the FTA Section 5310 funding for the Solano Mobility Management Program.*

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Attachment:

- A. SolTrans Resolution No. 2015-01

7g. **State Legislative Program**

Mona Babauta,  
Executive Director

Recommendation:

- 1) *Finalize a Legislative Program for SolTrans, per feedback from the Board of Directors.*
- 2) *Direct staff to return to the Board by April 2015 with a Final Legislative Program for approval.*

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Attachments:

- A. STA-SolTrans Scope of Work with Shaw/Yoder/Antwih, Inc.
- B. Preliminary Draft Legislative Program for SolTrans

7h. **Approve the Proposed SolTrans Pre-Employment Fingerprint Policy and Criminal Offender Record Information (CORI) Handling Procedures**

Suzanne Fredriksen,  
Board Clerk

Recommendation:

*Approve the Proposed Pre-Employment Fingerprint Policy and Criminal Offender Record Information (CORI) Handling Procedures, as shown in Attachment A.*

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Attachment:

- A. Proposed Pre-Employment Fingerprint Policy and Criminal Offender Record Information (CORI) Handling Procedures

7i. **Updated Bus Lease Agreement with the City of Fairfield**

Alan Price,  
Temporary Program Analyst II

Recommendation:

*Grant the Executive Director approval to execute a new lease, with substantially the same terms as the existing lease, between SolTrans and the City of Fairfield for ten buses.*

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**REGULAR CALENDAR**

**ACTION ITEMS**

8. **Authorize the Executive Director to Execute an Agreement with SP+ Municipal Services and Provide Policy Direction on Public Private Partnership (P3)**

Marty Hanneman,  
Project Management Consultant

Recommendation:

- 1) *Authorize the Executive Director to execute a Professional Services Agreement with SP+ Municipal Services to provide parking operations and maintenance services for the SolTrans Curtola Park and Ride Hub located at 801 Curtola Parkway in Vallejo, CA, subject to Legal Counsel approval.*
- 2) *Provide feedback on: a) plans to charge for parking when the western part of the lot is completed, and b) pursuing revenue-sharing agreements related to advertising and solar generation.*

(4:20 – 4:35 p.m.)

**Pg. 51**

9. **Selection of 2015 Officers of the SolTrans Board**

Suzanne Fredriksen,  
Board Clerk

Recommendation:

*Select by majority vote the following officers of the SolTrans Board:*

- 1) *Selection of the Chairperson for 2015, commencing with the SolTrans Board meeting of February 19, 2015, from one of the Vallejo representatives, in accordance with the rotation process established by the SolTrans Bylaws;*
- 2) *Selection of the Vice Chairperson for 2015, commencing with the SolTrans Board meeting of February 19, 2015, from one of the remaining Board of Directors from either Member City.*

(4:35 – 4:40 p.m.)

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**NON-ACTION/ INFORMATIONAL**

## DISCUSSION ITEMS

10. **January 2015 System Improvements Update**  
*Recommendation:*  
*Informational.*  
(4:40 – 4:45 p.m.)  
**Pg. 57**  
Attachments:  
B. Summary of Service Changes  
C. Draft Schedules Notice  
D. Draft Schedules Routes 1, 2 , 3, 4, 5, 6, 7, 8, 78, 85
- Elizabeth Romero,  
Acting Planning &  
Operations Manager
11. **Proposed Regional Paratransit Policy Update**  
*Recommendation:*  
*Informational.*  
(4:45 – 4:50 p.m.)  
**Pg. 93**  
Attachments:  
A. Proposed Regional Paratransit Policy  
B. Outreach Plan  
C. Letter to Regional Paratransit Riders  
D. Notice of Proposed Changes and Meetings to  
Comment  
E. SolTrans Regional Paratransit Rider Survey
- Elizabeth Romero,  
Acting Planning &  
Operations Manager

## NON-DISCUSSION ITEMS

12. **Construction Projects Update: SolTrans Curtola Park and Ride Hub Project; and Operations and Maintenance Facility Renovation and Modernization Project**  
*Recommendation:*  
*Informational.*  
**Pg. 111**
- Marty Hanneman,  
Project Management Consultant

## STAFF BRIEFINGS

*This time is reserved for SolTrans staff to provide a five-minute briefing to the Board on various items of interest. No action will be taken on these matters except to possibly place a particular item on a future agenda for Board consideration.*

- 13a. **System Performance Update**
- Elizabeth Romero,  
Acting Planning &  
Operations Manager
14. **BOARD OF DIRECTORS COMMENTS**
15. **ADJOURNMENT**  
The next regular meeting of the SolTrans Board is *tentatively* scheduled for **Thursday, February 19, 2014, 4:00 p.m., in the Vallejo Council Chamber.**





**TO:** BOARD OF DIRECTORS  
**PRESENTER:** MONA BABAUTA, EXECUTIVE DIRECTOR  
**SUBJECT:** EXECUTIVE DIRECTOR'S REPORT  
**ACTION:** INFORMATIONAL

