



**BENICIA CITY COUNCIL
REGULAR MEETING AGENDA**

**City Council Chambers
February 21, 2012
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/APPOINTMENTS/PRESENTATIONS/PROCLAMATIONS:

A. ANNOUNCEMENTS.

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

2. Openings on Boards and Commissions:

Building Board of Appeals
3 full terms
Open Until Filled

Solano Transportation Authority Pedestrian Advisory Committee
2 full terms
Open Until Filled

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.

4. Benicia Arsenal Update: Verbal Update

B. APPOINTMENTS.

- 1. Appointment of Council Member Christina Strawbridge to the City Council Appointment Sub Committee for a term beginning March 1, 2012 and ending January, 2013.**

C. PRESENTATIONS.

- 1. Solano Grand Jury Outreach -
Wayne Goodman, Solano County Grand Jury, Foreperson**
- 2. Update on Tourism Marketing Program -
Jack Wolf, President of Wolf Communications**

D. PROCLAMATIONS.

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 Minutes of the Regular meeting of February 7, 2012. (City Clerk).

B. AUTHORIZE PURCHASE OF ONE (1) REPLACEMENT K9 POLICE PATROL VEHICLE WITH SLESF GRANT FUNDS. (Police Chief)

The Police Department is in need of a replacement vehicle assigned to one of the K9 officers. Funds are available for this purchase through the California Supplemental Law Enforcement Services Fund (SLESF), which must be used for front line police services and must supplement, not supplant, existing funding.

Recommendation: Adopt a resolution authorizing the purchase of one (1) Ford Utility Police Interceptor for the Police Department from Downtown Ford Sales in an amount not-to-exceed \$31,365.47 utilizing SLESF funds (California Supplemental Law Enforcement Services Fund) and authorizing the City Manager to sign the purchase order on behalf of the City.

C. ACCEPTANCE OF LAKE HERMAN WATERLINE CATHODIC (ANTI-CORROSION) PROTECTION PROJECT. (Public Works and Community Development Director)

This cathodic protection rehabilitation project for three separate pipelines that run between the City's Water Treatment Plant, Lake Herman, and Valero Refinery, protects the buried water pipelines from corrosion. 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 \$119,378.05, of a budgeted amount of \$120,901 from the Water Enterprise Fund.

Recommendation: Adopt a resolution accepting the Lake Herman Waterline Cathodic Protection Project as complete, including approval of Change Order No. 1, authorizing the City Manager to sign the Notice of Completion and authorizing the City Clerk to file same with the Solano County Recorder.

D. ACCEPTANCE OF THE PLASTERING OF THE JAMES LEMOS DIVE POOL, INCLUDING CHANGE ORDERS. (Parks and Community Services Director)

The James Lemos dive pool plastering project consisted of removal and replacement of the plaster, lighting and ADA upgrades to the pool entry. The work to perform this project has been completed to the satisfaction of City staff.

Recommendation: Adopt a Resolution accepting the plastering of the James Lemos dive pool at 181 East J Street, including final change orders as complete, authorizing the City Manager to sign the Notice of Completion, and authorizing the City Clerk to file said notice with the Solano County Recorder.

E. ADDITION OF FOOTNOTES TO WASTEWATER PRETREATMENT LOCAL LIMITS TABLE AS REQUIRED BY REGULATORY AGENCIES. (Public Works and Community Development Director)

This action approves minor modifications to the pretreatment local limits table for the City's pretreatment program, as required by the Regional Water Quality Control Board. The local limits table governs nonresidential discharges to the wastewater treatment plant. It provides clarification of pretreatment local limits for industrial and commercial customers that use water in any process of their business that results in a wastewater discharge. There were no changes made to the numerical limits themselves.

Recommendation: Adopt a resolution modifying the pretreatment local limits table for pollutants contained in wastewater discharge.

F. SECOND READING OF AN ORDINANCE AMENDING SECTION 2.04.010 (MEETING TIME AND PLACE) OF CHAPTER 2.04 (CITY COUNCIL) OF TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE BENICIA MUNICIPAL CODE. (City Attorney)

The Municipal Code currently provides for the regular meetings of the City Council to begin at 7 p.m. This ordinance would establish a 6 p.m. start for regular meetings for the closed session portion of the agenda. It would also establish an addition regular meeting date on the fourth Tuesday of each month. These meetings would be canceled if not needed.

Recommendation: Adopt the ordinance amending Section 2.04.010 regarding the City Council's meeting times and places.

G. ACCEPTANCE OF THE ANNUAL REPORT OF 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.

H. EMPLOYMENT EXTENSION REQUEST FOR INTERIM FINANCE DIRECTOR WILLIAM ZENONI AND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT. (Administrative Services Director)

In November of 2011, the City contracted with William Zenoni as Interim Finance Director. At that time, Mr. Zenoni was retired and receiving benefits from CalPERS. CalPERS regulations permit a retired member to work for a CalPERS-covered employer for a limited duration without having to be reinstated into the retirement system provide the temporary employment does not exceed 960 hours during the fiscal year. CalPERS regulations also allow for an extension of the 960 hour limit by adoption of a resolution requesting an extension. While the recruitment for a permanent Finance Director is underway, it is expected that the person who is ultimately appointed will not be able to start prior to Mr. Zenoni reaching the 960-hour limit.

Recommendation: 1) Adopt a resolution requesting an extension from the California Public Employees' Retirement System (CalPERS) to permit William Zenoni to continue his temporary employment with the City of Benicia as Interim Finance Director; and 2) authorize, by motion, amendment to the professional services agreement with William Zenoni and authorize the City Manager to execute the agreement.

I. 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. 2012 AND 2013 ROAD RESURFACING PROJECTS. (Public Works and Community Development Director)

This year's proposed street resurfacing project includes patching/overlaying Stone Road and the flood-damaged section of Industrial Way (both locations are in the Industrial Park), patching/overlaying Rose Drive south of Columbus Parkway, and slurry sealing streets in residential neighborhoods. Streets proposed for the 2013 project have been included in this report for preliminary review and comments.

Recommendation: Confirm the recommended streets for the 2012 Street Resurfacing Project and review the proposed streets for the 2013 project.

B. APPROVAL OF AMENDMENT NO. 2 TO FEE DEFERRAL PAYMENT AGREEMENT - HOLIDAY INN EXPRESS. (Acting Economic Development Manager)

The ownership group of the Holiday Inn Express, located on East 5th Street, has requested an amendment to their 2006 Fee Deferral Agreement. Due to the current challenging economic climate, Mr. Hiten Suraj of the Suraj Investment Group LLC has requested to extend the term of the agreement, originally ending in 2013 to March 2019. The amendment maintains the interest rate of 5.125% and requires a monthly repayment instead of an annual lump-sum payment.

Recommendation: Adopt the proposed resolution approving Amendment No. 2 to the Fee Deferral Payment Agreement with Suraj Investment Group LLC.

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: April 18, 2012**

- 2. Association of Bay Area Governments (ABAG).
<http://www.abag.ca.gov/>
(Mayor Patterson and Council Member Strawbridge)
Next Meeting Date: April 19, 2012**

- 3. Finance, Audit and Budget Committee.
(Vice Mayor Campbell and Council Member Strawbridge)
Next Meeting Date: February 24, 2012**
- 4. League of California Cities.
<http://www.cacities.org/index.jsp>
(Mayor Patterson and Vice Mayor Campbell)
Next Meeting Date: April 19, 2012.**
- 5. School Liaison Committee.
(Council Member Hughes and Council Member Strawbridge)
Next Meeting Date: April 5, 2012**
- 6. Sky Valley Open Space Committee.
(Vice Mayor Campbell and Council Member Schwartzman)
Next Meeting Date: May 2, 2012**
- 7. Solano EDC Board of Directors.
(Mayor Patterson and Council Member Strawbridge)
Next Meeting Date: March 21, 2012**
- 8. Solano Transportation Authority (STA).
<http://www.sta.ca.gov/>
(Mayor Patterson and Council Member Schwartzman)
Next Meeting Date: March 14, 2012**
- 9. Solano Water Authority-Solano County Water Agency
and Delta Committee.
<http://www.scwa2.com/>
(Mayor Patterson and Vice Mayor Campbell)
Next Meeting Date: March 8, 2012**
- 10. Traffic, Pedestrian and Bicycle Safety Committee.
(Vice Mayor Campbell and Council Member Schwartzman)
Next meeting Date: April 19, 2012**
- 11. Tri-City and County Regional Parks and Open Space.
(Vice Mayor Campbell and Council Member Schwartzman)
Next Meeting Date: March 12, 2012**
- 12. Valero Community Advisory Panel (CAP).
(Mayor Patterson and Council Member Hughes)
Next Meeting Date: TBD**

13. **Youth Action Coalition.**
(Council Member Strawbridge and Council Member Hughes)
Next Meeting Date: February 22, 2012

14. **ABAG-CAL FED Task Force-Bay Area Water Forum.**
<http://www.baywaterforum.org/>
(Mayor Patterson) Next Meeting Date: March 2012

15. **SOLTRANS Joint Powers Authority.**
<http://www.sta.ca.gov/Content/10038/SolTrans.html>
**(Mayor Patterson, Council Member Hughes and
 Council Member Schwartzman)**
Next Meeting Date: March 15, 2012

IX. ADJOURNMENT (9:00 PM):

Public Participation

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.

Disabled Access or special Needs

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) 746-4211. 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 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 Clerks Office.

RESOLUTION NO. 12-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF COUNCIL MEMBER CHRISTINA STRAWBRIDGE TO A CITY COUNCIL APPOINTMENT SUBCOMMITTEE FOR A TERM BEGINNING MARCH 1, 2012 AND ENDING JANUARY, 2013

WHEREAS, by Resolution No. 12-1 the City Council previously confirmed the appointment of Christina Strawbridge to the City Council Appointment Subcommittee effective February 15, 2012; and

WHEREAS, the interviews by the previous Council Appointment Subcommittee have not concluded and other interviews need to be scheduled for the Subcommittee; and

WHEREAS, the Mayor and City Council desire that the same subcommittee complete this round of interviews for the boards and commissions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Benicia that the appointment of Council Member Christina Strawbridge to a City Council Appointment Subcommittee by Mayor Patterson is hereby delayed from February 15, 2012 until March 1, 2012. Her term will end January, 2013 when the next January appointment to the subcommittee is made.

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 21ST day of February 2012 and adopted by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

**AGENDA ITEM
CITY COUNCIL MEETING DATE - FEBRUARY 21, 2012
PRESENTATIONS**

DATE : February 13, 2012
TO : City Manager
FROM : Acting Economic Development Manager
SUBJECT : **UPDATE ON TOURISM MARKETING PROGRAM**

RECOMMENDATION:

Receive update on progress of tourism marketing program.

EXECUTIVE SUMMARY:

Jack Wolf from Wolf Communications will present his semi-annual report summarizing key aspect of the City's tourism campaign.

STRATEGIC PLAN:

Relevant Strategic Plan Goals and Strategies:

Strategic Issue 3: Strengthening Economic and Fiscal Conditions

- Strategy #1: Implement Economic Development Strategy
- Strategy #3: Retain and Attract Business

BUDGET INFORMATION:

No budget implications at this time; the tourism marketing contract with Wolf Communications is already approved and funded.

DISCUSSION:

During his semi-annual presentation Jack Wolf, President of Wolf Communications will review some highlights of the campaign that occurred during the second quarter of this year, including the advertising and public relations campaign.

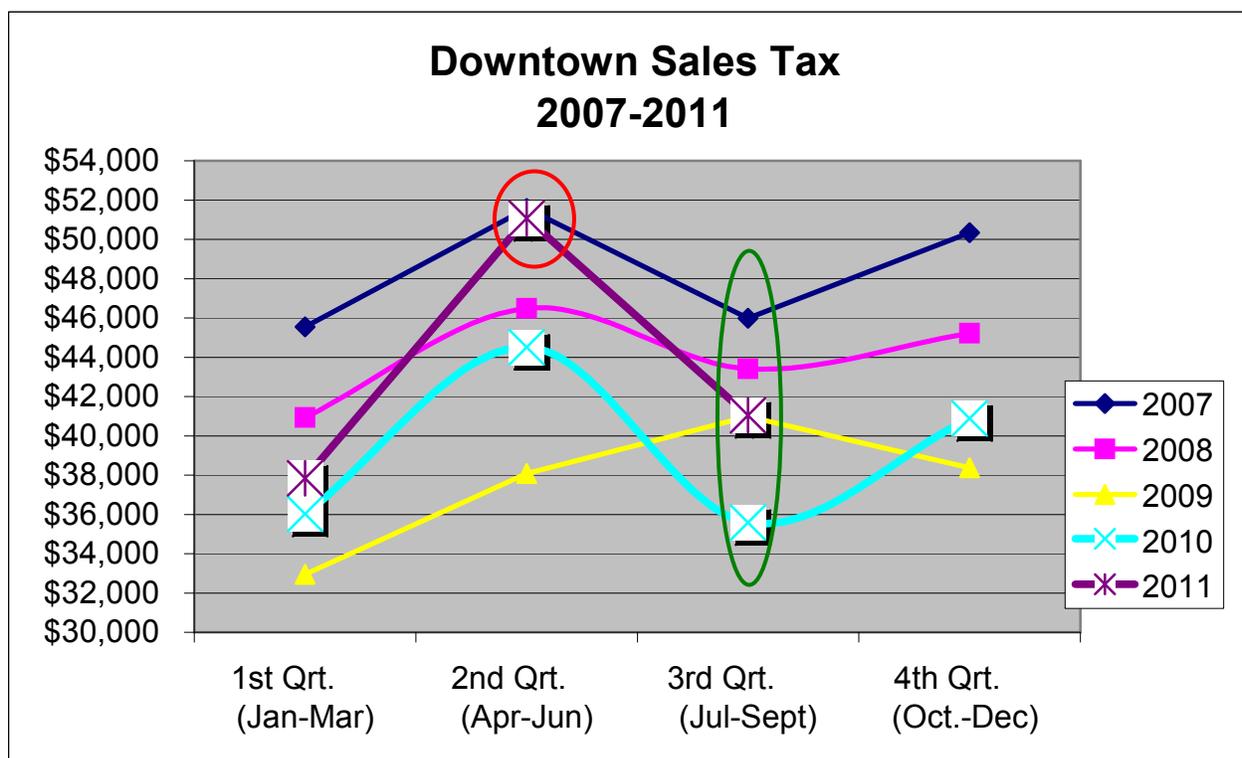
In addition to the report provided by Wolf Communications, staff has generated a table detailing Downtown Sales tax over the past four years.

As has been the practice in the past, tracking of sales tax downtown (as the area most affected by tourism) continues as one way to measure the impact of the marketing campaign. Again, as noted in each report, this measurement is not wholly tourism dependent, so it must be taken as indicators rather than definitive answers.

The data points illustrated with a larger white background identify those quarters for which the tourism program was occurring. The two most salient points from the chart below are:

- ❖ 2nd Qrt. In 2011 matched the five-year high of \$51,000 in generated Sales Tax. This correlates with the tourism program's success, of among other things, being featured in Sunset Magazine and the City's participation at Sunset Celebration Weekend. (See red circle)
- ❖ In the months of July, August, September, in almost every year, the sales tax generated goes down from the previous quarter. This is an area of opportunity for growth, and will be a focus for ongoing tourism efforts. (See green oval)

Chart No. 1:



The second chart narrows the focus to a two-year comparison between the year with the tourism program to the year prior to deployment of the tourism program.

As seen below, Chart No. 2 indicates that the identified tourism related tax revenues (2nd quarter: April, May, June 2011) are up from a year ago, from total amounts of \$44,470 in 2010 to \$51,046 in 2011. This is an increase of 15% from the previous year. To further refine the tourism related analysis, the chart compares Downtown Sales Tax from the four most recent quarters (3rd, 4th 1st, & 2nd

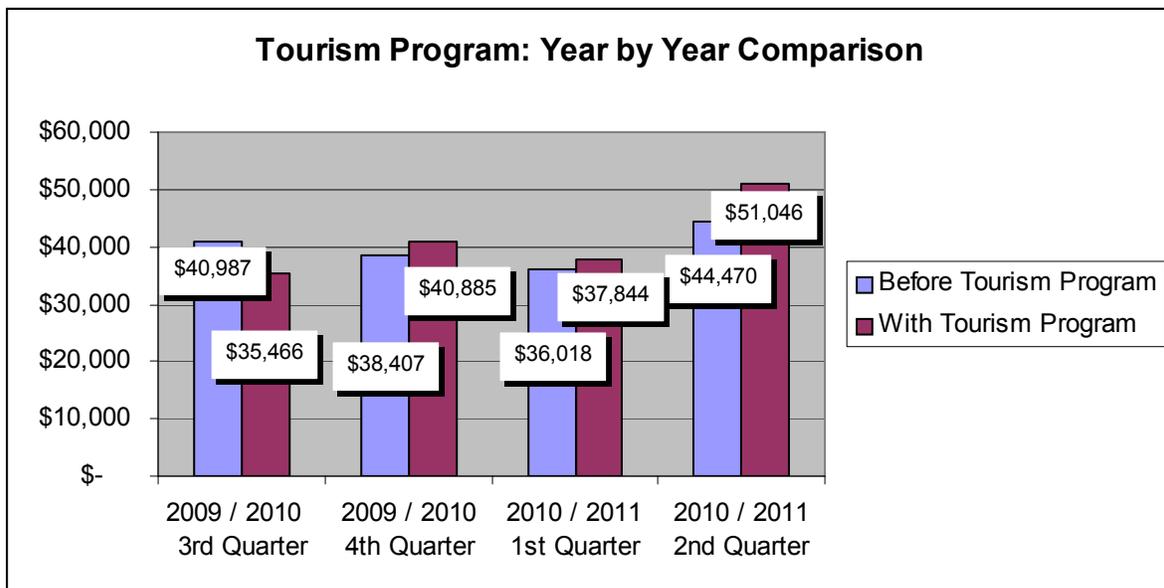
IV.C.2.2

quarters) to the preceding year. The focus on only the last four quarters is based on the tourism media plan, which primarily took effect during July 2010.

The blue column reflects downtown sales tax revenue during the 3rd, 4th, 1st and 2nd quarters of 2009 and 2010, the pre-tourism campaign benchmark quarters. The magenta column reflects sales tax revenue of the respective quarters following and during the implementation of our tourism campaign (July 2010 – June 2011).

Of the four comparable quarters, three show increased revenue from the preceding year (4th quarter 2010, 1st quarter 2011 and 2nd quarter 2011).

CHART No. 2



Seeing three successive quarters of growth is encouraging. Additionally, the 15% increase from 2nd quarter 2010 to 2011 is also the largest percentage increase measured to date. This data is indicative of a successful effort but it is too soon to reach a final conclusion. Staff will continue to evaluate and track quarterly sales tax revenue.

In addition to tax revenue, the Tourism Committee, with assistance from our downtown merchants has conducted a Visit Benicia Contest, aimed at measuring the results of our tourism campaign. The summary and raw data collected from the Summer 2011 contest is attached for reference. During the three-month contest visitors were encouraged to fill out a Visit Benicia entry form to qualify for a prize drawing of an overnight stay in Benicia and downtown gift certificate. Over 1,000 entries were received. Economic Development and Law

Clerk Intern, Bridget Harkins created the tracking database and tabulated the entries.

The information gathered serves as another piece of the measurement-matrix puzzle. What is abundantly clear from this information is that Sunset Magazine and related activities drove many visitors from the South Bay to Benicia. Moreover, it was on the strength of print advertisement that served as a catalyst for visitors to travel to Benicia. Additionally, Benicia's shops and dining were leading reasons why visitors chose to visit Benicia.

Moving forward, with this information staff and Wolf Communications will shape our future marketing strategy to efforts that continue to target the South Bay, develop a concerted effort for the 3rd quarter and continue to promote public relations efforts that appear in print magazines.

Attachment:

- Benicia Quarterly Marketing Report (July 2011- December 2011) from Wolf Communications



**Benicia Quarterly Marketing Report
Third and Fourth Quarters, 2011**

July 1 through December 31, 2011

Submitted by:

WOLF
C O M M U N I C A T I O N S

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Summary

Activities during Third and Fourth Quarters, 2011

In the third and fourth quarters Wolf Communications continued to pitch stories to journalists while also promoting the many newsworthy events that took place. We focused on seasonal fun and special events.

- Advertising campaign: In the fourth quarter, Benicia had ads in Diablo Magazine and Sunset Magazine. We also placed ads on Patch.com, Facebook, KKDV Radio and KKIQ Radio.
- Website: Posted events and wrote a weekly blog for www.visitbenicia.org through September 1*. After that date, Wolf Communications turned over posting of events on the website to the City of Benicia, and began posting blogs twice a month, per revisions made to the contract with the City.
- Social media: Posted events, links and photos on Visit Benicia Facebook page through September 1*, when the City of Benicia assumed the responsibility for this task. During the third and fourth quarters, the Facebook fanbase grew by 138 fans.
- Media outreach: Wrote and distributed a press release on the various fall events.
- Stakeholder collaboration site: Added events to the calendar on Wiggio and communicated regularly with stakeholders via Wiggio through September 1. After September 1, Wolf Communications continued communications with stakeholders, but no longer created events.

*Through September 1, Wolf Communications continued providing information to visitors via the online request form; published events to the online events calendar and the Facebook page events calendar; regularly posted events, topics, photos and an occasional video to the Facebook page wall; and also maintained the Wiggio events calendar and communicated with stakeholders. Since these responsibilities were officially handed over to the city on September 1, there were no activities in these areas to report past that point.

Wolf Communications continues to frequently review the website and Facebook pages to make recommendations based on best practices and changing functionality.

Media Outreach/PR

Wolf Communications wrote and distributed a press release about holiday events happening throughout town. The release was sent to 249 Northern California/Bay Area media outlets that included newspapers, freelance journalists, broadcast media (radio and TV), websites and blogs.

Valuation of Media Placements

The value of media placements resulting from press releases or other media contacts was **\$465,334.26**, which includes print and electronic articles.

Advertising

Benicia's ad appeared in the December issue of Sunset Magazine, and there were co-op ads in the October and December issues of Diablo Magazine. Radio ads aired on KKDV and KKIQ in November and December to promote the holiday shopping season.

Online, Benicia’s ads appeared in November and December on Patch.com, Facebook, KKDV.com and KKIQ.com. During December, Benicia was also on Sunsetgetaways.com.

Patch.com ad

Wolf Communications placed online display ads on three different Patch.com sites beginning November 11, to run for a period of three months as a test to determine if patch.com is a viable advertising option for Benicia. The numbers below indicate that so far, this venue is not as effective as some other advertising outlets Benicia has utilized. The topic highlighted by the ad and landing page was holiday shopping and activities in Benicia. Here is a description of the ad sizes:

- Danville.patch.com: 728x90 pixels
- Walnutcreek.patch.com: 728x90 pixels (changed to 300x250 November 30 due to redesign of the home page for this site)
- Lamorinda.patch.com: 300x60 pixels

Google Analytics for Patch.com ad

Date Range	Landing page	Page views	Geographic origin (top California cities)	Referral Sources for Landing Page
11/10/11 through 12/29/11	visitbenicia.org /benicia-sparkles-during-holidays	37	Arcata: 7 Santa Rosa: 6 San Francisco: 5 Walnut Creek: 3 San Jose: 2 Danville: 2	Danville.patch.com: 17 Direct: 10 Google: 7 Walnutcreek.patch.com: 5 Lamorinda.patch.com: 1

Visitbenicia.org Website

Traffic Statistics

Below are web traffic statistics for the third and fourth quarters through December 27, 2011. July through December of 2011, there were a total of 11,309 visits over the six-month time period (compared with 9,885 in 2010 for the same time period). The total number of visits for the third and fourth quarters are up by 535 – a 5% increase from the first and second quarters of 2011 (January through June had 10,774 visits).

Area of Measure	July	August	September
Visits	2,579	2,227	1,856
Pages per Visit	3.09	3.18	3.09
Bounce Rate	46.30%	46.21%	50.81%
Average Time on Site	00:02:25	00:02:39	00:02:20

% New Visits	82.40%	81.41%	80.55%
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Area of Measure	October	November	December
Visits	1,792	1,471	1,317
Pages per Visit	2.76	2.60	2.37
Bounce Rate	54.41%	54.93%	60.36%
Average Time on Site	00:02:21	00:02:09	00:01:49
% New Visits	80.30%	80.08%	81.47%

Top Keywords/Terms

The top keywords used by visitors to reach the website appear to be based on general search terms such as “Benicia waterfront,” “Glass Beach” and “Benicia.” Searches were also for events and general information. The top three search terms for July through September were: Benicia waterfront, Benicia movie in the park and Benicia Farmers Market 2011 – most likely due to regular posts on Facebook encouraging people to attend these events. The top three search terms for October through December were: Benicia, Glass Beach and City of Benicia.

