

**BENICIA CITY COUNCIL
REGULAR MEETING AGENDA**

AMENDED

**City Council Chambers
March 04, 2014
6:30 PM**

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

*Please Note:
Regardless of whether there is a Closed Session scheduled, the open session will begin
at 7:00 PM*

I. CALL TO ORDER (6:30 PM):

II. CLOSED SESSION (6:30 PM):

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Subdivision (b) of Government Code Section 54957)
Title: City Manager**

III. CONVENE OPEN SESSION (7:00 PM):

- A. ROLL CALL.**
- B. PLEDGE OF ALLEGIANCE.**
- C. REFERENCE TO THE FUNDAMENTAL RIGHTS OF THE PUBLIC.**

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

IV. ANNOUNCEMENTS/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS:

A. ANNOUNCEMENTS.

- 1. Announcement of action taken at Closed Session, if any.**
- 2. Openings on Boards and Commissions:**
- 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**

Update from City Attorney

B. PROCLAMATIONS.

C. APPOINTMENTS.

- 1. Subcommittee recommendation to Mayor of Jacquelyn Sells DuBois to the Arts and Culture Commission for a four year term ending January 31, 2018.**
- 2. Subcommittee recommendation to Mayor of Douglas Funk to the Civil Service Commission for a four year term ending January 31, 2018.**
- 3. Subcommittee recommendation to Mayor of Martha Christopher to the Civil Service Commission for a four year term ending January 31, 2018.**
- 4. Subcommittee recommendation to Mayor of Stanley Adkins, Jr. to the Civil Service Commission for a four year term ending January 31, 2018.**
- 5. Subcommittee recommendation to Mayor of Michael Roetzer to the Civil Service Commission for a four year term ending January 31, 2018.**
- 6. Subcommittee recommendation to Mayor of Dennis Cullen to the Economic Development Board for a four year term ending**

January 31, 2018.

7. Subcommittee recommendation to Mayor of Jon Van Landschoot to the Historic Preservation Review Commission for a four year term ending January 31, 2018.
8. Subcommittee recommendation to Mayor of Richard Sprankle to the Benicia Housing Authority Board of Commissioners for a two year term ending January 31, 2016.
9. Subcommittee recommendation to Mayor of Atiba Murphy to the Benicia Housing Authority Board of Commissioners for a two year term ending January 31, 2016.
10. Subcommittee recommendation to Mayor of Zoe Bartholomew to the Open Government Commission for a four year term ending January 31, 2018.
11. Subcommittee recommendation to Mayor of Susan Lynn to the Open Government Commission for a four year term ending January 31, 2018.
12. Subcommittee recommendation to Mayor of Larry Fullington to the Open Government Commission for a four year term ending January 31, 2018.
13. Subcommittee recommendation to Mayor of Kimberly Funk to the Parks, Recreation & Cemetery Commission for a four year term ending January 31, 2018.
14. Subcommittee recommendation to Mayor of Ryan Swan to the Community Sustainability Commission for a four year term ending January 31, 2018.
15. Subcommittee recommendation to Mayor of Ershely Raj to the Community Sustainability Commission for a four year term ending January 31, 2018.
16. Additional Board and Commission Applications

V. **ADOPTION OF AGENDA:**

VI. **OPPORTUNITY FOR PUBLIC COMMENT:**

This portion of the meeting is reserved for persons wishing to address the Council on any matter not on the agenda that is within the subject matter jurisdiction of the

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

A. WRITTEN COMMENT.

B. PUBLIC COMMENT.

VII. CONSENT CALENDAR (7:30 PM):

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

A. APPROVAL OF THE MINUTES OF THE FEBRUARY 18, 2014 CITY COUNCIL MEETING. (City Clerk)

B. FIRST READING AND INTRODUCTION OF AN ORDINANCE TO AMEND BENICIA MUNICIPAL CODE SECTION 2.64.030 (MEETING TIME AND PLACE) OF CHAPTER 2.64 (BOARD OF LIBRARY TRUSTEES) OF TITLE 2 (ADMINISTRATION AND PERSONNEL). (City Attorney)

The meeting day of the Board of Library Trustees has been changed to the second Tuesday of each month at 6:30 p.m. at the Benicia Library.

Recommendation: Introduce the ordinance updating Benicia Municipal Code to reflect the current meeting day of the Board of Library Trustees.

C. APPROVAL OF CONSULTANT CONTRACT WITH CARBON LIGHTHOUSE TO SUPPORT IMPLEMENTATION OF THE BUSINESS RESOURCE INCENTIVE PROGRAM. (Economic Development Manager)

A component of the Business Resource Incentive Program provides energy assessments to companies in the Industrial Park. Carbon Lighthouse is one of two firms the City has contracted to perform these assessments. This agreement continues the partnership between the City and Carbon Lighthouse to continue to provide BRIP assessments.

Recommendation: Adopt resolution approving contract with Carbon Lighthouse to support implementation of the Business Resource

Incentive Program in an amount not to exceed \$35,000.

D. APPROVAL OF CONTRACT FOR WATER FILTER MEDIA REPLACEMENT AT THE WATER TREATMENT PLANT. (City Manager)

This action approves a contract for replacement of media in the six water filters at the Water Treatment Plant. The media of two filters will be replaced approximately every two years, until all six have been replaced. This work is budgeted and sufficient funds are available in Account No. 593-8258-9958 (water filter replacement fund) to cover the cost.

Recommendation: Adopt a resolution approving a contract for replacement of water filter media at the Water Treatment Plant with Carbon Activated Corporation in the initial amount of \$120,778, with subsequent costs being negotiated in 2016 and 2018, and authorizing the City Manager to sign the contract on behalf of the City.

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

VIII. BUSINESS ITEMS (7:45 PM):

A. FIRST READING AND INTRODUCTION OF AN ORDINANCE AMENDING THE ZONING MAP OF THE DOWNTOWN MIXED USE MASTER PLAN TO CHANGE THE ZONING DESIGNATION FROM NEIGHBORHOOD GENERAL-OPEN TO TOWN CORE FOR 117, 141, AND 145 EAST D STREET, AFTER DETERMINING THAT THE PROJECT IS EXEMPT FROM CEQA. (City Manager)

The applicant requests a map amendment to the Downtown Mixed Use Master Plan (DMUMP). The requested amendment would change the zoning of three properties from Neighborhood General Open (NG-O) to Town Core (TC). The properties are 117, 141 and 145 East D Street (APNs 0089-372-180; 170; and -250, respectively).

Recommendation: Introduce the ordinance to rezone 117, 141 and 145 East D Street from Neighborhood General Open to Town Core. On January 9, 2014, the Planning Commission considered this project and was unable to reach a consensus; therefore, there is no recommendation. Pursuant to Benicia Municipal Code Chapter 17.120 Zoning Amendments, City Council is the final review authority on rezone requests.

B. GREENHOUSE GAS (GHG) EMISSIONS INVENTORY & POLICY ANALYSIS. (City Manager)

In 2008, the City set greenhouse gas (GHG) reduction targets for 2010 and

2020. The 2010 Greenhouse Gas Inventory Update includes emissions from the residential, commercial/industrial, water, transportation, and waste sectors. The 2010 totals were compared to the 2000 baseline to determine if the City met its goals. Additional analysis must be completed to determine how the City can meet its 2020 goals.

Recommendation: Accept the 2010 GHG Inventory Update Report as recommended by the Community Sustainability Commission and review and comment on Draft CAP Coordinator Strategies.

C. VICE MAYOR CAMPBELL REQUEST TO AGENDIZE AN ITEM REGARDING PROPOSED ADDITION TO CITY COUNCIL AGENDA. (City Manager)

Vice Mayor Campbell would like the City Council to consider a proposed addition to the City Council agenda. The proposed addition to the City Council agenda would include adding an agenda item following the Arsenal Update listing and naming it City Financial Software Update.

Recommendation: Consider Vice Mayor Campbell's request to agendize this topic for future City Council meeting.

IX. ADJOURNMENT (9:30 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 Clerk's Office.



Date Received
JAN 17 2014

City of Benicia Board/Commission/Committee Application

It is the intent of the City Council to have Boards, Commissions or Committees composed of people from all geographical, social, environmental and economic sectors of the community and to avoid potential conflicts of interest.

Please check the board, commission, or committee you wish to apply for:

- Arts and Culture Commission
- Benicia Housing Authority Board of Commissioners
- Board of Library Trustees
- Civil Service Commission
- Economic Development Board
- Finance, Audit & Budget Committee
- Historic Preservation Review Commission
- Human Services & Arts Board
- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: Jacquelyn Sells DuBois

Address: [REDACTED]

Phone: (Work) [REDACTED] (Home) [REDACTED]

(Cell) [REDACTED] Fax: [REDACTED]

Email: [REDACTED] Years as Benicia resident: 41 years

Occupation/Employer: Retired

Please note your most recent community or civic volunteer experience: _____

Friends book sales

Please describe any applicable experience/training: I was on the Gallery Committee for Benicia Library's Gallery 1995-2011.

All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature: Jacquelyn S. DuBois Date: 1/17/14



Arts and Culture Commission Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. What interests you about this Commission?

I believe the integration of Art with the community makes a healthier city.

2. Please describe any background or experience you may have in the arts (e.g., visual arts, cultural and/or performing arts, etc.)?

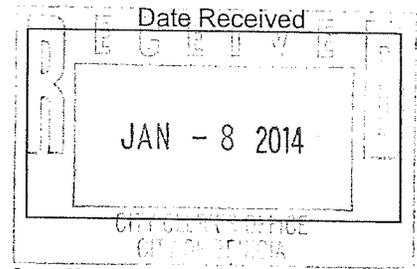
I have studied both art history and the applied arts, print making, pottery, water color and exhibition design.

3. Are you currently on any other City boards or commissions, and/or on the board of other organized arts or cultural groups? (The ordinance establishing this commission indicates that members shall not be on other city boards or commissions or a board member of other organized arts or cultural groups.)

Not at this time.

4. How do you see the Arts and Culture Commission supporting arts and culture in the Benicia community?

A very integral part. Modigliani said, "Art is a gift from those who have to those who have ~~not~~!" I have always enjoyed being a part of that integration.



City of Benicia Board/Commission/Committee Application

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- Uniform Code Board of Appeals

Name: Douglas Funk

Address: [REDACTED] Benicia, Ca.

Phone: (Work) _____ (Home) _____

(Cell) [REDACTED] Fax: _____

Email: [REDACTED] Years as Benicia resident: 30 yrs.

Occupation/Employer: Contra Costa Water District

Please note your most recent community or civic volunteer experience: _____

current commissioner on the Civil Service Commission

Please describe any applicable experience/training: familiar with the Union procedures and MOU's

All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature: [Signature] Date: 1/8/14



Civil Service Commission Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. What interests you about this Commission?

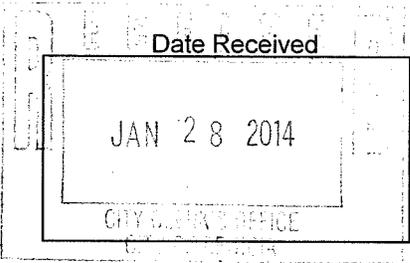
Serving on this Commission allows me to help ensure that proper procedures are followed between the City and its bargaining units.

2. Do you have any experience in the area of human resources, employee relations, and/or supervising/managing employees or programs?

I Have been a Crew Leader for CCWD and I currently work closely with many of our bargaining units.

3. What knowledge and skills could you bring to the City of Benicia if appointed to this commission?

I am very familiar with the way Unions and Cities operate and can give non-biased opinions to issues that arise.



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- Human Services & Arts Board
- Open Government Commission
- Parks, Recreation & Cemetery Commission
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- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: Marc Christopher

Address: [Redacted] Benicia, CA

Phone: (Work) [Redacted] (Home) Same

(Cell) _____ Fax: _____

Email: [Redacted] Years as Benicia resident: 20

Occupation/Employer: Management consultant

Please note your most recent community or civic volunteer experience: See attached

Please describe any applicable experience/training: See attached

All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature: Marc Christopher Date: 1/24/14



Civil Service Commission Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. What interests you about this Commission?

See attached

2. Do you have any experience in the area of human resources, employee relations, and/or supervising/managing employees or programs?

See attached

-
3. What knowledge and skills could you bring to the City of Benicia if appointed to this commission?
-

See attached

City of Benicia Board/Commission/Committee Application

Application for:

Civil Service Commission

Name: Martha Christopher

Address: [REDACTED], Benicia, CA 94510

Telephone: [REDACTED]

Email: [REDACTED] or [REDACTED]

Years as Benicia resident: 20

Occupation/Employer: Self-employed as a Management Consultant

Most recent community or civic volunteer experience:

City of Benicia

Member of the Civil Service Commission (multiple terms, currently serving as Chair)

Library Art Gallery Committee (multiple terms)

Benicia Chamber of Commerce

BizNet Committee, member (past chair)

Legislative Affairs Committee (Chairperson)

Benicia Rotary Club

Relevant Experience – 35 plus years of management experience

What interests you about this commission?

I believe that the Civil Service Commission can play a valuable role for the City. The commission can provide a unique avenue for addressing employees' work-related concerns; share with staff the effectiveness of various policies and procedures in other (external) workplaces; and bring an enterprise-wide perspective to city staff as they deal with human resource matters.

Do you have any experience in the area of human resources, employee relations and/or supervising/managing employees or programs?

I have had management/supervisory responsibilities for many years in both union and non-union workplaces.

What knowledge and skills could you bring to the City of Benicia if appointed to this commission?

I bring both breadth and depth of management experience to the commission.



Date Received
JAN 22 2014
CITY OF BENICIA

City of Benicia Board/Commission/Committee Application

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- Human Services & Arts Board
- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- Sustainability Commission
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- Uniform Code Board of Appeals

Name: Stanley R. Adkins, Jr.

Address: [REDACTED]

Phone: (Work) _____ (Home) [REDACTED]

(Cell) [REDACTED] Fax: _____

Email: [REDACTED] Years as Benicia resident: 24

Occupation/Employer: Retired Director of Human Resources at Mechanics Bank

Please note your most recent community or civic volunteer experience: _____

Nothing at present.

Please describe any applicable experience/training: _____

I spent 20 years as the Director of Human Resources for Mechanics Bank with over 500 employees. I oversaw all aspects of Human Resources including Policy making, recruiting and training.

All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature: [Signature] Date: 12/26/13



Civil Service Commission Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. What interests you about this Commission?

This is an area that I have considerable experience and I would like to provide a service to the community I live in.

2. Do you have any experience in the area of human resources, employee relations, and/or supervising/managing employees or programs?

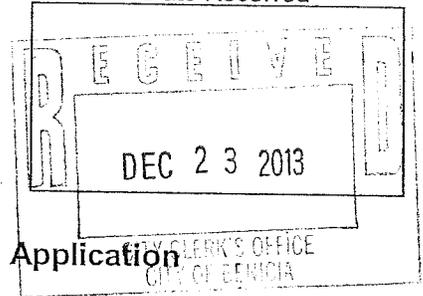
Yes, I was a Senior Vice President at Mechanics Bank for over 40 years. The last 20 years, I was responsible for overseeing the entire Human Resource function at the Bank.

3. What knowledge and skills could you bring to the City of Benicia if appointed to this commission?

I am versed in all aspects of Human Resources management including recruitment, training, policy making, legal issues and general policy formulation. I also was a member of the Bank's Senior Management Committee that provided direction for the entire organization..



Date Received



City of Benicia Board/Commission/Committee Application

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- Sustainability Commission
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- Uniform Code Board of Appeals

Name: Michael Roetzer

Address: [REDACTED]

Phone: (Work) [REDACTED] (Home) [REDACTED]

(Cell) [REDACTED] Fax: _____

Email: [REDACTED] years as Benicia resident: 35

Occupation/Employer: Contra Costa County

Please note your most recent community or civic volunteer experience: _____

Civil Service Commission

Please describe any applicable experience/training: 34 years in HR/

Administration in public agencies MBA

All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature: Michael Roetzer Date: 12-22-13



Civil Service Commission Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. What interests you about this Commission?

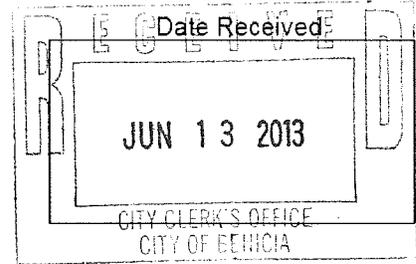
Extensive experience in HR 6 years on the CSC. We have made strides in working with City HR staff and a project to review City Personnel Policies is about to launch.

2. Do you have any experience in the area of human resources, employee relations, and/or supervising/managing employees or programs?

34 years in public sector HR in all areas including as a manager and supervisor.

3. What knowledge and skills could you bring to the City of Benicia if appointed to this commission?

A strong interest and extensive knowledge of HR issues including years on the CSC and 4 years on City Council.



City of Benicia Board/Commission/Committee Application

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- Planning Commission
- Sustainability Commission
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Name: DENNIS M. CULLEN

Address: [REDACTED]

Phone: (Work) [REDACTED] (Home) [REDACTED]

(Cell) [REDACTED] Fax: NA

Email: [REDACTED] Years as Benicia resident: + 35

Occupation/Employer: * SELF EMPLOYED / RETIRED (GLOBAL LOGISTICS SPECIALIST)
OPERATIONS MANAGEMENT

Please note your most recent community or civic volunteer experience:

PORTSIDE VILLAGE-HOA
U.S. COAST GUARD AUXILIARY / B.I.D / D.B.A (NEWLY FORMED)

Please describe any applicable experience/training: 20 YEARS DOWNTOWN

MERCHANT PARTICIPATING IN NUMEROUS FUNDRAISERS

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Signature: Dennis Cullen Date: 6-12-2013

D. CULLEN



Economic Development Board Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. What interests you about this Board? Have you attended a meeting within the last six months? *THE OPPORTUNITY TO MAKE A POSITIVE IMPACT ON THE STRATEGIES THAT NEED TO BE IMPLEMENTED. I KNOW LOGISTICS (INDUSTRIAL PARK), I UNDERSTAND THE CHALLENGES OF DOWNTOWN (20 YR MERCHANT), AND I AM ACTIVE IN ARTS BENICIA (ARSENAL) - I KEEP CURRENT VIA ON-LINE (AGENDA MINUTES) + MOST IMPORTANTLY, I HAVE A DIRECT PULSE ON PUBLIC OPINION (PUB)*
2. Participation on the Board involves monthly meetings on the 3rd COVER → Wednesday at 5:30 at City Hall, as well as reading the packet distributed in advance. Do you have any concerns with this commitment?
NOT AT ALL
3. Are you the employee or owner of a Benicia business? If so, please describe the business and your role? *I HAVE BEEN 'HANDS ON' IN THE DOWNTOWN FOR 35 YRS. - I HELPED THE ECONOMIC DEVELOPMENT OF THE ARSENAL (COMMANDANT'S RESIDENCE) PAST OWNER (CHOICES) * PRESENT OWNER (CULLEN'S TANNERY PUB) 131 FIRST ST.*
4. Given the adopted economic development goals in the City's General Plan (available online at the Community Development Department webpage on www.ci.benicia.ca.us), and Economic Development Strategy (available online at www.BeniciaBusiness.com) which do you feel the EDB should focus on, and why? *A DIRECT CONNECTION (BICYCLE, WALKING, + PUBLIC TRANSIT) FROM DOWNTOWN TO ARSENAL. THE HISTORY IS VERY RICH... OUR WATERFRONT IS KEY + UNDER UTILIZED ALSO, PRESERVE AND GROW THE RETAIL DOWNTOWN, THE 'DEPOT' AND 'A' ST IS A VITAL LOCATION THAT MUST BE ADDRESSED. ADDITIONALLY ADVANCED TECHNOLOGIES SHOULD BE CONSIDERED + DEVELOPED.*

1) I WISH TO GIVE BACK TO THE COMMUNITY, BY OFFERING A WELL ROUNDED PERSPECTIVE. I WALK THE STREETS MEETING NEIGHBORS, FELLOW BUSINESS OWNERS, (+ BIKE) + PROFESSIONALS OF ALL SORTS. I HAVE FAMILY HERE (BENICIA + VALLEJO). I HAVE A CHILD IN OUR LOCAL SCHOOLS. AS A VOLUNTEER OF THE U.S.C.B. AND A BOAT OWNER, I AM KNOWLEDGABLE OF OUR WATERWAYS + MARINAS. AS A LONGTIME RESIDENT, I HAVE LIVED IN MOST AREAS OF BENICIA (INC. DOWNTOWN, EAST + WEST SIDES, AS WELL AS THE HILLS

JAN - 2 2014



City of Benicia Board/Commission/Committee Application

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- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: Jan Van Landschoot

Address: [Redacted] Benicia

Phone: (Work) X (Home) [Redacted]

(Cell) [Redacted] Fax: X

Email: [Redacted] Years as Benicia resident: 27+ years

Occupation/Employer: Retired - Working Part time for Cal. Parks.

Please note your most recent community or civic volunteer experience: _____

Current Member of H.P.R.C. + Benicia Waterfront Park Comm.

Please describe any applicable experience/training: _____

Please see attached

All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature: Jan Van Landschoot Date: Jan. 1, 2014

Jonathan Van Landschoot

[REDACTED]
Benicia, Ca 94510
[REDACTED]

HISTORIC PRESERVATION REVIEW COMMISSION APPLICATION

1. What interests you about this Commission?

Some of my current historic preservation interests include:

- Updating the 1991 Historic Conservation Plan.
- Reworking the Historic Plan to match our Zoning Ordinances thereby resolving conflicts between the Historic Plan and zoning;
- Utilizing Certified Local Government status to gather Grant money
- Taking advantage of the economic benefits of heritage tourism;
- Help bring clarity and reliability to the planning process—e.g. with a new Historical District brochure for historic property owners, which is in progress
- Integrating City and community efforts to enhance our Historic Districts—such as events at the Benicia State Capitol State Park.
- Reviving the Historic Plaque program with the aide of Benicia artists,
- Arranging for City-provided historic signage in the Arsenal,
- Developing/updating tourism walking brochures of Arsenal and Downtown historic sites (Vallejo has just completed such a brochure which could be used as a model),
- Working with historic building design via creating a three-person sub committee of the HPRC to meet with property owners, similar to the system in place in Vallejo.

Have you attended HPRC meetings? If so, when?

I have attended almost every meeting of the HPRC since my appointment to the Commission. Prior to my appointment, I attended almost all HPRC meetings and many Design Review Commission meetings.

-
2. **Do you feel you have the time and commitment to be a viable member of the Commission?** Yes. I am retired and work part time at the California State Capitol Building State Park.

-
3. **Is there a particular segment of historic preservation and/or design review that interests you more than others?**

I am especially interested in the following aspects of historic preservation:

- Helping historic homeowners maintain, and increase, their property values which, in turn, benefits the City;
- Taking advantage of the economic benefits of heritage tourism;
- Helping to bring clarity and reliability to the planning process

4. Why do you think historic preservation and/or design review needs to play a lead role in fortifying the quality of life in Benicia?

I believe that Benicia's historic assets will provide financial benefits to both the City and its residents. While visiting historic cities on the East Coast, I learned that several states—such as Maryland and Delaware—are actively restoring their old capitol cities.

Like the old capitols of Maryland and Delaware, California's old Capitol, Benicia, can be a modern, working city with an historic atmosphere. Also, given the far fewer number of "old capitols" on the West Coast, Benicia has the unique opportunity to provide West coast tourists with the ability to visit both an historic town as well as a restored "old capitol" here in Benicia.

Do you see an area of historic preservation that needs to be expanded at this point?

I believe the aspect of historic preservation in Benicia that most needs expansion is awareness. New home buyers, as well as current property owners, need to be better informed of the benefits of historic preservation. To wit, I am heading an effort to produce a new Historic Preservation informational brochure for historic property owners.

5. Explain how you meet the qualifications below:

- a. **Each member of the HPRC shall be a Benicia resident and have a demonstrated special interest, competence or knowledge in historic preservation.**
 - A. Current member of the HPRC.
 - B. Park Aide, California State Park System. Primary work locations are the Benicia Capitol State Historic Park and the Benicia State Recreation Area. I have also worked at other area historic state parks including: Jack London, the Sonoma Mission and Barracks, General Vallejo's Home and the Petaluma Adobe (i.e. General Vallejo's Rancho.)
 - C. Thirty two years experience as a California public school U.S. and World History teacher.
 - D. Bachelor's degree in History and Political Science (two majors) from the University of Michigan.
 - E. Extensive study in the area of home restoration including travel to visit restored historic buildings, towns and living history areas. Attendance at the California Preservation Foundation's 2002, 2006 & 2012 Annual Conferences.
 - F. Worked, for more than twenty-seven years, on preserving my craftsman bungalow home in Benicia's Old Town and helping other historic building owners with their properties.
 - G. Home and/or Garden has been on the Benicia Historical Society's Historic Home Tour twice, most recently in 2013.
 - H. Have developed a strong familiarity with: California's historical architectural styles, CEQA law and the Secretary of the Interior's Standards.
 - I. Past board member Benicia Historical Society which included membership on the Society's Adobe Restoration, Historic Signs and Historic Brochure committees.

- J. Have conducted tours of the Commanding Officer's Residence and the Benicia State Capitol Building.
- K. Current member, National Trust for Historic Preservation

b. Members shall be, to the extent possible: "professionals in the disciplines of history, architecture, architectural history, planning, pre-historic and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines, such as urban planning, American studies, American civilization, or cultural geography."

I am a professional in the discipline of history. In fact, my education and teaching experience comply with the National Park Service's professional qualifications in history to perform work under the Secretary of the Interior's Standards. These qualifications include "a bachelor's degree in history or closely related field [see item 1.B., above] plus . . . at least two years of full time experience in . . . teaching . . . with an academic institution. . . [see item 1.A., above]" (See Code of Federal Regulations, 36 CFR Part 61.)

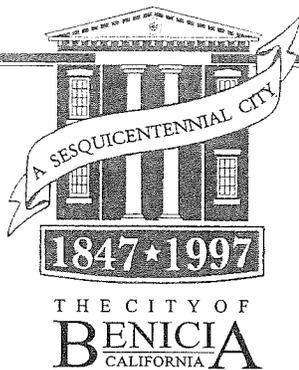
In addition I have read numerous books and articles on history and historic architecture—and continue to do so to keep my knowledge base up to date.

c. At least two members shall be owners of an historic property.

I am the owner of an historic residence in Benicia.

6. What special skills do you have that would foster civic pride, particularly related to historic preservation?

- A. Former lawyer.
- B. Current HPRC member on the Waterfront Commission which is working to create and build a future park in the First Street Green which is set to include an archeological dig in the Summer 2014.
- C. Past Member, Benicia Economic Development Board
- D. Past member, Sky Valley Commission,
- E. Past member Waterfront Park—Measure "C" group, 2004,
- F. Past Member, Urban Growth Boundary Committee—Measure "K" 2003
- G. Past Member of Benicia's "Tourism Ad Hoc Committee"
- H. Strong advocate of citizen volunteer efforts. I believe Benicia contains many individuals with historic interests who would be willing to support Historic Preservation projects.



Date Received:

[Empty box for Date Received]

SUPPLEMENTAL APPLICATION

Planning Commission
Historic Preservation Review Commission

If appointed to any of the above-noted boards, committees or commissions, you may be asked to complete a Form 700 disclosing your financial interests. In anticipation of this requirement, please respond to the following items on a separate sheet of paper and submit to the City Clerk's Office with your completed application.

- In order to assess any potential conflicts of interest, please indicate below the addresses of any property owned in addition to your primary residence.

None

- Please indicate any real property leases over 30 days:

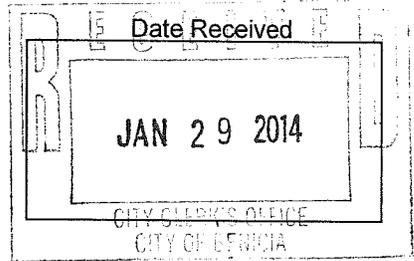
None

- Please indicate below interest in any local businesses:

*Husband to Business owner: Dorell Rubay
writer*

Signature of Applicant: *Jan Van Landschoot* Date: *Jan. 1, 2014*

Please note that your completed application is a public document that may be included in a City Council Meeting Agenda Packet.
It will also be available to members of the public upon request.



City of Benicia Board/Commission/Committee Application

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Please check the board, commission, or committee you wish to apply for:

- Arts and Culture Commission
- Benicia Housing Authority Board of Commissioners
- Board of Library Trustees
- Civil Service Commission
- Economic Development Board
- Finance, Audit & Budget Committee
- Historic Preservation Review Commission
- Human Services & Arts Board
- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: Richard Sprankle

Address: [REDACTED]

Phone: (Work) _____ (Home) [REDACTED]

(Cell) _____ Fax: _____

Email: _____ Years as Benicia resident: 60+

Occupation/Employer: Retired

Please note your most recent community or civic volunteer experience: _____

Tenant Commissioner - Benicia Housing Authority and Benicia Volunteer Fire Dept.

Please describe any applicable experience/training: _____

I have served as a Tenant Commissioner for the Benicia Housing Authority.

All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature:  Date: 01/22/2014

Date Received
JAN 29 2014
CITY CLERK'S OFFICE
CITY OF BENICIA



City of Benicia Board/Commission/Committee Application

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- Human Services & Arts Board
- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: Atiba Murphy

Address: [REDACTED]

Phone: (Work) [REDACTED] (Home) [REDACTED]

(Cell) [REDACTED] Fax: _____

Email: _____ Years as Benicia resident: 15 years

Occupation/Employer: Driver / A Limo Excursions & Wine Tours

Please note your most recent community or civic volunteer experience: _____

N/A

Please describe any applicable experience/training: _____

N/A

All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature: Atiba G. Murphy Date: 1/24/14



Housing Authority Board of Commissioners Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. What interests you about the Housing Authority Board?

I live in the public housing development and I also serve as a Tenant Commissioner. I am very much interested in the Housing Authority's affordable housing programs to assist low income persons in our community. I have lived in Benicia for over 60 years and I enjoy volunteering my time as a Tenant Commissioner to the Housing Authority.

2. What are your expectations for this Board and how do you see your role on the Board?

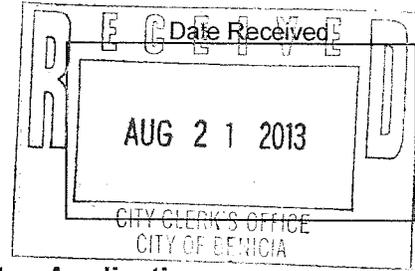
My expectations for this Board would be to continue delivering affordable housing programs in our community. I see my role as a Tenant Commissioner, to offer the views and interests of the tenant population of which I reside.

3. This Board meets on the 4th Wednesday of the month. Currently the meetings begin at 6:00 pm. In addition, there may be several meetings of smaller Board committees during the year. Does this present a problem for you? If so, please explain.

No.

-
4. What has your experience been with the Housing Authority, if any?

I have served as a Tenant Commissioner and currently reside in the public housing.



City of Benicia Board/Commission/Committee Application

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- Benicia Housing Authority Board of Commissioners
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- Economic Development Board
- Finance, Audit & Budget Committee
- Historic Preservation Review Commission
- Human Services & Arts Board
- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: Zoe Bartholomew

Address: [REDACTED]

Phone: (Work) [REDACTED] (Home) [REDACTED]

(Cell) [REDACTED] Fax: [REDACTED]

* Email: [REDACTED] Years as Benicia resident: 3 years

Occupation/Employer: Owner, President, & Behavior Consultant for ZMB Consulting

Please note your most recent community or civic volunteer experience: _____

I provide volunteer consultation services to Mount Calvary Baptist Church in their Counseling Ministry located in Fairfield, California.

Please describe any applicable experience/training: _____

I provide behavior services throughout Solano, Napa, and Sonoma counties and I have been selected to be on various committees to help support children and adults with disabilities.

All applications are considered public records and will be retained in an active file for at least one year from date of receipt

Signature: Zoe Bartholomew Date: 08-21-13



Open Government Commission Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. What interests you about the Opening Government Commission?

I am interested in learning and being involved in government regulations within my community. I would like Benicia to continue to be a "forward-thinking" community, who strives on high academic achievement and sets the standard for working together as a community. I am able to share my expertise and training in human services and in business.

2. What are your expectations for this Commission and how do you see your role on the Commission?

My expectations are for the Open Government Commission Members to provide direct supervision, support, and monitoring of the City Council abiding by the set regulations of Open Government. This will be done through consultation and observations within the community to ensure the council is meeting the needs of all citizens residing in Benicia.

3. This Board meets quarterly, typically on a Tuesday evening. Currently the meetings begin at 5:00 pm. In addition, there may be several special meetings of the commission and/or subcommittees during the year. Do you feel you have the time and commitment to be a viable member of this Commission?

I live and breathe by a schedule, so if the dates are set then they will be locked into my schedule.

Zoe Bartholomew

Benicia, CA 94510

Education

- | | |
|---|-----------|
| Ed. D., Educational Leadership, University of Phoenix, | 2006-2013 |
| M.C., Marriage, Family, Child Therapy, University of Phoenix, | 2003-2006 |
| B. S., Human Development: Emphasis on Early Childhood & Adolescent,
Howard University, | 1995-1999 |

Experience

- | | |
|---|-----------|
| • City of Berkeley, Parks & Recreation Division, Recreational Leader,
Berkeley, CA | 1993-1998 |
| • Prince Georges School District, Autism Unit: Preschool, Support
Staff, Cheverly, MD | 1998-2000 |
| • Vallejo City Unified School District, Resource Specialist & Severely-
Handicapped Teacher, Vallejo, CA | 2000-2003 |
| • Benicia Unified School District, Autism Specialist Teacher &
Behavior Intervention Specialist, Benicia, CA | 2003-2005 |
| • Solano County Office of Education, Behavior Intervention Specialist,
Fairfield, CA | 2005-2009 |
| • ZMB Consulting & Behavior Management, Inc., President &
Behavior Consultant, Vallejo & Napa, CA | 2004-Now |

Lectures/Trainings

- | | |
|---|------|
| • School Violence Prevention Lecture, Touro University | 2007 |
| • Adult Behavior Support Plans, Touro University | 2007 |
| • Adult Autism Home Program Lecture, University of Phoenix | 2009 |
| • Crisis Prevention Lecture, University of Phoenix | 2009 |
| • Prompting & Fading Procedures Lecture, Touro University | 2010 |
| • TEACCH & Direct Instruction Lecture, Touro University | 2010 |
| • Special Purpose Assistant Roles & Responsibilities Training,
Benicia Unified School District | 2003 |
| • Classroom Management Strategies Training, Benicia Unified School District | 2003 |
| • Home Behavior Management Strategies Training, Benicia LAC | 2003 |
| • Prevention the Key to a Successful Classroom Training,
Solano County Office of Education | 2006 |

- Where Do We Begin? Home Behavior Management Strategies Training, Fairfield Koinonia Foster Family Services 2006
- Classroom Management & Student Behavior: Team Approach Training, Solano County Office of Education 2006
- Approaches to Learning Training, Solano County Office of Education 2007
- Intervention Strategies for Transportation Training, Fairfield-Suisun School District & Solano County Office of Education Bus Drivers 2007
- Autism Classroom Schedule & Lesson Planning Training, Solano County Office of Education 2007
- Behavior Management Training, Alameda County Schools Special Education Department 2008
- How to Prevent Crisis Situations? Training, Pace Solano 2008
- Verbal Intervention Training, Pace Solano 2008
- Age-Appropriate Activities Training, Pace Solano 2008
- Rational Detachment Training, Pace Solano 2008
- Contingency Systems Training, Pace Solano 2008
- Behavior Management Training, Pace Solano & PSI Napa 2008
- 1:1 Assistant Roles & Responsibilities Training, Calistoga-Joint Unified School District 2009
- Participation & Engagement Training, Pace Solano 2009
- Behavior Support Plan Training, Calistoga-Joint Unified School District 2009
- Behavior Management Training, Calistoga-Joint Unified School District 2010
- Behavior Management Training, Carrington-Brown Group Home 2010

Research Experience

- Dissertation 2009-2013

Teaching Experience

- Resource Specialist, Vallejo Middle School, Vallejo, CA 2000-2001
- Severely-Handicapped Teacher, Mare Island Elementary, Vallejo, CA 2001-2003
- Crisis Prevention Institute, Benicia Unified School District & Solano 2005-2009

- County Office of Education
- Senior Level Crisis Prevention Institute Instructor (CPI), 2009
Solano County Office of Education
- Adjunct Faculty, Touro University, Vallejo, CA 2008-Present

Professional Development

- Preschool Autism Program, Cheverly, MD 1999
- Inside Out: What Makes the Person with High Functioning Autism or Asperger's Tick, San Francisco, CA 1999
- Lovaas Discrete Trial Training, Cheverly, MD 1999
- IEP Forms & Procedures, Vallejo, CA 2000
- Writing Measurable Goals & Objectives, Vallejo, CA 2000
- Success For All Reading Program, Lake Tahoe, CA 2001
- Conflict Resolution Training, Vallejo, CA 2001
- Metacognition Training, Vallejo, CA 2002
- Conduct Disorders in Children, Sacramento, CA 2002
- Applied Behavioral Analysis, Benicia, CA 2003
- BEST: Building Positive Behavior Supports in Schools, Fairfield, CA 2003
- Integrated Play Group (IPG) Training, Benicia, CA 2003
- Preventing Discipline Problems Series (For Children ages 3-8), Fairfield, CA 2003
- Reframing Discipline Series, Fairfield, CA 2003
- Section 504 Training, Benicia, CA 2003
- ABC Disorders: Asperger's Syndrome, Bi-polar, & Conduct Disorders, Oakland, CA 2004
- Students with Anger Problems, Sacramento, CA 2004
- Cultural Awareness Training, Benicia, CA 2004
- CPI Training for Trainers, San Diego, CA 2005
- SEACO Curriculum Training, Fairfield, CA 2005
- Effective Behavior Management, Fairfield, CA 2005
- Oppositional Defiant Disorder Training, Oakland, CA 2005
- Group work with Children of Battered Women, Fairfield, CA 2006
- ADHD Training, Oakland, CA 2006

- BICM Certification Training, Fairfield, CA 2007
- Applied Physical Training: CPI/IANICICI, San Francisco, 2007
- What is Autism Spectrum Disorders, Fairfield, CA 2007
- Behavior Disordered Youth, Sacramento, CA 2007
- SCERTS Model, Fairfield, CA 2007
- Asperger's Training, Sacramento, CA 2007
- CALTPA: Program Assessor Training, Vallejo, CA 2008
- Preschool BASICS Training, Fairfield, CA 2008
- Discipline of Students with Special Needs, Sacramento, CA 2008
- Senior Level CPI Instructor Training, San Francisco, CA 2009
- PENT Forum, Sacramento, CA 2009
- Autism & Nutrition, Sacramento, CA 2009

Affiliations/Memberships

- California Applied Behavioral Analysis Association (CALABA), 2005-Present
- CALABA Political Action Committee (PAC) 2010-Present
- National Black MBA Association (NBMBA) 2012-Present
- California State Senate Select North Bay Regional Autism Taskforce (NBART) 2010-Present
- Area 4 Board Autism Committee 2008-Present
- Autism Community Team (ACT) 2008-Present
- Sweetwater Spectrum Residency Review Committee 2012-Present

Program Designs

- **DELTA:** 2006
Dynamic Education Linked to Achievement, Fairfield-Suisun School District & Solano County Office of Education
- **Pace Solano Curriculum & Grouping Design:** 2008
ALL Sites, Pilot Site: Georgia, Vallejo, CA
- **Behavior Management Training Program:** 2008
North Bay Regional Center Home Program (048), Vallejo, CA
- **Adaptive Skills Program:** 2008
North Bay Regional Center Home Program (605), Vallejo, CA
- **Integrated Adaptive Skills Program (IASP):** 2010
North Bay Regional Center After-School Program (605) in Partnership with Napa Parks & Recreation, Napa, CA

Computer Skills

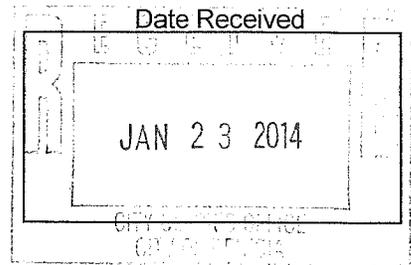
- Microsoft Office: Word, Excel, Powerpoint, Access, Publisher, Project
- SEIS: Special Education Database used in California Public Schools
- Website Design: Using templates (Wix.com)
- PC & Mac Literate: Using both systems & programs

Expert Skills

- Conducting Functional Analysis Assessment (FAA)
- Conducting Functional Behavior Assessment (FBA)
- Designing Behavior Intervention Plan (BIP)
- Designing Behavior Support Plan (BSP)
- Implementing BIP & BSP
- Direct Instruction (Training)
- Various Data Collection Methods & Systems
- Program Design
- Project Development & Management
- Application-Based Instruction (Training)

Communication Skills

- Reflective Listening skills
 - Engaging the audience
 - Presenting clear & simple information
 - Using nonverbal language
 - Using visual supports
 - Staying on topic
-
-



City of Benicia Board/Commission/Committee Application

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- Human Services & Arts Board
- Open Government Commission
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- Planning Commission
- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: SUSAN LYNN

Address: [REDACTED]

Phone: (Work) N/A (Home) [REDACTED]

(Cell) [REDACTED] Fax: NONE

Email: [REDACTED] Years as Benicia resident: 39

Occupation/Employer: Retired Contra Costa County employee

Please note your most recent community or civic volunteer experience: _____

I am currently serving on the Open Govt Commission

Please describe any applicable experience/training: _____

All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature: Susan Lynn Date: 1/22/2014



Open Government Commission Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. What interests you about the Opening Government Commission?

