

**BENICIA CITY COUNCIL
REGULAR MEETING AGENDA**

**City Council Chambers
March 17, 2015
7:00 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 (6:00 PM):

II. CLOSED SESSION (6:00 PM):

- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
(Subdivision (a) of Government Code Section 54956.9)
Name of cases: Colmer v. City of Benicia (one case)**

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

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

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

IV. ANNOUNCEMENTS/PROCLAMATIONS/ APPOINTMENTS/PRESENTATIONS:

- A. ANNOUNCEMENTS.**

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

2. Openings on Boards and Commissions:

Arts and Culture Commission
1 unexpired term
Open until filled

Finance Committee
1 full term
Open until filled

Open Government Commission
1 unexpired term
Open until filled

SolTrans Public Advisory Committee
1 full term
Open until filled

3. Mayor's Office Hours:

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

4. Benicia Arsenal Update

Update from City Attorney

B. PROCLAMATIONS.

1. IN RECOGNITION OF NATIONAL POETRY MONTH

C. APPOINTMENTS.

D. PRESENTATIONS.

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 MARCH 3, 2015 CITY COUNCIL MEETING. (City Clerk)

B. APPROVAL OF AMENDMENT TO AGREEMENT FOR CONTINUED STAFF AUGMENTATION FOR THE PUBLIC WORKS DEPARTMENT. (Public Works Director)

The Amendment to Agreement will provide for reassigning the Interim Principal Civil Engineer services currently being provided by Pakpour to Interim Assistant Public Works Director services while the recruitment for the permanent Assistant Public Works Director is conducted. The consultant has the expertise necessary to fill this role on an interim basis. City staff does not have the capacity to perform this work in-house.

Recommendation: Adopt a resolution approving an Amendment to Agreement for continued staff augmentation services for the Public Works Department with Pakpour Consulting Group, Inc. for a not-to-exceed cost of \$64,800 and authorizing the City Manager to sign the Amendment to Agreement on behalf of the City.

C. SUPPORT OF GRANT APPLICATIONS FOR A FEASIBILITY STUDY FOR THE RECYCLED WATER PROJECT TO BENICIA VALERO OIL REFINERY. (Public Works Director)

As part of its effort to ensure an adequate and sustainable water supply, City staff is pursuing federal and state grant funding for a feasibility study of and

facility planning report for a recycled water project that would treat and deliver 2.2 million gallons per day year-round of recycled water from the City's Wastewater Treatment Plant to the Valero Oil Refinery (Project). This action supports the City submitting grant applications and provides financial commitment for the non-grant funded local share portion of the cost for the feasibility study and facility report.

Recommendation: Adopt a resolution in support of grant applications to the Federal Bureau of Reclamation and the State Water Resources Control Board for financial assistance for a feasibility study and facilities planning report for the Recycled Water Project to the Benicia Valero Oil Refinery.

**D. ACCEPTANCE OF THE EAST SECOND STREET OVERLAY PROJECT.
(Public Works Director)**

This project resurfaced East Second Street along three sections: East O Street to Military East leading to the downtown, East S Street to approximately 300 feet north of the Corporation Yard entrance to support adjacent residential areas, and the eastern abutment of the East Second Street Bridge over West Channel Road to just east of Reservoir Road in the Industrial Park. The final construction contract cost of \$598,816.22 is fully funded by a federal grant and Allied Waste Fees. Acceptance of the work by the City Council is now required to file the Notice of Completion and allow final payment to be made to the contractor.

Recommendation: Adopt a resolution accepting the East Second Street Overlay Project as complete, including staff approved Contract Change Order No. 1 in the amount of \$16,599.32, authorizing the City Manager to sign the Notice of Completion, and authorizing the City Clerk to file same with the Solano County Recorder.

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

VIII. BUSINESS ITEMS (7:45 PM):

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

A. MARIN CLEAN ENERGY (MCE) IMPLEMENTATION - UPDATE. (Interim Community Development Director)

On November 4, 2014, the City Council voted to join Marin Clean Energy (MCE), a community choice aggregation program that will provide Benicia customers with renewable electricity. As part of this program, MCE completes extensive outreach in the community to educate customers about its program and their choice of energy providers. The draft Outreach Plan was presented to the City Council for review and comment on February 3, 2015. MCE incorporated comments received, finalized the plan, and launched the outreach campaign on February 19, 2015. City Council received its first monthly update on the status of Outreach Plan implementation at the March 3, 2015 meeting. This report and MCE presentation will address the questions raised then and provide an additional update on the activities completed in March.

Recommendation: Review status of MCE Outreach Plan implementation.

B. Council Member Committee Reports:

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

- 1. Mayor's Committee Meeting.
(Mayor Patterson)
Next Meeting Date: TBD**
- 2. Association of Bay Area Governments (ABAG)
<http://www.abag.ca.gov/>.
(Vice Mayor Hughes and Council Member Schwartzman)
Next Meeting Date: April 14, 2015**
- 3. Finance Committee.
(Vice Mayor Hughes and Council Member Strawbridge)
Next Meeting Date: March 19, 2015**
- 4. League of California Cities.
(Mayor Patterson and Vice Mayor Hughes)
Next Meeting Date: April 16, 2015**
- 5. School Liaison Committee.
(Vice Mayor Hughes and Council Member Strawbridge)
Next Meeting Date: June 11, 2015**
- 6. Sky Valley Open Space Committee.
(Vice Mayor Hughes and Council Member Campbell)
Next Meeting Date: TBD**

- 7. Solano EDC Board of Directors.**
(Vice Mayor Hughes and Council Member Strawbridge)
Next Meeting Date: May 14, 2015
- 8. Solano Transportation Authority (STA).**
<http://www.sta.ca.gov/>
(Mayor Patterson and Council Member Campbell)
Next Meeting Date: April 15, 2015
- 9. Solano Water Authority-Solano County Water Agency and Delta Committee.**
<http://www.scwa2.com/>
(Mayor Patterson, Vice Mayor Hughes and Council Member Campbell)
Next Meeting Date: April 9, 2015
- 10. Traffic, Pedestrian and Bicycle Safety Committee.**
(Vice Mayor Hughes and Council Member Strawbridge)
Next Meeting Date: April 16, 2015
- 11. Tri-City and County Cooperative Planning Group.**
(Vice Mayor Hughes and Council Member Schwartzman)
Next Meeting Date: June 8, 2015
- 12. Valero Community Advisory Panel (CAP).**
(Council Member Campbell and Council Member Schwartzman)
Next Meeting Date: TBD
- 13. Youth Action Coalition.**
(Mayor Patterson, Council Member Strawbridge and Council Member Hughes)
Next Meeting Date: March 25, 2015
- 14. ABAG-CAL FED Task Force-Bay Area Water Forum.**
<http://www.baywaterforum.org/>
(Mayor Patterson)
Next Meeting Date: TBD
- 15. SOLTRANS Joint Powers Authority.**
(Mayor Patterson, Vice Mayor Hughes and Council Member Campbell)
Next Meeting Date: March 19, 2015
- 16. Marin Clean Energy (MCE).**
(Council Member Schwartzman and Council Member Strawbridge)
Next Meeting Date: TBD

IX. ADJOURNMENT (9:00 PM):

Public Participation

The Benicia City Council welcomes public participation.

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

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

Disabled Access or special Needs

In compliance with the Americans with Disabilities Act (ADA) and to accommodate any special needs, if you need special assistance to participate in this meeting, please contact Anne Cardwell, the ADA Coordinator, at (707) 746-4200. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting.

Meeting Procedures

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

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

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

Public Records

The agenda packet for this meeting is available at the City Manager's Office and the Benicia Public Library during regular working hours. To the extent feasible, the packet is also available on the City's web page at www.ci.benicia.ca.us 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.



PROCLAMATION

NATIONAL POETRY MONTH APRIL 2015

WHEREAS, since 1996, April has been declared to be National Poetry Month; and

WHEREAS, National Poetry Month highlights the legacy and ongoing achievement of American poets; introduces Americans to the pleasures of poetry; brings poets and poetry to the public in innovative ways; and makes poetry an important part of children's education; and

WHEREAS, National Poetry Month, under the direction of the Academy of American Poets, is now the largest literary celebration in the world; and

WHEREAS, poetry enhances and enriches the lives of all; and

WHEREAS, poetry, as an essential part of the arts and humanities, affects every aspect of life in America today, including education, the economy, and community pride and development; and

WHEREAS, poetry has produced some of the nation's leading creative artists and has inspired other artists in fields such as music, theatre, film, dance, and the visual arts; and

WHEREAS, since the creation of the Poet Laureate Program in 2005, the City has expressed strong interest in and commitment to poetry through by its support for the Poet Laureate; and

WHEREAS, Benicia supports poetry through the First Tuesday Poet Group, poetry contests, programs with children, and ongoing workshops and events.

NOW, THEREFORE, BE IT RESOLVED THAT I, Elizabeth Patterson, Mayor of the City of Benicia, on behalf of the City Council, do hereby proclaim April 1 through April 30, 2015, as National Poetry Month. I call upon public officials, educators, librarians, and all the people of Benicia to observe this month, and to celebrate the cultural riches our community has to offer.

Elizabeth Patterson
March 17, 2015



MINUTES OF THE
REGULAR MEETING – CITY COUNCIL
March 03, 2015

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

I. CALL TO ORDER:

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

All Council Members were present.

II. CLOSED SESSION:

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

(Subdivision (a) of Government Code Section 54956.9)

Name of Case: Martino v. City of Benicia (one case)

B. CONFERENCE WITH LABOR NEGOTIATOR

(Government Code Section 54957.6 (a))

Agency negotiators: City Manager, Assistant City Manager and HR Analyst

Employee organization: Benicia Public Service Employees' Association (BPSEA) - Part-time

C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Subdivision (b) of Government Code Section 54957)

Title: City Manager

III. CONVENE OPEN SESSION:

Mayor Patterson called the Open Session to order at 7:02 p.m.

A. ROLL CALL

All Council Members were present.

B. PLEDGE OF ALLEGIANCE

Boy Scout Troop #495 led the Pledge of Allegiance.

C. REFERENCE TO THE FUNDAMENTAL RIGHTS OF THE PUBLIC.

IV. ANNOUNCEMENTS/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS:

A. ANNOUNCEMENTS

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

Mayor Patterson reported the following actions taken during Closed Session:

III.A - Council gave direction to Staff.

III.B - Council gave direction to Staff.

III.C - Council conducted the public employee performance evaluation on the City Manager.

2. Openings on Boards and Commissions:

Arts & Culture Commission

1 unexpired term

Open until filled

Finance Committee

1 full term

Open until filled

SoITrans Public Advisory Committee

1 full term

Open until filled

3. Mayor's Office Hours:

4. Boards and Commissions - Council Subcommittee Recommendations:

Subcommittee recommendation to Mayor of Alfred Ignacio to the Civil Service Commission for full term ending January 30, 2019

Subcommittee recommendation to Mayor of Gary Montgomery to the Civil Service Commission for full term ending January 30, 2019

Subcommittee recommendation to Mayor of Craig Snider to the Community Sustainability Commission for full term ending January 30, 2019

Subcommittee recommendation to Mayor of David Lindsay to the Community Sustainability Commission for an unexpired term ending

July 31, 2017

Subcommittee recommendation to Mayor of John Potter to the Finance Committee for full term ending January 30, 2019

Subcommittee recommendation to Mayor of Stacy Keyes to the Human Services Board for an unexpired term ending July 31, 2017

Subcommittee recommendation to Mayor of Ruth Workman to the Library Board of Trustees for full term ending January 30, 2018

Subcommittee recommendation to Mayor of Carole Nail to the Library Board of Trustees for full term ending January 30, 2018

Subcommittee recommendation to Mayor of George Oakes to the Planning Commission for full term ending January 30, 2019

Subcommittee recommendation to Mayor of Elizabeth Radke to the Planning Commission for full term ending January 30, 2019

Subcommittee recommendation to Mayor of James Cook to the SolTrans Public Advisory Committee for full term ending January 30, 2018

Subcommittee recommendation to Mayor of Dan Smith to the SolTrans Public Advisory Committee for full term ending January 30, 2018

Subcommittee recommendation to Mayor of Ernie Gutierrez to the Parks, Recreation & Cemetery Commission for a full term ending January 30, 2019

Subcommittee recommendation to Mayor of Rufus Bunch to the Parks, Recreation & Cemetery Commission for a full term ending January 30, 2019

Subcommittee recommendation to Mayor of Ann Brooner to the Parks, Recreation & Cemetery Commission for a full term ending January 30, 2019

Additional Board and Commission Applicants' names:

Guy Benjamin, Planning Commission

Kari Birdseye, Planning Commission and Sustainability Commission

Judith Boyle, Board of Library Trustees

Michael Boyle, Parks, Recreation & Cemetery Commission

Ed Ruszel, Planning Commission

Craig Snider, Planning Commission

Gayle Vaughan, Planning Commission

B. PROCLAMATIONS

- 1. IN RECOGNITION OF SUNSHINE WEEK - MARCH 15 - 21, 2015**
- 2. IN RECOGNITION OF WOMEN'S HISTORY MONTH AND INTERNATIONAL WOMEN'S DAY - MARCH 8, 2015**

C. APPOINTMENTS

D. PRESENTATIONS

- 1. ANNUAL LIBRARY PRESENTATION**

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

Two items received (copies on file).

B. PUBLIC COMMENT

1. Andres Soto - Mr. Soto discussed the Bay Area Air Quality Management District's (BAAQMD) report at the 2/17/15 City Council meeting.
2. Mary Frances Kelly Poh - Ms. Kelly Poh discussed a survey call she received at home regarding pollution in the storm drains, water usage, and pollution.
3. Patty Gavin - Ms. Gavin invited the community to the unveiling of 'Wind,

Water, Land', the public art piece on 3/21/15 at the Benicia Community Center.

VII. CONSENT CALENDAR:

Council Member Campbell noted that he would abstain from voting on item VII.C due to a conflict of interest (His building is close to where the incident occurred.).

**A. APPROVAL OF THE MINUTES OF THE FEBRUARY 17, 2015
REGULAR COUNCIL MEETING**

**B. DENIAL OF CLAIM AGAINST THE CITY BY J. GARRY HEATON AND
REFERRAL TO INSURANCE CARRIER**

Heather McLaughlin, City Attorney, reviewed the staff report.

Public comment:

1. Garry Heaton - Mr. Heaton discussed the reason for his claim. He asked Council to deny the denial and approve his claim. He discussed concern regarding City staff not filling potholes.

Council Member Schwartzman and Staff briefly discussed how the City addresses the issue of potholes.

Council Member Campbell asked what evidence the City had regarding the claim (pictures of car, pothole, etc.).

Vice Mayor Hughes discussed Staff's recommendation to deny the claim. He recommended paying the claim.

Council Member Strawbridge asked if the pothole was fixed (it was). She discussed the condition of the City's streets. She recommended paying the claim.

Brad Kilger, City Manager, discussed the required staff time to investigate such a claim, setting precedent, and the odds of getting more of this type of claim if it is paid.

Council Member Schwartzman discussed the need to fix the streets, and concern about setting precedent.

Council gave direction to Staff to ask a few more questions and to pay the claim if the answers are satisfactory to the City Attorney.

On motion of Council Member Hughes, seconded by Council Member Strawbridge, Council gave direction to Staff to ask a few more questions and to pay the claim if the answers are satisfactory to the City Attorney, on roll call by the following vote:

Ayes: Patterson, Campbell, Hughes, Strawbridge
Noes: Schwartzman

C. DENIAL OF CLAIM AGAINST THE CITY BY BRANDON A. KOFF AND REFERRAL TO INSURANCE CARRIER

On motion of Council Member Schwartzman, seconded by Council Member Strawbridge, Council approved the denial of claim against the City by Brandon A. Koff, and referral to insurance carrier, on roll call by the following vote:

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

D. APPROVAL OF A CONTRACT AMENDMENT AND BUDGET MODIFICATION FOR BUILDING OFFICIAL, PLAN REVIEW AND INSPECTION SERVICES

RESOLUTION 15-18 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING A CONTRACT AMENDMENT IN THE AMOUNT NOT-TO-EXCEED \$120,000 FOR FISCAL YEAR 2014-2015 WITH BUREAU VERITAS FOR BUILDING OFFICIAL, PLAN REVIEW AND INSPECTION SERVICES, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY

E. EXECUTIVE SUMMARY FOR ENTERPRISE RESOURCE PLANNING REQUEST FOR PROPOSAL

Karin Schnaider, Finance Director, reviewed the staff report.

