

**BENICIA CITY COUNCIL  
REGULAR MEETING AGENDA**

**City Council Chambers  
April 07, 2015  
7:00 PM**

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

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

**II. CLOSED SESSION:**

**III. CONVENE OPEN SESSION:**

**A. ROLL CALL.**

**B. PLEDGE OF ALLEGIANCE.**

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

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

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

**A. ANNOUNCEMENTS.**

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

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

Arts & 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

SoTrans 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 LIBRARY WEEK**

**2. IN RECOGNITION OF NATIONAL VOLUNTEER WEEK - APRIL 12-18, 2015**

IN RECOGNITION OF VOLUNTEER OF THE YEAR - MIKE CAPLIN

**3. IN RECOGNITION OF NATIONAL PUBLIC SAFETY TELECOMMUNICATORS' WEEK**

**4. IN RECOGNITION OF THE NATIONAL MAYOR'S CHALLENGE FOR WATER CONSERVATION - APRIL 1-30, 2015**

**5. IN RECOGNITION OF STAND UP FOR TRANSPORTATION DAY - APRIL 9, 2015**

**C. APPOINTMENTS.**

**1. Appointment of Alfred Ignacio to the Civil Service Commission for a full term ending January 30, 2019**

- 2. Appointment of Gary Montgomery to the Civil Service Commission for a full term ending January 30, 2019**
- 3. Appointment of Craig Snider to the Community Sustainability Commission for a full term ending January 30, 2019**
- 4. Appointment of David Lindsey to the Community Sustainability Commission for an unexpired term ending July 31, 2017**
- 5. Reappointment of John Potter to the Finance Committee for a full term ending January 30, 2019**
- 6. Appointment of Stacy Keyes to the Human Services Board for an unexpired term ending July 31, 2017**
- 7. Reappointment of Ruth Workman to the Library Board of Trustees for a full term ending January 30, 2018**
- 8. Reappointment of Carol Nail to the Library Board of Trustees for a full term ending January 30, 2018**
- 9. Reappointment of George Oakes to the Planning Commission for a full term ending January 30, 2019**
- 10. Appointment of Kari Birdseye to the Planning Commission for a full term ending January 30, 2019**
- 11. Reappointment of James Cook to the SolTrans Public Advisory Committee for a full term ending January 30, 2018**
- 12. Reappointment of Dan Smith to the SolTrans Public Advisory Committee for a full term ending January 30, 2018**
- 13. Appointment of Michael Boyle to the Parks, Recreation & Cemetery Commission for a full term ending January 30, 2019**
- 14. Reappointment of Ernie Gutierrez to the Parks, Recreation & Cemetery Commission for a full term ending January 30, 2019**
- 15. Appointment of Ann Brooner to the Parks, Recreation & Cemetery Commission for a full term ending January 30, 2019**
- 16. Additional Applications**

**D. PRESENTATIONS.**

- 1. PRESENTATION BY ARTS AND CULTURE COMMISSION OF THEIR ANNUAL REPORT**
- 2. WATER UPDATE AND QUARTERLY PRESENTATION**
- 3. MARIN CLEAN ENERGY PROGRAM UPDATE**

**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 (8:00 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 17, 2015 CITY COUNCIL MEETING. (City Clerk)**

**B. CONTRACT FOR VEGETATION MANAGEMENT WITHIN THE CITY OF BENICIA. (Fire Chief)**

This Vegetation Management Contract, located within the City of Benicia, will minimize the risk and spread of fire in our wild land urban interface areas. This project is being contracted out because the City does not have the capacity and equipment to do this seasonal work. This project consists of vegetation maintenance and the creation of firebreaks, fire trails, and fire access roads.

**Recommendation: Adopt the resolution accepting the bids for the Vegetation Management Contract, awarding the contract to APEX Grading in the amount of \$67,700 and authorize the City Manager to sign the contract on behalf of the City.**

**C. AUTHORIZE COMMUNITY DEVELOPMENT DEPARTMENT TO APPLY FOR A CERTIFIED LOCAL GOVERNMENT GRANT TO FUND AN UPDATE TO THE DOWNTOWN HISTORIC CONSERVATION PLAN. (Community Development Director)**

The City of Benicia is eligible to apply for a Certified Local Government (CLG) Grant for up to \$40,000 to help fund an update to the Downtown Historic Conservation Plan. An update to the Downtown Historic Conservation Plan has been on the Historic Preservation Review Commission's Priority List since 2011; updating the Historic Overlay chapter of the Zoning Ordinance has also been the Council's Priority Project list for several years.

**Recommendation: Authorize, by motion, the Community Development Department to apply for a Certified Local Government Grant to fund an update to the Downtown Historic Conservation Plan.**

**D. CALIFORNIA OFFICE OF EMERGENCY SERVICES (CAL OES) MUTUAL AID REIMBURSEMENT. (Fire Chief)**

The California Fire Assistance Agreement (CFAA) 2015 is responsible for providing for systematic mobilization, organization, and operation of necessary fire and rescue resources through the California Fire and Mutual Aid System in mitigating the effects of disasters. The California Fire Assistance Agreement (CFAA) 2015 is the negotiated reimbursement mechanism for local government fire agency responses, through the California Fire Services and Rescue Emergency Mutual Aid System. Cal OES, CAL FIRE, and the Federal Fire Agencies will generally use this Agreement for engines, water tenders, and overhead to address incidents once local agreement resources are exhausted, or where a local agreement is not in place.

**Recommendation: Adopt a resolution establishing portal-to-portal compensation package for mutual aid personnel.**

**E. SALE OF SURPLUS EQUIPMENT. (Fire Chief)**

The City has received an offer from a neighboring jurisdiction to buy an aerial ladder truck from Contra Costa County Fire District. Benicia Municipal Code requires that the City Council authorize any sale of surplus equipment valued at over \$25,000.

**Recommendation: Authorize, by motion, the sale of an aerial ladder truck to Contra Costa County Fire District.**

**F. APPROVAL OF \$250,000 FUNDING AGREEMENT WITH SOLANO TRANSPORTATION AUTHORITY TO FUND THE CONSTRUCTION OF THE BENICIA INDUSTRIAL PARK BUS HUB PROJECT, CONFIRM PROJECT DESIGN AND AUTHORIZE SOLICITATION OF BIDS FOR CONSTRUCTION. (Public Works Director)**

The City owns the 1.0 acre parcel for the park-and-ride lot at the southwest corner of Park Road and Industrial Way. The construction bid documents are being prepared and construction is scheduled to begin during the summer of 2015. The construction is being funded with Regional Measure 2, City Traffic Impact Fees and Regional Traffic Impact Fee (RTIF) funds, but the RTIF funding might not be available for five years. Additional funds have been secured through Solano Transportation Authority in the amount of \$250,000 for the increased cost of the Benicia Industrial Park Bus Hub Project.

**Recommendation: Adopt a resolution approving a \$250,000 funding agreement with Solano Transportation Authority (STA) to fund the construction of the Benicia Industrial Park Bus Hub Project, authorizing the City Manager to execute the funding agreement with STA, confirm project design and authorize the solicitation of bids for construction of the Bus Hub Project.**

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

**VIII. BUSINESS ITEMS (8:10 PM):**

**A. GENERAL PLAN ANNUAL PROGRESS REPORT TO THE STATE OF CALIFORNIA. (Community Development Director)**

The City of Benicia's General Plan was adopted on June 15, 1999. California Government Code Section 65400 requires that cities submit an annual report of the status of their General Plan and progress in its implementation to the Governor's Office of Planning and Research and Department of Housing and Community Development. Prior to submittal to the State, the annual report must be presented to the City Council for review and acceptance.

**Recommendation: Accept the 2014 General Plan Annual Progress Report and direct the Planning Division to submit the report to the Governor's Office of Planning and Research, and to the Department of Housing and Community Development.**

**B. TOURISM MARKETING VIDEO SHOOT. (Economic Development Manager)**

The City of Benicia Office of Economic Development has contracted for filming of an aerial video to promote our “Great Day by The Bay” tourism effort. The video will feature views of Benicia from sun up to sun down, from the marina to the bridge. Local video firm, Rotor Optics will handle the filming duties. Filming is expected to begin on or about April 25th, weather permitting, with editing wrapping up by mid-June.

**Recommendation: Receive information and provide comment on scheduled aerial video shoot.**

**C. REQUEST BY MAYOR PATTERSON TO SUBMIT A LETTER OF SUPPORT TO THE FEDERAL OFFICE OF MANAGEMENT AND BUDGET REGARDING THE IMPLEMENTATION OF THE LEAGUE OF CALIFORNIA CITIES' RAIL SAFETY POLICIES. (City Manager)**

The League of Cities is requesting that member cities send letters to the Federal Office of Management and Budget encouraging the adoption of several rail safety recommendations for the transport of hazardous materials. The Mayor is requesting City Council concurrence with sending a letter of support on behalf of the Benicia City Council.

**Recommendation: Consider Mayor Patterson's request to send a letter of support to OMB regarding the League of California Cities rail safety policies.**

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

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

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

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

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



# PROCLAMATION

IN RECOGNITION OF

## National Library Week

April 12-18, 2015

**WHEREAS**, National Library Week is a national observance providing an opportunity to celebrate the contributions of our nation's libraries and librarians; and

**WHEREAS**, this year's theme for National Library Week is "*Unlimited possibilities @ your library*"; and

**WHEREAS**, libraries help lives change, with more than 21 million people using California's public libraries each year; and

**WHEREAS**, librarians continually evolve to meet the changing needs of local residents, by providing resources both in the library and in the community; and

**WHEREAS**, libraries and librarians bring together community members to enrich and shape the community and address local issues; and

**WHEREAS**, librarians are highly trained, tech-savvy professionals, providing technology training and access to downloadable content like e-books; and

**WHEREAS**, libraries, librarians, library workers and supporters across America are celebrating National Library Week.

**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 12-18, 2015 as National Library Week. I encourage all residents to visit the library this week to take advantage of the wonderful resources available at your library and to see how you can find *Unlimited possibilities @ your library*.

Elizabeth Patterson, Mayor  
April 7, 2015







# PROCLAMATION

## IN RECOGNITION OF NATIONAL VOLUNTEER WEEK APRIL 12-18, 2015

**WHEREAS**, the President of the United States has proclaimed the week of April 12-18, as National Volunteer Week in order to “Honor the Spirit of Service” and recognize and honor the hard work and dedication of community volunteers; and

**WHEREAS**, the Benicia Police Department wishes to honor their Volunteer Police Program, which was established in 1995; and

**WHEREAS**, the Benicia Fire Department also wishes to honor their Volunteer Firefighters, Benicia Emergency Response Team (BERT), Benicia Amateur Radio Club (BARC), and those who serve in administrative capacities for the valuable volunteer services they provide; and

**WHEREAS**, the Benicia Public Library would also like to honor their Friends of the Library and Volunteer programs, which were both established in 1983 and continue to enhance and expand library services; and

**WHEREAS**, the Parks & Community Services Department would like to honor their Volunteer program, which provides valuable recreation services; and

**WHEREAS**, the City of Benicia wishes to honor all volunteers working on Commissions, Committees, Boards and in other capacities for their commitment and hard work to make a real difference in their community; and

**WHEREAS**, volunteers are a valuable resource to the City of Benicia that annually devote thousands of hours of service to enhance our quality of life, promote community involvement, generate civic pride, and support our neighborhoods and families, thereby allowing our sworn police officers, firefighters and departmental staff to focus on professional duties; and

**WHEREAS**, in 2014, over 484 volunteers donated 21,311 hours providing an approximate value of \$480,563 in services.

**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 12-18 as National Volunteer Week. I urge my fellow citizens to join the volunteer effort in our community by volunteering and recognizing those who serve. Please join us in “Honoring the Spirit of Service” in our community.

\_\_\_\_\_  
Elizabeth Patterson, Mayor  
April 7, 2015







# PROCLAMATION

IN RECOGNITION OF

**Mike Caplin**

## 2015 Volunteer of the Year

**WHEREAS**, the City of Benicia seeks to recognize those individuals who volunteer an inordinate amount of their time to the City of Benicia and local non-profit organizations, embodying the spirit of selfless volunteerism for the betterment of our community; and

**WHEREAS**, Mike Caplin has been a resident of the City of Benicia for more than 32 years; and

**WHEREAS**, Mike has been a member of the City of Benicia Human Services Board since 1999 and has been instrumental in their fundraising efforts to fund grants to help Benicians in need; and

**WHEREAS**, after retiring from the tourism industry, Mike has been a regular volunteer in the City's tourism effort, Visit Benicia. Mike has been a member of the Tourism Committee of the Economic Development Board and staffed booths at Farmers Market, Solano County Fair and Sunset Celebration. Mike has even given a Visit Benicia presentation in Nova Scotia; and

**WHEREAS**, Mike is a chair of the Benicia State Parks Association and volunteer docent at the Benicia Capitol State Historic Park. Additionally, he is on the Board of Directors of Benicia Main Street and volunteers to help with their many events. He is also a member of Benicia Historical Museum, volunteering to promote Benicia's history and has been a volunteer for Benicia Community Action Council.

**NOW, THEREFORE BE IT RESOLVED THAT I**, Elizabeth Patterson, Mayor of the City of Benicia on behalf of the City Council, do hereby proclaim that Mike Caplin shall be honored and thanked for his service to the City of Benicia and its citizens by being named the 2015 City of Benicia Volunteer of the Year.



\_\_\_\_\_  
Elizabeth Patterson, Mayor  
April 7, 2015





# PROCLAMATION

IN RECOGNITION OF

## NATIONAL PUBLIC SAFETY TELECOMMUNICATORS' WEEK APRIL 12-18, 2015

**WHEREAS**, the Public Safety Dispatchers of the Benicia Police Department, who processed 43,311 telephone calls in 2014, are the first and most critical contact that our citizens have with Benicia's emergency services; and

**WHEREAS**, the Benicia Police Department dispatchers handled 5,790 9-1-1 emergency calls and processed 37,521 non-emergency telephone calls. They dispatched 13,012 police calls for service and 2,408 fire calls for service. They dispatched 13,904 police self-initiated calls for service. In 2014, they dispatched a total of 29,324 calls for service; and

**WHEREAS**, the Public Safety Dispatchers of the Benicia Police Department have contributed significantly to the apprehension of criminals, suppression of fire and the treatment of patients in life threatening situations; and

**WHEREAS**, these individuals serve the public in countless ways 365 days per year, 24-hours per day, often without due recognition by the beneficiaries of their services.

**NOW, THEREFORE, BE IT RESOLVED THAT I**, Elizabeth Patterson, Mayor of the City of Benicia on behalf of the City Council, do hereby designate April 12-18, 2015 as "National Public Safety Telecommunicators' Week" in the City of Benicia in honor and recognition of our Dispatchers and the vital contributions they make to the safety and well-being of our citizens.



\_\_\_\_\_  
Elizabeth Patterson, Mayor  
April 7, 2015





# PROCLAMATION

IN RECOGNITION OF THE

## National Mayor's Challenge for Water Conservation

April 1-30, 2015

**WHEREAS**, the City of Benicia continues to explore ways to conserve our natural resources; and

**WHEREAS**, the fourth annual National Mayor's Challenge for water conservation presented by the Wyland Foundation and Toyota is a friendly non-profit competition between cities across the country to see which city can be the most water wise; and

**WHEREAS**, residents can participate in this challenge by making simple pledges to decrease their water use for a period of one year by registering at [www.mywaterpledge.com](http://www.mywaterpledge.com); and

**WHEREAS**, residents can pledge to increase their individual water conservation, and encourage friends and family to pledge, in an effort to be named the small city with the highest percentage of pledges for a chance to win any of hundreds of great prizes, including a Toyota Prius Plug-in, gift cards, and more.

**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 1-30, 2015 as the National Mayor's Challenge for Water Conservation month, and urge all citizens to take the water conservation challenge by making online pledges at [www.mywaterpledge.com](http://www.mywaterpledge.com).



\_\_\_\_\_  
Elizabeth Patterson, Mayor  
April 7, 2015





# PROCLAMATION

IN RECOGNITION OF

## Stand Up for Transportation Day A National Transportation Infrastructure Day April 9, 2015

**WHEREAS**, April 9, 2015 marks the STAND UP FOR TRANSPORTATION DAY, a national transportation infrastructure day that highlights the critical need to invest in updating our nation's transportation infrastructure; and

**WHEREAS**, transportation is the economic backbone of our nation's economy and public transportation is an important part of our nation's transportation system, federal funding needs to increase and Congress needs to pass a long-term, multimodal transportation bill by May 31, 2015; and

**WHEREAS**, public transportation is a proven catalyst for economic growth since for every \$1 invested in public transportation, \$4 in economic returns is generated locally, creating economically vibrant and prosperous communities; and

**WHEREAS**, public transportation offers millions of Americans access to economic opportunities since nearly 60 percent of the trips taken on public transportation are for work commutes; and

**WHEREAS**, STAND UP FOR TRANSPORTATION DAY will be celebrated in communities across the United States as a day that highlights the critical need for funding transportation infrastructure; and

**WHEREAS**, the Solano County Transit Board of Directors, on March 19, 2015, proclaimed the importance of celebrating this national event, recognizing the need for long-term, stable funding from the federal government for meeting the local transportation infrastructure and service needs within the City of Benicia and throughout the County of Solano.

**NOW, THEREFORE BE IT RESOLVED THAT I**, Elizabeth Patterson, Mayor of the City of Benicia on behalf of the City Council, do hereby proclaim that April 9, 2015 as STAND UP FOR TRANSPORTATION DAY and that the City of Benicia will join with public transportation agencies and businesses across the country to support and encourage greater federal investment in public transportation infrastructure.

Elizabeth Patterson, Mayor  
April 7, 2015





**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF ALFRED IGNACIO TO THE BENICIA CIVIL SERVICE BOARD FOR A FOUR YEAR TERM ENDING JANUARY 30, 2019**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of Alfred Ignacio to the Benicia Civil Service Board by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

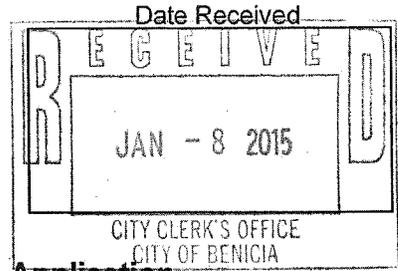
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





**City of Benicia Board/Commission/Committee Application**

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

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

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

Name: ALFRED P. IGNACIO III

Address: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Years as Benicia resident: 2

Occupation/Employer: FIREFIGHTER / CITY OF SAN JOSE

Please note your most recent community or civic volunteer experience: San Jose Firefighters Burn Foundation, Los Bomberos of Northern California

Please describe any applicable experience/training: AA & AS degree, 8 years in the US Army, 14 years as a firefighter, "new" to Benicia

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

Signature: [Handwritten Signature] Date: JAN 8, 2015

1-8-15



### Civil Service Commission Application

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

1. What interests you about this Commission?

After moving to Benicia 2 years ago, I have been extremely happy & very satisfied with the level of professionalism amongst all City Employees. I want to ensure that higher standard of customer service & work ethic is maintained.

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

I have been in the workforce over 21 years and have held various supervisory roles, sat on recruitment interview panels, and participated in selection processes.

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

I am customer oriented and promote cooperation. I have been an employee of a large metropolitan city 14 years, and have an understanding of what is expected of all employees to provide <sup>services to</sup> those who live, work, and visit a city.

ALFRED IGNACIO  
1-8-15



## Parks, Recreation, and Cemetery Commission Application

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

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

*What interests me about this commission is the impression that it can make on the youth of Benicia, and all its citizens & visitors. It is very positive and motivating. I understand the Commission acts as an advisory roles.*
2. Please list current and past volunteer positions.