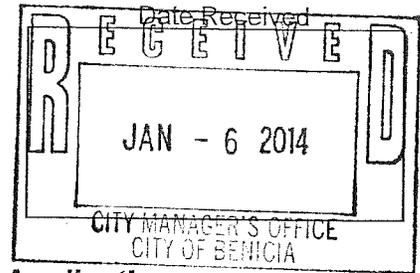
In the year I have served I have come to understand the role of the commission and support its mission.

2. What are your expectations for this Commission and how do you see your role on the Commission?

I hope to help educate Benicia residents to the Commission so that they will know to use it when they need help dealing with the city.

3. This Board meets quarterly, typically on a Tuesday evening. Currently the meetings begin at 5:00 pm. In addition, there may be several special meetings of the commission and/or subcommittees during the year. Do you feel you have the time and commitment to be a viable member of this Commission?

This is no longer accurate. We haven't met on Tuesday for a year. We now meet on Mondays. Please correct this info when you have a chance.



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- Open Government Commission
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- Planning Commission
- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: LARRY FULLINGTON

Address: [REDACTED] BENICIA 94510

Phone: (Work) [REDACTED] (Home) [REDACTED]

(Cell) [REDACTED] Fax: [REDACTED]

Email: [REDACTED] Years as Benicia resident: 28

Occupation/Employer: RETIRED

Please note your most recent community or civic volunteer experience: _____

OPEN GOVT. COMMISSION, ECON. DEV. BOARD, FINANCE CMTE

Please describe any applicable experience/training: _____

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Signature: Laurens J. Fullington Jr Date: 1-2-14



Open Government Commission Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. What interests you about the Opening ^{As} Government Commission?

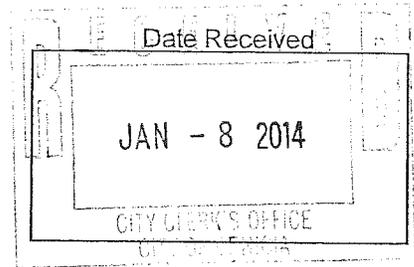
ENCOURAGE CITIZEN INVOLVEMENT, + BE SURE THEY KNOW THEY HAVE A RECOURSE TO BE HEARD AND RECEIVE ANSWERS.

2. What are your expectations for this Commission and how do you see your role on the Commission?

PROVIDE A LINK BETWEEN CITIZENS AND CITY GOVT. HELP EDUCATE THEM ON AVAILABLE RESOURCES, AND HOW CITY GOVT. WORKS. ALSO, FOLLOW THROUGH ON ANY INVOLVEMENT WITH CITIZEN CONCERNS

3. This Board meets quarterly, typically on a Monday evening. Currently the meetings begin at 5:00 pm. In addition, there may be several special meetings of the commission and/or subcommittees during the year. Do you feel you have the time and commitment to be a viable member of this Commission?

YES



City of Benicia Board/Commission/Committee Application

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- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: Kimberley Funk

Address: [REDACTED]

Phone: (Work) _____ (Home) n/a

(Cell) [REDACTED] Fax: n/a

Email: [REDACTED] Years as Benicia resident: 30 years

Occupation/Employer: Collections Analyst/ Laborers Trust Fund

Please note your most recent community or civic volunteer experience: _____

Parks, Recreation + Cemetery Commissioner . Blue Star Moms Mt. Diablo chapter

Please describe any applicable experience/training: I have served as a
commissioner for four years

All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature: Kimberley Funk Date: 1/8/2014



Parks, Recreation, and Cemetery Commission Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. The Parks, Recreation, and Cemetery Commission is responsible for working closely with the Parks and Community Services Department to direct the City as effectively as possible on behalf of parks, cemeteries and recreational activities. What interests you about serving on the Parks, Recreation, and Cemetery Commission and participating in the work of the commission? Please describe your familiarity with the Commission.

Benicia Parks & Recreation has been providing children, adults and seniors with lovely areas/parks and a variety of activities. I enjoy as a citizen being able to be involved with this.

2. Please list current and past volunteer positions.

*Parks, Rec & Cemetery Commissioner
Blue Star Moms Mt. Diablo Chapter, VP
Benicia Little League, past president*

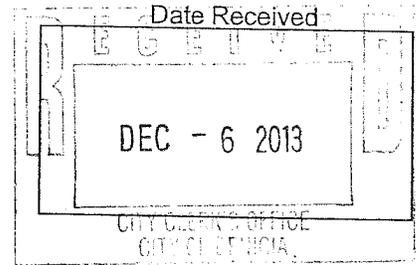
3. Responsibilities of being a Board member includes attending monthly Parks, Recreation, and Cemetery meetings, attending special events, and occasionally appearing at City Council meetings. Further, there are often subcommittees of the commission that will require additional meetings during the month. Do you feel you have the time and commitment to be able to consistently attend these meetings and events?

yes

4. If you could achieve one goal during your term as a Parks, Recreation, and Cemetery Commissioner, what would it be?

The completion of the waterfront plan.

5. Is there anything else you would like to share with us regarding your qualifications and/or interests?



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- Economic Development Board
- Finance Committee
- Historic Preservation Review Commission
- Human Services Board
- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: Ryan Swan

Address: [REDACTED]

Phone: (Work) ⁽⁷⁰⁷⁾ [REDACTED] (Home) [REDACTED]

(Cell) same as work Fax: _____

Email: [REDACTED] Years as Benicia resident: 24

Occupation/Employer: Office Manager / Jeffrey Wong Insurance Agency (Benicia)

Please note your most recent community or civic volunteer experience: _____

LSC's 2013 Green Business Series

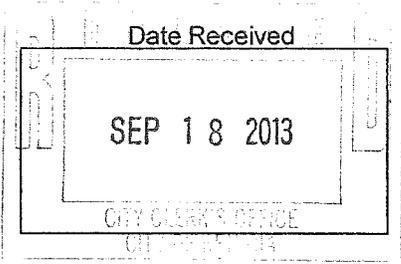
Please describe any applicable experience/training: involvement with multiple

LSC functions since 2011 / involvement with LSC's Education and Public Outreach

All applications are considered public records and will be retained in an active file ^{subcommittee} for at least one year from date of receipt. _{(work group 1) since 2011}

Signature: [Signature] Date: 12/6/2013

1. I am interested in climate change, its impact, and exploring potential courses of action to mitigate this impact. The various legal implications are also of great interest to me. Understanding the aforementioned implications is one of the main reasons I am pursuing a study of the law. Additionally, I want to learn more about government and gain experience as to its functioning.
2. I have some experience with energy, having informally studied different modes of production, both renewable and non-renewable sources, and their presence and impact in California's energy portfolio. I started the Benicia Forum on Nuclear Power (a discussion group consisting of 4 core members) in 2011. Over the past two and a half years, we have discussed both nuclear energy production, with its beneficial and detrimental ramifications, and other potential alternatives to traditional non-renewable options. I have published a number of articles in the Benicia Herald on behalf of the BFNP addressing this subject matter. It has been nice having one member of our group be a retired nuclear engineer. I have been able to gain from his expertise and career experience in the areas of practicality and economics, both areas inseparably associated with any prominent energy source. I was also involved with the CSC's energy symposium in 2012.
3. I have read the Climate Action Plan and am particularly interested in the education section. I have been involved with the CSC's Education and Public Outreach Subcommittee for the past three years and have been involved in a number of CSC education series, including Stewards of our Children's Future, both Green Business series with Dominican University, the four-part energy symposium, and the 2012 Benicia Clean Tech Expo. As a commissioner, I would relish the opportunity to play a more active role in directing the course of future education series.
4. I see the CSC supporting sustainability in the community through active facilitation of education about pertinent issues, encouraging community action, e.g. by means of grant incentives, and working toward the implementation of strategic climate action plan initiatives.



City of Benicia Board/Commission/Committee Application

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Please check the board, commission, or committee you wish to apply for:

- Arts and Culture Commission
- Benicia Housing Authority Board of Commissioners
- Board of Library Trustees
- Civil Service Commission
- Economic Development Board
- Finance, Audit & Budget Committee
- Historic Preservation Review Commission
- Human Services & Arts Board
- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: Ershely Raj

Address: [REDACTED]

Phone: (Work) _____ (Home) _____

(Cell) [REDACTED] Fax: _____

Email: [REDACTED] Years as Benicia resident: 1 Yr 7 Mths

Occupation/Employer: Petersen Dean Roofing & Solar

Please note your most recent community or civic volunteer experience: _____

Parking Structure Campaign Coordinator, CSU Chico

Please describe any applicable experience/training: _____

Parking Structure Campaign Coordinator, CSU Chico

All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature: [Handwritten Signature] Date: 9/18/13

1. What interests you about this Commission?

I have lived in Benicia for a year and a half now and have enjoyed this small quiet town, community, and people. My goal is to contribute to making a change in the community in which I live and I cannot think of a better idea than to join the Community Sustainability Commission. I believe change should start right at home. While I attended Chico State I took a good amount of environmental courses and my professor for a couple of those courses was Dr. Mark Stemen. He taught me what it was to inspire change. His strong will, effort, and activism is what motivated me to want to do the same. I have learned that the passion and strong will of one dedicated person can inspire and change many. The community sustainability commission has accomplished a great deal from its start. It has verified what environmental issues exist in Benicia, what needs to be done to fix those issues and reachable targets to reduce GHG emissions and make Benicia a better, cleaner place to live. I have a strong passion for sustainability, the environment, and local government. I am interested in the opportunity to help make a change in the local community, for the better.

2. Please describe any background or experience you may have in one or more of the following areas: (1) water quality, (2) water use efficiency and conservation; (3) air quality; (4) local and regional ecology; (5) energy; (4) mobility; (6) land use/stewardship; (7) green site planning and building; (8) waste management; (9) community and regional economics/finance; (10) social justice; (11) public relations, and/or, (12) local based business management (merchants, etc):

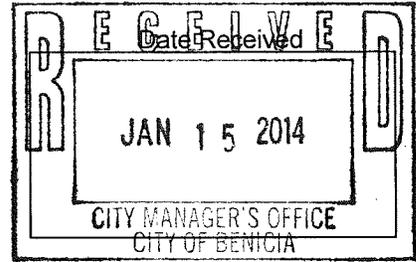
During my last year at Chico State, I took a course titled Environmental Thought and Action which allowed the students to select an issue on campus that was negatively impacting Chico State's effort towards sustainability and turn it around, fighting for social and environmental change. The campus seriously lacked proper and convenient transportation for students, staff, and faculty. The solution- create a parking structure. Our class chose this as the most pressing environmental issue that needed to be changed. We proposed that the student government not support Chico State's initiative to build a parking structure, gathered the required amount of signatures by speaking to classes, students on campus and the media. I personally achieved 200 signatures for the proposal while each student was required to obtain 100. I also spoke with other classes by asking professors for a few minutes of their class time and the campus and city newspaper. We proposed many alternative ideas to the Board of Supervisors; such as more bike racks, an improved bus system, discouraging driving for students living within 1 mile of campus, given that these were large contributing factors toward a lack of parking space availability. We explained how these ideas would be more sustainable and cheaper especially due to the fact that the student population would be responsible for paying for this parking structure. As a grand finale, we held a silent non violent protest which had many community and campus members in attendance and explained our views on the matter. In the end, our class won the vote by 72% which stated the student government should not support Chico State's decision to build the parking structure. A year later the structure was built. Never in my life had I been more inspired to create more social and environmental change. I gained much from that experience and want to continue on that path.

3. Have you read the City's Climate Action Plan? What aspects of this plan do you find important and why?

I found the Climate Action Plan recognized the unique factors that contribute to increased GHG emissions in Benicia. According to the plan, over 94% of emissions came from the industrial and commercial sectors. The plan has targets to reduce GHG emissions that are in line with AB32. In order to combat emissions, a \$14 million water conservation project between Valero Refinery, City of Benicia, and the Good Neighbor Steering Committee (GNSC) was created. It recognized this city has a uniquely large industrial sector and therefore must view their climate action plan as different from other cities, and in a way, more challenging. I also find the plan inclusive of all aspects of outreach and conservation. Public outreach is also a very important factor; residents should be informed of the reasons why changes are being made. The plan also includes renewable energy which is highly beneficial in decreasing Co2 production. Taking initiative to make a change within the local government is putting Benicia on the right track, and ahead of the game. The plan also recognizes the importance and connection between climate change and agriculture. With higher temperatures, there will be an increased demand on California's water supply. This not only takes into account California's food production, but that of the entire country. Lastly, another very important point mentioned in the plan was the rise in asthma rates and asthma attacks in children. Matters such as these cannot be taken lightly. The plan takes into consideration everyone and everything that is affected by climate change within the city.

4. How do you see the Community Sustainability Commission supporting sustainability and climate protection planning in the Benicia community?

Public outreach is very important, especially in today's day. The decisions those in local, state and federal government offices are making today, both the good and bad will affect the younger and future generations now more than ever before. Therefore, public outreach is crucial, and speaking to elementary and high school students is necessary in order for them to have a strong knowledge base of sustainability and climate change and what steps they can take in their own lives to combat it. With that said, I think public outreach is also something that can be improved upon. From what I have seen, high school students, and the elderly are more knowledgeable about climate change and environmental issues than "middle age" residents, not just in Benicia, but in many places. I think "middle aged" residents are not targeted enough. They are also the ones starting families. A lack of education and outreach to this age group eliminates the opportunity for them to teach their children at a younger age about living an "environmentally conscious" life. The plan is also very inclusive of the industrial sector. Working with the industrial sector, in contrast to working against them, such as accusing them of increasing Benicia's GHG is going to get the Climate Sustainability Commission further along in reaching their goals.



City of Benicia Board/Commission/Committee Application

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- Human Services & Arts Board
- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: Sharon Maher

Address: [REDACTED]

Phone: (Work) [REDACTED] (Home) [REDACTED]

(Cell) [REDACTED] Fax: _____

Email: [REDACTED] Years as Benicia resident: 14

Occupation/Employer: Business Performance Consultant & Coach; Matrix Point, Inc.

Please note your most recent community or civic volunteer experience: _____

I have facilitated community & public agency meetings, coached officials/public servants (including Police Services, ECB, etc), & have facilitated a Chief Justice appointed Task Force for the State of Calif.

Please describe any applicable experience/training: _____

I have project committee experience; I am skilled in re-framing technical information into "English" for us all, bringing disparate points of view to common ground, and moving groups to action.

All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature: Sharon Maher Digitally signed by Sharon Maher
DN: cn=Sharon Maher, o, ou,
email=sharon@maheronline.com, c=US
Date: 2014.01.15 18:50:46 -08'00' Date: Jan 15, 2014



Community Sustainability Commission Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. What interests you about this Commission?

The purpose of the Commission is to bring a vision and direction to the very serious topic of our environmental future for us, our children, our grandchildren and beyond. It has the financial funds, and opportunity of those funds, to establish Benicia as a local and statewide leader in this effort. Great progress has already been made. I would like to offer my services to assist in this important effort.

2. Please describe any background or experience you may have in one or more of the following areas: (1) water quality, (2) water use efficiency and conservation; (3) air quality; (4) local and regional ecology; (5) energy; (6) mobility; (7) land use/stewardship; (8) green site planning and building; (9) waste management; (10) community and regional economics/finance; (11) social justice; (12) public relations, and/or, (13) local based business management (merchants, etc):

My background and experience is not professional, but rather is as a concerned citizen who has been pro-active in taking such actions as: participating in the Wattz On Audit and subsequent suggestions, purchasing a low-energy washer/dryer, establishing a climate-controlled garden watering system, installed various energy and water saving devices in my home (Nest, auto-faucets, low-flow toilets, etc). I have attended several of the CSC meetings, follow their activities, and have occasionally assisted with their think-tank meetings.

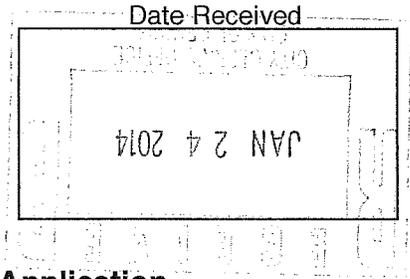
3. Have you read the City's Climate Action Plan? What aspects of this plan do you find important and why?

Yes. Aspects important to me: highlights categories of emissions to evaluate & address; ties Benicia to the national ICLEI effort; gives us the facts & negative impacts of accelerating GHG in understandable terms; highlights the importance of helping the community understand the issues and to be part of the solutions; provides a roadmap for GHG reductions- in the city, in industrial/commercial, etc; gives us focus for education, behavior change, & systems change; helps us understand this is an issue that will not allow us to ignore it- even if we wanted to.

4. How do you see the Community Sustainability Commission supporting sustainability and climate protection planning in the Benicia community?

I think this is an exciting area. Even though the Commission has made great strides, there is SO much to help the general public understand. Our children are now beginning to force our recognition of the issues, if we haven't already done so. The wave is moving and is gaining momentum -- from our children, other communities, our State, the Nation, and beyond. There are incredible ideas coming from everywhere. What a wonderful time and opportunity to harness what works for Benicia, declare us as forward thinkers, and take actions that show evidence of that. I see opportunities for us to blend community segments and our children in new ways toward this effort.

****Please limit each response to 250 words and attach separately, if necessary****



City of Benicia Board/Commission/Committee Application

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- Historic Preservation Review Commission
- Human Services & Arts Board
- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- Sustainability Commission
- Sky Valley Open Space Committee
- Uniform Code Board of Appeals

Name: Nicolle Shanman

Address: [REDACTED]

Phone: (Work) [REDACTED] (Home) _____

(Cell) [REDACTED] Fax: _____

Email: [REDACTED] Years as Benicia resident: 5

Occupation/Employer: Corporate Paralegal / Law Student

Please note your most recent community or civic volunteer experience: _____

Make a Wish Foundation

Please describe any applicable experience/training: Contract Law,

(Review, Formation), Privacy, ethics, Legal Research /

All applications are considered public records and will be retained in an active file Writing
for at least one year from date of receipt.

Signature: Nicolle Shanman Date: 1-23-2014



Open Government Commission Application

In addition to completing the City of Benicia Board/Commission/Committee Application form, please respond to the following questions:

1. What interests you about the Opening Government Commission?

It is my strong belief that our government must continue to increase transparency as well as citizen participation. Moreover, create ways for residents to connect easily and increase efficiency.

2. What are your expectations for this Commission and how do you see your role on the Commission?

*I would like to see the Commission work to expand its efforts with the use of new technologies to keep citizens better informed. I also would see my role as bringing about ways to make it easier for citizens to address matters that mean **

3. This Board meets quarterly, typically on a Tuesday evening. Currently the meetings begin at 5:00 pm. In addition, there may be several special meetings of the commission and/or subcommittees during the year. Do you feel you have the time and commitment to be a viable member of this Commission?

Yes.

** the most to them.*

MINUTES OF THE
REGULAR MEETING – CITY COUNCIL
February 18, 2014

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

I. CALL TO ORDER:

Mayor Patterson called the Closed Session to order at 6:30 p.m.

All Council Members were present.

II. CLOSED SESSION:

A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

**Property: North of Lake Herman Road - APN's: 181230050,
181230060, 181240020**

**Negotiating Parties: City Attorney, City Manager and Economic
Development Manager**

**Under Negotiation: Instruction to negotiator on both payment and
lease terms**

III. CONVENE OPEN SESSION:

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

A. ROLL CALL

All Council Members were present.

B. PLEDGE OF ALLEGIANCE

Mayor Patterson led the Pledge of Allegiance.

C. REFERENCE TO THE FUNDAMENTAL RIGHTS OF PUBLIC

IV. ANNOUNCEMENTS/PROCLAMATIONS/ APPOINTMENTS/PRESENTATIONS:

A. ANNOUNCEMENTS

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

Mayor Patterson reported that no action was taken. The City Attorney was out ill and Council was not able to proceed with this item.

2. Openings on Boards and Commissions:

We are currently in the process of interviewing for Board and Commission recommendations for appointment.

3. Mayor's Office Hours:

4. Benicia Arsenal Update:

Update from City Attorney.

B. PROCLAMATIONS

C. APPOINTMENTS

D. PRESENTATIONS

V. ADOPTION OF AGENDA:

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

Ayes: Patterson, Schwartzman, Campbell, Hughes, Strawbridge

Noes: (None)

VI. OPPORTUNITY FOR PUBLIC COMMENT:

A. WRITTEN COMMENT

Six items received (copies on file).

B. PUBLIC COMMENT

1. Amber Kelly - Ms. Kelly invited Council and the public to a joint fundraiser auction put on by Joe Henderson and Robert Semple Elementary schools.
2. Marilyn Bardet - Ms. Bardet discussed the public's need for access to the EIR for the Crude by Rail project. She discussed concerns regarding the ease of access to the project documents on the City's website. She

discussed concerns regarding the Crude by Rail Project.

3. Andres Soto - Mr. Soto discussed upcoming forums in various communities regarding crude by rail projects.

VII. CONSENT CALENDAR:

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

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

- A. APPROVAL OF THE MINUTES OF THE FEBRUARY 4, 2014 CITY COUNCIL MEETING**
- B. AUTHORIZE THE PURCHASE OF THREE ZOLL X-SERIES CARDIAC MONITORS INCLUDING MONITOR SUPPLIES AND SERVICE CONTRACT**

RESOLUTION 14-13 -A RESOLUTION AUTHORIZING THE PURCHASE OF THREE ZOLL X-SERIES CARDIAC MONITORS

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

VIII. BUSINESS ITEMS:

- A. DISCUSSION REGARDING CITY OF BENICIA'S WATER SUPPLY SITUATION AND ACCEPTANCE OF PHASE I DROUGHT RESPONSE PLAN**

Steve Solomon, Public Works Consultant, reviewed the staff report.

Council Member Hughes and Staff discussed the State Water Project carryover and the issue of a possible drought surcharge.

Mayor Patterson and Staff discussed the State Water Project carryover.

Council Member Schwartzman and Staff discussed how the City could cut back on water use. They discussed the issue of wells, gray water, treating wastewater and making it drinkable, and contacting BUSD to encourage them to conserve on water.

Vice Mayor Campbell and Staff discussed the Area of Origin Water Settlement, Mojave water, Berryessa water, and gray water.

Council Member Strawbridge and Staff discussed the State Water Project, the fees the City pays for the State Water Project, other agencies in Solano County that could provide water, and public outreach to the business community regarding water conservation.

Vice Mayor Campbell and Staff discussed Valero's water rights, and how the drought will affect the refinery.

Mayor Patterson and Staff discussed the current weather patterns, Australia's 10-year drought, public health and access to water, possibly implementing Stage II surcharge as allowed in the City's ordinance.

Mayor Patterson recommended that Council agree with Staff's recommendations to move forward, but continue to look into the value of moving to Stage II, and come up with a potential surcharge that would be specific for the management implementation of that Stage II. The items discussed for Phase II were: 1) mandatory compliance, 2) no one can use water in excess of 90% of their baseline amount, 3) one may ask for an increase based on extenuating circumstances, 4) the restrictions for fire hydrants - water can only be used for firefighting, 5) lawn water is restricted, 6) vehicle washing must be done with a bucket or commercial car wash, 7) restaurant drinking water served only upon request, and 8) construction jobs must only use non-potable water. If the drought penalty of 90% is exceeded, that is where the additional revenues come in to help staff manage the cost in terms of dealing with the mandate. If it exceeds 90%, the first increase is a rate for excess use of twice the regular rate. It increases for the percentage above 90%. She discussed the idea of putting campaign lawn signs up around the City encouraging citizens to conserve water. The City is in a serious situation that will not change overnight. The City and citizens need to do the short term, mid-term and long- term changes.

Council Member Hughes asked for clarification that Council is not recommending moving to Stage II (not at this time).

Public Comment:

1. Marilyn Bardet - Ms. Bardet discussed Valero's water needs. She discussed various ways citizens can conserve water.
2. Andres Soto - Mr. Soto discussed the issue of climate change and how it is affecting the current water/drought situation.
3. Alison Fleck - Ms. Fleck discussed the challenges of water conservation. SCWA has rebate programs for water conservation.

Mayor Patterson summarized the direction she would like Council to take. She would like to endorse Staff's recommendations listed on page VIII.A.7 of the staff report, and 1-8, with the specific suggestion of having campaign lawn signs distributed around the community encouraging water conservation in some catchy way. The major modification is that rather than monitor and come back to

Council and report what other things could be done, to direct Staff to begin to think about the program of instituting the mandatory Stage II, a surcharge, and some options that would affect that, recognizing all the things that have been said tonight. That would include looking at the water budget pricing.

Council Member Hughes discussed the aggressive public outreach plan. He suggested not being so specific regarding the lawn signs. He would like to hear suggestions from Staff regarding their suggestions for public outreach.

Council Member Schwartzman suggested Council direct Staff to look into the option of lawn signs.

Brad Kilger, City Manager, clarified that Staff would be looking into all options, including the lawn signs.

Vice Mayor Campbell asked for clarification on whether Council was recommending moving to Stage I and Stage II. Council Member Hughes clarified he was in support of the 8-Stage recommendation.

Mr. Kilger clarified that he understood that Staff was looking into Stage II. He understood that the Mayor wanted to take it a step further and as Staff looks at the surcharge, look at the types of programs they should start pursuing. Look at the City's immediate needs, look at the resources that are needed to accomplish that, in addition to the volunteer program through the water conservation (possibly mandatory), and also look to this as an opportunity to achieve long term approaches and results.

Council Member Schwartzman discussed support for moving into Phase I right away, but did not want to wait very long to hear about Phase II. He would like to have the information sooner than later.

Mayor Patterson discussed the suggestion of partnering with Valero on the desalinization. She discussed the City's rainy season, which is almost over.

Mr. Kilger discussed Council's desire to look at long- term solutions.

Council Member Hughes clarified that Council is not recommending moving to Stage II. They are recommending implementation of Stage I, which is voluntary, and at the same time recommending that Staff conduct an analysis on what Stage II and beyond would look like, what it would take to implement that, and what it would take and look like to implement a surcharge.

Mayor Patterson clarified that they were looking for options with Stage II with a surcharge. She wants adequate information so Council can make an informed decision in 30 days.

On motion of Council Member Hughes, seconded by Council Member Schwartzman, Council approved direction to Staff to implement Stage I, which is

voluntary, and at the same time recommending that Staff conduct an analysis on what Stage II and beyond would look like, what it would take to implement that, and what it would take and look like to implement a surcharge, on roll call by the following vote:

Ayes: Patterson, Schwartzman, Campbell, Hughes, Strawbridge

Noes: (None)

B. REVIEW OF PROPOSED ADDITIONS TO CITY COUNCIL AGENDA TEMPLATE

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

Council Member Hughes clarified that he was okay with the contact information and website information, but did not think there needed to be time for departments to provide 5-minute updates.

Council Member Schwartzman did not feel the department update was necessary.

Brad Kilger, City Manager discussed the issue of departments reporting out at each Council meeting. He requested that if Council moves forward with this, and the departments don't have anything to report on, they be allowed to forego the reporting period.

Council Member Schwartzman suggested if a department needed to provide a brief report, it could be done under public comment.

Vice Mayor Campbell thought this issue was a solution looking for a problem, and did not think it was necessary.

Council Member Strawbridge suggested that if information was going to be included on the agenda, it be linked on the City's website. There should be an easier way to access Council's contact information. The Council committee information should be on the website as well.

Council Member Hughes did not think it was necessary to put departmental updates on the agenda.

Public Comment:

None

Mayor Patterson clarified the motion was to give direction to Staff to proceed with all of the suggested changes, with the exception of the 5-minute updates from departments.

On motion of Council Member Hughes, seconded by Council Member Strawbridge, Council gave direction to Staff to proceed with all of the suggested changes, with the exception of the 5-minute updates from departments, on roll call by the following vote:

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

C. Council Member Committee Reports:

- 1. Mayor's Committee Meeting.(Mayor Patterson) Next Meeting Date: March 19, 2014**
- 2. Association of Bay Area Governments (ABAG)<http://www.abag.ca.gov/>. (Mayor Patterson and Council Member Strawbridge)Next Meeting Date: TBD**
- 3. Finance Committee. (Vice Mayor Campbell and Council Member Strawbridge)Next Meeting Date: February 28, 2014**
- 4. League of California Cities. (Mayor Patterson and Vice Mayor Campbell) Next Meeting Date: April 30, 2014**
- 5. School Liaison Committee. (Council Members Strawbridge and Council Member Hughes) Next Meeting Date: March 6, 2014**
- 6. Sky Valley Open Space Committee. (Vice Mayor Campbell and Council Member Schwartzman) Next Meeting Date: TBD**
- 7. Solano EDC Board of Directors. (Mayor Patterson and Council Member Strawbridge) Next Meeting Date: March 13, 2014**
- 8. Solano Transportation Authority (STA). <http://www.sta.ca.gov/> (Mayor Patterson, Council Member Hughes and Council Member Schwartzman) Next Meeting Date: March 12, 2014**
- 9. Solano Water Authority-Solano County Water Agency and Delta Committee. <http://www.scwa2.com/>(Mayor Patterson and Council Member Hughes) Next Meeting Date: March 13, 2014**
- 10. Traffic, Pedestrian and Bicycle Safety Committee. (Vice Mayor Campbell and Council Member Schwartzman) Next Meeting Date: April 17, 2014**
- 11. Tri-City and County Cooperative Planning Group. (Mayor Patterson and Council Member Strawbridge) Next Meeting Date:**

March 10, 2014

- 12. Valero Community Advisory Panel (CAP). (Mayor Patterson and Council Member Hughes) Next Meeting Date: TBD**
- 13. Youth Action Coalition. (Mayor Patterson, Council Member Strawbridge and Council Member Hughes) Next Meeting Date: February 26, 2014**
- 14. ABAG-CAL FED Task Force-Bay Area Water Forum.
<http://www.baywaterforum.org/> (Mayor Patterson)Next Meeting Date: TBD**
- 15. SOLTRANS Joint Powers Authority (Mayor Patterson, Council Member Hughes and Council Member Schwartzman) Next Meeting Date: February 26, 2014**

IX. ADJOURNMENT:

Mayor Patterson adjourned the meeting at 9:27 p.m.

AGENDA ITEM
CITY COUNCIL MEETING DATE - MARCH 4, 2014
CONSENT CALENDAR

DATE : February 14, 2014

TO : City Council

FROM : City Attorney

SUBJECT : **FIRST READING AND INTRODUCTION OF AN ORDINANCE TO AMEND BENICIA MUNICIPAL CODE SECTION 2.64.030 (MEETING TIME AND PLACE) OF CHAPTER 2.64 (BOARD OF LIBRARY TRUSTEES) OF TITLE 2 (ADMINISTRATION AND PERSONNEL)**

RECOMMENDATION:

Introduce the ordinance updating Benicia Municipal Code to reflect the current meeting day of the Board of Library Trustees.

EXECUTIVE SUMMARY:

The meeting day of the Board of Library Trustees has been changed to the second Tuesday of each month at 6:30 p.m. at the Benicia Library.

BUDGET INFORMATION:

N/A

BACKGROUND:

The meeting day of the Board of Library Trustees has been changed from the second Monday of each month to the second Tuesday of each month. The time and place, 6:30 p.m. at the Benicia Library, remain the same. This ordinance will update the Benicia Municipal Code to reflect that change.

Attachment:

- Proposed Ordinance

CITY OF BENICIA

ORDINANCE NO. 14-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BENICIA AMENDING SECTION 2.64.030 (MEETING TIME AND PLACE) OF CHAPTER 2.64 (BOARD OF LIBRARY TRUSTEES) 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 2.64.030 (Meeting time and place) of Chapter 2.64 (Board of Library Trustees) of Title 2 (Administration and Personnel) of the Benicia Municipal Code is amended to read as follows:

2.64.030 Meeting time and place. The board shall meet on the second Tuesday of each month at 6:30 p.m. at the Benicia Library.

Section 2.

Severability. If any section, subsection, phrase or clause of this ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

The City Council hereby declares that it would have passed this and each section, subsection, phrase or clause thereof irrespective of the fact that any one or more sections, subsections, phrase or clauses be declared unconstitutional on their face or as applied.

Section 3.

Effective date. This ordinance shall become effective thirty (30) days after the date of adoption.

* * * * *

On motion of Council Member _____, seconded by Council Member _____, the foregoing Ordinance was introduced at a regular meeting of the City Council on the 4th day of March, 2014, and adopted at a regular meeting of the Council held on the day of _____ 2014, by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

Date: _____

AGENDA ITEM
CITY COUNCIL MEETING DATE - MARCH 4, 2014
CONSENT CALENDAR

DATE : February 21, 2014

TO : City Manager

FROM : Economic Development Manager

SUBJECT : **APPROVAL OF CONSULTANT CONTRACT WITH CARBON LIGHTHOUSE TO SUPPORT IMPLEMENTATION OF THE BUSINESS RESOURCE INCENTIVE PROGRAM**

RECOMMENDATION:

Adopt resolution approving contract with Carbon Lighthouse to support implementation of the Business Resource Incentive Program in an amount not to exceed \$35,000.