	July	August	September
1	Benicia waterfront	Glass Beach	Benicia waterfront
2	Benicia Farmers Market 2011	Benicia waterfront	Benicia Farmers Market 2011
3	Benicia movie in the park	Benicia Peddlers Fair 2011	Benicia
4	Benicia beach	Benicia movie in the park	city of Benicia
5	city of Benicia	city of Benicia	Glass Beach
	October	November	December
1	Benicia	Benicia	Benicia tree lighting
2	Benicia farmers market 2011	Benicia visit	Benicia Christmas parade
3	Benicia Halloween	city of Benicia	glass beach

4	Benicia waterfront	Glass Beach	visitbenicia.org
5	Glass Beach	visitbenicia.org	Benicia boat parade lights

Traffic Sources

Traffic sources include referral sites (other websites that contain links to visitbenicia.org) and search engines. As you can see below, ci.benicia.ca.us, beniciachamber.com, google.com, m.visitbenicia.org, and facebook.com websites are the greatest source of referrals. The following represent the top 10 referral sources for the six-month period:

Referring sites sent 4,029 visits via 120 sources

Site Usage						
Visits	Pages/Visit	Avg. Time on Site		% New Visits	Bounce Rate	
4,029	3.87	00:03:24		83.15%	32.56%	
% of Site Total: 35.82%	Site Avg: 2.91 (33.12%)	Site Avg: 00:02:20 (45.63%)		Site Avg: 81.16% (2.44%)	Site Avg: 51.09% (-36.26%)	
Source	Visits	Pages/Visit	Avg. Time on Site	% New Visits	Bounce Rate	
ci.benicia.ca.us	2,627	4.02	00:03:27	86.56%	27.48%	
beniciachamber.com	628	4.89	00:04:31	76.75%	22.93%	
google.com	89	1.84	00:01:26	87.64%	67.42%	
m.visitbenicia.org	88	2.41	00:01:16	85.23%	45.45%	
facebook.com	79	1.58	00:01:36	70.89%	73.42%	
apps.facebook.com	46	4.78	00:08:00	19.57%	32.61%	
attractions.uptake.com	32	2.97	00:03:09	78.12%	56.25%	
m.facebook.com	28	1.11	00:00:34	89.29%	89.29%	
alilyofgoldspa.com	27	1.33	00:00:14	81.48%	81.48%	
networkedblogs.com	25	5.12	00:05:40	24.00%	52.00%	
						1 - 10 of 120

Most Popular Content

As evidenced in the table below, among the most popular pages for visitbenicia.org during the third and fourth quarters (aside from the home page) are pages related to: the calendar of events, the waterfront, businesses, stores, restaurants, and visitor information.

Content Performance

Page	Pageviews	Unique Pageviews	Avg. Time on Page	Bounce Rate	% Exit	\$ Index
/	6,461	4,747	00:01:04	29.96%	31.31%	\$0.00
/events/calendar	1,951	1,680	00:01:53	83.22%	59.20%	\$0.00
/waterfront	1,806	1,414	00:00:37	24.39%	15.73%	\$0.00
/waterfront/scenic	1,347	976	00:00:29	29.73%	9.73%	\$0.00
/businesses/restaurants	1,144	939	00:02:09	76.15%	39.95%	\$0.00
/businesses	1,075	841	00:00:54	35.29%	11.72%	\$0.00
/visitor	1,063	826	00:00:53	28.80%	23.33%	\$0.00
/businesses/stores	953	783	00:01:43	64.36%	39.77%	\$0.00
/waterfront/outdoor-recreation	845	690	00:01:38	66.43%	35.15%	\$0.00
/history	787	648	00:01:42	59.15%	27.70%	\$0.00

1 - 10 of 860

Location of Website Visitors

The following table gives information about the geographic region of website visitors from California for the six-month period. The data reflects that San Francisco, Vallejo, Benicia, Oakland, San Jose and Sacramento are the locations of the greatest website visitor origin:

Site Usage

City	Visits	Pages/Visit	Avg. Time on Site	% New Visits	Bounce Rate
San Francisco	1,856	2.57	00:01:58	81.25%	56.84%
Vallejo	1,275	2.05	00:01:21	77.73%	63.69%
Benicia	588	3.07	00:03:20	59.35%	62.41%
Oakland	350	2.56	00:01:38	83.71%	52.86%
San Jose	332	2.98	00:02:49	77.71%	49.70%
Sacramento	327	3.04	00:01:55	77.06%	49.24%
Walnut Creek	288	3.26	00:02:19	84.72%	44.44%
Fairfield	283	3.21	00:02:31	84.10%	47.70%
Santa Rosa	232	5.06	00:06:20	26.29%	29.74%

General Conclusions

Web traffic during these two quarters slightly increased from the previous two quarters, possibly reflecting the steady efforts to publicize upcoming events and newsworthy items, through the blog and Facebook page.

Social Media

Facebook Insights

The Visit Benicia Facebook page “lifetime likes” (meaning: overall fan base) continued to grow over the third and fourth quarters of 2011. Content was regularly posted and events were also cross-promoted on visitbenicia.org. The Facebook page finished 2011 with 1,470 fans (in comparison with ending 2010 at 1,189 fans – showing an increase of 281 fans over the course of a year.) This number is also a 9.8% increase (up by 131 fans), from the first and second quarters of 2011 (at 1,339 fans.)

The number of “new likes” (the number of new fans attracted over the course of quarters three and four) is currently at 170. This number has decreased since the first and second quarters, by 21% (previously 215 new likes.)

The Facebook insight charts also indicates that third and fourth quarter Post Views (the number of times people – fans and non-fans – have viewed a news feed posted by our page) are at 167,010, down slightly (6.6%) from the first and second quarters which were 178,860.

The total Post Feedback (the number of times people – fans and non-fans – have viewed a news feed posted by our page) is at 356, down by 16.8% from 428 during the first and second quarters).

Most likely, the reason for the decreases from the first and second quarters is due to the high volume of interest in the second quarter garnered by the Sunset Magazine article about Benicia, released during the second quarter of 2011, which created a spike in interest. Since then, the page continues to steadily attract new fans on a more predictable level.

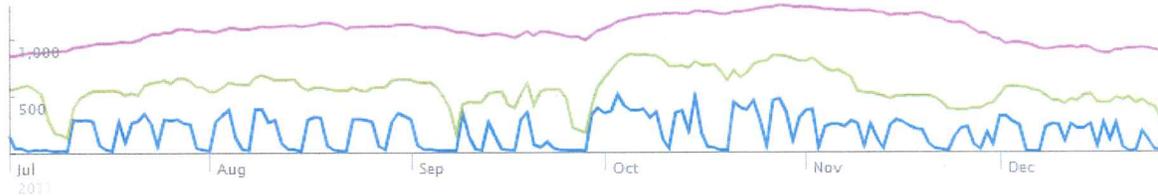
These statistics show that consistent, interesting posts help keep fans engaged and help attract newcomers. The page steadily continues to grow its overall fan base.

Users [See Details](#)

New Likes? **170** ↓19% Lifetime Likes? **1,470**

Active Users?

Daily Active Users Weekly Active Users Monthly Active Users

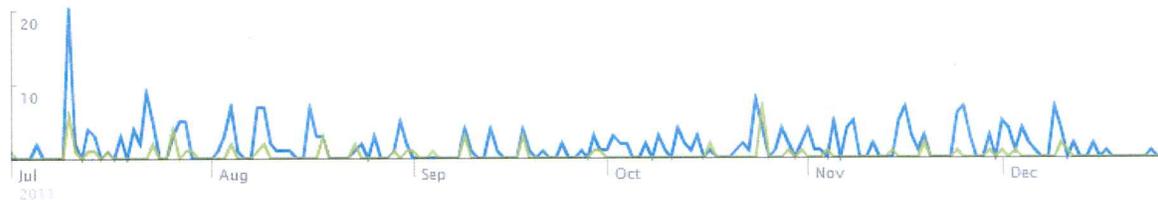


Interactions [See Details](#)

Post Views? **167,010** ↓5.4% Post Feedback? **356** ↓16%

Page Content Feedback?

Likes Comments



Content

Wolf Communications continued to post new information several times a week on the Visit Benicia Facebook page through September 1, publicizing events, entertainment, and art exhibits; uploading photos and videos; and posting links to articles of interest about Benicia. After September 1, the City of Benicia took over the responsibility of posts on the Facebook page – as per the revised contract.

The Facebook page also received postings from several active community businesses promoting specials and events, as well as many positive, thoughtful comments from fans.

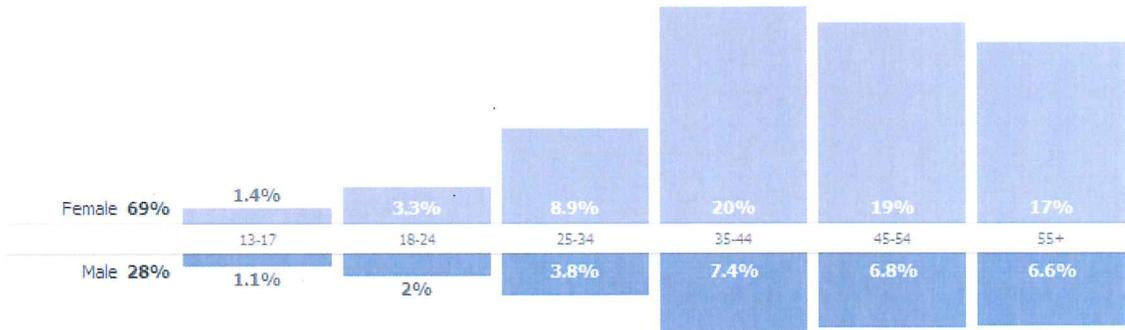
Fan Demographics

Demographics are the gender and age range of the page fans, as well as the top cities and countries where these fans are located. The chart below, taken from the Facebook page insights, shows that women ages 35 to 44 continue to be the largest demographic group among the fans (20%) and women ages 45 to 54 are the second largest group (19%).

During the third and fourth quarter, the top five cities represented were Vallejo (241), Benicia (152), San Francisco (69), Los Angeles (43), San Jose (39) and Oakland (32). Facebook now reports on Benicia and Vallejo statistics (previously unavailable.) Out of 1,466 fans, 393 reside in either Benicia (152) or Vallejo (241).

Demographics

Gender and Age?



Countries?

- 1,374 United States
- 7 Mexico
- 5 Canada
- 4 India
- 3 United Kingdom
- 3 Ukraine
- 3 Germany
- [More](#)

Cities?

- 241 Vallejo
- 152 Benicia
- 69 San Francisco
- 43 Los Angeles
- 39 San Jose
- 32 Oakland
- 23 Hayward
- [More](#)

Language?

- 1,346 English (US)
- 58 English (UK)
- 10 Spanish
- 4 English (Pirate)
- 3 German
- 3 Arabic
- 3 Italian
- [More](#)

WOLF COMMUNICATIONS

BENICIA TOURISM & MARKETING PROGRAM

MEDIA GENERATED FOR BENICIA
JULY THROUGH DECEMBER 2011

PRINT MEDIA	WRITER	DATE	CIRCULATION	RATE (in column inches unless otherwise specified)	SIZE	AD VALUE	INFORMATION
The Reporter (Vacaville, CA)	N/A	7/21/2011	17,756	\$74.00	5.5"	\$407.00	Article: Benicia Fine Art & Jazz Festival in July
Vallejo Times Herald	Rich Freedman	7/22/2011	15,817	\$21 Fri - Sun/\$20 Mon-Thurs	18"	\$360.00	Article: Jazz art fest returns to Benicia
San Francisco Chronicle (Sunday)	N/A	7/24/2011	354,752	\$613.00	1"	\$613.00	Events: mentions Benicia Fine Art and Jazz Festival
San Francisco Chronicle	N/A	7/28/2011	312,118	\$613.00	1.25"	\$766.25	Nightlife: mentions Benicia Fine Art and Jazz Festival
The Reporter (Vacaville, CA)	N/A	7/28/2011	17,756	\$74.00	6"	\$444.00	Article: Cars, jazz, food and more this weekend in Benicia
Alameda Times Star	N/A	7/29/2011	7,300	\$262.00	2"	\$524.00	Last Minute: Some easy, cheap ideas for getting out of the house the weekend of July 29-31; mentions Benicia Fine Art and Jazz Festival
Contra Costa Times	N/A	7/29/2011	185,699	\$360.00	2"	\$720.00	Last Minute: Some easy, cheap ideas for getting out of the house the weekend of July 29-31; mentions Benicia Fine Art and Jazz Festival
Oakland Tribune	N/A	7/29/2011	107,136	\$252.00	2"	\$504.00	Last Minute: Some easy, cheap ideas for getting out of the house the weekend of July 29-31; mentions Benicia Fine Art and Jazz Festival
Tri-Valley Herald (Pleasanton, CA)	N/A	7/29/2011	24,759	\$262.00	2"	\$524.00	Last Minute: Some easy, cheap ideas for getting out of the house the weekend of July 29-31; mentions Benicia Fine Art and Jazz Festival
Vallejo Times Herald	N/A	7/29/2011	15,817	\$21 Fri - Sun/\$20 Mon-Thurs	3"	\$60.00	Fairs & festivals: mentions Benicia Home-town celebration and Benicia Fine Art and Jazz Festival

PRINT MEDIA	WRITER	DATE	CIRCULATION	RATE (in column inches unless otherwise specified)	SIZE	AD VALUE	INFORMATION
West County Times (Richmond, CA)	N/A	7/29/2011	33,000	\$57.00	2"	\$114.00	Last Minute: Some easy, cheap ideas for getting out of the house the weekend of July 29-31; mentions Benicia Fine Art and Jazz Festival
San Francisco Chronicle (Sunday)	N/A	7/31/2011	354,752	\$613.00	1"	\$613.00	Events: mentions Benicia Fine Art and Jazz Festival
Alameda Times Star	N/A	8/12/2011	7,300	\$262.00	2.5"	\$655.00	Last Minute: Some easy, cheap ideas for getting out of the house the weekend of August 12-14; mentions Benicia Peddler's Fair
Contra Costa Times	N/A	8/12/2011	185,699	\$360.00	2.5"	\$900.00	Last Minute: Some easy, cheap ideas for getting out of the house the weekend of August 12-14; mentions Benicia Peddler's Fair
Oakland Tribune	N/A	8/12/2011	107,136	\$252.00	2.5"	\$630.00	Last Minute: Some easy, cheap ideas for getting out of the house the weekend of August 12-14; mentions Benicia Peddler's Fair
The Reporter (Vacaville, CA)	N/A	8/12/2011	17,756	\$74.00	1.5"	\$111.00	Solano Area Attractions: mentions Benicia Farmers Market and Benicia Peddler's Fair
Tri-Valley Herald (Pleasanton, CA)	N/A	8/12/2011	24,759	\$262.00	2.5"	\$655.00	Last Minute: Some easy, cheap ideas for getting out of the house the weekend of August 12-14; mentions Benicia Peddler's Fair
Vallejo Times Herald	Tony Burchyns	8/12/2011	15,817	\$21 Fri - Sun/\$20 Mon-Thurs	13.5"	\$283.50	Article: Peddler's Fair returns Saturday to Benicia with 275 vendors
West County Times (Richmond, CA)	N/A	8/12/2011	33,000	\$57.00	2.5"	\$142.50	Last Minute: Some easy, cheap ideas for getting out of the house the weekend of August 12-14; mentions Benicia Peddler's Fair
Oakland Tribune	Randy McMullen	8/14/2011	152,739	\$252.00	2"	\$504.00	This Week's Top 10: mentions Russ Lorenson's show at the Benicia Historical Museum

PRINT MEDIA	WRITER	DATE	CIRCULATION	RATE (in column inches unless otherwise specified)	SIZE	AD VALUE	INFORMATION
Vallejo Times Herald	Lanz Christian Banes	8/14/2011	15,817	\$21 Fri - Sun/\$20 Mon-Thurs	3 1"	\$620.00	Article: Peddlers on the street; Benicia fair now in its 48th year
Vallejo Times Herald	Tony Burchyns	8/17/2011	15,817	\$21 Fri - Sun/\$20 Mon-Thurs	22.5"	\$450.00	Article: Dog-friendly Benicia to get even friendlier
San Francisco Chronicle	N/A	8/25/2011	312,118	\$613.00	1"	\$613.00	Enders; mentions It's a Great Dog Day by the Bay
Alameda Times Star	N/A	9/14/2011	7,300	\$262.00	1"	\$262.00	Food & Wine events: Taste of First Street
Contra Costa Times	N/A	9/14/2011	185,699	\$360.00	1"	\$360.00	Food & Wine events: Taste of First Street
Oakland Tribune	N/A	9/14/2011	152,739	\$252.00	1"	\$252.00	Food & Wine events: Taste of First Street
Tri-Valley Herald (Pleasanton, CA)	N/A	9/14/2011	24,759	\$32.03	1"	\$32.03	Food & Wine events: Taste of First Street
Daily Republic (Fairfield, CA)	N/A	9/15/2011	17,710	\$26.91	1"	\$26.91	Community Calendar: 38th Annual Benicia Fine Arts and Crafts Fair
Alameda Times Star	N/A	9/16/2011	7,300	\$262.00	1.75"	\$458.50	Last Minute: Fine art - mentions the Fine Arts and Crafts Fair
Alameda Times Star	N/A	9/16/2011	7,300	\$262.00	4.5"	\$1,179.00	Last Minute: mentions the Benjamin Franklin exhibit at the library and A Great Dog Day by the Bay
Argus (Fremont, CA)	N/A	9/16/2011	26,749	\$125.00	4.5"	\$562.50	Last Minute: mentions the Benjamin Franklin exhibit at the library and A Great Dog Day by the Bay
Contra Costa Times	N/A	9/16/2011	185,699	\$360.00	1.75"	\$630.00	Last Minute: Fine art - mentions the Fine Arts and Crafts Fair
Contra Costa Times	N/A	9/16/2011	185,699	\$360.00	4.5"	\$1,620.00	Last Minute: mentions the Benjamin Franklin exhibit at the library and A Great Dog Day by the Bay
Daily Republic (Fairfield, CA)	N/A	9/16/2011	17,710	\$26.91	1"	\$26.91	Community Calendar: 38th Annual Benicia Fine Arts and Crafts Fair
Tri-Valley Herald (Pleasanton, CA)	N/A	9/16/2011	24,759	\$32.03	1.75"	\$56.05	Last Minute: Fine art - mentions the Fine Arts and Crafts Fair
Tri-Valley Herald (Pleasanton, CA)	N/A	9/16/2011	24,759	\$32.03	4.5"	\$144.14	Last Minute: mentions the Benjamin Franklin exhibit at the library and A Great Dog Day by the Bay

PRINT MEDIA	WRITER	DATE	CIRCULATION	RATE (in column inches unless otherwise specified)	SIZE	AD VALUE	INFORMATION
Vallejo Times Herald	N/A	9/16/2011	15,817	\$21 Fri - Sun/\$20 Mon-Thurs	4.5"	\$94.50	Article: Taste of First Street returns to Benicia
West County Times (Richmond, CA)	N/A	9/16/2011	33,000	\$57.00	4.5"	\$256.50	Last Minute: mentions the Benjamin Franklin exhibit at the library and A Great Dog Day by the Bay
Daily Republic (Fairfield, CA)	N/A	9/17/2011	17,710	\$26.91	1"	\$26.91	Community Calendar: 38th Annual Benicia Fine Arts and Crafts Fair
Tailwinds (Fairfield, CA)	N/A	9/30/2011	9,000	N/A	.75"	N/A	Local Events: Arts Benicia
Alameda Times Star	N/A	10/21/2011	7,300	\$262.00	3"	\$786.00	It's the most boo-tiful time of year; mentions Haunted Depot and First Street Stroll
Contra Costa Times	N/A	10/21/2011	185,699	\$360.00	3"	\$1,080.00	It's the most boo-tiful time of year; mentions Haunted Depot and First Street Stroll
Oakland Tribune	N/A	10/21/2011	152,739	\$252.00	3"	\$756.00	It's the most boo-tiful time of year; mentions Haunted Depot and First Street Stroll
Tri-Valley Herald (Pleasanton, CA)	N/A	10/21/2011	24,759	\$32.03	3"	\$96.09	It's the most boo-tiful time of year; mentions Haunted Depot and First Street Stroll
West County Times (Richmond, CA)	N/A	10/21/2011	33,000	\$57.00	3"	\$171.00	It's the most boo-tiful time of year; mentions Haunted Depot and First Street Stroll
Vallejo Times Herald	Tony Burchyns	10/24/2011	15,817	\$21 Fri - Sun/\$20 Mon-Thurs	27"	\$567.00	Article: Witches brew up interest in Benicia costume ball benefit in YouTube video
Reporter (Vacaville, CA)	N/A	12/2/2011	19,500	\$74.00	1.5"	\$111.00	Events: Solano Area; Benicia's Holiday Open House & Tree Lighting
Vallejo Times Herald	Irma Widiolo	12/5/2011	15,817	\$21 Fri - Sun/\$20 Mon-Thurs	28.5"	\$598.50	Article: Teddy Bear Tea becoming a holiday tradition
VIA Magazine	N/A	July/August 2011	N/A	Full page B&W is \$32,460	2.5" (3% of page)	\$974.00	On the road: Reader's Favorite Walkable piers and wharves; mentions First Street Pier in Benicia and visitbenicia.org
Total Print Value						\$275,372.76	

PRINT MEDIA	WRITER	DATE	CIRCULATION	RATE (in column inches unless otherwise specified)	SIZE	AD VALUE	INFORMATION
ELECTRONIC MEDIA	WRITER	DATE	UNIQUE VISITORS PER MONTH (UVPM)	RATE	SIZE	AD VALUE	INFORMATION
http://www.dailyreportonline.com/features/entertainment/entertainment	Amy Magginnis-Honey	6/10/2011	N/A	N/A	N/A	N/A	Entertainment Calendar June 10; mentions Benicia Plain Air Gallery, Spenger Garden Music Series
http://www.insidebayarea.com/ci_1822561871ADID=Search-	N/A	6/10/2011	N/A	N/A	N/A	N/A	Last Minute: Cheap, easy ideas for things to do the weekend of June 10-12; mentions Benicia Plain Air Gallery art reception for Catherine Fasciato
http://www.insidebayarea.com/ci_1832445671ADID=Search-	Jennifer Modenessi	6/23/2011	N/A	N/A	N/A	\$76,516.00	Article: Benicia exhibit focuses on the headlines (about "I Read the News Today Oh Boy!" exhibit at library
http://www.mercurynews.com/museums-galleries/ci_18324456	Jennifer Modenessi	6/23/2011	N/A	N/A	N/A	\$132,188.00	Article: Benicia exhibit focuses on the headlines (about "I Read the News Today Oh Boy!" exhibit at library
http://www.localhappeningmagazine.com/calendar/events/index.php?com=detail&el	N/A	7/1/2011	N/A	N/A	N/A	N/A	Calendar: Benicia Fine Art & Jazz Festival
http://www.examiner.com/notherhood-in-sacramento/benicia-peddlers-fair	Margie Scarpace	7/7/2011	N/A	N/A	N/A	N/A	Article: Benicia Peddler's Fair (article on examiner.com under Sacramento)

PRINT MEDIA	WRITER	DATE	CIRCULATION	RATE (in column inches unless otherwise specified)	SIZE	AD VALUE	INFORMATION
http://www.insidebayarea.com/ci_18457396?ADID=Search-www.insidebayarea.com (Oakland Tribune online)	N/A	7/14/2011	N/A	N/A	N/A	N/A	Good Times: Bay Area entertainment guide for July 15-21, mentions Benicia Plein Air Gallery
http://beniciaherald.wordpress.com/2011/07/14/48th-annual-peddlers-fair-collectibles-antiques-	Divya Erram	7/14/2011	N/A	N/A	N/A	N/A	Article: 48th annual Peddlers' Fair: Collectibles, antiques & 30,000 friends
http://www.martinezgazette.com/calendar/2909/2011/08/12/benicia%E2%80%99s-peddler%E2%80%99s	N/A	7/19/2011	N/A	N/A	N/A	N/A	August 13: Benicia Peddler's Fair
http://beniciaherald.wordpress.com/2011/07/27/jazz-fest-	Amy Jong	7/27/2011	N/A	N/A	N/A	N/A	Blog: Jazz fest returns
http://www.viamagazine.com/events/benicia-peddlers-fair/	N/A	8/1/2011	N/A	N/A	N/A	N/A	Online Events Calendar: Benicia Peddler's Fair
http://www.localhappeningmagazine.com/calendar/events/index.php?com=detail&ei	N/A	8/1/2011	N/A	N/A	N/A	N/A	Calendar: Benicia Peddler's Fair
http://www.timesheraldonline.com/ci_18662644	Tony Burchyns	8/12/2011	N/A	N/A	N/A	\$283.50	Article: Peddler's Fair returns Saturday to Benicia with 275 vendors
http://www.dailyrepublic.com/features/entertainment/entertainment-calendar-aug-12/	Amy Magginnis-Honey	8/12/2011	N/A	N/A	N/A	N/A	Entertainment Calendar August 12: mentions Arts Benicia, Benicia Plein Air Gallery, Voice of the Prairie auditions at BOTTG, Spenger Garden Music Series, Benicia Capitol State Historic Park
http://benicia.patch.com/articles/thousands-expected-at-benicia-peddlers-fair	J.B. Davis	8/12/2011	N/A	N/A	N/A	N/A	Article: Thousands Expected at Benicia Peddler's Fair: The annual event draws crowds for all over Northern California.