  - Youth Ministry in Vallejo*
  - assisted coaches in my kids various sports*
  - Los Bomberos of Northern California*
  - San Vase Fire Fighters Burn Foundation*
3. Responsibilities of being a Board member includes attending monthly Parks, Recreation, and Cemetery meetings, attending special events, and occasionally appearing at City Council meetings. Further, there are often subcommittees of the commission that will require additional meetings during the month. Do you feel you have the time and commitment to be able to consistently attend these meetings and events?

*With my children (11 & 16) being more indepent & with a very flexible work schedule, I do have the time and will be extremely committed to meetings & events.*
4. If you could achieve one goal during your term as a Parks, Recreation, and Cemetery Commissioner, what would it be?

*I would like to see the expansion of our parks & more events that would keep Benicia Fit & Healthy.*
5. Is there anything else you would like to share with us regarding your qualifications and/or interests?

*I have been using Benicia Parks since my kids were babies. Now that I am a resident, most of my free time is spent at our facilities. My family & I exercise here on a regular basis. These facilities are important to the wellness of my family & as an active firefighter & competitive men's Physique athlete.*

1-8-15



### Planning Commission Application

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

1. What interests you about this Commission? Have you attended a Planning Commission meeting? If so, when?

*I have lived in Benicia for 2 years and absolutely love it. I want to be involved in the community and see this city preserved as a great place to live. I have not attended a Planning Commission meeting.*

2. Participation on this Commission involves monthly meetings, periodically special meetings, and possibly attending community events related to planning. Do you feel you have the time and commitment to be a viable member of this Commission?

*I feel that I have the time and commitment to be a viable member. My children are more independent & my work schedule is very flexible, thus affording me more time to give back & stay involved with the community.*

3. Is there a particular segment of planning and development that interests you more than others?

*As a fairly new resident of Benicia, I admire the small, safe hometown feel, while still staying progressive. I want to ensure Benicia maintains its uniqueness and charm.*

4. Why do you think planning needs to play a lead role in fortifying the quality of life in Benicia? Do you see an area of planning that needs to be expanded at this point? How does zoning reinforces the goal of the General Plan?

*I think planning is important because it provides the citizens & business owners a vision of how Benicia will look and function in the future. I do not see an area that needs to be expanded at this point. However, there is always room for improvement. Zoning reinforces the goal by guiding future conservation and development in the city.*

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF GARY MONTGOMERY TO THE BENICIA CIVIL SERVICE BOARD FOR A FOUR YEAR TERM ENDING JANUARY 30, 2019**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of Gary Montgomery to the Benicia Civil Service Board by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

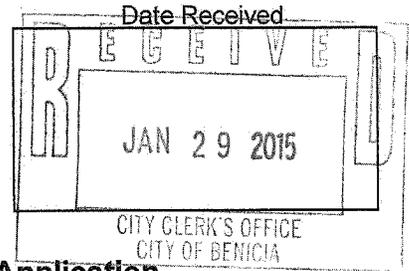
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





### City of Benicia Board/Commission/Committee Application

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

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

Name: Gary N. Montgomery

Address: \_\_\_\_\_

Phone: (Work) N/A - Retired (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ + \_\_\_\_\_ Years as Benicia resident: 4

Occupation/Employer: Retired from DC - San Diego, 2012

Please note your most recent community or civic volunteer experience: tutor for Literacy program - Benicia, San Rafael, Sacramento.

Please describe any applicable experience/training: work experience with Civil Service Commissions in L.A. <sup>City of</sup> Riverside, Ventura Counties.

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

Signature: G. Montgomery Date: 1-28-15



## Civil Service Commission Application

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

1. What interests you about this Commission? I am a strong believer in the civil service merit system. Avoiding politicizing the public personnel process is basic to providing competent, professional employees. I believe in a positive disciplinary system which emphasizes corrective action through progressively more severe supervisor/manager interventions.

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

I have extensive experience in public personnel administration, especially in wage and salary, labor relations, and classification functions. As Hospital Administrator for the state, I supervised 600 employees. In my personal business I supervised 20-50 employees. As the manager of Personnel & Administration in Ventura County I supervised 30 employees.

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

I am an analyst by profession, training, and attitude. I pride myself in being sensitive to multi-cultural issues, in human resources contexts, in addition to my daily personal interactions. I readily work for compromise and mutually beneficial resolution of competing interests. Because of my varied employment and educational experiences I am able to see both sides of issues and formulate innovative solutions to problems.

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF CRAIG SNIDER TO THE BENICIA COMMUNITY SUSTAINABILITY COMMISSION FOR A FOUR YEAR TERM ENDING JANUARY 30, 2019**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of Craig Snider to the Benicia Community Sustainability Commission by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

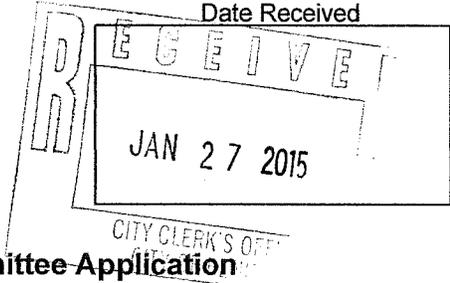
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





City of Benicia Board/Commission/Committee Application

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

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

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

Name: Craig Snider

Address:

Phone: (Work) (Home)

(Cell) Fax:

Email: Years as Benicia resident: 11

Occupation/Employer: Retired from United States Department of Agriculture - Forest Service

Please note your most recent community or civic volunteer experience:

Sky Valley Committee for 5+ years. BOTTG performer, Benicia Bicycle Race

Please describe any applicable experience/training: Most of my career with the US Forest Service was in planning. I retired as Regional Environmental Coordinator in 2014. Sustainability was a fundamental element of both project and program planning.

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

Signature: Craig Snider Date: January 26, 2015

## Community Sustainability Commission Application

### 1. What interests you about this Commission?

I retired from the U.S. Forest Service one year ago. I started out as a Forester (U.C Berkeley, 1977). During my 35-year career I learned a lot about forest sustainability. In Forestry, one must take the long view. For instance, decisions made today will affect the nature of a forest and its inhabitants 200+ years in the future. I've come to view the human environment in that same light. How do we want to live 50-100-200 years from now? What can we do today to achieve that outcome? This commission addresses that question more than any other, and that's why it interests me.

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

My background as a planner in the US Forest Service provided me with direct experience in water quality, air quality, ecology (macro/micro), land use/stewardship, green site planning, waste management, community and regional economics, social justice and public relations. The reason I've experienced many of these topics is due to my background in planning at local, regional and statewide levels. My job for the last 20 years involved both project and program planning where sustainability was a primary goal. I conducted and reviewed environmental analyses (Environmental Impact Statements, Environmental Assessments) under the National Environmental Planning Act (NEPA). The above topics were often important subjects discussed in various program and project plans. It was important for me to be fluent in these topics because it fell to me to conduct final reviews and/or write and edit discussions of such.

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

While the Climate Action Plan includes many ideas and laudable goals, I found it difficult to find any concrete information about monitoring. As stated on page 16 of the Plan, monitoring "is necessary to insure that the plan is relevant and practical." In fact the term "monitor" or "monitoring" does not appear in the glossary. The monitoring section of a plan includes the "who, what, where and when" of the monitoring process. That is, what will be measured and when. Here, in the CCAP, there are numerous goals and objectives arranged by topic, but no indication what will be monitored by whom or by when. How does one know whether the various

## **Community Sustainability Commission Application**

goals will be met? As indicated by the plan itself, without such, a plan becomes irrelevant. To me, monitoring is the most important part of a plan. The lack of attention to this topic, or any reference to it, was a surprise.

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

The sustainability commission should help keep sustainability (in all its various aspects) at the forefront of public knowledge and discussion. This includes advising the city, city council, and public regarding current knowledge and ideas about sustainability. The Commission should review any monitoring of the Climate Action Plan to date, and identify any shortcomings or weak areas that should be addressed.



**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF DAVID LINDSAY TO THE BENICIA COMMUNITY SUSTAINABILITY COMMISSION FOR AN UNEXPIRED TERM ENDING JULY 31, 2017**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of David Lindsay to the Benicia Community Sustainability Commission by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

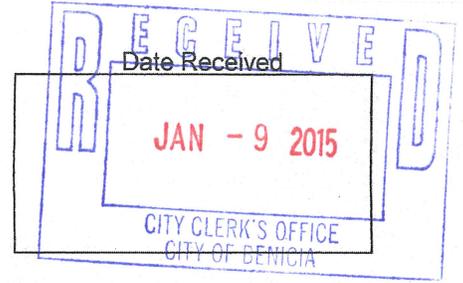
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





### City of Benicia Board/Commission/Committee Application

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

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

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

Name: David A. Lindsay

Address: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Years as Benicia resident: 7

Occupation/Employer: Chemical Engineer / UOP (Part of Honeywell)

Please note your most recent community or civic volunteer experience: \_\_\_\_\_  
Volunteer tutor at BMS and BHS. Solano Land Trust volunteer (habitat restoration and fund raising events), past Board President and current Social Justice committee chair at my church.

Please describe any applicable experience/training: \_\_\_\_\_  
Engineering background/training provides general knowledge of project issues (EIR etc.) as well as understanding of energy and environmental issues.

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

Signature: David A. Lindsay Date: January 9, 2015



## Planning Commission Application

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

1. What interests you about this Commission? Have you attended a Planning Commission meeting? If so, when?

This commission is an important part of maintaining and improving the quality of life in Benicia. I have not attend a Planning Commission meeting, but have attended some Council meetings when key projects were discussed.

2. Participation on this Commission involves monthly meetings, periodically special meetings, and possibly attending community events related to planning. Do you feel you have the time and commitment to be a viable member of this Commission?

There may be occasional conflicts with work-related travel, but I expect to be able to be a regular attendee.

3. Is there a particular segment of planning and development that interests you more than others?

I have a strong interest in sustainable development which is an underlying value of the General Plan. I'm also a bicyclist and hiker, so I'm interest in improving bicycle access/safety and potential new hiking trails in the open areas. Other areas of interest include diverse economic development and low-cost housing options.

4. Why do you think planning needs to play a lead role in fortifying the quality of life in Benicia? Do you see an area of planning that needs to be expanded at this point? How does zoning reinforces the goal of the General Plan?

The qualities of Benicia: open space, small-town feel, unique downtown, etc. are the reasons that most of us enjoying living here. Planning and zoning are safeguards which ensure that these attributes are maintained and enhanced. Zoning policies ensure that we don't compromise our values for the sake of perceived short-term economic gain. We should be looking for win-win projects. Planning that encourage diverse economic growth without large environmental impacts, such as increases in traffic and emissions or loss of open space should be the goal and are consistent with the General Plan.

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S REAPPOINTMENT OF JOHN POTTER TO THE BENICIA FINANCE COMMITTEE FOR A FOUR YEAR TERM ENDING JANUARY 30, 2019**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the reappointment of John Potter to the Benicia Finance Committee by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

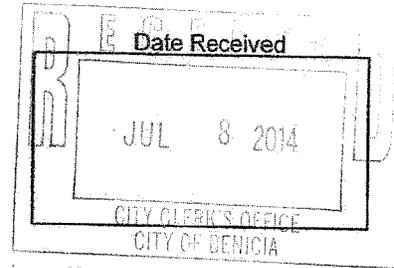
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





**City of Benicia Board/Commission/Committee Application**

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

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

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

Name: John L. Potter

Address: \_\_\_\_\_

Phone: (Work) NA (Home) \_\_\_\_\_

(Cell) NA Fax: \_\_\_\_\_

Email: J \_\_\_\_\_ Years as Benicia resident: 43

Occupation/Employer: Retired - Engineer/Controllership

Please note your most recent community or civic volunteer experience: \_\_\_\_\_

Commissioner - Solano County Airport Land-Use Commission  
Treasurer - Tula Sister Cities Assn

Please describe any applicable experience/training: \_\_\_\_\_

MBA, PG&E Controllership (Poakle Canyon, Cleelan Power Plant)

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

Signature: John L. Potter Date: 7/4/14



## Finance Committee Supplemental Application

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

1. What interests you about serving on the Finance Committee? Please describe your familiarity with the Committee.

To be able to use my extensive experience in enhancing Benicia's success in money management & long-term planning in finance & budgeting. I have read through the Finance Committee minutes & have read news accounts

2. Please list current and past volunteer positions.

- \* Treasurer - Benicia Tech Santa Clara Co SSA - 06 - present
- \* Community Council - 3rd & 4th Term - Solano County Airport Land-use Commission
- \* Ben Unified School District - Trustee - 75-77
- \* US Naval Academy Board of Trustees / Governance Committee @ 12 yrs
- \* US Naval Academy BSG Officer (Recruitment), 23 high schools - 38 yrs.

3. Participation on this Committee involves supporting the Finance Committee in a number of venues. These include: attending monthly Finance Committee meetings and sometimes appearing at City Council meetings. Do you feel you have the time and commitment to be a viable member of this committee?

I will make the time.

4. If you could achieve one goal during your term as an Finance Committee member, what would it be?

Achieve full transparency in city government finances and improve financial/budgetary planning.

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

Governance - In most participation I have personally taken responsibility to rewrite bylaws / guidelines. \*  
25 yrs PG&E - Diablo Common Mtn. Rwr Plant - Major contract administration & Budget / Accounting management.  
"Arctic Slope World Soc" consultant in project audits (Imperial Eskimos) - 3 yrs.

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF STACY KEYES TO THE BENICIA HUMAN SERVICES BOARD FOR AN UNEXPIRED TERM ENDING JULY 31, 2017**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of Stacy Keyes to the Benicia Human Services Board by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

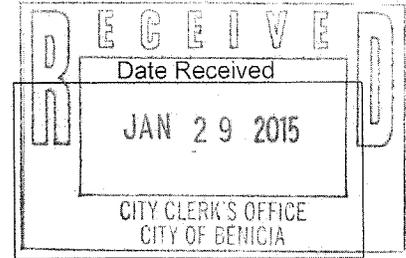
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





### City of Benicia Board/Commission/Committee Application

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

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

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

Name: Stacy Keyes

Address: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Years as Benicia resident: 2 1/2

Occupation/Employer: Print account manager & sales / IC group

Please note your most recent community or civic volunteer experience: I volunteer weekly for (SCFOA) Sobro City Friends of Animals & have assisted with special events for Arts Benicia.

Please describe any applicable experience/training: I have previously worked for nonprofits & enjoy serving others. I work for a printing company the last 15 years.

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

Signature: Stacy Keyes Date: 1-28-15



## Human Services Board Application

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

1. What interests you about this Board? Have you attended a Human Services Board meeting? If so, when? I am a newer resident to Benicia and would like to contribute to city as well as have opportunities to meet more people on both a professional and social level. This board appeals to me because I like helping others and feeling like I can assist in making a difference in the community. I have not had the chance to attend a board meeting yet.

2. Participation on this Board involves annual visits to an assigned grantee and attending outreach events, as well as review of grantee quarterly reports. Do you feel you have the time and commitment to be a viable member of this Board?

Yes, I understand some of the time and commitment involved and feel like I can be a viable and reliable member.

3. Is there a particular segment of human services and/or arts that interests you more than others?

Domestic violence/Womens' services  
At-risk youth  
Substance abuse  
Arts - photography

4. Why do you think human services needs to play a lead role in fortifying the quality of life in Benicia? Do you see an area of human services that needs to be expanded at this point?

I think it is important for Benicia to offer a variety of assistance to those in need as it shows care for all members of the community. This in turn, unites and strengthens us as a whole.

Continue to increase awareness in what Human Services board does and services offered.

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S REAPPOINTMENT OF RUTH WORKMAN TO THE BENICIA LIBRARY BOARD OF TRUSTEES FOR A THREE YEAR TERM ENDING JANUARY 30, 2018**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the reappointment of Ruth Workman to the Benicia Library board of Trustees by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

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

Attest:

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

\_\_\_\_\_  
Date



Date Received

[Empty box for Date Received]



### City of Benicia Board/Commission/Committee Application

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

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

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

Name: Ruth Workman

Address: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ years as Benicia resident: 70yrs.

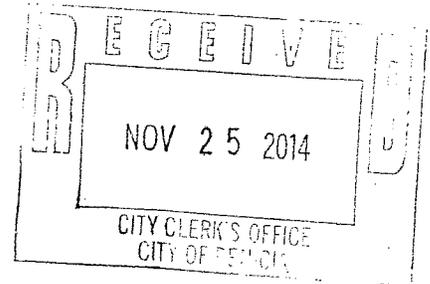
Occupation/Employer: retired sp. Ed. advocate/aide BUSD

Please note your most recent community or civic volunteer experience: Current Trustee, Benicia Public Library

Please describe any applicable experience/training: Completed library board training; lobbied in Sacramento on library issues;

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

Signature: Ruth M. Workman Date: 11-23-14



### Board of Library Trustees Application

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

1. What interests you about this Board? Do you frequently use the Benicia Public Library?

*I have used the Benicia Public Library all my life! As a native Benician it is important to represent those who have a long history in this community.*

2. Participation on this Board involves supporting the Library in a number of venues. These sometimes include: attending monthly Board of Library Trustees' meetings, taking trips to Sacramento, appearing at City Council meetings, and attending programs and events. Do you feel you have the time and commitment to be a viable member of this Board?

*Yes! I make an attempt to attend all the public programs sponsored by the BPL, as well as Board meetings, etc.*

3. Are there any particular segments of library services that interest you more than others?

*I enjoy meeting and hearing from library staff to know them better & to share in their successes & frustrations. I want to make sure that Benicia's history is preserved & celebrated at the BPL.*

4. The Benicia Public Library contributes to the success of our diverse community by being a vital center of learning, communication, culture and enjoyment. Why do you think library services need to play a lead role in enhancing the quality of life in Benicia? Do you see an area of library services that needs to be expanded at this point?

*The BPL is the "diamond jewel" of our community, bringing all segments together (young, old, across social boundaries) where they feel empowered in a fair & safe environment. I would like to see us to continue to expand this mission.*

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S REAPPOINTMENT OF CAROL NAIL TO THE BENICIA LIBRARY BOARD OF TRUSTEES FOR A THREE YEAR TERM ENDING JANUARY 30, 2018**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the reappointment of Carole Nail to the Benicia Library board of Trustees by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

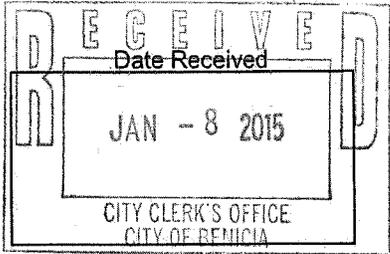
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





**City of Benicia Board/Commission/Committee Application**

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

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

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

Name: Carole G. Nail

Address: \_\_\_\_\_

Phone: (Work) N/A - retired (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Years as Benicia resident: 23 yrs

Occupation/Employer: retired from Valero Refining Co

Please note your most recent community or civic volunteer experience: \_\_\_\_\_

- ① Currently serving on Library Board
- ② Past Board Liaison to Art Gallery Committee (5 yrs)
- ③ Current Board Liaison to Friends of Library Association
- ④ Director on Southampton Village Homeowners Association

Please describe any applicable experience/training: \_\_\_\_\_

Served on Benicia Board of Library Trustees since 1999, Board Effectiveness Training Courses

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

Signature: Carole G. Nail Date: 1/8/15

## BOARD OF LIBRARY TRUSTEES APPLICATION

### CAROLE NAIL – PART 2

**January 8, 2015**

The following information was submitted with my application for reappointment to the Library Board of Trustees in 2012. While I have updated some of the participation details cited at that time, my commitment regarding the importance of our library, and what it adds to the quality of life in Benicia, remains unchanged. I continue to do whatever I can to ensure that our Library continues to grow and serve our community to the best of its ability. Thank you for the opportunity to reapply for a position on the Library Board of Trustees.