EXECUTIVE SUMMARY:

A component of the Business Resource Incentive Program provides energy assessments to companies in the Industrial Park. Carbon Lighthouse is one of two firms the City has contracted to perform these assessments. This agreement continues the partnership between the City and Carbon Lighthouse to continue to provide BRIP assessments.

BUDGET INFORMATION:

Funds sufficient to cover the consultant contract of \$35,000 exist in the contract services account, No. 217-2605-9825. The total BRIP budget is \$625,000. Originally \$100,000 was allocated for BRIP assessments. On January 7, 2014, the City Council approved allocating an additional \$50,000 for BRIP assessments.

GENERAL PLAN:

The overarching Goal of the General Plan is Sustainability. CAP Strategy EO-1.1 addresses the following General Plan goal:

Goal 3.27: Improve energy efficiency.

STRATEGIC PLAN:

Relevant Strategic Plan Issues and Strategies:

- Strategic Issue #2: Protect and Enhance the Environment
 - Strategy #1: Reduce greenhouse gas emissions and energy consumption

- Strategy #3: Pursue and adopt sustainable practices
- Strategic Issue 3: Strengthen Economic and Fiscal Conditions
 - Strategy #2: Strengthen Benicia Industrial Park Competitiveness
 - Strategy #3: Retain and Attract Business

CLIMATE ACTION PLAN:

Relevant Climate Action Plan Principles, Objectives and Strategies:

Principle 3.GHG Reductions in Industrial and Commercial Sector. *“The City must actively engage the business community to work together to develop strategies that add value to the businesses through efficiency and infrastructure, while reducing greenhouse gas emissions”.*

- Focus Area: Energy Production
 - *Objective E-2: Increase Amount of Renewable Energy in Benicia*
 - Strategy E-2.4. Renewable Energy Fund
 - Strategy E-3.1. Encourage Parking Lot Solar PV Arrays
 - Strategy E-3.2. Solar Permit Fee Waiver
 - Strategy E-3.3. Promote California Solar Initiative and Other Applicable Incentive Programs
- Focus Area: Transportation + Land Use
 - *Objective T-8: Reduce Reliance on Conventional Automobile Travel*
 - Strategy T-8.1. Encourage Local Businesses to Use Alternative Fuels and Vehicles
- Focus Area: Industrial + Commercial
 - *Objective IC-1: Reduce Energy Consumption in Industrial and Commercial Buildings 20% by 2020*
 - Strategy IC 1.1. Build Audit and Efficiency Program
 - *Objective IC-2: Increase Operational Efficiency 20% by 2020*
 - Strategy IC 2.1. Promote Green Business Certification Program
- Focus Area: Water + Wastewater
 - *Objective WW-1: Reduce the Amount of Water Consumed 20% by 2020*
 - Strategy WW 1.4. Commercial Rainwater Collection
 - Strategy WW 1.7. Develop a Business Outreach Program
- Focus Area: Solid Waste
 - *Objective SW-2: Commit to a Waste Diversion Goal of 75% for the Community*
 - Strategy SW 2.2. Curbside Recycling for Industrial and Commercial Businesses
 - Strategy SW 2.4. Waste Audit Program

BACKGROUND:

Pursuant to the modifications to the BRIP, approved by the City Council on January 7, 2014, this contract with Carbon Lighthouse will provide Economic Development staff with the consultant resources to undertake sophisticated sustainability assessments for businesses participating in the BRIP.

Carbon Lighthouse has been a key partner in promoting and implementing BRIP from its inception. Staff has been aided by their expertise and has been very pleased with their performance of highly technical BRIP assessments. Staff recommends continuing this positive and productive relationship.

Attachment:

- Proposed Resolution

RESOLUTION NO. 14-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA AWARDING PROFESSIONAL SERVICE CONTRACT TO CARBON LIGHTHOUSE OF SAN FRANCISCO, CALIFORNIA IN THE AMOUNT NOT TO EXCEED \$35,000 AND AUTHORIZING THE CITY MANAGER TO SIGN THE CONTRACT ON BEHALF OF THE CITY

WHEREAS, the City of Benicia has recognized that the implementation of the Business Resource Incentive Program (BRIP) is a priority of our economic development strategy; and

WHEREAS, Carbon Lighthouse was hired as one of the City's BRIP consultant firm in 2012; and

WHEREAS, Carbon Lighthouse has performed admirably and to the satisfaction of City staff and the Economic Development Board regarding the implementation of the BRIP; and

WHEREAS, the City desires to further implement BRIP; and

WHEREAS, Carbon Lighthouse, having worked on behalf of the City for the 18 months, acquiring an understanding of Benicia's unique market is the best equipped and most responsible firm to assist with the implementation of BRIP; and

WHEREAS, the City Council at their January 7, 2014 meeting unanimously approved the recommended modifications to the BRIP which included continued work by Carbon Lighthouse.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia awards the consultant contract to Carbon Lighthouse in the amount not to exceed \$35,000 and authorizes the City Manager to sign the contract on behalf of the City, subject to approval by the City Attorney.

BE IT FURTHER RESOLVED THAT the City Manager or his designee is authorized to review and approve all expenditures related to the delivery of goods and services outlined in the contract.

BE IT FURTHER RESOLVED THAT funds sufficient to cover the consultant contract of \$35,000 exist in the contract services account, No. 217-2605-9825.

On motion of Council Member _____, and 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 4th day of March, 2014, and adopted by the following vote.

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

Date: _____

AGENDA ITEM
CITY COUNCIL MEETING DATE - MARCH 4, 2014
CONSENT CALENDAR

DATE : February 21, 2014

TO : Mayor and Council

FROM : City Manager

SUBJECT : **APPROVAL OF CONTRACT FOR WATER FILTER MEDIA REPLACEMENT AT THE WATER TREATMENT PLANT**

RECOMMENDATION:

Adopt a resolution approving a contract for replacement of water filter media at the Water Treatment Plant with Carbon Activated Corporation in the initial amount of \$120,778, with subsequent costs being negotiated in 2016 and 2018, and authorizing the City Manager to sign the contract on behalf of the City.

EXECUTIVE SUMMARY:

This action approves a contract for replacement of media in the six water filters at the Water Treatment Plant. The media of two filters will be replaced approximately every two years, until all six have been replaced. This work is budgeted and sufficient funds are available in Account No. 593-8258-9958 (water filter replacement fund) to cover the cost.

BUDGET INFORMATION:

Sufficient funds are available in Account No. 593-8258-9958 to cover the cost of the work.

STRATEGIC PLAN:

Relevant Strategic Plan Goals and Strategies:

- Goal 1.00: Protect Community and Environmental Health and Safety
 - Strategy: Protect neighborhoods from risks to health and safety

- Goal 4.00: Preserve and Enhance City Assets and Infrastructure
 - Strategy: Improve and maintain facilities and infrastructures

BACKGROUND:

As part of the City's water treatment process, water is filtered to improve aesthetics and remove tastes, odors and organic substances. The City has six gravity filters at the Water Treatment Plant comprised of layered granular activated carbon (GAC) media, sand and/or gravel. As part of routine

maintenance, the media needs to be replaced approximately every six years. The media in filters 1 and 3 is due for replacement in 2014, followed by filters 2 and 4 in 2016 and filters 5 and 6 in 2018.

A Request for Proposal (RFP) for filter media replacement services was sent to five qualified firms. Three proposals were received and evaluated. After careful consideration, Carbon Activated Corporation of Compton, California was ranked first in the proposal selection process based on their experience, the strength of their technical qualifications and product, their thorough proposal that addressed all of the Water Division's needs, and their plan to recycle/reactivate the GAC media rather than disposing it in a landfill. Further, this firm performed previous filter media replacement work for the City in 2004, 2009 through 2012 and demonstrated outstanding workmanship and safety-conscious concern. The services to be provided by Carbon Activated Corporation will include removing the existing GAC media from the filters, verifying the sand depth and topping off if necessary, and installing new GAC media. The cost to replace filters 1 and 3 is \$120,778. The cost for the future replacements will be negotiated in those years.

It is recommended, therefore, to enter into a contract with Carbon Activated Corporation for the replacement of water filter media at the Water Treatment Plant.

Attachment:

- Proposed Resolution

RESOLUTION NO. 14-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING A CONTRACT FOR REPLACEMENT OF WATER FILTER MEDIA AT THE WATER TREATMENT PLANT WITH CARBON ACTIVATED CORPORATION IN THE INITIAL AMOUNT OF \$120,778, WITH SUBSEQUENT COSTS BEING NEGOTIATED IN 2016 AND 2018, AND AUTHORIZING THE CITY MANAGER TO SIGN THE CONTRACT ON BEHALF OF THE CITY

WHEREAS, as part of routine maintenance the media in the six water filters at the Water Treatment Plant needs to be replaced approximately every six years; and

WHEREAS, the last media replacement of the filters was in 2009, 2010, and 2012; and

WHEREAS, the media in two filters will be replaced every two years with the first two being replaced in 2014, the next two in 2016 and the last two in 2018; and

WHEREAS, a Request for Proposal (RFP) for filter media replacement services was sent to five qualified firms in accordance with City Policy; and

WHEREAS, Carbon Activated Corporation of Compton, California ranked first in the proposal selection process and is the recommended firm for replacing the water filter media at the Water Treatment Plant.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia hereby approves a contract for replacement of water filter media at the Water Treatment Plant with Carbon Activated Corporation in the initial amount of \$120,778, with subsequent costs being negotiated in 2016 and 2018, and authorizes the City Manager to sign the agreement, subject to approval as to form by the City Attorney.

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 4th day of March, 2014 and adopted by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

ATTEST:

Lisa Wolfe, City Clerk

Date: _____

AGENDA ITEM
CITY COUNCIL MEETING DATE - MARCH 4, 2014
BUSINESS ITEMS

DATE : February 20, 2014

TO : Mayor and City Council

FROM : City Manager

SUBJECT : **FIRST READING AND INTRODUCTION OF AN ORDINANCE AMENDING THE ZONING MAP OF THE DOWNTOWN MIXED USE MASTER PLAN TO CHANGE THE ZONING DESIGNATION FROM NEIGHBORHOOD GENERAL-OPEN TO TOWN CORE FOR 117, 141, AND 145 EAST D STREET, AFTER DETERMINING THAT THE PROJECT IS EXEMPT FROM CEQA**

RECOMMENDATION:

Introduce the ordinance to rezone 117, 141 and 145 East D Street from Neighborhood General Open to Town Core. On January 9, 2014, the Planning Commission considered this project and was unable to reach a consensus; therefore, there is no recommendation. Pursuant to Benicia Municipal Code Chapter 17.120 Zoning Amendments, City Council is the final review authority on rezone requests.

EXECUTIVE SUMMARY:

The applicant requests a map amendment to the Downtown Mixed Use Master Plan (DMUMP). The requested amendment would change the zoning of three properties from Neighborhood General Open (NG-O) to Town Core (TC). The properties are 117, 141 and 145 East D Street (APNs 0089-372-180; 170; and -250, respectively).

BUDGET INFORMATION:

No budget impact has been identified.

GENERAL PLAN:

Relevant General Plan Goals and Policies include:

- *GOAL 2.5: Facilitate and encourage new uses and development which provide substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety, and quality of life.*
 - *Policy 2.12.3: Make Downtown a thriving and vigorous community center offering a variety of activities and attractions for residents and visitors.*

The subject parcels are located within the Downtown Commercial land use designation in the General Plan. *This category includes Town Core, Town Core-Open, Neighborhood General, and Neighborhood General-Open designations. This category encourages a wide variety of retail businesses, restaurants, and lodging. Offices and residences are encouraged above the first floor in order to establish a greater variety, intensity and efficiency of use. The intent is to enhance the vibrancy of the downtown, the pedestrian-oriented character of First Street and the integrity and quality of the historic neighborhoods through the regulation of physical form. The Downtown Area Commercial category permits a maximum FAR of 2.0 for non-residential and 2.4 if housing is included (p. 26 General Plan)*

Rezoning the properties will promote economic vitality in Benicia by increasing the range of uses that can occur on the subject sites. Increasing the range of uses permitted on the properties will offer a variety of activities and attractions to residents and visitors. Further, the rezoning will support a local business's efforts to expand and enhance their services to new and existing clients.

In addition, the DMUMP's established maximum FAR of 2.0 or 2.4 if housing is included, is consistent with the Downtown Commercial designation. Given these factors, the proposed rezoning is consistent with the General Plan.

STRATEGIC PLAN:

Relevant Strategic Plan Issue and Strategies include:

- ❑ STRATEGIC ISSUE #3: Strengthening Economic and Fiscal Conditions
 - Strategy #5: Increase economic viability of industrial park and other commercial areas, while preserving existing economic strengths and historic resources

- ❑ STRATEGIC ISSUE #5: Maintain and Enhance a High Quality of Life
 - Strategy #2 : Implement the Downtown Master Plan
 - GOAL #2.12: Strengthen the Downtown as the City's central commercial zone.

ENVIRONMENTAL ANALYSIS:

The proposed project is Exempt per California Environmental Quality Act (CEQA) Guidelines Section 15061 (b) (3) under the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and Section 15183 (d,i), Projects Consistent with a Community Plan, General Plan, or Zoning. CEQA mandates that projects which are consistent with the development density established by existing zoning, community plan, or general plan policies for which an EIR was certified shall not require additional environmental review. The proposed zone change is consistent with the 1999

Benicia General Plan land use designation of Downtown Commercial. The General Plan EIR, which was certified in 1998, analyzed the commercial development of these properties and the potential impacts to the site and surrounding area. The General Plan establishes a maximum density of 2.0 – 2.4 floor area ratio (FAR) for the Downtown Commercial land use designation.

In 2007, the City adopted the Downtown Mixed Use Master Plan (DMUMP). As a result, the downtown area was rezoned from a mix of commercial and residential zoning districts regulated by the Zoning Ordinance to a new mix of commercial and residential zoning districts regulated under the DMUMP. The DMUMP proposed to eliminate the Downtown Commercial zoning designation and replace it with Town Core along the First Street corridor and a few off First Street parcels. It also included a rezone of parcels zoned General Commercial zoning district and Medium Density Residential within the downtown.

The potential environmental impacts of the DMUMP were analyzed in an Initial Study resulting in the adoption of a Mitigated Negative Declaration. The Land Use and Planning section of the Initial Study evaluated the proposed land use and development changes. In evaluating the potential environmental impacts of rezoning this area, each new zoning district of the DMUMP was compared to each existing zoning district of the Zoning Ordinance. In order to be able to consistently compare zoning and understand the full potential impact of future development, the least restrictive regulations were used. The evaluation most germane to the subject request pertains to the replacement of the Downtown Commercial zoning district with Town Core. Prior to 2007, the parcels at 117, 141 and 145 East D Street were zoned Downtown Commercial. The DMUMP rezoned these parcels to Neighborhood General Open.

In comparing the Downtown Commercial and Town Core zoning districts, the Initial Study / Mitigated Negative Declaration determined the total FAR and/or total square footage for development allowed by the DMUMP is higher than established by the existing Zoning Ordinance. It was determined that the potential increase in development area could result in a significant environmental impact. Consequently, the following mitigation measure was included as a way to maintain consistency with the General Plan and Zoning Ordinance and also reduce the impacts of a potential increase in development to less than significant: *MM LAND USE 1. The Downtown Mixed Use Master Plan shall be amended to state that in no case shall the FAR exceed 2.0 or 2.4 if housing is included* (p. 31-32 Initial Study / Mitigated Negative Declaration for Downtown Mixed Use Master Plan dated June 7, 2007).

As a result, development intensity within the TC zoning district cannot exceed that already analyzed by the 1998 General Plan EIR. Accordingly, the 1998 General Plan EIR has analyzed these sites for their maximum development

intensity, and has found there to be no impact as a result of the highest potential development intensity. Therefore, it has been determined with certainty that there is no possibility that the project may have a significant effect on the environment, and therefore the project is not subject to CEQA.

BACKGROUND:

On September 17, 2013, Stephen David, property owner of 145 East D Street submitted an application for the rezone of the three parcels, 117, 141 and 145 East D Street from Neighborhood General Open to Town Core.

The subject application was considered by the Planning Commission on January 9, 2014. The Planning Commission, with a 2-2 vote, was unable to reach a consensus on the request and therefore no resolution was adopted. Staff recommended that the Planning Commission recommend City Council approve the rezone based on the draft ordinance. A copy of the draft ordinance is attached to this report. An outline of the discussion at the Planning Commission is provided below in the Summary/Analysis.

SUMMARY/ANALYSIS:

The three property owners of 117, 141 and 145 East D Street are requesting to rezone the subject parcels from NG-O to Town Core (TC). As shown in Figure 1 of the Planning Commission staff report, the property at 117 East D Street has split zoning, with half of the property zoned TC and the other half NG-O.

Currently the property at 145 East D Street, occupied by the Bed & Breakfast, "Inn at Benicia Bay," is not able to comply with the setback standards established by the NG-O zone. The Inn is setback approximately 29 feet from the rear yard property line, thus requiring a variance from the regulations in order to expand. The existing primary structures at 117 and 141 East D Street are setback approximately 56 feet and 61 feet respectively from the rear property line, thus allowing some expansion to the rear.

A complete summary and analysis of the proposed project is provided in the attached staff report to the Planning Commission, January 9, 2014. Also included are copies of the Planning Commission minutes.

Public Comment and Planning Commission January 9, 2014 Discussion:

One written comment was received from Ms. Cassandra Girard, property owner of 149 East D Street. As stated in the email, her biggest concerns are noise and the setback allowance. A copy of the email is attached to this staff report.

Chuck Maddux, property owner of 126 East D Street, spoke with staff prior to the Planning Commission meeting. Mr. Maddux informed staff that the former property owner of 141 East D Street had passed since the submittal of the

planning application. Subsequently, staff spoke with Mr. John Falcone, the trustee of the estate to ensure that the new property owners were aware of and supported the proposal. During the Planning Commission meeting, Mr. Maddux expressed concern that the proposal is spot zoning. He commented on Ms. Girard's concerns and the parking issues on the street.

The Planning Commission moved to approve the project. Commissioner Smith commented that she would not support this rezone as the Downtown Mixed Use Master Plan (DMUMP) was a well thought out document with much public input. Stating that the intent of DMUMP is to focus retail/commercial businesses on First Street and changes to this will erode its intent.

Planning Commission, with a 2-2 vote was unable to reach a consensus on the request and therefore no resolution was adopted. Staff's recommendation to Planning Commission was for approval. A copy of that draft ordinance recommending approval is attached.

Attachments:

- Draft Ordinance
- January 9, 2014 Planning Commission Staff Report (without attachments)
- January 9, 2014 Planning Commission Minutes
- East D Street Land Use Diagram
- Written public comment

CITY OF BENICIA

ORDINANCE NO. 14-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING A ZONE CHANGE FROM NEIGHBORHOOD GENERAL OPEN TO TOWN CORE FOR THREE PARCELS ADDRESSED AS 117, 141 AND 145 EAST D STREET; APN: 0089-372-170, 180, 250. (13ZON-00002)

The City Council of the City of Benicia does ordain as follows:

SECTION 1. The City Council determined that this project was categorically exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15061 (b) (3) under the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and Section 15183 (d, i), Projects Consistent with a Community Plan, General Plan, or Zoning. CEQA mandates that projects which are consistent with the development density established by existing zoning, community plan, or general plan policies for which an EIR was certified shall not require additional environmental review. The proposed zone change is consistent with the 1999 Benicia General Plan land use designation of Downtown Commercial. The General Plan EIR, which was certified in 1998, analyzed the commercial development of these properties and the potential impacts to the site and surrounding area. The General Plan establishes a maximum density of 2.0 – 2.4 floor area ratio (FAR) for the Downtown Commercial land use designation.

In 2007, the City adopted the Downtown Mixed Use Master Plan (DMMP). As a result, the downtown area was rezoned from a mix of commercial and residential zoning districts regulated by the Zoning Ordinance to a new mix of commercial and residential zoning districts regulated under the DMUMP. The DMUMP proposed to eliminate the Downtown Commercial zoning designation and replace it with Town Core along the First Street corridor. It also replaced the General Commercial zoning district and a mix of residential zoning districts within the downtown.

The potential environmental impacts of the DMUMP were analyzed in an Initial Study resulting in the adoption of a Mitigated Negative Declaration. The Land Use and Planning section of the Initial Study evaluated the proposed land use and development changes. In evaluating the potential environmental impacts of rezoning this area, each new zone (DMUMP) was compared to each existing zoning district (Zoning Ordinance) that it would replace. In order to be able to consistently compare zoning and understand the full potential impact of future development, the least restrictive regulations were used. The evaluation most germane to the subject request pertains to the replacement of the Downtown Commercial zoning district with Town Core. Prior to 2007, the parcels at 117, 141 and 145 East D Street were zoned Downtown Commercial. The DMUMP rezoned these parcels to Neighborhood General Open.

In comparing the Downtown Commercial and Town Core zoning districts, the Initial Study / Mitigated Negative Declaration determined the total FAR and/or total square footage for development allowed by the DMUMP is higher than established by the existing Zoning Ordinance. It was determined that the potential increase in development area could result in a significant environmental impact. Consequently, the following mitigation measure was adopted as a way to maintain consistency with the General Plan and Zoning Ordinance and also reduce the increase in development to less than significant: *MM LAND USE 1. The Downtown Mixed Use Master Plan shall be amended to state that in no case shall the FAR exceed 2.0 or 2.4 if housing is included* (p. 31-32 Initial Study / Mitigated Negative Declaration for Downtown Mixed Use Master Plan dated June 7, 2007).

As a result, development intensity within the TC Zone cannot exceed that already analyzed by the General Plan EIR. Accordingly, the certified General Plan EIR has analyzed these sites for their maximum development intensity, and has found there to be no impact as a result of the highest potential development intensity. Therefore, it has been determined with certainty that there is no possibility that the project may have a significant effect on the environment, and therefore the project is not subject to CEQA.

SECTION 2. At a regular meeting on January 9, 2014, the Planning Commission, with a 2-2 vote, was unable to reach consensus on the request to rezone the subject properties from Neighborhood General Open to Town Core.

SECTION 3. The City Council makes the following findings:

- a) The zone change is consistent with General Plan Goals 2.4, 2.5 and 2.12, and General Plan Policies 2.1.1, 2.1.2, 2.12.1, 2.12.3 and 3.15 as discussed in the March 4, 2014 City Council since the subject parcels are located in the downtown portion of Benicia.
- b) The proposed zone change is consistent with the Land Use Diagram of the General Plan, as amended, dated June, 1999, which allows a variety of uses on this parcel.
- c) The proposed zone change is consistent with the purposes of the Downtown Mixed Use Master Plan and the Town Core zoning designation.
- d) The notice and hearing provisions of Zoning Ordinance Section 17.116.040 have been met.

SECTION 4. The City Council approves the proposed zone change from Neighborhood General Open to Town Core (0089-372-170, 180, 250).

SECTION 5. If any section, subsection, phrase or clause of this ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the

remaining portions of this ordinance.

The City Council hereby declares that it would have passed this and each section, subsection, phrase or clause thereof irrespective of the fact that any one or more sections, subsections, phrase or clauses be declared unconstitutional on their face or as applied.

On a motion of Councilmember _____, seconded by Councilmember _____, the foregoing Ordinance was introduced at a regular meeting of the City Council on the 4th day of March, 2014, and adopted at a regular meeting of the Council held on the _____ day of March, 2014, by the following vote.

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

ATTEST:

Lisa Wolfe, City Clerk

Date: _____

**AGENDA ITEM
PLANNING COMMISSION MEETING: JANUARY 9, 2014
REGULAR AGENDA ITEMS**

DATE : January 3, 2014

TO : Planning Commission

FROM : Adam Petersen, Contract Associate Planner

SUBJECT : **RECOMMENDATION TO CITY COUNCIL TO APPROVE A ZONING MAP AMENDMENT TO THE DOWNTOWN MIXED USE MASTER PLAN TO CHANGE THE ZONING DESIGNATION FROM NEIGHBORHOOD GENERAL-OPEN TO TOWN CORE FOR 117, 141, AND 145 EAST D STREET, AFTER DETERMINING THAT THE PROJECT IS EXEMPT FROM CEQA**

PROJECT : 13ZON-00002 Zone Change
117, 141, 145 East D Street
APNs: 0089-372-180; -170; -250

RECOMMENDATION:

Recommend that the City Council adopt an ordinance approving a rezone of 117, 141, and 145 East D Street from Neighborhood General Open to Town Core, based on the findings set forth in the draft resolution; after determining that the project is categorically exempt from CEQA.

EXECUTIVE SUMMARY:

The applicant requests a map amendment to the Downtown Mixed Use Master Plan (DMUMP). The requested amendment would change the zoning of three properties from Neighborhood General Open (NG-O) to Town Core (TC). The properties are 117, 141 and 145 East D Street (APNs 0089-372-180; 170; and -250, respectively).

BUDGET INFORMATION:

No budget impact has been identified.

ENVIRONMENTAL ANALYSIS:

The proposed project is Exempt per California Environmental Quality Act (CEQA) Guidelines Section 15061 (b) (3) under the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and Section 15183 (d,i), Projects Consistent with a Community Plan, General Plan, or Zoning. CEQA mandates that projects which are

consistent with the development density established by existing zoning, community plan, or general plan policies for which an EIR was certified shall not require additional environmental review. The proposed zone change is consistent with the 1999 Benicia General Plan land use designation of Downtown Commercial. The General Plan EIR, which was certified in 1998, analyzed the commercial development of these properties and the potential impacts to the site and surrounding area. The General Plan establishes a maximum density of 2.0 – 2.4 floor area ratio (FAR) for the Downtown Commercial land use designation.

In 2007, the City adopted the Downtown Mixed Use Master Plan (DMUMP). As a result, the downtown area was rezoned from a mix of commercial and residential zoning districts regulated by the Zoning Ordinance to a new mix of commercial and residential zoning districts regulated under the DMUMP. The DMUMP proposed to eliminate the Downtown Commercial zoning designation and replace it with Town Core along the First Street corridor and a few off First Street parcels. It also included a rezone of parcels zoned General Commercial zoning district and Medium Density Residential within the downtown.

The potential environmental impacts of the DMUMP were analyzed in an Initial Study resulting in the adoption of a Mitigated Negative Declaration. The Land Use and Planning section of the Initial Study evaluated the proposed land use and development changes. In evaluating the potential environmental impacts of rezoning this area, each new zoning district of the DMUMP was compared to each existing zoning district of the Zoning Ordinance. In order to be able to consistently compare zoning and understand the full potential impact of future development, the least restrictive regulations were used. The evaluation most germane to the subject request pertains to the replacement of the Downtown Commercial zoning district with Town Core. Prior to 2007, the parcels at 117, 141 and 145 East D Street were zoned Downtown Commercial. The DMUMP rezoned these parcels to Neighborhood General Open.

In comparing the Downtown Commercial and Town Core zoning districts, the Initial Study / Mitigated Negative Declaration determined the total FAR and/or total square footage for development allowed by the DMUMP is higher than established by the existing Zoning Ordinance. It was determined that the potential increase in development area could result in a significant environmental impact. Consequently, the following mitigation measure was included as a way to maintain consistency with the General Plan and Zoning Ordinance and also reduce the impacts of a potential increase in development to less than significant: *MM LAND USE 1. The Downtown Mixed Use Master Plan shall be amended to state that in no case shall the FAR exceed 2.0 or 2.4 if housing is included* (p. 31-32 Initial Study / Mitigated Negative Declaration for Downtown Mixed Use Master Plan dated June 7, 2007).

As a result, development intensity within the TC zoning district cannot exceed that already analyzed by the 1998 General Plan EIR. Accordingly, the 1998 General Plan EIR has analyzed these sites for their maximum development intensity, and has found there to be no impact as a result of the highest potential development intensity. Therefore, it has been determined with certainty that there is no possibility that the project may have a significant effect on the environment, and therefore the project is not subject to CEQA.

BACKGROUND:

Applicant: Stephen David

Property Owners:

117 East D Street – Vice and Fusayo Dauria

141 East D Street – Jo O’Grady

145 East D Street – Stephen David

General Plan Designation: Downtown Commercial

Existing Zoning: Neighborhood General - Open

Existing uses: Art Gallery & Residence, Antique Store & Residence, and Bed & Breakfast

	Existing Use	Zoning
Subject Sites	Multiple Uses	Neighborhood General - Open
North	Residential	Neighborhood General - Open
South	Offices	Neighborhood General - Open
East	Residential	Neighborhood General - Open
West	Community Garden	Town Core

SUMMARY:

A. Project Location and Description:

The subject properties are located in downtown Benicia, east of First Street and south of Kuhland Alley. The subject sites are relatively level and located in an urbanized portion of the City. Development consists of residential uses to the north, offices and residences to the south and east, and a community garden to the west. The General Plan designation for the properties is Downtown Commercial and the DMUMP establishes the Neighborhood General-Open (NGO) zone. The NGO zoning district is found to the east and south of the properties. However, the NGO zoning district extends westward from East Second Street along the north and south side of East E Street, almost tangential to the easternmost border of the location of the proposed rezoning. Figure 1 below illustrates the existing zoning of the area and Figure 2 illustrates the proposed rezoning.

Figure 1 – Existing Zoning

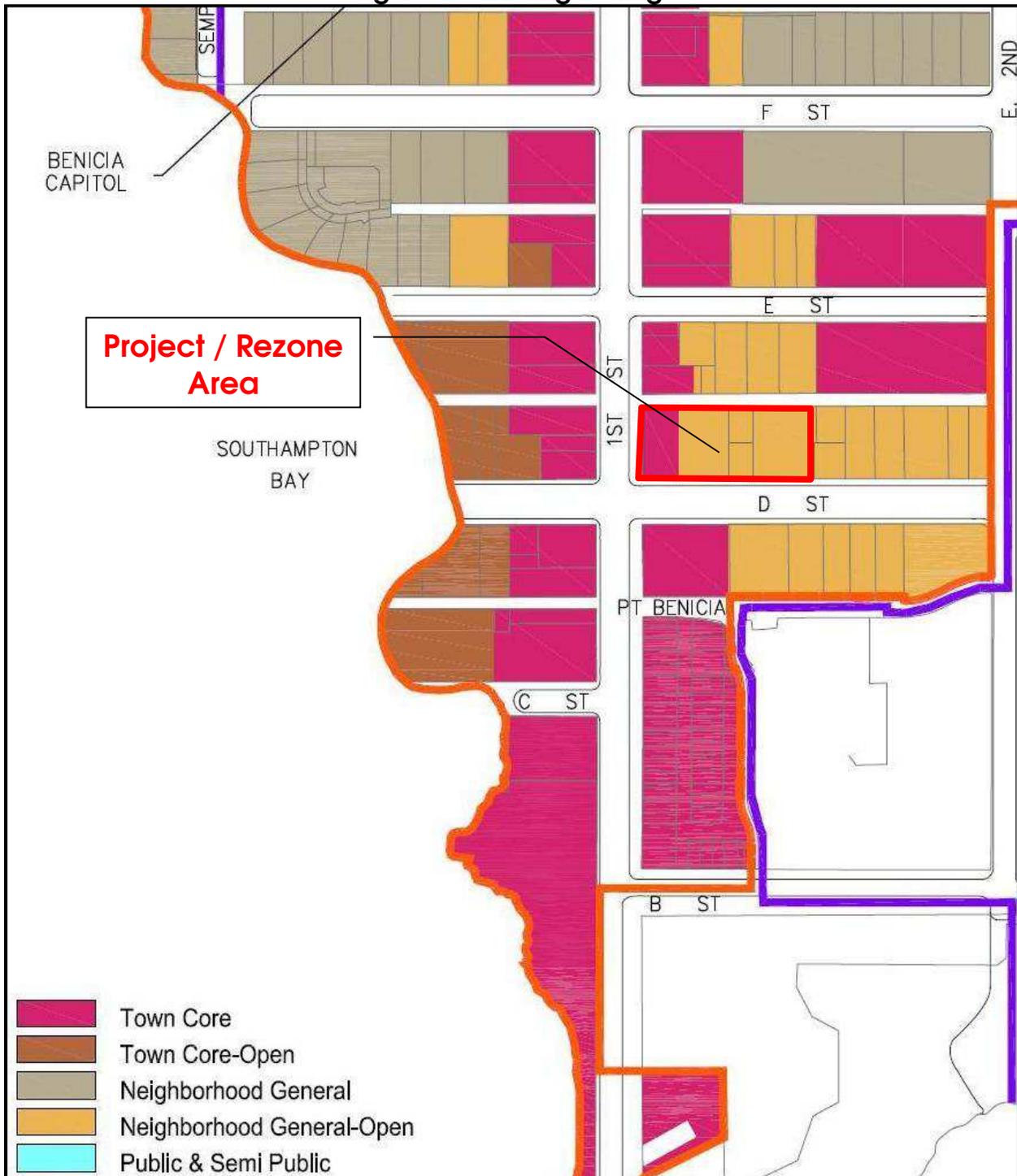
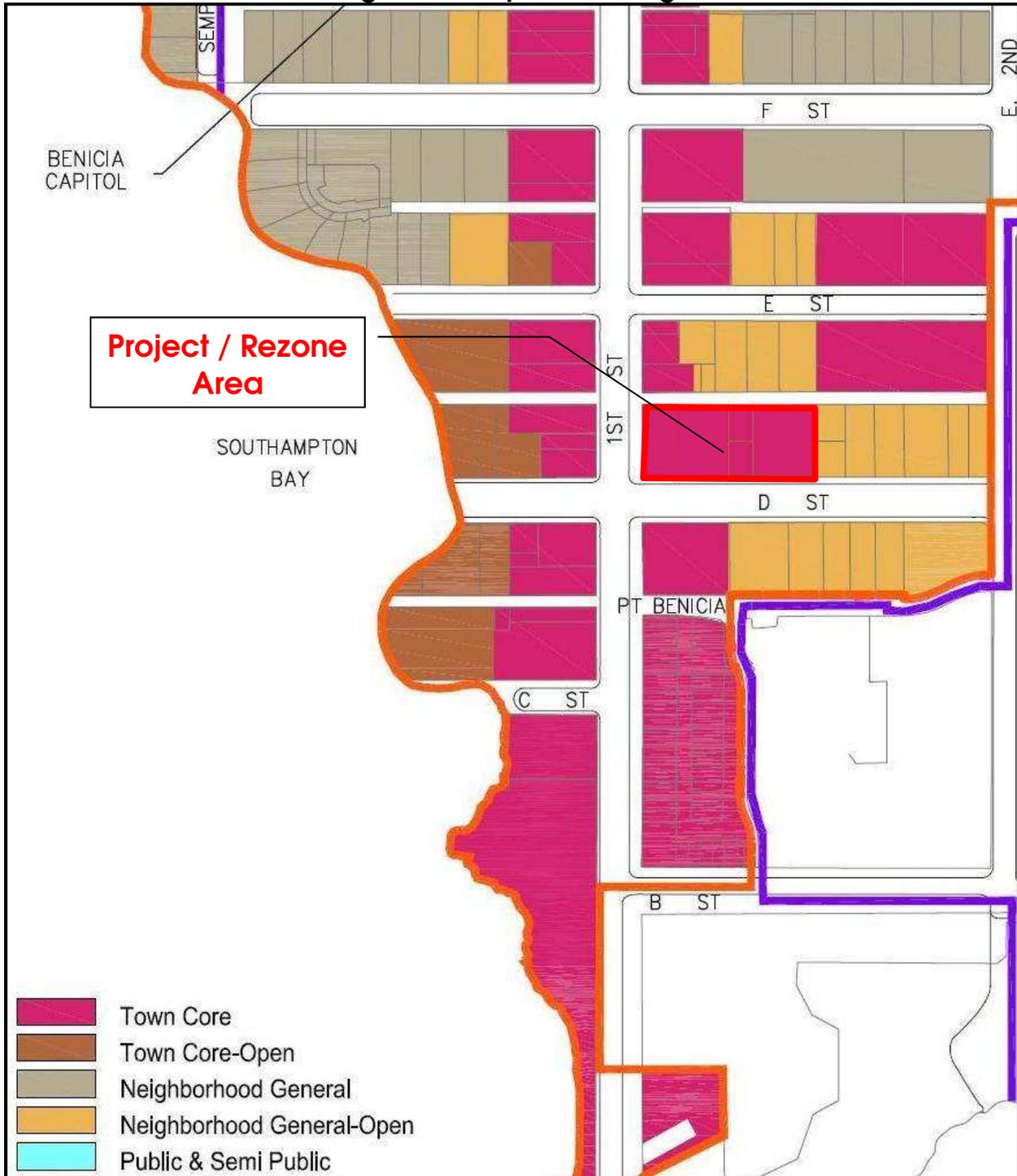


Figure 2 – Proposed Zoning



The three property owners of 117, 141 and 145 East D Street are requesting the rezone the subject parcels from NG-O to Town Core (TC). As shown in Figure 1 above, the property at 117 East D Street has split zoning, with half of the property zoned TC and the other half NG-O.

As outlined in the Environmental Analysis section above, prior to 2007 the properties were zoned Downtown Commercial (CD). The property development regulations for the CD zoning district did not require a building to be setback from the property. Instead the maximum footprint of the structure was determined by a maximum lot coverage requirement of 75%. The NG-O zoning district requires a setback of 40 feet from the rear property line to the primary structure, allowing only accessory structures near the rear property line. The Town-Core zoning District allows the primary structure to be placed within 5 feet of the rear property line.