PRINT MEDIA	WRITER	DATE	CIRCULATION	RATE (in column inches unless otherwise specified)	SIZE	AD VALUE	INFORMATION
http://www.mercurynews.com/entertainment/18640645?nclck	N/A	8/12/2011	N/A	N/A	N/A	N/A	Last Minute: Cheap, easy ideas for things to do the weekend of Aug. 12-14; mentions the Benicia Peddler's Fair
http://www.dailypublic.com/features/entertainment/entertainment-calendar-aug-19-2011	Amy Magginnis-Honey	8/19/2011	N/A	N/A	N/A	N/A	Entertainment Calendar August 19; mentions Arts Benicia, Benicia Plain Air Gallery, Spenger Garden Music Series, Benicia Capitol State Historic Park
http://www.dailypublic.com/features/entertainment/entertainment-calendar-aug-26-2011	Amy Magginnis-Honey	8/26/2011	N/A	N/A	N/A	N/A	Entertainment Calendar August 26; mentions Arts Benicia, Benicia Plain Air Gallery, Spenger Garden Music Series, Benicia Capitol State Historic Park
http://www.insidebayarea.com/ci_18750341?ADID=Search-www.insidebayarea.com-	N/A	8/26/2011	N/A	N/A	N/A	N/A	Last Minute: Cheap, easy ideas for things to do the weekend of August 26-28; mentions Benjamin Franklin exhibition at the library and A Great Dog Day by the Bay
http://www.timesheraldonline.com/ci_18775269?ADID=Search-www.timesheraldonline.com-	Irma Widjojo	8/28/2011	N/A	N/A	N/A	N/A	Article: Dogs event aids downtown Benicia (about A Great Dog Day by the Bay)
http://www.seecallfora.com/events/halloween/benicia-	N/A	10/1/2011	N/A	N/A	N/A	N/A	Benicia Calif. Halloween Events Galore!
http://www.localhappeningmagazine.com/calendar/events/index.php?com=detail&el	N/A	10/1/2011	N/A	N/A	N/A	N/A	Halloween Costume Contest and Sidewalk Stroll, Benicia
http://www.mercurynews.com/entertainment/fci_19143155?source=rss	N/A	10/20/2011	N/A	N/A	N/A	N/A	East Bay Halloween Events: mentions the Haunted Depot, scarecrow contest, Bewitching Tea, Ghost Walks and Sidewalk Stroll

Media Generated for Benicia
 Wolf Communications, City of Benicia
 Third and Fourth Quarters (July through December) 2011

PRINT MEDIA	WRITER	DATE	CIRCULATION	RATE (in column inches unless otherwise specified)	SIZE	AD VALUE	INFORMATION
http://www.examiner.com/solano-county-in-sacramento/christmas-tree-lighting-ceremonies-solano-	Caroline Thompson	11/23/2011	N/A	N/A	N/A	N/A	Christmas Tree Lighting Ceremonies in Solano County; mentions Benicia's
http://www.seecallforbenicia.com/christmas/pareds/benicia-christmas-	N/A	12/1/2011	N/A	N/A	N/A	N/A	BENICIA Christmas Parade & Holiday Market Saturday, December 10, 2011 10 a.m. - 3 p.m.
http://www.parentspress.com/media/Parents-Press/December-2010/No-NUts-for-	Brenda Cruz	12/1/2011	N/A	N/A	N/A	N/A	Benicia Holiday Open House And Tree-Lighting Ceremony
http://997now.radio.com/2011/12/09/jackie-hollywoods-weekend-	Jackie Hollywood	12/9/2011	N/A	N/A	N/A	N/A	Christmas Parade & Holiday Market
VIA magazine online http://www.viamagazine.com/destinations/favorite-piers-and-wharves	N/A	July/Aug 2011	N/A	N/A	N/A	\$974.00	Favorite Piers and Wharves - VIA readers share walkable piers where you can stroll out over water in California, Oregon, and Utah; mentions Benicia's First Street Pier
TOTAL ELECTRONIC MEDIA						\$209,961.50	
TOTAL MEDIA						\$465,334.26	

Visit Benicia Contest
 Summer 2011 (Summary)

Summer 2011

Top 10 Cities	Reasons for Visiting							How did you hear about Benicia?								
	Activities	History	Art	Music	Shops	Restaurants	Event	Other	Radio	TV	Benicia Magazine	SF Magazine	Sunset Magazine	Diablo Magazine	Oakland/Alameda Magazine	Other
Vallejo	13.27%	7.14%	16.33%	4.08%	25.51%	18.37%	4.08%	11.22%	15.00%	0.00%	50.00%	0.00%	15.00%	0.00%	5.00%	15.00%
San Jose	4.00%	20.00%	4.00%	0.00%	36.00%	16.00%	0.00%	20.00%	0.00%	0.00%	0.00%	0.00%	62.50%	0.00%	0.00%	37.50%
Concord	6.90%	6.90%	6.90%	0.00%	29.31%	25.86%	5.17%	18.97%	7.69%	0.00%	7.69%	0.00%	23.08%	0.00%	0.00%	53.85%
San Francisco	8.51%	10.64%	14.89%	0.00%	23.40%	14.89%	6.38%	21.28%	0.00%	0.00%	13.33%	26.67%	0.00%	0.00%	0.00%	60.00%
Walnut Creek	7.14%	5.36%	14.29%	0.00%	28.57%	23.21%	7.14%	14.29%	6.25%	0.00%	6.25%	0.00%	12.50%	18.75%	0.00%	56.25%
Fairfield	13.89%	0.00%	8.33%	0.00%	38.89%	22.22%	2.78%	13.89%	9.09%	0.00%	36.36%	0.00%	0.00%	0.00%	0.00%	54.55%
Sacramento	2.27%	11.36%	20.45%	0.00%	22.73%	25.00%	6.82%	11.36%	7.69%	0.00%	0.00%	0.00%	53.85%	0.00%	0.00%	38.46%
Palo Alto	0.00%	0.00%	50.00%	0.00%	25.00%	25.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%
Menlo Park	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Martinez	4.17%	8.33%	16.67%	0.00%	45.83%	12.50%	4.17%	8.33%	0.00%	0.00%	0.00%	33.33%	0.00%	0.00%	0.00%	66.67%

Visit Benicia Contest
 Summer 2011
 (Raw Data)

Ranking	City	Number of Visitors	% Visitors	Reason for Visiting										How did you hear about Benicia									
				Activities	History	Art	Music	Shops	Restaurants	Event	Other	Total Reasons for Visiting	Radio	TV	Benicia Magazine	SF Magazine	Sunset Magazine	Diablo Magazine	Oakland/Alameda Magazine	Other	Total How'd you hear		
	Alameda	11	1.09%		2	3			5	4	1	2	17							2	1	3	
	Alamo	2	0.20%						1				1									1	1
	Albany	2	0.20%						2			2	4									1	1
	Altadena	1	0.10%									1	1									1	1
	Anderson	1	0.10%																				
	Antelope	2	0.20%						1	1		2	2									1	1
	Antioch	10	0.99%						2	2	1	2	10		1							1	2
	Arizona	4	0.40%						1	1		3	6									4	4
	Atherton	1	0.10%																				
	Auburn	4	0.40%								1	1	4									1	2
	Belmont	2	0.20%									2	2									2	2
	Belvedere	2	0.20%									2	2									6	27
	Benicia	105	10.39%		17	17	19	10	30	28	14	39	174	16	1					4	1	5	6
	Berkeley	11	1.09%		1		1		2	1	2	3	10									1	6
	Brea	2	0.20%																				4
	Brentwood	6	0.59%		1		2	1	3	3		2	14		1							1	4
	Calistoga	1	0.10%									1	1										
	Campbell	1	0.10%						1	1		3	3										
	Canyon	1	0.10%							1			3										1
	Capitola	3	0.30%																				1
	Carmichael	1	0.10%				1						1										1
	Castro Val	3	0.30%			2	2		3	1	1	10	1									1	3
	Chico	2	0.20%			1	1		1	1	1	4	1									1	1
	Citrus Heig	3	0.30%		1		1	2	1	3	1	9	1									1	2
	Clayton	3	0.30%						2	2		4											
	Clovis	2	0.20%																				
	Clyde	1	0.10%					1				1	1										1
	Coloma	1	0.10%						1	1	1	3	7										3
	Colorado	5	0.49%							1	1	3	7										3
	3 Concord	31	3.07%		4	4	4	3	17	15	3	11	58	1		1					3	7	13
	Connecticut	1	0.10%						1			2	2										1
	Covejo	1	0.10%						1			1	1										1
	Crockett	1	0.10%									1	1										1
	Cupertino	4	0.40%																				

Visit Benicia Contest
 Summer 2011
 (Raw Data)

			Reason for Visiting										How did you hear about Benicia									
Ranking	City	Number of Visitors	% Visitors	Activities	History	Art	Music	Shops	Restaurants	Event	Other	Total Reasons for Visiting	Radio	TV	Benicia Magazine	SF Magazine	Sunset Magazine	Diablo Magazine	Oakland/Alameda Magazine	Other	Total How'd you hear	
	Hawaii	1	0.10%								1	1									1	3
	Hayward	9	0.89%					3	1	1	2	6		1							1	1
	Hercules	3	0.30%	1	3	2	1	1	2	1	1	12									1	1
	Hesperia	1	0.10%							1		1									1	1
	Hollister	1	0.10%								2	5									2	2
	Illinois	3	0.30%					2			2	5									2	2
	Ireland	1	0.10%																		1	1
	Irvine	1	0.10%																		1	1
	Kenwood	1	0.10%				1					1									1	1
	Kingsburg	1	0.10%								1	1									1	1
	La Crescent	1	0.10%					7	5		2	23					1		1		2	5
	Lafayette	9	0.89%	2	3	3	1	7	5		2	2		2				1	1		1	3
	Lake Alma	2	0.20%								2	2									1	3
	Lincoln	2	0.20%	1	1			2	1			5									1	1
	Livermore	3	0.30%			3		1		1		5									1	1
	Livingston	1	0.10%	1				1		1		3									1	1
	Lodi	4	0.40%			2		3	2			7			1		1				1	3
	Los Altos	9	0.89%								5	8									3	3
	Los Angeles	7	0.69%		2		1					1					1				1	3
	Los Gatos	2	0.20%					1				1									1	1
	Madera	2	0.20%		1					1		2					1				1	1
	Maine	1	0.10%								1	1									1	1
	Manteca	1	0.10%								1	1					1				1	1
	Marin	5	0.49%	2				1			1	4					1				1	1
	Marina	3	0.30%																			
	10 Martinez	18	1.78%	1	2	4		11	3	1	2	24					2				4	6
	Massachus	3	0.30%								3	3									2	2
	9 Menlo Park	19	1.88%								3	5									2	2
	Michigan	3	0.30%					1	1			5									2	2
	Mill Valley	2	0.20%																		1	1
	Millbrae	1	0.10%							1		5									1	1
	Millpitas	3	0.30%	1	1				1	1	1	5							1		2	3
	Minnesota	3	0.30%	1					1	1	1	5									2	3
	Missouri	3	0.30%	1					1	1	1	2									2	3

Visit Benicia Contest
Summer 2011
(Raw Data)

Ranking				Reason for Visiting										How did you hear about Benicia							
City	Number of Visitors	% Visitors	Activities	History	Art	Music	Shops	Restaurants	Event	Other	Total Reasons for Visiting	Radio	TV	Benicia Magazine	SF Magazine	Sunset Magazine	Diablo Magazine	Oakland/Alameda Magazine	Other	Total How'd you hear	
Modesto	7	0.69%	1								1									2	
Monte Sereno	1	0.10%					1	1	1		3									1	
Monterey	1	0.10%																		1	
Moraga	4	0.40%	1				3	2		3	9									2	
Morgan Hill	2	0.20%	1		1			1		1	4					1				1	
Mountain View	1	0.10%					1	1		1	2							1		1	
Mountain View	5	0.49%								1	1					1				1	
Napa	9	0.89%	1	1	4	1	4	5	2	3	21		1			1				2	
Nevada	5	0.49%	3	2	1	1	3	3	1	2	16					1				2	
New Jersey	7	0.69%	1				1			3	4									1	
New Mexico	1	0.10%	1								1									1	
New York	7	0.69%	1	1	1		1	1		4	9					2				1	
North Carc	1	0.10%								1	1					1				1	
Novato	6	0.59%	2	3	2	2	5	5		1	20	1		1		2				2	
Oakdale	1	0.10%					1				1									2	
Oakland	15	1.48%		2	4		4	6		4	20		2							2	
Oakley	6	0.59%			1		3		3	2	9					1				3	
Ohio	4	0.40%			1		1	1		1	4									1	
Oklahoma	1	0.10%								1	1										
Orange	1	0.10%								1	1									3	
Oregon	4	0.40%			1					3	4									3	
Orinda	10	0.99%	2	2	4	1	8	1	2	3	23					2	2			4	
Pacheco	1	0.10%								1	1									1	
Pacifica	2	0.20%								1	1									2	
8 Palo Alto	20	1.98%					2	1	1	1	4					2				2	
Patterson	1	0.10%								1	1										
Pennsylvania	1	0.10%						1		1	2										
Petaluma	5	0.49%						3		2	9									2	
Piedmont	1	0.10%								1	1									1	
Pittsburg	2	0.20%						1		2	5									1	
Placerville	2	0.20%						1		1	4									1	
Pleasant Hill	11	1.09%					2	6	1	1	11									2	
Pleasanton	10	0.99%		2	3		5	2	1	3	17					1				3	
Poway	1	0.10%					1			1	1										

MINUTES OF THE
REGULAR MEETING – CITY COUNCIL
February 07, 2012

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 meeting to order at 7:00 p.m.

II. CLOSED SESSION:

III. CONVENE OPEN SESSION:

A. ROLL CALL

All Council Members were present.

B. PLEDGE OF ALLEGIANCE

Claire McFadden led the Pledge of Allegiance.

C. REFERENCE TO THE FUNDAMENTAL RIGHTS OF THE PUBLIC.

IV. ANNOUNCEMENTS/APPOINTMENTS/PRESENTATIONS/PROCLAMATIONS:

A. ANNOUNCEMENTS

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

None

2. Openings on Boards and Commissions:

Council Member Hughes reported there were 14 candidates left to interview. Staff is working on scheduling the final interviews. They hope to be finished by February 15, 2012. If they cannot be completed by 2/15/12, the subcommittee would work with Staff to revise the subcommittee appointment resolution.

Building Board of Appeals
3 full terms
Open Until Filled

Solano Transportation Authority Pedestrian Advisory Committee
1 full term
Open Until Filled

3. **Mayor's Office Hours:**
4. **Benicia Arsenal Update:**

There was nothing new to report. A subcommittee meeting is scheduled for 2/9/12.

5. **Council Member Report:**

Council Member Strawbridge reported on her attendance at the League of California Cities New Mayor and Council Member Training.

B. APPOINTMENTS

1. **Reappointment of Atiba Murphy to the Benicia Housing Authority for a full term to January 31, 2014.**

RESOLUTION 12-3 - A RESOLUTION CONFIRMING THE MAYOR'S REAPPOINTMENT OF ATIBA MURPHY TO THE BENICIA HOUSING AUTHORITY FOR A FULL TERM ENDING JANUARY 31, 2014

On motion of Mayor Patterson Council adopted the Resolution, on roll call by the following vote:

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

2. **Reappointment of Richard Sprankle to the Benicia Housing Authority for a full term to January 31, 2014.**

RESOLUTION 12-4 - A RESOLUTION CONFIRMING THE MAYOR'S REAPPOINTMENT OF RICHARD SPRANKLE TO THE BENICIA HOUSING AUTHORITY FOR A FULL TERM ENDING JANUARY 31, 2014

On motion of Mayor Patterson Council adopted the Resolution, on roll call by the following vote:

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

C. PRESENTATIONS

D. PROCLAMATIONS

V. ADOPTION OF AGENDA:

On motion of Vice Mayor Schwartzman, seconded by Council Member Hughes, Council adopted the Agenda, as presented, on roll call by the following vote:
Ayes: Patterson, Strawbridge, Schwartzman, Campbell, Hughes
Noes: (None)

VI. OPPORTUNITY FOR PUBLIC COMMENT:

A. WRITTEN COMMENT

One item - a hard copy of the PowerPoint presentation for item VIII.F (copy on file).

B. PUBLIC COMMENT

1. Mayor Patterson thanked Council Member Strawbridge for her attendance in Sacramento on the State Parks issue.

VII. CONSENT CALENDAR:

On motion of Vice Mayor Schwartzman, seconded by Council Member Hughes, Council adopted the Consent Calendar, as presented, on roll call by the following vote:
Ayes: Patterson, Strawbridge, Schwartzman, Campbell, Hughes
Noes: (None)

A. APPROVAL OF MINUTES OF DECEMBER 20, 2011 AND JANUARY 17, 2012

On motion of Vice Mayor Schwartzman, seconded by Council Member Hughes, Council approved the regular City Council minutes of December 20, 2011, and the special and regular City Council meeting minutes of January 17, 2012, on roll call by the following vote:
Ayes: Patterson, Strawbridge, Schwartzman, Campbell, Hughes
Noes: (None)

B. INTRODUCTION OF AN ORDINANCE AMENDING THE MEETING TIME AND PLACE FOR THE CITY COUNCIL

ORDINANCE 12- - AN ORDINANCE AMENDING SECTION 2.04.010 (MEETING TIME AND PLACE) OF CHAPTER 2.04 (CITY COUNCIL) OF TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE BENICIA MUNICIPAL CODE

On motion of Vice Mayor Schwartzman, seconded by Council Member Hughes,

Council approved the Introduction and First Reading of the above Ordinance, on roll call by the following vote:

Ayes: Patterson, Strawbridge, Schwartzman, Campbell, Hughes

Noes: (None)

- C. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA AMENDING THE EMPLOYER PAID MEMBER CONTRIBUTIONS (EPMC) OF EMPLOYEES' COMPENSATION EARNABLE TO THE PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS) FOR BENICIA PUBLIC SERVICE EMPLOYEES ASSOCIATION (BPSEA) EMPLOYEES PART TIME UNIT**

RESOLUTION 12-5 - A RESOLUTION AMENDING THE PAYING OF EMPLOYER PAID MEMBER CONTRIBUTIONS (EPMC) OF EMPLOYEES' COMPENSABLE EARNINGS TO THE PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS) FOR BENICIA PUBLIC SERVICES EMPLOYEE ASSOCIATION (BPSEA) PART TIME UNIT EMPLOYEES

On motion of Vice Mayor Schwartzman, seconded by Council Member Hughes, Council adopted the Resolution, on roll call by the following vote:

Ayes: Patterson, Strawbridge, Schwartzman, Campbell, Hughes

Noes: (None)

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

VIII. BUSINESS ITEMS:

- A. MINUTE ACTION APPROVING RESPONSE TO 2011-2012 GRAND JURY REPORT "CITY TREASURER FUNCTIONAL REVIEW"**

Brad Kilger, City Manager, reviewed the staff report.

Public Comment:

None

Mayor Patterson and Staff clarified that Council approved the response to 2011-2012 Grand Jury Report "City Treasurer Functional Review" via minute action.

- B. SUPPORT FOR COUNTYWIDE CLIMATE ACTION PLAN STRATEGIC GROWTH COUNCIL GRANT PROPOSAL**

RESOLUTION 12-6 - A RESOLUTION JOINING IN THE COUNTYWIDE CLIMATE ACTION PLAN STRATEGIC GROWTH COUNCIL GRANT PROPOSAL AND AUTHORIZING THE MAYOR TO SIGN A LETTER OF PARTICIPATION ON BEHALF OF THE CITY COUNCIL

Charlie Knox, Public Works & Community Development Director, reviewed the staff report.

Public Comment:

1. Claudia Fraser - Ms. Fraser discussed concerns regarding compact fluorescent lights (CFL's). She expressed concern regarding rushing into a vote on this item tonight. She gave staff information on International Council for Local Environmental Initiatives (ICLEI) (copy on file).
2. Julian Fraser - Mr. Fraser urged Council to delay the vote so they could read through the ICLEI information.
3. Robert Langston - Mr. Langston expressed concern regarding rushing to vote on this item and past items.
4. Citizen - The citizen expressed concern regarding citizens losing control and rights. She urged Council not to approve this item.
5. Claudia Fraser - Ms. Frazer asked if Council was aware of the authority and control ICLEI would have.
6. Julian Fraser - Mayor Patterson noted that Mr. Fraser had already spoken under public comment. He indicated he had a question. He asked if Council had read One Bay Area and ICLEI on how they relate to the City's General Plan.

Council Member Schwartzman clarified that tonight's discussion was on the agendized item, not on the items Mr. Fraser mentioned.

7. Mr. Fraser asked if Council could agendize the Climate Action to the General Plan.

Ms. McLaughlin clarified the ICLEI information was not agendized. Staff would look into the issue and respond at a later date. If Council wanted to discuss it, it would need to go through the two-step process.

Mayor Patterson stated that out of respect for the Frasers, she would bring the issue back via the two-step process. She would put the request in writing.

Staff clarified that the discussion on this item would be at a future meeting, time permitting. Staff would keep the Fraser's informed as to the date.

On motion of Council Member Hughes, seconded by Council Member Campbell, Council adopted the Resolution, on roll call by the following vote:

Ayes: Patterson, Strawbridge, Schwartzman, Campbell, Hughes

Noes: (None)

C. ENERGY EFFICIENCY CONSERVATION BLOCK GRANT APPLICATION

RESOLUTION 12-7 - A RESOLUTION AUTHORIZING AN ENERGY EFFICIENCY CONSERVATION BLOCK GRANT APPLICATION TO FUND STREETLIGHT RETROFITS AND FREE UP EXISTING CERTIFICATE OF PARTICIPATION FUNDING FOR ANOTHER ENERGY CONSERVATION RELATED PURPOSE

Charlie Knox, Public Works & Community Development Director, reviewed the staff report.

Council Member Campbell and Staff discussed the grant funds. He would like this issue watched close.

Council Member Schwartzman and Staff discussed the possibility of segregating the grant money (if it were received). Staff confirmed it could be tracked separately.

Mayor Patterson and Staff discussed who would approve the final decision on change orders (it depends on the dollar level).

Council Member Hughes and Staff discussed any possible 'unintended consequences' that may arise.

Council Member Strawbridge and Staff discussed why Chevron was willing to put up the money. Staff stated Chevron wanted to see the project succeed, and be a model. They want to promote Chevron as a green and 'money saving on behalf of cities' corporation. They are doing everything they can to make Benicia their poster child.

Public Comment:

None

Mayor Patterson summarized that there was a request from Council to separate the \$371,000 into a separate line item so it could be tracked. Council recognized that there might be some change orders. There was a sense of good faith that is conveyed by Staff that Chevron is seeking for this project to be a model to show elsewhere.

Council Member Schwartzman asked that the following be part of the motion: segregating the money, and putting in a provision that the money not be distributed or dispersed without Council's prior knowledge.

On motion of Council Member Strawbridge, seconded by Vice Mayor Schwartzman, Council adopted the Resolution, as amended, on roll call by the

following vote:

Ayes: Patterson, Strawbridge, Schwartzman, Campbell, Hughes

Noes: (None)

D. TRANSFER OF TRANSIT ROLLING STOCK TO SOLANO COUNTY TRANSIT (SOLTRANS)

RESOLUTION 12-8 - A RESOLUTION AUTHORIZING THE TRANSFER OF TRANSIT ROLLING STOCK TO SOLANO COUNTY TRANSIT (SOLTRANS)

Bill Zenoni, Interim Finance Director, reviewed the staff report.

Vice Mayor Campbell and Staff talked about the vehicles involved.

Council Member Schwartzman and Staff discussed the issue of assumed liabilities. They discussed concerns regarding the City of Vallejo's bankruptcy, and ensuring that would not impact the City of Benicia.