Carole Nail

**1. *What interests you about this Board? Do you frequently use the Benicia Public Library?***

I have had the pleasure of serving on the Benicia Public Library Board since 1999, and have seen many changes in the services offered over the years. With the economic downturn which began in 2007, the resources and services provided to the community have become even more important. I continue to consider our library as a great equalizer in that resources are available to all regardless of race, gender, age, ethnicity, or economic status. My family had limited economic resources, yet I was able to succeed academically and become the first member of my family to graduate from college because of the information available to me at my local library. I want to help pass along this same advantage to the members of my community. The efforts of the Library Board of Trustees help to ensure that resources and services continue to be available to all who want them.

I frequent not only the Benicia Library, but when I travel I make it a point to visit the libraries wherever I am. Through speaking to the librarians and directors, I've learned about their programs and successes which I've then been able to share with our library.

**2. *Participation on the Board involves supporting the Library in a number of venues. These sometimes include: attending monthly Board of Library Trustees' meetings, taking trips to Sacramento, appearing at City Council meetings, and attending programs and events. Do you feel you have the time and commitment to be a viable member of this Board?***

During the 12 years (*now 15 years*) that I have served on this Board, I feel that I've been a contributing member. I've missed very few meetings, attended Legislation Day in Sacramento, represented the Library Board's positions on various topics to the City Council, attended CALTAC seminars and Board training sessions, and attended many cultural events. I held the position of Co-Chair for the Benicia's **successful** effort to extend the Measure B Sales Tax funding that supports the Solano County and City

libraries. I appear at City Council meetings in support of Library items whenever needed.

In addition, I feel very fortunate to have worked for a company that sponsors organizations and programs supported by its employees and retirees. As an advocate of the Benicia Library, I've been able to represent its interests to Valero and have successfully obtained financial support for children's programs.

**3. *Are there any particular segments of library services that interest you more than others?***

While all of our programs are worthwhile, my favorite projects involve getting books into the hands of children. Reading, and the pure love of books, is the greatest gift given to me by my parents. I want to pass that along. I will continue to be an advocate for any funding sources that will allow our library to remain open and provide books and services to the children of our community.

**4. *The Benicia Library contributes to the success of our diverse community by being a vital center of learning, communication, culture and enjoyment. Why do you think library services need to play a lead role in enhancing the quality of life in Benicia? Do you see an area of library services that needs to be expanded at this point?***

I was on the Library Board when we adopted this first sentence as our mission statement. In many ways, the Library has always been the heartbeat of our community; and with the economic downturn we have experienced since 2007, the Library has an even greater role in enhancing the quality of life in Benicia. Under the direction of Diane Smikahl, our library continues to enhance its services as community needs change. All of the resources are available to everyone at no cost – books, videos, computers, educational programs, tutors, study zones. The Small Business collection helps entrepreneurs find the resources they need to start their own businesses; computer services assist patrons in finding and applying for jobs; outreach efforts by the Children and Young Adult librarians have helped fill gaps caused by public school cutbacks. The Literacy Program helps adults to read and be better equipped to contribute to the overall success of the community. The way that people learn is varied, and the Library has been able to keep up by additions of e-books and readers, wi-fi, and updated computers. All of these services substantially enhance the quality of life in Benicia.



**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S REAPPOINTMENT OF GEORGE OAKES, SR. TO THE BENICIA PLANNING COMMISSION FOR A FOUR YEAR TERM ENDING JANUARY 30, 2019**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the reappointment of George Oakes, Sr. to the Benicia Planning Commission by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

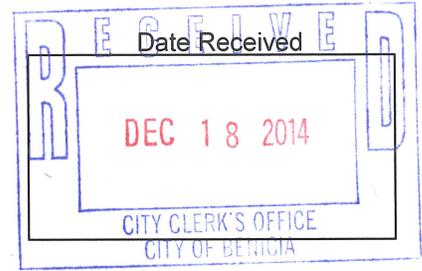
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





**City of Benicia Board/Commission/Committee Application**

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

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

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

Name: George N. Oakes Sr.

Address: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Years as Benicia resident: 18 years

Occupation/Employer: Twin Oaks Real Estate, Inc.

Please note your most recent community or civic volunteer experience: \_\_\_\_\_  
 Current Planning Commission Member, Sign Ordinance Review Committee Chair, Sewer Ordinance review task force.

Please describe any applicable experience/training: \_\_\_\_\_  
 Four year on the Planning Commission

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

Signature: \_\_\_\_\_ Date: Dec 19, 2014



## Planning Commission Application

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

1. What interests you about this Commission? Have you attended a Planning Commission meeting? If so, when?

The Zoning Ordinance and the General Plan provide the framework for managing the orderly growth and preservation of Benicia. The Planning Commission provide the means for citizens and developers to address their desired changes or new/revised development to ensure compliance with our governing regulations and laws. Currently a Planning Commission Member.

2. Participation on this Commission involves monthly meetings, periodically special meetings, and possibly attending community events related to planning. Do you feel you have the time and commitment to be a viable member of this Commission?

Prior commitment to the Planning Commission and assigned task forces demonstrate my willingness and ability to meet these requirements.

3. Is there a particular segment of planning and development that interests you more than others?

Living within a major metropolitan area while having an oil refinery in town and a business park requires our decisions to be made with a broader view, to include our neighbors. This need is critical to how Benicia fits within our greater Bay Area and should be a focus of our Planning Commission.

4. Why do you think planning needs to play a lead role in fortifying the quality of life in Benicia? Do you see an area of planning that needs to be expanded at this point? How does zoning reinforces the goal of the General Plan?

As our society progresses, our population increases, development needs arise and our ever changing integration in the Bay Area are based in our Zoning Ordinance and the General Plan. Without these tools we run the risk of random and potentially unsafe or ineffective solution to our development and land use issues. The General Plan provides the overall guidance for land use, while the Zoning Ordinance provides specific direction for all; together they provide the short and long-term guide for Benicia development and land use.

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF KARI BIRDSEYE TO THE BENICIA PLANNING COMMISSION FOR A FOUR YEAR TERM ENDING JANUARY 30, 2019**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of Kari Birdseye to the Benicia Planning Commission by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

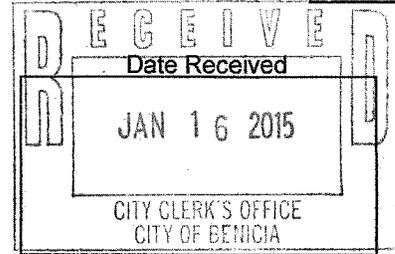
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





City of Benicia Board/Commission/Committee Application

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

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

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

Avail: 1/28 - 2/4

Name: Kari Birdseye

Address:

Phone: (Work) (Home)

(Cell) Fax: none

Email: Years as Benicia resident: 14

Occupation/Employer: Campaign Manager, Earthjustice

Please note your most recent community or civic volunteer experience:

Current Benicia Human Resources Board Member, Benicia Stingrays Swim Team Board President 2012-14, Matthew Turner PTA President 2010-12, AAUW Vice President of Membership 2007-08

Please describe any applicable experience/training:

25 years of professional communications, 15 years of environmental writing & communications, CEQA training, contributed to draft EIR on the Marin County General Plan Update, past service to the City

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

Signature: [Handwritten Signature] Date: 1-16-15



## Community Sustainability Commission Application

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

1. What interests you about this Commission?

Please see the following page for answers to these questions.  
Also included are answers to the Planning Commission Application.

2. Please describe any background or experience you may have in one or more of the following areas: (1) water quality, (2) water use efficiency and conservation; (3) air quality; (4) local and regional ecology; (5) energy; (6) mobility; (7) land use/stewardship; (8) green site planning and building; (9) waste management; (10) community and regional economics/finance; (11) social justice; (12) public relations, and/or, (13) local based business management (merchants, etc):
3. Have you read the City's Climate Action Plan? What aspects of this plan do you find important and why?
4. How do you see the Community Sustainability Commission supporting sustainability and climate protection planning in the Benicia community?

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

# Community Sustainability Commission Application

Kari Birdseye

What interests you about this Commission?

I have been working on sustainability issues since 2001 and would like to dedicate my skills and experience to the future of my hometown. I have followed the work of the CSC since its inception and believe my experience in journalism and professional communications combined with my environmental background will add to the diverse skill set of the current CSC, especially with the public outreach strategies and programs.

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

I have experience in evaluating, writing and executing each of the areas listed above. I have performed sustainability audits for major corporations, such as Electronic Arts and McKesson and others. While employed at CSRware, I evaluated each of these areas, gathered data and wrote reports informing each company how to become more sustainable and lessen environmental impacts. While working at the Wine Institute, I facilitated development of the Code of Sustainable Winegrowing Practices, a workbook program that includes chapters on each of these areas. The program was designed to help winegrowers and wine makers to lessen their environmental footprints. As the sole proprietor of Birdseye Consulting in Benicia for six years, I concentrated on environmental and sustainability issues, consulting with wineries and other businesses on lessening impacts and communicating their efforts.

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

I have read Benicia's Climate Action Plan and own a hard copy I refer to often. I believe measurement and data are crucial to creating change. You cannot reduce what you do not measure. I believe the Community goal of emission reductions is achievable with strong leadership, solid community outreach and coherent timeline with intermediate timelines and goals. I am deeply committed to the triple bottom line of economic, environmental and social sustainability and find that the Climate Action Plan is a tremendous tool in securing a more sustainable future for our unique community.

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

I think sustainability doesn't happen without addressing climate change. Benicia is fortunate to have the Climate Action Plan already in practice as residents become more aware of the effects of climate change. As awareness increases, behavior will change and impacts will be lessened and addressed. I hope to have the opportunity to build on the success of the CSC board so far and help fill the void of the departure of Constance Beutel.

## Planning Commission Application- Kari Birdseye

1. What interests you about this Commission? Have you attended a Planning Commission meeting? If so, when?

The Planning Commission holds the unique responsibility of providing opportunities for economic development while stewarding our natural and cultural resources in a responsible manner. I believe my experience as a local business owner and professional communicator would strengthen the diverse skill set of the Commission. While I have not attended a meeting in person, I have watched several meetings on DVD, most recently the December 2014 meeting.

2. Participation on this Commission involves monthly meetings, periodically special meetings, and possibly attending community events related to planning. Do you feel you have the time and commitment to be a viable member of this Commission?

Just as I have demonstrated during my service on the Human Services Board, I will dedicate my time, energy and professional experience to becoming a valuable Board Commissioner and serve the City and its residents to the best of my ability. As a HSB member, I performed outreach at many farmers' market evenings, marched in parades and served as co-Master of Ceremonies, food server and bartender at our successful fundraiser, the 1<sup>st</sup> annual HSB Oktoberfest

3. Is there a particular segment of planning and development that interests you more than others?

I am most interested in evaluating each project and issue through the lens of the California Environmental Quality Act (CEQA) and the Benicia General Plan to provide a fair perspective on proposals put before the Commission. My experience in writing/drafting the Environmental Impact Report on the Marin County General Plan update with Nichols Berman, working closely with Bob Berman, has given me relevant insight and the skills required to review development and upgrade proposals. I have taken several classes on CEQA through UC Davis and while there is always room to learn more, I believe I have a good understanding of the CEQA guidelines as well as our local zoning ordinance.

4. Why do you think planning needs to play a lead role in fortifying the quality of life in Benicia? Do you see an area of planning that needs to be expanded at this point? How does zoning reinforce the goal of the General Plan?

Benicians have a history of supporting smart growth to maintain our quality of life in our unique town. I believe by exploring economic development opportunities through the lens of smart, sustainable growth, we best serve the community as a whole. It is the responsibility of the Planning Commission utilize to the zoning ordinance for development and upgrade proposals while consulting the General Plan to ensure that any changes or growth in the community are in alignment with the long term goals, policies and respective programs in the Plan.

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S REAPPOINTMENT OF JAMES COOK TO THE SOLTRANS PUBLIC ADVISORY COMMITTEE FOR A THREE YEAR TERM ENDING JANUARY 30, 2018**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the reappointment of James Cook to the SolTrans Public Advisory Committee by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

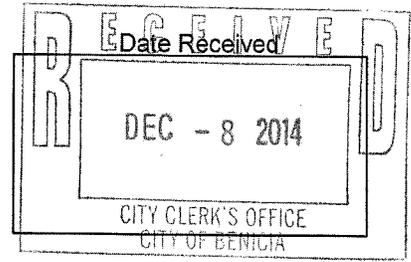
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





### City of Benicia Board/Commission/Committee Application

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

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

- Finance, Audit & Budget Committee
- Benicia Housing Authority Board of Commissioners
- Board of Library Trustees
- Uniform Code Board of Appeals
- Civil Service Commission
- Economic Development Board
- Historic Preservation Review Commission
- Human Services & Arts Board
- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- SolTrans Public Advisory Committee

Name: JAMES G. COOK  
Address: BENICIA CA 94510  
Phone: <sup>CELL</sup> (Work) \_\_\_\_\_ (Home) \_\_\_\_\_  
(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_ Years as Benicia resident: 41

Occupation/Employer: TURPAROUND SERVICES, TRANSFIELD SERVICES  
Please note your most recent community or civic volunteer experience: (2) (Times)  
years Sol-Trans Public Advisory Committee Member

Please describe any applicable experience/training: BENICIA C.A.C. COMMITTEE MEMBER - LIGHT MOUNTAIN CTR PRESIDENT

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

Signature: James G. Cook Date: 12-6-14



**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S REAPPOINTMENT OF DANIEL SMITH TO THE SOLTRANS PUBLIC ADVISORY COMMITTEE FOR A THREE YEAR TERM ENDING JANUARY 30, 2018**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the reappointment of Daniel Smith to the SolTrans Public Advisory Committee by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

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

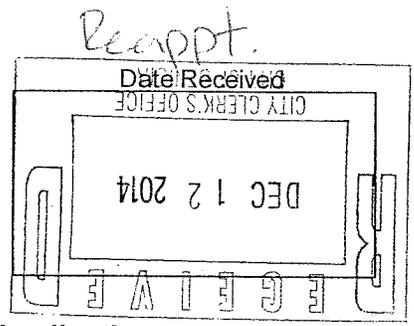
Attest:

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

\_\_\_\_\_  
Date



reschedule - phone interview



### City of Benicia Board/Commission/Committee Application

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

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

- Finance, Audit & Budget Committee
- Benicia Housing Authority Board of Commissioners
- Board of Library Trustees
- Uniform Code Board of Appeals
- Civil Service Commission
- Economic Development Board
- Historic Preservation Review Commission
- Human Services & Arts Board
- Open Government Commission
- Parks, Recreation & Cemetery Commission
- Planning Commission
- SolTrans Public Advisory Committee

Name: Daniel C. Smith

Address: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Years as Benicia resident: 27

Occupation/Employer: Writer and community organizer/Benicia State Parks Asso

Please note your most recent community or civic volunteer experience: Current chair of this Advisory Committee and one for Solano Open Space

Please describe any applicable experience/training: Serving on various city boards and commissions since 1990, including City Council

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

Signature: Daniel C. Smith Date: 12/12/14



**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF MICHAEL BOYLE TO THE BENICIA PARKS, RECREATION & CEMETERY COMMISSION FOR A FOUR TERM ENDING JANUARY 30, 2019**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of Michael Boyle to the Benicia Parks, Recreation & Cemetery Commission by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

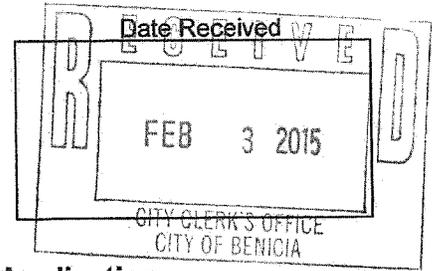
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





### City of Benicia Board/Commission/Committee Application

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

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

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

Name: Michael Boyle

Address: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

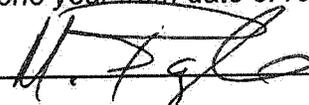
Email: \_\_\_\_\_ Years as Benicia resident: app. 33 years

Occupation/Employer: Manager/Benicia Health and Fitness Club

Please note your most recent community or civic volunteer experience:  
Owner Mare Island Sports Center Vallejo, Ca. Responsible for youth soccer, adult soccer leagues well as basketball training, volleyball, and concessions, over a thousand visits a day and management of all.  
~~Active member of Vallejo Business Community.~~

Please describe any applicable experience/training:  
As above, Owner Mare Island Sports Center, Vallejo, Ca, for 14 years. Coach and Manager of numerous soccer and Little League Baseball Teams in Benicia, Ca. Both house and traveling teams over a period of 20 years. Benicia High School Volleyball coach for 10 years. Benicia Area Manager for

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

Signature:  Date: 1/30/2015



## **Parks, Recreation, and Cemetery Commission Application**

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

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

I am aware and cognizant of the work of the commission. My involvement in youth and adult sports in Benicia, has helped me to realize the importance and function of Parks and Rec. and has helped me realize how lucky we are to have a progressive, active, and involved Commission. I have been involved and tried to deal with the Gvrd in Vallejo since that was where my business was locate. More than ever I realized how lucky we are in Benicia, and with

2. **Please list current and past volunteer positions.**

Due to my business interests I have less involvement in volunteer positions than I would have preferred. However, over the years I have been involved in Benicia baseball/softball/soccer positions serving the youth of Benicia. In addition, while my Varsity coaching position at BHS wasn't a volunteer position, it did me bring me even closer to the population of Benicia and the needs, hopes and needs of the population..Along those lines I have been involved in Benicia

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

I have no doubt I have the time and commitment to attend meetings and dedicate the time and energy to the committee. I believe in commitment and want to improve opportunities for Benicia residents and wish to improve and facilitate accessibility to services in the community.

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

I would aspire to a better opportunity for our youth. I often hear they have no where to go or anything to do...they need to know they have other options. Youth participation in baseball and soccer is declining, and I feel that commitment and interest needs to be rekindled in all ages. I would seek to make sports and recreation a viable option for members of our community for the youngest member of Benicia to the oldest. We are an amazing community.

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

I only wish to make sure that you know that in spite of most of my experience being in the private sector, I have a great deal of interest and experience in the volunteer organizations in Benicia and I would dedicate all my time and energy to improving opportunities to all in Benicia

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S REAPPOINTMENT OF ERNEST GUTIERREZ TO THE BENICIA PARKS, RECREATION & CEMETARY COMMISSION FOR A FOUR YEAR TERM ENDING JANUARY 30, 2019**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the reappointment of Ernest Gutierrez to the Benicia Parks, Recreation & Cemetery Commission by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

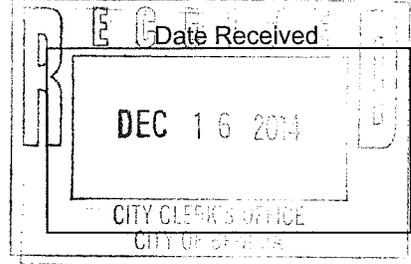
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





**City of Benicia Board/Commission/Committee Application**

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

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

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

Name: ERNEST GUTIERREZ

Address: \_\_\_\_\_

Phone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Home)

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Years as Benicia resident: 32

Occupation/Employer: RETIRED

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

PARKS & REC.; BOY SCOUT TROOP 7007 CHARTER REP.; MEMBER VFW & AMERICAN LEGION

Please describe any applicable experience/training: BROWN ACT TRAINING

CURRENT MEMBER COMMISSIONER PARKS & REC.

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

Signature: [Handwritten Signature] Date: Nov 30, 2014



## Parks, Recreation, and Cemetery Commission Application

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

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

*As a life long resident, past employee and mother of two young children I think I have a unique view on the community and its recreational needs.*
- Please list current and past volunteer positions.