Currently the property at 145 East D Street, occupied by the Bed & Breakfast, "Inn at Benicia Bay," is not able to comply with the setback standards established by the NG-O zone. The Inn is setback approximately 29 feet from the rear yard property line, thus requiring a variance from the regulations in order to expand. The existing primary structures at 117 and 141 East D Street are setback approximately 56 feet and 61 feet respectively from the rear property line, thus allowing some expansion to the rear.

B. Project Analysis:

The proposed project has been reviewed in accordance with the City's General Plan and the DMUMP.

General Plan Consistency:

The subject parcels are located within the Downtown Commercial land use designation in the General Plan. *This category includes Town Core, Town Core-Open, Neighborhood General, and Neighborhood General-Open designations. This category encourages a wide variety of retail businesses, restaurants, and lodging. Offices and residences are encouraged above the first floor in order to establish a greater variety, intensity and efficiency of use. The intent is to enhance the vibrancy of the downtown, the pedestrian-oriented character of First Street and the integrity and quality of the historic neighborhoods through the regulation of physical form. The Downtown Area Commercial category permits a maximum FAR of 2.0 for non-residential and 2.4 if housing is included (p. 26 General Plan)*

The purpose of the Town Core is to enhance the vibrant, pedestrian-oriented character of First Street. Mixed use within this zone primarily refers to vertical mixed use where retail or commercial are on the ground floor and residential or commercial are above (p.4-4 DMUMP). The proposed rezoning to TC is consistent with the objectives of the Downtown Commercial land use designation. The TC zone would allow more uses than the NG-O zone, and the uses permitted would be retail, lodging, and restaurant type uses.

- *GOAL 2.5: Facilitate and encourage new uses and development which provide substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety, and quality of life.*
 - *Policy 2.12.3: Make Downtown a thriving and vigorous community center offering a variety of activities and attractions for residents and visitors.*

Rezoning the properties will promote economic vitality in Benicia by increasing the range of uses that can occur on the subject sites. Increasing the range of uses permitted on the properties will offer a variety of activities and attractions to residents and visitors. Further, the rezoning will support a local business's efforts to expand and enhance their services to new and existing clients.

In addition, the DMUMP's established maximum FAR of 2.0 or 2.4 if housing is included, is consistent with the Downtown Commercial designation. Given these factors, the proposed rezoning is consistent with the General Plan.

DMUMP Analysis:

The catalyst behind the proposed zone change from the property owner of 145 East D Street was to gain flexibility in certain development standards in order to accommodate the existing Inn. The Inn is setback approximately 29 feet from the rear yard property line where 40 feet is required, thus requiring a variance from the regulations in order to expand. The inclusion of 117 and 141 East D Street in the rezone from NG-O to TC would create continuity in the zoning designations. The extension of the TC zoning from First Street east on East D Street would relate to the existing TC zoning designation along First Street and the large city-owned parcel at East E Street and East 2nd Street. The properties to the east of 145 East D Street are residential in nature and therefore are appropriate to remain NG-O; a rezone for these parcels is not included for that reason.

Land Use Regulations

There are no changes in use or density of the subject properties at this time. The dominant pattern of the block is commercial, office and residential. The change in zoning would not make any of the existing uses located 117, 141 and 145 East D Street non-conforming with the DMUMP as the TC zoning district permits the mix of commercial and residential uses. However, TC requires that the residential portion of a mixed use development be located either above the ground floor commercial use or behind the ground floor commercial use. The residential portion of 117 East D Street is located on the upper floor of the two story building, 141 East D Street is a single-story building and the residential component is located in the front portion with the commercial component (antique store for approximately 30 years) located in the rear garage. Pursuant

to Zoning Ordinance Chapter 17.98 Nonconforming Uses and Structures, the location of the residence on the ground floor would be allowed to remain; however, future expansion and alteration of the residence may be restricted.

The Bed & Breakfast located at 145 East D Street includes a nine guest room bedroom bed and breakfast facility that has been in operation since 1985. The business also received use permits for weddings (held outdoors in the gardens and accommodating up to 175 guests), and for live music. The wedding use permit was approved by the City’s Zoning Administrator on June 30, 2005. The Planning Commission approved the use permit for live entertainment on July 20, 2005. In 2009, a Use Permit was granted for the operation of a restaurant. The Bed & Breakfast would still continue to operate under these permits.

Table 1 below summarizes and compares the uses allowed with the TC and NG-zoning district respectively.

Table 1 – Use Comparison

Use	Town Core	Neighborhood General - Open
Commercial		
Commercial Recreation Indoor		
<1,500 sq ft	MUP	
>1,500 sq ft	UP	
Health and Fitness Facility		
<1,500 sq ft	MUP	
>1,500 sq ft	UP	
Library Museum	P	
Meeting Facility, public or private	MUP	MUP
Park, playground	MUP	P
School, Public or Private	MUP	MUP
Studio: Art, Dance, martial arts		
<1,500 sq ft	P	MUP
>1,500 sq ft		NA
Theater, cinema or performing arts		
<5,000 sq ft	P	
>5,000 sq ft	UP	
Residential		
Single Family		P
Home Occupation		
< or > 300 sq ft and 3 or fewer employees	P – upper floor or behind	P
> 300 sq ft and 3 or more employees	NA	P

Use	Town Core	Neighborhood General Open
Mixed Use	P – upper floor or behind	P
Live/Work		P
Multi Family rowhouse through fourplex	P – upper floor or behind	P duplex only
Ancillary	P	P
Residential Care 7 or more	P – upper floor or behind	UP
Residential Care 6 or fewer	P – upper floor or behind	MUP
Retail		
Artisan Shop	P	P
Bar, tavern, night club, Operating btwn 9 PM and 7 AM	P UP	
General Retail, except with the following features	P	
Alcoholic Beverage Sales	UP	NA
Floor Area over 8K sq ft	MUP	NA
On Site Production	MUP	MUP
9 PM and 7 AM	MUP	NA
Neighborhood Market < 10,000 sq ft	P	
Restaurant, café, coffee shop	P	MUP
Services: Business, Financial, Professional		
ATM or Bank	P	
Business Support Service	P	P
Medical services: Doctors Office	P – upper floor or behind	P
Medical services: Extended Care	P – upper floor or behind	
Office: Business, service	P	P
Office: Professional, administrative	P	P
Services: General		
Financial Services	P – upper floor or behind	P
Bed and Breakfast		
4 guest rooms or less	P – upper floor or behind	P
Greater than 4 guest room	P – upper floor or behind	MUP
Day Care: Child or Adult	P – upper floor or behind	MUP
Day Care: Large Family	P – upper floor or behind	UP
Day Care: Small Family	P – upper floor or behind	P
Lodging	MUP	MUP
Personal Services	P – body art and piercing requires UP	P
Transportation, Communications, Infrastructure		
Parking facility, public or commercial	UP	
Wireless telecommunications facility	MUP	MUP

Development Standards

Staff evaluated the subject properties dimensions against the standards prescribed in the DMUMP to determine if the properties would meet the TC standards. The three subject properties comply with the lot width standards for the TC zone established by the DMUMP. The DMUMP establishes a maximum lot width of 125 feet, and the lots measure 125 feet, 40 feet, and 106 feet. The DMUMP prescribes that the maximum lot depth in the TC zone is 100 feet. The lots are 125 feet and 150 feet deep. Despite extending beyond the standard, other lots in the TC zone exceed the maximum lot dimensions established by the DMUMP. The larger lot depth will not affect the uses that can occur on the lots, and it will be consistent other 150 foot deep lots in the vicinity. Therefore, the subject lots would be consistent in dimensions with other properties in the TC zone.

The DMUMP establishes the primary locations for each zone within the plan, whether it be Town Core, Town Core-Open, Neighborhood General, or Neighborhood General-Open. The DMUMP states that the TC zone is intended for those properties facing First Street. While the majority of properties zoned TC face First Street, there are other properties zoned TC that do not front on First Street. Examples of locations where the TC zone extends beyond First Street include the following:

- Two parcels along the south side of West D Street;
- City-owned parcels on East E Street off East Second Street; and
- Two parcels east of First Street on the south side of East J Street.

Figure 3 below provides the location of these properties:

Figure 3 – TC Zone Properties Not Fronting First Street



Based on these examples, there is precedent that TC zoned parcels do not have to front on First Street. Further, the subject properties at 117 and 141 East D were selected so as to not create a case of spot zoning at 145 East D Street. Zoning 117 and 141 East D Street TC, creates a contiguous zoning pattern that is consistent with other zoning patterns found in the City of Benicia. Therefore, the proposed rezoning of the subject properties can be supported.

CONCLUSION

The proposed rezone is consistent with the General Plan and consistent with the intent and purposes of the DMUMP. Staff recommends the Planning Commission recommend that the City Council approve the zoning map amendment to the DMUMP based on the findings set forth in the draft resolution.

FURTHER ACTION:

The Planning Commission's recommendation will be forwarded to City Council for final action. The Planning Commission's decision will be final unless appealed to the City Council within ten (10) business days.

Attachments:

- Draft Resolution
- Exhibit A: Downtown Mixed Use Master Plan Map Amendment



BENICIA PLANNING COMMISSION REGULAR MEETING MINUTES

**City Hall Council Chambers
Thursday, January 9, 2014
7:00 P.M.**

I. OPENING OF MEETING

- A. Pledge of Allegiance**
- B. Roll Call of Commissioners**

Present: Commissioners Cohen-Grossman, Oakes, Smith, Sprague,
Young, and Chair Sherry

Absent: Commissioner Dean (excused)

Staff Present: Amy Million, Principal Planner
Kat Wellman, Contract City Attorney
Mario Giuliani, Economic Development Manager
Gina Eleccion, Management Analyst

- C. Reference to Fundamental Rights of Public**

II. ADOPTION OF AGENDA

On motion of Commissioner Young, seconded by Commissioner Oakes, the agenda was adopted, switching the order of Items VB and VC, by the following vote:

Ayes: Commissioners Cohen-Grossman, Oakes, Smith, Sprague, Young, and
Chair Sherry

Noes: None

Absent: Commissioner Dean (excused)

Abstain: None

III. OPPORTUNITY FOR PUBLIC COMMENT

- A. WRITTEN – None.**

B. PUBLIC COMMENT - None

IV. CONSENT CALENDAR

On motion of Commissioner Cohen-Grossman, seconded by Commissioner Young, the Consent Calendar was adopted by the following vote:

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

A. APPROVAL OF MINUTES OF NOVEMBER 14, 2013 REGULAR MEETING

V. REGULAR AGENDA ITEMS

A. USE PERMIT FOR A NEW AT&T WIRELESS TELECOMMUNICATION FACILITY AT 800-890 SOUTHAMPTON IN THE SOUTHAMPTON SHOPPING CENTER; AFTER DETERMINATION THAT THE PROJECT IS CATEGORICALLY EXEMPT FROM CEQA

12PLN-00058 Use Permit
800-890 Southampton Road; APN: 0086-151-110

Amy Million, Principal Planner, gave an overview of the project. She noted that a letter was received from Gene Pedrotti.

Commissioners questioned the location of the facility and surrounding parking and required parking for the shopping center in general. The cumulative impact of radio waves, in addition to the two existing telecommunications facilities, were questioned.

Applicant – Renette Allens, gave an overview of the proposal. She noted that Broadband is an issue in Benicia. She has met with City staff and businesses to discuss wireless and broadband expansion.

Steve Graham, Project Manager – Gave a presentation and history on the project. Elevations were shown in relation to Raley's. Design was based on Bank of America kiosk for consistency. Coverage vs. Capacity and 4G LTE was discussed. It was noted that there are two facilities already located at the shopping center and that was factored into the Radio Frequency Study. This works on line-of-sight technology. This will be a long-term facility at a reasonable cost.

Question was asked regarding School District leasing sites. Mario Giuliani, Economic Development Manager, noted that there is a long-term lease for three towers at the Benicia Middle School.

Co-location was discussed, however, the topography of the area is difficult and not suitable to co-locate. It was noted that the elimination of a Martinez site (which is currently serving too large of an area) will reduce the service to Benicia. Radio Frequency emissions were discussed related to other facilities in the shopping center and it was noted that the study includes the cumulative emissions from the proposed ATT facility.

A question was raised regarding future expansion. It was noted that there is always potential for the need to expand based on new technology. Technology is constantly expanding and growing. Antennas are intended to be below the roofline. There is no exterior lighting for the facility. It is the desire of the applicant to be in construction during Q2.

In response to questions about signage, Amy Million noted that the property owner expressed interest in increasing signage in the shopping center. The condition of the use permit allows for signage on the tower. Any future signage would be specific to the Southampton Shopping Center.

Regarding Condition #5, Amy Million noted that this allows Southampton Shopping Center to retain facility and signage. Add "If tower structure is utilized for the placement of signage for the Southampton Shopping Center, the removal of the wireless facility shall be limited to antennas and related equipment. The tower structure may remain and be subject to maintenance by the property owner. "

The public hearing was opened.

Gene Pedrotti, Ace Hardware – He commented on the public notice. He noted that the tenants are not aware of this project. There are issues with electro-magnetic frequency. He noted that there is a cell tower on the gym at Benicia High School. No formal proposal was made to Benicia Unified School District. The owners of Southampton Shopping Center prefer to have the facility located in the current sign. Parking is an issue in the shopping center.

The public hearing was closed.

Commissioners commented on noticing requirements. The design review requirement was mentioned. Staff noted that the design is consistent with the findings for design review. Use Permit requirements are in BMC

Chapter 17.70.250, which require all wireless telecommunications facilities to have a Use Permit and Design Review.

Kat Wellman, Contract Attorney, noted there is an entire chapter of the Benicia Municipal Code that addresses wireless. She noted that generally if a facility vacates, they lease to another carrier. She also advised that Federal Telecommunications Act restricts what local agencies can do.

There was a question regarding who residents call if there is interference, and how you can determine which facility is causing interference. Parking reductions are an issue. Site Safe Study was referred to. Fencing and maintenance of site were mentioned. There were concerns with graffiti.

Condition No. 9 – Graffiti to be removed within a specific timeframe. Add permanent contact to tenants and property owner.

Amy Million noted that sites that require fencing are typically lower and can be easily accessed from the ground. Signs are required at access of facility. There is no requirement to fence as there is no ground-level exposure. Interference has never been an issue.

Add Condition #12 - "Any lease or assignment of facility by Applicant requires prior notification to the City. Any Assignee or Lessee shall be required to abide by all the terms and conditions of approval of this Use Permit."

Kat Wellman noted that the Commission can't deny the project based on their concerns over EMF as that issue is preempted by Federal Law.

Staff noted that parking should be looked at in the shopping center, but not as part of this application.

The current location for the facility was selected to provide service taking into consideration the topography.

Mario Giuliani noted that there is an opportunity to increase signage for the shopping center. There were concerns with signage on the facility.

Kat Wellman noted that there are timing parameters for making a decision on this application. Postponing a decision this will violate these parameters. AT&T would have to waive their "shot-clock" right if the Commission desired to continue the item. Regarding noticing, the City is being consistent in applying their regulations.

Steve Graham indicated that he did not have the authority to waive ATT's "shot-clock" right. AT&T's legal department must agree to extend the shot-clock.

Changes to conditions of approval in resolution noted below:

#5 – Addition of sentence - If tower structure is utilized for the placement of signage for the Southampton Shopping Center, the removal of the wireless facility shall be limited to antennas and related equipment. The tower structure may remain and be subject to maintenance by the property owner.

#7 – 2nd sentence read "Does Not" create interference. Any signage shall be reviewed by PC.

#9 – Contact information provided. Add timeframe no later than 2 weeks after notification.

Add Condition #12 - Any lease or assignment of facility by Applicant requires prior notification to the City. Any Assignee or Lessee shall be required to abide by all the terms and conditions of approval of this Use Permit.

Add Condition #13 – Staff will analyze the feasibility of adding two spaces through restriping in the parking area adjacent to the tower. Applicant shall work with Property Owner to re-stripe parking adjacent to the wireless facility to provide two parking spaces, if staff analysis finds that this is feasible.

RESOLUTION NO. 14-1 (PC) - A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BENICIA APPROVING A WIRELESS TELECOMMUNICATION FACILITY (AT&T) AT 800-890 SOUTHAMPTON ROAD (12PLN-00058)

On motion of Chair Sherry, seconded by Commissioner Cohen-Grossman, the above Resolution was adopted, with amendments noted, by the following vote:

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

A recess was called at 9:21 p.m. The meeting was reconvened at 9:30 p.m.

B. USE PERMIT TO OPERATE A VEHICLE STORAGE FACILITY WITH ACCESSORY RETAIL SALES (AUCTIONS) AT THE EXISTING INDUSTRIAL BUILDING AT 4457 PARK ROAD; AFTER THE DETERMINATION IS MADE THAT THE PROJECT IS EXEMPT FROM CEQA

13PLN-00058 Use Permit
4459 Park Road; APNs: 0080-060-070

Amy Million gave an overview of the project.

Commissioners questioned if sales tax would be collected. Mario Giuliani noted that there would be financial benefit to the City.

There is no maximum number of vehicles. There is ample parking to meet the requirements of the Zoning Ordinance. Vehicles are all stored inside when auction is not occurring.

Armando Camarena, Applicant – He noted that the auction is run on a monthly basis and there is an influx of vehicles. The vehicles that are stored are federally seized vehicles. He indicated a correction in the staff report that there will be vehicles stored outside, but they can't be viewed from the street.

The public hearing was opened and closed.

Commissioner Young questioned the timing of the Use Permit. Amy Million confirmed that this relates to obtaining a business license.

A condition will be added that any signs will comply with Sign Ordinance.

Regarding stormwater runoff, applicant stated he is required to have absorbent material on-hand. Condition could be added.

Changes to findings and conditions of approval in resolution noted below:

Finding #4 – Change “store” to “storage”.

Condition #3 – add auction hours from 8:00 am – 2:00 pm.

Condition #5 - All signs must comply with the Sign Ordinance.

Condition #6 - A spill prevention and control plan shall be in place and followed.

RESOLUTION NO. 14-2 (PC) - A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BENICIA APPROVING A CONDITIONAL USE PERMIT FOR VEHICLE STORAGE WITH MONTHLY LIVE AUCTIONS AT 4457 PARK ROAD (13PLN-00058)

On motion of Commissioner Oakes, seconded by Commissioner Smith, the above Resolution was adopted, with amendments noted, by the following vote:

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

C. RECOMMENDATION TO CITY COUNCIL TO APPROVE A ZONING MAP AMENDMENT TO THE DOWNTOWN MIXED USE MASTER PLAN TO CHANGE THE ZONING DESIGNATION FROM NEIGHBORHOOD GENERAL-OPEN TO TOWN CORE FOR 117, 141, AND 145 EAST D STREET, AFTER DETERMINING THAT THE PROJECT IS EXEMPT FROM CEQA

13ZON-00002 Rezone

117, 141, 145 East D Street; APNs: 0089-372-180; -170; -250

Commissioner Sprague recused herself as the applicant is a client of her law firm.

Commissioner Oakes recused himself as he has a business located within 500' of the project.

Amy Million gave an overview of the project. No changes in use or density are proposed at this time. Email was received from a neighbor. Town Core allows larger development footprint than Neighborhood General Open.

Steve McKee, Architect – Didn't think variance findings could be made. He noted there are issues with setbacks in the Downtown Mixed Use Master Plan. He noted that there is desire to expand the kitchen and enclosing the back deck to create a dining space to 145 East D Street, which was the impetus for the zoning change request.

Stephen David, Applicant – He noted that there is an existing bar on the property at 145 East D Street. It is currently a Bed & Breakfast, restaurant and bar (beer and wine).

The public hearing was opened.

Chuck Maddux, 126 East D Street – He is concerned that this is “spot zoning”. He commented on the neighbor’s concerns. There are parking issues on the street. He would rather see a variance granted.

The public hearing was closed.

Stephen David stated that he will not have loud music and that there is adequate parking in the rear.

Staff noted that the Use Permit for the B&B, restaurant/bar goes with the property. It was also noted that there is a rear yard setback in the Town Core zoning. The prior Downtown Commercial zoning had no setback requirements. Staff noted that a variance is not an option as there is no demonstrated hardship.

Commissioner Smith noted she will not support this as the Downtown Mixed Use Master Plan was a well-thought out document with much public input. Its intent is to focus retail/commercial businesses on First Street. Changes to this will erode its intent. The historic integrity must be maintained.

Commissioner Smith made a motion, seconded by Commissioner Young, to deny the application. Commissioners Smith and Young voted in favor of this motion. Commissioner Cohen-Grossman and Chair Sherry voted against this motion. The motion did not pass. This item will be forwarded to the City Council with no recommendation from the Planning Commission.

VI. COMMUNICATIONS FROM STAFF

None.

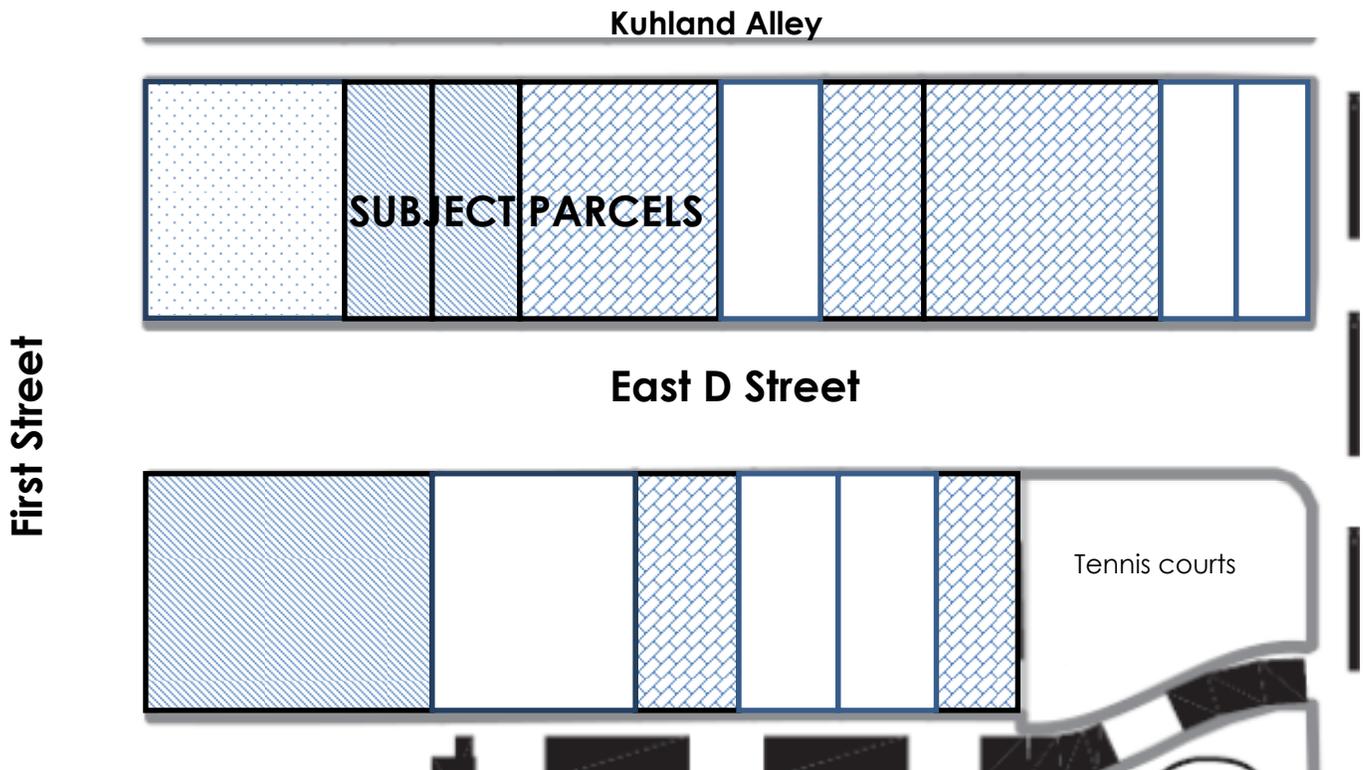
VII. COMMUNICATIONS FROM COMMISSIONERS

Commissioners questioned a letter that was submitted regarding West K Street. Amy Million noted that there are applications on file for a lot line adjustment, and a demolition permit has been issued.

VIII. ADJOURNMENT

Chair Sherry adjourned the meeting at 10:58 p.m.

EAST D STREET LAND USE DIAGRAM



-  Mixed – Commercial/Residential
-  Commercial
-  Community Garden
-  Residential

From: Candy <shadybrookmusic@cox.net>
To: Amy Million <amillion@ci.benicia.ca.us>
Date: 1/3/2014 9:37 PM
Subject: Zoning change on D Street

To: Amy Million, Commission Secretary
and members of the Benicia Planning Commission

I am writing you concerning the proposed zoning change for 117,141 and 145 East D Street.
I am the owner of 149 East D Street, the property next door to the proposed change.

My biggest concerns are noise and the setback allowances.

I currently have a tenant living in the house. He has already complained about loud bands playing next door at the bed and breakfast. With the proposed change, the property next door would be able to apply for a permit to have a tavern or bar. This would severely impact the value and quality of life on my property. If my tenant were to move out this could make it very hard to find another good tenant. This could cause a severe financial burden on me.

The other concern that I have are the setback allowances in the proposed change. If I understand it correctly there is a 0' side setback requirement for Town Core-Open zoning. This could have terrible consequences on the value of my property if the owners of the property next door were to build or rebuild with the 0' setback.

My house at 149 East D Street was extensively remodeled recently for hundreds of thousands of dollars, as a historical home, specifically to be lived in, not as a business place. Great care was necessary to keep the historical value of the home and of the neighborhood. It took years to get the permits, and a lot of effort and money. I need to have it rented now, but hope to live there someday. I always felt that the neighborhood had a sweet gentle feeling and thought it would be a great place to retire.

This proposed change would make the house an undesirable living place. It would devalue my property and ruin the quiet residential feeling that exists now on the street. I currently live in Southern California, and don't know if I can make it to the meeting, but I want it to be known that I strongly oppose this zoning change.

Sincerely,
Cassandra Girard.
Owner of 149 East D Street
Benicia, Ca

Sent from my iPad

AGENDA ITEM
CITY COUNCIL MEETING DATE - MARCH 4, 2014
BUSINESS ITEMS

DATE : February 24, 2014

TO : Mayor and City Council

FROM : City Manager

SUBJECT : **GREENHOUSE GAS (GHG) EMISSIONS INVENTORY & POLICY ANALYSIS**

RECOMMENDATION:

Accept the 2010 GHG Inventory Update Report as recommended by the Community Sustainability Commission and review and comment on Draft CAP Coordinator Strategies.

EXECUTIVE SUMMARY:

In 2008, the City set greenhouse gas (GHG) reduction targets for 2010 and 2020. The 2010 Greenhouse Gas Inventory Update includes emissions from the residential, commercial/industrial, water, transportation, and waste sectors. The 2010 totals were compared to the 2000 baseline to determine if the City met its goals. Additional analysis must be completed to determine how the City can meet its 2020 goals.

BUDGET INFORMATION:

Funding for the 2010 GHG Inventory Update and Climate Action Plan (CAP) Policy Analysis are part of the existing contract with Sonoma State University Center for Sustainable Communities and have no additional impact on the budget. The existing contract is funded by Valero/Good Neighbor Steering Committee Settlement Agreement funds.

ENVIRONMENTAL REVIEW:

This project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15308, Actions by Regulatory Agencies for Protection of the Environment, which states that actions taken to assure the enhancement or protection of the environment has a categorical exemption from CEQA review.

In addition, adoption of the original Climate Action Plan is considered to be part of the implementation program for the General Plan and is therefore addressed by the General Plan's environmental impact report. Any update to the Climate Action Plan is also considered part of the implementation program for the

General Plan.

GENERAL PLAN:

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

STRATEGIC PLAN:

Relevant Strategic Plan Issues and Strategies:

- Strategic Issue #2: Protecting and Enhancing the Environment
 - Strategy #1: Reduce greenhouse gas emissions and energy consumption
 - Strategy #3: Pursue and adopt sustainable practices

CLIMATE ACTION PLAN:

Relevant Climate Action Plan Objectives and Strategies:

- Principle 2. Annual GHG Reduction Monitoring Report

BACKGROUND:

Refer to Attachment A for a complete Climate Action Plan timeline.

2010 GHG Inventory

The 2010 GHG Inventory identified and categorized the major sources and quantities of GHG emissions produced by the city's residents, businesses, and municipal operations. The Inventory showed the following progress toward achieving 2010 reduction targets:

City Government Operations

Goal: Reduce GHG emissions to 25 percent below 2000 levels by 2010

In 2000, local government operations were 6,160 MTCO₂e. By 2010, emissions decreased to 4,800 MTCO₂e or a 21% decrease, and 42% below projected emissions levels of 8,300 MTCO₂e. The City made substantial progress toward meeting its goal, and missed its reduction target by only 4%.

Community-wide Operations

Goal: Reduce GHG emissions to maintain 2005 levels by 2010

In 2000, community-wide emissions with large industrial emitters were 3,138,900 MTCO₂e. By 2010, emissions increased to 3,885,700 MTCO₂e, a 24% increase. Community-wide emissions without large emitters were 487,000 MTCO₂e in 2000 and by 2010, emissions increased to 688,700 MTCO₂e, a 41% increase. The CAP Coordinator consulted with SSU Staff and ICLEI – Local Governments for Sustainability and determined that the 41% increase may be due to the

following:

- Commercial/Industrial energy use in Benicia increased by 23% over the last 10 years, so it is possible that the non-recession years' increases outweighed the potential decrease during the recession years.
- Businesses may have cut corners during the economic downturn and did not conduct routine maintenance on equipment and therefore, the efficiency of the equipment decreased and caused emissions to increase. Or, it is possible that dirtier fuel mixes, if cheaper, were used to reduce operating costs.
- Vehicle miles traveled (VMT) increased 62% between 2000-2010, and transportation related emissions increased significantly (95%). The Metropolitan Transportation Commission (MTC) changed the way they measured vehicle miles traveled, which are then translated into GHG emissions. The previous model underestimated the VMT for Benicia and so in 2010 there was a significant increase in those emissions. By excluding large emitters, transportation emissions have a greater impact on the remaining data set and so lead to a greater increase overall.

As mentioned above, "large emitters" were excluded as follows:

1. Natural gas use at petroleum and manufacturing facilities (215,500 MTCO₂e).
2. Air District Permitted Entities (1,930 MTCO₂e).
3. Valero - EPA Mandatory Reporting Rule1 (2,670,500 MTCO₂e).

With Bay Area Air Quality Management District (BAAQMD) guidance, these emissions were reported but ultimately excluded from community-wide totals. Limited financial and staff resources have forced cities and counties to focus on reducing emissions from sources they can control. For example, refineries are largely regulated by the BAAQMD, the California Air Resources Board (CARB), and the U.S. Environmental Protection Agency (EPA). These entities issue rules and regulations that address process emissions and it is their responsibility to mandate technological changes and practices that reduce these emissions. This exclusion will allow the City to focus its reduction efforts on those entities that it can affect, i.e. smaller commercial and industrial businesses, residents, transportation, and local government operations.

¹ Beginning in 2009, the EPA required large facilities (those that emit at least 25,000MTCO₂e annually) to report all emissions on an annual basis (Mandatory Reporting Rule (MRR)). The only facility required to report under this rule is the Valero Refinery. After review of the ICLEI – Local Governments for Sustainability - Community-wide Protocol and consultation with the BAAQMD, the Inventory Team used 2010 EPA data for the Valero Refinery, and BAAQMD permit data for all other large emitters. Finally, it should be noted that the EPA MRR utilizes different reporting protocols than BAAQMD used prior to 2009. Therefore, differences in emissions levels may be due to reporting protocols and/or changes in facility activity.

CAP Policy Analysis

To better understand where additional reductions can be achieved, the CAP Coordinator team conducted a CAP Policy Analysis. The team measured potential reductions associated with state legislation, completed and on-going CAP projects, and non-CAP (i.e. strategies in other City planning documents) policies. Subsequent to that analysis, the team brainstormed a list of new CAP strategies that may be implemented instead of, or in addition to, existing policies. These new policies have been vetted by City Staff and the Community Sustainability Commission. That feedback was considered and strategies were selected for inclusion in the CAP Coordinator 2014-15 Work Plan. The Draft CAP Strategies were presented to the Commission in January 2014. The CAP Coordinator is asking Council to review that draft and provide general feedback on the proposed strategies. A final Work Plan and CAP Policy Analysis Report will be presented to the Commission in March 2014 and to the City Council for review and approval in April 2014.

Attachments:

- 2010 GHG Emissions Inventory Update Report
- CSC – November – CAP Policy Analysis Report_DRAFT
- DRAFT CAP Coordinator Strategies
- Climate Action Plan Timeline
- CSC – November Meeting Minutes
- CSC – January DRAFT Meeting Minutes
- GHG Inventory Report Questions
 - Commissioner Beutel and Chair Kerridge - November
 - Ex-Officio Muehlbauer – November
 - Chair Kerridge – January
 - Ex-Officio Muehlbauer - January



CITY OF BENICIA

2010 GHG EMISSIONS
INVENTORY UPDATE



FINAL as of January 2013 (completed in May 2013)
By: Sonoma State University – Center for Sustainable Communities

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Executive Summary

The City of Benicia has worked to implement Climate Action Plan (CAP) programs and policies in an effort to reduce greenhouse gas (GHG) emissions. Adopted in 2009, the Benicia CAP sets reduction goals for local government and community-wide emissions for 2010 and 2020. The purpose of this Inventory Update is to quantify 2010 emissions from sources in the city and compare those numbers to the baseline inventory that quantified 2000 emissions. This comparison will enable the City to evaluate progress towards meeting its 2010 reduction goals. This Inventory Update also summarizes future potential local GHG reductions attributable to recently passed State legislation and incorporates new data collection protocols that take into account region-specific data, both of which result in a more accurate accounting of emissions for 2000 and 2010, and therefore, a redefined path toward meeting 2020 goals.

The Inventory Update Report includes the following Sections:

- Introduction & Purpose (Chapter 1)
- 2010 Greenhouse Gas Inventory (Chapter 2)
- Moving Forward (Chapter 3)
- Acknowledgments (Appendix A)
- Tools, Calculations, Data Collection Sources, and Notes (Appendix B)
- Works Cited (Appendix C)

Inventory Update – Relationship to Baseline Inventory & CAP

In 2007, Benicia’s City Council adopted a resolution to act on climate change and officially joined ICLEI – Local Governments for Sustainability. ICLEI is a recognized leader in local sustainability and provides training, protocols, and guidance documents to help local governments achieve sustainability, climate protection, and clean energy goals. ICLEI does not mandate or direct cities to implement specific projects or programs; instead, it serves as a resource for local governments. After joining ICLEI, the City chose to participate in ICLEI’s Five Milestones Process for Climate Protection:

- Conduct a baseline emissions inventory and forecast
- Adopt an emissions reduction target for the forecast year
- Develop a climate action plan
- Implement plan policies and measures
- Monitor and verify results

In 2009, the City completed Milestones 1-3 and adopted a CAP that set reduction goals based on the baseline emissions inventory and forecast. The City also conducted an inventory for 2005 to determine if its emissions projections were accurate. Since 2009, the City has worked on Milestone 4, implementing CAP policies and measures. The purpose of this report is to monitor and verify the results of those efforts (Milestone 5).

Protocols – Changes Since 2008

Since the baseline GHG emissions inventory was conducted, both the Bay Area Air Quality Management District (BAAQMD) and ICLEI have updated their inventory protocols. ICLEI has provided new guidance on inclusion of additional emissions sources and has updated emissions coefficients to better reflect state and local conditions as opposed to using national averages that may artificially inflate emissions. The 2000 baseline inventory was updated for this report to reflect these protocols and guidance as follows.

1. Emissions Sources Added to Original Inventory

Emissions Source	Year 2000	Year 2010
Off-road Vehicles	Off-road vehicle emissions were included as a subcategory of Transportation emissions and labeled “Other” emissions.	Off-road emissions were labeled “Off-road” and new coefficients for diesel fuel were used to calculate emissions.
Water Delivery	Water delivery emissions were included in Building & Facility emissions.	Emissions were labeled “Water Delivery” so that local governments could identify ways to improve water distribution and processes to reduce energy and water consumption.
Waste	“Waste” was not included as a separate category in the 2000 inventory. Instead, all waste that was reported (sludge from wastewater treatment processes) was included in water delivery and treatment	Waste has been included as a separate category in this update and includes all waste generated by the local government and community respectively. Updated protocols require that the City report all waste generated in the City as it does exert some control over levels of waste, even though it is being sent outside the jurisdiction to a landfill.
Emissions from Large Facilities	Emissions data was collected by BAAQMD for permitted entities and was the only source of emissions data for large facilities.	Emissions for large facilities emitted 25,000MTCO ₂ e annually or greater is collected by the Environmental Protection Agency (EPA) and includes emissions from all sources at the facility, not just permitted sources. EPA data should be used instead of BAAQMD permit data if available for a full-accounting of emissions at large facilities.