Public Comment:

1. Dennis Lowry - Mr. Lowry discussed the outstanding funds owed of \$714,000, and the possibility of using leverage of the vehicles for those funds.

Staff and Nancy Whelan, Interim CFO, SolTrans, discussed the agreement to transfer the assets (vehicles), and the funds mentioned by Mr. Lowry.

Vice Mayor Campbell asked Ms. Whelan about the \$700,000 mentioned by Mr. Lowry, that the City purportedly owed.

Mr. Kilger stated that Staff would like to discuss this issue in detail at a special study session. Mr. Kilger and Ms. Whelan discussed prior discussions regarding the \$700,000. Staff is working on the issue. The City will get reimbursed for a portion of the funds.

On motion of Council Member Hughes, seconded by Vice Mayor Schwartzman, Council adopted the Resolution, on roll call by the following vote:
Ayes: Patterson, Strawbridge, Schwartzman, Campbell, Hughes
Noes: (None)

**E. COMPREHENSIVE ANNUAL FINANCIAL REPORT AND
MEMORANDUM ON INTERNAL CONTROL FOR THE FISCAL YEAR
ENDED JUNE 30, 2011**

Bill Zenoni, Interim Finance Director, reviewed the staff report.

Council Member Schwartzman and Staff discussed concerns regarding the General Fund and Marina Loan being written off, pension obligation bonds, having language reflect maintaining a 20% reserve, community development block grants, affordable housing funds, and clarification on the total number of City employees.

Council Member Hughes expressed concern regarding the Benicia Enterprise Fund, and the need to address the issues with the Marina.

Mayor Patterson and Staff discussed the Marina Fund, and the later versions of the lease agreement (after 1990 - amendment was done in 2006).

Vice Mayor Campbell and Staff discussed the Marina Fund, and the possibility of doing a surcharge to make up the difference of the lack of funds.

Public Comment:

1. Robert Langston - Mr. Langston discussed concerns regarding the CAFR and the Mid-Year Budget Review documents.

Staff and Council discussed the Marina loan, and the loan to Casa de Vilarrasa.

Mr. Langston discussed concern regarding the Water Enterprise Fund. He asked that Council adopt a resolution recognizing what the City agreed to do with that fund.

2. Dennis Lowry, Finance Committee - Mr. Lowry discussed that the Finance Committee's approval of the document was contingent upon four policies being put into place: 1) a policy on inter-fund transfers, 2) a policy on write-off procedures, 3) a policy on inter-fund loans, and 4) a policy on loans to outside sources.

Vice Mayor Campbell and Mr. Lowry discussed the Marina issue.

Mayor Patterson summarized Council's direction to Staff. Policies will be developed that require Council approval. There will be a clarification on the settlement agreement (possibly for the errata) that influences and affects the payment schedule and agreements with the Marina (separate discussion). Staff will address the pension obligation that was requested - that the City track with the California Statewide Development Authority to look at refinancing bonds

when it is feasible (Staff will continue to monitor the issue). There will be errata that indicates in note c that the reserve is with a goal to maintain a 20% reserve. Council and Staff will find an appropriate time to discuss the use of a CDBG, balance money for appropriate uses for affordable housing (that would be discussed at the 2/11 special meeting). If possible, track solar savings (Staff will evaluate the issue and bring a recommendation to Council). Address the efficiency for the water treatment and wastewater treatment (there might be resources/grants available to achieve that). Addressing the Urban Water Management Plan (as previously discussed). Look into the intriguing concept of the money owed - receivables having some aggressive performance of contracts, and also to make sure the City has some tracking with the receivables, and some action on the receivables (Staff would like to investigate and bring recommendations back to Council. It could be integrated into the Marina Discussion).

On motion of Vice Mayor Schwartzman, seconded by Council Member Hughes, Council accepted the Comprehensive Annual Financial Report and memorandum on the internal control for the fiscal year ended June 30, 2011, with additional recommendations, on roll call by the following vote:
Ayes: Patterson, Strawbridge, Schwartzman, Campbell, Hughes
Noes: (None)

F. FISCAL YEAR 2011-12 MID YEAR BUDGET REVIEW AND RESOLUTION AMENDING FY 2011-12 BUDGET

RESOLUTION 12-9 - A RESOLUTION APPROVING AND ADOPTING AMENDMENTS TO THE BUDGET FOR THE 2011-12 FISCAL YEAR

Bill Zenoni, Interim Finance Director, reviewed the staff report and a PowerPoint presentation (copy on file).

Council Member Hughes and Staff discussed setting up the budget that better reflects the current timing issues (monthly).

Council Member Schwartzman and Staff discussed when an update to the long-range budget might be available, the need for more simplified reports.

Mayor Patterson and Staff discussed the CIP funding and road repairs, notification to property owners regarding the Assessment District rate increases, and the possibility of having a subcommittee to deal with this.

Council Member Strawbridge discussed the need to look at new revenue streams for the City.

Public Comment:

1. Dennis Lowry - Mr. Lowry stated the Finance Committee supported Staff's

recommendations. He discussed changing how the sales tax adjustment was tracked on the budget (separate line item).

Mayor summarized the following actions: 1) that there would be a future report on the RFP for the assessment district, and a plan of approach for Council, 2) the long-range budget process would be described to Council, 3) the accrual accounting approach that Staff is developing will be provided to Council, 4) reports will be simplified, 5) new revenue streams should be listed, and 6) avoid the onetime sales tax as projected for future long-term projections.

Council Member Schwartzman and Staff discussed the issue of centralized purchasing (it would be discussed at March/April, or May/June Finance Committee meeting).

On motion of Vice Mayor Schwartzman, seconded by Council Member Hughes, Council adopted the Resolution, on roll call by the following vote:
Ayes: Patterson, Strawbridge, Schwartzman, Campbell, Hughes
Noes: (None)

G. Council Member Request to Agendize:

This is a request to discuss Revisiting the Design Review Duties and Powers of the Historic Preservation Review Commission.

Vice Mayor Campbell reviewed his request. He wanted to look into whether design review outside of the Historic District fell under the HPRC.

Public Comment:

None

On motion of Council Member Hughes, seconded by Council Member Campbell, Council approved placing this item on a future agenda, on roll call by the following vote:

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

IX. ADJOURNMENT:

Mayor Patterson adjourned the meeting at 9:46 p.m.

AGENDA ITEM
CITY COUNCIL MEETING DATE - FEBRUARY 21, 2012
CONSENT CALENDAR

DATE : January 19, 2012

TO : City Manager

FROM : Police Chief

SUBJECT : **AUTHORIZE PURCHASE OF ONE (1) REPLACEMENT K9 POLICE PATROL VEHICLE WITH SLESF GRANT FUNDS**

RECOMMENDATION:

Adopt a resolution authorizing the purchase of one (1) Ford Utility Police Interceptor for the Police Department from Downtown Ford Sales in an amount not-to-exceed \$31,365.47 utilizing SLESF funds (California Supplemental Law Enforcement Services Fund) and authorizing the City Manager to sign the purchase order on behalf of the City.

EXECUTIVE SUMMARY:

The Police Department is in need of a replacement vehicle assigned to one of the K9 officers. Funds are available for this purchase through the California Supplemental Law Enforcement Services Fund (SLESF), which must be used for front line police services and must supplement, not supplant, existing funding.

BUDGET INFORMATION:

The total cost to purchase this replacement vehicle is \$31,365.47. Funding for the purchase of this vehicle will be from carryover funds of prior years in the Supplemental Law Enforcement Special Fund (SLESF), account 036-7036-9125. Council authorized the expenditure of carryover funds at its September 20, 2011 meeting. There is no general fund budget impact associated with this action.

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 #4: Provide adequate funding for ongoing infrastructure needs.

BACKGROUND:

Replacing the Police Department's oldest and highest mileage vehicles is necessary to keep emergency equipment in good working condition and maintenance costs low. Police vehicles are used 7 days a week and 24 hours a day and must be maintained in top condition. Vehicles with high mileage begin to experience severe performance and maintenance problems. These vehicles can also be a safety concern during high-speed responses. The department intends to replace one (1) 2005 model Ford Crown Victoria (unit #525) which has been driven in excess of 100,000 miles and is requiring expensive repairs at accelerating intervals.

Ford has discontinued production of the Crown Victoria and now offers the Police Interceptor as a high speed police rated vehicle. The Police Interceptor is available in 2 models, sedan and utility. The Police Interceptor Utility model is ideally suited for a K9 vehicle due to its larger cargo area and more stable platform.

K9 Vehicles require a greater amount of specialized equipment along with more sophisticated heating and cooling systems to provide for the comfort and safety of the dog. Training equipment, food, water and supplies can be more easily accommodated in this type of vehicle. The Ford Utility Interceptor also offers more room for the dog to stand, sit and lay down than the now discontinued Crown Victoria, decreasing the chance of injury. Along with the required specialized K9 equipment, the vehicle has ample space to be equipped with all the necessary equipment normally contained in a regular patrol vehicle.

The vehicle will be purchased piggybacking on the Contra Costa County vehicle contract number GS 090-2-39548-C3 awarded to Downtown Ford Sales. 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 vehicle using the Contra Costa County contract is permitted.

Attachment:

- Proposed Resolution

RESOLUTION NO. 12-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA AUTHORIZING THE PURCHASE OF A REPLACEMENT K9 POLICE PATROL VEHICLE UTILIZING SLESF FUNDS

WHEREAS, the purchase of one (1) new police patrol vehicle was authorized by City Council on February, 21 2012; and

WHEREAS, the replacement vehicle will be purchased from Downtown Ford Sales through piggybacking on the Contra Costa County vehicle contract No. GS 090-2-39548-C3; and

WHEREAS, Contra Costa County competitively bid for the police patrol vehicles using bidding procedure substantially the same as the City's; and

WHEREAS, there are sufficient funds available from Supplemental Law Enforcement Services Fund account number 036-7036-9125 to cover the cost of this police patrol vehicle.

NOW, THEREFORE, BE IT RESOLVED THAT, the City Council of the City of Benicia approves the expenditure not-to-exceed \$31,365.47 from the Supplemental Law Enforcement Services Fund account number 036-7036-9125 for the purchase of one police patrol vehicle.

* * * * *

On motion of Council Member _____, seconded by _____, 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 21st day of February, 2012, and adopted by the following vote:

Ayes:
Noes:
Absent:

Elizabeth Patterson, Mayor

ATTEST:

Lisa Wolf, City Clerk

**AGENDA ITEM
CITY COUNCIL MEETING DATE - FEBRUARY 21, 2012
CONSENT CALENDAR**

DATE : February 3, 2012
TO : City Manager
FROM : Public Works and Community Development Director
SUBJECT : **ACCEPTANCE OF LAKE HERMAN WATERLINE CATHODIC (ANTI-CORROSION) PROTECTION PROJECT**

RECOMMENDATION:

Adopt a resolution accepting the Lake Herman Waterline Cathodic Protection Project as complete, including approval of Change Order No. 1, 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 cathodic protection rehabilitation project for three separate pipelines that run between the City's Water Treatment Plant, Lake Herman, and Valero Refinery, protects the buried water pipelines from corrosion. 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 \$119,378.05, of a budgeted amount of \$120,901 from the Water Enterprise Fund.

BUDGET INFORMATION:

The Lake Herman Waterline Cathodic Protection Project budget and expenditures are as follows:

Project Budget

Construction Contract.....	\$109,910.00
Construction Contingency	<u>10,991.00</u>
Total Construction Budget	\$120,901.00

Project Expenditures

Original Construction Contract, per Resolution No. 11-64.....	\$109,910.00
Change Order No. 1*	<u>9,468.05</u>

**Use of a vacuum excavator, shoring and backfill was needed in one area*

Final Construction Cost..... \$119,378.05

The final construction cost is \$119,378.05, which includes \$9,468.05 for Change Order No. 1. The total change order amount represents an 8.6% increase from the original construction contract amount, which is within the anticipated range for construction projects. Sufficient funds are available in Account Nos. 596-8259-9960 (Water Major Capital Projects Fund) and 045-8045-9896 (Water Capital Connection Projects).

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:

The contractor completed the Lake Herman Waterline Cathodic Protection Project to the satisfaction of the City. It is recommended, therefore, that Council accept this project as complete, including Change Order No. 1.

Attachments:

- Proposed Resolution
- Notice of Completion

RESOLUTION NO. 12-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA ACCEPTING THE LAKE HERMAN WATERLINE CATHODIC PROTECTION PROJECT AS COMPLETE, INCLUDING APPROVAL OF CHANGE ORDER NO. 1, 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. 11-64, City Council awarded the Lake Herman Waterline Cathodic Protection Project to Farwest Corrosion Control Company of Hayward; and

WHEREAS, during the course of construction Contract Change Order No. 1, in the amount of \$9,468.05, was necessary to address unforeseen additional work; and

WHEREAS, Farwest Corrosion Control 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 \$119,378.05, including Change Order No. 1.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia hereby accepts the Lake Herman Waterline Cathodic Protection Project as complete for a final construction cost of \$119,378.05 (to be funded 50% 596-8259-9960 and 50% 045-8045-9896).

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 21st day of February, 2012, and adopted by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

Recorded at the request of:
CITY OF BENICIA

After recording return to:
CITY OF BENICIA
ATTN: ASSISTANT 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:

Lake Herman Raw Water Transmission Line, located in easements across miscellaneous properties in the City of Benicia, County of Solano, State of California.

Nature of title as stated owner: Easements.

2. A work of improvement known as the **Lake Herman Waterline Cathodic Protection Project** at the property described was completed and accepted by the City Council of the City of Benicia on February 21, 2012.
3. The name of the contractor for the improvement is **Farwest Corrosion Control Company of Hayward, 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 - FEBRUARY 21, 2012
CONSENT CALENDAR

DATE : February 3, 2012
TO : City Manager
FROM : Parks and Community Services Director
SUBJECT : **ACCEPTANCE OF THE PLASTERING OF THE JAMES LEMOS DIVE POOL, INCLUDING CHANGE ORDERS**

RECOMMENDATION:

Adopt a Resolution accepting the plastering of the James Lemos dive pool at 181 East J Street, including final change orders as complete, authorizing the City Manager to sign the Notice of Completion, and authorizing the City Clerk to file said notice with the Solano County Recorder.

EXECUTIVE SUMMARY:

The James Lemos dive pool plastering project consisted of removal and replacement of the plaster, lighting and ADA upgrades to the pool entry. The work to perform this project has been completed to the satisfaction of City staff.

BUDGET INFORMATION:

The City Council in the 2011-12 Capital Improvement budget approved \$100,000 from the facility maintenance account number 113-9205-9625 for this project. After the bidding process was completed additional funds were required to move forward with the project. On December 6, 2011, City Council approved the transfer of \$13,553 from account number 113-9205-9640 to account number 113-9205-9625 to assist with funding.

The James Lemos dive pool plastering project has the following budget:

Account No.	Account Name	Fund Balance
113-9205-9625	Facility Maintenance	\$100,000
113-9205-9640	Facility Maintenance	\$13,553
Total Project Budget		\$113,553

A summary of the expenditures is outlined below:

Project Expenditures

Total Budget	\$113,553
Construction Contract	\$103,021
Bid Documents	\$ 230
Proposed Change Order (see exhibit A, list 1)	<u>\$ 1,800</u>
Total Project Expenditures	\$105,051
Total Remaining Contingency Fund Balance	\$ 8,502

The remaining contingency balance of \$8,502 will be transferred back to account #113-9205-9640 (Facility Maintenance-park and playground improvements).

STRATEGIC PLAN:

Relevant Strategic Plan Goals and Strategies:

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

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

- Strategic Issue 5: Maintain and Enhance a High Quality of Life
 - Strategy 1: Provide community activity centers

BACKGROUND:

On December 6, 2011, the Benicia City Council awarded Burkett's Pool Plastering Inc. a contract for the James Lemos dive pool plastering project. The scope of this project included: removing and replacing plaster, installation of a new gutter tile and depth markers, LED lighting, replacement of drain inlets and entrapment inlets, and Health Department plans and permits. All construction was completed in January 2012, and has been performed to the satisfaction of City staff.

In order to complete the project it was necessary to perform additional work and it is recommended that Council approve the contract changes shown on Exhibit A, List 1, detailing the \$1,800 worth of changes needed to be performed by the contractor.

Attachments:

- ❑ Proposed Resolution
- ❑ Exhibit A
- ❑ Notice of Completion

RESOLUTION NO. 12-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA AUTHORIZING THE DIRECTOR OF PARKS & COMMUNITY SERVICE TO EXECUTE, ON BEHALF OF THE CITY, CONTRACT CHANGE ORDERS AFFIRMING STAFF-AUTHORIZED COSTS WITH BURKETT'S POOL PLASTERING INC. OF RIPON, CALIFORNIA FOR CONSTRUCTION CONTRACT SERVICES FOR THE JAMES LEMOS DIVE POOL REPLASTERING PROJECT, AND ACCEPTING THE JAMES LEMOS DIVE POOL PLASTERING PROJECT AT 181 EAST J STREET, AUTHORIZING THE CITY MANAGER TO SIGN THE NOTICE OF COMPLETION AND CITY CLERK TO FILE SAME WITH THE SOLANO COUNTY RECORDER

WHEREAS, on December 6, 2011, by Resolution No. 11- 141 the City Council awarded Burkett's Pool Plastering Inc., the construction contract for the James Lemos Dive Pool Plastering project in accordance with plans and specifications; and

WHEREAS, during construction various contract change orders and modifications are necessary due to unforeseen structural damage to the facility, and other modifications needed to accommodate the new work; and

WHEREAS, an appropriation of \$1,800 was required from the project contingency; and

WHEREAS, sufficient funds were available in the construction contingency to make this appropriation; and

WHEREAS, said work was completed to the satisfaction of City staff.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia hereby authorizes the Director of Parks & Community Service to execute on behalf of the City those contract change orders with Burkett's Pool Plastering Inc., for the James Lemos Dive Pool Plastering project described in the attached Summary of Contract Changes Exhibit A (List 1).

BE IT FURTHER RESOLVED that the City Council of the City of Benicia appropriates \$1,800 from the construction contingency.

BE IT FURTHER RESOLVED that the City Council of the City of Benicia hereby accepts the James Lemos Dive Pool Plastering project at 181 East J Street, as complete for final construction cost of \$104,821.

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

On motion of Council Member _____, seconded by _____, 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 21st day of February, 2012 and adopted by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

ATTEST:

Lisa Wolfe, City Clerk

EXHIBIT A—SUMMARY OF CONTRACT CHANGES

REFERENCE	DESCRIPTION	AMOUNT
LIST 1— CONTRACT CHANGE ORDERS TO BURKETT’S POOL PLASTERING APPROVED BY STAFF AND AFFIRMED BY THIS RESOLUTION		
CCO. 01	New ADA required handrails for pool entry (2)	\$1,800
Contract Changes Approved by Staff and Affirmed by This Resolution		\$1,800

Recorded at the request of:

CITY OF BENICIA

After recording return to:

CITY OF BENICIA
PARKS & COMMUNITY SERVICES
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:

JAMES LEMOS POOL, 181 EAST J STREET, BENICIA, CA 94510

2. The nature of City's ownership to the property is fee simple.
3. A work of plastering the dive pool on the property herein above described was completed and accepted by the City Council of the City of Benicia at a regular meeting thereof on February 21, 2012.
4. The name of the contractor for such improvements was Burkett's Pool Plastering Inc.

CITY OF BENICIA

Dated: _____

By: _____
Brad Kilger, City Manager

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.

Attest: _____
Lisa Wolfe, City Clerk

AGENDA ITEM
CITY COUNCIL MEETING DATE - FEBRUARY 21, 2012
CONSENT CALENDAR

DATE : February 3, 2012

TO : City Manager

FROM : Public Works and Community Development Director

SUBJECT : **ADDITION OF FOOTNOTES TO WASTEWATER PRETREATMENT LOCAL LIMITS TABLE AS REQUIRED BY REGULATORY AGENCIES**

RECOMMENDATION:

Adopt a resolution modifying the pretreatment local limits table for pollutants contained in wastewater discharge.

EXECUTIVE SUMMARY:

This action approves minor modifications to the pretreatment local limits table for the City's pretreatment program, as required by the Regional Water Quality Control Board. The local limits table governs nonresidential discharges to the wastewater treatment plant. It provides clarification of pretreatment local limits for industrial and commercial customers that use water in any process of their business that results in a wastewater discharge. There were no changes made to the numerical limits themselves.

BUDGET INFORMATION:

There are no direct budget impacts associated with this action.

GENERAL PLAN:

Relevant General Plan Goals:

- ❑ Overarching Goal of the General Plan: Sustainability
- ❑ Goal 2.28: Improve and maintain public facilities and services

STRATEGIC PLAN:

Relevant Strategic Plan Issues and Strategy:

- ❑ Strategic Issue #1: Protecting Community Health and Safety
 - Strategy #5: Promote community and personal health
- ❑ Strategic Issue 4: Preserving and Enhancing Infrastructure

BACKGROUND:

The Environmental Protection Agency (EPA), under the provisions of the Clean Water Act, requires the City to conduct a pretreatment program as part of the National Pollutant Discharge Elimination System (NPDES) permit for the wastewater treatment plant. A pretreatment program regulates the wastewater discharge from businesses in an effort to protect City facilities, staff, the public, and/or the environment from potentially toxic pollutants, such as byproducts from manufacturing operations. Pretreatment Local Limits refers to a list of toxic pollutants of concern and their maximum concentration limit by any discharger for admission into the City's wastewater system.

As part of the pretreatment program, the Regional Water Quality Control Board (RWQCB) required the City to establish technically based limitations for pollutants contained in wastewater discharge. Any industrial or commercial customer that is connected to the City's wastewater system is required to adhere to these limits. In 1990, the City established local limits via Resolution No. 90-36, which was also approved by the EPA and RWQCB. The City's most recent evaluation of local limits, based on EPA's local limits guidelines, determined no changes in the concentration limits were necessary. This evaluation was submitted to the RWQCB in December 2008. The attached proposed resolution incorporates the EPA and RWQCB pretreatment program inspectors' recommended minor changes to the local limits table involving the additional footnotes. The changes include listing three definitions of how limits are calculated and analyzed. There were no changes made to the numerical limits themselves.

Attachment:

- Proposed Resolution including Exhibit "A"

RESOLUTION NO. 12-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA SETTING
PRETREATMENT LOCAL LIMITS FOR POLLUTANTS CONTAINED IN
WASTEWATER DISCHARGE**

WHEREAS, Chapter 13.50.070 (Pollutant Limitations and Local Limits) of the Municipal Code states that no person shall discharge wastewater containing toxic or poisonous substances in sufficient quantity to create a hazard; and

WHEREAS, Chapter 13.50.070 provides that the City may from time to time by resolution set limits on other pollutants or on users to control the quality of wastewater discharge; and

WHEREAS, consistent with state and Federal law and the City's Pretreatment Program, the City adopted Resolution 90-36 which established local limits; and

WHEREAS, the City's most recent evaluation of local limits, based on the Environmental Protection Agency's (EPA) local limits guidelines, determined no changes in the concentration limits were necessary. This evaluation was submitted to the Regional Water Quality Control Board (RWQCB) in December 2008; and

WHEREAS, this resolution incorporates the EPA and RWQCB pretreatment program inspectors' required changes to add footnotes and definitions in the City's local limits table.

NOW, THEREFORE, BE IT RESOLVED THAT by the City Council of the City of Benicia that the local limits for pollutants in wastewater discharge are as shown in Exhibit "A".

BE IT FURTHER RESOLVED THAT the pollutants and limits listed in Exhibit "A" shall replace all limits set by previous resolutions.

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 21st day of February, 2012 and adopted by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

RESOLUTION NO. 12 - (Continued)

Exhibit "A" – Pretreatment Local Limits

<u>NONCONVENTIONAL POLLUTANT</u>	<u>LOCAL LIMIT¹, mg/L</u>
Arsenic • • • • • • • •	0.5
Cadmium • • • • • • • •	0.1
Chromium (total) • • • • • • • •	2.0
Copper • • • • • • • •	3.0
Lead • • • • • • • •	1.0
Mercury • • • • • • • •	0.02
Nickel • • • • • • • •	1.0
Silver • • • • • • • •	0.30
Zinc • • • • • • • •	1.0
Phenolic Compounds • • • • • • • •	10.0 ³
Polynuclear aromatic hydrocarbons (PAHs) ² • • • • • • • •	3.0
Cyanide • • • • • • • •	0.3
<u>CONVENTIONAL POLLUTANT</u>	<u>LOCAL LIMIT¹, mg/L</u>
Temperature • • • • • • • •	104 degrees F
pH (units) • • • • • • • •	6.0 – 9.0
Oil & Grease • • • • • • • •	100
Sulfides (dissolved) • • • • • • • •	0.1

The Public Works and Community Development Director shall determine, on an individual basis, the maximum allowable concentration of potentially toxic material not listed.