*Benicia moms Group President 2013-2014, Playgroup mentor, preschool fair. Friends of Camp Concord Golf tournament Coordinator 2003, American Cancer Society, Guide Dogs for the Blind*
- Responsibilities of being a Board member includes attending monthly Parks, Recreation, and Cemetery meetings, attending special events, and occasionally appearing at City Council meetings. Further, there are often subcommittees of the commission that will require additional meetings during the month. Do you feel you have the time and commitment to be able to consistently attend these meetings and events?

*Yes*
- If you could achieve one goal during your term as a Parks, Recreation, and Cemetery Commissioner, what would it be? *I would love to see our parks and playgrounds updated (as a mother.) However I realize there are specific fund allocations so as a former Recreation Professional I would love to be an advocate for residents and a bridge/liason between those served and the P&C staff.*
- Is there anything else you would like to share with us regarding your qualifications and/or interests?

*I have a lot of respect for the department and the work they do. I understand the constraints of balancing a budget and meeting the needs of the community. If I could be helpful here, I would love to do so.*

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF ANN BROONER TO THE BENICIA PARKS, RECREATION & CEMETARY COMMISSION FOR A FOUR TERM ENDING JANUARY 30, 2019**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of Ann Brooner to the Benicia Parks, Recreation & Cemetery Commission by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

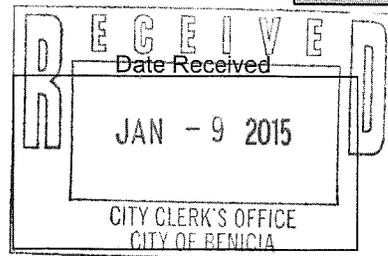
\_\_\_\_\_  
Elizabeth Patterson, Mayor

Attest:

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

\_\_\_\_\_  
Date





**City of Benicia Board/Commission/Committee Application**

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

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

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

Name: Ann Brooner

Address: \_\_\_\_\_

Phone: (Work) NA (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: NA

Email: \_\_\_\_\_ Years as Benicia resident: Around 35

Occupation/Employer: Stay at home mom, past Event/Meeting Planner & Recreation Professional

Please note your most recent community or civic volunteer experience: \_\_\_\_\_

Past President of the Benicia Moms Group & Benicia Moms Group Preschool (age) Fair

Please describe any applicable experience/training: \_\_\_\_\_

BS in Recreation Administration from Cal Poly SLO. I've had nonprofit, for profit and government jobs.

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

Signature: *Ann Brooner* Date: 1/8/15



## Parks, Recreation, and Cemetery Commission Application

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

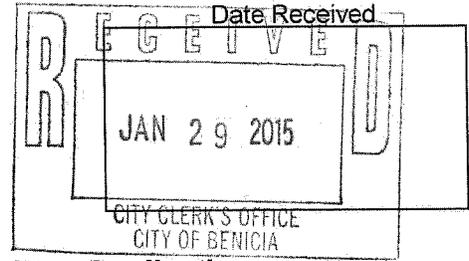
- The Parks, Recreation, and Cemetery Commission is responsible for working closely with the Parks and Community Services Department to direct the City as effectively as possible on behalf of parks, cemeteries and recreational activities. What interests you about serving on the Parks, Recreation, and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

As a lifelong resident, past employee and mother of two young children I think I have a unique view on the community and its recreational needs.
- Please list current and past volunteer positions.

Benicia moms Group President 2013-2014, Playgroup mentor, preschool fair. Friends of Camp Concord Golf tournament coordinator 2003, American Cancer Society, Guide Dogs for the Blind
- Responsibilities of being a Board member includes attending monthly Parks, Recreation, and Cemetery meetings, attending special events, and occasionally appearing at City Council meetings. Further, there are often subcommittees of the commission that will require additional meetings during the month. Do you feel you have the time and commitment to be able to consistently attend these meetings and events?

Yes
- If you could achieve one goal during your term as a Parks, Recreation, and Cemetery Commissioner, what would it be? I would love to see our parks and playgrounds updated (as a mother.) However I realize there are specific fund allocations so as a former Recreation Professional I would love to be an advocate for residents and a bridge/liason between those served and the P&CS staff.
- Is there anything else you would like to share with us regarding your qualifications and/or interests?

I have a lot of respect for the department and the work they do. I understand the constraints of balancing a budget and meeting the needs of the community. If I could be helpful here, I would love to do so.



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

*W p-m. - no good*

Name: Guy A Benjamin

Address: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Years as Benicia resident: 27

Occupation/Employer: Mortgage Banker / Fairway Independent Mortgage

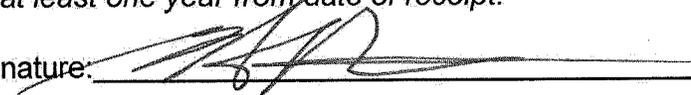
Please note your most recent community or civic volunteer experience: \_\_\_\_\_

Frequently involved in all things Benicia.

Please describe any applicable experience/training: \_\_\_\_\_

Licensed Real Estate Broker CA Bureau of Real Estate - 27 years in real estate finance field. Weekly columnist for Benicia Herald on all things real estate (Making \$ense of Real Estate)

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

Signature: 

Date: 1-29-15



## Planning Commission Application

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

1. What interests you about this Commission? Have you attended a Planning Commission meeting? If so, when?

I have attended numerous meetings over the years. In specific I am interested in issues surrounding the preservation of the historic charm of Benicia while providing a balanced approach to the needs of a thriving community. Since there is limited opportunity for development, planning is critical as it serves as one watch dog, over our communities limited resources.

2. Participation on this Commission involves monthly meetings, periodically special meetings, and possibly attending community events related to planning. Do you feel you have the time and commitment to be a viable member of this Commission?

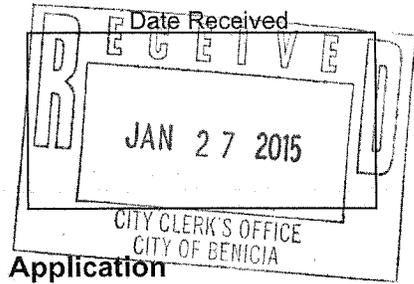
I have given this extensive thought as it is not just about attending a few meetings. Preparation for meetings is likely a larger time issue. I am committed to putting in the time necessary to prepare for, and be a valuable addition to planning commission meetings.

3. Is there a particular segment of planning and development that interests you more than others?

Preservation of the downtown historic districts and insuring opportunities for a thriving commercial district that attracts residents as well as tourists. As the waterfront park is developed we will need to be quite careful how we treat infill and restoration development in the downtown core.

4. Why do you think planning needs to play a lead role in fortifying the quality of life in Benicia? Do you see an area of planning that needs to be expanded at this point? How does zoning reinforces the goal of the General Plan?

Since Benicia is essentially built out, we must be very careful when considering proposals for development. Opportunities are limited and valuable. We need to always balance the needs of the community using zoning laws as our reference point. Like fences make good neighbors, zoning laws insure we maintain consistency, without them we wind up having incompatible uses as neighbors.



### City of Benicia Board/Commission/Committee Application

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- Uniform Code Board of Appeals

Name: Judith Boyle

Address: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ years as Benicia resident: 33 years

Occupation/Employer: BUSD - librarian - library media tech

Please note your most recent community or civic volunteer experience: \_\_\_\_\_

2013 "Kid Lit" Society - liason between group + BMS

Please describe any applicable experience/training: librarian at Mills (1999-2001)  
Elementary + Benicia Middle School since 2004

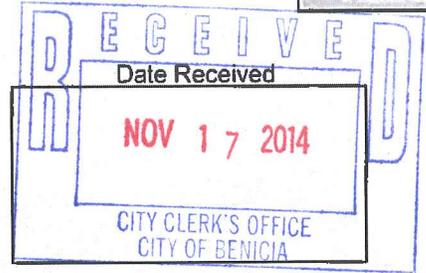
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Signature: Judith Boyle Date: 1-27-2015

Judith Boyle  
January 27, 2015

1. What interests you about this Board? Benicia Public Library is my "home away from home". I am mainly interested in its protection, funding, literacy and educational programs. I use the library one to four times a week.
2. Do you feel you have the time and commitment to be a viable member of this Board? Even though I work full-time at the middle school I am free evenings, weekends, holidays, and summer. My children are adults so child-care is not an issue.
3. Are there any particular segments of library services that interest you more than others? My major interests lay with Library programs that foster literacy for both children and adults, and coordination with Benicia schools, both public and private.
4. Why do you think library services need to play a lead role in enhancing the quality of life in Benicia? More than ever, libraries are community hubs – a safe harbor for teens, a point of contact for the elderly, and a place to nurture lifelong learning for everyone. People use libraries for more than reference and book checkout. Access to free technology and the availability of reference librarians are key services offered, and are more important than ever. People need access to computers and technology training. It's a mistake to believe everyone living in Benicia has a computer available in their home. School computers and the public library may be their only resource.

Do you see an area of library services that needs to be expanded at this point? Not at this point. My concern is with both Federal and State budget cuts and how this could affect our library. Local support has been generous with funding but we cannot grow complacent.



City of Benicia Board/Commission/Committee Application

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

Name: Rufus Bunch

Address:

Phone: (Work) (Home)

(Cell) Fax:

Email: rbunch@ettore.com Years as Benicia resident: 25+

Occupation/Employer: COO / Ettore Products Company

Please note your most recent community or civic volunteer experience:

Current Parks & Rec commissioner

Please describe any applicable experience/training:

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Signature: [Handwritten Signature] Date: 11/18/2014



## **Parks, Recreation, and Cemetery Commission Application**

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

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

Commissioner for a few years.

2. Please list current and past volunteer positions.

President Benicia Girls Softball  
President Benicia Youth Football  
Volunteer BHS Football

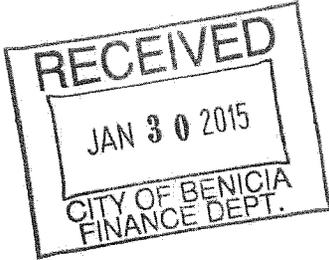
3. Responsibilities of being a Board member includes attending monthly Parks, Recreation, and Cemetery meetings, attending special events, and occasionally appearing at City Council meetings. Further, there are often subcommittees of the commission that will require additional meetings during the month.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

Yes

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

With the popularity of Bocce Ball in Benicia, I would like to see the completion of a second set of Bocce Ball courts next to the current ones.

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



Date Received

Empty box for Date Received

**City of Benicia Board/Commission/Committee Application**

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

Name: Elizabeth (Betsy) Radtke

Address: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Years as Benicia resident: 20 years

Occupation/Employer: BUSD - Substitute Teacher, Brickspace - Instructor, City of Benicia - environ.ed

Please note your most recent community or civic volunteer experience: \_\_\_\_\_

Still Active in all: Benicia Girl Scouts - 14 years, Boy Scouts Venture Crew - 4 years, Benicia-Tula Sister City Association - 5 years, PTG/PTAs - 14 years, BHS Swim Team/Mountain Bike Team - 5 years

Please describe any applicable experience/training: \_\_\_\_\_

See Attached.

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Signature: Elizabeth Radtke Date: 1/30/2015



## Planning Commission Application

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

1. What interests you about this Commission? Have you attended a Planning Commission meeting? If so, when?

With my background in land management, I am aware of the need to balance short-term issues with long-term needs. As a 20-year member of this community, I would like to be able to put my experience to work to continue to make Benicia the outstanding community that it has always been. I did attend a public participation planning meeting during the general plan update and I try to keep up-to-date on issues through online publications, the Benicia Herald and the Public Library.

2. Participation on this Commission involves monthly meetings, periodically special meetings, and possibly attending community events related to planning. Do you feel you have the time and commitment to be a viable member of this Commission?

My children are older and I feel that I am now able to turn my interests to helping the community at large. If selected, I am prepared to set time aside to read and understand the documents that are the guidelines to making decisions. I am also blessed to work the types of jobs that allow me to move my schedule around as needed.

3. Is there a particular segment of planning and development that interests you more than others?

See Attached.

4. Why do you think planning needs to play a lead role in fortifying the quality of life in Benicia? Do you see an area of planning that needs to be expanded at this point? How does zoning reinforce the goal of the General Plan?

Benicia has a very interesting dynamic. There are many small-business owners that need to be supported when possible, there are many homeowners who are not aware of the forces that determine why they like this community, there is an industrial park with many different needs and there is a strong historical overtone that needs to be maintained. These decisions can only be made through careful thought and discussion by a panel of differing interests in order to move forward in a balanced manner. The General Plan and zoning are the tools already established and should be used properly. I have seen communities that have poorly-written plans and do not have zoning and it reflects negatively on their quality of life.

Planning Commission Application – Elizabeth Radtke

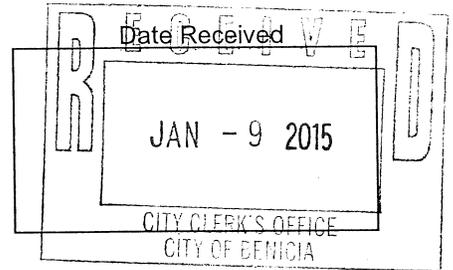
Applicable Experience/Training:

I worked for the Department of the Interior for 15 years as a land-manager before becoming a homemaker. As such, I was responsible for managing historic buildings, restoring habitat, and improving public use. All aspects of land management require a review to ensure public participation in planning; and, environmental documentation including EAs, compatibility determinations, code of federal regulations and working with an EIR staff for long-term planning. Training was received in each aspect with a week-long course in public participation and a 3-day course in compatibility determinations being particularly useful to a position on the City of Benicia Planning Committee.

3. Particular Segment of Planning and Development.

My interest in being part of the Planning Commission is to ensure that planning and development use a common-sense approach to advising our City. While some issues are very complicated and need thorough review and thought, there are others that should be able to progress rapidly. While with the DOI, compatibility determinations were a way to decide how to proceed. Each proposal was balanced against the founding laws for that piece of property, then general DOI laws and finally policies were looked at to decide about special use permits, restoration, and other changes. My interest is in using my experience to help make sure that the City progresses in a manner determined by the general population and not special interests.





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- Sustainability Commission
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- Uniform Code Board of Appeals

Name: Ed Ruszel

Address: \_\_\_\_\_

Phone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Years as Benicia resident: 9

Occupation/Employer: Facility Manager, Ruszel Woodworks

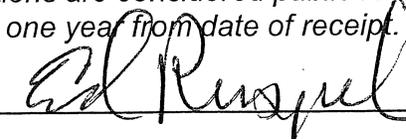
Please note your most recent community or civic volunteer experience: \_\_\_\_\_

I have attended BIPA meetings, Arsenal Clean up taskforce meeting, made presentations at Civic and local community event. I regularly organise donations of surplus materials to local groups.

Please describe any applicable experience/training: \_\_\_\_\_

I have training in architectural drafting, construction management, and facility maintenance.

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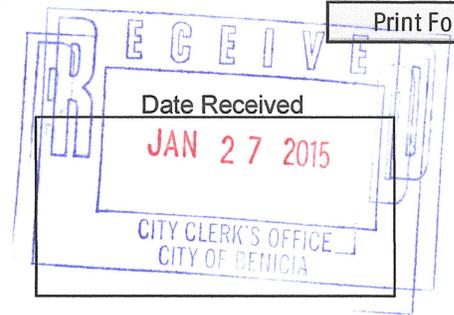
Signature:  Date: 1-9-15



## Planning Commission Application

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

1. What interests you about this Commission? Have you attended a Planning Commission meeting? If so, when?  
The ability to participate in the public decision-making process in Benicia as it relates to planning and building our community. Yes I have Attended Planning Commission meetings many times and have spoken to the board many times in the last several years. I have made presentations to the Commission, most recently in august of 2014. I have filed an appeal to Planning Commission decisions in the past.
  
2. Participation on this Commission involves monthly meetings, periodically special meetings, and possibly attending community events related to planning. Do you feel you have the time and commitment to be a viable member of this Commission?  
Yes I do feel that I have the time and commitment to be and active member of thre Planning Commission. I read the agendas regularly and know the current project being reviewed by the Planning Department.
  
3. Is there a particular segment of planning and development that interests you more than others?  
Zoning issues, especially in the commercial and industrial areas.
  
4. Why do you think planning needs to play a lead role in fortifying the quality of life in Benicia? Do you see an area of planning that needs to be expanded at this point? How does zoning reinforces the goal of the General Plan?  
The Planning Department and the Planning Commisioners interpret the city's goals and reviews the property owner/developer/buisness's project, ensuring that it is in the best interest of the community.  
The second question is confusing to me. Are we talking about planning in general or the Planning Dept? Or the Planning Commission? I could provide more specific answers if needed.



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

Name: Craig Snider

Address: 793 Carsten Circle

Phone: (Work) \_\_\_\_\_ (Home) 707-748-7213

(Cell) 707-319-1484 Fax: \_\_\_\_\_

Email: milkcrate25@sbcglobal.net Years as Benicia resident: 11

Occupation/Employer: Retired from United States Department of Agriculture - Forest Service

Please note your most recent community or civic volunteer experience: \_\_\_\_\_

Sky Valley Committee for 5+ years. BOTTG performer, Benicia Bicycle Race

Please describe any applicable experience/training: \_\_\_\_\_

Most of my career with the US Forest Service was in planning. I retired as Regional Environmental Coordinator in 2014. My specialty was environmental analysis at both plan and project levels.

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Signature: *Craig B. Snider* Date: January 26, 2015

## Planning Commission Application

### **1. What interests you about this Commission? Have you attended a Planning Commission meeting? If so, when?**

This commission deals with issues that are important to me as a citizen and which often have a bearing on the wellbeing of our community. I most recently attended last summer's Planning Commission meetings where public comments were received dealing with Valero's Crude by Rail proposal.

### **2. Participation on this Commission involves monthly meetings, periodically special meetings, and possibly attending community events related to planning. Do you feel you have the time and commitment to be a viable member of this Commission?**

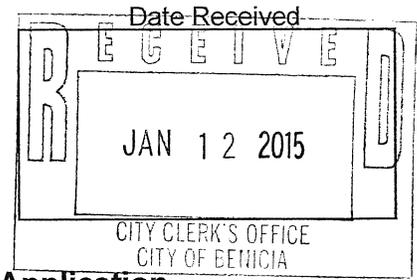
As to time, I am recently retired, so I can readily adjust my schedule to meet the demands of the commission. As to commitment, I've spent most of my work life in planning. I retired last year as a senior planner with the US Forest Service. I view planning as very important to "getting it right" the first time by carefully reviewing proposals and minimizing undesirable effects. From direct experience, I know what it takes to review and study a project or program proposal. I'm confident I can commit to that task.

### **3. Is there a particular segment of planning and development that interests you more than others?**

My career dealt primarily with planning rural developments such as transmission lines, pipelines, wind turbines, watershed restoration, fuel treatment, campgrounds and highway developments. This consisted of reviewing various environmental documents under NEPA (the National Environmental Policy Act), including Environmental Impact Statements, Environmental Assessments and Categorical Exclusions. The NEPA and CEQA are very similar and I often reviewed joint NEPA/CEQA documents (e.g. EIS/EIR). While the same principles apply to environmental review under NEPA and CEQA, I'm interested in expanding my knowledge about urban planning and CEQA.

### **4. Why do you think planning needs to play a lead role in fortifying the quality of life in Benicia? Do you see an area of planning that needs to be expanded at this point? How does zoning reinforces the goal of the General Plan?**

In my experience, there are two levels of planning and both are important. Zoning stems from program plans that establish the rules for development within a jurisdiction. Project plans guide site-specific project proposals such as the Seeno development or the Valero Crude by Rail project. Both are important to fortifying the quality of life in Benicia because without planning, the public loses the opportunity to "weigh in" on the merits of proposals or offer suggestions for protecting our environment and enjoyment of it.