Public Comment:

1. Dennis Lowry - Mr. Lowry discussed how this agenda item came about. He wondered if the program would be able to generate reports on an as-needed basis for Staff and Council.

F. MARIN CLEAN ENERGY (MCE) OUTREACH PLAN IMPLEMENTATION - MONTHLY UPDATE

Brad Kilger, City Manager, briefly reviewed the staff report.

Public Comment:

1. Dennis Lowry - Mr. Lowry discussed concern regarding the plain envelope he received in the mail. The information that was in the mailer was too much like a sales pitch. He discussed concerns regarding the opt-out process.

Mayor Patterson discussed the importance of reducing greenhouse gasses and her support for MCE. She asked Staff to schedule MCE to attend the next meeting so they can answer questions from the public and Council. She discussed other communities that have gone with MCE.

Council Member Strawbridge wished MCE had been at tonight's meeting to answer questions from Council and the public to get an update on how the program was going. She would like to revisit what happens if the City does not get close to 70% enrollment.

Council Member Campbell discussed how the City's solar panel rebates might be affected, and the issue of the City's participation level.

Council Member Schwartzman stated he would bring Mr. Lowry's concerns at MCE's next board meeting.

Staff stated they would their best to schedule MCE at the next Council meeting.

G. REVIEW OF JANUARY WATER REPORT

Graham Wadsworth, Public Works Director, reviewed the staff report. Mayor Patterson stated that overall, we need to do a better job on a daily basis with conserving water, and we need to keep up the effort of finding water use efficiency (not watering lawns and replacing them, etc.).

Mr. Wadsworth clarified that overall we need to do a better job with indoor water use.

Public Comment:

None

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

VIII. BUSINESS ITEMS:

A. OVERVIEW OF CITY INVESTMENT PORTFOLIO

Karin Schnaider, Finance Director, introduced the staff report.

Carlos Oblites, Director, PFM Asset Management, LLC, reviewed the PowerPoint presentation.

Vice Mayor Hughes and Staff discussed the issue of selling bonds, and the City's total return for the period ending 12/31/14, and the value of having someone managing the City's portfolio.

Council Member Schwartzman and Staff discussed whether the City should entertain making a higher percentage towards either a longer or shorter duration.

Council Member Campbell and Staff discussed the CPI, buying power, and the need to find something different to improve the City's portfolio. He would like PFM to come up with something new, different, and original, working within the parameters.

Council Member Schwartzman and Staff discussed the issue of inflation, investment options, and the Bay Area inflation index.

Council Member Strawbridge discussed the City's overall net income compared to the investment made for the management of its portfolio.

Mayor Patterson discussed investment restrictions that cities have to follow. She and Staff discussed how Benicia's investments compared to other cities.

Council Member Campbell discussed the possibility of accelerating the City's purchases rather than letting the money just sit there.

On motion of Council Member Hughes, seconded by Council Member Schwartzman, Council received the overview of the City Investment Portfolio, on roll call by the following vote:

Ayes: Patterson, Schwartzman, Campbell, Hughes, Strawbridge

Noes: (None)

B. REVIEW OF BENICIA MUNICIPAL CODE REGULATIONS GOVERNING PERMITTED HOURS OF CONSTRUCTION (BENICIA MUNICIPAL CODE SECTION 8.20.150)

Dan Marks, Interim Community Development Director, reviewed the staff report and Staff's recommendation.

Mayor Patterson and Staff discussed what the solution would be if there was residential housing within 500 feet of the construction.

Council Member Schwartzman discussed cutting the construction hours in residential areas - possibly 7:00 a.m. to 7:00 p.m. during the week and 8:00 a.m. to 7:00 p.m. on Saturdays. He and Staff discussed outdoor/indoor construction and residential/commercial construction.

Vice Mayor Hughes discussed the need to review the hours (too long), looking at what other cities are doing, and the issue of homeowner vs. contractor construction work.

Staff discussed the possibility of looking at the hours issue rather than the entire code.

Council Member Campbell and Staff discussed the need to give reasonable parameters before it is sent to the Planning Commission.

Mayor Patterson discussed having the Planning Commission hold a study session and invite the stakeholders so they could weigh in.

Vice Mayor Hughes preferred to leave it up to Staff to decide what method they feel would be best.

Council gave direction to Staff to consider a couple of approaches for going forward with a construction noise ordinance.

On motion of Council Member Hughes, seconded by Council Member Schwartzman, Council gave direction to Staff to consider a couple of approaches for going forward with a construction noise ordinance, on roll call by the following vote:

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

IX. ADJOURNMENT:

Mayor Patterson adjourned the meeting at 9:36 p.m.

AGENDA ITEM
CITY COUNCIL MEETING DATE - MARCH 17, 2015
CONSENT CALENDAR

DATE : February 27, 2015

TO : City Manager

FROM : Public Works Director

SUBJECT : **APPROVAL OF AMENDMENT TO AGREEMENT FOR CONTINUED STAFF AUGMENTATION FOR THE PUBLIC WORKS DEPARTMENT**

RECOMMENDATION:

Adopt a resolution approving an Amendment to Agreement for continued staff augmentation services for the Public Works Department with Pakpour Consulting Group, Inc. for a not-to-exceed cost of \$64,800 and authorizing the City Manager to sign the Amendment to Agreement on behalf of the City.

EXECUTIVE SUMMARY:

The Amendment to Agreement will provide for reassigning the Interim Principal Civil Engineer services currently being provided by Pakpour to Interim Assistant Public Works Director services while the recruitment for the permanent Assistant Public Works Director is conducted. The consultant has the expertise necessary to fill this role on an interim basis. City staff does not have the capacity to perform this work in-house.

BUDGET INFORMATION:

The not-to-exceed cost of the continued staff augmentation services is \$64,800. Sufficient funds are available in Account No. 010-8105-8100 (Public Works Administration Contract Services.)

GENERAL PLAN:

Relevant General Plan Goals:

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

STRATEGIC PLAN:

Relevant Strategic Plan Issue:

- Strategic Issue #2: Protecting and Enhancing the Environment
- Strategy #2: Implement new water conservation projects/programs
- Strategic Issue #4: Preserving and Enhancing Infrastructure

BACKGROUND:

The City and Pakpour Consulting Group, Inc. entered into a Consultant Agreement on January 12, 2015 for staff augmentation services for the Public Works Department at a not-to-exceed cost of \$44,000. Steven Yee, P.E. has been serving as the Contract/Interim Principal Civil Engineer since that time. The Principal Civil Engineer position had been vacant since November 24, 2014.

Mr. Yee has been an asset to the City and has worked on development review, capital improvement projects (e.g., St. Augustine Flood Relief Project and Bus Hub Project), project coordination (e.g., I-80/I-680 Water Pipeline Relocation Project), and document review (e.g., Vulnerability Assessment and Adaptation Plan, and Benicia Industrial Park Transportation and Employment Center Plan.) He has proven to propose strategies and solutions to date that have been practical, cost effective and aligned with City objectives.

Mr. Yee has demonstrated the expertise necessary for these specialized public works projects. He has over 20 years of engineering experience in the public sector. Mr. Yee is a registered professional engineer, currently obtaining a Master of Public Administration degree, and has successfully completed a Senior Executive in Local and State Government Program at Harvard University. His work quality has proven to be professional and he has shown responsiveness throughout previous work for the Public Works Department. City staff does not have the capacity to perform this work in-house. Additionally, Pakpour Consulting Group's hourly rates are about 15 percent below similar positions at other firms.

Staff proposes to continue the staff augmentation services of Pakpour Consulting Group, Inc., by reassigning Mr. Yee's position to Contract/Interim Assistant Public Works Director, after the permanent Principal Civil Engineer position is filled, which will likely occur in March. The Assistant Public Works Director position was added to General Fund personnel as part of the Fiscal Year 2014-2015 budget amendments that were approved by City Council on February 17, 2015. While the recruitment for the permanent Assistant Public Works Director is conducted, City staff recommends reassigning Mr. Yee to the position on a contract/interim basis.

Mr. Yee's duties will include the following:

- Assisting the Public Works Director in managing the Water Treatment, Water Quality, Wastewater Treatment and Maintenance divisions operations;
- Developing a schedule for street resurfacing and underground utility projects;
- Assisting in the utility rate study;

- Assisting in the water conservation program;
- Working with a consultant to prepare the annual Engineer's Report for the Landscape and Lighting Assessment Districts;
- Updating the Countywide Bike Plan; and
- Other procedural and regulatory related tasks.

Staff recommends that Council approve the amendment to agreement for continued staff augmentation services with Pakpour Consulting Group, Inc. for a cost not-to-exceed \$64,800 (12 weeks x 5 days per week x 8 hours per day x \$135 per hour.)

Attachments:

- Proposed Resolution
- Amendment to Agreement
- Pakpour Proposal – Exhibit A to Amendment

RESOLUTION NO. 15-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING AN AMENDMENT TO AGREEMENT FOR CONTINUED STAFF AUGMENTATION SERVICES FOR THE PUBLIC WORKS DEPARTMENT WITH PAKPOUR CONSULTING GROUP, INC. FOR A NOT-TO-EXCEED COST OF \$64,800 AND AUTHORIZING THE CITY MANAGER TO SIGN THE AMENDMENT TO AGREEMENT ON BEHALF OF THE CITY

WHEREAS, the City entered into a consulting agreement with Pakpour Consulting Group, Inc. on January 12, 2015 for staff augmentation services for an Interim Principal Civil Engineer for the Public Works Department at a not-to-exceed cost of \$44,000; and

WHEREAS, Mr. Yee with Pakpour Consulting Group, Inc. has over 20 years of engineering experience in the public sector and has proven to propose strategies and solutions to date that have been practical, cost effective and aligned with City objectives; and

WHEREAS, staff recommends an amendment to agreement for continued staff augmentation services to reassign Mr. Yee to provide Interim Assistant Public Works Director services at a not-to-exceed cost of \$64,800; and

WHEREAS, City staff does not have the capacity to perform this work in-house; and

WHEREAS, Pakpour Consulting Group is the most capable in all material aspects to perform the contract requirements and is highly qualified to perform the staff augmentation services for the Public Works Department.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia hereby approves an Amendment to Agreement for continued staff augmentation services for the Public Works Department with Pakpour Consulting Group, Inc. for a not-to-exceed cost of \$64,800 (funded from Acct No. 010-8105-8100) and authorizes the City Manager to sign the Amendment to Agreement on behalf of the City, subject to approval by the City Attorney.

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 17th day of March, 2015, and adopted by the following vote.

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

Date

AMENDMENT TO AGREEMENT

This Amendment of the Agreement, entered into this ____ day of _____, 2015, by and between the City of Benicia, a municipal corporation (hereinafter "CITY") and Pakpour Consulting Group, Inc. a California Corporation, with its primary office located at 5776 Stoneridge Mall Road, Suite 320, Pleasanton, CA 94588 (hereinafter "CONSULTANT"), is made with reference to the following:

RECITALS:

A. On January 12, 2015, an agreement was entered into by and between CITY and Pakpour Consulting Group, Inc. ("Agreement").

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

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

1. Paragraph 2 (Scope of Services) of the Agreement is modified to include: Continue staff augmentation services, changing Steven Yee's position from Contract Principal Civil Engineer to Contract Assistant Public Works Director (Scope of Services dated February 23, 2015 attached).
2. Paragraph 3 (Compensation) of the agreement is modified to: Add an additional \$64,800.
3. Except as expressly modified herein, all other terms and covenants set forth in the Agreement shall remain the same and shall be in full force and effect.

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

Pakpour Consulting Group

By 
Joubin Pakpour, P.E.
President

City of Benicia, a Municipal Corporation

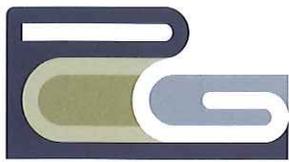
By _____
Brad Kilger
City Manager

RECOMMENDED FOR APPROVAL:

Department Head

APPROVED AS TO FORM:

City Attorney



Pakpour Consulting Group, Inc.

February 23, 2015

EXHIBIT A

Graham S. Wadsworth, P.E.
Public Works Director
City of Benicia
250 East "L" Street
Benicia, CA 94510

10006.17

**Subject: Proposal to Provide Staff Augmentation Services
City of Benicia**

Dear Mr. Wadsworth,

It is our understanding that you would like Steven Yee to continue in his staff augmentation role in assisting the City of Benicia's Public Works Department.

Steven's new position will be Assistant Public Works Director under your direction. His scope of work includes:

1. Assist Public Works Director in managing the Water Treatment, Water Quality, Wastewater Treatment and Maintenance operations. Identify opportunities and improvements for integrated PW department.
2. Establish and implement ongoing communications with Water Treatment, Water Quality, Wastewater Treatment and Maintenance superintendents. This includes weekly meetings and monthly MOM meetings.
3. Transition on-going projects and programs to new Principal Civil Engineer.
4. Prepare annual Engineer's Reports for LLADs with Harris & Associates.
5. Update Countywide Bike Plan and implement bike improvements with Maintenance Division.
6. Develop a street list and schedule for street resurfacing projects and utility underground projects with Engineering Division.
7. Assist in utility rate study which includes accounting of potential staff, projects and operating costs.
8. Assist in water conservation program.
9. Develop and update "Action Plan"/SOPs for Water Treatment, Water Distribution and Emergency Response operations.
10. Identify process improvements for all permitting regulations and requirements for Water Treatment Plant, Wastewater Treatment Plant, water distribution system and sewer collection system.

Steven's new billing rate of \$135 per hour reflects his new added responsibility. Based on your request of a 12 week assignment we propose a contract amount of \$64,800 (12 weeks x 5 days x 8 hours x \$135 per hour). PCG will bill on a time and material basis for Steven's time actually spent at the City.

Should you needs change and you would like a reduction in hours to less than 40 hours per week or early termination, we respectfully request that you please notify us a minimum of 2 weeks in advance so we may reassign Steven to another agency. Thank you once again for considering *Pakpour Consulting Group*. Should you have any questions please do not hesitate to contact me at (925) 224-7717.

Very truly yours,
Pakpour Consulting Group, Inc.



Joubin Pakpour, P.E.
President

J:\Projects\Benicia - 10006.00\17-Staff Augmentation\Contract\2015\17-BEN-Wadsworth-15.02.23-Staff Augmentation Proposal.docx



AGENDA ITEM
CITY COUNCIL MEETING DATE - MARCH 17, 2015
CONSENT CALENDAR

DATE : February 27, 2015

TO : City Manager

FROM : Public Works Director

SUBJECT : **SUPPORT OF GRANT APPLICATIONS FOR A FEASIBILITY STUDY FOR THE RECYCLED WATER PROJECT TO BENICIA VALERO OIL REFINERY**

RECOMMENDATION:

Adopt a resolution in support of grant applications to the Federal Bureau of Reclamation and the State Water Resources Control Board for financial assistance for a feasibility study and facilities planning report for the Recycled Water Project to the Benicia Valero Oil Refinery.

EXECUTIVE SUMMARY:

As part of its effort to ensure an adequate and sustainable water supply, City staff is pursuing federal and state grant funding for a feasibility study of and facility planning report for a recycled water project that would treat and deliver 2.2 million gallons per day year-round of recycled water from the City's Wastewater Treatment Plant to the Valero Oil Refinery (Project). This action supports the City submitting grant applications and provides financial commitment for the non-grant funded local share portion of the cost for the feasibility study and facility report.

BUDGET INFORMATION:

It is estimated that a feasibility study and facility report for the Project will cost \$303,576. Potential funding sources are the Federal Bureau of Reclamation Title XVI Water Reclamation and Reuse Program WaterSMART grant and the State Water Resources Control Board (SWRBC) Water Recycling Funding Program (WRFP) Water Facilities Planning Grant (WFPG). The City applied for the WaterSMART grant on March 3, 2015 and is in the process of preparing an application for the SRWCB Planning Grant. If the City is awarded both grants, the funding sources for the feasibility study and facility report would be as follows:

Agency	Source	Proposed Amount
Federal	Bureau of Reclamation – WaterSMART Title XVI Water Reclamation and Reuse Program	\$150,000
State	SWRCB Water Facilities Planning Grant Water Recycling Funding Program	\$75,000
City	Wastewater Connection Fee Fund (Account No. 044-8044-8106)	\$78,576
	Total Estimated Funding Needed:	\$303,576

The current balance in the Wastewater Connection Fee Fund is \$9 million and the funds can be used for this project.