Footnotes:

¹ Local Limits will be applied using the daily maximum limit definition below, except pH and temperature, which will be applied using the instantaneous limit definition:

Daily Maximum Limit. The maximum allowable discharge limit of a pollutant during a calendar day. Where Daily Maximum Limitations are expressed in units of mass, the daily discharge is the total mass discharged over the course of the calendar day. Where Daily Maximum Limits are expressed in terms of a concentration, the daily discharge is the arithmetic average measurement of the pollutant concentration derived from all measurements taken that calendar day.

Instantaneous Limit. The maximum or minimum concentration of a pollutant allowed to be discharged at any time, determined from the analysis of any discrete or composited sample collected, independent of the User flow rate and the duration of the sampling event.

All analysis must be performed by a Department of Public Health-Environmental Laboratory Accreditation Program (DPH-ELAP) certified laboratory-using methods approved in 40 CFR part 136, et al.

² PAHs are polynuclear aromatic hydrocarbons defined by test procedures in 40 CFR 136.

³ Phenolic Compounds local limit may be the concentration limit listed or a load allocation as determined by the Public Works and Community Development Director.

**AGENDA ITEM
CITY COUNCIL MEETING DATE - FEBRUARY 21, 2012
CONSENT CALENDAR**

DATE : February 13, 2012

TO : City Council

FROM : City Attorney

SUBJECT : **SECOND READING OF AN ORDINANCE AMENDING SECTION 2.04.010 (MEETING TIME AND PLACE) OF CHAPTER 2.04 (CITY COUNCIL) OF TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE BENICIA MUNICIPAL CODE**

RECOMMENDATION:

Adopt the ordinance amending Section 2.04.010 regarding the City Council's meeting times and places.

EXECUTIVE SUMMARY:

The Municipal Code currently provides for the regular meetings of the City Council to begin at 7 p.m. This ordinance would establish a 6 p.m. start for regular meetings for the closed session portion of the agenda. It would also establish an addition regular meeting date on the fourth Tuesday of each month. These meetings would be canceled if not needed.

BUDGET INFORMATION:

N/A

GENERAL PLAN:

N/A

STRATEGIC PLAN:

N/A

BACKGROUND:

At the February 7, 2012 City Council meeting the Council introduced the ordinance to amend Section 2.04.010 of the Benicia Municipal Code. This section establishes the meeting times and places for the City Council. Having the regular meeting start at 6 p.m. allows for a standing closed session time from 6 p.m. to 7 p.m. If the time were not needed for a closed session, the 6 p.m. portion of the meeting would be cancelled. The ordinary business would commence at 7 p.m. whether or not there is a closed session.

The fourth Tuesday will generally be used as a time for workshops and study sessions. Having the fourth Tuesday designated as a regular meeting will give the Council flexibility to use the time for closed sessions on executive compensation. This meeting could also be canceled if it is not required.

With both the fourth Tuesday and the 6 p.m. start established as regular times for the Council to meet, it will be easier for the public, Council and staff to plan for meetings and to minimize having to poll the Council for extra meeting dates.

Attachment:

- Ordinance

CITY OF BENICIA

ORDINANCE NO. 12-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BENICIA AMENDING SECTION 2.04.010 (MEETING TIME AND PLACE) OF CHAPTER 2.04 (CITY COUNCIL) OF TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE BENICIA MUNICIPAL CODE

NOW , THEREFORE, THE CITY COUNCIL OF THE CITY OF BENICIA DOES ORDAIN as follows:

Section 1.

Section 2.04.010 (Meeting Time and Place) of Chapter 2 (City Council) of Title 2 (Administration and Personnel) of the Benicia Municipal Code is amended to read as follows:

2.04.010 Meeting time and place.

A. The regular meeting of the city council shall be held the first, third and fourth Tuesdays of each month at the hour of 6:00 p.m. The hour from 6 p.m. to 7 p.m. shall be reserved for closed sessions on the first and third Tuesdays. If a closed session is not required, the regular meeting shall start at 7 p.m. The fourth Tuesday will be devoted to workshops, study sessions, or closed sessions to the extent possible and will be canceled if not required.

B. The place of the regular meeting is the Council Chambers, City Hall, 250 East L Street, Benicia, California. The location of the meeting may be changed by the City Manager if it appears:

1. The Council Chamber is not large enough to accommodate the number of persons likely to attend any meeting; or
2. Special facilities in accordance with Title 4 of the Benicia Municipal Code are required for a particular meeting.

C. Special meetings shall be held in accordance with Title 4 of the Benicia Municipal Code.

* * * * *

On motion of Council Member _____, seconded by Council Member _____, the foregoing ordinance was introduced at a regular meeting of the City Council on the 7th day of February, 2012, and adopted at a regular meeting of the Council held on the 21st day of February, 2012, by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

**AGENDA ITEM
CITY COUNCIL MEETING DATE - FEBRUARY 21, 2012
CONSENT CALENDAR**

DATE : February 14, 2012
TO : City Council
FROM : City Attorney
SUBJECT : **ACCEPTANCE OF THE ANNUAL REPORT OF 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:

N/A.

GENERAL PLAN:

N/A.

STRATEGIC PLAN:

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

BACKGROUND:

The officers for the Open Government Commission for 2011 were Jim Wallace, Chair; James Pucci; Vice Chair; Annie Lloyd Sergeant at Arms; Anthony Shannon, Commissioner and Larry Fullington Commissioner.

The officers for the Open Government Commission for 2012 are: Chair Jim Wallace, Vice Chair Jim Pucci, Commissioner Annie Lloyd, Commissioner Carol Langford and Commissioner Larry Fullington.

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

- Last year the commission recommended to Council amending section 1.42.110 (Candidate Forum) of Chapter 1.42 (Contribution and Voluntary Spending Limits). This change in the ordinance was prompted to prevent a conflict with other events of general interest occurring in, or of interest to the voters of the City of Benicia. It allows flexibility with the date of the Candidate Forum to include Friday or Sunday before the general election. Council adopted the Ordinance at the July 5, 2011 council meeting.
- The Candidate Forum was held on November 5, 2011 at 8:00 a.m. The forum was well attended by the public. The Open Government Commission did a great job moderating the forum.
- Members of the public requested that the Commission discuss in more detail independent expenditures relating to campaign ordinances. A memo was drafted by Steven Churchwell regarding the disclosure of political ads in city elections. It was determined by the commissioners to revisit this issue after the November 2011 election.
- The Commission reviewed an email from a citizen regarding campaign reporting. The Commission requested a table of campaign spending be prepared so they could review the data and address the citizens concerns. The City Attorney had summer staff prepare a breakdown of spending amounts of the candidates for a five-year period. After review, the Commission requested additional information as well as some clarification be made to reconcile the figures. Some additional information was included on the table such as who won the election, contribution by type and time. The Commission is considering a proposal that Section 1.40.030 Campaign Disclosure in Candidate Election (Ordinance No. 07-18) be amended to add a section C (Monies received from outside source). This issue is still being discussed.
- The Commission was asked by members of the public to consider the application of the Open Government ordinance to groups who receive city funding. The proposal was considered when it was first drafted but ultimately was rejected. The commissioners declined to apply the open government to non-profits at this time but may consider in the future.
- The Commission brainstormed several ideas on how to get residents more involved in Open Government. Commission members created a sub-committee and several ideas were noted and will be discussed at future meetings.

VII.G.2

AGENDA ITEM
CITY COUNCIL MEETING DATE - FEBRUARY 21, 2012
CONSENT CALENDAR

DATE : February 14, 2012

TO : City Manager

FROM : Administrative Services Director

SUBJECT : **EMPLOYMENT EXTENSION REQUEST FOR INTERIM FINANCE DIRECTOR WILLIAM ZENONI AND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT**

RECOMMENDATION:

1) Adopt a resolution requesting an extension from the California Public Employees' Retirement System (CalPERS) to permit William Zenoni to continue his temporary employment with the City of Benicia as Interim Finance Director; and 2) authorize, by motion, amendment to the professional services agreement with William Zenoni and authorize the City Manager to execute the agreement.

EXECUTIVE SUMMARY:

In November of 2011, the City contracted with William Zenoni as Interim Finance Director. At that time, Mr. Zenoni was retired and receiving benefits from CalPERS. CalPERS regulations permit a retired member to work for a CalPERS-covered employer for a limited duration without having to be reinstated into the retirement system provide the temporary employment does not exceed 960 hours during the fiscal year. CalPERS regulations also allow for an extension of the 960 hour limit by adoption of a resolution requesting an extension. While the recruitment for a permanent Finance Director is underway, it is expected that the person who is ultimately appointed will not be able to start prior to Mr. Zenoni reaching the 960-hour limit.

STRATEGIC PLAN:

- Strategic Issue #3 – Strengthening Economic and Fiscal Conditions

BUDGET INFORMATION:

Funding for the contract amendment is available in the Finance Department budget via savings from the vacant Finance Director position.

BACKGROUND:

The City's former Finance Director announced his retirement in 2011. A recruitment was undertaken at that time to replace him, but the City was not able to hire a suitable replacement. The City requested the former Finance

Director to stay on and he agreed to several delays in his retirement date, but then ultimately did retire. The City then entered into an agreement with Bill Zenoni for interim Finance Director services. Based on the current hours of work, Mr. Zenoni is projected to exceed the 960-hour threshold for the 2011-12 fiscal year by March 2, 2012. The recruitment for a new Finance Director is progressing, but the position will not be filled prior to the date on which Mr. Zenoni will reach his 960-hour limit. For this reason, it is recommended that the Council adopt the attached resolution requesting that CalPERS allow Mr. Zenoni to exceed the 960-hour limit and extend the period during which Mr. Zenoni may be employed, temporarily, by the City until September 30, 2012. The City is in need of his specialized skills during this interim period while the organization recruits for a Finance Director.

Attachments:

- Proposed Resolution
- Contract Amendment

RESOLUTION NO. 12-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA REQUESTING FROM THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AN EXTENSION OF TEMPORARY EMPLOYMENT UNDER GOVERNMENT CODE 21221(h) FOR INTERIM FINANCE DIRECTOR WILLIAM ZENONI

WHEREAS, William Zenoni retired from the Alameda County Water District in the position of Finance and Administration Manager effective February 28, 2006; and

WHEREAS, the City Manager of City of Benicia appointed William Zenoni as an interim appointment to the vacant position of Finance Director under Government Code Section 21221(h), during the recruitment for a permanent appointment and requiring specialized skills, effective November 14, 2011; and

WHEREAS, William Zenoni is an experienced finance manager and director with over 25 years of experience in the public sector, has reported to numerous city councils or boards of directors, and has staffed various finance committees; and

WHEREAS, the compensation for this interim appointment, over the term of the agreement, does not exceed the maximum published pay schedule of the vacant position: the base salary for this position is \$12,287 per month or \$147,444 per year, and the total compensation to be paid for this interim position will less than \$147,444.

WHEREAS, William Zenoni is expected to reach the 960-hour maximum allowed by CalPERS for temporary employment during a fiscal year on or about March 2, 2012; and

WHEREAS, due to the City's inability to complete successfully the recruitment of a new finance director because of market conditions and the need to review existing policies, practices, and organizational structure; and

WHEREAS, the City of Benicia is currently recruiting for a second time for a new Finance Director, but the appointment of the new Finance Director and the start of that person's employment is not expected to occur before William Zenoni exceeds the 960-hour threshold.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia hereby adopts this resolution requesting the CalPERS Board of Administration approve an extension in accordance with Government Code Section 21221(h) for the interim employment of William Zenoni through October 31, 2012. This appointment does not exceed 12 months, is made only once and will not continue under Government Code Sections 21224 or 21229.

* * * * *

On motion of Council Member **Schwartzman**, seconded by Council Member **Hughes**, 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 21st day of February, 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 Wolfe, City Clerk

AMENDMENT TO AGREEMENT

This Amendment of the Agreement, entered into this ____ day of February, 2012 by and between the City of Benicia, a municipal corporation (hereinafter "CITY") and William Zenoni, a sole proprietor, with his primary office located at 16780 Winchester Club Drive, Meadow Vista, California 95722 (hereinafter "CONSULTANT"), is made with reference to the following:

RECITALS:

A. On November 14, 2011 an agreement was entered into by and between CITY and CONSULTANT ("Agreement").

B. CITY and CONSULTANT desire to modify the Agreement on the terms and conditions set forth herein.

NOW, THEREFORE, it is mutually agreed by and between and undersigned parties as follows:

1. Paragraphs 2 and 3 of the Agreement are modified to read as follows:

2. The term of this Agreement shall be from November 14, 2011 to September 30, 2012, or upon reaching the "not-to-exceed" compensation amount, whichever occurs first. This Agreement may be terminated by giving written notice to the other party of that party's intention to so terminate. This Agreement shall be terminated two (2) days from and after the date of delivery or mailing of the notice, unless the notice specifies otherwise.

3. CITY agrees to pay CONSULTANT as full compensation for all services and duties performed, except as otherwise provided herein, the sum of \$100 per hour. CONSULTANT shall work up to 40 hours per week, but will typically work 24-32 hours per week. The total compensation to be paid under this amendment shall not exceed \$90,000.

2. Except as expressly modified herein, all other terms and covenants set forth in the Agreement shall remain the same and shall be in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this modification of Agreement to be executed on the day and year first above written.

William Zenoni

City of Benicia,
A Municipal Corporation

By _____
William Zenoni

By _____
Brad Kilger, City Manager

APPROVED AS TO FORM:

City Attorney

AGENDA ITEM
CITY COUNCIL MEETING DATE - FEBRUARY 21, 2012
BUSINESS ITEMS

DATE : January 30, 2012
TO : City Manager
FROM : Public Works and Community Development Director
SUBJECT : **2012 AND 2013 ROAD RESURFACING PROJECTS**

RECOMMENDATION:

Confirm the recommended streets for the 2012 Street Resurfacing Project and review the proposed streets for the 2013 project.

EXECUTIVE SUMMARY:

This year's proposed street resurfacing project includes patching/overlaying Stone Road and the flood-damaged section of Industrial Way (both locations are in the Industrial Park), patching/overlaying Rose Drive south of Columbus Parkway, and slurry sealing streets in residential neighborhoods. Streets proposed for the 2013 project have been included in this report for preliminary review and comments.

BUDGET INFORMATION:

The revenue for the Street Resurfacing Projects is as follows:

YEAR 2012

Allied Waste Fee	\$145,000
Proposition 1B ¹	\$460,000
Gas Tax	<u>\$315,000</u>
Total	\$920,000

YEAR 2013

Allied Waste Fee	\$145,000
Gas Tax ²	<u>\$755,000</u>
Total	\$900,000

Notes:

1. \$449,000 of the Prop. 1B funding is cost savings from the Rose Drive Overcrossing Project and must be expended by June 30, 2012.
2. The \$1,070,000 total in gas tax expenditures for this 2-year budget cycle will utilize the remaining surplus in the fund balance plus revenue. \$300,000 in the gas tax fund will be available annually in future years for street repair.

The estimated expenditures for the proposed Street Resurfacing Projects are as follows:

YEAR 2012

<u>Priority</u>	<u>Project Description¹</u>	<u>Estimated Cost</u>
1	Overlay Stone Rd – E. 2 nd to Park Rd	\$625,000
2	Overlay Industrial Way – W. Channel Rd. north to culvert	\$ 65,000
3	Overlay & Patch Rose Drive – Overlay from Columbus Pkwy to I-780 overcrossing, patch south of overcrossing	\$150,000
4	Slurry Seal – E. 2 nd (H to J) & Residential Streets*	<u>\$ 80,000</u>
	Total	\$920,000

* Slurry sealing will occur primarily in the Southampton area with an emphasis on cul-de-sacs.

YEAR 2013

<u>Priority</u>	<u>Project Description¹</u>	<u>Estimated Cost</u>
1	Overlay Park Rd – Industrial Way to Stone Rd	\$320,000
2	Overlay Southampton Rd – I-780 Ramp to Bay View Villas	\$360,000
3	Overlay East K – East 4 th to East 7 th	<u>\$220,000</u>
	Total	\$900,000
<i>Alt. 1</i>	<i>Overlay E. 2nd – Rose Drive to Industrial Way</i>	<i>\$900,000</i>
<i>Alt. 2</i>	<i>Overlay Industrial Way from north of Teal to Lake Herman Rd</i>	<i>\$900,000</i>

Notes:

1. See attached map of 2012 and 2013 streets.

ENVIRONMENTAL REVIEW:

Street resurfacing is Categorically Exempt per California Environmental Quality Act Guidelines Section 15301 (c), which applies to repair and maintenance of existing roadways.

GENERAL PLAN:

Resurfacing supports the following General Plan goal:

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

STRATEGIC PLAN:

Resurfacing supports the following Strategic Plan goal:

- Strategic Issue 4: Preserving and Enhancing Infrastructure.

BACKGROUND:

SELECTION CRITERIA

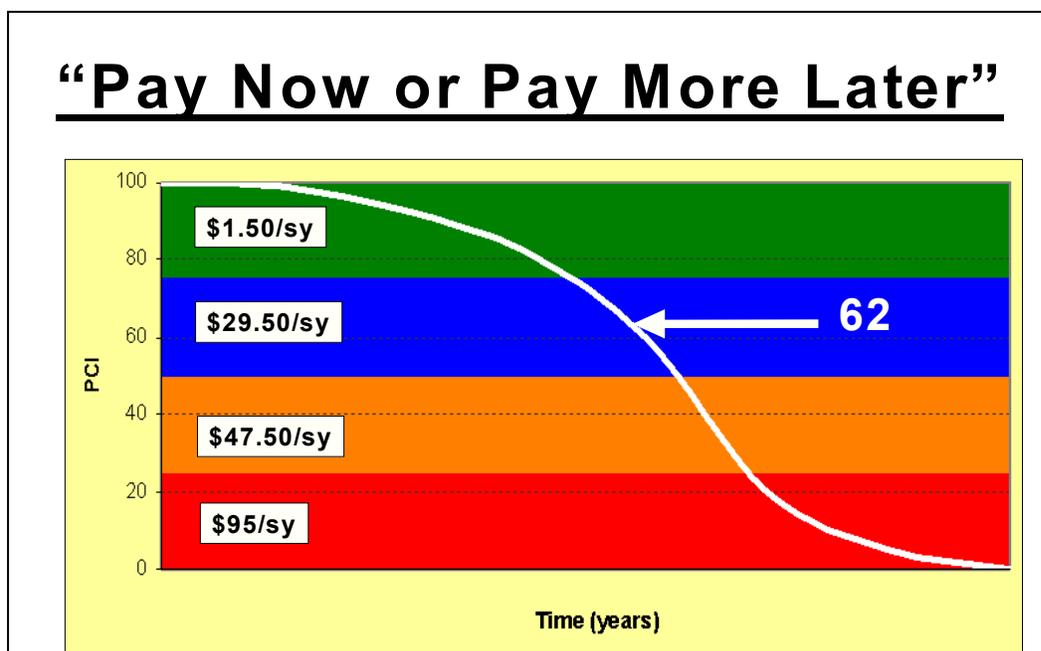
The streets proposed for 2012 and 2013 have been selected based primarily upon the following criteria: pavement condition index, pavement life cycle cost, street functional classification, traffic loading, economic development potential, and equitable distribution of repairs throughout the community. Following is a description of each of these criterions.

Pavement Condition Index

The pavement condition index (PCI) and pavement life cycle costs criteria are closely linked and were the initial criteria considered. The PCI is a rating system that assigns a street a number on a scale from 0 to 100 and an associated descriptor based upon its condition (i.e. 100-90 "Excellent," 90-70 "Good," 70-50 "At Risk," 50-25 "Poor," 25-0 "Very Poor/Failed.") Benicia's streets are rated every two years as part of the biennial update of the City's Pavement Management Program. Per the last update in January 2011, the average PCI for streets in Benicia is 62, which is in the "At Risk" range.

Pavement Life Cycle Cost

The cost to repair asphalt concrete surfacing increases exponentially over its life cycle. For example, a street with a PCI of 70 can be slurry sealed for \$1.50/sq yd; a street with a PCI of 60 can be overlaid with a thin section of asphalt for \$29/sq yd; a street with a PCI below 50 should be patched and then overlaid with a thick section of asphalt concrete at a cost of \$47.50/sq yd or may need to be completely reconstructed for \$95/sq yd (See graphic below.)



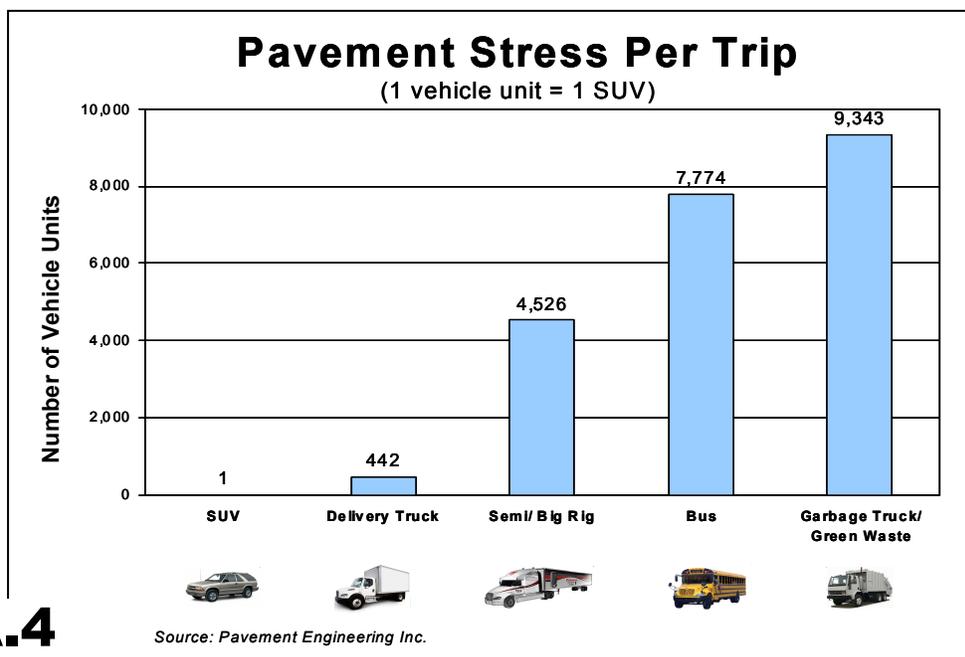
Ideally, all the streets would be slurry sealed before their PCIs dropped below 70. However, many streets have been damaged because they do not have the structural strength needed to carry the current traffic loading (slurry sealing provides a new wearing surface but does not strengthen the road). Streets have also deteriorated because there was insufficient funding to perform all the needed repairs in the street network. According to the 2011 Pavement Management Program, Benicia has a current backlog of \$32.5 million in street repairs.

Street Functional Classification

Benicia's street network includes residential, collector, and arterial streets. Arterial streets link residential, commercial, and industrial districts with the highway system. Examples include E. 2nd, Military, and Southampton Road. Arterials are considered the most critical to maintain in serviceable condition because they carry higher traffic volumes, have higher speed limits, link to essential core common destinations, and need to be traveled at high speeds by emergency responders. Collectors connect residential streets to arterials and carry less traffic, so they are second in priority. Examples include East H Street, Solano Drive, and West 5th Street. Residential streets provide direct access to the adjacent properties and carry the least amount of traffic. While they are third in priority, most residential streets in Benicia can be slurry sealed at a fraction of the cost to patch and overlay collectors and arterials.

Traffic Loading

Large vehicles (i.e. delivery trucks, big rigs, buses, garbage trucks) stress pavement from 400 to 9,000 times more than sports utility vehicles and are the leading cause of pavement failure. Damaged streets that carry a higher percentage of trucks will deteriorate much faster than other streets in a similar condition. (See graphic below.)



Economic Development Potential

Obtaining sufficient funding is the primary challenge facing Benicia for maintaining streets and serving the public in general. Repairing streets in the Industrial Park and commercial districts to a Good condition can help retain and attract businesses that generate revenue for the City.

Equitable Distribution

Historically the resurfacing program has repaired streets throughout all sectors of the City to ensure geographic fairness and equity.

SUMMARY:

The following streets are proposed for 2012 and 2013 and were selected using sound engineering judgment combined with the criteria identified above:

Year 2012

Overlay Stone Rd (E. 2nd to Park Rd) – Stone Road is essential for internal circulation in the Industrial Park, is in the Fair/Poor range, and carries a high percentage of trucks. Patching and overlaying at this time will prevent the need for a costlier full depth reconstruction in the near future. Good streets in the Industrial Park are an important component of the City's economic development strategy and will help retain and attract businesses.