2. Emissions Forecast

- a. Emissions forecasts allow the City to estimate future emissions so that it can determine the gap between projected emissions and its reduction goals. As part of this inventory update, the Business as Usual (BAU) and Adjusted Business as Usual (ABAU) forecasts were updated to reflect actual 2010 data as well as new modeling from the regional transportation agency, new census data, modified growth rates, updated utility emission rates, and the impacts from recently passed state legislation including the Renewable Portfolio Standard (RPS), Low Carbon Fuel Standard, Title 24 building code, and Assembly Bill 32. Cap and Trade has not been included because local impacts, i.e. the amount of funding designated for local projects and the resulting emission reductions have not yet been modeled, but the City continues to advocate for revenues to be returned to local governments for implementation of GHG reducing projects. Further explanation of the above mentioned legislation is included in Chapter 1.
- b. The Business as Usual (BAU) forecast models emissions for 2020 and 2035 to determine projected emissions increases without implementing any reduction strategies. The BAU was completed separately (1) with, and (2) without large industrial emitters. As mentioned in the following section, large industrial emitters are

primarily regulated by State and Federal agencies, and the City has limited ability to influence these emissions. Therefore, modeling emissions excluding these emitters gives the City a clearer picture of where it should focus its reduction efforts moving forward.

- c. The Adjusted Business as Usual (ABAU) forecast also models emissions for 2020 and 2035 but takes into account the reductions in local emissions as a result of State legislation. Much of this legislation became effective after 2009 and therefore its impacts were not accounted for in the baseline ABAU forecast. For further discussion of emissions forecasts, see Chapter 2.

3. Organizing Inventory Data

- a. Utilized updated employee commute survey provided by ICLEI.
- b. Updated internal data collection methods to ensure transparency. The CAP Coordinator developed a centralized file sharing system that organizes data by sector and includes source information and relevant notes.
- c. Limited financial and staff resources have forced cities and counties to focus on reducing emissions from sources it can control. For example, refineries are largely regulated by the BAAQMD, the California Air Resources Board (CARB), and the U.S. Environmental Protection Agency (EPA). These entities issue rules and regulations that address process emissions and it is their responsibility to mandate technological changes and practices that reduce these emissions. Contra Costa County recently recognized this challenge and proposed, with BAAQMD support, that large industrial emitters should be inventoried and reported but excluded from total community-wide emissions. This exclusion will allow the City to focus its reduction efforts on those entities that it can affect, i.e. smaller commercial and industrial businesses, residents, transportation, and local government operations. This method may also help make the City's community reduction goals more attainable.

4. 2005 Interim Inventory Totals

In 2008, two inventories were completed: a baseline inventory for 2000 and an interim inventory for 2005. The 2005 inventory allowed the City to better understand emissions trends and develop strategies to specifically address Benicia's emissions sources so it could meet 2010 goals. According to the 2009 Benicia CAP, the City's 2005 community-wide emissions increased 5.6% to 4,250,000 metric tons of carbon dioxide equivalent (MTCO₂e)¹ from 4,000,000 MTCO₂e in 2000.

The 2005 interim inventory totals were calculated using older protocols and software as explained above. To remedy this inconsistency, the City updated the 2000 baseline inventory data to reflect the new protocols and assumed the same 5.6% increase between 2000 and 2005. The new 2005 community-wide total is estimated at 3,314,670 MTCO₂e (including large industrial emitters) and 514,309 MTCO₂e (excluding large industrial emitters). As mentioned in the previous section, the Sonoma State University Inventory Team continues to recommend that the City exclude large industrial emitters when measuring its progress toward meeting its reduction goals because the City has

¹ Carbon dioxide equivalency is a conversion method used to express the global warming potential (GWP) of multiple greenhouse gases using a consistent unit of measurement, carbon dioxide equivalent metric tons (MTCO₂e). The measurement is expressed in terms of the amount of carbon dioxide (CO₂) that would have the same GWP as the mixture. For example, methane is twenty-one times more potent than carbon dioxide, giving it a GWP of 21, expressed as 21 MTCO₂e. [21 is what it used in the IPCC and BAAQMD guidance, though scientists commonly use 21, 23, or 25].

limited control over these process related emissions and will achieve greater reductions by focusing its efforts on emissions sources it can affect.

2010 Reduction Goals

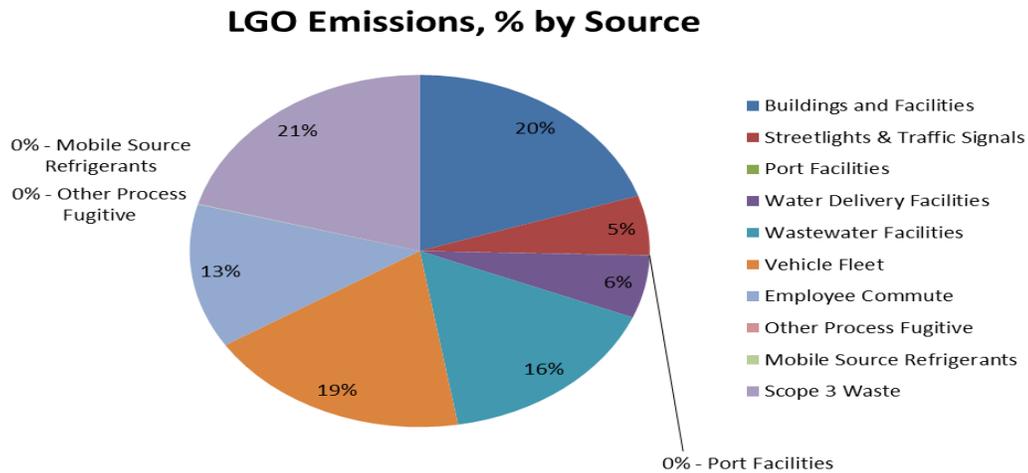
Emission reduction targets are a vital component of GHG reduction efforts. The City set reduction targets in 2009 to provide a goal toward which the community could strive to meet and measure its progress against in 2010 and again in 2020. This Inventory Update includes emissions from the residential, commercial/industrial, water, transportation, and waste sectors and compares these 2010 totals to the baseline to determine if the City has met its goals.

Local Government Operations

- **Reduce GHG emissions to 25 percent below 2000 levels by 2010**

In 2000, local government operations were 6,160 MTCO₂e. By 2010, emissions decreased to 4,800 MTCO₂e or a 21% decrease, and 42% below emissions projected in the 2009 CAP of 8,300 MTCO₂e. The City made substantial progress toward meeting its 2010 goal, and missed its reduction target by only 4%.

Below is a breakdown of 2010 local government operations emissions by source.



Community-wide Activities

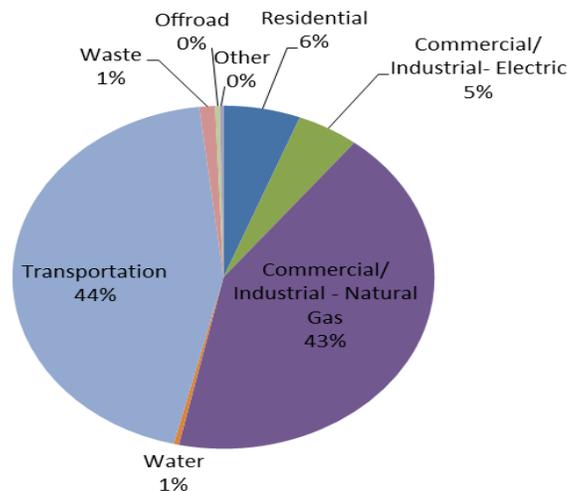
- **Reduce GHG emissions to maintain 2005 levels by 2010**

In 2000, community-wide emissions with large industrial emitters were 3,138,900 MTCO₂e. By 2010, emissions increased to 3,885,770 MTCO₂e, a 24% increase.² Community-wide emissions without large emitters were 487,040 MTCO₂e in 2000 and by 2010, emissions increased to 688,700 MTCO₂e, a 41% increase.

To achieve additional reductions in the community and meet its 2020 reduction goals (without large industrial emitters), the City may consider shifting its efforts to other emissions sources, such as the commercial/industrial and transportation sectors.

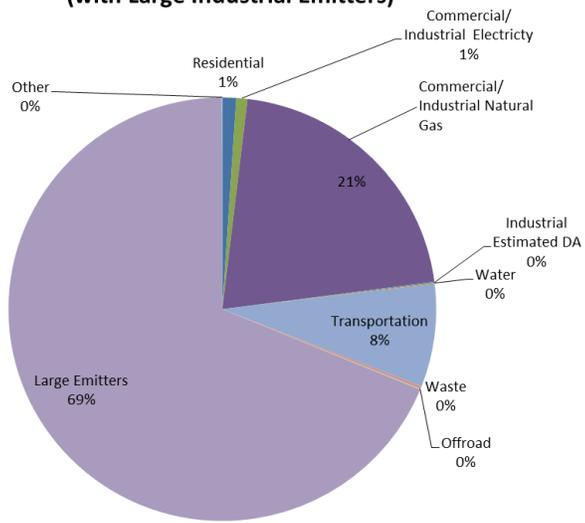
Below is a breakdown of total 2010 community-wide emissions with and without large industrial emitters.

2010 Community-wide MTCO₂e (without Large Industrial Emitters)



² Prior to 2009, large emitters reported emissions only to the Bay Area Air Quality Management District (BAAQMD). After passage of the California Global Warming Solutions Act (AB 32), the California Air Resources Board (CARB) developed new reporting protocols for major sources. In addition, beginning in 2009, the Environmental Protection Agency (EPA) required large facilities (those that emit at least 25,000MTCO₂e annually) to report all emissions on an annual basis (Mandatory Reporting Rule (MRR)). The only facility required to report under this rule is the Valero Refinery. After review of the ICLEI – Local Governments for Sustainability - Community-wide Protocol and consultation with the BAAQMD, the Inventory Team used 2010 EPA data for the Valero Refinery, and BAAQMD permit data for all other large emitters. Finally, it should be noted that the EPA MRR utilizes different reporting protocols than BAAQMD used prior to 2009. Therefore, one of the reasons emissions from large emitters increased between 2000 and 2010 may be because of how those emissions were reported by the Valero Refinery.

**2010 Community-wide MTCO₂e
(with Large Industrial Emitters)**



Chapter 1

Introduction & Purpose

1.1 Climate Change: State and Local Context

State Context for Climate Change

California has long been a sustainability leader, as illustrated by Governor Schwarzenegger signing Executive Order (EO) S-3-05 in 2005. EO S-3-05 recognizes California's vulnerability to a reduced snowpack, exacerbation of air quality problems, and potential sea-level rise due to a changing climate. To address these concerns, the governor established targets to reduce statewide GHG emissions to 2000 levels by 2010, to 1990 levels by 2020, and to 80% below 1990 levels by 2050.

Overview of Legislation

In 2006, California became the first State in the country to adopt a statewide GHG reduction target through AB 32. This law codifies the EO S-3-05 requirement to reduce statewide emissions to 1990 levels by 2020, but does not officially adopt the 2050 goal. AB 32 resulted in the 2008 adoption by the California Air Resources Board (CARB) of a *Climate Change Scoping Plan* (Scoping Plan), outlining the State's plan to achieve emission reductions through a mixture of direct regulations, alternative compliance mechanisms, incentives, voluntary actions, market based mechanisms, and funding. The Scoping Plan addresses similar areas to those contained in the Benicia CAP, including transportation, building energy efficiency, water conservation, waste reduction, and green infrastructure. The Plan also calls for the CARB to develop a mechanism by which Cap-and-Trade revenues will be allocated. The CARB has developed a Cap-and-Trade Auction Proceeds Investment Plan that evaluates statewide opportunities for GHG emission reductions and identifies priority investments that will help achieve those reductions.

AB 32 caused several companion pieces of legislation to be signed into law that require emission reductions that will help reduce community-wide GHG emissions locally. These legislative actions and regulations are referred to as statewide actions throughout this plan and represent a significant source of estimated GHG reductions. This Inventory Update estimates the GHG emission reductions that will result from the following:

- The Renewable Portfolio Standard (RPS)
- 2013 California Title 24 and AB 1109
- Low Carbon Fuel Standard (EO-S-1-07)
- Vehicle efficiency regulations
- SB 375

Renewable Portfolio Standard

EO-S-14-08 and SB X 1-2 have established increasingly stringent Renewable Portfolio Standard (RPS) requirements for California utilities. These laws require that major energy providers (such as PG&E) increase the share of non-GHG producing energy sources, such as wind, solar, geothermal, biomass, and small-scale hydro, over time.

- EO-S-14-08 increased the RPS from 20% by 2010 to 33% by 2020. PG&E, Benicia's electricity provider, delivered 12.1% of its electricity from renewable sources in 2005 and 19% in 2010.
- SB X1-2 codified the 33% RPS by 2020 requirement established by EO-S-14-08.

California Title 24

Title 24 of the California Code of Regulations dictates how new buildings and major remodels are constructed in California. Part 6 of Title 24 details energy efficiency standards for residential and non-residential development. It is updated on approximately a three-year cycle. The State will be increasing building energy conservation requirements through adoption of the 2013 Title 24 standards, which will go into effect beginning in 2014. It is estimated that these revisions to the current 2008 Title 24 standards will result in energy efficiency increases of 16% and 20% for electricity and natural gas statewide, respectively. The City's estimates used in the CAP are conservative to account for delayed adoption of the standards and homeowner behaviors.

The requirements of AB 1109, the California Lighting Efficiency and Toxics Reduction Act, signed into law in 2007, are included in the new Title 24 standards. AB 1109 requires the California Energy Commission to adopt energy efficiency standards for all general purpose lights, reducing lighting energy usage in indoor residences and State facilities by at least 50% by 2018, and a 25% reduction in lighting for commercial facilities by 2018. To achieve these efficiency levels, the California Energy Commission applied its existing appliance efficiency standards to lighting products, and required minimum lumen/watt standards for different categories of lighting products. In addition, the bill prohibits the manufacturing for sale or the sale of certain general purpose lights that contain hazardous substances.

SB 375 – Sustainable Communities and Climate Protection Act of 2008

SB 375 helps the State meet the emission reduction goals set in AB 32 by promoting regional planning and quantifying the environmental and health benefits associated with reduction in vehicle miles traveled (VMT) and increasing the share of pedestrian and bike trips as well as public transit use. The legislation requires the California Air Resources Board (CARB) to develop regional greenhouse gas emission reduction targets by reducing the number and length of passenger trips. Then, each of the 18 metropolitan planning organizations must prepare a "sustainable community strategy" (SCS) that demonstrates how each region will meet its GHG reduction target through integrated land use, housing, and transportation planning. CARB then reviews each SCS to determine whether, if implemented, the plan would achieve GHG emission reduction targets for the region. If the goals are not met, then the metropolitan planning organization (MPO) must prepare a separate "alternative planning strategy" (APS). The Metropolitan Transportation Commission's (MTC) One Bay Area Plan has been released, and an environmental impact report (EIR) was completed as of March 2013. This plan sets a regional policy framework that helps cities develop local strategies to reduce emissions.

Vehicle Efficiency Regulations

AB 1493 – Pavley I and II

AB 1493, California's mobile source GHG emissions regulations for passenger vehicles, or California Clean Car Standards, was signed into law in 2002. AB 1493 (also known as Pavley I and II after its author) requires CARB to develop and adopt regulations that reduce GHG emissions from passenger vehicles, light-duty trucks, and other non-commercial vehicles for personal transportation. In 2004, CARB approved amendments to the California Code of Regulations adding GHG emissions standards to California's existing standards for motor vehicle emissions.

EO-S-1-07 – The Low Carbon Fuel Standard

EO-S-01-07 requires reduction of the carbon intensity of California's transportation fuels by at least 10% by 2020. The Low Carbon Fuel Standard (LCFS) is a performance standard with flexible compliance mechanisms that incentivize the development of a diverse set of clean, low-carbon transportation fuel options to reduce GHG emissions.

SB 7x

SB 7x requires the state to achieve a 20% reduction in urban per capita water use by December 31, 2020. The state is required to make incremental progress toward this goal by reducing per capita water use by at least 10% on or before December 31, 2015. SB 7x requires each urban retail water supplier to develop both long-term urban water use targets and an interim urban water use target. SB 7x also creates a framework for future planning and actions for urban and agricultural users to reduce per capita water consumption 20% by 2020.

Local Context for Climate Change

Background

Benicia was the first city in Solano County to conduct GHG emissions inventories and to adopt a CAP. Beginning in 2012, the remaining Solano County cities (Dixon, Rio Vista, Suisun City, Vacaville, and Fairfield) began preparing GHG emissions inventories and in 2013 started to develop CAPs as part of a regional-effort funded by the PG&E Green Communities Program and a Strategic Growth Council Planning grant in partnership with the Solano Transportation Authority (STA). As part of its commitment outlined in the grant agreement, the City of Benicia reviewed preliminary documents for the other cities in the county in hopes of creating regional consistencies where possible.

Benicia is now the first city in Solano County to conduct a second inventory and measure and track the impacts of CAP program and measure implementation. It was also the first to request BAAQMD review to determine if the CAP has successfully been drafted in line with BAAQMD guidance. Feedback received from BAAQMD may be used to update the CAP.

Relationship to General Plan

This inventory process is also in line with the City's General Plan, which contains policies and programs to reduce GHG emissions. The City's policy commitment includes encouraging higher density, mixed-use and infill development in appropriate locations, and promoting resource conservation and on-site energy production in new and existing buildings. Inclusion of these types of programs is consistent with the following guidance:

- The California Office of Planning and Research (OPR) is preparing a 2013 update to the state's *General Plan Guidelines* that will include guidance for GHG emissions reduction and climate adaptation.
- The California Natural Resources Agency has released a Climate Adaptation Policy Guide for local governments.
- The California Department of Housing and Community Development has released a guidance document on general plan housing elements policies and programs addressing climate change with case study examples.
- OPR prepared a guidance document for addressing complete streets in general plans as required by AB 1358.

The Association of Bay Area Governments, BAAQMD, Bay Conservation and Development Commission (BCDC), and the Metropolitan Transportation Commission (MTC) developed the One Bay Area Plan that addresses GHG emissions. This effort, as required under SB 375, recommends various measures, policies, and programs for future general plans to address GHG emissions. As noted above, the EIR for this plan was released in March 2013.

1.2 Benicia

Located on the Carquinez Strait, Benicia has about 28,000 residents. Benicia thrives as an industry-rich, business-friendly city with an iconic, historic downtown district, and hundreds of acres of parks.

The City enjoys a moderate climate with warm summers and mild winters. With an average annual temperature of nearly 70 degrees, rainfall of about 20 inches per year and cool breezes, Benicia is one of the most climatically comfortable cities in the Bay Area.

Benicia's commitment to a healthy environment for its residents goes beyond the norm – the City is actively involved in environmental stewardship programs that seek a sustainable equilibrium for economic, ecological, and social health and well-being, both now and in the future. In addition to its commitment to reduce GHG emissions through its CAP, Benicia was designated as a tree City USA by the National Arbor Day Foundation in 2008, has installed hundreds of solar panels (1.67 MW) at government buildings, and has helped establish a “green academy” at Benicia High School that offers students valuable training in green technology fields.

Developing the Climate Action Plan (CAP)

In April 2008, the City accepted a Bay Area Air Quality Management (BAAQMD) grant (\$40k) to complete an emissions inventory and develop a Climate Action Plan. Following acceptance of that grant, the City hired California Polytechnic (CalPoly) University to develop the CAP. In April of 2009, CalPoly successfully completed the CAP and presented it to the City Council for review and approval in August 2009. Shortly thereafter, the City Council created the Community Sustainability Commission (CSC) to advise the Council on implementation of the CAP and make recommendations regarding funding allocations from the Good Neighbor Steering Committee (GNSC) Settlement Agreement.

Valero Good Neighbor Steering Committee Settlement Agreement

Valero and the Good Neighbor Steering Committee entered into the Valero GNSC Settlement Agreement in 2003 and 2008 and it was amended in 2010. The agreement designates funds for a variety of GHG reducing and sustainability projects in the City and reserves funds for future designation to community-based sustainability projects that reduce water and energy. Many of the existing and completed projects were funded with monies set aside in this agreement as recommended by the Community Sustainability Commission and approved by the City Council.

Benicia Community Sustainability Commission

The City's Community Sustainability Commission (CSC) was established in 2009 to educate, advocate, and provide oversight for City efforts to conserve energy and water and reduce GHGs. The 11 member commission (4 non-voting members and 1 student commissioner (currently vacant) evaluates and prioritizes the Benicia CAP strategies and makes recommendations to the City Council regarding implementation of the CAP. The CSC is also charged with providing a leadership and advisory role in implementing the CAP's measures and monitoring its effectiveness. This broad mandate includes recommendations for allocations of Valero/Good Neighbor Steering Committee Settlement Agreement funds for projects that meet criteria set forth in the Agreement.

1.3 Purpose of 2010 Inventory

This inventory measures local government operations (LGO) and community-wide emissions for 2010 and evaluates progress made towards the reduction goals set in the CAP. This update also includes new forecasts that will help the City estimate future emissions and determine the gap between its goals and anticipated emissions.

1.4 Emissions Sources

Emissions are divided into two categories. The first includes community-wide emissions, and the second category is for emissions related solely to LGO. LGO emissions are included as a subset of community-wide emissions, but are separated out for planning and implementation purposes. All emissions are categorized by type, and include the following sources.

Community-wide

- Residential, commercial, and industrial electricity and natural gas use
- Embedded energy in water supply and delivery
- Transportation emissions
- Waste entering a managed landfill
- Wastewater sludge waste
- Off-road construction, lawn, and garden equipment emissions
- BAAQMD-permitted reported emissions
- EPA-GHG emissions for Large Facilities (>25,000MTCO₂e annually)

Local Government Operations

- City facility electricity and natural gas use
- Park lighting, street lights, traffic signals and controllers
- Port facilities, including wharf lift pump

- Water delivery, including sprinkler and irrigation control, storm water management, and pumps
- Wastewater Facilities, including sewer pumps, wastewater treatment, and associated equipment
- City fleet including passenger vehicles, light trucks, transit vehicles, and heavy equipment
- City employee commute
- Fire extinguishers and suppressants
- Refrigerants

1.5 Emissions Forecast

A GHG emissions forecast is a projection of likely future GHG emissions levels for a given set of emissions sources. By creating a GHG emissions forecast in combination with a reduction target, the City can estimate the reductions needed through program and project implementation to achieve community-wide goals. The forecast is typically used only to estimate the scope of future emissions. The only way to measure actual emissions is to conduct additional GHG inventories.

Considering this, a GHG inventory should be conducted in 2015, halfway between 2010, the first year for which reduction goals were set, and 2020, the next reduction target year. This will help the City measure its progress toward meeting its next set of goals and allow it to adjust its focus if additional reductions are needed between 2015 and 2020.

1.6 Accomplishments, 2009-2013

The City has implemented many CAP strategies since adopting its reduction goals in 2009. The City has made substantial progress in the local government operations sector by focusing its resources on those areas it has the most control over. It has also implemented strategies to reduce community-wide emissions; some of these have a direct GHG reduction impact while others are considered supportive measures, i.e. those that raise awareness. These efforts include the following:

Strategy B-1.1: LEED Certification for Municipal Projects

The Community Center Retrofit and Upgrade Project utilized Valero/Good Neighbor Steering Committee Settlement Agreement Funds to retrofit the community center to LEED standards. The City has submitted an application to LEED received Gold level certification.

Strategy B-4.6: Energy Efficiency Demonstration Projects at City Hall

As part of the Small Communities Climate Action Partnership, Strategic Energy Innovations (a non-profit located in San Rafael, California) was awarded a PG&E Innovator Pilot Grant to reach out to six small cities to provide energy data collection assistance, energy management training and to develop an Energy Action Plan. Benicia was selected as a participant and has completed a baseline energy report, generated a potential future projects list, and is now utilizing Energy CAP Express, an online energy management platform to track energy use and cost trends (June 2013).

Strategy B-3.3: Home Energy and Water Audits

As part of a partnership with WattzOn of Mountain View, CA, more than 200 residential energy audits and about 200 water assessments have been performed in Benicia since 2010. The residential program is still offered to qualifying Benicia residents. Since 2010, 215 residents have enrolled in the program, saving approximately 60,600kWh and 12MTCO₂e annually.

Strategy E-1.12: Demonstration Gardens

Strategy P-7.1: Community Gardens in City Parks and Underutilized Sites

Benicia Community Gardens (BCG), Inc. (an independently run non-profit) received Valero/Good Neighbor Steering Committee Settlement Agreement Funds to establish gardens. Two gardens are currently established, Avant Garden and Swenson Garden.

Strategy E-2.2: Property Assessed Clean Energy (PACE Program)

A PACE Program enables private residential (multi-family), commercial, and industrial property owners to install energy production and efficiency projects by financing the upfront capital through an additional property tax assessment. The City of Benicia has been actively pursuing two PACE funded financing options for the community, one of which is already available to commercial, industrial, and multi-family property owners city and county-wide. The County of Solano is currently in the process of forming an additional county-wide district that may include additional residential properties.

Strategy E-2.3: Renewable Energy for City Facilities

The City worked with Chevron Energy Solutions to locate the most feasible City-owned properties for the installation of photovoltaic (PV) solar arrays and for efficiency upgrades to facility lighting. Ten city locations were selected for solar installations and eight were selected for lighting retrofits. The solar sites are expected to save roughly 5.6 million kWh annually. In addition, the wastewater treatment plant continues to utilize methane re-capture systems to power boilers.

Strategy E-3.1: Encourage Parking Lot Solar Photovoltaic Arrays

The City worked with Chevron Energy Solutions to assess parking lots within the City. The City Hall, Community Center, Corporation Yard, and James Lemos Pool parking lots were chosen for the installation of solar arrays on parking canopies. All four sites are now interconnected to the grid and producing renewable energy.

Strategy E-3.3: Promote California Solar Initiative and Other Applicable Incentive Programs

Between 2010 and 2011, the City granted GRID Alternatives \$30,000 of Valero/Good Neighbor funds, which was used to cover the difference between the overall cost of 5 installations and the California Solar Initiative incentive payments.

Strategy EO-1.1 Update and Maintain Sustainable Development Website

The City launched SustainableBenicia.org in June 2013. The site promotes and informs the community of a variety of sustainability initiatives.

Strategy EO-1.3: Educational Workshops

Dominican University and the Community Sustainability Commission presented a 3-part series of educational workshops on sustainability. In addition, the City and the CSC have hosted a

variety of events where local vendors, organizations, and businesses educate the public about sustainability practices and environmental programs and products.

Strategy EO-1.8: Informational Kiosks and Info Displays at City Facilities

There are sustainability related informational displays at City Hall, the Community Center, and the Benicia Library that educate residents about the City solar project, energy and water conservation practices, and green building practices.

Strategy IC-1.1: Building Audit and Efficiency Program

In 2012, the City adopted a Business Development Action Plan, an Economic analysis and action plan for Benicia businesses, including guidelines for the implementation of a Sustainable Business Management Program. The CSC recommended and the City Council approved the allocation of \$625,000 of Valero/Good Neighbor Steering Committee Settlement Agreement Funds for sustainability assessments and grant/loan funding for the Business Resource Incentive Program (BRIP). Just fewer than 20 businesses are participating in the program. Businesses may also take advantage of Green Business seminars hosted by the CSC and Dominican University.

Strategy IC-4.1: Continue Implementing Capital Improvement Programs

Strategy IC-4.2: Investigate On-site Energy Production

The Valero Condensate Recovery Project, a cooperative project between Valero Energy Corporation and the City of Benicia, has completed its first phase of implementation. Phase I of this project is saving over 23.5 million gallons of water (71 acre feet) per year and reducing GHG emissions by over 2,300MTCO₂e per year. Phase II of the Valero Condensate Recovery Project is in the planning phase.

Strategy P-2.1 Replace Fossil Fuel-Powered Maintenance Tools with Electric Equipment

Strategy P-3.1 Replace Unnecessary City Trucks with Alternative-Fuel Vehicles

The City has replaced nine conventional vehicles with hybrid vehicles and received two additional plug-in hybrids as part of the Valero/Good Neighbor Steering Committee Settlement Agreement.

Strategy P-4.2: Increase the Number of City Trees

In 2009, the Benicia Tree Foundation was formed with Valero/Good Neighbor Steering Committee Settlement Agreement Funds. Since then, the foundation has formed a partnership with the Benicia Unified School District, worked to identify best practices for planting and maintaining urban trees, and created a program to support tree-planting and community-building efforts. In addition, Benicia was designated as a Tree City USA in 2009 through a partnership between the Rotary Club of Benicia and the City. Finally, the 2012-13 Express Bus Route 78 Support Project included the installation of new landscaping, including trees at a key gateway to the City's downtown.

Strategy T-2.2 LED Lighting for Intersection Walk Signals

In 2010, LED crosswalk signals were installed at 2nd and E. Military by the City. In 2012, additional solar powered walking signals were installed on 2nd street.

Strategy T-2.3: Recycled Content in Street Surfacing

Since the adoption of the CAP, several miles of City streets have been resurfaced. During this process, asphalt is ground up and recycled for reuse.

Strategy T-2.1: Increase the Efficiency of Streetlights

As part of the Renewable Energy and Energy Efficiency and Conservation Block Grant (EECBG) project, 2,239 streetlights were retrofitted from high pressure sodium lights to LED or induction lighting.

Strategy T-3.1: Increase Bicycle Infrastructure at City Facilities

A dozen bike racks with capacity for about 60 bikes have been installed since adoption of the CAP.

Strategy T-3.2: Bicycle Infrastructure for New Development

The Route 78 Bus Support project completed in 2013 resulted in additional bike lanes and re-striping, improved bus stops, and high visibility crosswalks using Regional Measure 2 funds from MTC. The same funding source is expected to result in completion of the similar Western Gateway Project later in 2013, which will include the installation of high visibility crosswalks, an improved bus stop environment, new pavement overlay, bicycle lockers, new bicycle lanes, and curb extensions.

Strategy T-3.3 Implement Bicycle and Pedestrian Safety Measures

More than 15 lane miles of resurfacing has occurred since 2009 throughout the City. The East 5th Street Project completed in 2009 constructed bulb outs, high visibility crosswalks, and Class 2 bike lanes on a 1/2-mile section of the street in support of this strategy. In 2010, the Rose Drive bike over-crossing (over Interstate-780), which includes a Class I bike lane, was constructed using Congestion Mitigation and Air Quality (CMAQ) Program funds and Caltrans Bike Transit Account funds. In addition, the Benicia High School Signal Project installed signals, sidewalks, a bus stop, bike lanes, bulb outs, and a pedestrian crossing, which were funded by the City's traffic impact fee fund. Finally, in 2012, bike sharrows and speed limit markers were added on West J Street leading to the Recreation Area and State Park.

Strategy WW-1.6: Incentivize Water Conservation

In its 2012 update to the Emergency Water Conservation Plan Ordinance, the City Council approved appropriate actions during times of water shortage including voluntary conservation efforts, water conservation alerts, and a fine structure for violations. In partnership with Solano County Water Agency, the City has distributed about 400 low-flow showerheads free of charge to residents since 2007. Finally, the City has upgraded 14 irrigation systems at City facilities to include programmable controllers that can be actively managed for water-use efficiency.

Objective WW-3: Reduce the Amount of Emissions Resulting from Water and Wastewater Plant Operations 95% by 2020

In an effort to reduce emissions, the City installed an odor scrubbing system at the wastewater treatment plant and has been capturing methane to power two boilers (reducing natural gas usage). The odor scrubbers reduce potentially harmful gases released into the air like nitrous oxide. Methane capture allows the City to continue to reduce energy use and therefore GHG emissions.

Chapter 2

2010 Greenhouse Gas Emissions Inventory

2.1 Emission Reduction Goals

As stated in Chapter 1, upon completion of the 2000 (baseline) greenhouse gas (GHG) inventory, the City set GHG reduction targets for local government operations (LGO) and community-wide emissions. The targets were set to be consistent with AB 32 and help shape future program and policy development and implementation by the City.

Local Government Operations

- Reduce GHG emissions to 25 percent below 2000 levels by 2010
- Reduce GHG emissions to 33 percent below 2000 levels by 2020

Community-wide Operations

- Reduce GHG emissions to maintain 2005 levels by 2010
- Reduce GHG emissions to 10 percent below 2000 levels by 2020

Relation to State Goals

AB 32 calls for statewide GHG emissions to return to 1990 levels by 2020. The AB 32 Scoping Plan identifies local governments as “essential partners” in achieving this target and identifies 15% below current (2005–2008) levels as the local government equivalent of 1990 GHG emissions levels. The State has not formally adopted GHG reduction targets for any year beyond 2020; however, Executive Order S-3-05, includes a goal to reduce GHG emissions to 1990 levels by 2020 and to 80% below 1990 levels by 2050.

The City forecasted emissions levels assuming that business would continue as usual and without taking into account the impacts of State legislation or local reduction efforts. The Business as Usual (BAU) forecast is typically used only to estimate the scope of future emissions and to determine how those projections measure against State and City reduction goals.

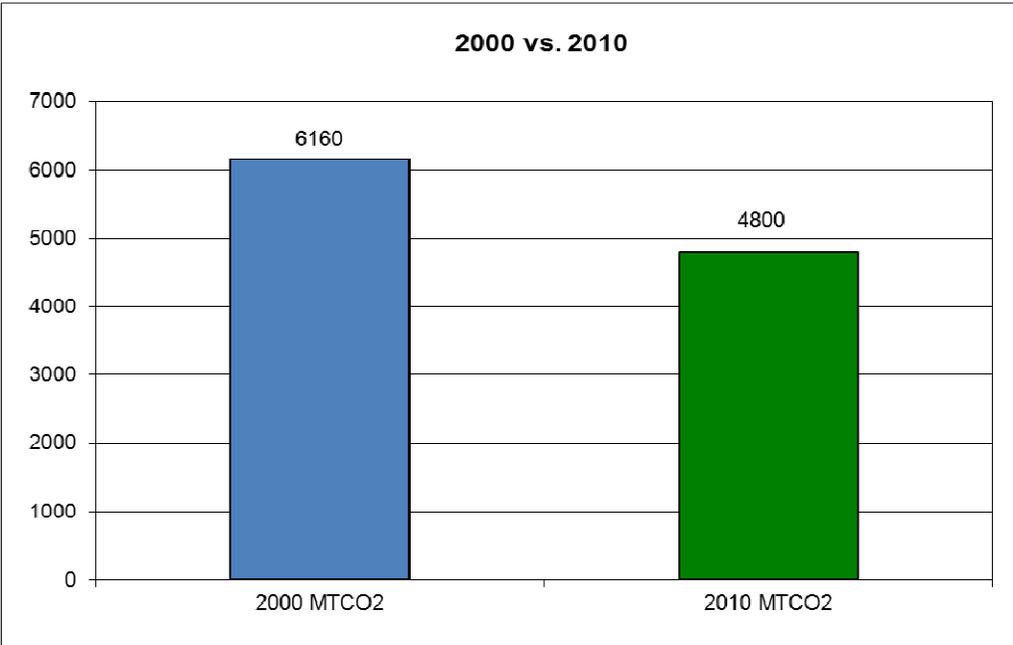
The Benicia CAP goals based on BAU are summarized below by both including and excluding large industrial emitters. As explained in Section 2.3.2, limited financial and staff resources have required cities and counties to focus on reducing emissions from sources within their control. Excluding large emitters will allow the City to focus its reduction efforts on those entities that it can affect, which renders the City’s community reduction goals more attainable.

Goal	Including Large Emitters (MTCO ₂ e)	Excluding Large Emitters (MTCO ₂ e)
2020 CA State Goal: 1990 Levels	2,790,360	526,580
2050 CA State Goal: 80% < 1990 Levels	558,070	105,320
2020 City Goal: 10% < 2000 Levels	2,825,000	438,330
2050 City Goal: 80% < 2005 Levels	662,930	102,860

To determine if the City will meet its emissions reduction goals, all emissions sources for LGO operations and Community-wide were inventoried for 2010 and compared to the baseline inventory for 2000. In addition, an Adjusted Business as Usual Forecast (ABAU) was completed to determine the how State legislation would assist the City in meeting its goals. The ABAU is explained in Section 2.3.5.

2.2 Local Government Operations Inventory and Analysis

In 2000, LGO emissions were 6,160 MTCO₂e. By 2010, emissions decreased to 4,800 MTCO₂e, a 21% decrease and 42% below emissions projected in the 2009 CAP of 8,300 MTCO₂e.



2.2.1 Emissions by Sector

The following is a summary of emissions from each sector measured in the LGO inventory.