STRATEGIC PLAN:

Relevant Strategic Plan Issue:

- Strategic Issue #2: Protecting and Enhancing the Environment
- Strategy #2: Implement new water conservation projects/programs

GENERAL PLAN:

Relevant General Plan Goals:

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

BACKGROUND:

Pursuant to the Sustainable Water Use and Demand Reduction Act (California Water Code section 10608 et seq.), the City is required to reduce water demand by 20% by 2020. Failure to make progress complying with the Act will render the City ineligible for state water grants and loans after July 1, 2016. The Valero Refinery uses approximately 50% of the water purchased by the City. The Project would recycle year-round up to 2.2 million gallons per day of treated wastewater effluent and deliver it to the Valero Refinery to be used for cooling tower makeup water. The Project would make a more than 20% reduction in water demand.

The City imports its municipal and industrial water from Federal and State water projects which have restricted allocations due to the ongoing California drought. The water imports have not been sufficient to meet the City's demand. The Project could save the City 2,500 acre feet per year which is about 25 percent of the City's typical demand and would provide significant relief to the City's water supply problems.

In 2008, Camp, Dresser & McKee, Inc. (CDM) prepared a "Water Reuse Preliminary Design Report" for a project to pump treated wastewater from the

Wastewater Treatment Plant to the Valero Oil Refinery Water Treatment Plant. The total estimated project cost was \$31.5 million in 2007 dollars. While there are significant costs, there are also significant benefits.

City staff recently met with Valero staff to discuss options for reducing project costs and promising opportunities to reduce total project costs exist. Based on these discussions, the proposed Project would consist of adding filtration and ammonia removal treatment processes to the existing secondary wastewater treatment plant, a conveyance pump station, and a 2.5-mile pipeline to the refinery. If 75% of the cost could be paid for by grants and 25% of the capital and operating costs could be paid for by wastewater connection fees, Valero, and sewer rate payers, then the project is both feasible and cost effective.

The U.S. Bureau of Reclamation WaterSMART Program is providing a funding opportunity for the development of feasibility studies under the Title XVI Water Reclamation and Reuse Program on a competitive basis. The grant would pay for 50%, up to \$150,000, of the cost of a feasibility study. The City applied for a grant on March 3, 2015 in the amount of \$150,000 for a feasibility study that is estimated to have a total cost of \$303,576. The WaterSMART grant application requires an official resolution, adopted by the City Council to support the grant application and to demonstrate that funding is available, be submitted within 30 days of the application.

Additionally, the City is currently preparing to apply for a State Water Resources Control Board (SWRCB) Water Facilities Planning Grant through the Water Recycling Funding Program (WRFPP). City staff will apply for the maximum funding of \$75,000. The facilities planning report is probably required to apply for Proposition 1 grant funding for construction.

The proposed resolution covers both the federal and state grant applications. The purpose of the resolution is to show the City's support for grant applications and to commit the City to the financial and legal obligations associated with receipt of financial assistance.

As mentioned above, the estimated cost of the feasibility study and facilities planning report of the Project is \$303,576. If grant funding is secured, the study and report could be funded \$150,000 with a federal grant, \$75,000 with a state grant, and the remaining \$78,576 from the City's wastewater connection fee fund. The wastewater connection fee fund has sufficient funds to cover the entire cost of the study and report until reimbursement is received from the grant agencies. The current balance of the wastewater connection fee fund is \$9 million.

If the City is not awarded a grant from either the federal or state, staff recommends continuing to pursue a study and report utilizing the wastewater connection fee fund. With the State of California facing the fourth year of a drought, and the need to reduce demand by 20%, City staff sees the urgent nature of connecting the Valero Refinery with recycled water. The Project would allow the City to “bank” more water in Lake Berryessa, significantly improve water supply reliability and reduce future costs of purchasing water on the open market. City staff has begun the process to hire an engineering firm to prepare a feasibility study and facilities planning report, which is anticipated to begin in July 2015 and take 18 months to complete. The estimated completion date is December 2016.

On December 14, 2014, City Council authorized the City to join the Western Recycled Water Coalition (WRWC). Participation in WRWC allows the City access to information about how to best pursue Federal funding opportunities, including funding for planning efforts, which is essential in assessing feasibility of proposed recycled water projects in the City. The City's membership in the WRWC has been valuable to date with regard to grant opportunities and sharing of information.

Attachment:

- Proposed Resolution

RESOLUTION NO. 15-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA IN SUPPORT OF GRANT APPLICATIONS TO THE FEDERAL BUREAU OF RECLAMATION AND THE STATE WATER RESOURCES CONTROL BOARD FOR FINANCIAL ASSISTANCE FOR A FEASIBILITY STUDY AND FACILITIES PLANNING REPORT FOR THE RECYCLED WATER PROJECT TO BENICIA VALERO OIL REFINERY

WHEREAS, the Federal Bureau of Reclamation WaterSMART Program is providing a funding opportunity for the development of feasibility studies under the Title XVI Water Reclamation and Reuse Program on a competitive basis; and

WHEREAS, the State Water Resources Control Board Water Facilities Planning Grant is providing a funding opportunity for the development of feasibility studies through the Water Recycling Funding Program on a competitive basis; and

WHEREAS, the City of Benicia wishes to submit a grant application for both said funding programs for a feasibility study and facilities planning report for the Recycled Water Project to Benicia Valero Oil Refinery; and

WHEREAS, The City has the capability, in the Wastewater Connection Fee Fund, to provide the non-grant funded local share portion of the cost of the feasibility study and facilities planning report.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia supports submission of the grant applications that have been reviewed by the City Manager to the Federal Bureau of Reclamation and the State Water Resources Control Board for financial assistance for a feasibility study and facilities planning report for the Recycled Water Project to Benicia Valero Oil Refinery.

BE IT FURTHER RESOLVED THAT the City Council of the City of Benicia hereby authorizes the City Manager or his designee to apply for and execute funding contracts for financial assistance from the Federal Bureau of Reclamation and the State Water Resources Control Board for a feasibility study and facilities planning report for the project.

BE IT FURTHER RESOLVED THAT the City of Benicia hereby agrees and further does authorize the aforementioned representative or his designee to certify that the City has and will comply with all applicable regional, state and/or federal statutory and regulatory requirements related to any grant funds received.

BE IT FURTHER RESOLVED THAT upon award of Federal or State financial assistance that the City Manager or his designee is hereby authorized to negotiate and execute a grant contract and any amendments or change orders thereto on behalf of the City of Benicia.

BE IT FURTHER RESOLVED THAT the City will commit financially (via the Wastewater Connection Fee Fund, Acct #044-8044-8106) to the non-federal and/or non-state local share portion of the cost of feasibility study and facilities planning report.

BE IT FURTHER RESOLVED THAT The City will work with the Federal Bureau of Reclamation and the State Water Resources Control Board to meet established deadlines for entering into a cooperative agreement.

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 17th day of March, 2015, and adopted by the following vote.

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

Date

AGENDA ITEM
CITY COUNCIL MEETING DATE - MARCH 17, 2015
CONSENT CALENDAR

DATE : March 2, 2015
TO : City Manager
FROM : Public Works Director
SUBJECT : **ACCEPTANCE OF THE EAST SECOND STREET OVERLAY PROJECT**

RECOMMENDATION:

Adopt a resolution accepting the East Second Street Overlay Project as complete, including staff approved Contract Change Order No. 1 in the amount of \$16,599.32, authorizing the City Manager to sign the Notice of Completion, and authorizing the City Clerk to file same with the Solano County Recorder.

EXECUTIVE SUMMARY:

This project resurfaced East Second Street along three sections: East O Street to Military East leading to the downtown, East S Street to approximately 300 feet north of the Corporation Yard entrance to support adjacent residential areas, and the eastern abutment of the East Second Street Bridge over West Channel Road to just east of Reservoir Road in the Industrial Park. The final construction contract cost of \$598,816.22 is fully funded by a federal grant and Allied Waste Fees. Acceptance of the work by the City Council is now required to file the Notice of Completion and allow final payment to be made to the contractor.

BUDGET INFORMATION:

The final construction project funding and expenditures are outlined below:

Final Project Funding

FY 2014/15 Adopted Budget	
Federal Grant Fund (Acct. #048-7635-9711)	\$495,000.00
Allied Waste Fee (Acct. #035-7740-9711)	\$103,816.22
Total Project Budget	\$598,816.22

Final Project Expenditures

Original Construction Contract	\$582,216.90
CCO No. 1 Quantity Adjustment	\$16,599.32
Total Project Expenditures	\$598,816.22

The quantity adjustment is for the difference in the original bid quantities versus the actual quantities used on the project. The final project expenditure total of \$598,816.22 is fully funded with monies from a federal grant and Allied Waste Fee.

GENERAL PLAN:

Relevant Goals include:

- Goal 2.28: Improve and maintain public facilities and services

STRATEGIC PLAN:

Relevant Strategic Plan Goals and Strategies:

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

ENVIRONMENTAL REVIEW:

This project is Categorical Exempt from CEQA Section 15301 (c)—which applies to repair and maintenance of existing roadways.

BACKGROUND:

On September 2, 2014, the City Council awarded a construction contract to MCK Services, Inc., of Concord, California, for the East Second Street Overlay Project. MCK Services, Inc., subsequently patched and resurfaced East Second Street along three sections:

- East O Street to Military East leading to the downtown
- East S Street to approximately 300 feet north of the Corporation Yard entrance to support adjacent residential areas
- Eastern abutment of the East Second Street Bridge over West Channel Road to just east of Reservoir Road in the industrial park

The patching and asphalt overlay provides a new driving surface and fortifies East Second Street for heavy truck traffic and high traffic volumes. The project locations were selected based upon multiple criteria including street condition, traffic volumes, traffic loading, economic development potential, and equitable distribution of improvements throughout the City.

The East Second Street Overlay Project was completed at a final construction cost of \$598,816.22 and is fully funded from a federal grant and Allied Waste Fee. The improvements were completed to the satisfaction of the City Engineer and it is therefore recommended the City Council accept this project as complete.

VII.D.2

Attachments:

- Proposed Resolution
- Notice of Completion
- Location Map
- Project Photographs

RESOLUTION NO. 15-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA ACCEPTING THE EAST SECOND STREET OVERLAY PROJECT AS COMPLETE, INCLUDING STAFF APPROVED CONTRACT CHANGE ORDER NO. 1 IN THE AMOUNT OF \$16,599.32, AUTHORIZING THE CITY MANAGER TO SIGN THE NOTICE OF COMPLETION, AND AUTHORIZING THE CITY CLERK TO FILE THE SAME WITH THE SOLANO COUNTY RECORDER

WHEREAS, by Resolution No. 14-99, the City Council awarded the contract for the East Second Street Overlay Project to MCK Services of Concord, California; and

WHEREAS, MCK Services, Inc. resurfaced East Second Street along three sections: East O Street to Military East leading to the downtown, East S Street to approximately 300 ft. north of the Corporation Yard entrance to support adjacent residential areas, and the eastern abutment of the East Second Street Bridge over West Channel Road to just east of Reservoir Road in the Industrial Park; and

WHEREAS, MCK Services, Inc. has completed the work in accordance with the plans and specifications and to the satisfaction of the City Engineer for a final construction cost of \$598,816.22; and

WHEREAS, the East Second Street Overlay Project is fully funded with monies from a federal grant and Allied Waste Fee; and

WHEREAS, formal acceptance of the work by the City Council is now required to allow final payment to be made to the contractor.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia hereby accepts the East Second Street Overlay Project as complete for a final construction cost of \$598,816.22.

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

On motion of _____, seconded by _____, the above Resolution was introduced and passed by the City Council of the City of Benicia at a regular meeting of said Council held on the 17th day of March, 2015, and adopted by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

Date

Recorded at the request of:

CITY OF BENICIA

After recording return to:

CITY OF BENICIA
ATTN: CITY ENGINEER
250 EAST 'L' STREET
BENICIA, CA 94510

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The City of Benicia, 250 East "L" Street, Benicia, CA, 94510, is the owner of the property described as:
East Second Street, located in the City of Benicia, County of Solano, State of California.
Nature of title as stated owner: In Fee.
2. A work of improvement known as the **East Second Street Overlay Project** within the property described was completed and accepted by the City Council of the City of Benicia on March 17, 2015.
3. The name of the contractor for such improvement was **MCK Services, Inc.** of Concord.

CITY OF BENICIA

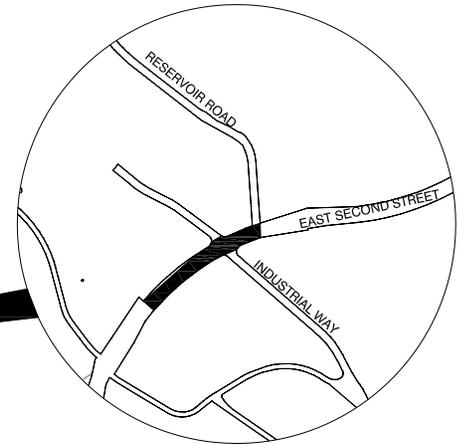
Dated: _____

By: _____
Brad Kilger, City Manager

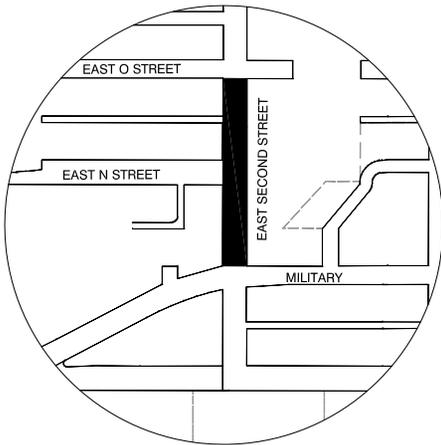
Attest: _____
Lisa Wolfe, City Clerk

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

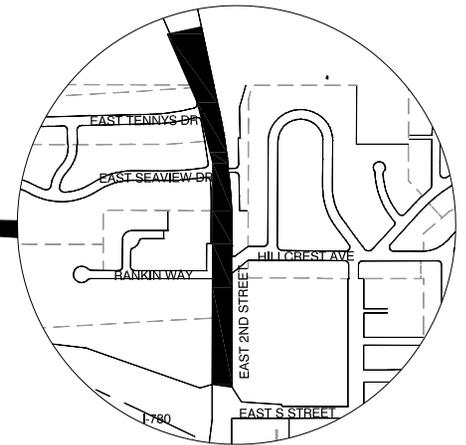
Lisa Wolfe, City Clerk



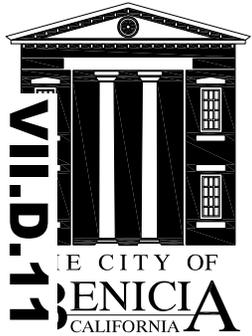
EAST SECOND STREET (EASTERN ABUTMENT OF WEST CHANNEL ROAD & EAST SECOND STREET BRIDGE TO JUST EAST OF RESERVOIR ROAD)



EAST SECOND STREET (MILITARY TO EAST O STREET)

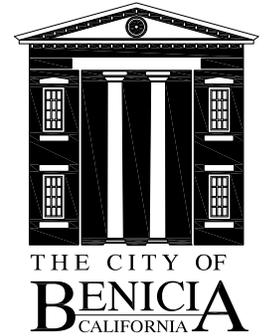


EAST SECOND STREET (EAST S STREET TO APPROXIMATELY 300 FT NORTH OF CORPORATION YARD)



EAST SECOND STREET OVERLAY PROJECT

LOCATION MAP



PROJECT PHOTOGRAPHS

EAST SECOND STREET OVERLAY PROJECT



BEFORE PHOTO: EAST SECOND ST. (NEAR INDUSTRIAL WAY)