Overlay Industrial Way (W. Channel Rd. north to culvert) – This section of Industrial Way is rated Poor due to flood damage (which users have been subject to), is on an arterial, and carries a high volume of truck traffic. It can be patched and overlaid at this time, and if maintenance is deferred a full reconstruction may be needed in the future.

Overlay & Patch Rose Drive (south of Columbus) -- This work consists of patching and overlaying Rose from south of Columbus Parkway to the bridge over I-780 and patching south of the bridge to the entrance of the Benicia State Recreation Area. This section of Rose is on a high volume arterial that connects the Southampton area to I-780 and is on a commercial corridor. These repairs would complement the recently completed Columbus Parkway overlay.

Slurry Seal (E. 2nd from H to J & Residential Streets) — Residential streets are periodically slurry sealed (the most desirable and cost effective treatment) as a preventative maintenance measure. This work will ensure neighborhoods receive their fair share of street repairs. Most of the 2012 slurry sealing work will be in the Southampton area with an emphasis on cul-de-sacs.

Year 2013

Overlay Park Rd (Industrial Way to Stone Rd) -- Park Road is an arterial in the Industrial Park that is in the Poor range and carries a high percentage of trucks.

Patching and overlaying at this time will prevent the need for a costlier full depth reconstruction in the near future. Good streets in the Industrial Park are an important component of the City's economic development strategy and will help retain and attract businesses.

Overlay Southampton Rd (1780 Ramp to Bay View Villas) – This section of Southampton is in Poor condition, on an arterial, serves a large residential area, is on the primary route to the middle school, and fronts on a major commercial development. Repairing this section of Southampton will benefit many users and businesses.

Overlay East K (East 4th to East 7th) – East K is one of the few residential streets with a Failed rating. Repairing this street will provide residents with much-needed relief and ensure a residential area is repaired in the 2013 program.

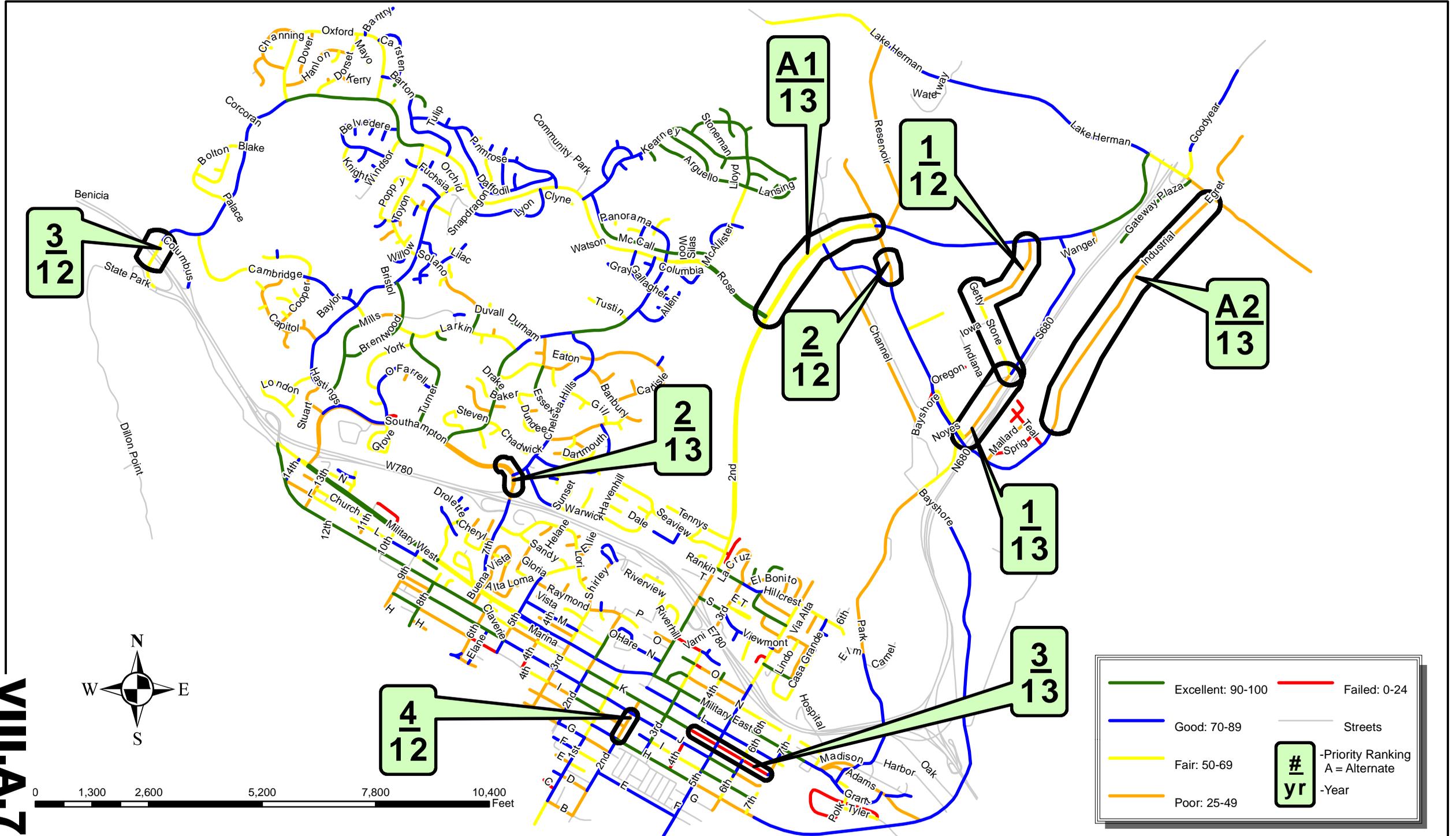
Alternative 1: Overlay E. 2nd (Rose Drive to Industrial Way) – This section of Rose is a high volume arterial that is in Fair condition. Due to its width, the repairs will cost approximately \$900,000, which is the total amount allocated for the 2013 budget.

Alternative 2: Overlay Industrial Way (from north of Teal to Lake Herman Rd) – This section of Industrial Way is an arterial, in Poor condition, carries a high volume of trucks, and is located in the Industrial Park. Repairing it will cost at least \$900,000, which is the total amount allocated for the 2013 budget.

Attachment:

- Map of Proposed 2012 and 2013 Street Resurfacing Projects

Benicia Street Network PCI Ratings With Proposed Projects for 2012 and 2013



AGENDA ITEM
CITY COUNCIL MEETING DATE - FEBRUARY 21, 2012
BUSINESS ITEMS

DATE : February 7, 2012

TO : City Manager

FROM : Acting Economic Development Manager

SUBJECT : **APPROVAL OF AMENDMENT NO. 2 TO FEE DEFERRAL PAYMENT AGREEMENT - HOLIDAY INN EXPRESS**

RECOMMENDATION:

Adopt the proposed resolution approving Amendment No. 2 to the Fee Deferral Payment Agreement with Suraj Investment Group LLC.

EXECUTIVE SUMMARY:

The ownership group of the Holiday Inn Express, located on East 5th Street, has requested an amendment to their 2006 Fee Deferral Agreement. Due to the current challenging economic climate, Mr. Hiten Suraj of the Suraj Investment Group LLC has requested to extend the term of the agreement, originally ending in 2013 to March 2019. The amendment maintains the interest rate of 5.125% and requires a monthly repayment instead of an annual lump-sum payment.

BUDGET INFORMATION:

The existing fee deferral agreement with the Suraj Investment Group, deferred the Capital License Tax, Traffic Impact, Sewer and Water Fees for the Holiday Inn Express Hotel Project located on East 5th Street, totaling \$213,388.00. The current remaining principal balance is \$141,643. The proposed extended deferral amendment would continue the original interest rate of 5.125% that would generate \$32,110 in interest by 2019.

STRATEGIC PLAN:

Relevant Strategic Issues and Strategies:

- Strategic Issue 3: Strengthening Economic and Fiscal Conditions
 - Strategy 3: Retain and Attract Business
 - Action 3(b): Continue and expand business support tools and policies that balance sustainability with economic vitality.

BACKGROUND:

In April of 2005 the City Council approved the Fee Deferral Agreement with the Suraj Investment Group, deferring payment of the Capital License Tax, Traffic Impact, Sewer and Water Fees. The deferrals were requested by the investment group as a way to improve the financial feasibility of the project. Due to the nature of the hotel project, the fee deferral request was consistent with the City's Fee Deferral Program established in 1995, which requires the creation of 10 full-time jobs or positions that pay an annual wage of at least \$10.00 per hour. The hotel project went on to employ 10-12 people in salaries that range from \$20,000 to \$50,000 per year, including housekeeping staff (5), front-desk staff (6), and managers (1-2). In addition, the project has exceeded its 2005 Transient Occupancy Tax ("TOT") estimates of \$84,000/year.

Under the original agreement the Suraj Investment Group was scheduled to make annual payments of \$26,666 plus interest until the year 2013. Due to the current economic climate making those payments has proved difficult. As a result, the Suraj Investment Group has requested the City extend the term of the repayment period to 2019. In response to this request City staff has conditioned the extension on a new monthly payment schedule. The proposed monthly payment schedule will begin with monthly payments of \$1,000 in year 1 and escalate each year to \$2,650 per month in the final year of the extension. The purpose of this escalation schedule is to facilitate better cash flow for the Investment Group while providing time for them to weather the current economic climate.

Staff recommends approval of the fee deferral and that the City Manager be authorized to negotiate and execute an agreement.

Attachments:

- Proposed Resolution
- Amendment No. 2 to Fee Deferral Payment Agreement

RESOLUTION NO. 12-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING AMENDMENT NO. 2 TO THE FEE DEFERRAL AGREEMENT WITH SURAJ INVESTMENT GROUP, LLC FOR THE HOLIDAY INN EXPRESS HOTEL PROJECT

WHEREAS, the Holiday Inn Express Hotel Project was one of the City's 2004-05 Priority Projects; and

WHEREAS, on April 5, 2005 the City Council adopted Resolution No. 05-44 approving a Fee deferral agreement with Hiten Suraj of the Suraj Investment Group, LLC, owner of the East 5th Street Hotel Project; and

WHEREAS, that Agreement deferred the Capital License Tax, Traffic Impact Fee, Sewer Fee and Water Fee totaling \$213,328.00 for eight years; and

WHEREAS, on September 19, 2006 the Agreement was amended by both parties; and

WHEREAS, due to the strains of the current economy, the Suraj Investment Group have requested a second amendment, extending the free deferral term to 2019; and

WHEREAS, City staff recommends extending the free deferral term conditioned with a monthly repayment plan; and

WHEREAS, staff has determined that this request is consistent with the City's Fee Deferral Program, and Strategic.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia approves the fee deferral request from Suraj Investment Group, LLC for the Holiday Inn Express Hotel Project and authorizes the City Manager to execute an amendment to the fee deferral agreement that encompasses this request and will be recorded against the property.

On motion of _____, 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 21st day of February 2012, and adopted by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

ATTEST:

Lisa Wolfe, City Clerk

**AMENDMENT No. 2
TO FEE DEFERRAL PAYMENT AGREEMENT
QUALIFIED COMMERCIAL PROJECT**

Business Owner: Suraj Investment Group LLC
Address: 1375 East 5th Street, Benicia, California
APN(s): 0088-123-110

The Parties hereby agree that the Fee Deferral Payment Agreement dated May 15, 2006, "Agreement", by and between the CITY OF BENICIA, a municipal corporation, hereinafter referred to as "City" and Suraj Investment Group, LLC, "Owner", is hereby amended as follows to clarify the terms and conditions of the Agreement.

I. Paragraphs 5, 6, 11 and 18 of the Agreement are amended to read as follows:

- 5. DEVELOPMENT FEES.** The local fees eligible for deferral are water, sewer, Capital License, and Traffic Impact, and the not-to-exceed total is \$213,328, known as the "fee deferral" or "deferred fees". The remaining principal balance, as of February 1, 2012, is \$141,643.
- 6. INTEREST AND COLLECTION FEES.** Beginning on the date of execution of this amendment and continuing during the period of deferral, which shall conclude on March 1, 2019, 5.125% simple interest shall accrue on the unpaid principal, due monthly per Exhibit "I". Should City incur any costs in collection of any amount under this agreement, City may recover such costs from Owner or any successors in interest.
- 11. TIME FOR PAYMENT OF DEFERRED FEE.** Owner agrees to pay the total amount of deferred fees plus interest and penalty, if any, to City as follows:

 - a. Fees shall be paid directly to the City monthly as per the payment authorization schedule shown on Exhibit "I" attached hereto. The monthly due date is the 1st of each month.
 - b. Fees shall be paid in full upon sale of the property. For any escrow for the sale of the property, Owner will disclose the City's lien to the purchaser and shall provide as a term of the escrow instructions that full payment shall be made to the City pursuant to this Agreement. The City shall, along with the final determination of the amount due, submit to an escrow holder with the appropriate demand, either a partial or full reconveyance deed and/or a partial or full release of the lien covering the property.

- c. Upon the refinancing of any construction or property-acquisition loan, the deferred fee shall be paid in full if the refinancing results in any cash to Owner.
- d. In the event the Owner elects to pay off the deferred fees over a shorter period of time, there shall be no penalty to do so.

18. ENTIRE AGREEMENT. This amendment in conjunction with the Agreement and First Amendment represents the entire and integrated agreement between City and Owner. This Agreement may be amended only by written instrument signed by both City and Owner.

II. Except as expressly modified herein, all other terms and covenants set forth in the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment to Agreement on _____, 2012.

CITY OF BENICIA:

SURAJ INVESTMENT GROUP LLC

BRAD KILGER, CITY MANAGER

HITEN SURAJ, PRESIDENT

APPROVED AS TO FORM:

HEATHER MCLAUGHLIN, CITY ATTORNEY

ATTEST:

LISA WOLFE, CITY CLERK

Exhibit I

Holiday Inn Express 7 Year Amortization					
		Property Tax Refund	\$141,643	Loan Date 11/09/2011	
		Interest Rate	5.125%		
		Years	<u>7</u>		
		Annual Payment	<u>Varies</u>		
		Payment	Interest	Principal	Balance
0	11/9/11				\$141,643
1	3/1/12	\$1,000	\$2,247	-\$1,247	\$142,890
2	4/1/12	\$1,000	\$622	\$378	\$142,512
3	5/1/12	\$1,000	\$600	\$400	\$142,113
4	6/1/12	\$1,000	\$619	\$381	\$141,731
5	7/1/12	\$1,000	\$597	\$403	\$141,328
6	8/1/12	\$1,000	\$615	\$385	\$140,943
7	9/1/12	\$1,000	\$613	\$387	\$140,557
8	10/1/12	\$1,000	\$592	\$408	\$140,149
9	11/1/12	\$1,000	\$610	\$390	\$139,759
10	12/1/12	\$1,000	\$589	\$411	\$139,348
11	1/1/13	\$1,000	\$607	\$393	\$138,954
12	2/1/13	\$1,000	\$605	\$395	\$138,559
13	3/1/13	\$1,500	\$545	\$955	\$137,604
14	4/1/13	\$1,500	\$599	\$901	\$136,703
15	5/1/13	\$1,500	\$576	\$924	\$135,779
16	6/1/13	\$1,500	\$591	\$909	\$134,870
17	7/1/13	\$1,500	\$568	\$932	\$133,938
18	8/1/13	\$1,500	\$583	\$917	\$133,021
19	9/1/13	\$1,500	\$579	\$921	\$132,100
20	10/1/13	\$1,500	\$556	\$944	\$131,156
21	11/1/13	\$1,500	\$571	\$929	\$130,227
22	12/1/13	\$1,500	\$549	\$951	\$129,276
23	1/1/14	\$1,500	\$563	\$937	\$128,338
24	2/1/14	\$1,500	\$559	\$941	\$127,397
25	3/1/14	\$2,000	\$501	\$1,499	\$125,898
26	4/1/14	\$2,000	\$548	\$1,452	\$124,446
27	5/1/14	\$2,000	\$524	\$1,476	\$122,970
28	6/1/14	\$2,000	\$535	\$1,465	\$121,505
29	7/1/14	\$2,000	\$512	\$1,488	\$120,017
30	8/1/14	\$2,000	\$522	\$1,478	\$118,540
31	9/1/14	\$2,000	\$516	\$1,484	\$117,055
32	10/1/14	\$2,000	\$493	\$1,507	\$115,549
33	11/1/14	\$2,000	\$503	\$1,497	\$114,052
34	12/1/14	\$2,000	\$480	\$1,520	\$112,532
35	1/1/15	\$2,000	\$490	\$1,510	\$111,022
36	2/1/15	\$2,000	\$483	\$1,517	\$109,505
37	3/1/15	\$2,500	\$431	\$2,069	\$107,436
38	4/1/15	\$2,500	\$468	\$2,032	\$105,403
39	5/1/15	\$2,500	\$444	\$2,056	\$103,347
40	6/1/15	\$2,500	\$450	\$2,050	\$101,297
41	7/1/15	\$2,500	\$427	\$2,073	\$99,224
42	8/1/15	\$2,500	\$432	\$2,068	\$97,156
43	9/1/15	\$2,500	\$423	\$2,077	\$95,078
44	10/1/15	\$2,500	\$401	\$2,099	\$92,979
45	11/1/15	\$2,500	\$405	\$2,095	\$90,884
46	12/1/15	\$2,500	\$383	\$2,117	\$88,767
47	1/1/16	\$2,500	\$386	\$2,114	\$86,653
48	2/1/16	\$2,500	\$377	\$2,123	\$84,530
49	3/1/16	\$2,500	\$344	\$2,156	\$82,374
50	4/1/16	\$2,500	\$359	\$2,141	\$80,233
51	5/1/16	\$2,500	\$338	\$2,162	\$78,071
52	6/1/16	\$2,500	\$340	\$2,160	\$75,911

**Holiday Inn Express
7 Year Amortization**

Property Tax Refund **\$141,643** Loan Date 11/09/2011
Interest Rate **5.125%**
Years **7**
Annual Payment
 Varies

		Payment	Interest	Principal	Balance
53	7/1/16	\$2,500	\$320	\$2,180	\$73,730
54	8/1/16	\$2,500	\$321	\$2,179	\$71,551
55	9/1/16	\$2,500	\$311	\$2,189	\$69,363
56	10/1/16	\$2,500	\$292	\$2,208	\$67,155
57	11/1/16	\$2,500	\$292	\$2,208	\$64,947
58	12/1/16	\$2,500	\$274	\$2,226	\$62,721
59	1/1/17	\$2,500	\$273	\$2,227	\$60,494
60	2/1/17	\$2,500	\$263	\$2,237	\$58,257
61	3/1/17	\$2,500	\$229	\$2,271	\$55,986
62	4/1/17	\$2,500	\$244	\$2,256	\$53,730
63	5/1/17	\$2,500	\$226	\$2,274	\$51,456
64	6/1/17	\$2,500	\$224	\$2,276	\$49,180
65	7/1/17	\$2,500	\$207	\$2,293	\$46,887
66	8/1/17	\$2,500	\$204	\$2,296	\$44,591
67	9/1/17	\$2,500	\$194	\$2,306	\$42,286
68	10/1/17	\$2,500	\$178	\$2,322	\$39,964
69	11/1/17	\$2,500	\$174	\$2,326	\$37,638
70	12/1/17	\$2,500	\$159	\$2,341	\$35,296
71	1/1/18	\$2,500	\$154	\$2,346	\$32,950
72	2/1/18	\$2,500	\$143	\$2,357	\$30,593
73	3/1/18	\$2,650	\$120	\$2,530	\$28,063
74	4/1/18	\$2,650	\$122	\$2,528	\$25,536
75	5/1/18	\$2,650	\$108	\$2,542	\$22,993
76	6/1/18	\$2,650	\$100	\$2,550	\$20,443
77	7/1/18	\$2,650	\$86	\$2,564	\$17,879
78	8/1/18	\$2,650	\$78	\$2,572	\$15,307
79	9/1/18	\$2,650	\$67	\$2,583	\$12,724
80	10/1/18	\$2,650	\$54	\$2,596	\$10,127
81	11/1/18	\$2,650	\$44	\$2,606	\$7,522
82	12/1/18	\$2,650	\$32	\$2,618	\$4,903
83	1/1/19	\$2,650	\$21	\$2,629	\$2,275
84	2/1/19	\$2,284	\$10	\$2,275	\$0
Totals		\$175,434	\$33,791	\$141,643	

AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS

DATE : February 14, 2012
TO : Mayor Patterson
FROM : City Manager
SUBJECT : **MAYORS' COMMITTEE MEETING**

The following information is provided for your committee report at the February 21, 2012 City Council meeting.

The Mayors' Committee meetings are held on the third Wednesday of each month at 6:30 pm. The Mayors' Committee Meeting scheduled for January 18, 2012 was cancelled due to the lack of a quorum. The agenda for the February 15, 2012 meeting, and the minutes from the December 7, 2011 meeting are attached. The next meeting date is April 18, 2012 at a location to be determined in Vacaville.

Attachments:

- ❑ February 15, 2012 Agenda
- ❑ December 7, 2011 Minutes

SOLANO COUNTY MAYORS' COMMITTEE SPECIAL MEETING

**Pietro's #1
407 Cernon Street
Vacaville, California**

**Wednesday
February 15, 2012
6:00 PM**

AGENDA

- 1. Roll Call/Call to Order**
- 2. Introductions by Mayor Hardy**
- 3. Public Comment**
(Members of the public may address the Committee on matters not listed on the agenda, but within the jurisdiction of the Committee.)
- 4. Business:**
 - A. Approval of Minutes for the December 7, 2011, Mayor's Committee Special meeting.**
 - B. Roundtable Discussion of City Issues of Mutual Interest.**
 - C. Discussion and confirmation of Mayor's Committee/Conference annual meeting schedule (proposed schedule attached)**
- 5. Adjournment**

**SOLANO COUNTY MAYORS' COMMITTEE / CONFERENCE
SCHEDULE 2012**

<u>DATE</u>	<u>COMMITTEE/CONFERENCE</u>	<u>HOST CITY/LOCATION</u>
February 15, 2012	Committee	Pietro's #1, Vacaville
April 18, 2012	Committee	TBD, Vacaville
June 20, 2012	Committee	TBD, Vacaville
August 15, 2012	Committee	TBD, Vacaville
October 17, 2012	Committee	TBD, Vacaville
December 19, 2012	Committee	TBD, Vacaville

**SOLANO COUNTY
MAYORS' SPECIAL COMMITTEE MEETING
(With City Managers)**

Hilton Garden Inn
2200 Gateway Court
Fairfield, California
Wednesday
December 7, 2011
6:00 PM

MINUTES

1. Roll Call/Call to Order

Chairperson/Mayor Jan Vick called the special meeting to order.

Mayors Present:

Elizabeth Patterson, Mayor of Benicia
Jack Batchelor, Jr., Mayor of Dixon
Harry Price, Mayor of Fairfield
Jan Vick, Mayor of Rio Vista
Pete Sanchez, Mayor of Suisun City
Steve Hardy, Mayor of Vacaville
Osby Davis, Mayor of Vallejo

Others in Attendance:

Brad Kilger, City Manager of Benicia
Hector De La Rosa, City Manager of Rio Vista
Suzanne Bragdon, City Manager of Suisun City
Laura Kuhn, City Manager of Vacaville

2. Introductions by Mayor Jan Vick:

All attendees were acknowledged and welcomed by Mayor Vick.

3. Public Comment

There were no speakers under public comment.

4. Business:

D. Approval of Minutes for the July 20, 2011, meeting:

The July 20, 2011 minutes were approved.

B. Roundtable Discussion of City Issues of Mutual Interest.

City Managers gave city updates.
General discussion of issues.

C. Holiday Gift Exchange

Attendees participated in gift exchange.

5. Adjournment

Meeting adjourned.

AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS

DATE : February 8, 2012

TO : Mayor Patterson
Council Member Strawbridge

FROM : City Attorney

SUBJECT : **ABAG COMMITTEE MEETING**

The following information is provided for your committee report at the February 21, 2012 council meeting:

- The next meeting is the Spring General Assembly on Thursday, April 19, 2012.
- The General Assembly will be held at the Oakland Marriott.
- The topic has not been finalized yet.

AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS

DATE : February 11, 2012

TO : Council Member Campbell
Council Member Strawbridge

FROM : Interim Finance Director

SUBJECT : **FINANCE COMMITTEE REPORT**

The following information is provided for your committee report at the Council meeting.

The Finance Committee held a meeting on January 27, 2012. The draft minutes from that meeting are attached for your review. The next meeting will be held on February 24, 2012. The agenda for the February 24, 2012 meeting is also attached.