Sector	% of total emissions 2010	2000 Total Emissions (MTCO ₂ e)	2010 Total Emissions (MTCO ₂ e)	Change between 2000 and 2010
Building Electricity and Natural Gas Use	20%	1,030	960	7% decrease
Streetlights and traffic signals	5%	520	260	49% decrease
Vehicle Fleet and Off-road Equipment	19%	1,270	900	29% decrease
Employee commute	13%	650	640	2% decrease
Water Treatment	16%	N/A	780	N/A
Water Delivery	6%	2,700*	280	90% decrease
Waste	21%	N/A	990	N/A
Other (Mobile Source Refrigerants in 2010)	Less than 1%	N/A	2	N/A

*Including water treatment and delivery (see Executive Summary, p.4) (Rounded Totals)

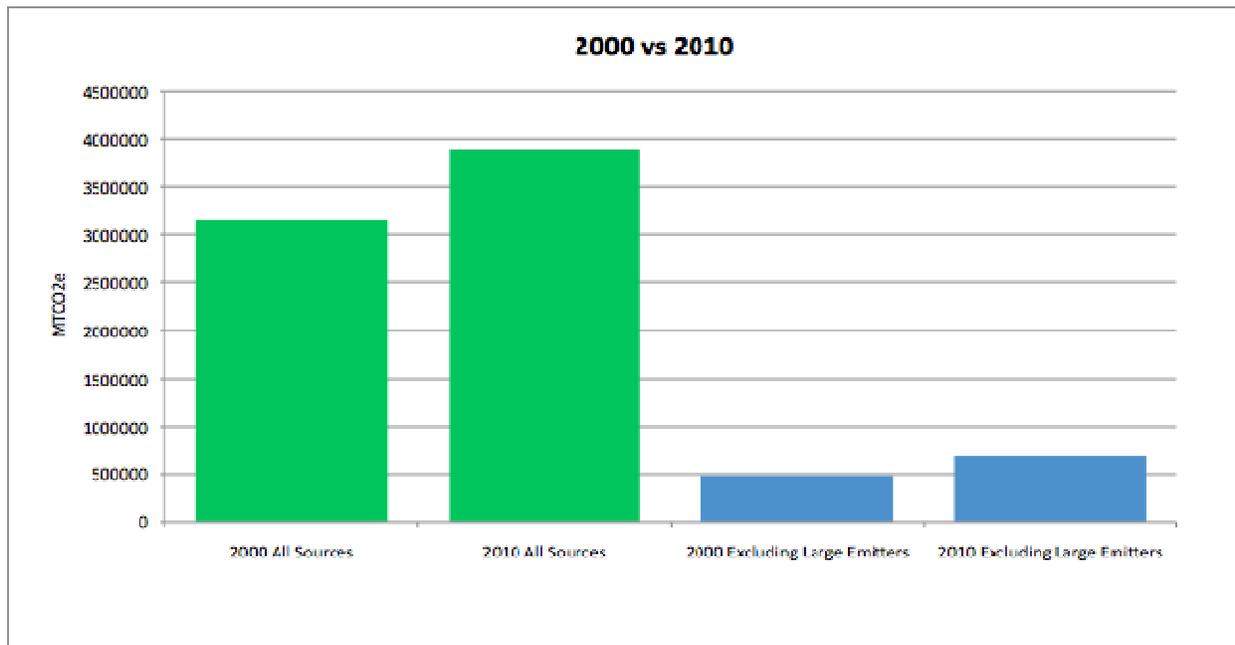
2.2.2 Emissions Reducing Activities: 2008-2010

The above reductions are due in part to projects implemented by the City since 2009 when the baseline inventory was completed and the CAP adopted. Below are those activities for which there was data available to calculate emissions reductions.

Measure	Year Implemented	Annual Fuel Savings	Unit	Est. Annual MTCO ₂ e Savings	Cumulative MTCO ₂ e Savings (Implementation year to 2012)
1. City Fleet Upgrades	2009	5,460	gallons of gasoline	50	190
2. Irrigation Control System Upgrade	2005	18,700	kWh	5	30
3. Upgrade at Waste Water Treatment Plant	2009	Unknown	N ₂ O, CO ₂ , non-biogenic Methane	2,100	8,300
4. Lighting, HVAC, Appliance Retrofits	2008	2,594,760	kWh	520	520
Total (Rounded)				2,700	9,000

2.3 Community-wide Inventory and Analysis

In 2010, community-wide emissions with large industrial emitters had increased from 2005 by 24% while community-wide emissions without large industrial emitters increased by 41%. This may be in part to an increase in transportation related emissions, which are not attributed to large industrial emitters.



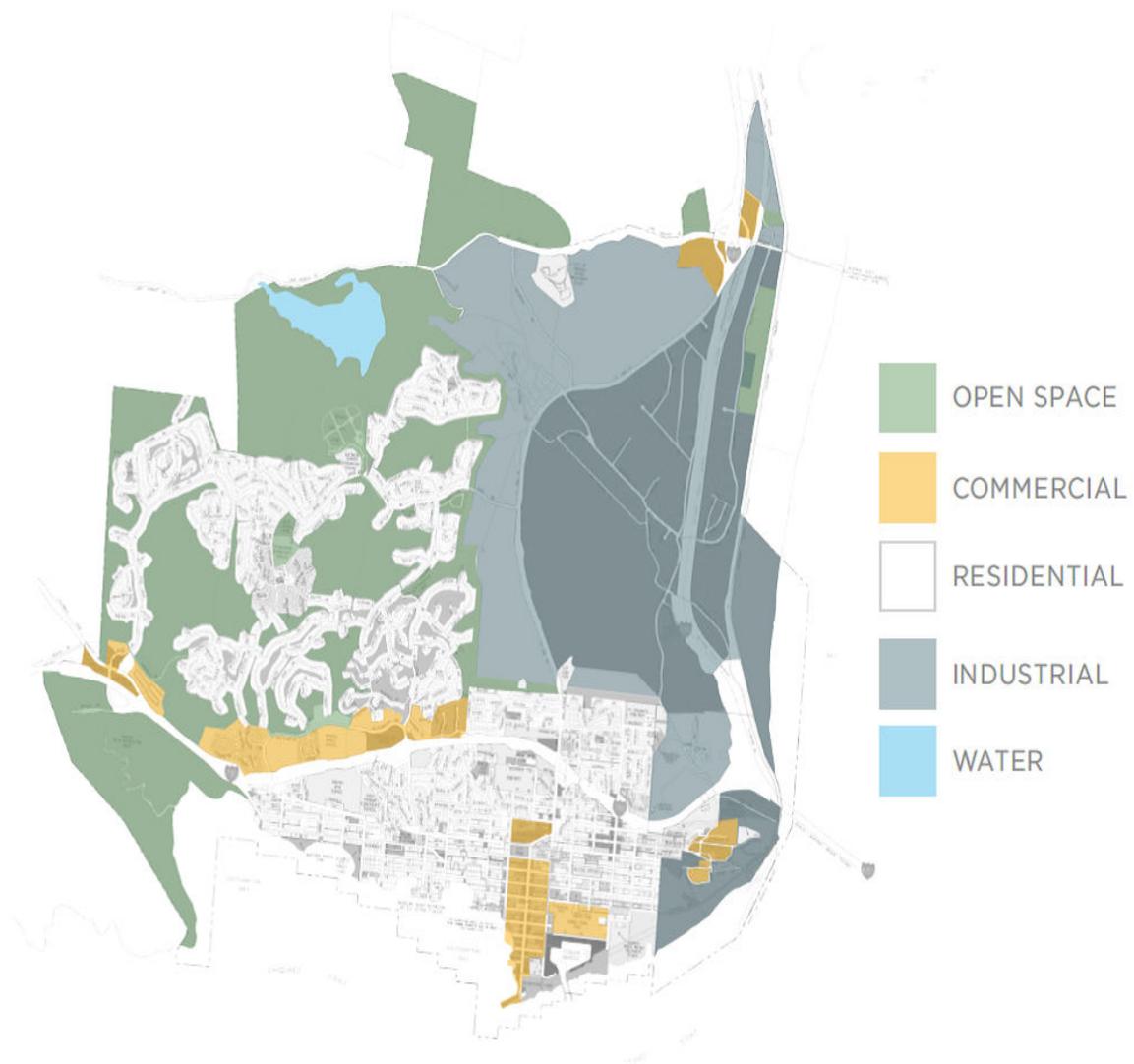
2.3.1 Emissions by Sector

Below is a summary of emissions from each sector measured in the community-wide inventory.

Sector	2000 Total Emissions (MTCO ₂ e)	2010 Total Emissions (MTCO ₂ e)	% of total emissions 2010	Change between 2000 and 2010
Residential Electricity and Natural Gas Use	48,850	40,620	6%	17% decrease
Commercial/Industrial Electricity and Natural Gas Use	265,220	327,120	47%	23% increase
On Road Transportation	156,310	305,490	44%	95% increase*
Off Road Equipment	1,380	2,440	Less than 1%	77% increase**
Waste	6,690	8,360	1%	25% increase
Water Supply, Treatment, and Delivery (Rounded Totals)	7,870	2,760	Less than 1%	65% decrease

*Please note that vehicle miles traveled (VMT) growth between 2000 and 2010 was 62%, while emissions increased 95%. The % of total emissions from transportation is within the Bay Area average. The Metropolitan Transportation Commission (MTC) calculates VMT using a proprietary software model. MTC inputs traffic counts, vehicle speeds, vehicle make and model, and fuel data into its software. In 2010, per the change in the modeling software, Benicia is now responsible for 50% of the trips that start elsewhere but end in Benicia and trips that start in Benicia but end elsewhere. This is calculated based on the number of people that exit or enter the highway in Benicia. Pass through VMT is not attributed to Benicia. Then, emissions are calculated by inputting VMT into the CACP software, which generates a GHG equivalent (MTCO₂e).

**The increase in off road emissions is due to construction permit projections for buildings, which may have never been built. However, estimating off road emissions using construction permit data is the recommended calculation method per ICLEI's protocol and guidance.



The map above illustrates where commercial, residential, and industrial emissions occur in the City's geographic boundaries. About half of total community-wide emissions come from the commercial/industrial sector.

2.3.2 Excluding Large Commercial & Industrial Sectors

Natural Gas Consumption

Petroleum and manufacturing facilities in Benicia use electricity and natural gas for processing and onsite energy production. These facilities are regulated primarily through the Bay Area Air Quality Management District (BAAQMD), U.S. Environmental Protection Agency (EPA), and the California Air Resources Board (CARB), not the City. Because permitting agencies do not track natural gas consumption used by these entities, California Energy Commission (CEC) Energy Consumption Data organized by North American Industry Classification System (NAICS) codes (the standard used by Federal statistical agencies to classify businesses for the purpose of publishing statistical data related to the U.S. business economy), was used to determine Solano County total natural gas delivered to non-residential customers in 2007 (the latest year for which data was available). Petroleum and Manufacturing NAICS codes rank number one and two in natural gas deliveries in the County or 64% of total natural gas use. The CAP Coordinator team assumed the same percentage (64%) of natural gas use in Benicia came from petroleum and manufacturing facilities. Excluding natural gas emissions from these facilities can be justified because these processes are not likely to be affected by City sponsored programs or reduction strategies.

In 2010, emissions from natural gas use in petroleum and manufacturing facilities in Benicia were approximately 215,500 MTCO₂e.

Air District Permitted Entities

The Bay Area Air Quality Management District provided air permit data for regulated entities in the City limits, including the City of Benicia (see Appendix B, Section B.5).

In 2010, total emissions from permitted facilities excluding Valero Refinery and Asphalt Plant and the City of Benicia were 1,930 MTCO₂e.

Environmental Protection Agency (EPA) Mandatory Reporting Rule

Beginning in 2009, the EPA required large facilities (those that emit at least 25,000MTCO₂e annually) to report all emissions on an annual basis (Mandatory Reporting Rule (MRR)). The only facility required to report under this rule is the Valero Refinery. After review of the ICLEI – Local Governments for Sustainability - Community-wide Protocol and consultation with the BAAQMD, the Inventory Team used 2010 EPA data for the Valero Refinery, and BAAQMD permit data for all other large emitters. Finally, it should be noted that the EPA MRR utilizes different reporting protocols than BAAQMD used prior to 2009. Therefore, differences in emissions levels may be due to reporting protocols and/or changes in facility activity.

In 2010, total emissions from the Valero Refinery were 2,670,500 MTCO₂e.

Percentage of Emissions from Commercial/Industrial Sector

Unlike most jurisdictions in the Bay Area, the commercial/industrial sector (not transportation) makes up the majority of community-wide emissions; this is true even when excluding large industrial emitters. This illustrates the importance of focusing reduction strategies on non-residential energy use as a means to achieve meaningful reductions. In addition, removing these sectors/entities makes existing reduction targets far more achievable.

In 2010, 48% of emissions came from the Commercial/Industrial sector (excluding large emitters).

Emissions Reductions Efforts – Large Industrial Emitters

Because 48% of community-wide emissions come from the commercial/industrial sector, it is important for these entities to implement emissions reducing programs. These programs are in addition to any City sponsored efforts. Examples of reduction programs are listed below.

Valero – Benicia Refinery

- Participated in the Solano Napa Commute Challenge; 24 people registered and 15 people completed the challenge. Valero earned a “Top 10” in the county for its participation.
- Nominated by the Solano Transportation Authority (STA) Board for *Business of the Year* (16th Annual STA Awards).
- Installed new heat exchanger that recovers heat from various processes and uses it to heat new crude oil. Nexant, the third-party company hired by PG&E to verify energy savings, reported that the exchanger will save 3,530 MTCO₂e annually.
- Changed shift cycles from 8 hours to 12 hours; 2 shifts per day instead of 3, reducing one round-trip commute for 275 people. In addition, employees travel during non-heavy commute times, reducing trip time and congestion during peak travel times.
- Installed Flue Gas Scrubber (FGS) unit at refinery. The FGS is designed to reduce SO₂ (sulfur dioxide) and NO_x (nitrogen oxide, a precursor to smog), and particulate matter (PM). Since startup in February 2011, the FGS has reduced emissions of SO₂ by over 6,000 tons (95% reduction), 750 tons of NO_x (55% reduction), and 60 tons of particulate matter per year. This project also allowed the refinery to retire older heaters in favor of new energy-efficient furnaces. Finally, this project also eliminates air emissions of ammonia that were previously used to control NO_x.³

2.3.3 Emissions Reducing Activities: 2008-2010

The community-wide reduction in the residential electricity and natural gas sector is due in part to lower PG&E emission factors because of an increasingly cleaner power mix. However, there are small reductions associated with the following projects.

³ As reported by Valero in the January 2014 Community Newsletter.

Measure	Year Implemented	Annual Fuel Savings	Unit	Est. Annual MTCO ₂ e Savings	Cumulative MTCO ₂ e Savings (Implementation year to 2012)
1. WattzOn audits	2010	61,000	kWh	10	40
2. Solar installations	2006	17,800	kWh	5	40
Total (Rounded)				15	80

In addition, Condensate Recovery Phase I was completed in 2012. Valero reported (verified by third party) the following savings achieved inside the refinery. These are separate from savings realized by the City due to reduced pumping of untreated water to Valero.

Measure	Year Implemented	Annual Fuel Savings	Unit	Est. Annual MTCO ₂ e Savings
Condensate Recovery Phase I (*Rounded)	2010	25	MGD	2,300*

2.3.4 Community-wide Forecast

As part of the inventory update process, the Business as Usual (BAU) and Adjusted Business as Usual (ABAU) forecasts were updated to reflect actual 2010 data as well as new modeling from the regional transportation agency, new census data, modified growth rates, updated utility emission rates, and the impacts from recently passed State legislation.

Business as Usual (BAU)

To aid the City in estimating the emissions over which they have influence, a BAU forecast was completed both with and without large industrial users. Although the City has limited authority over emissions from large facilities, the City will continue to work with large emitters to support their efforts to reduce emissions when possible. These emissions may overshadow other reductions achieved by other sectors in the community.

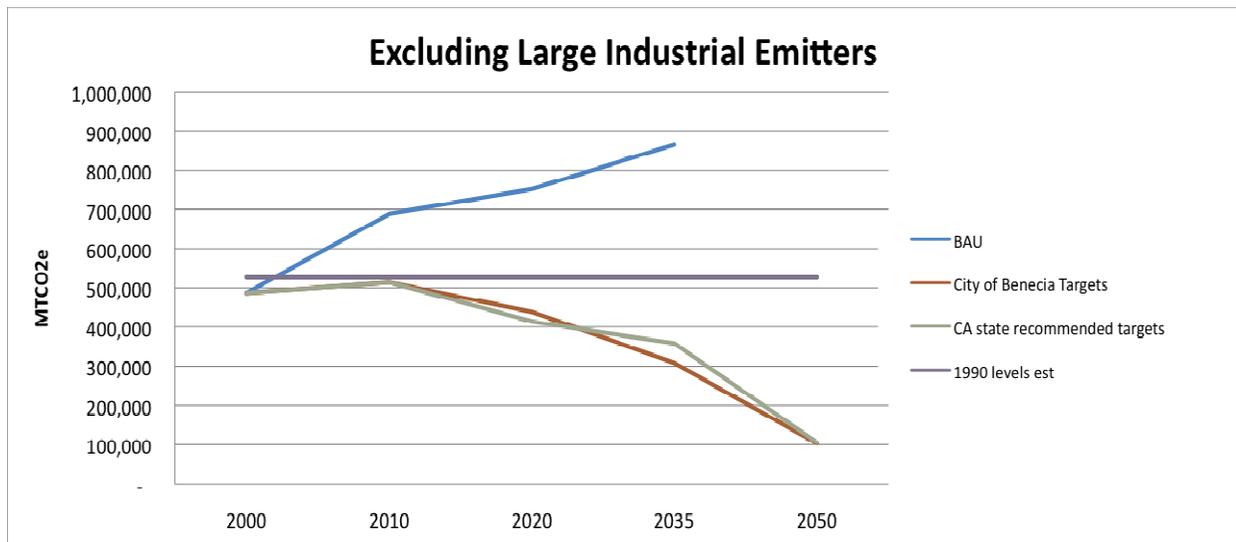
BAU Including Large Industrial Emitters

Under a forecasted BAU scenario, community-wide emissions will increase approximately 2.5% from 2010 by 2020 to 3,986,000 MTCO₂e and increase by 7% from 2010 levels by 2035 to 4,158,655 MTCO₂e.

BAU Excluding Large Industrial Emitters

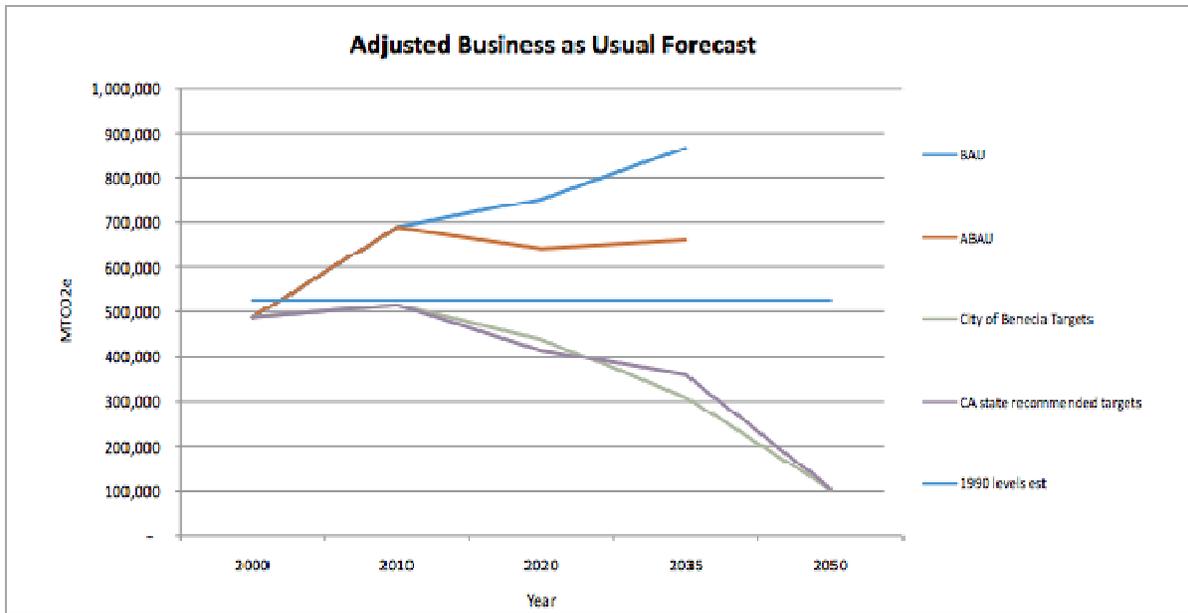
Under a forecasted BAU scenario, community-wide emissions in 2010 will increase 9% by 2020 to 752,870 MTCO₂e and 26% from 2010 levels by 2035 to 866,700 MTCO₂e.

The graph below illustrates the difference between the BAU forecast and the City's goals. Without any State legislative support, the City will have to reduce approximately 314,540 MTCO₂e between 2010 and 2020 to meet its 2020 goals (10% below 2000 levels). To meet its 2035 goals (40% below 2005 levels), the City will need to reduce 558,120 MTCO₂e.



Adjusted Businesses as Usual (ABAU)

The BAU Forecast projects emissions in 2020 and 2035, but does not take into account the positive impacts of the State legislation summarized in Section 1.1. Under an ABAU scenario, excluding large emitters, emissions will decrease 7% by 2020 to 642,330 MTCO₂e and 4% by 2035 to 661,510 MTCO₂e. These projections are then compared to the City's reduction goals to determine the reductions needed between now and 2020 and on to 2035. Statewide legislation accounts for a 110,000 MTCO₂e reduction between 2010 and 2020. To meet the 2020 goal, the community needs to reduce an additional 204,000 MTCO₂e annually. In the following Section, projects are proposed that would help the community to reduce emissions to meet 2020 targets. The reduction gap and proposed strategies may be revised in a future CAP Policy Analysis.



The chart below illustrates the difference between BAU, ABAU, City reduction targets, State targets, and 1990 emissions levels.

MTCO ₂ e Excluding large industrial emitters	2000	2010	2020	2035
ABAU	487,040	688,710	642,330	661,510
BAU	487,040	688,710	752,870	866,040
City Targets	487,040	514,310	438,330	308,590
State Targets	487,040	514,310	413,980	358,460
1990 levels	526,580	526,580	526,580	526,580

Chapter 3

Moving Forward

3.1 Meeting 2020 Reduction Targets

Benicia has demonstrated exceptional leadership in developing programs and projects to reduce local government operations (LGO) and community-wide GHG emissions and implement the CAP. After completing the 2010 inventory and assessing the impacts of individual projects, the City has a clearer picture of which programs are the most effective and efficient in helping to reach the 2020 goals. This is critical information as the City determines how to bridge the gap of 204,000 MTCO₂e annually between the 2020 ABAU forecasts and the City's goals.

The following programs will achieve annual reductions that will help the City meet its 2020 goal. When measuring its progress, the City must compare annual reductions to the 2020 annual total. Cumulative savings are included to show the potential for reductions year over year and can also be used to measure the cost per metric ton reduced from implementation year to 2020.

Assuming existing programs will continue through 2020 and the potential future projects listed below are implemented, the City can expect a total annual reduction of 16,520 MTCO₂e or 8% toward the annual reduction goal. This leaves approximately 187,480 MTCO₂e that need to be reduced annually to achieve the reduction goal. This is only an estimate and this reduction gap may be further defined during a future CAP Policy Analysis where all existing CAP policies and programs are quantified.

The following are the estimated reductions associated with Local Government Operations projects completed after 2010 but that will continue to reduce emissions through 2020.

Measure	Year Implemented	Annual Fuel Savings	Unit	Est. Annual MTCO ₂ e Savings	Cumulative MTCO ₂ e Savings (Implementation year to 2020)
1. Renewable Energy & Conservation Project⁴	2012	2,600,000	kWh	525	4,000
2. City Fleet Upgrades	2009	4,200	gallons of gasoline	40	430
3. EECDBG Grant Project	2012	60,300	kWh	10	90
4. Irrigation Control System Upgrade	2005	18,700	kWh	5	55
5. Upgrade at Waste Water Treatment Plant	2009	n/a	Multiple GHGs	330	4,000
6. Small Cities Climate Action Partnership⁵	2006	748,000; 7,500	kWh; therms	230	3,000
Total (Rounded)				1,100	11,600

The following are the estimated reductions associated with Community-wide projects completed after 2010 but that will continue to reduce emissions through 2020.

⁴ This project includes 10 solar sites, energy efficiency upgrades at 7 facilities, and approximately 2,000 streetlight retrofits. This project was funded by \$13m bond issue.

⁵ This project allowed the City to collect data on prior retrofits and measure the kWh and GHG reduction. No additional projects were implemented.

Measure	Year Implemented	Annual Fuel Savings	Unit	Est. Annual MTCO ₂ e Savings	Cumulative MTCO ₂ e Savings (Implementation year to 2020)
1. WattzOn	2010	61,000	kWh	10	120
2. Solar installations	2006	27,300	kWh	5	80
3. Bike rack installations	2008	0.10	VMT	0.000006	0.000072
4. Valero Condensate Recovery Phase I ⁶	2010	183,100	kWh	40	365
5. Distribution of low-flow showerheads	2007-2010	129,800	kWh	32	265
Total (Rounded)				90	830

In addition to the above projects, there are other community-wide projects that have been implemented, but whose reduction impacts cannot yet be modeled. For example, there are two functioning community gardens, which allow residents to locally produce food in Benicia. With increased participation rates, the Inventory Team may be able estimate emissions reductions associated with reduced vehicle miles traveled to purchase fresh produce and/or water savings if not already included in other CAP strategy reductions.

When determining what new projects should be funded and implemented moving forward, the Inventory Team recommends that the following factors be used:

1. Existing support (funding and City approval)
2. GHG reduction potential
3. Emissions sector addressed (in priority of % of total emissions)

Based on the factors above, the following projects appear promising for implementation between now and 2020. Again, the above factors and list of recommended strategies may be further refined during a future CAP Policy Analysis and different or additional strategies and/or projects may be selected by the CSC and recommended to the City Council for implementation.

⁶ The total reduction of CRP Phase 1 is 2,300 MTCO₂e as verified by Nexant, the third-party company hired by PG&E to verify savings. Community-wide emissions will be reduced by an additional 40 MTCO₂e per year as a result of the following: less energy is spent pumping the water from Lake Berryessa or the North Bay Aqueduct to the City and less energy is spent by the City pumping the untreated water to Valero. CRP Phase 1 will also save an estimated 23 million gallons (72 acre feet) of water annually and reduce hazardous waste by an estimated 6,000 pounds per year.

Program	Existing Support	GHG Reduction Potential (MTCO _{2e}) (Annual)	GHG Reduction Potential (MTCO _{2e}) (Implementation year-2020)	Emissions Sector (Ranked 1-6 based on % of total 2010 emissions) ⁷	CAP Strategy
Business Resource Incentive Program (BRIP)	\$625,000 allocated; Council Approved	540	2,700	Commercial/Industrial (1)	IC-1.1 Building Audit and Efficiency Program
Residential Solar Incentive Program	\$100,000 allocated; Council approved	570	2,300	Residential (3)	E-3.3. Promote California Solar Initiative and Other Applicable Incentive Programs
Residential Water Incentive Program	\$10,000 allocated; Council approved	30	160	Residential (3)	WW-1.5. Incentives for Residential Plumbing Fixture Upgrades
Community Choice Aggregation (CCA)	No money allocated; City Staff and CSC have expressed interest in joining Marin Clean Energy	680	3,200	Commercial/Industrial and Residential (1,3)	E-2.6. Community Choice Aggregation Feasibility Assessment
Reduce Reliance on Conventional Automobile Travel	Existing capital improvement budgets (City) and State grants; BRIP funding and State grants (Community)	90 (LGO); 10,775 (Community-wide) ⁸	360 (LGO); 43,100 (Community-wide)	Transportation (2)	T-8.1. Encourage Local Businesses to Use Alternative Fuel Vehicles; Objective T-1: Reduce Municipal Fleet Related Emissions 20% by 2020
Wind Energy Generation at Wastewater Treatment Plant	No upfront cost to City; estimated savings of \$70,000 annually; City Staff and Council have expressed interest	450	1,800	Local Government Operations (6)	E-2.3. Renewable Energy for City Facilities
Property Assessed Clean Energy (PACE) Program	No upfront cost required; existing CaliforniaFIRST district, City signed letter of support for Ygrene county-wide district; County opted into HERO Pace District (Aug. 2013)	760	3,000	Commercial/Industrial and Residential (1,3)	E-2.2. Property Assessed Clean Energy (PACE) Program

⁷ The following sectors are ranked in order of largest % of total 2010 emissions (excluding large industrial emitters): Commercial/Industrial (48%); Transportation (44%); Residential (6%); Waste (1%); Water (1%); Local Government Operations (less than 1%).

⁸ The CAP Coordinator team assumed 10% of each vehicle class will be converted to more efficient vehicles. A specific project will need to be identified to achieve this reduction; if 10% of each vehicle class is not converted then savings may be lower. A project by project savings estimate can be calculated in the future.

Program	Existing Support	GHG Reduction Potential (MTCO ₂ e) (Annual)	GHG Reduction Potential (MTCO ₂ e) (Implementation year-2020)	Emissions Sector (Ranked 1-6 based on % of total 2010 emissions) ⁹	CAP Strategy
Valero Condensate Recovery Phase 2 ¹⁰	Clarification on project approval needed; Phase 2 is currently in the planning phase	32 (City); 1,400 (Valero)	190 (City); Valero savings depend on construction completion	Local Government Operations (6)	Objective WW-2: Reduce the Amount of Emissions Resulting from Pumps and Lift Stations; IC-4.2. Investigate On-site Energy Production
Total (Rounded)		15,330	56,810		

In addition to the projects and programs recommended for future implementation, Local Government emissions may be further reduced as a result of planned capital improvement projects. For example, the Public Works Department plans to replace all of the copper water services in one City development, which conveys treated water from the main in the street to the water meter for each house. This replacement will reduce leaks, which reduces overall gallons delivered and therefore less energy is expended to pump, treat, and deliver water and GHGs are subsequently reduced. The CAP Coordinator will track these types of projects and quantify them during a future CAP Policy Analysis.

Finally, the Community Sustainability Commission has made significant progress in increasing the level of awareness about various climate related topics. These efforts are critical to the continued successful implementation of the Climate Action Plan and future GHG reductions. Although these efforts do not translate directly into GHG reductions, the City can report on the successes of these efforts and the topics presented in the future.

Potential Next Steps

The above existing and proposed measures still leave 188,240 MTCO₂e annually that needs to be reduced to meet Community-wide reduction goals. To achieve additional reductions, the following activities should be completed:

1. CAP Policy Analysis and Implementation Strategies.
Conduct a policy audit to determine the impact of existing CAP and non-CAP policies and completed projects; identify strategies for implementation in the future. The results of this analysis will be presented to the CSC for consideration and recommendation to the City Council. These strategies will be included in the 2014-15 CAP Coordinator Work Plan.
2. Community Engagement.
Engage the community to determine what residents and business-owners are currently doing to reduce GHG emissions. This process will allow the Community Sustainability Commission to continue to reach out to the public and identify opportunities for additional efforts and also provide increased opportunities to interact with large emitters.

⁹ The following sectors are ranked in order of largest % of total 2010 emissions (excluding large industrial emitters): Commercial/Industrial (48%); Transportation (44%); Residential (6%); Waste (1%); Water (1%); Local Government Operations (less than 1%).

¹⁰ The total estimated reduction of CRP Phase 2 is 1,400 MTCO₂e. Community-wide emissions will be reduced by an additional 32 MTCO₂e per year as a result of the following: less energy is spent pumping the water from Lake Berryessa or the North Bay Aqueduct to the City and less energy is spent by the City pumping the untreated water to Valero. CRP Phase 2 will also save an estimated 19 million gallons (58 acre feet) of water annually.

3. Cap and Trade.
Continue to advocate for the local allocation of Cap and Trade revenues and offsets for GHG emission reducing projects.
4. Continue to adjust assumptions for GHG reductions.
The Sonoma State University Inventory team has quantified some existing and proposed future measures for implementation and evaluated the GHG reduction impact. This analysis should be done again to determine if assumptions were correct or if the estimates were too conservative, either annually or as part of the next Inventory Update in 2015.

3.2 BAAQMD Comments

All BAAQMD questions and comments have been addressed and integrated into this report.

Appendices

Appendix A: Acknowledgements

The CAP Coordinator received assistance from others at the Sonoma State University (SSU) Center for Sustainable Communities. Brian Woodward, SSU student and Ayrin Zahner, Center Consultant, were instrumental in analyzing data, calculating emissions, drafting the report, and preparing for presentation of the results to the Community Sustainability Commission and Benicia City Council. The graphics were completed by Anne Marker.

In addition, the report could not have been possible without the continued support of Benicia City Staff.

Appendix B: Tools, Calculations, Data Collection Sources, and Notes

Tools & Resources

As a member of ICLEI, the City has access to numerous innovative tools and guidance documents to help it achieve its sustainability goals. Below is a brief overview of the tools used to complete the 2010 GHG Emissions Inventory.

1. Clean Air & Climate Protection (CACP) Software 2009

CACP 2009 is the primary tool used by cities in the United States to conduct greenhouse gas emission inventories, and has been established as the industry standard. CACP 2009 is an emissions management tool that calculates and tracks greenhouse gas emissions (carbon dioxide, methane, nitrous oxide) and criteria air pollutants (NO_x, SO_x, carbon monoxide, volatile organic compounds, PM₁₀, PM_{2.5}) associated with electricity, fuel use, and waste disposal. Energy and resource use data are tracked and conditioned using the Master Data Workbook, and then entered into CACP 2009 to calculate the greenhouse gas emissions associated with these uses.

2. Greenhouse Gas (GHG) Accounting Protocols

The U.S. Community Protocol for Accounting and Reporting Greenhouse Gas Emissions (Community Protocol) is designed to guide cities to account for and report on GHG emissions. The Community Protocol represents a national standard that establishes requirements and recommended best practices for developing community GHG emissions inventories. A consistent national standard allows cities to more easily develop high-quality GHG inventories and measure progress toward their emissions reduction goals and communicate results with their community members.

3. GHG Inventory Guidance

As a member of ICLEI- Local Governments for Sustainability, Benicia has access to a wide-range of support and guidance documents provided to cities in an attempt to ensure consistent inventory practices across the country. The guidance documents include:

- A. Quick-Start Guide to Conducting a Greenhouse Gas Emissions Inventory and Forecast, which gives an overview of how and why to conduct a GHG emissions inventory for local government operations and an entire community.
- B. The Local Government Operations Protocol, which sets the U.S. national standard for how to quantify and report local government GHG emissions.
- C. ICLEI Instructions on Data Gathering & Quality Control, which provides an overview of the data collection process and quality control for an inventory, including the Master Data Workbook.
- D. ICLEI Instructions on CACP 2009 Data Entry, which offer detailed guidance on how to enter inventory data into ICLEI's CACP 2009 software.

4. Master Data Workbook

The Master Data Workbook is the axis of all data collection and report preparation. The Master Data Workbook is the central resource for identifying the energy and activity data

that was gathered, for recording and organizing data, and for keeping notes on Benicia’s progress.

Analysis and Data Collection Notes and Sources

A. Data Collection Methods

GHG emissions data was collected from many different sources ranging from City Staff to Federal agencies. This data is used to determine current emission levels and forecast future emission levels for 2020 and 2035. Below is a list of indicators (data points), the purpose of that data, and the data source.

Indicator	Purpose	Sources
Population (2000-2035)	Growth rates to estimate residential energy-use forecasting	Census Data 2010; ABAG RTP 2009
Households (2000-2035)	Emissions from lawn and garden maintenance; growth rates for forecasting; estimate reductions from measures	Census Data 2010; ABAG RTP 2009
Jobs (2000-2035)	Growth rates for service population (population + jobs) for on-road transportation, waste, water use forecasting, and commercial energy forecasting	Census Data 2010; ABAG RTP 2009
Commercial Square Footage (1999-2010)	Commercial energy measures estimated reductions	City Staff from Previous inventory
Commercial Establishments (2000-2010)	Commercial growth rates for energy forecasting	Census Data 2010
Transportation modes (drove alone, took public transportation, walked/biked)	Transportation measures estimated reductions	ACS 2010
kW of solar installed residential and	Energy measures estimated reductions	City staff; permits

commercial (2000, 2010)		
Acres of irrigated landscaping (2000, 2010, 2020, 2035)	Water measures estimated reductions	City Staff
Construction permits (1997-2011)	Off-road emissions from construction projects; growth rates for forecasting; estimate reductions from measures	HUD
VMT (2000, 2010, 2020, 2035)	On road emissions; on road emissions forecasting; transportation measures estimated reductions	MTC, EMFAC2011
City of Benicia Employees (2000, 2010, 2020, 2035)	Local government employee commute and energy forecasting; measures estimated reductions	City Staff
Government Facility Square Footage (2000, 2010, 2020, 2035)	Local government energy measures estimated reductions	City Staff
Government maintained irrigated landscaping (2000, 2010, 2020, 2035)	Local government water measures estimated reductions	City Staff
Vehicles in fleet (2000, 2010, 2020, 2035)	Local government vehicle fleet emissions forecasting and measures estimated reductions	City Staff
Number and type of public lights (2000, 2010, 2020, 2035)	Public Lighting measures estimated reductions	City Staff

kW solar installed on City facilities (2000-2035)	Energy measures estimated reductions	City Staff
MTCO_{2e} from large industrial emitters	Measure reported emissions from large industrial users; measure natural gas emissions related to process emissions	BAAQMD Permit Data; EPA Mandatory Reporting Rule GHG Data; California Energy Commission Energy Use Consumption Data
kWh used to pump untreated water	Measure additional kWh savings and emissions reductions associated with Valero Condensate Recovery Phase I and II	University of California Davis (kWh/acre foot of untreated water delivered to end user) ¹¹

B. Notes

1. Units

The inventory covers the three main greenhouse gases: carbon dioxide (CO₂), methane (CH₄), and nitrogen oxides (NO_x). The unit of measure being used for GHG emissions throughout this narrative is metric tons of carbon dioxide equivalent (MTCO_{2e}). Using an equivalency factor allows all GHGs to be compared despite different global warming potential factors (potency of gas and ability to warm the earth).