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Name: Gayle Aileen Vaughan

Address: \_\_\_\_\_

Phone: (Work) retired (Home) \_\_\_\_\_

(Cell) \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Years as Benicia resident: 35

Occupation/Employer: Retired teacher BUSD/educational therapist private practice/marketing

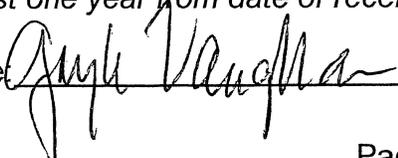
Please note your most recent community or civic volunteer experience: \_\_\_\_\_

Currently: Director, League of Women Voters: Voter Services, Program Planning, Tidal Marsh Docent, Solano Land Trust at Rush Ranch, independent water activist providing information and forums about the Bay Delta Conservation Plan

Please describe any applicable experience/training: \_\_\_\_\_

Served on many, varied public committees and understand how government processes work. I have been informally studying county and state water and land use planning for the last few years

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Signature:  Date: Jan. 12, 2015



## Planning Commission Application

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

1. What interests you about this Commission? Have you attended a Planning Commission meeting? If so, when?  
Serving on the Planning Commission would allow me the opportunity to participate in local government in a way that would be beneficial to the future of residents, businesses, and the environment of the town I love. Working together with the Council and City Officials, I believe the Commission has the power to manage changes to our community in a productive and thoughtful manner. The last meeting I attended was about a decade ago, about Sky Valley. I will be attending the February meeting to learn more about Crude by Rail and the senior housing project in the Arsenal.

2. Participation on this Commission involves monthly meetings, periodically special meetings, and possibly attending community events related to planning. Do you feel you have the time and commitment to be a viable member of this Commission?

Yes. I am retired and can effectively manage my other civic and family duties to allow for the time required.

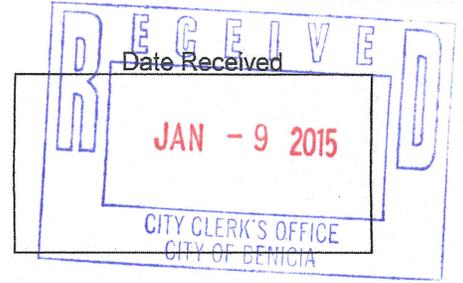
3. Is there a particular segment of planning and development that interests you more than others?

I am interested in water and land use, the environment, and the balance between private property rights and the need for governmental regulation. I am concerned about the environment and health effects of our city's industry. I think it is important to have economic growth while considering the possible future environmental results of today's actions.

4. Why do you think planning needs to play a lead role in fortifying the quality of life in Benicia? Do you see an area of planning that needs to be expanded at this point? How does zoning reinforces the goal of the General Plan?

Planning is important to maintaining the quality of life here. Whenever a large group of people live and work together, common goals, rules, and regulations are necessary. Individuals often don't anticipate the effects of their actions on others. Looking to the future and planning for it is essential to maintaining a safe, healthy, and well-functioning city.

The Commission may need to expand its influence on parking, traffic, and water use for landscaping on commercial properties. Zoning is important for maintaining the quality of life, development, sustainability, and health and safety of our community. Mixed use zoning, while helpful to residents and retail, is a difficult issue, and should be considered with caution.



City of Benicia Board/Commission/Committee Application

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

Name: David A. Lindsay

Address:

Phone: (Work) (Home)

(Cell) Fax:

Email: Years as Benicia resident: 7

Occupation/Employer: Chemical Engineer / UOP (Part of Honeywell)

Please note your most recent community or civic volunteer experience: Volunteer tutor at BMS and BHS. Solano Land Trust volunteer (habitat restoration and fund raising events), past Board President and current Social Justice committee chair at my church.

Please describe any applicable experience/training: Engineering background/training provides general knowledge of project issues (EIR etc.) as well as understanding of energy and environmental issues.

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

Signature: David A. Lindsay Date: January 9, 2015



## Planning Commission Application

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

1. What interests you about this Commission? Have you attended a Planning Commission meeting? If so, when?

This commission is an important part of maintaining and improving the quality of life in Benicia. I have not attend a Planning Commission meeting, but have attended some Council meetings when key projects were discussed.

2. Participation on this Commission involves monthly meetings, periodically special meetings, and possibly attending community events related to planning. Do you feel you have the time and commitment to be a viable member of this Commission?

There may be occasional conflicts with work-related travel, but I expect to be able to be a regular attendee.

3. Is there a particular segment of planning and development that interests you more than others?

I have a strong interest in sustainable development which is an underlying value of the General Plan. I'm also a bicyclist and hiker, so I'm interest in improving bicycle access/safety and potential new hiking trails in the open areas. Other areas of interest include diverse economic development and low-cost housing options.

4. Why do you think planning needs to play a lead role in fortifying the quality of life in Benicia? Do you see an area of planning that needs to be expanded at this point? How does zoning reinforces the goal of the General Plan?

The qualities of Benicia: open space, small-town feel, unique downtown, etc. are the reasons that most of us enjoying living here. Planning and zoning are safeguards which ensure that these attributes are maintained and enhanced. Zoning policies ensure that we don't compromise our values for the sake of perceived short-term economic gain. We should be looking for win-win projects. Planning that encourage diverse economic growth without large environmental impacts, such as increases in traffic and emissions or loss of open space should be the goal and are consistent with the General Plan.

**AGENDA ITEM  
CITY COUNCIL MEETING DATE - APRIL 7, 2015  
PRESENTATION**

**DATE** : April 7, 2015  
**TO** : City Manager  
**FROM** : Library Director  
**SUBJECT** : **ANNUAL REPORT FROM ARTS AND CULTURE COMMISSION**

**RECOMMENDATION:**

Receive a presentation on the Arts and Culture Commission's Annual Report.

**EXECUTIVE SUMMARY:**

The 2014 Chair of the Arts and Culture Commission will present to the City Council their Annual Report for 2014.

**BUDGET INFORMATION:**

N/A

**STRATEGIC PLAN:**

Relevant Strategic Plan Goals and Strategies:

- Strategy Issue #5: Maintain and Enhance a High Quality of Life
  - Strategy #3: Promote arts and culture

Attachment:

- Arts and Culture Commission 2014 Annual Report



## **ARTS AND CULTURE COMMISSION 2014 ANNUAL REPORT<sup>1</sup>**

In December 2014, the Benicia Arts and Culture Commission (BACC) concluded its fifth year of operation. The Commission annually provides a written report of its activities, along with recommendations for improvements and additions to existing art and culture programs, to the City Council. This report will briefly highlight work the Commission has achieved, work in progress and recommendations for your consideration.

Per Benicia City Ordinance No. 09-15, the purpose of the Commission is to:

- A. Advise and inform the city council and staff on culture and arts related issues
- B. Evaluate the needs and resources of local culture and arts organizations
- C. Facilitate, encourage, promote and stimulate arts and culture in our community
- D. Promote and increase public awareness, locally and beyond the city, of arts and cultural resources and activities
- E. Support and promote the arts and culture as a major element in Benicia's community identity
- F. Ensure that cultural and artistic elements are integral to the city's quality of life and economic vitality
- G. Engage youth in culture and arts

### **Achievements**

Some of the accomplishments from the commission's first four years included:

- Reviewing and revising the grant application documentation to more fully address the needs of arts and culture grantees during the 2013-2015 fiscal cycle.
- Refining a strategy to advertise the grant application process in a manner that would reach all potential grantees.
- Continuing the work of the Film Festival Subcommittee to develop the process for planning, organizing and fundraising for the inaugural Benicia Film Festival.
- Conducting fundraisers to benefit public art programs and pay for the film festival's expenses.
- Creating a city-approved Public Art Program.

In its fifth year, the commission was able to build on previous successes to move forward, completing some of the work started in earlier years and working on other projects as well.

In 2014, its achievements and successes included:

- Sponsoring an independent film festival intended to serve as a fundraiser, and as a way of enhancing the arts and culture offerings in Benicia. In its first year, it successfully raised money for the Commission's Public Art program, with around 400 people attending the three-day event.
- Obtaining approval for two pieces of public art to be placed in the City Library. These paintings by Julius Hatofsky are breathtaking and will expand the depth of public art within the community. A reception celebrating the new exhibit was held on January 30, 2015, from 6-8 p.m. at the Library.
- Working on the two grant projects that were recommended by the Community Sustainability Commission and approved by the City Council. The work for both projects was completed in 2014.

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<sup>1</sup> Approved by the Arts and Culture Commission February 12, 2015

Benicia Arts and Culture Commission  
2014 Annual Report

- Tangled up in trash – Caterpillar Puppets Interactive Eco-Sustainable Programs for Pre-School – Third Grade. A \$12,000 grant was received and 24 programs were presented.
  - *Wind, Water, Land* recycled metal and glass art to be placed at the Community Center. Council approved the location and conceptual design for this piece in January 2014 and requested completion by the end of 2014. The work is scheduled for installation in early March 2015, with a reception planned for March 21.
- Hosting a series of receptions for *Arts Benicia Presents...* art exhibits in the City Council Chambers.
  - Meeting with a collaborative group to investigate the possibility of future development of the city-owned Depot building to accommodate a gallery site for Arts Benicia and the Benicia Historical Museum.
  - Assisting in the inauguration of the Benicia Museum of Art, temporarily located in Studio 621.
  - Participating in the Waterfront Enhancement & Master Plan process and providing input and a new framework for the inclusion of public art from the inception of the plan.
  - Working with Arts Benicia and Mark Brest van Kempen to get approval for the first of three pieces of temporary art to be placed at the Waterfront.
  - Completing several fundraisers to benefit the Benicia Film Festival and the Public art project at the community center.

The Commissioners continued to be active in the community, representing the city at many arts and culture events, meetings and activities. The Commission frequently has had more than one position unfilled, and 2014 was no exception, as two positions were vacant for most of the calendar year.

### Committees

As before, the committees continued to function as the engines of the Commission. They reflect the way in which the Commission has developed as a collaborative and synergistic assembly of committed commissioners.

#### Community Outreach Committee

Mission: Provide leadership to the Commission in its goal to: 1) build collaborative and supportive relationships with arts, culture and other organizations, and 2) raise funds, as needed, to support the mission of the Commission and its grantees.

In 2013, the Commission temporarily suspended the work of the Community Outreach Committee while the dedicated core group continued to work through the Public Art Committee and the Film Festival Subcommittee on two major projects: the public art piece *Wind, Water, Land* and Benicia's first film festival, held in April 2014. In July, 2014, the Community Outreach Committee was revitalized, with a list of projects and primary tasks. These included: 1) BACC Grant Program Management; 2) Revitalizing the Collaboration Subcommittee; 3) Identifying BACC funding strategies; 4) Build/Enhance Relationships with Arts and Culture Organizations; 5) Host BACC Roundtables; 6) Document and Submit BACC Annual Report to the City; 7) Support other BACC Committees as needed.

#### Public Art Committee

Mission: Exists to support the inclusion of public art in our community promoting its cultural heritage, history and artistic identity, while adding warmth, beauty, and accessibility to public spaces.

The Public Art Committee continued to work with local artists on the creation and installation of a public art piece, *Wind, Water, Land*, for the Community Center. The local artists creating the piece include Brian Giambastiani, Mike Kendall, David Lindsay, Micheal, Nicholas and David Nourot. (Note: this is on the Council's list of priority projects for the city.) In accordance with the strategic plan of the Community Sustainability Commission, this project is complemented with an eco-educational component. Larry Lauber, Benicia Historical Museum Association member, is providing the lighting for the piece. Additionally, John Beck, a well-known filmmaker and resident of Benicia, is filming a documentary of the project.

The Committee also intends to work with staff and appropriate city departments to create a master plan for public art. (Note: this too is on the Council's list of priority projects for the city.)

### Looking ahead to 2015

The Commission's activities continue to be a work in progress. Some of the work started in 2013 was completed in 2014 and some of the work has yet to be completed. The commissioners are in the process of assessing those aspects of its mission that have not been adequately addressed and, of course, they are readily open to new and unanticipated opportunities as these arise.

#### Recommendations:

The following are a few recommendations that the City may take to encourage and promote arts and culture related programs.

- As the city considers its budget for fiscal year 2015-16 and 2016-17, the Commission would recommend that there be consideration of an increase in the budget for non-profit arts and culture organization grants, as these monies are an investment in our community's future and economic vitality<sup>2</sup>. These funds were reduced in 2009-10 from \$100,375 to \$80,375 in 2010-11 and then in the following year, were reduced to \$60,540. The commission recommends that the level of funding for non-profit arts and culture organizations be returned to the 2010-11 or 2009-10 level.
- In addition, due to the timeline for BACC grant approvals, the Commission recommends that in the spring, early in the budget process, the Council provide guidance to staff on the amount that will be available for distribution to grantees. The current process requires the commission to estimate the total amount to be allocated, pre-determining the amounts to be given to each grantee, and presenting multiple budget options for Council consideration. The availability of a total rather than assumed sum of money would simplify the number of alternative budget options the Commission prepares for each recommended grantee applicant.

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<sup>2</sup> Americans for the Arts, Arts & Economic Prosperity IV, National Report. [http://www.artsusa.org/pdf/information\\_services/research/services/economic.impact/aepiv/AEP4.NationalSummaryReport.pdf](http://www.artsusa.org/pdf/information_services/research/services/economic.impact/aepiv/AEP4.NationalSummaryReport.pdf)

### **Work in progress**

#### Public Art

- Complete the creation and installation of a public art piece to be placed in the Community Center.
- Work with Arts Benicia on the installation of three pieces of temporary art in the waterfront area.
- Continue to monitor items to be included in a future Public Art Master Plan for Benicia.

#### Outreach Committee

- If the Commission has a full complement of commissioners, revive the Community Outreach Committee's efforts to support collaboration of arts and culture organizations within the City.
- Continue to sponsor the Arts and Culture Commission's Roundtables.
- Attend meetings related to creating a permanent Benicia Regional Art Center and/or a Benicia Art Museum and/or completion/remodel of the Depot and report to the Commission on any developments.

#### Film Festival Subcommittee

- Continue the work of the Film Festival Subcommittee and annually evaluate future events.
- Fundraise as needed for public art and the film festival, with funds raised above and beyond the amount needed for the Film Festival expenses to be used (with Council Approval) to supplement funds for the grantees or for Public Art.

#### Commission

- Review, evaluate and make a recommendation to Council on 2015-17 grant recipients
- Monitor grantee reports on a quarterly basis and make a site visit to each grantee annually.
- Participate in the Waterfront Park design process to ensure inclusion of art from inception of the plan through completion of the project.

#### **Workplan**

A draft Workplan with projects for 2015 is attached. This will be provided as an item for approval on the Council agenda.

<b>DRAFT</b>		
<b><i>Arts and Culture Commission Proposed Work Plan 2015</i></b>		
<b>Schedule</b>	<b>Task/Subject</b> related to duties described in establishing Ordinance or Resolution No.	<b>Lead/Team</b>
Annually	Prepare an Annual Report for Council including recommendations for encouraging and promoting art-related programs	Outreach Committee/ Commission/Staff
Ongoing	Support collaborations of arts and culture organizations within the city	Commission/ Outreach Committee
Annually	Sponsor the Arts and Culture Commission roundtables	Outreach Committee
Bi-annually	Review new applications for grants for FY 2015-17 and make recommendations to the City Council.	Commission
Quarterly	Authorize expenditures of grant funds for approved grantees	Commission
Annually	Perform site visits to each grantee	Commission
Quarterly	Conduct fundraisers to support public art or other commission activities	Commission
Ongoing	Sponsor the second Annual Film Festival and any associated fundraising events	Commission / Film Festival Subcommittee / Staff
As needed	Update/revise brochure on Public Art in Benicia	Public Art Committee
Ongoing	Sponsor receptions for the "Arts Benicia Presents" series of art in the Council Chambers	Commission
Will be completed in March 2015	Work with local artists on the installation of a public art piece in the Community Center. Host a reception/unveiling of the artwork	Public Art Committee / Commission / Staff
<b>Schedule</b>	<b>Special Projects</b> related to duties described in City's Priority Project List, General Plan, or Annual report	<b>Lead/Team</b>
Occasional	Attend meetings to gather information on: 1) the Benicia Regional Art Center (BRAC), 2) a permanent Benicia Art Museum, and/or 3) conversion of the Depot to provide a First Street arts/historical/cultural gallery. Keep Commission apprised of any developments on these projects.	Chair /Commission/ Outreach Committee/ Staff
March 2014 – March 2016	Work with artist Mark Brest van Kempen & Arts Benicia on the installation of temporary art pieces on the First Street Green	Public Art Committee/ BACC/Parks, Recreation & Cemetery Commission/Staff
Occasional	Participate in the Waterfront Park design process to ensure inclusion of art from the inception of the plan through completion of the project.	Commission / Public Art Committee



**AGENDA ITEM  
CITY COUNCIL MEETING: APRIL 7, 2015  
PRESENTATION**

**DATE** : March 26, 2015  
**TO** : City Manager  
**FROM** : Public Works Director  
**SUBJECT** : **REVIEW OF FEBRUARY WATER REPORT AND PRESENTATION**

**RECOMMENDATION:**

Receive the City's water supply, customer usage, and conservation update and presentation.

**EXECUTIVE SUMMARY:**

Benicia customers are continuing to conserve water and their efforts are acknowledged and appreciated. Benicia has reduced its water use by 22.6% in the last 12 months compared to the 2013 baseline. In January, Benicia's water conservation rate was 13.0%, compared to the statewide average of 8.8%. In February, water use was reduced by 28.5% compared to February 2013. Benicia customers are encouraged to continue voluntarily conserving 20% as the drought persists.

**BUDGET INFORMATION:**

No budget impacts are associated with this update.

**GENERAL PLAN:**

Relevant General Plan Goals:

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

**STRATEGIC PLAN:**

Relevant Strategic Plan Issue and Strategy:

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

## **BACKGROUND**

California has a climate with drought cycles every 10 to 20 years. The last two severe droughts were in the mid-1970's and late-1980's to early 1990's. On January 17, 2014, the Governor declared a drought and asked for 20% voluntary water reduction. Northern California has experienced record low rainfall and snow accumulation in January and February. As a result of the four years of drought, communities in California need to significantly cutback water use.

The City of Benicia has a population of approximately 28,000 people, 8,500 residential water meter service connections, and 1,000 commercial, industrial and institutional connections. The City purchases approximately 10,000 acre - feet or 3.3 billion gallons of water per year, and half of this water is used at the Valero Oil Refinery. The State Water Project (SWP) supplies 75% to 85% of the City's water from the Sacramento - San Joaquin Delta and the Solano Project (SP) supplies 15% to 25% of the City's water from Lake Berryessa. Lake Herman has historically been used as an emergency water supply and temporary storage reservoir.

The City has 3,100 acre-feet of reliable water supply and has purchased water from various agencies when needed. Allocations of water from the SWP have varied from 5% to 65%. When the allocation exceeded 35%, then the City had adequate water supply. Some of the SWP and SP water that is allocated and not used can be carried over or "banked" for use in future years. Approximately 10,000 acre-feet of water has been "banked" in Lake Berryessa for use during a drought.

The City is managing its water supply to maximize the use of the allocated State Water Project water, conserve Solano Project water that can be stored/banked in Lake Berryessa, maximize Lake Herman water storage and delivery, and make improvements to components of the water infrastructure to ensure reliability and redundancy. All of these efforts are intended to ensure, to the extent feasible, an adequate water supply through December 2016 in case the drought continues. In December 2014, Benicia customers reached the goal of 20% water conservation.

Monthly reports about residential customer water use are submitted to the State Water Resources Control Board (SWRCB). In January, Benicia's water conservation rate was 13.0%, compared to the statewide average of 8.8%. Benicia's per capita water use was 97.5 gallons per person per day (GPPD) in January, compared to the statewide average of 72.6 (GPPD), which is the latest information available. Note that various factors can affect the per capita water use comparison such as precipitation, temperature, population, socio-economic measures and even water prices.