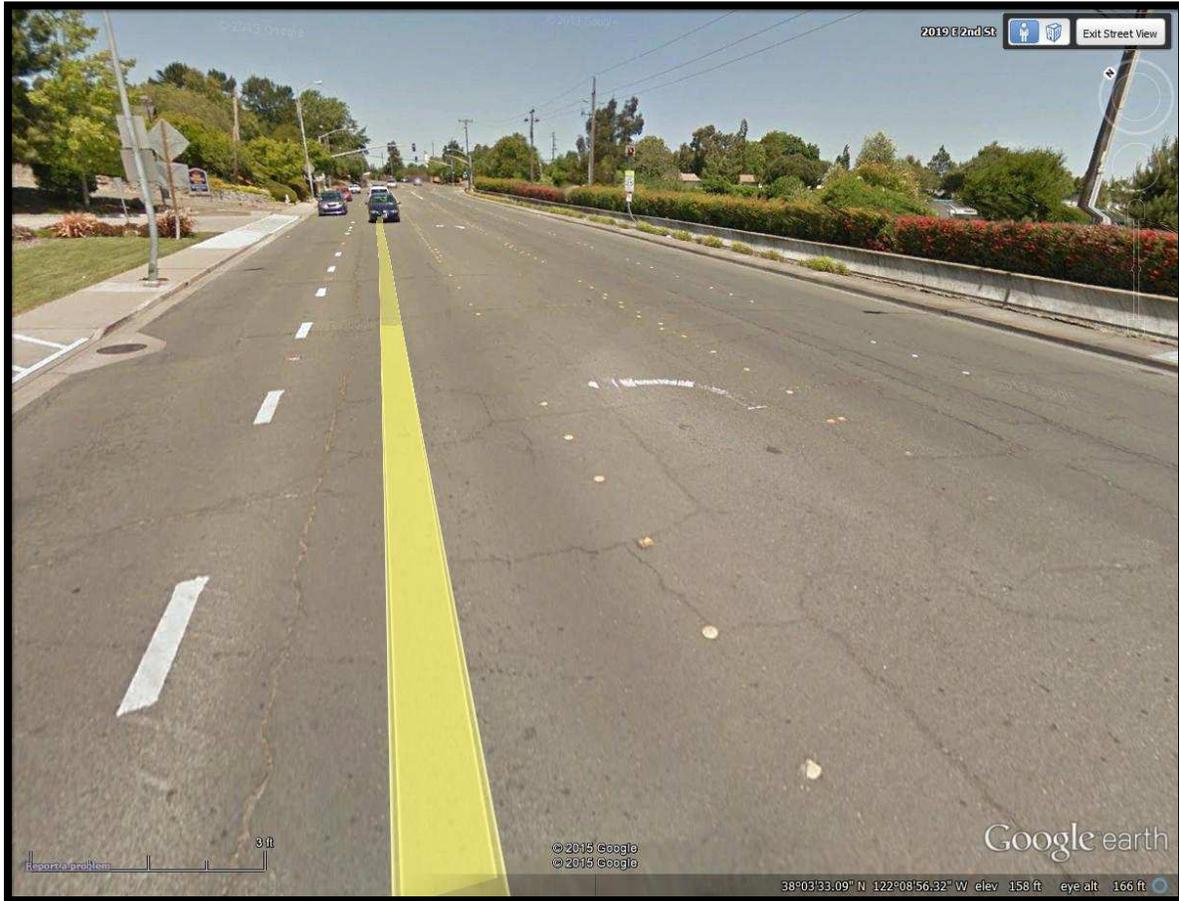


AFTER PHOTO: EAST SECOND ST. (NEAR INDUSTRIAL WAY)

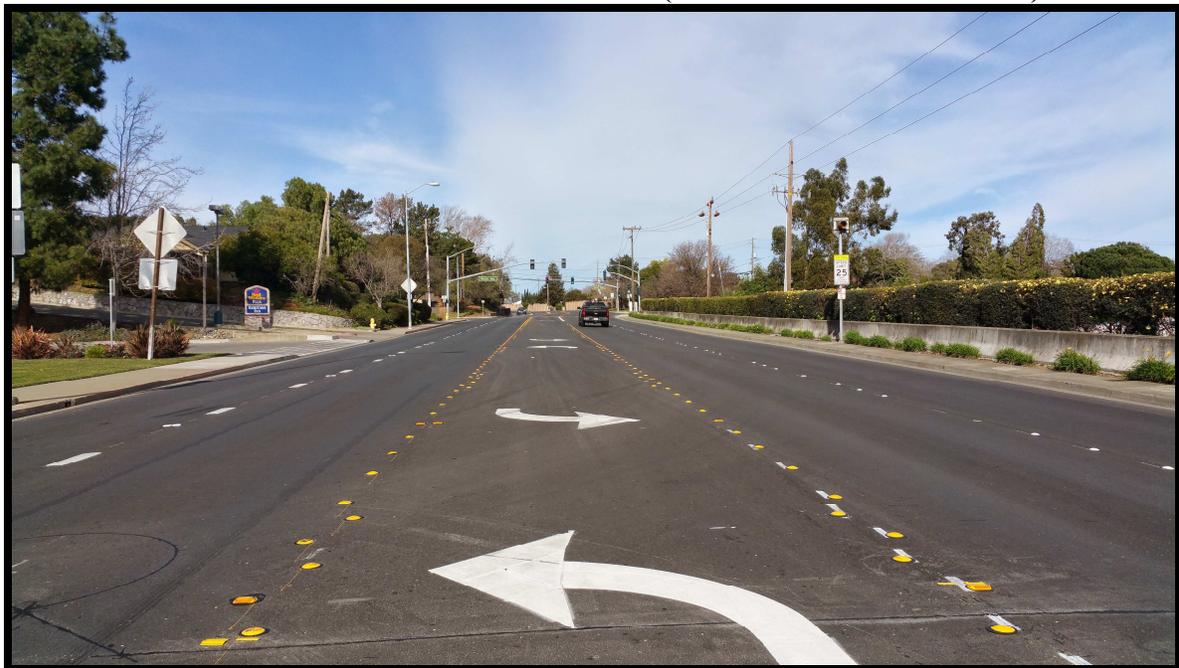


1 of 3

BEFORE PHOTO: EAST SECOND ST (NEAR HILLCREST AVE)



AFTER PHOTO: EAST SECOND ST (NEAR HILLCREST AVE)



2 of 3

BEFORE PHOTO: EAST SECOND ST (NEAR MILITARY)



AFTER PHOTO: EAST SECOND ST (NEAR MILITARY)



AGENDA ITEM
CITY COUNCIL MEETING DATE - MARCH 17, 2015
BUSINESS ITEMS

DATE : March 11, 2015

TO : City Manager

FROM : Interim Community Development Director

SUBJECT : **MARIN CLEAN ENERGY (MCE) IMPLEMENTATION - UPDATE**

RECOMMENDATION:

Review status of MCE Outreach Plan implementation.

EXECUTIVE SUMMARY:

On November 4, 2014, the City Council voted to join Marin Clean Energy (MCE), a community choice aggregation program that will provide Benicia customers with renewable electricity. As part of this program, MCE completes extensive outreach in the community to educate customers about its program and their choice of energy providers. The draft Outreach Plan was presented to the City Council for review and comment on February 3, 2015. MCE incorporated comments received, finalized the plan, and launched the outreach campaign on February 19, 2015. City Council received its first monthly update on the status of Outreach Plan implementation at the March 3, 2015 meeting. This report and MCE presentation will address the questions raised then and provide an additional update on the activities completed in March.

BUDGET INFORMATION:

Staff time needed to assist in facilitating community outreach and implementation of the CCA program is already included in the CAP Coordinator's 2014-15 work plan. Some additional staff time will be needed to support the CAP Coordinator in responding to community questions or attending any workshops during the opt-out phase.

ENVIRONMENTAL REVIEW:

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable. City Staff, in consultation with the City Attorney, concluded that potential environmental impacts are speculative in nature and require no further analysis at this time.

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

BACKGROUND:

Community Choice Aggregation (CCA) allows local governments to purchase and/or develop clean power on behalf of their residents, businesses, and municipal accounts. CCA is an energy supply model that works in partnership with Pacific Gas & Electric (PG&E), which delivers renewable electricity, maintains the energy grid, and provides customer service and billing. On November 4, 2014, the Council reviewed these reports and determined that the benefits of joining MCE outweighed the risks and voted unanimously to adopt the enabling resolution and introduce the ordinance approving the Marin Clean Energy (MCE) Joint Powers Agreement and authorizing the implementation of a CCA program. On February 19, 2015, outreach officially launched and the first Opt Out Notice was mailed to Benicia customers.

At the March 3, 2015 meeting, City Staff presented an update on the status of the Outreach Plan implementation. Council reviewed that report and asked that MCE (and City Staff) present an additional update on the following items:

- Enrollment statistics to date,
- Enrollment notice layout and Community Leader Advisory Group (CLAG) and citizen suggestions for improvement,
- Completed outreach activities (February 19 – present),
- Scheduled outreach including: public meeting (April 2, 6-7pm, Community Center Multipurpose Room), advertising, and the MCE Op Ed (submitted to the Benicia Herald on March 11, 2015), and
- Updates to the confirmation notice mailed to Benicia customers that opt out.

Allison Kirk, MCE Community Affairs Specialist, will make a presentation on the items listed above and be available to answer Council and the public's questions.

**AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : March 11, 2015
TO : Mayor Patterson
FROM : City Manager
SUBJECT : **MAYORS' COMMITTEE MEETING**

The following information is provided for your committee report at the March 17, 2015 City Council meeting.

The Mayors' Committee meetings are held quarterly in Dixon. The next meeting is TBD.

AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS

DATE : March 6, 2015

TO : Vice Mayor Mark Hughes
Council Member Alan Schwartzmann

FROM : City Attorney

SUBJECT : **ABAG COMMITTEE MEETING**

The following information is provided for your committee report at the March 17, 2015 Council meeting.

- The next meeting is the Spring General Assembly on Tuesday, April 14, 2015.
- The Spring Assembly will be held at the Oakland Asian Cultural Center, from 3:00 p.m. until 6:00 p.m.
- The Agenda has not been released yet.

AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS

DATE : March 10, 2015

TO : Council Member Strawbridge
Vice Mayor Hughes

FROM : Assistant City Manager

SUBJECT : **FINANCE COMMITTEE REPORT**

The following information is provided for your committee report at the March 17, 2015 Council meeting.

The last Finance Committee meeting was held on February 26, 2015; draft minutes for the meeting are attached for your review. The next meeting will be on Thursday, March 19, 2015 at 9:00 a.m.

Attachment:

- February 26, 2015 Draft Meeting Minutes

**Finance Committee
REGULAR MEETING AGENDA
Commission Room
February 26, 2015 – Thursday 9:00 AM**

- I. Call to Order at 9:00 a.m.
- II. Roll Call
Attended by Chairperson Michael Clarke; Committee Members Kathy Griffin, Alan Nadritch, John Potter; City Treasurer Ken Paulk; Councilmembers Mark Hughes and Christina Strawbridge
Staff present: Anne Cardwell, Assistant City Manager;
Karin Schnaider, Finance Director; Abigail Urrutia, Assistant Finance Director
- III. Pledge of Allegiance
- IV. Notice to the Public
A plaque stating the Fundamental Rights of each member of the public is posted at the entrance the Commission Room per Section 4.04.0300 of City of Benicia Ordinance No. 05-6 (Open Government Ordinance)
- V. ACTION ITEMS
 - A. Approval of Agenda – moved and seconded
Ayes: Chairperson Clarke; Committee Members Griffin, Nadritch, Potter
Noes: none
 - B. Approval of minutes for meeting held on January 22, 2015 – moved and seconded.
Member Potter stated that on the discussion for the ERP, parallel testing was mentioned and should be noted in this minutes. Finance Director Schnaider will verify the recording and changes will be made accordingly.
Ayes: Chairperson Clarke; Committee Members Griffin, Nadritch, Potter
Noes: none
 - C. Consideration to move next meeting to March 19, 2015 – moved and seconded
Ayes: Chairperson Clarke; Committee Members Griffin, Nadritch, Potter
Noes: none
- VI. DISCUSSION ITEMS
 - A. Review Warrant Register for the Month of January 2015
Questions were received prior to the meeting and responses were provided in the packet. Placement of responses to the warrant registers will be placed before the registers so that members can see them right away.
 - B. Review of the General Fund ten-year forecast presented at the February 3, 2015 Joint Meeting
Finance Director Schnaider presented the forecast that was submitted to the Council at the February 3 Joint Meeting with an additional page to show the General Fund's

percentage change from FY2013-14 on. Increases in revenues are very small, roughly about 1%, while expenditures increase at a higher rate. A one-time increase in FY2015-16 is due to capital expenditures for Measure C.

A request was made to include a listing of assumptions that went with the forecast. Finance Director Schnaider stated that listing assumptions will be very difficult as there are so many information and assumptions that go in the forecast.

On the next joint meeting with the Council, which is tentatively scheduled for April 28, the Water and Wastewater forecast will be presented by staff.

- C. Review of the Second Quarter with Proposed Adjustments presented to the City Council at the February 17, 2015 Meeting
Finance Director Schnaider presented the report that was given to Council at the February 17 meeting. There are 2 positions that are being opened up and another that reclassifies a position. These positions existed before but were frozen and not funded. The proposed changes are all minor adjustments and are not reflected in the forecast.

A question on the water drought surcharge was brought up – whether it sunsets or can be extended. Finance Director Schnaider verified that it can be extended as allowed by the drought ordinance if the condition still remains.

- D. Enterprise Resource Planning (ERP) Finance Systems Implementation
The actual Request For Proposal for the ERP is voluminous that only the Executive Summary is provided by Finance Director Schnaider. The timeline provided is firm and the RFP will be sent out in March 2015.

Three vendors have already made a presentation to City staff in a high level two-hour presentation. The ERP purchase is a huge purchase but is very comprehensive. The purchase is not part of the budget or the ten-year forecast, but once the price is determined, this will be incorporated in the forecast.

- E. Finance Committee Work Plan
There are two changes to the prior Work Plan:
 - 1.) The fee study will be discussed on the March 19, 2015 meeting with a follow-up meeting on April 23, 2015
 - 2.) Drought surcharge will be on the April 28, 2015 proposed Joint Meeting, which will also discuss the ten-year forecast for the Water and Wastewater Funds. There was a suggestion to hold the meeting at the Wastewater Treatment Plant.

The mid-year report will be presented in May to the City Council.

VII. Public Comment - none

VIII. Committee Member Comment
Chairperson Clarke mentioned the article in the Benicia Herald about the Arsenal and its history.

IX. Adjournment – adjourned at 10:25 a.m.

**AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : March 11, 2015

TO : Mayor Patterson
Vice Mayor Hughes

FROM : City Manager

SUBJECT : **LEAGUE OF CALIFORNIA CITIES**

The following information is provided for your committee report at the March 17, 2015 City Council meeting.

The next North Bay Division General Membership Meeting is scheduled for April 16, 2015. Hosting city TBD.

AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS

DATE : March 11, 2015

TO : Vice Mayor Hughes
Council Member Strawbridge

FROM : City Manager

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

The following information is provided for your committee report at the March 17, 2015 City Council meeting.

This committee meets quarterly. Meetings for 2015 will be held at the Benicia Unified School District's Board Room located at 350 East K Street.

The meeting scheduled for March 5, 2015 was canceled. The next scheduled meeting is June 11, 2015 at 8:30 a.m. at the District Office Board Room, and the agenda for that meeting is not yet available.

AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS

DATE : March 5, 2015

TO : Vice Mayor Hughes
Council Member Campbell

FROM : City Manager

SUBJECT : **SKY VALLEY OPEN SPACE COMMITTEE**

The following information is provided for your committee report at the March 17, 2015 Council meeting.

The meetings of the Committee are now scheduled on an as-needed basis. At this time, the next meeting date is unknown.

**AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : March 4, 2015

TO : Vice Mayor Hughes
Council Member Strawbridge

FROM : City Manager

SUBJECT : **SOLANO EDC BOARD OF DIRECTORS**

The following information is provided for your committee report at the March 17, 2015 Council meeting.

The minutes for the January 22, 2015 Board of Directors meeting are attached. The last Board of Directors meeting was held on March 12, 2015. The agenda for that meeting is also attached.

The next Board of Directors meeting is scheduled for Thursday, May 14, 2015 at 9:00 a.m. at Jelly Belly Candy Company. The agenda for this meeting is not yet available.

Attachments:

- Solano EDC Minutes January 22, 2015
- Solano EDC Agenda March 12, 2015



SOLANO EDC BOARD OF DIRECTORS MEETING

January 22, 2015

MINUTES

CALL TO ORDER

Chairman Van Ouwerkerk called the meeting to order at 9:00 am at the Jelly Belly Candy Company.