2. Waste Data

In 2000, waste produced as a result of local government operations was considered “Scope 3” emissions, which are indirect emissions sources that happen outside of the City’s boundaries and are not included in total emissions. Therefore, City staff only reported wastewater sludge generated. Some other local governments elected to report waste from local government operations sent to landfills outside their jurisdictions in 2000. Exact procedures for reporting these types of wastes appear to have been unclear while the 2000 inventory was being conducted.

Updated protocols require that the City report all waste generated in the City as it does exert some control levels of waste, even though it is being sent outside the jurisdiction to a landfill. Despite this additional inclusion, waste emissions decreased in 2010.

3. Pacific Gas and Electric Company Emissions Factors

Benicia used the most current and updated emissions factor provided by Pacific Gas and Electric Company (PG&E) for its energy production. PG&E reduced its total CO₂ emissions from electricity production by about 25% to 15.6 million MTCO_{2e} in 2010 with renewable sources making up nearly 18% of its fuel portfolio. The emissions rate fell 23% to 445 pounds of CO_{2e} per megawatt-hour of electricity delivered to its customers. PG&E’s emissions rate was

¹¹ This report was the best source available, recommended by the California Energy Commission (CEC) for embedded kWh in water delivery for Northern California. It was also recommended by ICLEI and by BAAQMD.

35% below the California publicly owned utility average and only about one-third of the national utility average. PG&E's emissions factor takes into account emissions from both PG&E-owned power generation and power purchased from third parties.

PG&E is currently working to meet its 33% renewables for 2020 goal (290 lbs/mWh), but projects that it will exceed its goal. PG&E's renewable portfolio depends not only on existing production contracts, but on future contracts yet to be negotiated and other factors not controlled by the utility, like rainfall levels feeding the Hetch Hetchy reservoir. To be conservative, the Inventory Team adjusted the estimated renewables percentage down to reflect this reality and to avoid overestimating PG&E's role in reducing GHGs in Benicia. PG&E's estimated coefficients for 2018 and 2019 assume 29% (328 lbs/mWh) and 31% (307 lbs/mWh) of its portfolio will come from renewables, which are used as proxies for 2020 and 2035 estimates respectively.

4. Forecasting

BAU

The BAU forecast is based on a calculated compound annual growth rate (CAGR) that is applied to indicator data such as population, households, and jobs to determine expected growth in 2020 and 2035. The table below illustrates the indicators and resulting CAGR used to calculate the forecast year estimates. These CAGR are not applied to the baseline emissions, but to 2010 activity data to determine projected growth. Then, those data points are entered into CACP to calculate MTCO_{2e}. Some sectors use a combined "service-population" CAGR given that emissions from those sectors include energy used by people who work and live in Benicia. The Metropolitan Transportation Commission (MTC) provided forecasted vehicle miles traveled (VMT) data using their traffic engineering and VMT models.

Sector	Indicator	CAGR used for 2020	CAGR used for 2035
Residential Energy, Off-Road	Households	.48%	.31%
Commercial/Industrial	Jobs	.69%	.68%
On Road Transportation	VMT from MTC		
Water, Waste	Service Population (population+jobs)	.53%	.47%
Other/Large Emitters/ Direct Access	Held Constant		

ABAU

The following table outlines the legislation and resulting assumptions for adjusting the BAU forecast to produce an Adjusted Business as Usual (ABAU) forecast.

Piece of Legislation	Sector Affected	Assumptions

RPS	Electricity Use via the PG&E emission coefficient.	2020 coefficient: 328 lbs/mW 2035 coefficient: 307 lbs/mW assumption: 29% and 31% RPS
Title 24	Electricity and Natural Gas use; only applied to residential new construction as represented by average # of residential building permits.	Commercial energy use was not included due to the inconsistency of the indicator data used and the type of building efficiency modification. Household efficiency between 2000 and 2010 is a proxy for building efficiency applied only to new construction. After 2013 updates to Title 24 are implemented, the State expects a 25% increase in residential efficiency. However, human behavior affects efficacy of the updates so the assumption is 16% and 20% increases in efficiency for electricity and natural gas use.
Pavley and Low Carbon Fuel Standard (LCFS)	On road transportation/VMT.	From Harold Brazil, MTC: "The combined Pavley and LCFS percent reductions in CO ₂ emissions in the Solano County passenger vehicle fleet are: 27.2% in 2020 and 36.1% in 2035," applied to the 2010 interim VMT data. The factor 352.0743 was applied to daily numbers to get annual VMT estimates.
AB 341 (75% reduction in commercial waste)	Sludge and a proportion of total waste allocated to jobs divided by service population.	75% reduction applied directly to the commercial proportion of BAU waste for 2020 and 2035.
SB 7x (20% reduction of per capita water use)	Embedded energy in water; service population	Calculated million gallons of water delivered per capita based on BAU CAGR, then take a 20% reduction of that number and then re-calculated embedded energy: Assumptions (Bay Area): 60% = indoor water use; 40% = outdoor water use (not treated) 2,095 kWh/AF for supply and distribution 652 kWh/AF for treatment 1 AF = 325,851 gallons

5. BAAQMD Permit Data

The Sonoma State University Inventory Team included GHG emission data from all entities in Benicia that are required to obtain a Bay Area Air Quality Management District (BAAQMD) permit. Below is an overview of that data:

Facility	Address (within Benicia, CA)	Biogenic CO₂	Non-biogenic CO₂	Total MTCO₂e (2010)
Amports	1007 Bayshore Rd.	-	3.05	3.05
Amports	3800 Industrial Way	-	0.15	0.15
Anand Medical Office	1208 East 5th St.	-	1.02	1.02
AT&T Mobility / A T & T Services	1471 Park Rd.	-	4.05	4.05
Bay Area Coffee Inc.	4201 Industrial Way	-	195.55	195.55
Bio-Rad Laboratories	5500 East 2nd St.	-	0.31	0.31
CCL Organics LLC	1460 Goodyear Rd.	-	18.68	18.68
CCR Technologies Inc.	3400 East 2nd St.	-	854.11	854.11
City of Benicia	614 5th St.	2,344.24	126.20	2,470.44
City of Benicia Corp. Yard	2400 East 2nd St.	-	0.01	0.01
City of Benicia Fire Sta. #11	150 Military-West	-	0.85	0.85
City of Benicia Police Dept.	200 East L St.	-	0.25	0.25
City of Benicia Public Works Dept.	2600 East 2nd St.	-	0.88	0.88
City of Benicia Water Treatment Facility	100 Water Way	-	1.50	1.50
Delta Steel Erectors	325 West Channel St.	-	272.23	272.23
Duvall Coffee Roasting	129 1st St.	-	1.28	1.28
GEM Mobile Treatment Services	3001 Bayshore Rd., Suite 9	-	8.69	8.69

GEM Mobile Treatment Services	3400 2nd St.	-	258.18	258.18
Northgate Christian Fellowship	2201 Lake Herman Rd.	-	0.28	0.28
Onyx/Veolia ES Industrial Services	4501 California Court	-	90.73	90.73
Pacific Bell	935 East 2nd St.	-	2.92	2.92
Rix Industries	4900 Industrial Way	-	0.67	0.67
Rrags Café	1383 East 2nd St.	-	8.21	8.21
Sierra Process Systems Inc.	Valero Refinery	-	0.02	0.02
Simpkins Auto Care, Inc.	980 Adams St.	-	6.61	6.61
Suisun Bay Reserve Fleet	2595 Lake Herman Rd.	-	126.09	126.09
US Dept. of Transportation Maritime Administration	2595 Lake Herman Rd.	-	73.60	73.60
Valero Benicia Asphalt Plant	3001 Park Rd.	-	22,163.81	22,163.81
Verizon Business	Bayshore Rd. at SP R	-	0.51	0.51
Verizon Wireless	1100 Southampton Rd.	-	0.67	0.67
Verizon Wireless	2100 Goodyear Rd.	-	1.84	1.84
Verizon Wireless	635 Indiana St.	-	0.85	0.85

6. EPA Greenhouse Gas Emissions from Large Facilities

Beginning in 2009, the EPA required large facilities (those that emit at least 25,000MTCO₂e annually) to report all emissions on an annual basis (Mandatory Reporting Rule (MRR)). The only facility required to report under this rule is the Valero Refinery. After review of the ICLEI – Local Governments for Sustainability - Community-wide Protocol and consultation with the BAAQMD, the Inventory Team used 2010 EPA data for the Valero Refinery, and BAAQMD permit data for all other large emitters.

Facility	Address	Total Facility Emissions MTCO ₂ e (2010)
Valero Refining Comp. - California	3400 East 2nd St.	2,670,497

7. Emission Reducing Project Calculations

The Inventory team estimated the impacts of existing emission reduction programs implemented at the City and community-wide levels as well as the impacts of proposed future programs that would help bridge the gap between the ABAU forecast and the 2020 reduction goals. Below is a summary of those calculations, which may be further refined during a future CAP Policy Analysis.

Measure	Year Implemented	Annual Fuel Savings	Unit	Est. Annual MTCO ₂ e Savings *	Cumulative Savings MTCO ₂ e 2013-2020*
1. Business Resource Incentive Program	2012-2015	2,280,300	kWh	540	2,700
2. Residential Solar Incentive Program	2013-2016	3,208,980	kWh	570	2,300
3. Residential Water Savings Incentive Program	2014-2020	21,698,700	kWh	30	160
4. Community Choice Aggregation	2016	N/A	N/A	680	3,200
5. LGOP Alternative Fuel Vehicles	2016	9,795	gal	90	360
6. Alternative Fuel Vehicles	2013-2020	2,800	gal	10,775	43,100
7. Wind Energy Generation (Wastewater Treatment Plant)	2016	3,000,000	kWh	450	1,800
8. Property	2016	N/A	N/A	760	3,000

Assessed Clean Energy (PACE) Program					
9. Valero Condensate Recovery Phase II	Need clarification on approval of project.	145,000	kWh	32 (City); 1,400 (Valero)	190
Total (Rounded)				15,330	56,810

Methodologies and Assumptions for Emissions Reducing Projects

Business Resource Incentive Program: Calculation assumes 6% participation rate and an associated reduction in embedded water use. Water use per business was calculated as the standard GPD average for water use per household. Assumes solar installations for 30% of participants with a solar installation size of 160 kW based on average City installation sizes. Cumulative impacts were calculated from 2015, given that only 2 out of 30 projects were completed in 2012 through the second quarter of 2013.

Residential Solar Incentive Program: Assumes a 30% household participation rate; cumulative savings total calculated from a starting year of 2016.

Residential Water Savings Incentive Program: Assumes 100% household participation with a 2% reduction of water used per year per household.

Community Choice Aggregation: Savings calculation assumes a 95% household participation rate and Light Green product (GHG coefficient equivalent to PG&E 31% RPS coefficient of 307 lbs/mWh).

LGO Alternative Fuel Vehicles: Savings calculation assumes 12 diesel trucks converted to CNG, 6 gas passenger cars converted to hybrids, and 2 gas passenger cars converted to plugin hybrids. Assumed conversions will occur mainly in year 2016 per existing fleet replacement schedule.

Alternative Fuel Vehicles: Savings calculation assumes 10% of each vehicle class will be converted - 10% of diesel heavy trucks to CNG; 5% of gasoline passenger vehicles to hybrids; 5% of gasoline passenger vehicles to plug in hybrids. Savings estimated based on gallons of fuel used per year and average mile per gallon (mpg) and vehicle miles traveled (VMT) reported by the Metropolitan Transportation Commission (MTC) for 2010. VMT was converted to gallons of gasoline used. MTC data was used to determine proportion of vehicle types; 6% of total vehicles are diesel heavy trucks and 52% are gasoline passenger vehicles. Then, average mpg improvement between vehicle class and replacement vehicle was calculated.

Wind Energy Generation at the Wastewater Treatment Plant: Simply reported kWh produced by wind.

Property Assessed Clean Energy (PACE) Program: For kWh and therms; assumed 10% household and business participation and 20% energy savings as a result of participation of the program.

Valero Condensate Recovery Phase I & II: Savings calculation assumes (annual) 2,300 MTCO₂e/23 million gallons of water (71 acre feet) (Phase I) and 1,400 MTCO₂e/19 million gallons of water (58 acre feet) reduction (as reported by Valero) divided by acre feet multiplied by 2,095 kWh/AF embedded energy for delivery multiplied by PG&E coefficient for 2020 ABAU. kWh per acre foot of water pumped supplied by the California Energy Commission. The kWh/AF was taken from a report, *Methodology for Analysis of the Energy Intensity of California's Water Systems, and An Assessment of Multiple Potential Benefits Through Integrated Water-Energy Efficiency Measures* (see Works Cited below) because it was recommended by ICLEI and BAAQMD as the best source available for embedded energy in water delivery for Northern California.

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Climate Action Plan (CAP) Policy Analysis

Prepared by Alex Porteshawver, Consulting CAP Coordinator

November 7, 2013

I. Introduction

In 2009, the City adopted the CAP and reduction targets for City Government operations and Community-wide activities for 2010 and 2020. In 2012, Sonoma State University Center for Sustainable Communities was hired to implement the CAP and developed a list of priority strategies for implementation in 2012 and 2013. One of those priorities was to conduct a greenhouse gas (GHG) inventory for 2010 and assess whether the City met its 2010 goals and what actions are still needed to meet its 2020 goals. In May 2013, the Community Sustainability Commission (CSC) was presented with the 2010 GHG Inventory Update, which indicated that the City made significant progress toward meeting its goals, but missed the 2010 reduction targets. The report quantified reductions associated with CAP strategies currently being implemented, but it was not a full analysis of all strategies. The Update presented a number of options for moving forward, including conducting a more in-depth policy audit to determine the GHG reductions resulting from the following:

- Existing and planned future policies and programs included in regional and city planning documents (General Plan, Downtown Mixed Use Master Plan, etc.);
- Existing CAP policies; and
- Proposed new CAP policies.

Per the CAP Coordinator deliverables approved by the City Council in July 2012, a policy audit was conducted to determine how the City can meet its 2020 goals. This report contains an overview of the audit process, expected reductions from existing policies, and proposed new CAP policies by sector (consistent with existing GHG inventory sectors). The CAP Coordinator requests Commissioner feedback to develop a final list of policies for implementation between now and June 2015 (to be presented at the March 2014 CSC meeting). The CAP Coordinator will also draw from this list when developing the CAP Coordinator Workplan for 2014-15 (also presented at the March 2014 meeting).

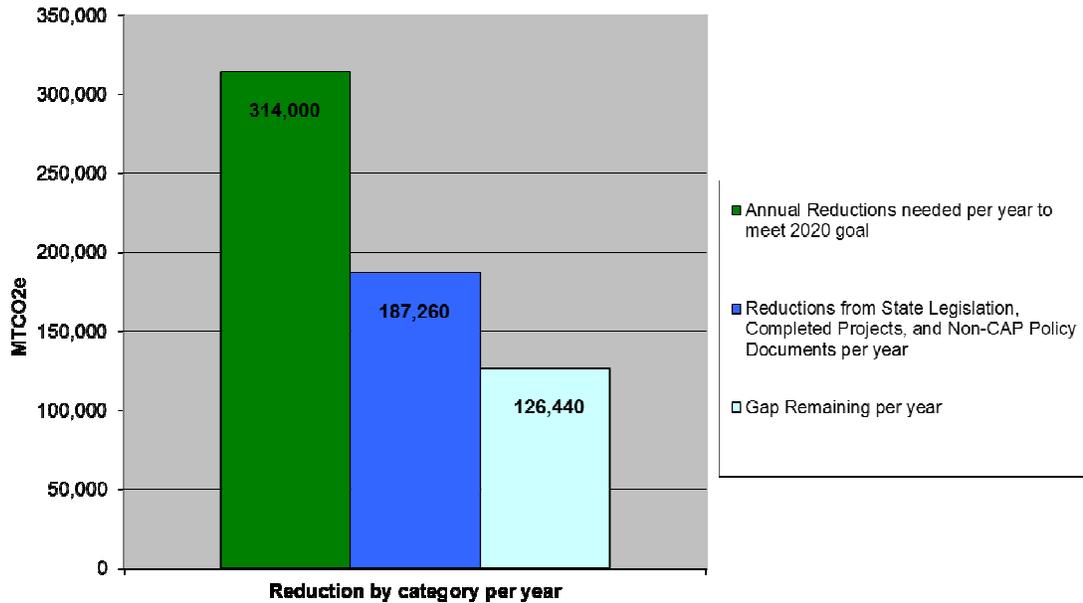
II. Estimated Reductions and Gap

According to the 2010 GHG Inventory Update, the City needs to achieve 314,000MTCO₂e reduction annually to meet its 2020 goal.

- State legislation will reduce annual emissions by 110,000MTCO₂e.
- Strategies in non-CAP documents that will be implemented between now and 2020 account for 73,300MTCO₂e reductions.
- Completed CAP projects that will continue to achieve annual reductions account for 4,260 MTCO₂e.

This leaves 126,440MTCO₂e that need to be reduced annually to meet the 2020 reduction target.

Benicia Progress Towards 2020 Targets



The CAP Coordinator is asking the Commission to select existing CAP or new CAP strategies that together will bridge the gap and achieve reductions necessary to meet the 2020 reduction goal.

III. Overview of Audit Process

To determine how to bridge this gap, the CAP Coordinator team quantified emissions for all existing CAP strategies, strategies found in City planning documents, and potential new CAP strategies. The CAP Coordinator Team researched potential additional CAP strategies by reviewing climate action plans from other jurisdictions in California and other states and selected a variety of strategies that could be implemented in Benicia.

To estimate GHG reductions for each strategy, the following indicators were collected:

- Proposed policy language;
- Enforcement (mandatory/voluntary);
- Estimated participation rate;
- Type of participant (industrial/commercial/business/residential/individual); and
- Estimated savings/indicators (kWh, therms, gallons, etc.)

After completing this analysis, the CAP Coordinator Team generated a list of existing and proposed new policies for vetting. First, the CAP Coordinator team requested City Staff feedback staff from each of the following departments:

- Library
- Parks & Community Services
- Building Maintenance
- Police
- Fire
- Public Works
- Community Development
- Finance

An “x” was placed next to strategies that will require additional staff time and funding to implement. The Commission should consider these factors when ranking potential strategies for implementation in 2014-15.

IV. Conclusion

Since 2009, Benicia has demonstrated exceptional leadership in developing programs and projects to reduce local government operations (LGO) and community-wide GHG emissions and implement the CAP. The 2010 GHG Inventory Update showed the following progress toward achieving 2010 reduction targets:

- 4,800 MTCO₂e or a 21% decrease, and 42% below projected emissions levels of 8,300 MTCO₂e. The City made substantial progress toward meeting its goal, and missed its reduction target by only 4%.
- 3,499,000 MTCO₂e, or a 11% increase with large industrial emitters and 689,000 MTCO₂e, a 41% increase without large industrial emitters.¹

After accounting for state legislation and non-CAP strategies, the City community needs to reduce an additional 130,700 MTCO₂e annually. The strategy worksheets in Appendix A allow each Commissioner to select existing or new measures that will achieve that reduction. The CAP Coordinator will review the lists generated by Commissioners and use to develop the CAP Coordinator 2014-15 work plan.

¹ Limited financial and staff resources have forced cities and counties to focus on reducing emissions from sources it can control. For example, refineries and other petroleum and manufacturing facilities (California Energy Commission indicates these facilities make up 64% of the City’s natural gas use) are largely regulated by the BAAQMD, the California Air Resources Board (CARB), and the U.S. Environmental Protection Agency (EPA). These entities issue rules and regulations that address process emissions and it is their responsibility to mandate technological changes and practices that reduce these emissions. Contra Costa County recently recognized this challenge and proposed, with BAAQMD support, that large industrial emitters should be inventoried and reported but excluded from total community-wide emissions. Excluding emissions from these two sectors can be justified because these processes are not likely to be affected by City sponsored programs or reduction strategies. This also allows the City to focus its reduction efforts on those entities that it can affect, i.e. smaller commercial and industrial businesses, residents, transportation, and local government operations.

DRAFT – CAP Coordinator Priorities & Work Plan
March 2014 – June 2015
By: Alex Porteshawver, Consulting CAP Coordinator

According to the 2010 GHG Inventory Update, the City needs to achieve 314,000MTCO_{2e} reduction annually reduce emissions 10% below 2000 levels by 2020.

- State legislation will reduce annual emissions by 110,000MTCO_{2e}.
- Strategies in non-CAP City planning documents and completed CAP projects that will continue to achieve annual reductions account for approximately 25,000 – 100,000MTCO_{2e}.¹

This leaves 104,000MTCO_{2e} to 179,000MTCO_{2e} that needs to be reduced annually to meet the 2020 reduction target.

Below is a summary of recommended priorities that will help the City meets its 2020 reduction goal. Next to each priority are deliverables with estimated completion dates. Each strategy is briefly described and Community Sustainability Commission (CSC) feedback received at the January 2014 meeting is summarized. In addition, next to each priority listed are relevant CAP strategies and estimated annual reductions (MTCO_{2e}) that will be achieved if the strategy is implemented. In addition to the reduction strategies listed below, the CAP Coordinator will attend local, regional, and statewide climate policy and planning meetings to stay up to date on legislation, regulations, and funding that may impact implementation of the strategies below.

Short-term timeframe (March 2014-June 2014)

NEW Projects

1. Promote the City's Sustainability Efforts (0)
Strategy EO 1.1. Update and Maintain Sustainable Development Website

Education and outreach are critical components of climate protection planning because of the changes in citizen behavior and business

¹ Non-CAP policies and CAP policies are often supportive of one another. For example, a strategy found in the Water System Master Plan may not achieve the same level of reductions if a related CAP policy is not implemented at the same time. The CAP Coordinator team provided a range of potential additional reductions from Non-CAP policies and selected strategies for implementation that will help to achieve the 2020 reduction goal.

practices that are needed to meet the City's emission reduction targets. In May 2013, the City launched SustainableBenicia.org. This website was intended to promote the City's and Community Sustainability Commission's (CSC) efforts. The website needs to be updated and maintained and additional outreach and marketing efforts are needed to generate interest in existing incentive programs and overall sustainability efforts.

Deliverable: Marketing plan – written report with recommendations for promoting the City's sustainability efforts via existing website, social media, and other mediums.

July 2014

CSC: Commissioners suggested that increased marketing and promotional activities are needed to promote sustainability in the Community.

2. Combined Heat and Power (CHP) Research Study & Demonstration Project

Fuel Cell Integration at City Wastewater Treatment Plant (5,625)

Objective E-2: Increase Amount of Renewable Energy in Benicia

Strategy E-2.3. Renewable Energy for City Facilities

CHP involves the production of electricity on-site so that the heat by-product from the generation process can be recovered and used for steam production or process and space heating, rather than being wasted. There are many different CHP technologies that allow on-site production of electricity and heat. The research study would analyze the potential to reduce natural gas emissions at businesses in the industrial park and at the City's Wastewater Treatment Plant by installing CHP technology.

Deliverable: Status Report – update on selection of consultant (if additional consultant is needed); overview of proposed study²; proposed funding and integration with the Business Resource Incentive Program (BRIP).³

² Based on initial consultant analysis or other feasibility analysis, select businesses with the greatest potential for CHP technology integration; this includes analyzing the potential for CHP at the City's WWTP.

³ If existing BRIP consultants do not have the expertise to complete this project, the CAP Coordinator would assist the Economic Development Department to develop a project scope and Request for Proposal (RFP), review proposal submissions and provide feedback, and review work products of consultant and make recommendations for what proposed projects should be funded.

July 2014

CSC: Commissioners support programs that will reduce natural gas emissions in the commercial and industrial sector and there was general support for investigating CHP application at the Wastewater Treatment Plant; Commissioners did express concern over the CAP Coordinator spending time assisting Economic Development to implement BRIP.

3. Strategy E-2.6. Community-Choice Aggregation Feasibility Assessment (680 – Residential, 110 – Commercial/Industrial)

Community Choice Aggregation (CCA) offers residents and businesses a choice of greener, non-polluting renewable energy. Benicia has the option of joining Marin Clean Energy (MCE), but needs to complete the following two steps:

- City Council sends a letter requesting consideration of membership to MCE; MCE evaluates City to determine if it meets membership criteria.
- City contracts with MCE to complete an economic feasibility study; approximately \$35,000 (\$20,000 to verify MCE's ability to provide cost-effective service to Benicia while maintaining existing rates and \$15,000 for MCE staff time and PG&E load data fees).

Deliverable: Written report: recommendations for action and potential funding sources for required feasibility study.

May 2014

CSC: There is general support for increasing community awareness and support for CCA including conducting a feasibility study if funds are identified.

4. Oversee Implementation of Coastal Conservancy Climate Ready Grant (unknown)

In August 2013, the Council authorized submission of a Coastal Conservancy Climate Ready Grant application to conduct a scientific risk assessment and develop an adaptation plan. In January 2014, the Conservancy Board officially approved a \$150,000 grant. The CAP Coordinator is in contact with the Conservancy and waiting for a draft grant agreement to present to Council for official acceptance and approval.

Deliverable: Status report – verbal update on grant activity including project milestones.

On-going at every CSC meeting starting March 2014

CSC: There is general support for identification of grant funding and implementation of grant funded projects that will implement the CAP and achieve GHG reductions.

5. Greening Existing Building Stock

B-3.1. Mandatory Residential Energy Conservation Ordinance (RECO)
(8,120)

IC-1.4. Mandatory Commercial Energy Conservation Ordinance (CECO)
(135,340)

RECO and CECO require residential and commercial property owners to complete certain energy and water conservation measures in their buildings upon transfer of property ownership or when additions or renovations are made. Required measures often save owners money on monthly electricity and natural gas costs and will help the City achieve its 20% water use reduction goal.

Deliverable: Begin research and analysis.
April 2014

CSC: Commissioners expressed concern over the feasibility of this strategy noting that Council had not historically approved mandatory energy and water conservation requirements. Staff understands this concern, but felt it necessary to forward to Council because of potential emission and water reductions that can be achieved and because of the statewide drought.

On-going Projects

1. Monitor + Evaluate Progress (0)

Deliverable: Status report – overview of emissions reductions as a result of CAP strategy implementation.

Deliverable: Status report – verbal update on Beacon Award status (requires on-going project reporting to the Institute for Local Government).

2. Strategy E-2.2 Property Assessed Clean Energy (PACE) Program (7,440 – Commercial/Industrial) (1,560 – Residential)

Deliverable: Status report – enrollment data.
On-going at every CSC meeting

Deliverable: Written report – report with recommendations for joining/establishing an additional PACE financing district.
May 2014

3. Research Additional Grant Funding (0)

Deliverable: Status report – overview of potential grants; status of pending applications.
On-going at every CSC meeting

4. Residential Plumbing Fixture Upgrade Program
WW1.6. Incentivize Water Conservation (40)

As part of the existing CAP Coordinator work plan, a water conservation program was developed. The CSC approved the recommended Residential Plumbing Fixture Upgrade Program in September 2012. Since then, there have been low participation rates and only 6 rebates have been processed as of January 2014. Because of current drought conditions, this program needs to be expanded and coordinated with other City efforts to reduce water use.

Deliverable: Status report – changes to program, expanded list of eligible products, new marketing methods and results.
May 2014

5. Benicia Efficiency and Climate Action Team

Principle 1. Expand the Role of the Internal Climate Action Team

The mission of the City of Benicia Efficiency Climate Action Team (BECAT) is to help ensure a healthy environment for all City employees, to increase environmental awareness, and when feasible, increase the efficiency of City operations to achieve greenhouse gas (GHG) reductions and cost savings. The Team will help implement existing and develop new policies and procedures to efficiently and effectively manage water use, maintenance, fleet, procurement, transit, and facility energy use.

In early 2013, the CAP Coordinator convened a team of 6 City Staff from various departments to discuss the above mission and develop a work plan. Because of limited staff time, the team has not meet since September 2013. In the future, the CAP Coordinator would participate on the team and advise staff members, but a City Staff person would lead the team efforts.

Deliverable: Status report – overview of BECAT work plan and status of projects.
September 2014

CSC: Commissioners did not provide any feedback on this proposed activity.

Near-term timeframe (July 2014-December 2014)

NEW Projects

1. T2.4 Traffic Signal and Stop Sign Optimization (12,630)

Synchronizing traffic signals and limiting uphill stop signs improve traffic flow and minimize idling, therefore reducing greenhouse gas emissions and overall travel time. A variety of different control systems are used to accomplish this, ranging from simple clockwork mechanisms to sophisticated computerized control and coordination systems that self-adjust to minimize delay to people using the road. There may be potential to upgrade existing systems to achieve GHG reductions, reduce traffic congestion, and prolong street life.

Deliverable: Begin research and determine if synchronization of traffic signals is possible in Benicia, cost of upgrades, and potential funding sources.

November 2014

CSC: Supportive of this measure and interested in knowing if it is feasible in Benicia.

On-going Projects

1. Monitor & Evaluate Progress

Deliverable: Status report – overview of emissions reductions as a result of CAP strategy implementation.

On-going at every CSC meeting

2. Strategy E-2.2 Property Assessed Clean Energy (PACE) Program

PACE gives owners of commercial buildings the flexibility to choose a contractor and install a custom-tailored clean energy project. Property owners also choose the best financing option, with the investors' repayment secured through a special tax assessment levied on the property and repaid by the owner through the property tax bill. The City is already part of the California FIRST PACE Program. Since opting in to this program in 2008, additional PACE programs have become

available. The City's existing district is non-exclusive and therefore, it is recommended that the City investigate other program structures to determine if opting into an additional district will provide GHG reduction and other benefits that are not currently available via California FIRST.

Deliverable: Status report – enrollment data and status of additional financing district.

On-going at every CSC meeting

CSC: Supportive of efforts to increase participation and address emissions from the commercial/industrial sector.

3. Research Additional Grant Funding

Deliverable: Status report – overview of potential grants; status of pending applications.

On-going at every CSC meeting

4. Promote the City's Sustainability Efforts (0)

Strategy EO 1.1. Update and Maintain Sustainable Development Website

Deliverable: Status report – verbal update on promotion methods and successes.

On-going at every CSC meeting

5. Combined Heat and Power (CHP) Research Study & Demonstration Project

Fuel Cell Integration at City Wastewater Treatment Plant (5,625)

Objective E-2: Increase Amount of Renewable Energy in Benicia

Strategy E-2.3. Renewable Energy for City Facilities

Deliverable: Written Report – overview of study locations and cost; proposed funding and integration with the Business Resource Incentive Program (BRIP).

September 2014

6. Strategy E-2.6. Community-Choice Aggregation Feasibility Assessment (680 – Residential, 110 – Commercial/Industrial)

Deliverable: Status Report – verbal update on funding status and feasibility study.

July 2014

7. Oversee Implementation of Coastal Conservancy Climate Ready Grant (unknown)

Deliverable: Status report: verbal update on grant activity including project milestones.

On-going at every CSC meeting

8. Greening Existing Building Stock
B-3.1. Mandatory Residential Energy Conservation Ordinance (8,120)
IC-1.4. Mandatory Commercial Energy Conservation Ordinance (135,340)

Deliverable: Written report - research potential ordinance requirements including residential and commercial energy conservation requirements; proposed ordinance, work plan, and timeline for adoption.

September 2014

9. E-3.3. Promote California Solar Initiative and Other Applicable Incentive Programs (7,430 assuming 10% (1,140 households) participation rate)

As part of the existing CAP Coordinator work plan, a residential solar incentive program was developed and approved by the CSC in September 2012. It officially launched as of April 15, 2013. Since then, all rebates have been reserved and 33 out of 34 have already been issued. The program was extremely successful, but all funds designated for the program have been expended.

Deliverable: New program guidelines and project implementation timeline.

July 2014

Long-term timeframe (January 2015 – June 2015)

1. Monitor & Evaluate Progress

Deliverable: Status report – overview of all projects including status and GHG reductions achieved.

On-going at every CSC meeting

Deliverable: Written report – status of all projects and recommendations at the conclusion of Sonoma State University's contract.

May 2015

2. T2.4 Traffic Signal and Stop Sign Optimization (12,630)
Deliverable: Written report – overview potential options, cost, and feasibility.
March 2015

If all of the above projects are implemented in one calendar year by 2019, the City will achieve the following *estimated reductions*:

178,975MTCO₂e

Climate Action Plan Timeline

2007

- Joined ICLEI – Local Governments for Sustainability and committed to:
 1. Conduct a baseline emissions inventory and forecast;
 2. Adopt an emissions reduction target for 2010 and 2020;
 3. Develop a climate action plan;
 4. Implement plan policies and measures; and
 5. Monitor and verify results.

2008

- April – City accepted a Bay Area Air Quality Management (BAAQMD) grant (\$40k) to complete an emissions inventory and develop Climate Action Plan.
- May - California Polytechnic (CalPoly) University hired to develop Climate Action Plan.
- September - City Council accepted the completed emissions inventory and established reduction targets by adopting Resolution No. 08-103.

2009

- April - CalPoly completed Climate Action Plan.
- August - City Council created the Community Sustainability Commission (CSC) to advise the Council on implementation of the Climate Action Plan and make recommendations regarding funding allocations from the Good Neighbor Steering Committee (GNSC) Settlement Agreement.
- September – City Council accepted final draft of Climate Action Plan.

2011

- August – City Council approved funding (\$150k) for Climate Action Plan Coordinator.
- October – Climate Action Plan Coordinator RFP released.
- November – Sonoma State University's (SSU) Center for Sustainable Communities was hired as the CAP Coordinator team.

2012

- February – SSU began assisting with implementing policies and monitoring the results.

2013

- May – (per the Council-approved CAP Coordinator priorities) a 2010 GHG Inventory was completed and presented to the CSC
- July – SSU begins CAP Policy Analysis.
- November – CAP Policy Analysis draft presented to CSC.
- December – 2010 GHG Inventory and draft Policy Analysis presented to City Council.



BENICIA COMMUNITY SUSTAINABILITY COMMISSION

CITY HALL COMMISSION ROOM

REGULAR MEETING MINUTES

**Monday, November 18, 2013
6:00 P.M.**

I. OPENING OF MEETING

- A. Pledge of Allegiance**
- B. Roll Call of Commissioners**

Present: Commissioners Barrow, Beutel, Fiscalini, Lamoreux, Shannon, and Chair
Kerridge

Absent: None

Present: Ex-Officio Members, Bardet, Gardner and Muehlbauer

Absent: Ex-Officio Member Scott

Staff Present: Brad Kilger, City Manager/Community Development Director
Gina Eleccion, Management Analyst
Alex Porteshawver, Contract Climate Action Plan Coordinator
Teresa Olson, Senior Administrative Clerk/Recording Secretary

C. Reference to Fundamental Rights of Public

II. ADOPTION OF AGENDA

On motion of Commissioner Beutel, seconded by Commissioner Lamoreux, the agenda was adopted by the following vote:

Ayes: Commissioners Barrow, Beutel, Fiscalini, Lamoreux, Shannon, and Chair
Kerridge

Noes: None

Absent: None

III. OPPORTUNITY FOR PUBLIC COMMENT

- A. **WRITTEN COMMENT** – None.
- B. **PUBLIC COMMENT** – None.

IV. PRESENTATIONS

AIR MONITORING Ex-Officio Bardet gave a brief presentation on air monitoring and provided a hand out to support her presentation.

V. CONSENT CALENDAR

Commissioner Beutel questioned items from the meeting that were not moved forward. Chair Kerridge asked about the items in kind and sustainability priorities to be included in the grant rubric/funding packet. Staff confirmed the items will be included.

On motion of Commissioner Beutel, seconded by Commissioner Barrow, the Consent Calendar was adopted by the following vote:

Ayes: Commissioners Barrow, Beutel, Fiscalini, Lamoreux, Shannon, and Chair Kerridge
Noes: None
Absent: None
Abstain: None

- A. Approval of Minutes of September 16, 2013 Meeting
- B. 2014 Meeting Schedule

VI. AGENDA ITEMS

A. GREENHOUSE GAS (GHG) EMISSIONS INVENTORY

- CAP team update from Gina Eleccion to Commission from May 2013 to present; asking Commission to accept the report and recommend Council accept the report on December 3, 2013.
- Alex Porteshawver answered questions from the Commission.
- Chair Kerridge requested all Commission members be forwarded a copy of the dialogue between CAP Coordinator Alex Porteshawver and her.
- Commissioner Beutel recognized the GNSC, which facilitated the CSC's ability to take actions to be included in the report.
- Commissioners discussed the report and recommended adding language to the report, which clearly illustrates moving forward with implementing CAP strategies.

- Staff and Commission agreed to modify Potential Next Steps (#1) to indicate that a future policy audit will identify strategies for implementation that will allow the City to meet its 2020 reduction goals.

On a motion of Commissioner Beutel, seconded by Commissioner Lamoreux, the Commission recommended that City Council accept the report.

Ayes: Commissioners Barrow, Beutel, Fiscalini, Lamoreux, Shannon, and Chair Kerridge
Noes: None
Absent: None
Abstain: None

B. GRANT FUNDING REVIEW PROCESS

Staff presented information on the grant funding process. Commission discussed the funding cycle schedule, and agreed to biannual reporting.