Attachment:

- January 27, 2012 Meeting Draft Minutes
- February 24, 2012 Meeting Agenda

FINANCE COMMITTEE
****DRAFT** REGULAR MEETING MINUTES**
JANUARY 27, 2012 - 8:00AM

1. Call to Order at 8:05 AM

Attended by Chairperson Dennis Lowry, Vice Chairperson Lee Wines, Committee Members: Michael Clarke, Larry Grossman, Chris Carvalho; Council Members Tom Campbell, Christina Strawbridge; Treasurer Bob Langston; Staff present: City Manager Brad Kilger, Administrative Services Director Anne Cardwell; Interim Finance Director Bill Zenoni; Assistant Finance Director Abigail Urrutia. Members of the public present: Katherine Yuen of Maze & Associates, Donna Beth Weilenman, Dan Miceli and JB Davis.

2. Notice to the Public

Advised by Chairperson Lowry

3. Approval of Agenda

Approved by consensus. Larry Grossman requested that all future agendas include a review of progress made on updating the long range budget model and also a review of progress made on reformatting the monthly financial reports. The Committee concurred with this request.

4. Approval of Minutes from the meeting held on December 16, 2011

Minutes approved by consensus.

5. Review of Audited Financial statements for Fiscal Year Ended June 30, 2011

Bill Zenoni provided an overview of the Comprehensive Annual Financial Report including the audited financial statements for the fiscal year ended June 30, 2011. Mr. Zenoni also discussed the auditors Memorandum of Internal Control and introduced Katherine Yuen of Maze & Associates. Ms. Yuen reviewed the scope of the audit, the audit process and the findings resulting from the audit. Ms. Yuen stated that the auditors provided the City with an unqualified audit opinion which is the highest rating and indicates that the financial information is accurately presented. The Committee reviewed in detail the financial reports and the auditors recommendations. Ms. Yuen responded to questions from the Committee on various items in the financial statements including the calculation of fund balance, outstanding receivables, the calculation of reserves as it relates to the City's reserve policy, and the status of the enterprise and internal service funds. Ms. Yuen also discussed the information included in the Memorandum of Internal Control and the auditors required communication to the City Council. The Committee discussed the auditors comments in this document which included an analysis of the debt service coverage calculation in the Water Enterprise Fund, the status of the Marina Fund and review of certain internal accounting procedures. The Committee voted to accept the audited financial statements as presented with the recommendation that staff develop internal fund transfer and write-off procedures, interfund loans and write-off procedures and procedures for writing off loans to outside agencies.

6. Discussion of Assembly Bill 646

Anne Cardwell provided an overview of Assembly Bill 646 which was signed into law on October 9, 2011. Ms. Cardwell explained that this legislation amends the Meyers-Milias-Brown Act to require a new mandatory fact finding process. The Committee discussed the impact of this legislation on the labor negotiation process including an increased negotiations timeline and increased costs to the City.

7. Review of Status of Intermodal Fund

Discussion of this item was deferred to the February 24, 2012 meeting.

8. Review of FY 2011/12 Mid Year Budget Analysis

Bill Zenoni provided the Committee with information on revenues and expenditures as of December 31, 2011 and explained the basis for proposed adjustments to the Fiscal Year 2011-12 Budget. Mr. Zenoni explained that the proposed adjustments are minimal, that it appears that the General Fund has stabilized but that there are no significant increases in revenue forecasted. Brad Kilger stated the City needs to be prepared for fluctuations in revenues over the next several years as the economy struggles to recover and that the City's budget should be structured to weather these changes. The Committee discussed the importance of cash flow management during this period and the effort underway to update the long range budget forecasting model. The Committee voted to accept the proposed budget changes which will be presented to the City Council on February 7, 2012.

9. Review Committee Work Plan

Discussion of this item was deferred to the February 24, 2012 meeting.

10. Review Warrant Registers for Month of December 2011

Discussion of this item was deferred to the February 24, 2012 meeting.

11. Review Meeting Calendar

Discussion of this item was deferred to the February 24, 2012 meeting

12. Public Comment

There was no public comment

13. Adjournment

There be no further business, the meeting was adjourned at 10:50 AM.

The FIN... helping to steady the course through challenging financial waters.

**FINANCE COMMITTEE
REGULAR MEETING AGENDA
COMMISSION ROOM
FEBRUARY 24, 2012 - 8:00AM**

1. Call to Order

2. Notice to the Public

3. Approval of Agenda

4. Approval of Minutes from the meeting held on January 27, 2012

5. Open Government Training

The City Attorney will provide the Finance Committee with information on open government requirements.

6. Update on Status of Reformatting Monthly Financial Report

7. Update on Status of Updating Long Range Budget Model Projections

8. Update on Finance Policies

9. Review Monthly Financial Reports for Month of January 2012

10. Review Status of Intermodal Fund

The Committee requested that information be provided on the status of the City's Intermodal Fund.

Recommendation: Review and comment.

11. Review Committee Work Plan

The FY 2011-12 Finance Committee Work Plan will be reviewed.

12. Review Warrant Registers for Months of December 2011 and January 2012

A monthly audit of payments to vendors that supply services to the City of Benicia. Members of the Finance Committee review the warrant register and request that further information be provided by staff as necessary. It is encouraged that committee members submit their questions to the Finance Director prior to the meeting.

Recommendation: Review Warrant Registers

13. Review Meeting Calendar

Review meeting calendar for the remaining months of the 2011 calendar year and identify future Finance Committee discussion topics.

Recommendation: Provide suggestions and timing of future Agenda topics

14. Public Comment

15. Adjournment

The FIN... helping to steady the course through challenging financial waters.

Public Participation

The Benicia Finance 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 Finance Committee 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 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 Finance Committee.

Should you have material you wish to enter into the record, please submit it to the Finance Director.

Disabled Access

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the Human Resources Department, 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 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 Finance Committee.

Pursuant to Government Code Section 65009, if you challenge a decision of the Finance Committee 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 Finance Committee 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 Finance Committee 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.

[Posted at City Hall on February 17, 2012 at 4 PM by the Interim Finance Director.](#)

**AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : February 14, 2012

TO : Mayor Patterson
Vice Mayor Campbell

FROM : City Manager

SUBJECT : **LEAGUE OF CALIFORNIA CITIES**

The following information is provided for your committee report at the February 21, 2012 City Council meeting.

The next North Bay Division meeting is scheduled for April 19, 2012 the agenda for that meeting is not currently available.

**AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : February 14, 2012

TO : Council Member Strawbridge
Council Member Hughes

FROM : City Manager

SUBJECT : **CITY COUNCIL/SCHOOL BOARD LIAISON COMMITTEE**

The following information is provided for your committee report at the February 21, 2012 City Council meeting.

This committee meets quarterly at the Benicia Community Center located at 370 East L Street. A meeting was held on January 12, 2012 and the agenda for that meeting was previously attached. The next meeting is scheduled to be held on April 5, 2012 at 8:30 am. The agenda for that meeting is not currently available.

AGENDA ITEM
CITY COUNCIL MEETING: February 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS

DATE : February 14, 2012

TO : Vice Mayor Campbell
Council Member Schwartzman

FROM : City Manager

SUBJECT : **SKY VALLEY OPEN SPACE COMMITTEE**

The following information is provided for your committee report at the February 21, 2012 Council meeting.

The regularly scheduled meeting of February 1, 2012 was cancelled due to a lack of agenda items.

The next scheduled meeting is set to take place on May 2, 2012.

AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS

DATE : February 8, 2012

TO : Mayor Patterson
Council Member Strawbridge

FROM : City Manager

SUBJECT : **SOLANO EDC BOARD OF DIRECTORS**

The following information is provided for your committee report at the February 21, 2012 Council meeting.

The last Board of Directors meeting was held on Thursday, January 18, 2011. The agenda is attached. The minutes are not yet available.

The next Board of Directors meeting is scheduled for Wednesday, March 21, 2012 at 9:00 am at Jelly Belly Candy Company. The agenda for that meeting is not yet available.

Attachment:

- January 18, 2001 Meeting Agenda

Solano EDC
Board of Directors Meeting
Wednesday, January 18, 2012
Jelly Belly Candy Company (Corporate Offices)

AGENDA

- | | | | |
|-------------|----|---|-----------------------|
| 9:00 am | 1. | Call to Order | Scott Reynolds, Chair |
| Action Item | 2. | Approval of 11/17/11 Meeting Minutes | |
| Action Item | 3. | Treasurer's Report – Year End 2011 | Patsy Van Ouwerkerk |
| | 4. | 2012 Leadership Succession Plan | Sandy Person |
| Action Item | 5. | 2012 Board Nominations/Election | Scott Reynolds |
| | | <ul style="list-style-type: none">• Ballot tally report by staff• Board Replacement: Scott Thomas for Barry Cavanna, Syar Industries• Announce 2012 Board• Nominations for 2012 Chairman of the Board• Announce 2012 Officers | |
| | 6. | Advocacy Committee | Steve Huddleston |
| | 7. | President's Report | Sandy Person |
| | 8. | Items from Directors | |
| 10:00 am | 9. | Adjourn Meeting | |

Calendar of Events

- ◆ January 25, 2012 Annual Meeting Luncheon at Hilton Garden Inn
Keynote: Sunne McPeak, California Emerging Technology Fund

- ◆ 2012 Board of Directors Meeting Schedule:

March	21
May	16
July	18
September	19
November	21

**AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : February 14, 2012

TO : Mayor Patterson
Council Member Schwartzman

FROM : Director of Public Works and Community Development

SUBJECT : **SOLANO TRANSPORTATION AUTHORITY**

The following information is provided for your committee report at the February 21, 2012 City Council meeting.

STA Board meetings are held in the Suisun City Hall Council Chambers.
The STA Board Meeting agenda for January 11, 2012 was previously attached.

The STA Board meeting scheduled for February 8, 2012 was cancelled. The next meeting is scheduled for March 14, 2012 at Suisun City Hall and the agenda is for that meeting is not currently available.

**AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : February 14, 2012

TO : Mayor Patterson
Vice Mayor Campbell

FROM : Director of Public Works and Community Development

SUBJECT : **SOLANO COUNTY WATER AGENCY**

The following information is provided for your committee report at the February 21, 2012 City Council meeting.

The minutes for the Solano County Water Agency (SCWA) Board of Directors meeting scheduled for January 12, 2012 are attached.

The agenda for the February 9, 2012 meeting is attached, including a letter from the Director regarding the Bay Delta Conservation Plan. The SCWA also has a Delta Committee that typically meets each month directly before the regular SCWA meeting. The next meeting date is March 8, 2012.

Attachments:

- ❑ SCWA January Board Meeting Minutes
- ❑ SCWA Agenda for February 9, 2012
- ❑ Memo from David Okita regarding the BDCP

SOLANO COUNTY WATER AGENCY
BOARD OF DIRECTORS MEETING MINUTES

MEETING DATE: January 12, 2012

The Solano County Water Agency Board of Directors met this evening at the Solano County Water Agency. Present were:

Mayor Elizabeth Patterson, City of Benicia
Mayor Jack Batchelor, City of Dixon
Mayor Harry Price, City of Fairfield
Mayor Jan Vick, City of Rio Vista
Mayor Pete Sanchez, City of Suisun
Mayor Osby Davis, City of Vallejo
Supervisor Linda Seifert, Solano County District 2
Supervisor Jim Spering, Solano County District 3
Supervisor Mike Reagan, Solano County District 5
Director Bob Bishop, Solano Irrigation District
Manager Don Holdener, Maine Prairie Water District
Manager Mike Hardesty, Reclamation District 2068

CALL TO ORDER

The meeting was called to order at 7:00 P.M. by Chairman Jack Batchelor.

APPROVAL OF AGENDA

On a motion by Supervisor Reagan and a second by Mayor Patterson, the Board unanimously approved the agenda.

PUBLIC COMMENT

There were no public comments.

ELECTION OF OFFICERS AND APPOINTMENT OF EXECUTIVE
COMMITTEE FOR 2011

On a motion by Mayor Batchelor and a second by Supervisor Reagan the Board unanimously elected Director Bishop as Board Chairman and Supervisor Spering as Vice-Chairman for 2012.

Chairman Bishop appointed Mayor Batchelor, Mayor Price and Mayor Sanchez to the 2012 Executive Committee to serve with the Chairman and Vice-Chairman.

CONSENT ITEMS

On a motion by Supervisor Spering and a second by Mayor Sanchez the Board unanimously approved the following consent items:

- (A) Minutes
- (B) Expenditure Approvals
- (C) Amendment No. 1 to agreement with Clean Lakes, Inc for Campbell Lake Algaecide Treatments

- (D) Funding Request for the Cooperative Endangered Species Conservation Fund for Fiscal Year 2013
- (E) Resolution for Employer Paid Member Contributions.

BOARD MEMBER REPORTS

Manager Hardesty reported the Reclamation District No. 2068 Board had appointed Dale Crosley as the District's Director.

GENERAL MANAGERS REPORT

There were no additions to the written report.

SCWA AUDIT

Administrative Services Manager Katherine Phillips gave a report on the Fiscal Year 2010-2011 audit. There were no special circumstances or events related to the audit and the auditors gave an unqualified opinion on their report. The Agency's revenues continue to fund the operating costs. The most significant difference between the budget the Board adopted and the financial statements is the delay in billings for the NBA Alternate Intake Project. Most of the other revenues and expenditures tracked as projected. On a motion by Mayor Patterson and a second by Mayor Sanchez the Board unanimously approved the Fiscal Year 2010-2011 audit.

LEGISLATIVE REPORT

Patrick Leathers from the Gualco Group gave a report on the State's Budget. The Governor has a tax increase initiative he is promoting. The Water Bond has been delayed for two years and is scheduled for a vote in November 2012. The Water Bond is presently at \$11 billion dollars but the Administration and some key legislators desire to reduce the bond amount and possibly repay the bond with revenues other than the General Fund. Mr. Leathers provided a handout tracking bills of possible interest to the Agency.

On a motion by Mayor Patterson and a second by Manager Holdener the Board unanimously approved support of SB 200, Delta Levee Subvention Program.

DELTA REPORT

Manager Okita had no additions to his written report. Supervisor Reagan commented on a meeting between the top State and Federal leadership of the Bay Delta Conservation Plan and the five Delta Counties. The objective of the meeting was to discuss the Bay Delta Conservation Plan and the Delta Counties' concerns about their interests not being considered during the planning process. The BDCP representatives suggested the Delta Counties prioritize their concerns for further discussion and resolution. The Delta Counties plan to meet with Federal representatives in March in Washington, D.C.

TIME AND PLACE OF NEXT MEETING

The next regularly scheduled meeting will be Thursday, February 9, 2012 at 7:00 p.m. at the Solano County Water Agency offices.

ADJOURNMENT

This meeting of the Solano County Water Agency Board of Directors was adjourned
at 7:28 P.M.

David B. Okita, General Manager
and Secretary to the Board of Directors of the
Solano County Water Agency

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A-16

SOLANO COUNTY WATER AGENCY



BOARD OF DIRECTORS MEETING

DATE: Thursday, February 9, 2012
TIME: 7:00 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. CONSENT ITEMS
 - (A) Minutes: Approval of the Minutes of the Board of Directors meeting of January 12, 2012 is recommended.
 - (B) Expenditure Approvals: Approval of the January checking account register and list of checks \$500 and over to be paid is recommended.
 - (C) Amendment to Agreement with Vacaville for Multi-Use Path in the Ulatis Project Right-of-Way: Authorization of Chairman to execute an amendment to an agreement with the City of Vacaville to allow development of a multi-use path in the right-of-way from Ulatis Drive to Leisure Town Road on the Ulatis Creek unit of the Ulatis Flood Control and authorization of General Manager to execute Grant of Easement and Quit Claim documents for project is recommended.

6. BOARD MEMBER REPORTS

RECOMMENDATION: For information only.

7. GENERAL MANAGER'S REPORT

810 Vaca Valley Parkway, Suite 203
Vacaville, California 95688
Phone (707) 451-6090 • FAX (707) 451-6099
www.scwa2.com



7. **GENERAL MANAGER'S REPORT**

RECOMMENDATION: For information only.

8. **MEMBERSHIP IN REDEVELOPMENT OVERSIGHT BOARDS**

RECOMMENDATION: Appoint representative of SCWA to serve on city Redevelopment Oversight Boards.

9. **BAY DELTA UPDATE**

RECOMMENDATION: Hear report from General Manager on status of various Bay Delta issues including: the Bay Delta Conservation Plan and the Delta Stewardship Council. Provide direction to staff as appropriate.

10. **CLOSED SESSION**

With respect to every item of business to be discussed in closed session pursuant to Section 54956.9:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Solano County Water Agency, Napa County Flood Control and Water Conservation District, City of Yuba City, and County of Butte v. State Department of Water Resources; Sacramento Superior Court Case No. 34-2008-00016388 CU-BC-GDS

11. **TIME AND PLACE OF NEXT MEETING**

Thursday, March 8, 2012 at 7:00 pm 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.

SOLANO COUNTY WATER AGENCY



MEMORANDUM

Agenda Item No. 9

TO: Board of Directors

FROM: David B. Okita, General Manager

Handwritten signature of David B. Okita in black ink.

DATE: February 9, 2012

SUBJECT: Bay Delta Report

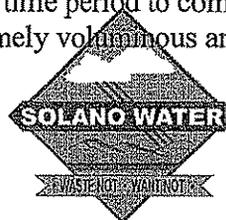
The first part of this memo is a repeat of last month's Bay Delta Report to provide background on key studies that are underway. Several are a result of the 2009 Delta legislation package. The volume of documents and amount of new information is unprecedented. The challenge is to utilize this information to both protect our interests and to seek some benefit from policies and programs that will result from these documents.

The following are short status reports on major programs SCWA staff (and County staff) are following.

Bay Delta Conservation Plan – After some controversy regarding a Memorandum of Agreement and uncertain water contractor funding of the Plan, BDCP is back on track with the Agreement fully executed and contractors agreeing to continued funding. As part of a new effort towards more transparency, BDCP is web publishing drafts of BDCP documents as they are prepared by consultants. These documents are quite voluminous, but contain much information. Staff is reviewing these documents for information on how BDCP projects and programs may affect the Agency and Solano County. The first complete draft of the BDCP is scheduled for release in late February. The EIR/EIS will follow at a later date.

Delta Stewardship Council Delta Plan – Originally scheduled for completion by the end of 2011, the Delta Plan is now scheduled to be completed in mid- 2012. A fifth draft (out of a total of seven) was published in August of last year and a draft EIR has been published. The Legislature gave the Delta Stewardship Council and the Delta Plan limited authorities, but a broad scope of issues to consider. The Delta Plan is wide ranging and many stakeholders (from all “sides”) accuse the Council of exceeding their authority. Due to the short statutory time period to complete the Delta Plan, the Plan lacks detail and analysis. The Draft EIR is extremely voluminous and difficult to

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www.scwa2.com



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follow. The authority and influence of the Stewardship Council is uncertain and will likely be worked out by litigation after the Delta Plan is approved and starts implementation.

Central Valley Flood Protection Plan – Another major plan with high expectations was released in draft at the end of December. This Plan was supposed to be the first recent comprehensive analysis of flood protection in the Central Valley. It too had a short time frame to do a lot of analysis. The Plan provides a draft framework for an overall plan for improvements that will be subject to further refined studies. A financing plan is deferred to 2013. The recommended solution is \$14 –17 billion with a large Federal contribution expected. Securing Federal funding requires a multi-year feasibility study process. It is unknown if the recommended draft Plan will be acceptable to stakeholders. A presentation to the SCWA Board will be made later as this Plan will directly affect Solano interests. Of particular local interest is the call for widening the Yolo Bypass, which will have impacts in Solano County.

Delta Protection Commission Economic Sustainability Plan - The Plan was issued in October of last year. As part of the 2009 Delta legislative package, the Economic Sustainability Plan was supposed to provide guidance on what could be done to improve the long term economic viability of the Delta given the contemplated changes that are likely to occur such as from DBCP and the Delta Plan. The Economic Sustainability Plan was also to be used in the development of the Delta Stewardship Council's Delta Plan. The Delta Stewardship Council commissioned an independent expert review of the Economic Sustainability Plan and the Plan was further revised to address comments. There has been criticism of the Plan as being biased against BDCP and advocating the status quo. It remains to be seen how the Plan will be used in the future.

Of all these plans and programs, I feel that BDCP has the biggest threats and opportunities to Solano interests. If BDCP succeeds, it will result in large physical changes in the Delta, including a large amount of new tidal wetland habitat in Solano County. BDCP can impact the water quality and supply reliability of the North Bay Aqueduct. Water quality will change in the Delta, and with new studies coming out now, we will, for the first time, be able to analyze local water quality changes. Since BDCP is a multi billion dollar project there are also opportunities in include adequate mitigation in the Plan and to negotiate benefits to Solano interests.

As discussed at the last Board meeting, there has been a new concerted effort by State and Federal interests to engage the Delta Counties and other Delta interests in BDCP. They have offered study funding to deal with some of our concerns and have asked for a list of "wants" that may be able to be addressed in the overall program if BDCP is approved. Solano interests, including this Board and the County Board of Supervisors have put together numerous lists and letters of concerns and "wants". Attached is a 2009 document previously confirmed by the Board that identifies many Delta issues that need to be resolved. Staff still uses this list to make sure our concerns are being addressed. Based on Board input the top issues are: mitigation for impacts of tidal wetland projects,

funding for the North Bay Aqueduct Alternate Intake Project and sustainable levee improvement funding.

With the State and Federal agencies asking Delta interests about concerns and “wants”, it is important to work together with Solano County and other local interests (i.e. RD 2068, Suisun Resource Conservation District and cities) to provide a unified voice in responding to this request. Our response will be based on past Board approved policies and County policies. At this time, staff is formulating how we will be responding to these new requests. Staff will keep the Board informed, but would appreciate any feedback on priorities of Delta issues that need to be addressed.

If you have any questions, please contact me at 455-1103.

Feb2012.It9.mem.doc

11/12/09

The following is a listing of Delta issues and concerns of Solano County and the Solano County Water Agency grouped as follows:

Bay Delta Conservation Plan (BDCP) Technical – these are matters that are expected to be included in the BDCP text or BDCP EIR/EIS text. These are routine items that we need to check that they are included, and adequately addressed, in future documents.

BDCP Mitigations to be Negotiated – items needing negotiation with BDCP advocates to get into BDCP text and/or BDCP Implementing Agreement

8,000 acres Biological Opinion – items needing negotiation with DWR and water contractors having to do with the requirement for 8,000 acres of tidal marsh habitat in Solano and Yolo counties independent of BDCP. These items are a subset of BDCP Technical and negotiated items

The intent of these groupings is to identify which Solano issues need to be addressed in the context of a complete Delta package that will likely include BDCP. Since these issues are wide ranging, it will be necessary to negotiate matters in different forums as opportunities arise. BDCP has not yet developed details of its plan or its funding plan. There are Delta issues outside of BDCP that need to be addressed as part of a comprehensive Delta package such as Delta levees and governance. These are likely to be addressed in legislation. Funding issues will likely be included in both BDCP and legislation.

The lists are developed to be concise statements of Solano issues and are not intended to include detailed justifications or specific language to be included in documents or legislation.

There may be opportunities to acquire funding for projects of local benefit as Delta issues are discussed and negotiated. Many have been suggested during various Delta discussions, but have not been included in this paper, but have been documented in other papers.

This document is intended for public distribution. Items are expected to be added or subtracted over time. Solano negotiators will develop negotiation positions on matters to be negotiated to guide negotiations and will keep our elected officials informed as to the status of negotiations.