Attending were:

Travis Armstrong	Len Augustine	John Barkey	Jack Batchelor
Robert Bloom	Bill Browne	Birgitta Corsello	Yashica Crawford
Pippin Dew-Costa	Ed Farewell	Daryl Halls	Erin Hannigan
J. Paul Harrington	Dilenna Harris	Steve Huddleston	Marc Hutt
Laura Kuhn	Sandy Person	Tom Recknagel	Scott Reynolds
Michael Segala	Tom Sheaff	Scott Sheldon	Talyon Sortor
Jim Sotiros	Patsy Van Ouwerkerk	David White	

Absent were:

Greg Armstrong	Dr. Ramona Bishop	Suzanne Bragdon	Rebecca Brandt
Beverly Byl	Tim Chapa	Elaine Crombie	Mark Hughes
Dan Keen	Brad Kilger	Bridgit Koller	Dr. Jowel Laguerre
Albert Lavezzo	Jim Lindley	James McCracken	Harry Price
Jon Quick	Bob Simpson	Jay Speck	Scott Thomas
Louise Walker			

APPROVAL OF MINUTES

Chairman Van Ouwerkerk called for approval of minutes of the November meeting. Upon motion duly made (Reynolds) and seconded (Segala) it was RESOLVED, that the minutes of the November 13, 2014 meeting of the Solano EDC Board of Directors be accepted as submitted.

ELECTION OF 2015 BOARD OF DIRECTORS

Chairman Van Ouwerkerk called for the acceptance of the results of the Board election. She noted 33 ballots were received. 32 were unanimous, 1 was a split vote. She welcomed new Board members and asked for the approval of adding Deanna Mott with the Solano Land Trust to the Board roster. Upon motion duly made (Batchelor) and seconded (Segala) it was RESOLVED, that the voting results of the Board Election plus the additional director be accepted.

2014 CHAIRMAN'S REMARKS

Chairman Van Ouwerkerk thanked the Board for her tenure as Chair. She expressed interest in serving in an advisory role.

ELECTION OF 2015 CHAIRMAN

Chairman Van Ouwerkerk nominated Laura Kuhn to serve as 2015 Chairman. Upon motion duly made (Van Ouwerkerk) and seconded (Reynolds) it was RESOLVED, that Laura Kuhn be elected the 2015 Chairman.

2015 CHAIRMAN'S REMARKS

Chairman Kuhn thanked Patsy for her two years as Chair and noted she will serve as Chair for only one year and will work to develop a succession plan.

Sandy Person
President
sandy@solanoedc.org

Patricia Uhrich
Office Manager
pat@solanoedc.org

J. Paul Harrington
Project Manager
Solano Energy Watch
jpaul@solanoedc.org

Address:
360 Campus Lane, Suite 102
Fairfield, CA 94534

Phone:
707.864.1855

Fax:
707.864.6621

Toll Free:
888.864.1855

Website:
www.solanoedc.org

2015 MEETING SCHEDULE

Chairman Kuhn noted the Board will meet every other month on the second Thursday, 9 am at Jelly Belly.

TREASURERS REPORT

Interim Treasurer Reynolds presented the financial report for the month of December 2014. Upon motion duly made (Hannigan) and seconded (Harris) it was RESOLVED, that the Treasurer's Report be accepted.

PRESIDENT'S REPORT

President Person provided an update on: prospect activity; member events; 2014 Economic Index; Moving Solano Forward next steps; Manex contract; Travis Community Consortium; UC Davis relationships; East Bay Broadband Consortium and the North Bay Life Science Alliance.

SOLANO ENERGY WATCH UPDATE

J. Paul Harrington informed directors the Solano Energy Watch program exceeded goals for 2014 putting over \$225,000 back into the business community through energy savings.

ADVOCACY COMMITTEE UPDATE

Committee Chair Steve Huddleston presented a letter of support for AB54 addressing construction-related accessibility claims. Upon motion duly made (Batchelor) and seconded (Hannigan) it was RESOLVED, that the letter be submitted.

ECONOMIC DEVELOPMENT TASK FORCE UPDATE

President Person informed the group over the past year there have been numerous guest speakers providing valuable updates.

Calendar items were discussed. The meeting adjourned 10:05 am.



Solano EDC
Board of Directors Meeting
 Thursday, March 12, 2015
 Jelly Belly Candy Company (Corporate Offices)

AGENDA

9:00 am	1.	Call to Order Welcome and Introductions	Laura Kuhn, Chair
Action Item	2.	Approval of January 22, 2015 Meeting Minutes	Laura Kuhn
	3.	Chairman Remarks	Laura Kuhn
Action Item	4.	Treasurer's Report – February 2015	Louise Walker
	5.	President's Report	Sandy Person
	6.	Transportation Update	Daryl Halls
	7.	Economic Development Task Force Update	Mario Giuliani
	8.	Items from Directors	
10:00 am	9.	Adjourn Meeting	

Calendar of Events

- ◆ March 13, 2015 Solano EDC Breakfast – Dr. Robert Eyler, 2014 Economic Update
- ◆ April 24, 2015 Solano EDC Breakfast – Assemblymember Jim Frazier Transportation Update
- ◆ 2015 Board meetings May 14, July 9, Sept 10, Nov 12 – 9 am Jelly Belly



SOLANO EDC BOARD OF DIRECTORS MEETING

January 22, 2015

MINUTES

CALL TO ORDER

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Attending were:

Travis Armstrong	Len Augustine	John Barkey	Jack Batchelor
Robert Bloom	Bill Browne	Birgitta Corsello	Dr. Yashica Crawford
Pippin Dew-Costa	Ed Farewell	Daryl Halls	Erin Hannigan
J. Paul Harrington	Dilenna Harris	Steve Huddleston	Marc Hutt
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Absent were:

Greg Armstrong	Dr. Ramona Bishop	Suzanne Bragdon	Rebecca Brandt
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ECONOMIC DEVELOPMENT TASK FORCE UPDATE

In absence of Committee Chair Guiliani, President Person informed the group over the past year there have been numerous guest speakers providing valuable updates.

Calendar items were discussed. The meeting adjourned 10:05 am.

Solano EDC Monthly Financial Summary

FEBRUARY 2015
(YTD 17% of budget)

INCOME: \$ 17,431.24 (YTD 21% of budget)

- Membership Renewals – accrual \$12,979.47 (YTD 15% of budget)
- New Member – accrual \$500.02 (YTD 4% budget)
- Public Membership – Received \$2,375 City of Benicia quarterly payment (YTD 34% of budget)
 - ✓ City of Benicia: received \$2,375 quarterly payment
 - City of Dixon: billed quarterly \$1,875 (current)
 - City of Fairfield: \$3,750 (2nd installment FY 2014/15) (current)
 - City of Rio Vista: \$500 (2nd installment FY 2014/15) (current)
 - City of Suisun City \$250 (2nd installment FY 2014/15) (current)
 - City of Vacaville: \$5,000 (2nd installment FY 2014/15) (current)
 - County of Solano: \$17,500 (2nd installment FY 2014/15) (current)
 - City of Vallejo: current per contract
- Energy Watch: Net (\$2,482.65) timing issue/2 month lag on billing cycle (YTD 3% of budget)
- Membership Meetings: \$3,029.10 income from annual meeting (YTD 73% budget)
- Sublease Income: \$1,005.78 received final overhead payment from SBDC

EXPENSES: \$ 31,012.29 (YTD 17% of budget)

- Fixed Expenses: \$5,147.71 YTD slightly under budget at 15%
- Personnel: \$19,169.25 YTD slightly under budget at 16%
- Prof Services: \$547.50 YTD slightly under budget at 12%
- Marketing-Business Attraction:
 - Website: \$89.96 YTD 149% of budget – Domain name renewal. Previous month-subscription to Claritas (demographics) and ED Suites annual website hosting fee (under budgeted)
 - Business Attraction & Recruiting – \$6,057.77 Travis Community Consortium annual dues. Timing issue YTD over budget at 28%

Monthly INCOME (LOSS): (\$ 13,581.05) YTD 4% of budget

Current account balances February 28, 2015: \$340,026.61

We currently have a reserve requirement of not falling below \$200,000

Solano EDC
Monthly Financial Statement
 February 2015

	Current Month	Year-to-Date	Annual		
	Feb 2015 Actuals	Jan-Feb 2015 Actuals	Jan-Dec 2015 Budget	YTD \$ Variance	%(17) of Budget
INCOME					
Private & Other Public					
Membership Renewals	12,979.47	22,125.54	148,000.00	(125,874.46)	15%
New Members	500.02	1,000.04	12,000.00	(10,999.96)	8%
Public Memberships					
Membership Renewals	2,375.00	31,250.00	90,800.00	(59,550.00)	34%
Contracts & Grants (Energy Watch)	(2,482.65)	778.46	25,000.00	(24,221.54)	3%
Contracts & Grants (Manex)	0.00	3,500.00	42,000.00	(38,500.00)	8%
Fundraisers					
Golf - Net	0.00	0.00	12,000.00	(12,000.00)	0%
Membership Mtgs (Net)	3,029.10	9,434.35	13,000.00	(3,565.65)	73%
Publications	0.00	0.00	10,000.00	(10,000.00)	0%
Other Income					
Interest Income	24.52	40.72	300.00	(259.28)	14%
Sublease Income	1,005.78	7,062.89	500.00	6,562.89	1413%
Total INCOME	<u>17,431.24</u>	<u>75,192.00</u>	<u>353,600.00</u>	<u>(278,408.00)</u>	<u>21%</u>
EXPENSES					
Fixed/Semi-Fixed Expenses					
Personnel	5,147.71	10,766.34	70,950.00	(60,183.66)	15%
Professional Services	19,169.25	39,444.02	240,650.00	(201,205.98)	16%
Marketing-Sales & Bus Attraction	547.50	1,168.00	9,500.00	(8,332.00)	12%
Publications	0.00	0.00	4,500.00	(4,500.00)	0%
Website	89.96	2,980.95	2,000.00	980.95	149%
Business Aft & Recruiting	6,057.87	7,387.57	26,000.00	(18,612.43)	28%
Total EXPENSES	<u>31,012.29</u>	<u>61,746.88</u>	<u>353,600.00</u>	<u>(291,853.12)</u>	<u>17%</u>
INCOME (LOSS)	<u>(13,581.05)</u>	<u>13,445.12</u>	<u>0.00</u>	<u>13,445.12</u>	<u>4%</u>

**AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : March 11, 2015

TO : Mayor Patterson
Council Member Campbell

FROM : Director of Public Works

SUBJECT : **SOLANO TRANSPORTATION AUTHORITY**

The following information is provided for your committee report at the March 17, 2015 City Council meeting.

The Minutes from the February 11, 2015 Regular Board meeting are attached as well the agenda for the March 11, 2015 meeting. The next regular meeting will be on April 15, 2015 at Suisun City Hall and the agenda for that meeting is unavailable.

Attachments:

- Minutes from the February 11, 2015 Regular Board Meeting
- Agenda for the March 11, 2015 Regular Board Meeting



SOLANO TRANSPORTATION AUTHORITY
Board Minutes for Meeting of
February 11, 2015

1. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (GC § 54956.9)

a. Potential exposure to litigation pursuant to GC § 54956.9 (d): One case

There were no matters to report.

MEMBERS

PRESENT:	Elizabeth Patterson, Chair	City of Benicia
	Norman Richardson, Vice Chair	City of Rio Vista
	Jack Batchelor	City of Dixon
	Harry Price	City of Fairfield
	Pete Sanchez	City of Suisun City
	Curtis Hunt	City of Vacaville
	Osby Davis	City of Vallejo
	Jim Spering	County of Solano

MEMBERS

ABSENT: None.

STAFF

PRESENT:	Daryl K. Halls	Executive Director
	Bernadette Curry	Legal Counsel
	Janet Adams	Deputy Exec. Director/Dir. of Projects
	Robert Macaulay	Director of Planning
	Johanna Masiclat	Clerk of the Board/Office Manager
	Susan Furtado	Accounting & Administrative Svc. Manager
	Liz Niedziela	Transit Manager
	Robert Guerrero	Project Manager
	Sarah Fitzgerald	Program Services Administrator – SR2S
	Anthony Adams	Project Assistant
	Andrew Hart	Associate Planner

ALSO PRESENT: (In alphabetical order by last name.)

Tom Campbell	Councilmember, City of Benicia and new Alternate Board member (Pending Swearing In)
Jerry Castanon, Jr.	Vice Mayor, City of Dixon and new Alternate Board member (Pending Swearing In)
Birgitta Corsello	County Administrator, County of Solano
Ina Gerhardt	Presenter, Caltrans District 4
George Gwynn, Jr.	Resident, City of Suisun City

David Hampton	Vice Mayor, City of Rio Vista and new Alternate Board member (Pending Swearing In)
Dan Kasperson	City of Suisun City
Claudia Preciado	Nelson-Nygaard
Fraser Schilling	Presenter, UC Davis
Matt Tuggle	County of Solano
Graham Wadsworth	City of Benicia
Richard Weiner	Presenter, Nelson-Nygaard
Lori Wilson	Mayor Pro-tem, City of Suisun City and new Alternate Board member (Pending Swearing In)

2. CALL TO ORDER

Chair Patterson called the regular meeting to order at 6:00 p.m. A quorum was confirmed.

3. CONFIRM QUORUM/STATEMENT OF CONFLICT

A quorum was confirmed by the Clerk of the Board. There was no Statement of Conflict declared at this time.

4. APPROVAL OF AGENDA

On a motion by Vice Chair Richardson, and a second by Board Member Spering, the STA Board approved the agenda. (8 Ayes)

5. SWEARING-IN OF NEW STA BOARD ALTERNATE MEMBERS

- **Councilmember Tom Campbell**
Alternate Member representing the City of Benicia
- **Vice Mayor Jerry Castanon, Jr.**
Alternate Member representing the City of Dixon
- **Vice Mayor David Hampton**
Alternate Member representing the City of Rio Vista
- **Mayor Pro-tem Lori Wilson**
Member representing the City of Suisun City

6. OPPORTUNITY FOR PUBLIC COMMENT

George Gwynn, Jr. commented that the current gas tax does not go as far due to fuel efficiency and electric vehicles, however he opposes moving to a vehicle mileage fee.

7. EXECUTIVE DIRECTOR’S REPORT

- Six New Board Alternates Join the STA
- Governor’s Proposed State Budget Would Result in Significant Funding Cuts to Local Roads and Improving and Maintaining the State’s Transportation Infrastructure
- Mid-Year Budget Revisions Reflect Updated Board Priorities
- STA to Update Comprehensive Transportation Plan During 25th Anniversary Year
- Fairfield/Vacaville Intermodal Station Project and Funding Update
- Highway 37 Corridor Subject of Caltrans/UC Davis Study
- Benicia Bus Hub Funding Plan to Fully Fund Third of Four Solano Express Bus Hub Projects
- Transition of Intercity Taxi Scrip Program Underway
- SNCI Program/Transportation Info Depot Update

8. REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)
MTC Commissioner Jim Spring announced that MTC’s full commission took their oath of office for their new four-year term at their meeting today. He noted that the Commission began discussions on programming, funding estimates and projections and criteria for project prioritization process.

9. STA PRESENTATION

- A. State Legislative Update**
Presented by Matt Robinson, Shaw/Yoder/Antwih, Inc.
- B. Presentation on Highway 37 Sea Level Rise Study**
Presented by Fraser Schilling, UC Davis, and Ina Gerhardt, Caltrans District 4
- C. Presentation on Fairfield/Vacaville Train Station**
This item was tabled and deferred to a future Board meeting.

- D. Directors Reports**
 - 1. Planning**
 - 2. Projects**
 - 3. Transit/Rideshare**

10. CONSENT CALENDAR

On a motion by Board Member Batchelor, and a second by Board Member Price, the STA Board unanimously approved Consent Calendar Items A-I. (8 Ayes)

- A. Minutes of the STA Board Meeting of January 14, 2015**
Recommendation:
Approve STA Board Meeting Minutes of January 14, 2015.

- B. Draft Minutes to the TAC Meeting of January 28, 2015**
Recommendation:
Approve TAC Meeting Minutes of January 28, 2015.

- C. Lifeline Transportation Program – Prop 1B**
Recommendation:
Approve the following:
 - 1. The Proposition 1B funding as shown in Attachment C;
 - 2. A loan of \$65,000 of STAF funds to Rio Vista for the purchase of one replacement bus;
 - 3. Allocate \$65,000 of FTA 5311 operating funds to Rio Vista in 2016; and
 - 4. Authorize the Executive Director to execute an agreement with the City of Rio Vista for a STAF loan of \$65,000 and a funding swap of \$65,000 of FTA 5311 with TDA funds to be paid to STA for the repayment of the STAF loan.