Historically, the City has depended more on its State Water Project availability than its Solano Project supply. Attachment 1 shows the available amount of water from each source between 2008 and 2014.

### MONTHLY WATER UPDATE

Table 1 details the usage of all three water supplies in 2014 and 2015. On February 21, the water treatment plant switched from the NBA supply to the Solano Project/Putah South Canal supply, and will continue to treat 100% Solano Project water into mid-April.

**Table 1  
2014 and 2015 Source Water Usage  
(acre-feet)**

	<i>Total Water Demand</i>	<i>State Water Project Supply</i>	<i>Solano Project Supply</i>	<i>Total Project Source Supply</i>	<i>Lake Herman Makeup Water</i>
2014					
<b>2014 Total</b>	<b>9,954</b>	<b>6,785</b>	<b>2,138</b>	<b>8,923</b>	<b>1,537</b>
2015					
January	708	147	0	147	653
February	602	541	112	653	0
<b>2015 Total</b>	<b>1,310</b>	<b>688</b>	<b>112</b>	<b>800</b>	<b>653</b>

Historically, the City has depended more on its State Water Project availability than its Solano Project supply. Table 2 and Graph 1 show the monthly treated water production through February. The 12-month cumulative water conservation is 22.6% (from March 2014 through February 2015 compared to the 2013 baseline) shows that the conversation efforts in 2015 are even better than in 2014.

**Table 2**  
**Monthly Treated Water Production Leaving the Water Treatment Plant**  
**(in acre-feet)**

	January	February	March	April	May	June	July	August	September	October	November	December
2013	354.8	375.6	494.1	546.0	703.4	648.5	682.5	662.9	601.8	551.8	438.5	419.2
2014	411.8	312.4	352.3	394.7	534.7	575.0	557.0	515.0	478.2	426.1	320.8	286.5
2015	308.8	268.4										
2014 percent difference from 2013	16.1%	-16.8%	-28.7%	-27.7%	-24.0%	-11.3%	-18.4%	-22.3%	-20.5%	-22.8%	-26.8%	-31.7%
2015 percent difference from 2013	-13.0%	-28.5%										

**Graph 1**  
**Monthly Treated Water Production Leaving the Water Treatment Plant**  
**(in acre-feet)**

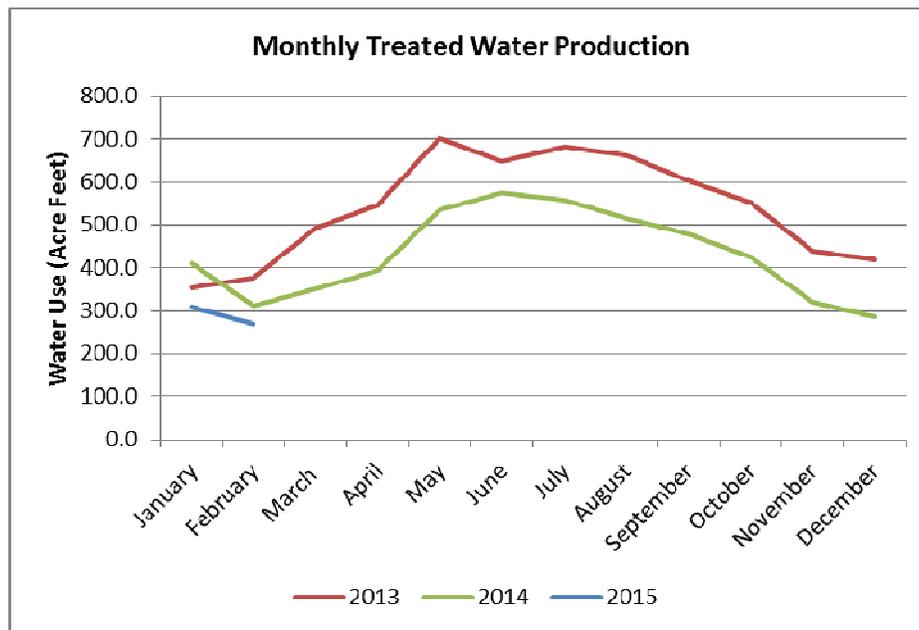


Table 3 and Graph 2 show the amount of water the City municipal meters have used during this same period. A total of 308 AF were used in 2013 and 212 AF were used in 2014, which is a 31% annual reduction.

**Table 3**  
**City Facilities Metered Water Use**  
**(in acre-feet)**

	January	February	March	April	May	June	July	August	Sepember	October	November	December
2013	8.8	2.3	10.0	18.9	17.9	57.5	22.9	63.3	21.7	50.6	17.8	16.2
2014	10.0	13.6	11.8	4.8	12.5	26.8	22.1	40.3	17.6	30.8	14.1	7.4
2015	4.9	1.6										
2014 percent difference from 2013	13.6%	491.3%	18.0%	-74.6%	-30.2%	-53.4%	-3.5%	-36.3%	-18.9%	-39.1%	-20.8%	-54.3%
2015 percent difference from 2013	-44.3%	-30.4%										

**Graph 2**  
**Cumulative City Facilities Metered Water Use**  
**(in acre-feet)**

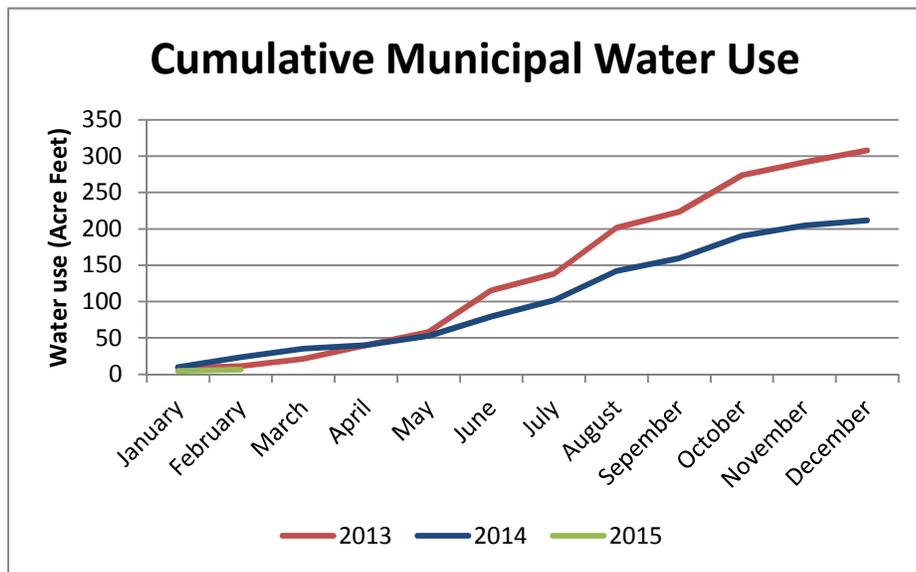


Table 4 identifies the different accounts within the Benicia Water Supply Portfolio. The State Water Project water that the City is guaranteed comes from our “Table A” contract water (4,300-AF), the Carry-over from previous years (6,807-AF), and the remaining water banked with the Mojave Water Agency (1,000-AF). Solano County Water Agency has approved the trade between Benicia

and Vallejo to trade some of Benicia's Carry-over water for Vallejo's Permit Water, at a 1:2 ratio. Vallejo's Permit Water comes from the same source as the North Bay Aqueduct, and can be described as a "use it or lose it" water each calendar year. The strategy of "banking" purchased Solano Project water has demonstrated that the City has stored almost one year's worth of water in Lake Berryessa.

**Table 4**  
**Benicia Water Portfolio for 2014, 2015 and 2016**  
**(in acre-feet)**

<b>Water Source</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
SWP - Table A Allocation	860	4,300	?
SWP- Advanced Table A	0	?	?
SWP – Carryover	9,396	6,807	5,784
SWP - Article 21	0	?	?
Vallejo Permit Water Exchange	588	197	?
SWP - Settlement Water	1,580	491	?
SWP - Mojave Water Agency Bank	1,000	1,000	0
SWP - Yuba Accord Water	266	?	?
SWP-NOD Allocation	0	?	?
<b>State Water Project Sub-Total</b>	<b>13,690</b>	<b>12,795</b>	<b>5,784</b>
SP - Vallejo 1962 Agreement	1,100	1,100	1,100
SP - SID 2009 Agreement	2,000	2,000	2,000
SP - Vacaville Purchase (July & Dec)	4,000	0	?
SP- Vallejo Exchange (Sept 2014)	166	?	?
SP-Total Carryover	4,697	6,309	4,489
<b>Solano Project Sub-Total</b>	<b>11,963</b>	<b>9,409</b>	<b>7,589</b>
<b>Lake Herman - Projected Supply</b>	<b>1,590</b>	<b>1,300</b>	<b>1,175</b>
<b>Grand Total</b>	<b>27,243</b>	<b>23,504</b>	<b>14,548</b>

## **WATER CONSERVATION**

### **Mandatory Outdoor Water Restrictions and State Water Board Emergency Regulations**

On July 1, 2014, City Council enacted mandatory restrictions on outdoor water use. Since outdoor water use accounts for about 50% of residential water demand, this was an effective conservation measure that was critical to reaching last year's 20% reduction goal. The restrictions apply to both residential and commercial customers and will remain in effect until the City Council declares an end to the water shortage emergency.

On April 1, watering restrictions, which restrict use of sprinklers to 3 days per week, will change back to the spring/summer schedule as follows:

- Residents with addresses ending in an odd number (1, 3, 5, 7 or 9) can only water on Mondays, Wednesdays and Fridays.
- Residents with addresses ending in an even number (0, 2, 4, 6 or 8) can only water Tuesdays, Thursdays and Saturdays.
- Residents are allowed to water on their designated day only, before 8:00 am or after 7:00 pm.

There are exceptions for hoses with a shut-off nozzle, drip irrigation, watering container plants and for watering turf at recreational areas.

On March 17, 2015, the State Water Resources Control Board (SWRCB) adopted emergency water conservation regulations that expand the regulations adopted in July 2014. One of the major provisions continued from 2014 is that urban water providers like Benicia must implement the stage of their drought contingency plan that requires mandatory outdoor water restrictions (or limit watering to twice per week if they do not have a contingency plan). Benicia's contingency plan restricts outdoor water use to 3 days per week, as described above.

New rules in the March 17 regulations include the following:

- Restaurants and other food service establishments can only serve water to customers on request.
- Operators of hotels and motels must provide guests with the option of choosing not to have towels and linens laundered daily and prominently display notice of this option.
- Water agencies are required to notify customers when they are aware of leaks within the customer's control.

- Monthly reporting requirements will now include the limit on outdoor irrigation and a description of enforcement efforts.

City staff delivered table cards to local restaurants in 2014 and will work with local restaurants and hotel/motels to ensure that these regulations are followed.

The following is a summary of Benicia's water conservation enforcement actions, which are reported to the State:

<b>Enforcement Action</b>	<b>2014 Total</b>	<b>2015 to date</b>
Informal written warning (door hanger):	6	13
Formal written warning:	1	0
Notice of Violation/Fines	0	0

### **Solano County Turf Replacement Program Update**

The Solano County Water Agency (SCWA) has administered a turf-replacement program since 2010 using state Proposition 84 grant funding that provides rebates to residents who replace their water thirsty lawn with drought-tolerant landscaping. This program will reimburse a property owner \$1.00 per square foot, up to \$1,000 per project. Last year, the Benicia Community Sustainability Commission (CSC) provided a \$100,000 grant funding for an additional \$1.00/sq. ft. rebate for Benicia residents for an enhanced rebate of \$2.00 per sq. ft., up to \$2,000, until the grant funds are exhausted.

This program has been increasingly popular, with Benicia participating at the highest per-capita rate in Solano County. In 2014, demand for this program grew exponentially, exhausting the available funds. As a result, all landscape conversion projects in the process were placed on a waiting list and no new applications are being accepted. Public Works will apply for another \$100,000 grant through the CSC in May.

On March 12, 2015, the SCWA Board approved \$300,000 for the current fiscal year to resume the landscape conversion rebate program, and additional funding for next fiscal year. SCWA intends to use the new funding to first issue rebates to those projects currently on the waiting list before it begins accepting new applications. The 22 Benicia residents currently on the waiting list will receive the additional \$1.00 per square foot on a first-come, first-serve basis until the funds from the CSC grant are used up.

In addition to the very popular turf replacement rebate program, SCWA also has rebates available for water-efficient indoor appliances such as washing machines. SCWA has discontinued its High Efficiency Toilet rebates, since these are now required by State law.

### **Other Water Conservation Programs and Activities**

With the onset of summer weather and the April 1 change in outdoor water restrictions, the City is implementing a multi-pronged public outreach campaign that includes the following elements:

- A postcard mailed to all residents reminding them of the April 1 outdoor watering limits listed earlier in this report and a media release on the same topic.
- The Mayor's Challenge campaign to encourage Benicia residents to take an on-line water conservation pledge.
- City booth at the weekly Farmer's Market (April – October) with water conservation materials.
- Signs highlighting the City's Parks & Community Services Department's water conservation efforts (i.e. evapotranspiration controllers, drip irrigation and turf replacement) at various locations.
- An updated flier with water conservation tips.
- Displays at City Hall and the Library.
- Additional outreach is being considered that will be reported in a future update.

Benicia citizens also have access to two free home assessment programs, WattzOn and SCWA's home audit programs that can inform water conservation decisions by providing information on how water is being used and on suggestions for ways to conserve. And the WaterSmart pilot program will continue until October, providing tailored information home water report on water use and conservation options to those residents in the program.

### **Water Recycling**

Use of recycled water is an increasingly important part of California's water portfolio, and currently constitutes approximately 7% of the state's water supply. In response to the drought, the State has moved to encourage wider use of recycled water, including direct and indirect potable reuse. Water reuse is a major priority for the State Water Resources Control Board (SWRCB), which last year revised the recycled water regulations and adopted a statewide general permit to simplify regulatory approval of water reuse projects.

Proposition 1, a large bond measure approved by the voters in November 2014, includes \$725 million for recycled water and desalinization projects, funding that will be available over the next three years for projects that have completed planning and environmental reviews.

Benicia is in a position to implement a non-potable water reuse project that would supply approximately 2 million gallons per day (GPD) of for use in cooling towers at the Valero Oil Refinery. This project would reduce the City's water needs by more than 20%, thus increasing the reliability of supply for the City and Valero. Obtaining funding in the form of grants or loans will be critical to making this project a reality.

The sources for grant funding include the Federal Title XVI program administered by the U.S. Bureau of Reclamation, the State Proposition 84 funds administered by the Department of Water Resources, and the Proposition 1 recycled water funding that is being managed by the SWRCB. In addition, low-interest loans are available through the State Revolving Fund program, administered by the SWRCB.

To obtain grants or loans, the City must prepare a Feasibility Study and Facilities Planning Report (FSFPR) that will specify how the recycled water will be produced at the Benicia Wastewater Treatment Plant (WWTP) and transported to Valero. In addition, the City must prepare environmental review documentation and perform an economic and market analysis. The City is seeking funding from planning grant programs that provide partial funding for feasibility studies, and the Council adopted a resolution at the March 17 meeting approving applications for planning grants.

On March 3, City staff submitted an application to the U.S. Bureau of Reclamation for a planning grant of \$150,000. An application for a similar SWRCB program for planning grants up to \$75,000 is under preparation. Each of these grants requires a local match, and since the total estimated cost for the FSFPR is \$300,000, the City would contribute about \$75,000 to the feasibility study if both grant applications are successful.

Discussions between City staff and Valero are continuing. The City has provided water quality data on Wastewater Treatment Plant effluent to Valero, and is working with Valero to develop water quality criteria for the recycled water. The next step is to prepare a Request for Proposals and select an engineering firm to conduct the feasibility study, carry out the environmental review and prepare necessary documentation, and to complete the design of the project.

Attachments:

- Historical City of Benicia Water Supply Information
- 2014 City of Benicia Source Water Usage
- DWR Reservoir Conditions
- SCWA Weekly Report and Lake Berryessa Storage Graph
- Benicia Source Water Forecast
- 2014 – 2016 Supply Versus Demand Table
- Water Conservation Program Elements



**City of Benicia  
Historical Water Supply Information**

Historically, the City has depended more on its State Water Project availability than its Solano Project supply. The Tables below show the available amount of water for the City of Benicia from each source between 2008 and 2014.

**Table 1  
2008 – 2014 State Water Project and Solano Project Availability (acre-feet)**

<b>Type/Year</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
SWP Table A	6,020	6,880	8,600	13,760	11,180	6,020	860
SWP Carryover	6,337	4,687	8,656	0	8,614	11,180	9,396
SWP Settlement	3,500	2,515	158	900	900	0	1,580
SWP Bank Mojave WA	1,000	1,500	3,000	0	0	0	1,000
SWP Article 21	0	0	0	4,278	384	193	0
SP - 1962 Vallejo	1,100	1,600	1,100	1,100	1,100	1,100	1,100
SP – 2009 SID		2,000	2,000	2,000	2,000	2,000	2,000
SP Carryover	0	1,770	2,593	2,725	2,637	4,341	5,531
SP – 2014 Vacaville		1,333					4,000
SP – 2014 Vallejo Exch							166
<b>TOTAL</b>	<b>17,957</b>	<b>22,285</b>	<b>26,107</b>	<b>24,763</b>	<b>26,815</b>	<b>24,834</b>	<b>25,633</b>

Table 2 shows the usage among the two primary sources for the City:

**Table 2  
2008 – 2014 State Water Project and Solano Project Usage (acre-feet)**

<b>Type/Year</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
State Water Project	10,410	8,651	8,231	7,154	8,298	10,082	7,392
Solano Project	1,316	2,225	2,632	2,843	3,423	2,083	2,129
<b>TOTAL</b>	<b>11,726</b>	<b>10,876</b>	<b>10,863</b>	<b>9,997</b>	<b>11,721</b>	<b>12,165</b>	<b>9,521</b>



**City of Benicia  
2014 Source Water Usage  
(acre-feet)**

<b>2014</b>	<i>Total Water Demand</i>	<i>State Water Project Supply</i>	<i>Solano Project Supply</i>	<i>Total Project Source Supply</i>	<i>Lake Herman Makeup Water</i>
January	769	779	0	779	0
February	601	320	229	549	52
March	735	0	454	454	281
April	784	737	310	1047	0
May	986	765	78	843	143
June	1007	788	172	960	47
July	957	794	396	1190	0
August	948	766	106	872	76
September	914	770	0	770	144
October	860	801	0	801	59
November	718	114	367	481	237
December	675	151	26	177	498
<b>TOTAL</b>	<b>9,954</b>	<b>6,785</b>	<b>2,138</b>	<b>8,923</b>	<b>1,537</b>