BDCP Technical

- Ongoing Management Funding – require habitat projects to identify a secure and sufficient funding source to pay for the ongoing management of the project in perpetuity, including, but not limited to issues involving mosquitoes, invasive species, agricultural pests and other vectors
- Willing Sellers – Eminent domain not allowed for habitat projects in the Delta and Suisun Marsh.
- Adaptive Management for Human Health & Safety, Economic impacts and Other Unintended Impacts – the Adaptive Management Plan to include modification of a habitat restoration, water operation, or conveyance infrastructure project in the Delta if it is causing negative impacts to human health and safety (e.g.: reduced water quality in the Delta, increase in mosquito disease due to stagnant marshes, reduced flood capacity due to unmanaged vegetation growth, increased risk to levees stability from erosion and seepage, etc.). Adaptive management must also be invoked if measures cause unanticipated negative local impacts, including but not limited to economic impacts.
- Delta Water Quality – require compliance with NDWA 1981 Agreement water quality criteria. Assure adequate water quality in Delta channels for agricultural, municipal and other uses in the Delta.
- Suisun Marsh Water Quality – Assure adequate water quality (salinity) to protect beneficial use, existing wetland habitat conditions and quality consistent with the Suisun Marsh Plan.
- Impacts to Existing Agriculture – No changes to water quality and water supply that adversely affect Delta agriculture. Actions must not restrict crop selection or require extraordinary salt-management, irrigation or drainage practices. Channel water levels must not change so as to impact availability of water supply.
- Flood Protection Priority – no increased flood risks by increasing flood stages or reducing flood capacity anywhere in Delta channels and bypass system. No preemption of the paramount public safety function of the flood protection components of the Sacramento and San Joaquin River Flood Control Project systems.
- General Plans - Consistency with Solano County and Rio Vista General Plans
- Levees – BDCP projects, infrastructure and habitat, must not have adverse impacts to levees or levee maintenance. Erosion and seepage through levees or wetlands into islands or adjacent lands should be identified specifically as items to be mitigated if caused by projects.
- Suisun Marsh – Consistency with the Suisun Marsh Plan.
- Endangered Species Impacts to Adjacent Lands - require “Good Neighbor Policy” in BDCP as typically included in HCP’s. Provide a process to offer Safe Harbor Agreements on a voluntary basis. Habitat projects must be designed and managed to internally self mitigate impacts to adjacent lands.
- Loss of Existing Wildlife and Wildlife Habitat –mitigate impacts to wildlife and wildlife habitat from conversion of lands to habitat and infrastructure
- Local HCPs/NCCPs – ensure consistency of BDCP with local HCP/NCCP’s

- Methylmercury Production and Control – address and mitigate impacts
- Transportation corridors –ensure no impact to existing roads and highways, including ferry service, from habitat and infrastructure projects, including any impacts that would limit maintenance and/or planned changes.
- Rio Vista Airport – No impacts to airport from possible increased bird populations from habitat lands

BDCP Mitigations to be Negotiated

- **Mitigation Package for habitat/infrastructure land conversions** – For every habitat or infrastructure project the following items must be addressed and if adverse impacts are identified, fully mitigated. If the measure requires a payment a funding source must be identified that is not subject to voter approval or legislative appropriation.
 - Third party economic impacts – the IMPLAN economic model, or an equivalent model, shall be used to determine a one- time payment to mitigate these impacts for the property being considered. This analysis shall be done for every project whether the property remains in private ownership or not. The analysis will compare the change in economic impacts from the pre-mitigation land use to use as a mitigation land. If there is a negative impact, the present worth of the negative impact shall be paid to the County.
 - Local Taxes and Assessments – pay in-lieu local taxes, assessments and local government fees for any property subject to such charges in perpetuity in the same manner as property held by private interests.
 - If lands have a public use component, an analysis must be done to determine if there are increased costs to local governments for matters such as law enforcement, emergency response and road maintenance.
 - If lands are taken out of agricultural production, other agricultural lands in Solano County must be permanently preserved at a1.5:1 ratio as per County policy.
- **NBA water quality impacts** – Prior to implementation of the North Bay Aqueduct Alternate Intake Project, there may be drinking water quality impacts from new habitat projects. If impacts are identified, they must be mitigated.
- **Local point and non-point discharges** – In the event individuals or public agencies (i.e. Vacaville, Dixon and Rio Vista sewage treatment and storm runoff and agricultural runoff), in and adjacent to the Cache Slough-Yolo Bypass or Suisun Marsh restoration areas are required to meet higher water quality standards or alter facilities to meet higher water quality standards as a result of the development, management, maintenance or operation of restoration projects, the state shall bear the costs incurred by those individuals or public agencies.
- **ESA Protections for local water diversions** – ESA coverage and “incidental take” authority should be extended to landowners and agencies in the Delta. In the event individuals or public agencies, in and adjacent to the Cache Slough-Yolo Bypass or Suisun Marsh restoration areas are required to install fish screens or fish bypass facilities in order to comply with the federal or state endangered species act, as a result of the development, management, maintenance or operation of restoration projects, the State shall bear the costs of installation of such screens or facilities and increased costs associated with the operations of those screens or facilities.
- **New Regulatory Requirements** – Habitat restoration or new conveyance or the presence and operation of either shall not require increased regulatory requirements, costs or impairment of existing activities in the Delta or Suisun Marsh. In case there are new regulatory requirements and/or costs to local Delta or Suisun Marsh interests (public and private), a fund must be established to pay for the costs not otherwise dealt with.

- Suisun Marsh
 - Land management and restoration activities in the Suisun Marsh must be consistent with the Suisun marsh Plan EIR/EIS.
 - Maintain and protect existing salinity regimes and beneficial uses in the Suisun Marsh as long term increases in salinity would be significant and detrimental.
 - Enabling legislation and dedicated funding for an expansion of a Suisun Marsh exterior levee system maintenance program

- Geographic Habitat Development Limits – any future change in ROA's requires an major amendment to BDCP and approval of affected counties

- Credit for our HCP - Cache Slough ROA to include habitat to meet Solano HCP requirements for giant garter snake habitat

- Out of County water transfers from habitat land conversions – to be prohibited

8,000 Acre Tidal Wetland Habitat Biological Opinion Requirement

- Ongoing Management Funding – require projects to identify a secure and sufficient funding source to pay for the ongoing management of the project in perpetuity, including, but not limited to issues involving mosquitoes, invasive species, agricultural pests and other vectors.
- Willing Sellers – Eminent domain not allowed for projects.
- Adaptive Management for Human Health & Safety, Economic impacts and Other Unintended Impacts– the Adaptive Management Plan to include modification of a habitat restoration, if it is causing negative impacts to human health and safety (e.g.: reduced water quality in the Delta, increase in mosquito disease due to stagnant marshes, reduced flood capacity due to unmanaged vegetation growth, increased risk to levees stability from erosion and seepage, etc.). Adaptive management must also be invoked if measures cause unanticipated negative local impacts, including but not limited to economic impacts.
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- Rio Vista Airport – No impacts to airport from possible increased bird populations from habitat lands
- Mitigation Package for habitat land conversions – For every habitat project the following items must be addressed and if adverse impacts are identified, fully mitigated. If the measure requires a payment a funding source must be identified that is not subject to voter approval or legislative appropriation.
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- ESA Protections for local water diversions – In the event individuals or public agencies, in and adjacent to the Cache Slough-Yolo Bypass or Suisun Marsh restoration areas are required to install fish screens or fish bypass facilities in order to comply with the federal or state endangered species act as a result of the development, management, maintenance or operation of habitat projects, the State shall bear the costs of installation of such screens or facilities and increased costs associated with the operations of those screens or facilities.
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 - Land management and restoration activities in the Suisun Marsh must be consistent with the Suisun marsh Plan EIR/EIS.
 - Maintain and protect existing salinity regimes and beneficial uses in the Suisun Marsh as long term increases in salinity would be significant and detrimental.
- Out of County water transfers from habitat land conversions – to be prohibited

AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS

DATE : February 14, 2012

TO : Vice Mayor Campbell
Council Member Schwartzman

FROM : Director of Public Works and Community Development

SUBJECT : **TRAFFIC, PEDESTRIAN AND BICYCLE SAFETY (TPBS) COMMITTEE**

The following is provided for your committee report at the February 21, 2012 Council meeting.

On February 1, 2012, the Traffic, Pedestrian, Bicycle & Safety (TPBS) Committee hosted the first meeting of the Safe Routes to School Task Force. The Task Force will oversee the update to the citywide Safe Routes to School Plan and audits at two Benicia schools. The agenda for that meeting is attached. The Solano Transportation Authority (STA), which is providing the funding, has hired Alta Planning & Designs from Berkeley to perform the work. Future Task Force meetings will be scheduled and noticed by STA staff.

The next regularly scheduled meeting of the TPBS is 7:00 pm, Thursday April 19, 2012.

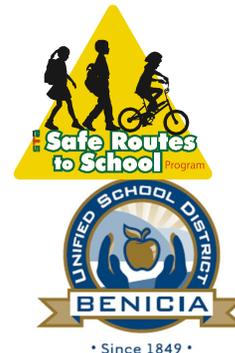
Attachment:

- February 1, 2012 Safe Routes to School Task Force Agenda

**Solano Transportation Authority's
SAFE ROUTES TO SCHOOL COMMUNITY TASK FORCE for
BENICIA
MEETING AGENDA**

**Wednesday, February 1, 2012
7:00 p.m. to 8:00 p.m.**

**Benicia City Hall, Commission Room
250 East L Street
Benicia, CA 94510**



<u>ITEM</u>	<u>ACTIVITY</u>	<u>ADMINISTRATOR</u>
I.	CALL TO ORDER (5 min)	Vice Mayor
	a) Pledge of Allegiance	
	b) Fundamental rights statement	
	c) Committee introductions	
	d) Election of Chair	
II.	APPROVAL OF AGENDA	Chair
III.	PUBLIC COMMENTS	Chair
IV.	BENICIA SR2S PLAN/PROGRESS & PROGRAM BACKGROUND (5 min)	Sam Shelton
V.	PRELIMINARY DISCUSSION OF SR2S ISSUES (20 min)	Committee
VI.	SR2S 2011 PLAN UPDATE & MAPPING CONSULTANT INTRODUCTIONS AND SCOPE OF WORK (10 min)	Casey Hildreth, Alta Planning & Design
VII.	ACTION ITEMS	
	A. School Site Selection (10 min)	Committee
VIII.	INFORMATION ITEMS	
	A. FY 2011-12 SR2S Program Events Update (3 min)	Danelle Carey
	B. Community Task Force Member Roles /Responsibilities (3 min)	Danelle Carey
	C. Community Partnerships (3 min)	Sam Shelton
	D. SR2S "At a Glance" Information Guide (3 min)	Danelle Carey
	E. Future Meeting Agenda Items	Danelle Carey
IX.	ADJOURNMENT - next Benicia meeting late February or early March 2012	Chair

BENICIA SR2S COMMUNITY TASK FORCE MEMBERS

Tom Campbell, Benicia Vice-Mayor
Alan Schwartzman, Benicia Council Member
Rosie Switzer, Benicia Unified School District Board Member
Christine Moore, Benicia Unified School District Vice-Principal

Melissa Morton, Benicia City Engineer
Lt. Bob Oettinger, Benicia Police Dept
Mike Roberts, Benicia Sr. Civil Engineer

AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS

DATE : February 14, 2012

TO : Vice Mayor Campbell
Council Member Schwartzman

FROM : City Manager

SUBJECT : **TRI-CITY AND COUNTY COOPERATIVE PLANNING GROUP**

The following information is provided for your committee report at the February 21, 2012 Council meeting.

The Tri City and County Cooperative Planning Group last met on Monday, December 12, 2011. The minutes from that meeting will be approved at the next Tri City and County Cooperative Planning Group meeting, scheduled for March 12, 2012.

**AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : February 14, 2012

TO : Mayor Patterson
Council Member Hughes

FROM : City Manager

SUBJECT : **VALERO COMMUNITY ADVISORY PANEL (CAP)**

The following information is provided for your committee report at the February 21, 2012 Council meeting.

The CAP meets quarterly at 6:30 p.m. at the refinery at 610 Industrial Way. The meeting scheduled for February 15, 2012 was cancelled. The next meeting date has not been determined.

AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORT

DATE : February 8, 2012

TO : Mayor Elizabeth Patterson
Council Member Christina Strawbridge
Council Member Mark Hughes

FROM : Youth Action Coalition

SUBJECT : **YOUTH ACTION COALITION**

The Benicia Youth Action Coalition last met on January 25th, the minutes are not yet available. The next Coalition meeting will be held on February 22, 2012, the agenda is not yet available.

Activity Highlights:

Coalition is working on upcoming Every 15 Minute Program –April 17th-18th. Council will be invited to attend the student collision scenario on the 17th and the follow up school assemblies on the 18th. More details to come.

Coalition is sponsoring the keynote speaker for the High School Challenge Day on February 21st.

Coalition meeting with High School staff to review supporting the Link Crew Program (senior/freshman mentoring program).

Community Forums on Underage Substance Abuse began in January. Forums held monthly on alcohol, tobacco and other drug issues. Forums are televised live on local cable tv and video produced and given to library and schools for educational purposes.

AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS

DATE : February 15, 2012
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 February 21, 2012 City Council meeting.

The Bay Area Water Forum's next meeting will be held in March 2012 – the date will be chosen in coordination with the Bay Area Integrated Regional Water Management Plan Coordinating Committee and will be announced. Meetings are from 10 a.m. to 12:30 p.m. at the State Coastal Conservancy, 11th floor conference room, 1330 Broadway, Oakland, on the fourth Monday of the month.

Topics will include:

- ❑ Groundwater Management
- ❑ Groundwater and Surface Storage

AGENDA ITEM
CITY COUNCIL MEETING: FEBRUARY 21, 2012
COUNCIL MEMBER COMMITTEE REPORTS

DATE : February 11, 2012

TO : Mayor Patterson
Council Member Hughes
Council Member Schwartzman

FROM : Interim Finance Director

SUBJECT : **SOLANO COUNTY TRANSIT BOARD MEETING**

The following information is provided for your committee report at the February 21, 2012 Council meeting.

The Solano County Transit Joint Powers Authority held a regular meeting on January 19, 2012 in the City of Benicia Council Chambers. The meeting agenda and meeting highlights are attached for your review. The February 16, 2012 meeting has been cancelled.

The next regular meeting of the SolTrans Board is scheduled for Thursday, March 15, 2012 at 4:00 p.m. and will be held in the City of Benicia Council Chambers. The February 16, 2012 meeting was cancelled.

Attachment:

- January 19, 2012 Meeting Agenda
- January 19, 2012 Meeting Highlights



**BOARD MEETING AGENDA
4:00 p.m., Regular Meeting
Thursday, January 19, 2012
Benicia Council Chambers**

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, Interim Clerk of the Board, at (707) 648-4046 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 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 suzanne@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.

ITEM

BOARD/STAFF PERSON

I. CLOSED SESSION:

- A. Conference with Real Property Negotiators – Property: 1850 Broadway, Vallejo, CA (APN 0052-090-260); 311 Sacramento St., Vallejo, CA (APN 0055-170-540); Sereno Transit Center (APN 0052-180-110); Curtola-Lemon Parking Lot (APNs 0059-160-010, 0059-160-040, and 0059-160-050), Agency Negotiators: Jim McElroy; Negotiating Party: City of Vallejo Under Negotiations: Price and terms.
(4:00 – 4:30 p.m.)

II. CALL TO ORDER/PLEDGE OF ALLEGIANCE

(4:30 – 4:35 p.m.)

**Osby Davis, Mayor
City of Vallejo**

SOLTRANS BOARD MEMBERS

Elizabeth Patterson	(vacant)	Osby Davis	Erin Hannigan	Jim Spering	Harry Price
City of Benicia	City of Benicia	City of Vallejo	City of Vallejo	MTC Representative	STA Ex-Officio
Alternate Board Member Mark Hughes		Alternate Board Member Stephanie Gomes			

**III. SWEARING IN OF NEW BOARD MEMBERS & ALTERNATE
& CONFIRM QUORUM/STATEMENT OF CONFLICT**

**Suzanne Fredriksen
Clerk of the Board**

- 1. Mark Hughes**
Board Member representing the City of Benicia
- 2. Alan Schwarzman**
Alternate Board Member representing the City of Benicia

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.

IV. APPROVAL OF AGENDA

V. OPPORTUNITY FOR PUBLIC COMMENT

(4:35 – 4:40 p.m.)

VI. COMMENTS FROM STAFF

(4:40 – 4:45 p.m.)

- 1. Report from the Executive Director**
- 2. SolTrans Start-up Report – January**

**Jim McElroy
John Harris**

VII. CONSENT CALENDAR

Recommendation:

Approve the following consent items in one motion.

(Note: Items under consent calendar may be removed for separate discussion.)

(4:45 – 4:50 p.m.)

- A. Meeting Minutes of December 15, 2011**
Recommendation:
Approve the meeting minutes of December 15, 2011.
Pg. 5

**Suzanne Fredriksen,
Clerk of the Board**

- B. Technical Advisory Committee Meeting Minutes of
January 4, 2012**
Recommendation
Approve the meeting minutes of January 4, 2012
Pg. 15

**Suzanne Fredriksen,
Clerk of the Board**

- C. Authorization to Apply for FTA Section 5311, 5316,
and 5317 Funds**
Recommendation:
*Adopt Resolution No. 2011-08 authorizing the Executive
Director to file and execute applications, provide
additional information as needed, and to seek
reimbursements for FTA Section 5311, Section 5316, and
Section 5317 program funds.*
Pg. 19

**Nancy Whelan,
Interim Chief Financial Officer**

VIII. ADMINISTRATIVE/FINANCE

A. Selection of Officers of the SolTrans Board

Suzanne Fredriksen,
Clerk of the Board

Recommendation:

Select by majority vote the following officers of the SolTrans Board:

- 1) Selection of the Chair for 2012, commencing with the SolTrans Board meeting of February 16, 2012, from one of the Benicia representatives, in accordance with the rotation process established by the SolTrans Bylaws.
- 2) Selection of the Vice Chair for 2012, commencing with the SolTrans Board meeting of February 16, 2012, from one of the remaining Board members from either Member City.

(4:50 – 5:00 p.m.)

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B. Executive Director Recruitment

Jim McElroy,
Interim Executive Director

Recommendation:

Direct the Executive Director to modify the approved Executive Director Recruitment Plan by adding the following wording to Phase 4, as shown below in **bold italics**:

On dates that Board interviews finalist candidates, hold a second interview using a panel of industry professionals selected by the Interim Executive Director and Chaired by the Interim Executive Director. Upon completion of the second panel's interviews, the Interim Executive shall present a confidential ranked report to the Chair of the Board for the Board's consideration in their final selection.

(5:00 – 5:10 p.m.)

Pg. 25

C. Small Business Development Program

Greg Anderson,
Director of Administrative Services

Recommendation:

Approve the Small Business Development program.

(5:10 – 5:20 p.m.)

Pg. 27

D. Proposed revisions to the Solano County Transit (“SolTrans”) Joint Powers Agreement

Bernadette Curry,
Legal Counsel

Recommendation:

Authorize the Executive Director to request of the Member Agencies action to amend the Joint Powers Agreement to allow the STA Representative to serve as a Voting Alternate to the MTC Representative in his/her absence.

(5:20 – 5:30 p.m.)

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E. 2012 Meeting Calendar

Suzanne Fredriksen,
Clerk of the Board

Recommendation:

Adopt the draft 2012 Meeting Calendar as shown in Attachment A, or provide guidance to staff.

(5:30 – 5:40 p.m.)

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IX. PLANNING AND OPERATIONS

A. Short Range Transit Plan Update (Final Reports and Recommendation)

John Harris,
Special Projects Manager

- 1. Operations Plan**
- 2. Capital Plan**
- 3. Finance Plan**
- 4. Performance Measurement System report**
- 5. Executive Summary**
- 6. Marketing Recommendations chapter**

Recommendation:

Review and accept the attached Operations Plan, Capital/Finance Plan, Performance Measurement System report, Executive Summary, and Marketing Recommendations chapters for inclusion in the final SRTP.

(5:40 – 6:10 p.m.)

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**B. Service Modification and Fare Structure
Implementation Timeline**

Jeanine Wooley,
Director of Operations

Recommendation:

Authorize staff to distribute public notices and hold a series of public meetings for the proposed service reductions, system realignment, and fare schedule for public comment, as shown in Attachment A with the inclusion of tracked changes.

(6:10 – 6:20 p.m.)

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X. INFORMATIONAL – NO DISCUSSION

XI. BOARD MEMBERS COMMENTS

XII. ADJOURNMENT

The next regular meeting of the SolTrans Board is *tentatively* scheduled for **Thursday, February 16, 2011, 4:00 p.m., Vallejo Council Chambers.**



SOLANO COUNTY TRANSIT

SolTrans Board Meeting Highlights

4:00 p.m., January 19, 2012

TO: City Council of Benicia and Vallejo, and STA Board
(Attn: City Clerks and STA Clerk of the Board)
FROM: Suzanne Fredriksen, SolTrans Interim Clerk of the Board
RE: Summary Actions of the January 19, 2012 SolTrans Board Meeting

Following is a summary of the actions taken by SolTrans at the Board Meeting of January 19, 2012. If you have any questions regarding specific items, please call me at the following number: (707) 648-4046.

BOARD MEMBERS PRESENT:

Elizabeth Patterson, Mayor	City of Benicia, Vice Chair
Erin Hannigan, Councilmember	City of Vallejo
Mark Hughes, Councilmember	City of Benicia
Stephanie Gomes, Councilmember	City of Vallejo, Alternate
Jim Spering, Supervisor, County of Solano	MTC Representative

BOARD MEMBERS ABSENT:

Osby Davis, Mayor	City of Vallejo, Chair
Harry Price, Mayor, City of Fairfield	Ex-Officio – STA Representative

ADMINISTRATIVE/FINANCE

A. Selection of Officers of the SolTrans Board

Recommendation:

Select by majority vote the following officers of the SolTrans Board:

- 1) Selection of the Chair for 2012, commencing with the SolTrans Board meeting of February 16, 2012, from one of the Benicia representatives, in accordance with the rotation process established by the SolTrans Bylaws.
- 2) Selection of the Vice Chair for 2012, commencing with the SolTrans Board meeting of February 16, 2012, from one of the remaining Board members from either Member City.

Board Member Spering nominated Vice Chair Patterson to the office of Chair for 2012, and Board Member Hughes seconded the nomination.

Vice Chair Patterson nominated Board Member Hannigan to the office of Vice Chair for 2012, and Board Member Spering seconded the nomination.

The SolTrans JPA Board unanimously approved the nominations.

B. ED Recruitment

Tabled until the next meeting on February 16, 2012.

Recommendation:

*Direct the Executive Director to modify the approved Executive Director Recruitment Plan by adding the following wording to Phase 4, as shown below in **bold italics**:*

~~On dates that Board interviews finalist candidates, hold a second interview using a panel of industry professionals selected by the Interim Executive Director and Chaired by the Interim Executive Director. Upon completion of the second panel's interviews, the Interim Executive shall present a confidential ranked report to the Chair of the Board for the Board's consideration in their final selection.~~

C. Small Business Development Program

Recommendation:

Approve the Small Business Development program.

On a motion by Board Member Hughes and a second by Board Member Hannigan, the SolTrans JPA Board unanimously approved the recommendation.

D. Proposed revisions to the Solano County Transit ("SolTrans") Joint Powers Agreement

Recommendation:

Authorize the Executive Director to request of the Member Agencies action to amend the Joint Powers Agreement to allow the STA Representative to serve as a Voting Alternate to the MTC Representative in his/her absence.

On a motion by Board Member Hannigan, and a second by Board Member Spering, the SolTrans JPA Board unanimously approved the recommendation.

E. 2012 Meeting Calendar

Recommendation:

Adopt the draft 2012 Meeting Calendar as shown in Attachment A, or provide guidance to staff.

On a motion by Board Member Gomes and a second by Board Member Spring, the SolTrans JPA Board unanimously approved the recommendation.

PLANNING AND OPERATIONS

A. Short Range Transit Plan Update (Final Reports and Recommendation)

- 1. Operations Plan**
- 2. Capital Plan**
- 3. Finance Plan**
- 4. Performance Measurement System report**
- 5. Executive Summary**
- 6. Marketing Recommendations chapter**

Recommendation:

Review and accept the attached Operations Plan, Capital/Finance Plan, Performance Measurement System report, Executive Summary, and Marketing Recommendations chapters for inclusion in the final SRTP.

On a motion by Board Member Hannigan and a second by Board Member Spring, the SolTrans JPA Board unanimously approved the recommendation.

B. Service Modification and Fare Structure Implementation Timeline

Recommendation:

Authorize staff to distribute public notices and hold a series of public meetings for the proposed service reductions, system realignment, and fare schedule for public comment, as shown in Attachment A with the inclusion of tracked changes.

On a motion by Board Member Spring and a second by Board Member Hughes, the SolTrans JPA Board unanimously approved the recommendation.

CONSENT CALENDAR

On a motion by Board Member Hughes, and a second by Board Member Spring, the SolTrans JPA Board approved Consent Calendar Item A through C.

A. Meeting Minutes of November 17, 2011

Recommendation:

Approve the meeting minutes of November 17, 2011.

B. Technical Advisory Committee Meeting Minutes of January 4, 2012
Recommendation

Approve the meeting minutes of January 4, 2012

C. Authorization to Apply for FTA Section 5311, 5316, and 5317 Funds
Recommendation:

Adopt Resolution No. 2011-08 authorizing the Executive Director to file and execute applications, provide additional information as needed, and to seek reimbursements for FTA Section 5311, Section 5316, and Section 5317 program funds.

COMMENTS FROM STAFF:

1. Report from the Executive Director
2. SolTrans Start-up Report – January

Jim McElroy
John Harris,
Special Projects Manager

INFORMATIONAL – NO DISCUSSION

BOARD MEMBER COMMENTS

ADJOURNMENT

The meeting was adjourned at 5:37 p.m. The next regular meeting of the SolTrans Board is scheduled for **Thursday, February 16, 2012, 4:00 p.m., at the Vallejo Council Chambers.**