- D. Fiscal Year (FY) 2015-16 3-Year Project Initiation Document (PID) Work Plan**
Recommendation:
Approve the FY 2015-16 3-Year PID Work Plan as specified in Attachment A.

- E. Napa-Solano Travel Demand Model Update**
Recommendation:
Approve use of the updated household and employment data for the Napa-Solano Travel Demand Model Update as shown in Attachment A.

F. Paratransit Coordinating Council (PCC) Membership Status and Appointment

Recommendations:

Approve the following:

1. Appoint Cynthia Tanksley to the PCC for a three (3) year term as a Transit User; and
2. Reappoint Edith Thomas to the PCC for a three (3) year term as a Social Service Provider.

G. Contract Amendment - I-80/I-680/State Route (SR) 12 Interchange Project – Construction Package 2

Recommendation:

Approve a contract amendment for BKF Engineers in the amount of \$1,220,300, to cover design engineering services for the I-80/I-680/SR 12 Interchange – Construction Package 2.

H. I-80 Eastbound (EB) Cordelia Truck Scales Relocation Project

Recommendation:

Approve the attached STA Resolution No. 2015-02 requesting that Metropolitan Transportation Commission (MTC) transfer \$775,000 in Regional Measure 2 funds from the R/W Phase to the Construction Phase for the I-80 EB Cordelia Truck Scales Relocation Project.

I. Comprehensive Transportation Plan (CTP) Update - Transit and Rideshare Element - Consultant Services

Recommendation:

Authorize the Executive Director to modify the existing agreement between STA and Elizabeth Richards consulting for an amount not-to-exceed \$17,000 for the performance of the Transit and Rideshare Element tasks set out in Attachment A.

11. ACTION – FINANCIAL ITEMS

A. STA’s Fiscal Year (FY) 2014-15 Proposed Mid-Year Budget Revision

Susan Furtado provided an overview of STA’s Fiscal Year (FY) 2014-15 Proposed Mid-Year Budget Revision. She stated that the Mid-Year Budget Revision has been prepared to reflect the current and anticipated expenditure of funds for the Board’s priority plans, projects and programs and modifies the overall budget from \$35.25M to \$37.57M. She noted that the budget update adds the Intercity Taxi Scrip Program transitioned from the County to STA, including the addition of a Transit Program Manager to manage this new program which is currently being managed and transitioned by a consultant, and she also noted that it establishes two new job classifications within the STA’s Project Department.

Public Comments:

None presented.

Board Comments:

None.

Recommendation:

Approve the following:

1. Adopt the STA's FY 2014-15 Proposed Budget Revision as shown in Attachment A;
2. Authorize the Executive Director to upgrade the STA's telephone system to ShoreTel Voice over IP system for an amount not-to-exceed \$38,000;
3. Authorize the Executive Director to change STA's credit card to Bank of the West; and
4. Approve a modification to the STA's Staff Organizational Chart establishing the full time Transit Program Manager to manage transit services and establishment of Assistant Project Manager and Senior Project Manager position classifications.

On a motion by Board Member Batchelor, and a second by Board Member Spring, the STA Board approved the recommendations. (8 Ayes)

B. Benicia Transit Bus Hub Project Funding Request

Graham Wadsworth, City of Benicia presented the status of the Benicia Transit Bus Hub Project, and Robert Guerrero summarized the funding plan as noted below.

Working Group 3: Working Group 3 includes the cities of Benicia, Vallejo and the County. Both SolTrans and RTIF Working Group 3 have supported their component of Benicia's funding request. Working Group 3 met on November 14, 2014 and unanimously agreed to recommend allocating \$60,000 from RTIF District 3 towards the Benicia Bus Hub Project in lieu of the Columbus Drive Project, which the City of Benicia has agreed to fund separately.

State Transit Assistance Fund (STAF) Finance Plan Request

Given that the RTIF is subject to building permit activity, STA staff is recommending \$125,000 from STAF be utilized to help finance the Benicia Bus Hub Project. With this request, there is \$525,000 already approved for the project. This request is to use \$125,000 of STAF to finance the construction of the project. \$125,000 of STAF will be re-paid once an equal amount is collected in RTIF revenues.

The proposed funding plan is to increase RTIF revenue allocation to the Benicia Bus Hub Project from a total of \$100,000 to \$336,000 with RTIF funds provided by Working Group 3 (\$60,000) and Working Group 6 (\$176,000). The City of Fairfield's FTC project would receive the remaining funding from Working Group 6, up to \$400,000 after the first \$276,000 of RTIF is provided to the City of Benicia to construct the Benicia Bus Hub project. The STAF funding recommended to finance the Benicia project would be paid back to STA as RTIF funding is collected.

Public Comments:

None presented.

Board Comments:

Board Member Spring asked if the project provides easy accessibility to the freeway to traffic traveling in either direction. Mr. Guerrero responded that the project was designed to ensure easily accessibility on and off the freeway going in each direction.

Board Member Spring asked for more edification on how the Regional Transportation Impact Fee (RTIF) is funding this project. Daryl Halls explained that the Benicia Transit Bus Hub Project is a regionally funded transit project to be funded by a combination of RTIF Working Groups.

Board Member Spring commented this was one of the types of projects intended by the adoption of the RTIF. Board Member Batchelor commended STA staff on the example of this project's acceleration delivery projection due to the Regional Transportation Impact Fee.

Chair Patterson commented that one of the advantages of having a public restroom in the structure is due to the high level of bicycle traffic. She commented that having the food truck available is an innovative amenity to the industrial park and expressed her hope that it is a template for future projects.

Recommendation:

Approve the following:

1. Set aside \$125,000 from State Transit Assistance Funds (STAF) in FY 2015-16 to help finance the construction of Benicia Transit Bus Hub Project which will be paid back as Regional Transportation Impact Fee (RTIF) funding is collected;
2. Eliminate the Columbus Drive Project (\$60,000) from the RTIF Working Group 3 Projects as this project is fully funded; and
3. Allocate an additional \$236,000 from RTIF funds collected by Working Groups 3 (\$60,000) and 6 (\$176,000) towards the Benicia Bus Hub Transit Project.

On a motion by Board Member Jack Batchelor, and a second by Board Member Spring, the STA Board approved the recommendations. (8 Ayes)

C. Intercity Taxi Scrip/Paratransit Program Update and Recommendation

Richard Weiner presented the status of the Intercity Taxi Scrip/Paratransit Program. He outlined the tasks need to transition the program from the County to STA which is occurring during the month of February 2015. He noted that the program in its current form will be administered by Nelson\Nygaard with assistance from NWC Partners (Mary Pryor) until a new model has been analyzed and approved by the Board, which is expected to occur by mid-2015. Implementation of the new program and training of STA Project Manager responsible for program oversight will be completed before the end of a new Fiscal Year 2014-15.

Public Comments:

None presented.

Board Comments:

Board Member Spring requested staff consider piloting a program with one handicap accessible vehicle to explore the transition to adding non-ambulatory service.

Recommendation:

Approve the following:

1. Authorize the Executive Director to amend the Memorandum of Understanding (MOU) with the Solano Transportation Authority (STA), the five local transit agencies, and Solano County for the Countywide taxi-based intercity paratransit service; and
2. Authorize the Executive Director to enter into an agreement with the Taxi Providers as part of the transition from Solano County to STA; and
3. Authorize the Executive Director to enter into an agreement with the City of Fairfield to pass through to STA the \$200,000 of Federal Transit Administration (FTA) New Freedom Funds awarded to the Solano County Intercity Taxi Scrip Program/Paratransit Program.

On a motion by Vice Chair Richardson, and a second by Board Member Augustine, the STA Board approved the recommendations. (7-0 Ayes, Board Member Davis stepped out of the room and was not present during the vote.)

12. ACTION – NON-FINANCIAL ITEMS

A. Solano Comprehensive Transportation Plan (CTP) Update – Public Outreach

Robert Macaulay reviewed staff’s proposed public outreach program with efforts to contact both traditional groups (such as City Councils, Planning Commissions and service clubs) with traditional and new media. He noted that STA staff will make at least one presentation in each of the 7 cities, but has a goal of two or more. Presentations will occur both during the work day and evening hours in order to maximize the cross section of the public that can participate. He summarized each phase: **Phase 1 – “What are Your Transportation Priorities?”** The first phase will request input on the priority of transportation issues faced by members of the Solano community, and ideas they have for addressing those issues. **Phase 2 – “Here is What We Heard”** STA staff will develop a matrix of comments received and how they are addressed, similar to the format used in soliciting, organizing and responding to comments to Environmental Impact Reports.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve the following:

1. The Solano CTP public outreach campaign as outlined above; and
2. Request MTC to enable STA to coordinate Solano CTP outreach with MTC’s Regional Transportation Plan (RTP)/Sustainable Communities Strategies (SCS).

On a motion by Board Member Price, and a second by Board Member Sperring, the STA Board approved the recommendations. (7-0 Ayes, Board Member Davis stepped out and was not present during the vote.)

B. Cap and Trade Program Project Support – Fairfield/Vacaville Train Station

Robert Macaulay provided an overview of the Cap and Trade Program project support for the Fairfield/Vacaville Train Station. He noted that, based on the program criteria, staff does not believe that there are any Solano County projects that would be competitive for the AHSC - Transit Oriented Development program at this time. He added that staff has identified one Solano County project that could be competitive for the AHSC - Integrated Connectivity Project (ICP) fund category, elements of the Fairfield-Vacaville Train Station Project. He noted that STA staff is recommending that the STA Board formally support this Project as the AHSC countywide priority. He also noted that STA staff is working with the City of Fairfield to flesh out the details of a possible application.

Board Member Davis returned to the meeting.

Public Comments:

None presented.

Board Comments:

Chair Patterson asked for clarification of the density level on the Fairfield/Vacaville train station area and how the Greenhouse Gas (GHG) emission reduction will be calculated.

Robert Macaulay explained that it is approximately 30-32 units per acre and highlighted that this portion does not require a housing component. He stated that the State of California established a program for STA to enter data in order to calculate the GHG emission.

Chair Patterson proposed adding protection of the working lands as it pertains to absorbing rain wildlife habitat.

Board Member Price commented that the City of Fairfield is planning the Ground Breaking Ceremony for the Fairfield/Vacaville Train Station in early spring.

Recommendation:

Designate the Fairfield-Vacaville Train Station as the STA's priority project for the State Cap and Trade Affordable Housing and Sustainable Communities program for 2015.

On a motion by Board Member Price, and a second by Vice Chair Richardson, the STA Board unanimously approved the recommendations. (8 Ayes)

C. Consolidated Transportation Services Agency (CTSA) Advisory Committee – Appointment of ~~Three (3)~~ Four (4) STA Board Members

Recommendation:

Appoint ~~three (3)~~ four STA Board Members to the CTSA Advisory Committee.

Chair Patterson asked for interested Board Members to serve on this CTSA Advisory Committee. Staff was asked if more than three members could serve as four Board members indicated an interest. Daryl Halls indicated adding members was at the discretion of the STA Board.

By consensus, the following 4 STA Board Members were appointed to the CTSA Advisory Committee:

1. Jack Batchelor, City of Dixon
2. Harry Price, City of Fairfield
3. Norman Richardson, City of Rio Vista
4. Jim Spering, County of Solano

13. INFORMATIONAL

A. Active Transportation Program (ATP) Update – Discussion of Potential Candidate Projects

Andrew Hart cited that it is anticipated that \$120M is available annually for Fiscal Years (FYs) 2016-17, 2017-18, and 2018-19 (total \$360M). He mentioned that MTC has chosen to make the regional Call for Projects concurrent with the statewide Call for Projects which is March 26, 2015. The deadline for both regional and statewide applications will be May 29, 2015. He also explained that Cycle 2 of ATP will differ in some minor ways from



MEETING AGENDA

**6:00 p.m., STA Board Regular Meeting
 Wednesday, March 11, 2015
 Suisun City Hall Council Chambers
 701 Civic Center Drive
 Suisun City, CA 94585**

Mission Statement: To improve the quality of life in Solano County by delivering transportation system projects to ensure mobility, travel safety, and economic vitality.

Public Comment: Pursuant to the Brown Act, the public has an opportunity to speak on any matter on the agenda or, for matters not on the agenda, issues within the subject matter jurisdiction of the agency. Comments are limited to no more than 3 minutes per speaker unless modified by the Board Chair, Gov't Code § 54954.3(a). By law, no action may be taken on any item raised during the public comment period (Agenda Item IV) although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency. **Speaker cards are required in order to provide public comment. Speaker cards are on the table at the entry in the meeting room and should be handed to the STA Clerk of the Board. Public comments are limited to 3 minutes or less.**

Americans with Disabilities Act (ADA): This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact Johanna Masiclat, Clerk of the Board, at (707) 424-6008 during regular business hours at least 24 hours prior to the time of the meeting.

Staff Reports: Staff reports are available for inspection at the STA Offices, One Harbor Center, Suite 130, Suisun City during regular business hours, 8:00 a.m. to 5:00 p.m., Monday-Friday. You may also contact the Clerk of the Board via email at jmasiclat@sta-snci.com. **Supplemental Reports:** Any reports or other materials that are issued after the agenda has been distributed may be reviewed by contacting the STA Clerk of the Board and copies of any such supplemental materials will be available on the table at the entry to the meeting room.

Agenda Times: Times set forth on the agenda are estimates. Items may be heard before or after the times shown.

<u>ITEM</u>	<u>BOARD/STAFF PERSON</u>
1. CALL TO ORDER/PLEDGE OF ALLEGIANCE (6:00 – 6:05 p.m.)	Chair Patterson
2. CONFIRM QUORUM/ STATEMENT OF CONFLICT An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. Cal. Gov't Code § 87200.	Chair Patterson
3. APPROVAL OF AGENDA (6:05 – 6:10 p.m.)	
4. SWEARING-IN OF NEW STA BOARD ALTERNATE MEMBER (6:10 – 6:15 p.m.)	Johanna Masiclat
<ul style="list-style-type: none"> • Vice Mayor Chuck Timm Alternate Member representing the City of Fairfield 	

<u>STA BOARD MEMBERS</u>							
Elizabeth Patterson (Chair)	Norman Richardson (Vice Chair)	Jack Batchelor, Jr.	Harry Price	Pete Sanchez	Len Augustine	Osby Davis	Jim Spring
City of Vallejo	City of Rio Vista	City of Dixon	City of Fairfield	City of Suisun City	City of Vacaville	City of Vallejo	County of Solano
<u>STA BOARD ALTERNATES</u>							
Tom Campbell	David Hampton	Jerry Castanon, Jr.	Chuck Timm (Pending)	Lori Wilson	Curtis Hunt	Jesse Malgapo	Erin Hannigan

5. OPPORTUNITY FOR PUBLIC COMMENT

(6:15 – 6:20 p.m.)

6. EXECUTIVE DIRECTOR’S REPORT – Pg. 5

(6:15 – 6:20 p.m.)

Daryl K. Halls

7. REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)

(6:20 – 6:25 p.m.)

Jim Sperring,
MTC Commissioner

8. STA PRESENTATIONS

(6:25 – 6:40 p.m.)

A. Presentations:

- 1. Fairfield and Vacaville Intermodal Station**
- 2. Proposed Solano Community College Student Transportation Fee**
- 3. Safe Routes to School Program Update**

Kevin Berryhill, City of Fairfield
 Rischa Slade,
 Solano Community College
 Sarah Fitzgerald

B. Directors Reports

- 1. Planning**
- 2. Projects**
- 4. Transit/Rideshare**

Robert Macaulay
 Janet Adams
 Liz Niedziela/Judy Leaks

9. CONSENT CALENDAR

Recommendation:

Approve the following consent items in one motion.

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

(6:40 – 6:45 p.m.)

A. Minutes of the STA Board Meeting of February 11, 2015

Johanna Masiclat

Recommendation:

Approve STA Board Meeting Minutes of February 11, 2015.

Pg. 11

B. Draft Minutes to the TAC Meeting of February 25, 2015

Johanna Masiclat

Recommendation:

Approve TAC Meeting Minutes of February 25, 2015.

Pg. 21

C. Fiscal Year (FY) 2014-15 Second Quarter Budget Report

Susan Furtado

Recommendation:

Receive and file.