C. COMMISSION PRIORITIES – continued from September 16, 2013

All Commission priorities were discussed including monitoring the grant program – actions, results, financial reporting from grantees.

Staff presented a sample format for grant program monitoring. Commission asked various questions on language within the sample-formatted document.

Staff advised the commission on the approximate amount of funds available for future grants. The commission discussed the amount of funds to allocate per grant funding cycle.

This discussion was continued to a later meeting.

Public Comment: None

D. CLIMATE ACTION PLAN POLICY ANALYSIS

Cap Coordinator, Alex Porteshawver, presented an overview of the analysis to the commission, and requested that the Commission select reduction strategies that if implemented, would allow the City to meet its 2020 reduction goals. The Commission was asked to complete this information and submit their recommendations, questions and any comments to the CAP Coordinator via email or in writing no later than November 25, 2013. Feedback from the commission will be presented in draft format during the January 2014 CSC meeting.

Commissioners asked questions to staff regarding report content. Alex Porteshawver agreed to make necessary changes to Appendix A and answer Commission questions and then send both documents to Commissioners for review.

Public Comment:

Mayor Patterson spoke about various economic measuring tools when evaluating the costs of potential projects.

Robert Bouffard applauded the CSC and CAP for all of their efforts and expressed support for the Residential Solar Incentive Program. He is fourth on the waiting list for the incentive.

VII. COMMUNICATIONS FROM STAFF

Climate Action Plan Coordinator provided the following update:

- 34 residential solar rebates have been funded.
- 4 residents are on the waiting list for residential solar rebates; staff indicated that those on the waiting list are advised of alternatives to the City's rebate.
- 3 residential water rebates have been issued indicating a low participation rate.

Climate Action Plan Coordinator provided a grant update.

- Davenport Institute at Pepperdine University awarded a 1-day in-depth public outreach and education session, tentatively scheduled for February or March 2014.
- Coastal Conservancy update; Grant review committee is recommending funding in late January 2014 for \$150,000 for a scientific risk assessment and Adaptation Plan.
- UC Berkeley work group of graduate and PhD students completed risk assessment for industrial park and draft list of adaptive strategies. Findings will be presented to Economic Development Board on 11/20. Commission requested the team present their findings at a future meeting.

Climate Action Plan Coordinator noted that the website has been updated in order to post press releases.

Climate Action Plan Coordinator spoke on an executive order written by President Obama related to climate preparedness. Climate Action Plan Coordinator is investigating to determine if our jurisdiction qualifies for any additional funding or resources associated with this order.

Gina Eleccion advised that BAAQMD adopted a resolution related to 2050 targets.

Gina Eleccion advised the commission that Economic Development Manager, Mario Giuliani extended an invitation for the Economic Development Commission and CSC to have a joint meeting on December 11, 2013. Commissioners Buetel, Barrow, and Chair Kerridge voiced their availability to attend the meeting.

VIII. COMMUNICATIONS FROM COMMISSIONERS

Ex-Officio Bardet reported that she attended the Bay Area Air Quality Management District Meeting.

Commissioner Buetel gave a presentation on the Clean Tech Expo

Chair Kerridge reviewed the Annual CSC Report which will be presented to the City Council on December 3, 2013

IX. ADJOURNMENT

Chair Kerridge adjourned the meeting at 9:14 p.m.



**BENICIA COMMUNITY SUSTAINABILITY COMMISSION
CITY HALL COMMISSION ROOM
REGULAR MEETING MINUTES**

**Monday, January 27, 2014
6:00 P.M.**

I. OPENING OF MEETING

A. Pledge of Allegiance

B. Roll Call of Commissioners

Present: Commissioners Barrow, Beutel, Fiscalini, Lamoreux, and Chair Kerridge

Absent: Commissioner Shannon (excused)

Present: Student Commissioner Subramanyam

Present: Ex-Officio Members, Adams, Bardet, and Muehlbauer (arrived 6:02 p.m.)

Absent: Ex-Officio Member Scott (excused), Ex-Officio Gardner

Staff Present: Brad Kilger, City Manager/Community Development Director
Amy Million, Principal Planner/Recording Secretary
Alex Porteshawver, Contract Climate Action Plan Coordinator

C. Reference to Fundamental Rights of Public

II. ADOPTION OF AGENDA

On motion of Commissioner Beutel, seconded by Commissioner Fiscalini, the agenda was adopted by the following vote:

Ayes: Commissioners Barrow, Beutel, Fiscalini, Lamoreux, and Chair Kerridge

Noes: None

Absent: Commissioner Shannon

III. ELECTION OF OFFICERS

Commission requested that Mayor Patterson provide insight as to the timeline of the appointment of new Commissioners and whether they would be appointed by

the next meeting.

On motion of Commissioner Beutel, seconded by Commissioner Barrow, the election of officers was postponed until the March meeting by the following vote:

Ayes: Commissioners Barrow, Beutel, Fiscalini, Lamoreux, and Chair Kerridge
Noes: None
Absent: Commissioner Shannon

IV. OPPORTUNITY FOR PUBLIC COMMENT

A. WRITTEN COMMENT

None

B. PUBLIC COMMENT

None

V. PRESENTATIONS

A. BENICIA RESOURCE INCENTIVE PROGRAM (BRIP) – Herb Forthuber, General Manager of Alfred Conhagen, Inc, gave a presentation on his experience with the BRIP Program.

The Commission asked various questions regarding the business operations of Alfred Conhagen, Inc., the specifics of the energy reduction, outreach efforts for the program, and cost savings. Mr. Forthuber, Mario Giuliani, Economic Development Manager and City Staff responded.

VI. CONSENT CALENDAR

A. Approval of Regular Meeting Minutes of November 18, 2013

On a motion of Commissioner Barrow, seconded by Commissioner Beutel, the Commission approved the minutes, with minor corrections, by the following vote:

Ayes: Commissioners Barrow, Beutel, Fiscalini, Lamoreux, and Chair Kerridge
Noes: None
Absent: Commissioner Shannon
Abstain: None

B. Approval of December 11, 2013 Special Joint Meeting Minutes with Economic Development Board

On a motion of Commissioner Beutel, seconded by Commissioner Barrow, the Commission approved the minutes by the following vote:

Ayes: Commissioners Barrow, Beutel, Fiscalini, Lamoreux, and Chair Kerridge
Noes: None
Absent: Commissioner Shannon

Abstain: None

VII. AGENDA ITEMS

A. GREENHOUSE GAS (GHG) EMISSIONS INVENTORY

Ms. Porteshawver presented the item and provided responses to the written questions submitted by Chair Kerridge and Ex Officio Muehlbauer prior to the meeting.

Ex-Officio Member Muehlbauer, stated for the record that Valero has satisfied the terms of the Good Neighbor Steering Committee Settlement Agreement, Condensate Recovery Phase 2 (CRP2) project does not require approval by the City, and the \$1.4 million dollars has been encumbered for Phase II and is therefore not available for other water conserving projects.

Commioners and Ex Officio Muehlbauer requested that "to be installed in 2015" be removed and the report should only indicate that CPR II is in the planning stages.

Ex-Officio Muelbauer discussed Valero's emissions reporting and changes in reporting protocols from 2000 and 2010. Commissioner Buetel suggested that Valero give a presentation to the Commission on the refinery's GHG emissions.

Public comment was opened.

Mayor Patterson requested that the water conservation measurement be stated in acre feet in addition to gallons.

The Commission and staff discussed characterizing the history of the reporting and providing a "disclaimer" to City Council alerting them that the data is not precise and that emissions trends are more important to focus on.

On motion of Commissioner Barrow, seconded by Commissioner Beutel, the Commission approved the report with additional changes dicussed at the meeting and recommended the City Council review and accept the GHG inventory by the following vote:

Ayes: Commissioners Barrow, Beutel, Fiscalini, Lamoreux, and Chair Kerridge
Noes: None
Absent: Commissioner Shannon

B. CLIMATE ACTION PLAN POLICY ANALYSIS

Ms. Porteshawver provided an overview of the draft proposed strategies for the CAP Coordinator Workplan for 2014-15.

The Commission requested clarification on the intent of the feasibility studies. Staff will update the proposed strategies to clarify the term “feasibility study,” if additional funding is needed, and who should complete them.

The Commission and staff reviewed the proposed strategies/deliverables and discussed each one individually. Commissioner Beutel suggested investigating other uses from waste water treatment effluents and research solar gardens. Commissioner Barrow suggested looking at other ways to use excess methane at the waste water treatment plant and asked for clarification about the number of households used to calculate reductions associated with the residential solar incentive program. Commissioners also commented on potential political difficulty associated with energy conservation and tiered green building ordinances. All Commissioners agreed that increased marketing efforts were needed to promote programs and sustainability efforts in the City.

Public comment was opened.

A member of the audience commented on the state's mandated green building code changes and suggested that the City could incentivize the use of energy efficient products (i.e. reducing the cost of building permits for green construction and/or increasing the costs of building permits for those permits that do not include energy efficiency).

No action was taken on this item. The CAP Coordinator will assess feedback received and present a final work plan for review and approval at the March 17 meeting.

C. GRANT FUNDING LIMITS

Chair Kerridge provided a brief overview of the potential funding limit for grant cycles.

The Commission discussed and proposed setting a soft ceiling of \$200,000 dollars for the 2014 cycle with the Commission's discretion to increase the amount.

No public comment.

On a motion of Commissioner Beutel, seconded by Commissioner Lamoreux, to set a limit of \$200,000 dollars with Commission discretion to exceed that amount was approved by the following vote.

Ayes: Commissioners Barrow, Beutel, Fiscalini, Lamoreux, and Chair Kerridge

Noes: None
Absent: Commissioner Shannon

VIII. COMMUNICATIONS FROM STAFF

Ms. Porteshawver provided an update on the following:

1. The fast charger station at City Hall
2. The public outreach training from Pepperdine University
3. Georgetown In-kind legal assistance grant
4. Coastal Conservancy grant
5. Residential Solar Incentive Program
6. UC Berkeley students efforts on the adaptation study in the industrial park
7. Status of Arts and Culture Commission grant-funded project

IX. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Beutel gave a presentation on B2 Bicycle Benicia.

Ex-Officio Member Muehlbauer distributed copies of the Valero Community News January 2014 focusing on the refinery's scrubber project and provided a brief overview.

Commissioner Lamoreux stated that he has enjoyed his time on the Commission.

Chair Kerridge expressed gratitude to Commissioner Lamoreux and Fiscalini for the service to the Commission

Commissioner Fiscalini stated that the Commission has covered so many topics and considers her time on the Commission as a phenomenal experience.

X. ADJOURNMENT

Chair Kerridge adjourned the meeting at 9:14 p.m.

Community Sustainability Commission – clarification questions on 2010 GHG Inventory Update
November 21, 2013

To: Community Sustainability Commissioners

From: Alex Porteshawver, Consulting Climate Action Plan Coordinator

Date: 11-21-13

Re: 2010 GHG Inventory Update Report

Kerridge (email)

p.7 Why are the percentage increases higher for both community wide emitters with and without large emitters than they were in the draft?

Upon additional review (after May 2013 meeting) of our Master Data Workbook, we discovered that cells were mis-linked and there was a decimal point error. We corrected the totals, and therefore, there was a slight increase from the original draft presented in May.

May 2013

In 2010, community-wide emissions with large industrial emitters increased from 2005 by 5% while community-wide emissions without large industrial emitters increased by 34%.

October 2013

By 2010, emissions increased to 3,499,000 MTCO_{2e}, an 11% increase. Community-wide emissions without large emitters were 487,000 MTCO_{2e} in 2000 and by 2010, emissions increased to 689,000 MTCO_{2e}, a 41% increase.

p.15 Strategy B 4.6 Has the tracking software been installed on the city hall energy system?

The City was able to take advantage of 1 year free Energy CAP (energy software) to track energy use and cost trends and measure savings associated with various energy efficiency projects. PG&E data is updated on a monthly basis and an SSU intern developed an energy management report. Updated.

p.16 Strategy EO 1.1 Should reflect that the website has now been launched.

Updated.

p. 16 Strategy EO 1.3 I would also add the Green Business seminars to this.

Updated.

p. 16 Strategy 1C 1.1 I would add the CSC recommended before the City Council approved. The number of businesses completed needs to be updated I think.

Updated.

p.21 2.2.1 Vehicle fleet and off road equipment should be a decrease, not an increase.

Updated.

p.23 Why is the 2000 emissions level lower for the Commercial and Industrial electric and gas use?

There was a 23% increase in Commercial/Industrial Electricity and Natural Gas Use from 2000 to 2010. See p. 24. The increase could be due to a number of factors including but not limited to: inefficient equipment, business growth between 2000 and 2010 (even with economic downturn, years leading up to downturn could outweigh decrease that may have been achieved during the recession). A business by business analysis would be necessary to verify hypotheses.

p.26 Is there a way to find out what the metric tons saving would be for the new scrubber? Can we include that in our inventory?

Valero could provide estimates of the emissions reductions associated with the scrubber. We can report, but will not affect our total because we are not including emissions from large industrial emitters. I would recommend that if the data is presented we include it in future reports as an information item.

p.27 chart I don't see how an annual savings of 1,800 MTCO₂ can become 54,000 cumulative saving in 2 years. Also this chart and the chart on p.33 have totally different numbers for the same things. On p. 27 it says annual fuel savings are 25 and on p. 33 it says annual fuel savings are 183,100. MTCO₂ savings on p. 27 are 1,800, on page 33 they are 40. Am I missing something? Which chart is correct?

The cumulative savings should be listed as 5,400, not 54,000. Updated, p. 29.

The chart on p. 27 indicates the savings Valero achieved by reducing heating and pumping of the water at the refinery. The chart on p. 33 reflects the savings the City can claim as a result of that project being implemented. The City saves energy because it has to pump less untreated water to Valero. We took the MGD savings reported by Valero x kWh/gallon pumped to get kWh savings and then translated to MTCO₂e savings. Again, we are not taking credit for Valero-specific reductions, only those that impact City operations and therefore emissions. Clarified in report on p. 29 and 34.

Also, the "Cumulative Savings, Implementation Year to 2020" are not accurate (p.33). They only included savings from 2012-2020 instead of from implementation year to 2020. Updated in report on p. 33 and 34, but that reductions up to 2010 were included in the 2010 inventory totals so we avoid double counting, see footnote on p.33.

Beutel (email)

1. What has been adjusted since the first issuance of this report?
 - All tables have been updated; numbers were double-checked and changed when appropriate (see response to Kerridge Q1). -Another round of proofreading was completed.*
 - Staff clarified "annual" vs. "cumulative" reduction goals for the Air District (see p. 33,34, and 35/36 charts)*

2. P.5 3.c Organizing Inventory Data, I disagree with excluding large industrial emitters from the inventory. CARB and BAAQMD have not shown themselves as good stewards for California and Bay Area voters. E.g. 100,000 tons of petcoke are produced in the Bay Area...they happen to be located at Valero, Tesoro and Shell...Benicia and Martinez. Petcoke is a very hazardous petroleum product. Density of GHG and pollution is not considered by these agencies yet we in Benicia suffer the consequences.
As discussed at the 11/18 CSC meeting, emissions from large industrial emitters are collected and reported, but then ultimately excluded from community-wide totals because the City has no control over process related emissions, Instead, these entities are regulated by federal and state agencies. This does not in any way reduce the potential harmful impacts to air quality or the health and safety of residents, but allows the City to focus its efforts on other entities and sectors that it does have control over and can make a meaningful reduction impact.

3. P.6 4: para 2 on p13 of the final/original CAP the 2005 GHG measurements for the Community (commercial+residential) = 897,802MTCO₂e (industrial not included). This report shows 514,309MTCO₂e that's quite a difference. Please explain. Further the 2011 CARB GHG refinery emissions report showed Valero reporting 4.9M MTCO₂e, in 2012 the report recorded 2.9m MTCO₂e due to the upgrades being installed. What are the projections for GHG given Valero intends to process heavy sour crude oil which can result in even more ghg? The recommendation to exclude large industrial producers doesn't protect Benicians
As mentioned in May, when the original inventory was completed ICLEI had different inventory protocols. The old protocols utilized regional averages for emissions factors and thus, the level of emissions from energy were increased. Since the original inventory,

protocols have been updated and we now use utility specific emissions factors. PG&E is much cleaner than the national and regional average and therefore, emissions decreased. Also, the SSU team only inventoried 2000 levels and assumed the same % increase (5%) between 2000 and 2005. So, 2005 numbers are an estimate, but we believe a solid estimate.

As for Valero reporting – we can only include emissions as reported to the CARB. While Valero’s emissions may increase or decrease year to year depending on the type of product they refine and other upgrades, we are not counting those totals in our community-wide emissions since the City does not have control over these process related emissions.

4. 2010 Reduction Goals, City Government: Benicia did not meet its goals. It should be stated that way.

It does state that the City fell short of its goals, but it also celebrates the significant accomplishment it made – 21% reduction and missed the target by only 4%.

5. P.7 and 8 charts, in addition to the pie charts, show the GHG data the percentages represent. *This information is included in the tables on p. 22 and 24.*

6. P. 7 Community –wide operations second paragraph “to achieve” What does ‘the city may consider. . .’ What is the recommendation?

To focus on the sectors it has control over and can impact.

7. Chapter 2,p21, 2.2.1 Emissions by sector, with the solar panel project in place for the City of Benicia, what has the City realized as kWh production and GHG reduction What are the projections?

These numbers are still being calculated and will be presented to the CSC when available.

8. 2.3.1, p.23, CSC and City should consider engaging Republic Services (re Waste) and bravo Water Supply, Treatment and delivery decrease!

Thank you for the suggestion! I am in contact with Marie and Republic on a regular basis.

9. 2.3.3 Emissions Reducing Activities: 2008-2010 p. 26, how many homes/commercial installations are represented by these figures?

215 WattzOn participants

44 installations 2006-2010 and 5 installations 2010-2011

10. 2.3.4 BAU including large industrial emitters, is your forecast increase of 3%/3,597,280MTCO₂e by 2020 and 8% by 2035 to 3,769,700 MTCO₂e realistic? Given crude oil refining projections?

Our projections are based on annual fuel use for operations (not process related activities) multiplied by a compound annual growth rate calculated by using jobs data from the Association of Bay Area Governments. Then, this total is entered in the Clean Air Climate Protection software (from ICLEI), which converts kWh to MTCO₂e. We used 0.69% growth rate from ABAG. We cannot project emissions increases related to process activities at the refinery.

11. P.28 chart “including large emitters” does the City of Benicia red line include LGO and community?

Yes.

12. 3.1 Meeting 2020 reduction targets. I disagree with ‘exceptional leadership’ Leadership yes, CAP, Commission and steps for the LGO, but given the goals of GHG reduction and the consequences to Benicia if we don’t, we have at least a start. Further, this report is a backwards look at 2010 when most of the community efforts were initiated. We will not really know, given the glacial pace of tracking data in an era of instant data if you value it, until 2020 how efforts undertaken have made a difference.

Benicia has completed and is working on many meaningful reduction projects and is considered a leader in climate planning around the state. I understand your concerns and we will strive to conduct GHG inventories as frequently as possible.

13. P.33 chart that shows estimated reductions associated with community wide projects has included Phase 2 of the Condensate recovery project. That has not been reviewed by the commission and the commission has submitted a competing project for those funds with a higher GHG reduction estimate. Until that is settled, that item and estimate needs to be removed. Further, note, that the minimal effort of the low flow shower heads has almost the equivalent GHG reduction as the million + dollar Phase 2 project. This should give the Commission and City a point of rationale consideration for effective projects.

Phase II was moved to “promising future projects” on p. 35/36.

14. P.34 chart: is column 4 MTCO₂e? and in column 6, residential solar program, yes it was funded (as most projects have been) via the V/GNSC settlement agreement and the CAP strategy would be E-3.3.

These changes were made in the report, p.35/36.

15. P.35 Potential next steps: Given the enormity of the work ahead and it's critical importance to all Benicians, the potential next steps are extremely weak in that they merely call for studies and analysis rather than action on existing and potential strategies and tactics.

Potential step #1 was updated to reflect language suggested by the CSC at the 11/18 meeting as follows(p.37):

- 1. CAP Policy Analysis and Implementation Strategies.*

Conducting a policy audit will allow the City to determine the impact of existing CAP and non-CAP policies as well as completed projects and identify strategies for implementation in the future that will allow the City to meet its 2020 reduction goals. The CAP Policy Analysis will be used by the CSC in making recommendations for strategy implementation to the City Council.

Comments from 11/18 CSC Meeting

1. Add language to Potential Next Steps #1 re: implementation strategies and CAP policy analysis.

Report updated, p.37.

2. Include Condensate Recovery Phase II in “promising potential future projects chart”

Report updated, p.35/36.

3. Make note of Valero vs. City savings related to Condensate Recovery Phase II.

Report updated, p.29/34.

4. Clarify “local government” vs. “City of Benicia” throughout report.

Report updated – “City” deleted and “Local Government” added – see track changes.

5. Add in reference to GNSC Settlement Agreement

Report updated, p. 13

6. Transportation related emissions increased by 95%, how can this be?

Report updated with new explanation as follows (p.25):

**Please note that vehicle miles traveled (VMT) growth between 2000 and 2010 was 62%, while emissions increased 95%. The % of total emissions from transportation is within the Bay Area average. The Metropolitan Transportation Commission (MTC) calculates VMT using a proprietary software model. MTC inputs traffic counts, vehicle speeds, vehicle make*

and model, and fuel data into its software. In 2010, per the change in the modeling software, Benicia is now responsible for 50% of the trips that start elsewhere but end in Benicia and trips that start in Benicia but end elsewhere. This is calculated based on the number of people that exit or enter the highway in Benicia. Pass through VMT is not attributed to Benicia. Then, emissions are calculated by inputting VMT into the CACP software, which generates a GHG equivalent (MTCO_{2e}).

***The increase in off road emissions is due to construction permit projections for buildings, which may have never been built. However, estimating off road emissions using construction permit data is the recommend calculation method per ICLEI's protocol and guidance.*

1. P. 7 – Where do the community-wide emissions totals come from?

Community-wide emissions totals, including information for large emitters, comes from the following sources:

- *Energy use (PG&E and California Energy Commission Direct Access Data)*
- *Transportation*
- *Solid Waste*
- *Water*
- *BAAQMD Permit Data*
- *California Energy Commission (CEC) Energy Consumption Data Management System was used to determine total electricity and natural gas delivered to non-residential customers in 2005 (the earliest year for which data was available to update 2000 numbers) and 2010. Then, that data was broken down by the North American Industry Classification System (NAICS) code (the standard used by Federal statistical agencies to classify businesses for the purpose of publishing statistical data related to the U.S. business economy). Petroleum and Manufacturing NAICS codes rank number one and two in natural gas deliveries in Benicia, or 64% of natural gas use.*

2. p. 7 – Suggested change to include explanation of reporting protocol difference prior to 2009 vs. post-2009

Need to clarify voluntary reporting and change in reporting criteria.

AB 32 required major sources to report GHG emissions to CARB – CARB has different reporting protocols than BAAQMD and those changed after the passage of AB 32. Our data is from BAAQMD – 2,261,312 vs. CARB 2,627,977 (as reported by Valero to CARB.) I am Clarifying reporting protocols and requirements with BAAQMD now.

3. p. 8 – Where is the data from that makes up the pie chart?

This is a visual display of data collected from the sources mentioned in Question 1. All the data is in the Master Data Workbook, the data collection tool developed by ICLEI. We then take that data and enter it into CACP and it generates emissions by sector. We can then calculate % of emissions by sector.

The chart on p.41 lists indicators, purpose of data, and source. I can generate a list of data sources by sector if necessary from the Master Data Workbook.

4. p. 13 – Requested change to update Settlement Agreement timeline from: “settlement agreement was entered into in 2009” to “entered into in 2003, 2008, and amended in 2010”
Can update this in the report.

5. p. 14 - Update number of CSC members to 9 from 11.
Can update this in the report.

6. p. 15-16 – change “Section 1.6 Accomplishments, 2009-present” to “2009-2013”
Can update this in the report.

7. p.17 – Recommended change in description of Valero Condensate Recovery Phase I to:
The Valero Condensate Recovery project has completed its first phase of implementation and is reducing GHG emissions by 2,300MTCO₂ per year as validated by PG&E. The project is also saving over 23 million gallons of water per year. The GHG emissions reduction is 120% more than the recently installed City solar panels.
Can update this in the report upon receiving PG&E report.

8. p.18 – add “funded by VIP funds” when referencing distribution of low-flow showerheads
Can update this in the report.

9. p.22 – Questioned how 2005 numbers were calculated since we are measuring progress toward since 2000.
This is explained on p.5-6, Executive Summary, #4. We only updated 2000 data (new protocols required us to do this so we could measure 2010 vs. 2000 data using the same protocols and sources). We then assumed the same percentage of growth between 2000 and 2005 as CalPoly found because we did not update the 2005.

10. p.24 – Community-wide emissions sources table – where do these numbers come from?
See response for Questions #1,3.

11. p. 45 Is the emissions data from BAAQMD or CARB? Valero indicates they report to CARB.
The emissions data is from BAAQMD 2010 GHG Emitting Facilities report (2,283,477 from the Asphalt Plant and the Refinery). AB 32 required large emitters to report emissions directly to CARB.
Verifying protocols now with BAAQMD.

12. p. 26 – are the BAAQMD emissions reported or permitted data?

As mentioned above, we took this information from the BAAQMD 2010 GHG Emitting Facilities report which was prepared for the BAAQMD Bay Area Inventory. The emissions listed are based on Air District permits for stationary sources (facilities). Activity data on the sources are collected at the process level from each facility and are updated regularly as part of permit renewal. The greenhouse gas emissions from these sources are calculated by multiplying activity data by standardized emission factors for each greenhouse gas. So, it's reported/actual data, not just permitted data.

13. Are community-wide emissions just CO₂ or other emissions too?

We explained what emissions were included on p.42. That's why we call it MTCO₂e (metric tons of CO₂ equivalent) and not just MTCO₂.

14. p. 27 – requested re-wording of various Valero projects to:

- add "Completed Condensate Recovery Phase 1, which is now reducing GHG emissions by 2,300MTCO₂ and saving 23 million gallons of water per year."

**can update report when I received PG&E verification.*

- add "and was nominated as Business of the Year by Solano Transportation Authority in the 16th Annual STA Awards"

**Who nominated Valero for this award?*

-add "PG&E verified that the exchanger saves over 2,300 MTCO₂ annually"

**Can you provide PG&E report verifying these savings as well?*

-add "Reviewed Condensate Recovery Phase 2 with the CSC on September 19, 2011 and progress engineering, which will reduce GHG emissions by 1,400MTCO₂ and 19 million gallons of water per year."

The Commission and Valero are in disagreement about whether this projects has been formally reviewed and approved and also whether Valero needs approval at all to proceed with the project. Until this is resolved, the report should indicate this issue.

15. p.28 – requested change from “estimated” to “actual” savings for Condensate Recovery Phase I.

Keep in mind it is estimated for us because we didn't measure – even if PG&E did. We calculated the reductions from reported numbers, using some assumptions. Once I am provided the PG&E report, I can change to actual savings.

16. p.33 – requested change from 2010 to 2012 for Condensate Recovery Phase I implementation year and change “estimated” to “actual” savings.

I can update this in the report.

17. p.33- requested change to footnote to:

“The total reduction of CRP Phase I is 2,300 MTCO₂. The City realized an additional 40 MTCO₂ per year has a result of pumping 23 million gallon/year less untreated water to Valero.”

-changed from “These fuel and GHG savings are a result of the City pumping less untreated water to Valero. They do not include reductions achieved by Valero within the refinery due to less pumping, treating, and heating of water.”

-suggested change: The total reduction of CRP Phase I is 2,300 MTCO₂. Community-wide emissions will be reduced by an additional 40 MTCO_{2e} per year as a result of the following: less energy is spent pumping the water from Lake Berryessa or the North Bay Aqueduct to the City and less energy is spent by the City pumping the untreated water to Valero.

17. p. 35 – requested language change for Condensate Recovery Phase II to:

- remove “clarification on project approval needed”

**as mentioned above, there is disagreement between the Commission and Valero on this matter and until it is resolved, the report should state this issue.*

-requested change in annual and cumulative savings for Phase II to 1,400 and 8,300

**Will update in report once I receive the PG&E verification report.*

-add “Air District permitted entity” in sector affected.

This is not a sector according to ICLEI inventory protocols

-add “IC-4.2 Investigate Onsite Energy Production” CAP strategy

Will update in report.

18. p. requested change to footnote to:

- “These GHG savings include savings from both the City and Valero as a result of less pumping, heating, and treating of the water. In addition to the GHG emissions reduction, Phase 2 will also save 19 million gallons of water per year and reduce 6,000 pounds of hazardous waste per year.”

-changed from “These fuel and GHG savings are a result of the City pumping less untreated water to Valero. They do include reduction achieved by Valero within the refinery due to less pumping, treating, and heating of water.”

-suggested change: The total reduction of CRP Phase I is 2,300 MTCO₂. Community-wide emissions will be reduced by an additional 40 MTCO₂e per year as a result of the following: less energy is spent pumping the water from Lake Berryessa or the North Bay Aqueduct to the City and less energy is spent by the City pumping the untreated water to Valero.

-Valero requested adding in not only City savings from Phase II, but also Valero savings. Will update in report.

1. Why was PACE program dropped and Condensate 2 added on p.32 future actions? Why wasn't the water program the CSC recommended included if Condensate 2 was? Has Valero indicated they would go ahead with this with or without the settlement funds?

PACE was inadvertently removed from the table on p.32. It can be added back in and the numbers will be adjusted. Keep in mind that the report does indicate that "different or additional strategies and/or projects may be selected by the CSC and recommended to the City Council for implementation." So, this list may change. As for the inclusion of CSC recommended water program - that program has yet to receive Council approval and so it was not included. However, that does not exclude it from inclusion in the future. Condensate Recovery Phase II was included because Valero indicated that it plans to install the project in 2015.

New totals:

*GHG Reduction Potential (Annual) = **15,440** (includes corrected CCA numbers, see below)*

*GHG Reduction Potential Implementation year- 2020= **56,810***

2. Why is commercial and industrial not included in the CCA numbers?

*Commercial and industrial is included in the CCA numbers on p.31 under the "Implementation year-2020" column, but was omitted from the "GHG Reduction Potential (Annual)" column. The total should be **790** (residential + commercial/industrial). The 3,200 is correct and includes all sectors.*

3. Why was 30% picked for residential solar participation rate? Does that include all household or only owner occupied?

Originally, we assumed a 30% participation rate based on analysis of other cities' programs and existing installations in the City. However, we refined that participation rate when conducting the CAP policy analysis. Based on Commissioner and City Staff feedback, we changed the assumption to a 10% participation rate. See p. 1 of Beutel's strategy worksheet for further explanation.

Please keep in mind that the 2010 GHG Inventory Report was prepared in 2012 and finalized mid-2013 prior to work on the CAP Policy Analysis where we refined many of the initial estimates in the Inventory Report. P. 31 indicates that the estimates contained in the report may be "further refined during a CAP Policy Analysis."

Work Plan

1. In general I would like a better idea of the costs of all of these feasibility studies and where the money could come from to pay for them. For the natural gas study could that money come from the BRIP program since it has already been funded.

I completely understand. This analysis will be included in the final version of the work plan that is presented to the Commission in March. Last time the team developed its work plan, we conducted a full analysis for all strategies in the first draft. When we presented that initial draft to the Commission, many of the strategies were modified or excluded and the Commission recommended inclusion of additional strategies. The CAP Coordinator team thought it best to first reach a consensus about what strategies should be included and then present those strategies to the Council for input and review. Upon receiving that review and feedback it will be combined with the Commission's feedback and the team will conduct the full-blown analysis utilizing the factors the CSC and the CAP Coordinator team developed in 2011 and 2012. We felt this was the best use of time and resources.

2. To id locations for charging stations: have we contacted Nissan or other auto manufacturers for help with this. I heard Nissan was putting in free charging stations at businesses. I don't think we need a study for this.

How much would one cost?

It is possible that Nissan could provide stations and/or help determine priority locations. However, a study will analyze load capability, necessary infrastructure upgrades, i.e. electric panel changes, opportunities for solar integration, etc. Think of it as resource mapping to identify the best/optimal locations considering many different factors. The cost will be researched and discussed in the final version of the work plan. To my knowledge, Nissan cannot provide this type of analysis.

3. PACE are they funded for residential at all? Where is the money from that they give out?

Yes, there are PACE programs that address the residential sector. PACE programs are either privately-backed, bond funded, or a combination of both. Investigating the possibility of joining an additional PACE financing district is included as a strategy for inclusion in my new work plan.

4. Does MCE require a feasibility study to join them? What kind of cost are we looking at?

Yes. Somewhere between \$40,000-\$45,000.

6. Tiered Green building. Can't we use an ordinance developed by another city?

Of course we can utilize another City's ordinance and process if we decide to pursue this program. But we still need to evaluate City-specific costs, risks, etc. That's the point of the feasibility study listed.

7. Fuel cell integration at WWplant Can they do this study themselves and pay for it themselves?

I will need to discuss this with City Staff, but part of my role as the CAP Coordinator is to identify Local Government projects that would otherwise not be implemented, that significantly reduce GHG emissions and present that information to staff so they can make an informed

decision about these types of projects.

In general I need more info on the costs of all of these feasibility studies and if you are able to do them as part of your budget.

I have indicated where additional funds need to be identified to complete proposed deliverables. The SSU budget does not cover any project related costs. In some instances, studies are needed to make an informed decision about how to proceed with project development and implementation. The study and results can be combined with a proposed project/program plan and presented to the Commission at one time and if required to the City Council for approval.

Muehlbauer Questions Re: 2010 GHG Inventory Report

Pg 7: The data comparison between 2000 and 2010 is meaningless and misleading given the differences attributable to changes in the reporting requirements. I suggest making the current footnote as the main body paragraph and making the current main body paragraph the footnote. I also suggest updating the last sentence of the current footnote to read “Therefore, one of the reasons emissions from large emitters increased between 2000 and 2010 is due to changes in the reporting rules.” Also, what is the basis for the year 2000 GHG estimates?

I understand your concern. However, 2000 is the City’s baseline year and so, we still need to compare 2010 data to 2000 totals and indicate the potential reasons for increases in emissions. The 2000 GHG estimates were calculated by CalPoly using many of the same data sources as we used for 2010 inventory.

Pg 16: Update the text on CRP 1 to state: “The Valero Condensate Recovery Project has completed its first phase of implementation. Phase 1 of this project is saving over 23.5 million gallons of water per year and a reducing GHG emissions by over 2,300 MTCO₂e per year. Phase 2 of the Valero Condensate Recovery Project is being planned.”

I can add in this additional language.

Pg 25: Update emissions for new heat exchanger to 3,530 MTCO₂e per year based on the Nexant report that I forwarded earlier today.

I can update.

Pg 26: Is the “Renewable Energy and Conservation Project” outlined in table also known as the City Solar Panel project? If so, I suggest parenthesizing this for clarification.

That is part of the project, but this project also includes energy efficiency upgrades and streetlight retrofits. I can add in a footnote to describe the project.

Pg 32: I am not familiar with the project to “Reduce Reliance on Conventional Automobile Travel” and was not clear on the basis for the GHG savings after referring to B.

Reduce Reliance on Conventional Automobile Travel is a CAP strategy and we calculated reductions by making assumptions about vehicle conversions. See p. 44 we discuss how Local Government and Alt. Fuel Vehicle calculations were completed and what estimates we made.

**AGENDA ITEM
CITY COUNCIL MEETING DATE - MARCH 4, 2014
BUSINESS ITEMS**

DATE : February 26, 2014

TO : City Council

FROM : City Manager

SUBJECT : **VICE MAYOR CAMPBELL REQUEST TO AGENDIZE AN ITEM
REGARDING PROPOSED ADDITION TO CITY COUNCIL AGENDA**

RECOMMENDATION:

Consider Vice Mayor Campbell's request to agendize this topic for future City Council meeting.

EXECUTIVE SUMMARY:

Vice Mayor Campbell would like the City Council to consider a proposed addition to the City Council agenda. The proposed addition to the City Council agenda would include adding an agenda item following the Arsenal Update listing and naming it City Financial Software Update.

Attachments:

- Vice Mayor Campbell's Agenda Item Form
- Letter of Request from Vice Mayor Campbell

APPENDIX A: COUNCIL MEMBER REQUESTED AGENDA ITEM

Requested by: Vice Mayor Campbell

Desired Initial Council Meeting Date: March 4, 2014

Desired Date for Second Step or Policy Calendar Review: March 18, 2014

Deadline for Action, if any:

Problem/Issue/Idea Name: Add to Council Agenda City Financial Software Update

Description of Problem/Issue/Idea: See attached letter.

COUNCIL DIRECTION

- No Further Action
- Schedule for Second Step on _____
- Schedule for Policy Calendar Review on _____
- Refer to: Staff _____
- Commission _____
- Board _____
- Committee _____

Date Due: _____

TOM CAMPBELL, D.D.S., M.S.D., M.A., M.B.A., J.D., ABO

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2/18/14

The Finance Committee has asked that the City Council keep up to date on the new financial software system being considered for the City. I would like an agenda item added following the Arsenal Update listing City Financial Software Update.

Tom Campbell