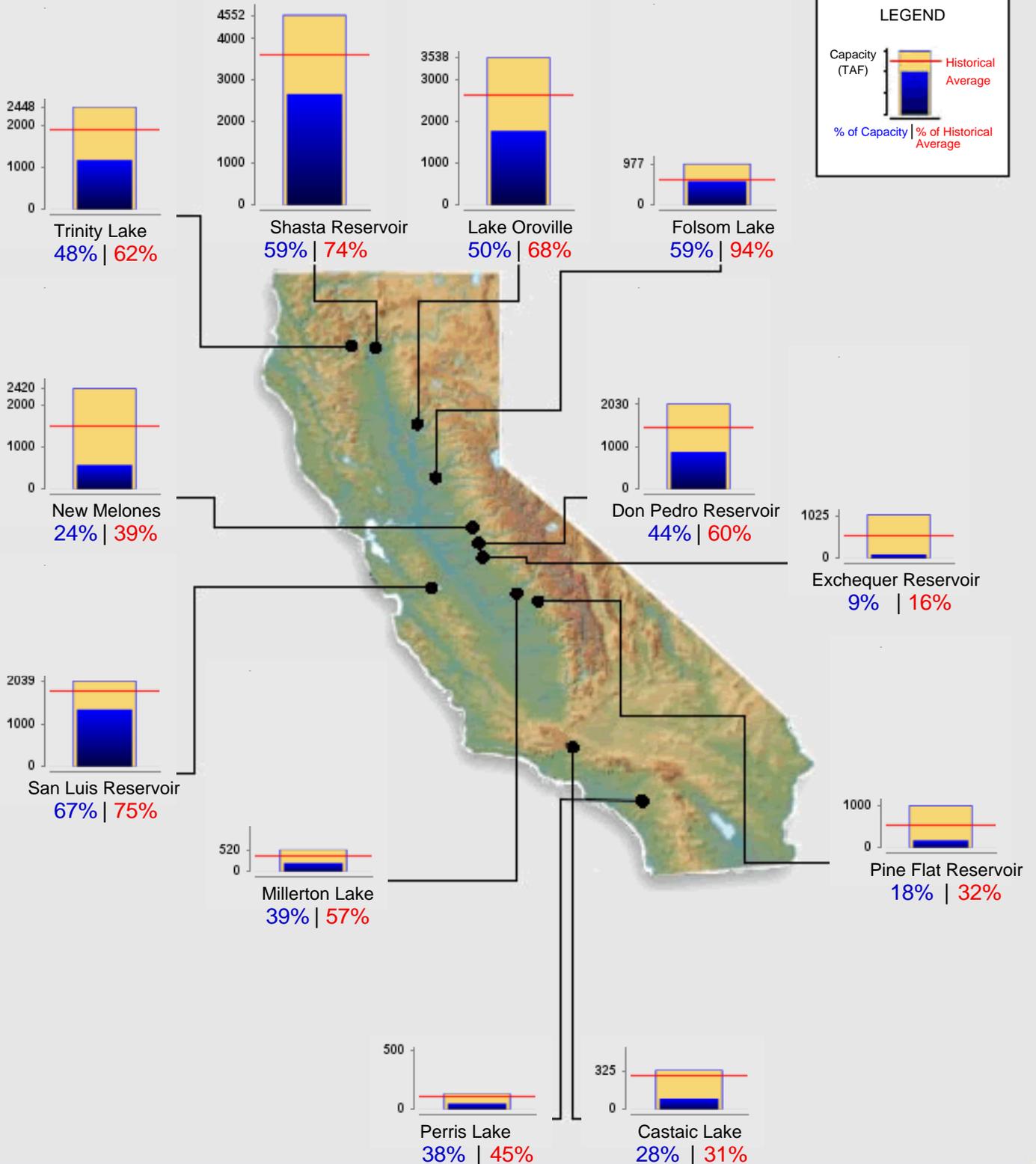




# Reservoir Conditions

Ending At Midnight - March 24, 2015

## CURRENT RESERVOIR CONDITIONS





**SOLANO COUNTY WATER AGENCY**  
**WEEKLY REPORT**

**For Week Ending Sunday, March 22, 2015**

**Last Updated: Monday, March 23, 2015**

**SOLANO PROJECT**

Lake Berryessa Surface Elevation	411.84 ft (top of Glory Hole is 439.96 ft)
Surface Elevation Changes from 3/1/2015	-0.17 ft
Lake Berryessa Storage (acre-feet)	1,058,935 AF (Max 1.6 Million AF)
Storage Changes from 3/1/2015	-2,730 AF
Lake Berryessa % Capacity	66.2%
Distance to Glory Hole	28.12 feet <b>BELOW</b>
Decrease from High Point	3,212 AF (Lake high of 1,062,147 on 02/26/2015)
Putah Creek Releases	50 cfs
Putah Creek Flood Releases	0.00 cfs

Operating to Spring Pulse Flow. After 3-day pulse flow, I-80 flows are to be 50 cfs for 30 days.

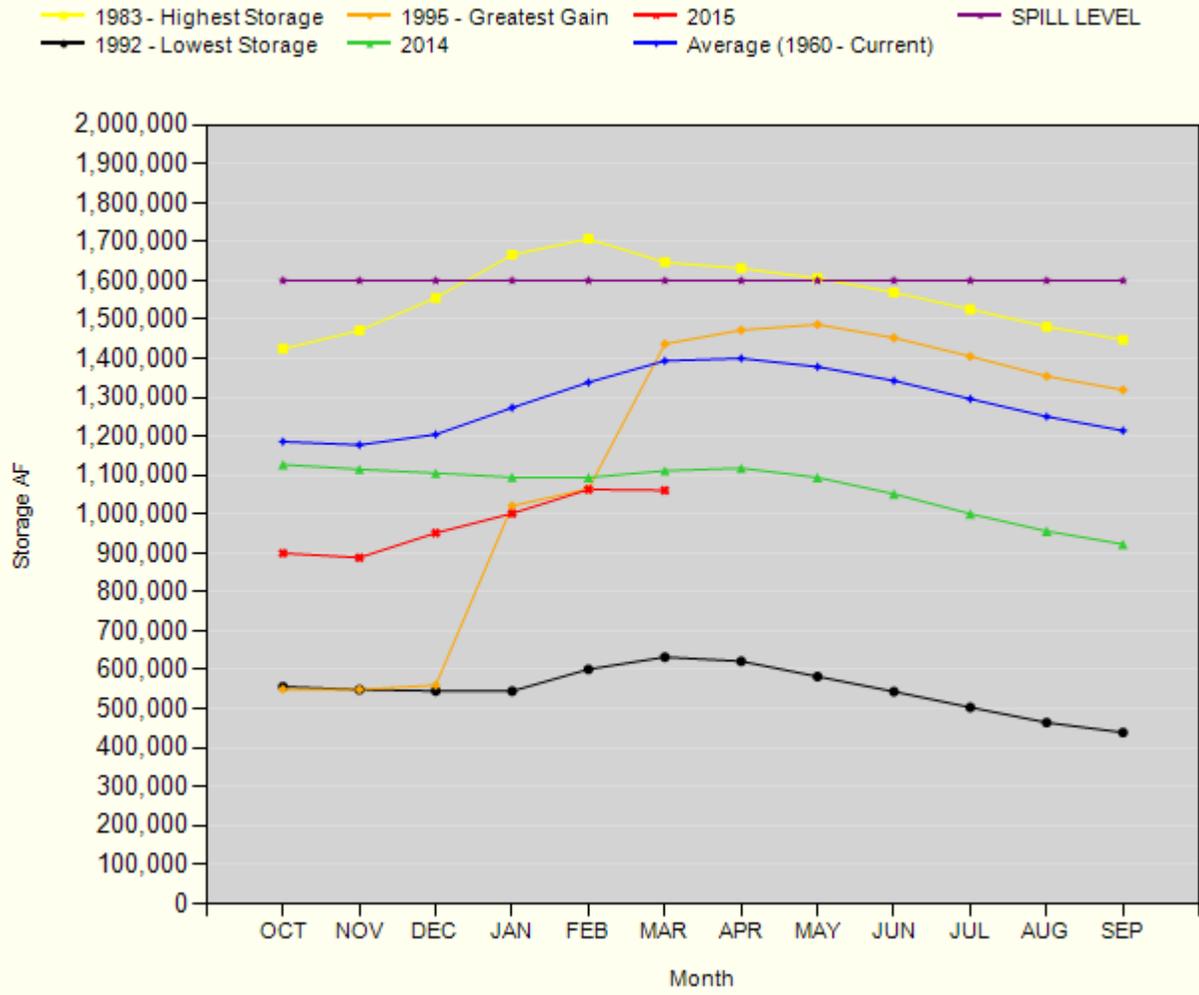
**NORTH BAY AQUEDUCT**

*Current Allocations of Contract Amount*

Allocation increased to 25% on January 15, 2015  
Initial allocation for 2015 is 10% on December 1, 2014

***Delta Conditions: Excess conditions effective February 7, 2015. Term 91 imposed on May 20, 2014 and lifted on November 26, 2014.***

### Lake Berryessa Storage



## Benicia Source Water Forecast

<b>Water Source</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
SWP - Table A Allocation	860	4,300	860	860	860
SWP- Advanced Table A		?			
SWP - Carryover	9,396	6,807	4,455	815	-2,825
SWP - Article 21	0	0	0	0	0
Vallejo Permit Water	588	197			
SWP - Settlement Water	1,580	491	400	400	400
SWP - Mojave Water Agency Bank	1,000	1,000	0	0	0
SWP - Yuba Accord Water	266	?	0	0	0
SWP-NOD Allocation		?			
<i>State Water Project Sub-Total</i>	<i>13,690</i>	<i>12,795</i>	<i>5,715</i>	<i>2,075</i>	<i>-1,565</i>
SP - Vallejo 1962 Agreement	1,100	1,100	1,100	1,100	1,100
SP - SID 2009 Agreement	2,000	2,000	2,000	2,000	2,000
SP - Carryover	4,697	9,942	8,122	6,302	4,482
SP - Vacaville Purchase (July & Dec)	4,000				
SP - Vallejo Exchange (Sept 2014)	166				
<i>Solano Project Sub-Total</i>	<i>11,963</i>	<i>13,042</i>	<i>11,222</i>	<i>9,402</i>	<i>7,582</i>
Lake Herman - Available Supply	1,590	1,300	1,175	1,000	1,000
<b><i>Grand Total</i></b>	<b><i>27,243</i></b>	<b><i>27,137</i></b>	<b><i>18,112</i></b>	<b><i>12,477</i></b>	<b><i>7,017</i></b>



**2014 - 2016 Supply versus Demand Table**

<b><i>Last Update March 20, 2015</i></b>	<b><i>2014 Available Water Supply (AF) <sup>1&amp;2</sup></i></b>	<b><i>2014 Actual Water Usage (AF)</i></b>	<b><i>2015 Available Water Supply (AF) <sup>1,3,4,5&amp;6</sup></i></b>	<b><i>2015 Projected Water Usage (AF)</i></b>	<b><i>2016 Available Water Supply (AF) <sup>1,2&amp;7</sup></i></b>	<b><i>2016 Projected Water Usage (AF)</i></b>	<b><i>2017 Available Water Supply (AF) <sup>1,2&amp;7</sup></i></b>	<b><i>2017 Projected Water Usage (AF)</i></b>	<b><i>2018 Available Water Supply (AF) <sup>1,2&amp;7</sup></i></b>
<b>State Water Project</b>	13,690	6,785	12,795	5,323	5,715	4,900	2,075	4,900	-1,565
<b>Solano Project Water</b>	11,963	2,138	13,042	2,762	11,222	3,820	9,402	3,820	7,582
<b>Lake Herman</b>	750	-1,590	750	-1,299	750	-1,173	750	-1,173	750
<b>Total Water Supply (AF)</b>	<b>26,403</b>	<b>10,513</b>	<b>26,587</b>	<b>9,384</b>	<b>17,687</b>	<b>9,893</b>	<b>12,227</b>	<b>9,893</b>	<b>6,767</b>
<b>Municipal &amp; Industrial - TW</b>		<b>5,166</b>		5,019		5,019		5,019	
<b>Valero Industrial - RW</b>		<b>4,788</b>		4,877		4,874		4,874	
<b>Total Water Demand (AF)</b>		<b>9,954</b>		9,896		9,893		9,893	

<sup>1</sup> Assumes 750-AF of runoff into Lake Herman from winter rains

<sup>2</sup> Includes purchase of 4,000 AF of Solano Project Water from Vacaville

<sup>3</sup> Includes reclassification of carryover to settlement water

<sup>4</sup> Includes the transfer of 1000-AF of Mojave banked water in 2015



## City of Benicia Water Conservation Program Elements

Program elements implemented in 2014		Description	Annual Cost to City of Benicia	Water saved in 2014 (AF/yr)	Annual Cost/AF
1	Outdoor water use restrictions	Mandatory restrictions since July 1, 2014	\$33,750	603	\$56
2	Public outreach	Voluntary conservation encouraged by publicity	\$58,000	360	\$161
3	Home Water Reports	WaterSmart pilot program,	Paid by SCWA	Unknown	NA
4	Turf Replacement Rebate	Rebates of up to \$1/sq ft, up to 1,000 sq ft.	\$17,000	6.8	\$1243
5	Supplemental turf rebate	Additional \$1/sq ft added to SCWA rebate	\$68,000 (CSC grant)		
6	Toilet rebates	\$50 rebate	\$1812	2.6	\$697
7	Washing machine rebate	\$150 rebate	\$ 4725	2.5	\$1890
8	Residential Surveys	SCWA program & WattzOn	SCWA & CSC	Unknown	NA
9	Business Surveys and Incentives	Technical assistance & financial assistance available	SCWA and City programs	Unknown	NA

### Notes

- 1) Cost \$33,750 = 0.25 FTE (\$90K x1.5 multiplier). Savings estimated from post-restriction savings of 695 AF, less 40 AF per month attributed to voluntary program.
- 2) Cost = \$47,000 consultant plus 0.08 FTE for OT at Farmer's Market. Savings: assume 40 AF savings per month, derived from averaging pre-restrictions savings compared to Mar – Jun 2012, (due to weather-caused reductions compared to 2013) was due to voluntary program, extended over 9 months.
- 3) TBD
- 4) 68,000 sq ft replaced in Benicia in 2014. \$1 per sq ft rebate paid by SCWA (75%) and City of Benicia (25%), supplemented by second \$1 per sq ft rebate funded by CSC grant. Savings: Public Policy Institute study estimates 32 gal / year per sq ft when turf replaced. 1000 sq ft = 0.1 AF. For cost per AF: assume savings are realized over 10 years, so 1 AF per 1,000 sq ft.
- 5) See (4) above.
- 6) ~~Benicia Cost \$1812: 75% paid by SCWA, \$50 rebate x 145 rebates in 2014. Estimated savings 2 gal/flush x 8 per day for average (2 person) household.~~
- 7) Benicia Cost \$4725: 75% paid by SCWA, \$150 rebate x 126 rebates in 2014. Estimated savings: save 25 gal/load, 5 loads per week for average (2-person) household.
- 8 & 9) TBD



**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - APRIL 7, 2015**  
**PRESENTATIONS**

**DATE** : March 18, 2015

**TO** : City Council

**FROM** : City Manager

**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 and a follow-up presentation on March 17, 2015. This report and MCE presentation serves as the April update on the activities completed from March 18 - April 7.

**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 17, 2015 meeting, Allison Kirk, MCE Community Affairs Specialist, updated the City Council 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.

Tonight, Ms. Kirk will make a presentation explaining the implementation activities that took place March 18 – April 7 as follows:

- Benicia Senior Center – Table 3.18
- Benicia Unified School District – Presentation 3.18
- Wind, Water and Air Event – Table 3.21
- Benicia Mini Maker Faire - Booth 3.28
- MCE Community Meeting – Presentation and Q&A 4.2 6-7pm, Benicia Community Center

- Benicia Public Library – Table Tuesdays 3:30-5:30pm
- Neighborhood watch groups – Email List
- WattzOn – Distributing Flyers
- Updates on creative methods used to engage customers
- Enrollment data including business opt out rate

The next update will happen at the May 5, 2015 City Council meeting.



MINUTES OF THE  
REGULAR MEETING – CITY COUNCIL  
March 17, 2015

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

**I. CALL TO ORDER:**

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

Council Member Campbell was absent.

All other Council Members were present.

**II. CLOSED SESSION:**

- 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:**

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

**A. ROLL CALL**

Council Member Campbell was absent.

All other Council Members were present.

**B. PLEDGE OF ALLEGIANCE**

Aaron Newcomb led the Pledge of Allegiance.

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

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

**A. ANNOUNCEMENTS**

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

Heather McLaughlin reported the following action taken in Closed Session:

Item II.A. - Council gave direction to Staff to settle the claim by a 4/0 vote.

**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**

**4. Benicia Arsenal Update**

Update from City Attorney

Heather McLaughlin, City Attorney, reported that Staff was working on setting up a public meeting in the future. Staff will be going to meet with the Department of Toxic Substance Control (DTSC) on Monday, 3/23/15.

**B. PROCLAMATIONS**

**1. IN RECOGNITION OF NATIONAL POETRY MONTH**

**C. APPOINTMENTS**

**D. PRESENTATIONS**

**V. ADOPTION OF AGENDA:**

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

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

**VI. OPPORTUNITY FOR PUBLIC COMMENT:**

**A. WRITTEN COMMENT**

**B. PUBLIC COMMENT**

1. Aaron Newcomb, President, Benicia Makerspace - Mr. Newcomb discussed the upcoming Benicia Mini Maker Faire on 3/28/15.

**VII. CONSENT CALENDAR:**

Council pulled item VII.C for discussion.

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

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

**A. APPROVAL OF THE MINUTES OF THE MARCH 3, 2015 CITY COUNCIL MEETING**

**B. APPROVAL OF AMENDMENT TO AGREEMENT FOR CONTINUED STAFF AUGMENTATION FOR THE PUBLIC WORKS DEPARTMENT**

**RESOLUTION 15-19 - 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**

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

**RESOLUTION 15-21 - 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**

Mayor Patterson pulled this item to ensure the public understood the importance of the feasibility study.

Graham Wadsworth, Public Works Director, reviewed the staff report.

Council Member Schwartzman and Staff discussed how receptive Valero was to this concept.

Vice Mayor Hughes and Staff discussed the requirements and restrictions that might not be listed in the resolution. Staff confirmed there were no other strings attached.

Mayor Patterson and Staff discussed the energy required to pump the water and whether the City would be using alternative energy, whether the physical structure was the same as the original design (height issue), the need to consider alternative funding for financing the construction, the importance of the diversification of the City's water portfolio, and Solano County Water Agency's 'cash for grass' program.

Public Comment:

None

On motion of Council Member Hughes, seconded by Council Member Strawbridge, Council adopted Resolution 15-21, on roll call by the following vote:

Ayes: Patterson, Schwartzman, Hughes, Strawbridge

Noes: (None)

**D. ACCEPTANCE OF THE EAST SECOND STREET OVERLAY PROJECT**

**RESOLUTION 15-20 - 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**

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

## VIII. BUSINESS ITEMS:

### A. MARIN CLEAN ENERGY (MCE) IMPLEMENTATION - UPDATE

Alex Porteshawver, Climate Action Plan Coordinator, introduced the item.

Allison Kirk, MCE, reviewed the community outreach update and a PowerPoint presentation (copy on file).

Vice Mayor Hughes discussed his prior recusal from this agenda item. Staff confirmed he could participate as long as his comments pertained specifically to the outreach program. He discussed the need for all MCE correspondence to be marked crystal-clear so citizens will not think it is junk mail. He asked that MCE use the same creativity they would if they were sending an 'opt-in' letter. The letter received last month was not very clear on how to opt-out. He would like to highlight the information on how to opt-out so that citizens could make an informed decision. Ms. Kirk stated that MCE was open to suggestions on how to change the mailings.

Council Member Schwartzman and Ms. Kirk discussed the previous mailing and suggested language for the outside of the envelopes “your rates are about to change, do not discard.”

Council Member Strawbridge and Ms. Kirk discussed the response MCE has received from the Benicia business community.

Council Member Schwartzman and Ms. Kirk discussed the breakdown (business/residential) of the opt-outs that they have received. Ms. Kirk did not have the numbers, but she could get them for Council.

#### Public Comment:

1. Sharon Maher - Ms. Maher suggested using social media to get the word and information out.
2. Dennis Lowry - Mr. Lowry discussed concern regarding the mailers communication from MCE. They need to make it more clear so people realize it is important and do not discard it as junk mail. There needs to be more communication to the public about this issue.

Brad Kilger, City Manager, requested clarification on Council's request for future updates from MCE.