Pg. 27

D. Contract Amendment - Travel Demand Model Validation Services

Robert Macaulay

Recommendation:

Authorize the Executive Director to amend the contract with Cambridge Systematics for validation of the Napa Solano Travel Demand Model for an amount not to exceed \$70,049.

Pg. 31

E. Safe Routes to School (SR2S) GIS Mapping Contract

Sarah Fitzgerald

Recommendation:

Authorize the Executive Director to enter into an agreement with Brian Fulfroost and Associates for an amount not-to-exceed \$17,000 as specified in Attachment A.

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10. ACTION FINANCIAL ITEMS

A. I-80 Cordelia Truck Scales and I-80/I-680/State Route (SR) 12 Interchange – Response to Pacific Gas and Electric (PG&E) Project Cost Increases

Janet Adams and
Bernadette Curry,
Legal Counsel

Recommendation:

Authorize the Executive Director to send the letters as shown in Attachments C and D to PG&E denying their requests for additional payment for allocation costs associated with the Cordelia Truck Scales and I-80/I-680/SR 12 Interchange Projects.

(6:45 – 6:55 p.m.)

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11. ACTION NON-FINANCIAL ITEMS

A. STA Soundwall Retrofit Policy

Robert Guerrero

Recommendation:

Approve the STA Soundwall Retrofit Policy as outlined in Attachments A and B.

(6:55 – 7:00 p.m.)

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B. Legislative Update

Jayne Bauer

Recommendation:

Take the following positions:

- Assembly Bill (AB) 4 (Linder) - Prohibiting the transfer of weight fee revenues from the State Highway Account to the Transportation Debt Service Fund; *Watch*
- Assembly Bill (AB) 227 (Alejo) – Prohibiting the transfer of weight fee revenues from the State Highway Account to the Transportation Deb Service Fund and extending P3 authorization; *Support*
- Assembly Constitutional Amendment (ACA) 4 (Frazier) - Lower the voter approval requirements from 2/3 to 55 percent for the imposition of special taxes used to provide funding for transportation purposes; *Support*
- Senate Bill (SB) 321 (Beall) - Stabilization of the gasoline excise tax; *Support in concept*

(7:00 – 7:05 p.m.)

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12. INFORMATIONAL ITEMS - DISCUSSION

- A. **Solano County Pothole Report Update – Impact of Proposed State Excise Tax on Gasoline Funding Cuts on Solano County** Anthony Adams
(7:05 – 7:15 p.m.)
Pg. 151

NO DISCUSSION

- B. **Proposed Solano Community College Student Transportation Fee** Judy Leaks
Pg. 169
- C. **Solano Safe Routes to School (SR2S) Program – Evaluation Update** Sarah Fitzgerald
Pg. 171
- D. **Regional Transportation Plan Update - Call for Projects** Robert Macaulay
Pg. 173
- E. **Quarterly Project Delivery Report** Anthony Adams
Pg. 175
- F. **Yolo-Solano Air Quality Management District (YSAQMD) Call for Projects** Drew Hart
Pg. 181
- G. **Local Transportation Development Act (TDA) and Members Contributions for Fiscal Year (FY) 2015-16** Susan Furtado
Pg. 183
- H. **MTC Vital Signs Website** Robert Macaulay
Pg. 189
- I. **Summary of Funding Opportunities** Drew Hart
Pg. 191
- J. **STA Board and Advisory Committee Meeting Schedule for Calendar Year 2015** Johanna Masiclat
Pg. 196

13. BOARD MEMBERS COMMENTS

14. ADJOURNMENT

The meeting will be adjourned in memory of former STA Pedestrian Advisory Committee (PAC) Member Allan Deal.

The next regularly scheduled meeting of the STA Board is at **6:00 p.m., Wednesday, April 15, 2015**, Suisun Council Chambers.

**AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : March 11, 2015

TO : Mayor Patterson
Council Member Campbell
Vice Mayor Hughes

FROM : Director of Public Works

SUBJECT : **SOLANO COUNTY WATER AGENCY**

The following information is provided for your committee report at the March 17, 2015 City Council meeting.

The draft minutes of the February 12, 2015 meeting are attached. The agenda for the regular meeting on March 12, 2015 is attached. The next meeting is scheduled for April 9, 2015.

Attachments:

- Draft minutes of the February 12, 2015 regular meeting
- Agenda for March 12, 2015 regular meeting

**SOLANO COUNTY WATER AGENCY
BOARD OF DIRECTORS MEETING MINUTES**

MEETING DATE: February 12, 2014

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

Mayor Jack Batchelor, City of Dixon
Mayor Harry Price, City of Fairfield
Mayor Len Augustine, City of Vacaville
Mayor Pete Sanchez, City of Suisun City
Mayor Elizabeth Patterson, City of Benicia
Mayor Osby Davis, City of Vallejo
Mayor Norm Richardson, City of Rio Vista
Supervisor Erin Hannigan, Solano County District 1
Supervisor Linda Seifert, Solano County District 2
Supervisor Jim Spring, Solano County District 3
Supervisor Skip Thomson, Solano County District 5
Director J. D. Kluge, Solano Irrigation District
Manager Don Holdener, Maine Prairie Water District
Director Dale Crossley, Reclamation District 2068

CALL TO ORDER

The meeting was called to order at 6:30 P.M. by Chairman Crossley.

APPROVAL OF AGENDA

On a motion by Mayor Batchelor and a second by Supervisor Seifert the Board unanimously approved the agenda.

PUBLIC COMMENT

There were no public comments.

CONSENT ITEMS

On a motion by Supervisor Spring and a second by Mayor Batchelor the Board unanimously approved Consent Items A through D. Supervisor Spring requested Item 5E be pulled for discussion.

- (A) Minutes
- (B) Expenditure Approvals
- (C) PG&E Letter of Understanding and Solano Land Trust Letter Agreement for Collaboration on Mitigation Credits on Solano Land Trust Property for Future Development under the Solano Habitat Conservation Plan
- (D) Partnership with the Yolo County Habitat/Natural Communities Conservation Plan JPA for Lower Putah Creek Habitat Projects:

Staff gave the Board additional details regarding Item 5E, Ulatis Project Easement Variance. Public comment was received from Jack Murphy, Batavia Road resident. Staff clarified the intent of the agreement. Staff was directed to follow-up with Mr. Murphy on some local flooding concerns in his area. On a motion by Manager Holdner and second by Mayor Patterson the Board unanimously approved Item 5E, Ulatis Project Easement Variance: Pipeline Agreement.

BOARD MEMBER REPORTS

No reports were given.

GENERAL MANAGER'S REPORT

No additions to the written report.

DELTA ISSUES

Supervisor Seifert reported that the SCWA Water Policy Committee was informed on the Lower Sacramento/Delta North Region Corridor Management Framework.

Supervisor Thomson reported that the Delta Counties Coalition was continuing discussions of Bay-Delta Conservation Plan governance with the State.

**RESOLUTION ENDORSING THE LOWER SACRAMENTO/DELTA NORTH
REGION CORRIDOR MANAGEMENT FRAMEWORK**

Manager Okita gave a presentation on the Lower Sacramento/Delta North Region Corridor Management Framework (CMF). The CMF was developed through a coalition of local agencies as a locally preferred approach to achieve federal, state, and local flood management and habitat objectives in the Region. The CMF is the start of a process that can potentially mitigate adverse local impacts of changes in the Region and provide some local benefits. On a motion by Supervisor Hannigan and second by Mayor Batchelor the Board unanimously approved a resolution endorsing the Lower Sacramento/Delta North Region Corridor Management Framework. Mayor Richardson was recommended to represent the Agency by Chair Crossley and with a second by Supervisor Spering the Board unanimously approved.

MID-YEAR BUDGET UPDATE

Katherine Phillips, Administrative Service Manager, presented a mid-year budget status update to the Board.

TIME AND PLACE OF NEXT MEETING

The next regularly scheduled meeting will be Thursday, March 12, 2015 at 6:30 p.m. in the Berryessa Room located at the Solano County Water Agency offices.

ADJOURNMENT

This meeting of the Solano County Water Agency Board of Directors was adjourned at 7:00 p.m.

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

SOLANO COUNTY WATER AGENCY



BOARD OF DIRECTORS:

Chair:

Director Dale Crossley
Reclamation District No. 2068

Vice Chair:

Supervisor Erin Hannigan
Solano County District 1

Mayor Len Augustine
City of Vacaville

Mayor Jack Batchelor
City of Dixon

Mayor Osby Davis
City of Vallejo

Director John D. Kluge
Solano Irrigation District

Mayor Elizabeth Patterson
City of Benicia

Mayor Harry Price
City of Fairfield

Mayor Norm Richardson
City of Rio Vista

Director Gene Robben
Maine Prairie Water District

Mayor Pete Sanchez
City of Suisun City

Supervisor Linda Seifert
Solano County District 2

Supervisor Jim Spering
Solano County District 3

Supervisor Skip Thomson
Solano County District 5

Supervisor John Vasquez
Solano County District 4

GENERAL MANAGER:

David Okita, PE
Solano County Water Agency

BOARD OF DIRECTORS MEETING

DATE: Thursday, March 12, 2015

TIME: 6:30 – 7:00 p.m. (Note: City County
Coordinating Council is meeting at 7:00)

PLACE: Berryessa Room
Solano County Water Agency Office
810 Vaca Valley Parkway, Suite 203
Vacaville

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

4. **PUBLIC COMMENT**

Limited to 5 minutes for any one item not scheduled on the Agenda.

5. **CONSENT ITEMS**

(A) Minutes: Approval of the Minutes of the Board of Directors meeting of February 12, 2015 is recommended.

(B) Expenditure Approvals: Approval of the February checking account register is recommended.

(C) Request to Maintain Funding for the Cooperative Endangered Species Conservation Fund - Fiscal 2016 Appropriations: Authorize the Chairman to sign-on to the California Habitat Conservation Planning Coalition letter to Senators Feinstein and Boxer requesting to maintain funding levels for the Cooperative Endangered Species Conservation Fund, Fiscal 2016 Appropriations.

(D) Amendment to the Agreement with Electric and Gas Industries Association (EGIA) for the Installation of High-Efficiency Toilets: Authorize General Manager to execute Amendment No. 1 to the Agreement with EGIA to offer rebates for the installation of

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



VIII.B.9.5

High-Efficiency Toilets (HETs) in residential units throughout Solano County. Amendment increases contract amount from \$100,000 to \$143,000.

(E) Resolution for CalPERS' Public Employee's Pension Reform Act of 2013 (PEPRA) to Tax Defer Member Paid Contributions: Adopt Resolution to defer taxes on member paid contributions for CalPERS PEPRA.

6. BOARD MEMBER REPORTS

RECOMMENDATION: For information only.

7. GENERAL MANAGER'S REPORT

RECOMMENDATION: For information only.

8. SCWA STRATEGIC PLANNING

1. Establish a SCWA Strategic Planning Stakeholder Group.
2. Appoint Board members and a Chair to the Stakeholder Group.
3. Authorize staff to proceed with solicitation of Requests for Qualifications and Proposals to hire a consultant to assist in preparing the SCWA 2015 Strategic Plan.

9. DELTA ISSUES

RECOMMENDATIONS:

1. Hear status report from the SCWA Water Policy Committee from Supervisor Seifert.
2. Hear report from Supervisor Thomson on activities of the Delta Counties Coalition and Delta Protection Commission.
3. Hear report from Legislative Committee on meetings with Legislators.

10. WATER CONSERVATION LANDSCAPE REBATE PROGRAM

RECOMMENDATION: Consider appropriating additional funding to fund water conservation landscape rebates that are currently suspended due to full expenditure of current budget amounts.

11. TIME AND PLACE OF NEXT MEETING

Thursday, April 9, 2015 at 6:30 p.m. at the SCWA offices.

The Full Board of Directors packet with background materials for each agenda item can be viewed on the Agency's website at www.scwa2.com.

Any materials related to items on this agenda distributed to the Board of Directors of Solano County Water Agency less than 72 hours before the public meeting are available for public inspection at the Agency's offices located at the following address: 810 Vaca Valley Parkway, Suite 203, Vacaville, CA 95688. Upon request, these materials may be made available in an alternative format to persons with disabilities.
Mar.2015.bod.agd

AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS

DATE : March 5, 2015

TO : Vice Mayor Hughes
Council Member Strawbridge

FROM : Public Works Director

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

The following is provided as your committee report for the March 17, 2015 City Council meeting.

The TPBS Committee last met on January 15, 2015 and the draft minutes are attached.

The next regular meeting is scheduled for April 16, 2015.

Attachment:

- January 15, 2015 – Draft minutes

DRAFT
Minutes
CITY OF BENICIA
TRAFFIC, PEDESTRIAN AND BICYCLE SAFETY (TPBS) COMMITTEE
Regular Meeting
Thursday, January 15, 2015
7:00 p.m.

I. Call to Order.

Meeting called to order at 7:01 p.m.

1. Roll Call:

Present:

Committee Chair, Council Member, Christina Strawbridge

Vice-Mayor, Mark Hughes

Police Lt. Scott Przekurat

Public Works Director/City Engineer, Graham Wadsworth

Absent: None (Principal Engineer position is vacant.)

Staff Present: Associate Civil Engineer, Nouae Vue

Kathy Trinque, Administrative Secretary

2. Fundamental Rights Statement was read by Chair Strawbridge

3. Pledge of Allegiance – led by Gretchen Burgess

II. Approval of October 16, 2014 Meeting Minutes.

Graham Wadsworth advised Committee members that, in response to a question about new committee members approving minutes, the City Attorney stated that - Committee members can approve minutes for a meeting that they did not attend.

Mr. Wadsworth also distributed the “Benicia Traffic Calming Program Summary” presentation and reviewed the last item from the October minutes when former Committee members gave direction to staff about their preference for scheduling special meetings and cancelling regular meetings when there were no items to schedule. Vice-Mayor Hughes and Chair Strawbridge concurred with the previous Committee member’s direction.

A motion to adopt the minutes was made by Council Member Mark Hughes, seconded by Graham Wadsworth and approved by a 4-0 vote (Principal Engineer position is vacant).

III. Public Comments:

Gretchen Burgess, representing the Mary Farmar Elementary School PTA Board, asked the Police Department to schedule some extra traffic direction/enforcement, both at the school’s front driveway and on Drolette, to encourage safer driving habits by parents picking up and dropping off children.

Nancy Lund asked if citizens from the community could serve as Committee Members on the TPBS Committee.

Mr. Wadsworth read from Chapter 10.10 of the Benicia Municipal Code section that addressed who made up the TPBS Committee (2 Council Members, Police Chief or his representative, Public Works Director and Traffic Engineer and the appointment process.

Vice-Mayor Hughes and Chair Strawbridge commented that the City Council has discussed this idea, along with their review of all boards, commissions and committees, missions and roles. It may be addressed as the City continues to work on this item.

John Johnson of 511 Vecino Street requested a stop sign be installed on Vecino Street, one block east of East 5th Street to help slow down traffic.

Mr. Wadsworth responded that the City follows the California Manual on Uniform Traffic Control Devices and follows a process before installing new devices.

Vice-Mayor Hughes commented that, based on previous experience, there is often a better and simpler method the City can use to address this problem before installing a stop sign, such as speed bumps. This will be further discussed later at this meeting under Action Item 1.

IV. Verbal Staff Updates

1. Status update on request for speed limit reductions in West Manor neighborhood and on Military West between West 2nd and First Street.

Nouae Vue, Associate Civil Engineer, provided a brief update. Lt. Przekurat stated that Police Department staff has collected the traffic counts and speed data – but unfortunately, Lt. Hartig is not here this evening to present the data. Lt. Przekurat will follow-up with Lt. Hartig and Ms. Burgess. Staff will schedule this item at the next TPBS Committee meeting for review to see if reducing the speed limit is justified.

On Military East between East 2nd and East 3rd Streets, staff is waiting for the resident to provide the City a traffic calming request form and petition. However, the most pressing issue was the complaint about Soltrans buses speeding in the area. At the September TPBSC meeting, a SolTrans representative was present and she informed the Committee that Soltrans staff were working with bus drivers and installing monitoring equipment on the buses. Vice-Mayor Hughes confirmed that Soltrans had installed GPS and governors on buses to limit the bus speed to 65 mph.