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The following provides an overview of more significant issues addressed by your staff since the November 20, 2014 Board meeting:

**FINANCE AND ADMINISTRATION:**

- **SolTrans Curtola Park and Ride Hub:** A more detailed report is provided under Agenda Item 12. Weekly construction updates may be found here: <http://www.soltransride.com/planning/soltrans-curtola-park-ride-hub/weekly-construction-updates/> More info on the overall project may be found here: <http://www.soltransride.com/planning/soltrans-curtola-park-ride-hub/>
- **Public Private Partnership (P3) Process:** Staff is recommending that the Board approve a contract award to SP+ to manage the operations, maintenance and revenue generation activities at the new SolTrans Curtola Park and Ride Hub. You may see the RFQ here: <http://www.soltransride.com/wp-content/uploads/2012/06/RFQ-for-Curtola-OandM.pdf> More information may be found under Agenda Item 8.
- **Transit Operations & Maintenance Facility at 1850 Broadway:** Demolition of the facility began in late November 2014, and all staff (except mechanics actively working on vehicles) currently reside in temporary facilities in the bus yard. By relocating staff, it was determined that the project could be completed faster and more efficiently. Regardless of the relocation and other issues, unforeseen prior to the start of construction, such as the need to obtain permits for the temporary facilities from the City of Vallejo (COV), establish temporary electrical, information technology (IT), and security infrastructure, build ADA-accessible paths, etc., the project remains on schedule at this time. More information on this project may be found under Agenda Item 12.
- **Human Resources Update:** On January 21<sup>st</sup>, we will be interviewing candidates to fill two analyst positions that are vacant at this time, but being filled by temporary employees. The recruitment process to fill the Planning and Operations Manager position is slated to begin the week of January 12<sup>th</sup>. At this time, the latter position is being filled by an existing Analyst II in an acting capacity.
- **Financial and Performance Audits:** Over the holiday season, staff worked tirelessly on meeting audit requirements by the Federal Transit Administration (FTA) with respect to the Federal Triennial Review, as well as by the Metropolitan Transportation Commission (MTC) with respect to the State's Triennial TDA Performance Audit. All deadlines were met, and

both audit processes will proceed through this Spring. As reports are completed, the Board will be kept informed.

### **OPERATIONS:**

- **System Analysis and Restructuring Project:** Staff has been working through the holiday season, in coordination with our daily bus riders and operations staff at National Express, to implement the service enhancements approved by the Board in October 2014. The service changes will be implemented on Saturday, January 31<sup>st</sup>. Information on what will be implemented may be found here: <http://www.soltransride.com/planning/system-restructuring/>. More information may also be found under Agenda Item 10.
- **Route 20 Pilot for Benicia Citizens:** The new Route 20 (fixed route pilot) is being implemented on February 2<sup>nd</sup> to provide a direct link from Benicia to Solano Community College (Vallejo campus), and popular retail and employment locations around Vallejo's Gateway Plaza. The Board was initially advised that implementation would occur in January. However, due to operational constraints and the fact that this is a Monday-Friday service only, Route 20 could not be implemented with the other service enhancements on a Saturday (January 31<sup>st</sup>), but instead needed to be pushed out to Monday, February 2<sup>nd</sup>. Extensive public outreach will occur over the coming months to increase awareness of this new service.
- **Automatic Vehicle Location (AVL) System:** The contract with Avail Technologies, SolTrans' AVL provider, was executed in December 2014. Staff is currently moving quickly to implement this project, and the Board will be kept informed as significant progress is made on this effort.

### **EXTERNAL AFFAIRS:**

- **Presentations:** Staff is scheduled to meet with Benicia's Women's Club in early January where they will provide information on transportation services in Benicia.  
Furthermore, I am scheduled to deliver a presentation to the Benicia Friendship Club on January 29, 2015 at noon.
- **Community Outreach Events:** SolTrans will be participating in several events this Spring, including Pista Sa Nayon, Juneteenth, and the Renaissance Fair being planned by the Convention and Visitors Bureau and GVRD for May. Staff will provide additional details as they become available.
- **Local, Regional and State and National Committee Meetings:**
  - **Vallejo Chamber of Commerce:** I will have the great honor of participating in the Vallejo Chamber of Commerce's Government Affairs Committee (GAC) and its Board of Directors over the next year.
  - **American Public Transportation Association (APTA):** I will continue to serve on APTA's Small Operations Steering Committee this coming year, and I will be attending APTA's CEO conference the first week of February.
  - **California Transit Association:** I will be attending a CTA Executive Committee meeting later this month on January 22<sup>nd</sup> and 23<sup>rd</sup> in Lodi.