2. Status update of traffic calming requests (3 locations) from the October TPBS Committee Meeting.

Nouae Vue updated the Committee on the traffic calming measures that were installed at 3 locations -- East E Street (E 2nd to E 5th), West K Street (at West 4th St) and on Panorama (Tustin to Chelsea Hills). The traffic calming work is completed and the City received thank you's from a resident on Panorama and the Homeowners Association on East E Street. City staff added this work to a contract with a striping company working on the East 2nd Street Overlay Project thereby saving money for the City on this work.

3. Status update of Striping on East 5th Street/St. Dominic's School.

Nouae Vue provided a brief update on this request from St. Dominic's School. The request was to refresh some red curb paint and add two new spaces for loading/unloading students in front of the school. Engineering staff is working with PW Maintenance crews to perform the curb painting, who will have to wait for warmer, dryer weather.

4. Status update of Military West/West 7th Street Intersection Feasibility Study.

Nouae Vue provided a brief update on this item. Staff has a signed contract with Omni-Means, Inc., a traffic engineering firm, to evaluate this intersection. The study can begin as soon as the purchase order is signed – which is in progress. Staff found a previous study for this intersection that was done approximately 15 years ago and it has been provided to Omni-Means. Omni-Means will also look for grant opportunities for the City as part of their work. City staff will have a work schedule for the study once all the documents are signed.

Committee members and members of the public, Ms. Burgess, Ms. Lund and Ms. Wood discussed this item and expressed their concerns about the following:

- a. there is no separate left-turn traffic signal arrow for cars going from eastbound Military to West 7th Street;
- b. described the limitations of the existing traffic signals and how to request funding to upgrade it in the next budget cycle;
- c. eastbound cars turning left onto W 7th Street are jumping ahead of westbound cars – can a delay be added to the signal timing;
- d. what an approximate timeframe for the project completion and how long will it take to finish study;
- e. whether there are grant funding possibilities to pay for improvements;
- f. is it possible to add a loop sensing system to this signal;
- g. is it possible to build a new roundabout intersection;
- h. specific computer modeling is included in the contract;

- i. there are challenges for bicyclists traveling west and conflict with cars on Military W as they turn right onto West 7th Street;
- j. would like the City to remove the bots dots that restrict bicycle movements;
- k. there are additional bicycle challenges on Military West toward the State Park.

VI. Action Items

1. Crosswalk Installation Request on East 5th Street, north of I-780 freeway on-off ramps, at Vecino Street

Chair Strawbridge introduced this action item.

Kathy Trinque, Administrative Secretary, reviewed the e-mail comments, received prior to the meeting, in support of the new crosswalk from Steve & Leslie Mainini, 1890 Lindo Street and Richard and Carol Perona of 1882 Buena Tierra.

Mr. Vue provided a brief overview of his field observations from the staff report. The new crosswalk installation staff is proposing would include two sidewalk bulb-outs, accessible ADA curb ramps and crosswalk striping on the south side of the intersection. The bulb-outs create a shorter distance for pedestrians to cross and increased visibility for pedestrian. Since the street narrows, it also helps drivers to slow down.

Public Comments:

Mr. Dan Dempsey of 598 Vecino Street spoke in favor of the crosswalk and asked what “bulb-out’s” are. He also expressed concern that there is no lighting for pedestrians under the I-780 freeway and no street lights in the area where many pedestrians walk on the east side of East 5th Street. There are also no sidewalks on the east side of East 5th Street. Cars speed up and down this part of East 5th Street. There is no safe way to cross from the convenience store to Vecino Street. He also mentioned support of a lane diet to narrow street and concern about cars having mechanical problems often exist the freeway at East 5th Street and park there. If sidewalks were added, it would restrict parking.

An unidentified resident from the area expressed concern about nearby Monterey pine trees that block the street lighting. Also cars and motorcycles speed up East 5th Street every afternoon.

An unidentified resident, named Jan, from Lindo Street expressed concern about speeding on East 5th Street, dim lighting for pedestrians making it dangerous to cross the street because motorists can’t see them. Cars tend to accelerate up East 5th Street.

Vice-Mayor Hughes stated that he is concerned about the cost to install all the items at once, because often larger projects are delayed due to lack of funds. He prefers that staff install the improvements in phases – i.e., first the crosswalk striping and see if that helps, then as funds are available, build the bulb-outs, etc. He prefers that something is done soon, rather than to wait for the entire funding for all the improvements.

Chair Strawbridge stated that she would like to have staff look into pruning the pine trees to provide more light and contact Caltrans about have the lights under the I-780 freeway repaired or replaced before the City pays for additional lighting. Also check with the store owner to see if they can add some lighting.

Mr. Wadsworth stated concern about the existing gaps in the sidewalk on East 5th Street. He is in support of bulb-outs that narrow the street helps to slow speeds. ADA ramps are now required when sidewalks are built.

Lt. Przekurat stated that there have been few accidents at this location and he is in support of a new crosswalk.

By consensus, the Committee agreed to move forward to secure funding and, if necessary, phase the recommended intersection work, and investigate tree trimming as described by Vice-Mayor Hughes and Chair Strawbridge.

Also a status update of this item to be presented at the next regular meeting.

Meeting was adjourned at 8:05 pm.

AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS

DATE : March 5, 2015

TO : Vice Mayor Hughes
Council Member Schwartzman

FROM : City Manager

SUBJECT : **TRI-CITY AND COUNTY COOPERATIVE PLANNING GROUP**
"SOLANO OPEN SPACE"

The following information is provided for your committee report at the March 17, 2015 Council meeting. The regularly scheduled meeting on March 9, 2015 was canceled due to a lack of quorum of the Governing Board. The next regular meeting is scheduled for Monday, June 8, 2015, at 7:15 P.M. (location to be determined).

**AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : March 11, 2015

TO : Council Member Campbell
Council Member Schwartzman

FROM : City Manager

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

The following information is provided for your committee report at the March 17, 2015 Council meeting.

The CAP meets quarterly at 6:30 p.m. at the refinery at 610 Industrial Way. The next meeting is TBD.

AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORT

DATE : March 4, 2015

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

FROM : Youth Action Coalition

SUBJECT : **YOUTH ACTION COALITION**

The Benicia Youth Action Coalition met on February 25, 2015.

Staff report included details on the new County Alcohol, Tobacco and Other Drug (ATOD) Prevention Collaborative organizational structure.

Benicia Unified School District representatives recently met to discuss setting up a Drug Task Force to address specific issues facing ATOD problems within the schools.

A National Guard representative reported moving ahead on plans to sponsor training in June. The training would be held in Benicia and open to all County ATOD members. The training would include expert speakers and presentations on ATOD issues specific to our City and County.

A report was given on the Family Resource Center activities. The next Parent Project class starts March 5th.

The American Lung Association's annual report was passed out.

The next meeting will be on March 25, 2015 at 3:30 PM in the Commission Room at City Hall.

**AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : March 11, 2015
TO : City Council
FROM : Mayor Patterson
SUBJECT : **ABAG/CAL FED TASK FORCE/BAY AREA WATER FORUM**

The following information is provided for your committee report at the March 17, 2015 City Council meeting.

The Bay Area Water Forum's last meeting was held on March 26, 2012.

This was the last meeting of the Bay Area Water Forum for 2012, due to a lack of funding.

**AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : March 11, 2015

TO : Mayor Patterson
Vice Mayor Hughes
Council Member Campbell

FROM : Assistant City Manager

SUBJECT : **SOLANO COUNTY TRANSIT (SolTrans) BOARD MEETING**

The following information is provided for your committee report at the March 17, 2015 Council meeting.

The Solano County Transit (SolTrans) Joint Powers Authority held a regular meeting on February 19, 2015. The agenda for that meeting is attached.

The next regular meeting of the SolTrans Board will be held on March 19, 2015 at 4:00 p.m. and will be held in the City of Benicia Council Chambers. The Agenda and Executive Report for this meeting were not available as of the date of this report.

Attachment:

- Agenda from the February 19, 2015 regular meeting.



**BOARD MEETING AGENDA
4:00 p.m., Regular Meeting
Thursday, February 19, 2015
Vallejo Council Chamber**

Public Comment: Pursuant to the Brown Act, the public has an opportunity to speak on any matter on the agenda or, for matters not on the agenda, issues within the subject matter jurisdiction of the agency. Comments are limited to no more than 3 minutes per speaker unless modified by the Board Chair, Gov't Code § 54954.3(a). By law, no action may be taken on any item raised during the public comment period (Agenda Item IV) although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency.

Americans with Disabilities Act (ADA): This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact Suzanne Fredriksen, Clerk of the Board, at (707) 736-6993 during regular business hours at least 72 hours prior to the time of the meeting.

Staff Reports: Staff reports are available for inspection at the SolTrans office, during regular business hours, 8:00 a.m. to 5:00 p.m., Monday-Friday. You may also contact the Clerk of the Board via email at luzanne@soltranside.com.

Supplemental Reports: Any reports or other materials that are issued after the agenda has been distributed may be reviewed by contacting the SolTrans Clerk of the Board and copies of any such supplemental materials will be available on the table at the entry to the meeting room.

Agenda Times: Times set forth on the agenda are estimates. Items may be heard before or after the times shown.

<u>ITEM</u>	<u>BOARD/STAFF PERSON</u>
1. CALL TO ORDER/PLEDGE OF ALLEGIANCE (4:00 – 4:05 p.m.)	Osby Davis, Chairperson City of Vallejo
2. CONFIRM QUORUM/STATEMENT OF CONFLICT	Suzanne Fredriksen Clerk of the Board
<i>An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. Cal. Gov't Code § 87200.</i>	
3. APPROVAL OF AGENDA	
4. OPPORTUNITY FOR PUBLIC COMMENT (4:05 – 4:10 p.m.)	

SOLTRANS BOARD MEMBERS

Elizabeth Patterson	Tom Campbell	Osby Davis	Jesus Malgapo	Jim Spering	Pete Sanchez
City of Benicia	City of Benicia	City of Vallejo	City of Vallejo	MTC Representative	STA Ex-Officio
Alternate Board Member Mark Hughes		Alternate Board Member Pippin Dew-Costa			

5. EXECUTIVE DIRECTOR'S REPORT

Mona Babauta

(4:10 – 4:15 p.m.)

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Attachments:

- A. List of Acronyms
- B. Youth Day Website with Sponsorship
- C. Aging with Vitality Mini-Medical School Flyer

PROCLAMATIONS & PRESENTATIONS

(4:15 – 4:20 p.m.)

**6a. Proclamation Presented to Former SolTrans
Chairperson, Mark Hughes**

Osby Davis, Chairperson
City of Vallejo

**6b. Swearing in of New Board Member, Tom Campbell
*Director representing the City of Benicia***

Suzanne Fredriksen,
Clerk of the Board

CONSENT CALENDAR

Recommendation:

Approve the following consent items in one motion.

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

(4:20 – 4:25 p.m.)

7a. Meeting Minutes of January 15, 2015

Suzanne Fredriksen,
Clerk of the Board

Recommendation:

Approve the meeting minutes of January 15, 2015.

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**7b. Approve SolTrans' Allocation Request for LCTOP
Funds for Fiscal Year (FY) 2014-15**

Gary Albright,
Program Analyst II

Recommendation:

- 1) *Approve the Board Resolution in Attachment 'A' that authorizes the (LCTOP) Certifications and Assurances, and*
- 2) *Designate the Executive Director and the Finance and Administration Manager as the Authorized Agents to execute all documents on behalf of SolTrans for obtaining Low Carbon Transit Operations Program (LCTOP) funds.*

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Attachments:

- A. Resolution No. 2015-02
- B. Certifications and Assurances
- C. California DOT Authorized Agent Form

7c. Approve Transfer Agreements with Connecting Partners

Elizabeth Romero,
Acting Planning and
Operations Manager

Recommendations:

- 1) *Authorize the Executive Director to execute a standard agreement (Attachment A) with the connecting transit operators outlined in Attachment B, subject to Legal Counsel approval.*
- 2) *Approve the fare terms with each transit operator, as shown on Attachment B.*

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Attachments:

- A. Standard Passenger Transfer Agreement
- B. Passenger Transfer Fare Matrices

REGULAR CALENDAR

ACTION ITEMS

8. Authorize the Executive Director to Execute an Agreement with SP+ Municipal Services and Provide Policy Direction on Parking Fees, Advertising and Leasing Office Space

Marty Hanneman,
Project Management Consultant

Recommendation:

- 1) *Authorize the Executive Director to execute a Professional Services Agreement, and any subsequent amendments, with SP+ Municipal Services to provide parking operations and maintenance services for the SolTrans Curtola Park and Ride Hub, located at 801 Curtola Parkway in Vallejo, CA, subject to Legal Counsel approval and the Board approved annual budget.*
- 2) *Authorize staff to implement a parking fee program, based on Scenario 2 of the “Curtola Park and Ride Parking Management Plan,” once Phase I (western portion of the parking lot) is opened for public use.*
- 3) *Authorize staff to pursue an advertising program at the SolTrans Curtola Park and Ride Hub within the constraints of the Board-approved Advertising Policy.*
- 4) *Authorize staff to issue a Request for Proposals (RFP) to lease office space in the transit center office, subject to Legal Counsel approval.*

Attachments:

- A. Curtola Park and Ride Parking Management Plan
 - B. Board-approved Advertising Policy
- (4:25 – 4:40 p.m.)

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9. **Benefits Subcommittee Appointment** Mona Babauta,
Executive Director
Recommendation:
Appoint one SolTrans Director to the Benefits Subcommittee.
 (4:40 – 4:45 p.m.)
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10. **Fiscal Year (FY) 2014-15 Mid-Year Budget Update** Kristina Botsford,
Finance and Administration
Manager
Recommendation:
Receive the Mid-Year FY 2014-15 Budget report.
 (4:45 – 4:55 p.m.)
Pg. 105
 Attachment:
 A. FY 2014-15 Farebox Revenue and Operating Expenses for the 6 Months Ended
 December 31, 2014
11. **Fiscal Year (FY) 2014-15 Capital Budget Amendment** Mona Babauta,
Executive Director
Recommendation:
*Approve the proposed amendment to the FY 2014-15
 Capital Budget, as shown on Attachment A.*
 (4:55 – 5:05 p.m.)
Pg. 109
 Attachments:
 A. Proposed Amendment to the FY 2014-15 Capital Budget
 B. FY 2014-15 Capital Budget Project Descriptions
12. **Authorize the Executive Director to Execute
 Amendments to the Contract with Avail Technologies
 for the Automatic Vehicle Location (AVL) System** Alan Price,
Program Analyst II
Recommendations:
*Authorize the Executive Director to execute contract
 amendments to the contract with Avail Technologies,
 subject to Legal Counsel approval and the Board-approved
 annual capital budget.*
 (5:05 – 5:15 p.m.)
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 Attachments:
 A. Price Sheet in Original Contract
 B. Price Sheet for First Amendment to Contract with Avail Technologies

NON-ACTION/ INFORMATIONAL

DISCUSSION ITEMS

13. **Construction Projects Update: SolTrans Curtola Park and
 Ride Hub Project; and Operations and Maintenance Facility
 Renovation and Modernization Project** Marty Hanneman,
Project Management
Consultant
Recommendation:
Informational.
 (5:15 – 5:20 p.m.)
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NON-DISCUSSION ITEMS

STAFF BRIEFINGS

This time is reserved for SolTrans staff to provide a five-minute briefing to the Board on various items of interest. No action will be taken on these matters except to possibly place a particular item on a future agenda for Board consideration.

(5:20 – 5:35 p.m.)

- | | | |
|------|------------------------------------|--|
| 14a. | System Restructuring Update | Elizabeth Romero, Acting Planning and Operations Manager |
| 14b. | System Performance Update | Elizabeth Romero, Acting Planning and Operations Manager |
| 14c. | Public Outreach Update | Mandi Renshaw, Program Analyst I |

15. BOARD OF DIRECTORS COMMENTS

16. ADJOURNMENT

The next regular meeting of the SolTrans Board is *tentatively* scheduled for **Thursday, March 19, 2014, 4:00 p.m., in the Benicia Council Chamber.**

**AGENDA ITEM
CITY COUNCIL MEETING: MARCH 17, 2015
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : March 11, 2015

TO : Council Member Schwartzman
Council Member Strawbridge

FROM : Director of Public Works

SUBJECT : **MARIN CLEAN ENERGY (MCE)**

The following information is provided for your committee report at the March 17, 2015 City Council meeting.

Benicia participated in its first meeting in February. The agenda and minutes are currently unavailable.