Attachment:

A. List of Acronyms

**SOLTRANS ACRONYMS LIST OF TRANSPORTATION TERMS**

Last Updated: June 11, 2014

|                         |                                                       |                      |                                                                                      |
|-------------------------|-------------------------------------------------------|----------------------|--------------------------------------------------------------------------------------|
| <b>A</b>                |                                                       | MPO                  | Metropolitan Planning Organization                                                   |
| ADA                     | Americans with Disabilities Act                       | MTC                  | Metropolitan Transportation Commission                                               |
| APC                     | Automatic Passenger Counter                           | <b>N, O, &amp; P</b> |                                                                                      |
| AVL                     | Automatic Vehicle Location System                     | NTD                  | National Transit Database                                                            |
| AVO                     | Average Vehicle Occupancy                             | OBAG                 | One Bay Area Grant                                                                   |
| <b>B</b>                |                                                       | PAC                  | Public Advisory Committee                                                            |
| BAFO                    | Best and Final Offer                                  | PCC                  | Paratransit Coordinating Council                                                     |
| BART                    | Bay Area Rapid Transit                                | PDT                  | Project Development Team                                                             |
| <b>C</b>                |                                                       | PDWG                 | Project Development Working Group                                                    |
| CalEMA                  | California Emergency Management Agency                | PNR                  | Park & Ride                                                                          |
| CALTRANS                | California Department of Transportation               | PPP (3P)             | Public Private Partnership                                                           |
| CAM                     | Cost Allocation Model                                 | PTAC                 | Partnership Technical Advisory Committee                                             |
| CARB                    | California Air Resources Board                        | <b>R &amp; S</b>     |                                                                                      |
| CBA                     | Collective Bargaining Agreement                       | RFP                  | Request for Proposals                                                                |
| CCC                     | Contra Costa County Connections                       | RM2                  | Regional Measure 2 Funds                                                             |
| CHP                     | California Highway Patrol                             | RVH                  | Revenue Vehicle Hours                                                                |
| CMAQ                    | Congestion Mitigation & Air Quality Program           | RVM                  | Revenue Vehicle Miles                                                                |
| COV                     | City of Vallejo                                       | SAFETEA-LU           | Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users |
| CTC                     | California Transportation Commission                  | SNCI                 | Solano Napa Commuter Information                                                     |
| CTSGP                   | California Transit Security Grant Program             | SR2T                 | Safe Routes to Transit                                                               |
| CTAF                    | California Transit Assistance Fund                    | S RTP                | Short Range Transit Plan                                                             |
| <b>D</b>                |                                                       | STA                  | Solano Transportation Authority                                                      |
| DAR                     | Dial-a-Ride                                           | STAF                 | State Transit Assistance Fund                                                        |
| DBE                     | Disadvantaged Business Enterprise                     | STIP                 | State Transportation Improvement Program                                             |
| DOT                     | Department of Transportation                          | STP                  | Surface Transportation Program                                                       |
| <b>E &amp; F</b>        |                                                       | <b>T</b>             |                                                                                      |
| FAST                    | Fairfield and Suisun Transit                          | TAC                  | Technical Advisory Committee                                                         |
| FHWA                    | Federal Highway Administration                        | TCP                  | Transit Capital Priorities                                                           |
| FTA                     | Federal Transit Administration                        | TDA                  | Transportation Development Act                                                       |
| FY                      | Fiscal Year                                           | TIF                  | Transportation Investment Fund                                                       |
| <b>G, H, I, &amp; J</b> |                                                       | TIP                  | Transportation Improvement Program                                                   |
| GFI                     | Gen-fare Industries Farebox                           | TLC                  | Transportation for Livable Communities                                               |
| GP                      | General Public (as in GP Dial-a-Ride)                 | TMA                  | Transportation Management Association                                                |
| GPS                     | Global Positioning System                             | TMP                  | Transportation Management Plan                                                       |
| HOV                     | High Occupancy Vehicle                                | TMS                  | Transportation Management System                                                     |
| IFB                     | Invitation for Bid                                    | <b>U, V, W, Y</b>    |                                                                                      |
| IPR                     | Initial Project Report                                | UA                   | Urbanized Area                                                                       |
| ITF                     | Intercity Transit Funding                             | VMT                  | Vehicle Miles Traveled                                                               |
| JARC                    | Job Access Reverse Commute                            | VTC                  | Vallejo Transit Center                                                               |
| JPA                     | Joint Powers Authority                                | WETA                 | Water Emergency Transportation Authority                                             |
| <b>L &amp; M</b>        |                                                       | YTD                  | Year to Date                                                                         |
| MAP-21                  | Century Moving Ahead for Progress in the 21st Century |                      |                                                                                      |
| MCI                     | Motor Coach Industries                                |                      |                                                                                      |
| MOU                     | Memorandum of Understanding                           |                      |                                                                                      |
| MOV                     | Multiple Occupant Vehicle                             |                      |                                                                                      |

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