Council Member Strawbridge discussed the issue of using signs to get the word

out for MCE. She would like to see MCE present at the next few meetings so they can answer Council and the public's questions if they come up.

Vice Mayor Hughes requested Ms. Kirk be present at the 4/7/15 Council meeting.

Council confirmed that they wanted Ms. Kirk (MCE) to come back to the 4/7/15 Council meeting. There would be a very brief presentation. Mayor Patterson would like to hear more discussion on choices.

Council Member Schwartzman requested a breakdown on residential vs. commercial opt-outs from MCE at the 4/7/15 meeting.

**B. Council Member Committee Reports:**

- 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:**

Mayor Patterson adjourned the meeting in memory of Allan Deal at 8:09 p.m.



**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - APRIL 7, 2015**  
**CONSENT CALENDAR**

**DATE** : March 18, 2015

**TO** : City Manager

**FROM** : Fire Chief

**SUBJECT** : **CONTRACT FOR VEGETATION MANAGEMENT WITHIN THE CITY OF BENICIA**

**RECOMMENDATION:**

Adopt the resolution accepting the bids for the Vegetation Management Contract, awarding the contract to APEX Grading in the amount of \$67,700 and authorize the City Manager to sign the contract on behalf of the City.

**EXECUTIVE SUMMARY:**

This Vegetation Management Contract, located within the City of Benicia, will minimize the risk and spread of fire in our wild land urban interface areas. This project is being contracted out because the City does not have the capacity and equipment to do this seasonal work. This project consists of vegetation maintenance and the creation of firebreaks, fire trails, and fire access roads.

**BUDGET INFORMATION:**

The total cost of the Vegetation Management Contract is \$67,700, which includes all services contingency, and management/engineering support services. Authorization of appropriation from the Weed Abatement Fund (010-6105-8170), in which sufficient monies are available, is requested to cover these costs.

**GENERAL PLAN:**

Relevant General Plan Goals and Policies include:

- Goal # 2.28 Improve and maintain public facilities and services

**STRATEGIC PLAN:**

Relevant Strategic Plan Issues and Strategies:

- Strategic Issue #1 Protecting community health and safety

**BACKGROUND:**

The Vegetation Management Contractor shall have the required knowledge,

skill and experience to perform work orders in accordance with Chapter 8.08 of the Benicia Municipal Code and Fire Department Standard G-701.

The project consists of maintenance and creation of firebreaks, fire trails, and fire access roads. The project is expected to begin during the month of May and conclude all work by no later than June 30, 2015.

On March 13, 2015, a total of two responsive bids were received for the Vegetation Management Contractor with the results summarized in the table below:

**Bid Results:**

<b>RANK</b>	<b>BIDDER'S NAME AND ADDRESS</b>	<b>Total BASE BID</b>
<b>1</b>	<b>APEX Grading, 4700 Evora Road, Concord, CA 94524</b>	<b>\$67,700.00</b>
2	A&L Services, 36445 County Road 31, Davis, CA 94616	\$72,894.76

In accordance with the contract specifications, the vegetation management contract should be awarded to the bidder submitting the lowest responsive, responsible total base bid, which is APEX Grading.

Staff recommends that the vegetation management contract be awarded to APEX Grading in the amount of \$67,700.

Attachments:

- Proposed Resolution
- Service Contract

**RESOLUTION NO. 15-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA ACCEPTING THE BIDS FOR THE VEGETATION MANAGEMENT CONTRACTOR, AWARDING THE CONTRACT TO APEX GRADING, IN THE AMOUNT OF \$67,700, AND AUTHORIZING THE CITY MANAGER TO SIGN THE CONTRACT ON BEHALF OF THE CITY**

**WHEREAS**, the City of Benicia's vegetation management contractor was advertised for bids and two sealed bids were properly received and opened on March 13, 2015; and

**WHEREAS**, APEX Grading, Concord, California was the lowest, responsive, responsible bidder; and

**WHEREAS**, sufficient funds are available in the project budget (010-6105-8170) to include the bid; and

**WHEREAS**, this project is to reduce the risk and potential spread of fire within our wildland urban interfaces areas.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council of the City of Benicia hereby accepts the bids and awards the contract in the amount of \$67,700 to APEX Grading of Concord, California for the Vegetation Management Contract.

**BE IT FURTHER RESOLVED THAT** the City Manager is hereby authorized to sign the Vegetation Management Contract 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 7<sup>th</sup> day of April, 2015, and adopted by the following vote.

Ayes:

Noes:

Absent:

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

Attest:

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

\_\_\_\_\_  
Date

## VEGETATION MANAGEMENT CONTRACT

This Contract ("Contract") entered into \_\_\_\_\_, 2015, is between the City of Benicia, a municipal corporation (hereinafter "CITY"), and APEX Grading, with its primary office located at 4700 Evora Road, Concord, CA 94524 (hereinafter "CONTRACTOR") (collectively, "the Parties").

### RECITALS:

That for and in consideration of the promises and agreements hereinafter made and exchanged, the CITY and the CONTRACTOR agree as follows:

1. That the CONTRACTOR will furnish all labor, materials, equipment, tools, transportation, services, appliances and appurtenances for **BENICIA VEGETATION MANAGEMENT PROJECT**, (sometimes referred to as "the work") in accordance with the Specifications therefor, adopted by the City Council of the above CITY as prepared by **BENICIA FIRE DEPARTMENT**, and in full accord with the provisions of the federal, state and local codes, including all addenda and approved change orders.

2. That the CITY will pay the CONTRACTOR progress payments and the final payment, withholding 10% retention from each payment until after the lien period is over, and less any penalties and charges and in accordance with the method set forth in the Specifications with warrants drawn on the appropriate fund or funds as required, according to the prices as bid and accepted, based upon the Specifications and Addenda, as follows: \$67,700.00

a. In accordance with California Public Contracts Code Section 22300, CONTRACTOR shall be permitted to substitute securities for any moneys to be withheld by the CITY to ensure performance under this Contract. At the request and expense of the CONTRACTOR, securities equivalent to the amount withheld shall be deposited with the CITY, or with a state or federally chartered bank as the escrow agent, who shall then pay such moneys to the CONTRACTOR. Upon satisfactory completion of this Contract and the passage of any requisite lien period without the filing of stop payment notices or suit, the securities shall be returned to the CONTRACTOR. Securities eligible for investment under this section shall include those listed in Section 16430 of the Government Code, bank or savings and loan certificates of deposit, interest bearing demand deposit accounts, standby letters of credit, or any other security mutually agreed to by the CONTRACTOR and the CITY. The CONTRACTOR shall be the beneficial owner of any securities substituted for moneys withheld and shall receive any interest thereon.

b. The CITY shall pay the CONTRACTOR the final payment plus any withheld retentions after the requisite lien period has passed provided: (1) no stop payment notices have been filed; (2) the CONTRACTOR is not in default hereunder; and (3) the work has been satisfactorily completed.

3. CITY reserves the right to modify said specifications as construction progresses should unforeseen conditions occur, and provide written approval from the CITY'S Project Manager and appropriate adjustments are made to the Contract price. CITY reserves the right to make reasonable modifications to the specifications whenever field conditions and/or public safety require such modifications. In addition, the CITY may make changes in this Contract or the specifications in the course of construction to bring the completed work into compliance with environmental requirements or standards established by state or federal statutes and regulations enacted after the Contract has been awarded or entered into. The CONTRACTOR shall be paid for the changes in accordance with paragraph 22.

This Contract may be terminated if the City determines such termination is in the best interests of the City. Notice of termination of this Contract shall be given in writing to CONTRACTOR, and shall be sufficient and complete when same is deposited in the United States mail postage prepaid and certified, addressed as set forth in paragraph 34 of this Contract. If CITY should terminate this Contract, the CONTRACTOR shall be compensated for all work satisfactorily performed prior to time of receipt of cancellation notice, and shall be compensated for materials ordered by the CONTRACTOR or CONTRACTOR's employees, or services of others ordered by the CONTRACTOR or CONTRACTOR's employees prior to receipt of notice of cancellation whether or not such materials or final instruments of services of others have actually been delivered, provided that the CONTRACTOR or employees are not able to cancel such orders for materials or services of others. Compensation for the CONTRACTOR in the event of cancellation shall be determined by the CITY Project Manager in accordance with the percentage of project completed and agreed to by the CONTRACTOR. In the event of cancellation, all notes, sketches, computations, drawings and specifications, or other data, whether complete or not, produced through the time of the CITY'S last payment shall be relinquished to the CITY. The CITY may, at CITY's own expense, make copies or extract information from any such notes, sketches, computations, drawings, and specifications, or other data whether complete or not.

4. The CITY'S Project Manager and inspector shall inspect all of the improvements to be accepted for maintenance by the CITY. All improvements shall be inspected for compliance with CITY standards, plans, and specifications.

5. CONTRACTOR shall allow CITY'S duly authorized representative(s) access to the work at all times and shall furnish them with every reasonable facility for ascertaining that the methods, materials, and workmanship comply with the requirements and intent of the approved scope of work. CITY may reject defective work and require CONTRACTOR repair, replacement, or removal by CONTRACTOR, all at the CONTRACTOR'S sole cost.

6. CITY shall not be required to exonerate any surety, release any security relating to satisfactory completion of the improvements until acceptance of proposed public improvements by the CITY or, in the case of improvements which will not be dedicated to and accepted by CITY, until the improvements have passed final inspection by CITY. In addition, release of security or exoneration of sureties will be predicated upon the receipt of required maintenance and/or warranty Contracts and security therefor.

## **VII.B.6**

7. No improvement shall be accepted by the CITY unless and until it is free of all liens and encumbrances, and free of all material defects and conditions which may create a hazard to the public health, safety, or welfare. In addition, all properties, rights-of-way, easements, and other interests to be dedicated to the CITY shall be, before acceptance thereof by the CITY, free and clear of all liens and encumbrances of any kind or character whatsoever and free of any and all material defects and conditions creating a hazard to public health or public safety.

8. Time is of the essence of each and every provision of this Contract.

9. CONTRACTOR will pay, and will require all SUBCONTRACTORS to pay, all workers on the work a salary or wage at least equal to the prevailing rate of per diem wages for such work as set forth in the wage determinations and wage standards applicable to this work, a copy of which is on file with the City Clerk. A copy of the prevailing rate of per diem wage shall be posted at the job site. CONTRACTOR shall forfeit to the CITY, as a penalty, TWENTY-FIVE DOLLARS (\$25.00) for each calendar day or portion thereof for each worker paid (either by CONTRACTOR or any SUBCONTRACTORS) less than the prevailing rate set forth herein on the work provided for in the Contract, all in accordance with Section 1775 of the Labor Code of the State of California.

10. CONTRACTOR agrees that in the performance of this Contract, not more than eight (8) hours shall constitute a day's work, and the CONTRACTOR shall not require more than eight (8) hours of labor in a day from any person employed by CONTRACTOR hereunder, except as provided in the Labor Code of the State of California. CONTRACTOR shall conform to Article 3, Chapter 1, Part 7 (Section 1810, et seq.) of the Labor Code of the State of California, and it is agreed that the CONTRACTOR shall forfeit to the CITY as a penalty the sum of TWENTY-FIVE DOLLARS (\$25.00) for each worker employed in the execution of this Contract by the CONTRACTOR or any SUBCONTRACTOR for each calendar day during which any worker is required or permitted to labor more than eight (8) hours in violation of said Article.

11. CONTRACTOR shall comply with applicable provisions of Section 1777.5 of the Labor Code for all apprenticeable occupations. In the event CONTRACTOR willfully fails to comply with the applicable provisions of Section 1777.5, CONTRACTOR shall forfeit as a civil penalty the sum of FIFTY DOLLARS (\$50.00) for each calendar day of non-compliance, which money may be withheld by CITY pursuant to the provisions of Labor Code Section 1777.7.

12. CONTRACTOR shall comply with the applicable provisions of Section 1773.8 of the Labor Code regarding the payment of travel and subsistence payments to each worker necessary to execute the work.

It shall be the responsibility of the CONTRACTOR to insure compliance with this section 12. Each CONTRACTOR and SUBCONTRACTOR shall keep an accurate payroll record, showing the name, address, social security number, work classification, straight time and

overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by the CONTRACTOR in connection with the work described herein. The CONTRACTOR shall comply with each and every provision of Labor Code Section 1776 pertinent to said records as well as any other records governed by said Section 1776, including, but not limited to, providing copies of payroll records to employees and to the CITY, advising the CITY of the location of said records, preserving the confidentiality of the identities of individual employees, and complying with the penalty provisions of Section 1776. Specifically, in the event that the CONTRACTOR'S noncompliance with Section 1776 is evident after the ten-day period specified in subparagraph (f) of Section 1776, CONTRACTOR shall pay, as a penalty, to the CITY \$25 for each calendar day or portion thereof for each worker until strict compliance is effectuated.

13. CONTRACTOR agrees to complete the work within **60 Calendar Days** from the date of issuance of the Notice to Proceed (or approved extensions thereof) and to the entire satisfaction of the CITY before final payment is made. The CONTRACTOR is required to give at least one day's advance notice of the date upon which work is commenced and the date upon which the work is to be completed.

14. It is agreed that CONTRACTOR'S failure to complete the work within the time allowed will result in damages being sustained by the CITY. Such damages are, and will continue to be, impracticable and extremely difficult to determine. For each consecutive calendar day in excess of the time specified, as adjusted in accordance with standard specifications, for completion of the work the CONTRACTOR shall pay to the CITY, or have withheld from moneys due it, the sum as stipulated in the special provisions as liquidated damages. Progress payments made after the scheduled completion date shall not constitute a waiver of liquidated damages.

15. CONTRACTOR shall comply with all state and federal laws and the City's local non-discrimination policies and shall not discriminate in the conduct of the work under this Contract against any employee, applicant for employment, or volunteer on the basis of race, religious creed, color, national origin, ancestry, physical or mental disability, marital status, pregnancy, sex, age, sexual orientation or other prohibited basis will not be tolerated.

Consistent with CITY'S policy that harassment and discrimination are unacceptable employer/employee conduct, CONTRACTOR agrees that harassment or discrimination directed toward a job applicant, a City employee, or a citizen by CONTRACTOR or CONTRACTOR'S employee or SUBCONTRACTOR on the basis of race, religious creed, color, national origin, ancestry, physical or mental disability, marital status, pregnancy, sex, age, sexual orientation or other prohibited basis will not be tolerated. CONTRACTOR agrees that any and all violation of this provision shall constitute a material breach of the Contract.

16. CITY may withhold, or on account of later discovered evidence, nullify all or part of any certification made to the CONTRACTOR by the CITY as to the amount determined to be due the CONTRACTOR, to such extent and period of time only as may be necessary to protect the CITY from loss on account of: defective work not remedied; claims filed or reasonable

evidence indicating probable filing; failure to properly pay SUBCONTRACTORS or for material or labor; reasonable doubt that the work cannot be completed for the balance remaining; damage to a third party; or damage to property because of any defective works.

17. CITY shall have the option to require additional testing. However, in the event the results indicate defective work or materials, CONTRACTOR shall pay the costs of such tests and an appropriate change order shall be issued.

18. As provided in Public Contract Code Section 7104, CONTRACTOR agrees that when work involves digging trenches or other excavations that extend deeper than four feet below the surface, that the CONTRACTOR shall promptly notify the City in writing, before conditions are disturbed, of any of the following:

a. Material that the CONTRACTOR believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code that is required to be removed to a Class I, Class II, or Class III disposal site in accordance with provisions of existing law.

b. Subsurface or latent physical conditions at the site differing from those indicated.

c. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract.

In the event that a dispute arises between the CITY and the CONTRACTOR as to whether the conditions materially differ or involve hazardous waste, or cause a decrease or increase in the CONTRACTOR'S cost of, or time required for, performance of any part of the work, the CONTRACTOR shall not be excused from any scheduled completion date provided for by the Contract, but shall proceed with all work to be performed under the Contract. The CONTRACTOR shall retain any and all rights provided either by Contract or by law which pertain to the resolution of disputes and protests between the CONTRACTOR and CITY.

19. CONTRACTOR shall, prior to the execution of the Contract, furnish two bonds in a form approved by the CITY, one in the amount of One Hundred Percent (100%) of the Contract price to guarantee the faithful performance of the work, and one in the amount of One Hundred Percent (100%) of the Contract price to guarantee payment of all claims for labor and materials furnished. This Contract shall not become effective until such bonds are supplied to and approved by the CITY.

20. To the extent permitted by law, CONTRACTOR shall indemnify, hold harmless, release and defend CITY, its officers, employees and agents from and against any and all actions, claims, demands, damages, disability, losses, expenses including attorney's fees and other defense costs or liabilities of any nature that may be asserted by any person or entity including CONTRACTOR from any cause whatsoever including another's concurrent negligence arising

out of or in any way connected with the activities of CONTRACTOR, the SUBCONTRACTOR, employees and agents hereunder and regardless of CITY'S passive negligence. CONTRACTOR shall be solely responsible and save CITY harmless from all matters relative to payment of CONTRACTOR's employees including compliance with Social Security, withholding, etc.

This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable by or for CONTRACTOR under Worker's Compensation, disability of other employee benefit acts, acceptance of insurance certificates required under this Contract, or the terms, applicability or limitations of any insurance held by CONTRACTOR.

21. CONTRACTOR shall obtain insurance acceptable to the CITY in a company or companies admitted in California and with a Best rating of no less than A or as acceptable to the City Attorney. The required documentation of such insurance shall be furnished to the CITY at the time CONTRACTOR returns the executed Contract. The proper insurance shall be provided within ten (10) days of the date of mailing of the notice that the Contract has been awarded and prior to the CITY executing the Contract and issuing a notice to proceed. The CONTRACTOR shall not commence work nor shall CONTRACTOR allow CONTRACTOR's employees or any SUBCONTRACTORS or anyone to commence work until all insurance required hereunder has been submitted and approved and a notice to proceed has been issued.

Without limiting CONTRACTOR'S indemnification provided hereunder, CONTRACTOR shall take out and maintain at all times during the life of this Contract, up to the date of acceptance of the work by the CITY, the following policies of insurance:

a. Worker's Compensation insurance to cover CONTRACTOR's employees and the CONTRACTOR shall require all SUBCONTRACTORS similarly to provide Worker's Compensation insurance as required by the Labor Code of the State of California for all of the SUBCONTRACTOR'S employees. All Workers' Compensation policies shall be endorsed with the provision that it will not be cancelled without first giving thirty (30) days prior notice to the CITY.

In the event any class of employees engaged in hazardous work under this Contract is not protected under Worker's Compensation Statutes, the CONTRACTOR shall provide, and shall cause all SUBCONTRACTORS to provide, adequate and suitable insurance for the protection of CONTRACTORS and SUBCONTRACTORS employees not otherwise protected. Such policy must be acceptable to the CITY and shall provide that it will not be cancelled without first giving thirty (30) days notice to CITY.

CONTRACTOR'S Worker's Compensation insurance shall include the following language: "All rights of subrogation are hereby waived against the City of Benicia, its officers and employees when acting within the scope of their appointment or employment."

b. General Liability insurance including bodily injury and property damage insurance for all activities of the CONTRACTOR and CONTRACTOR's SUBCONTRACTORS

arising out of or in connection with this Contract, written on a comprehensive general liability form including, but not limited to, Broad Form Property Damage, blanket contractual, completed operations, vehicle coverage, products liability and employers non-ownership liability coverage in an amount no less than **\$3,000,000** dollars combined, single limit personal injury and property damage for each occurrence. The completed operations and product liability insurance shall continue for not less than 365 days following acceptance of the work by CITY. Each such policy shall be endorsed with the following language:

(1) The City of Benicia is named as an additional insured for all liability arising out of the operations by or on behalf of the named insured, and this policy protects the additional insured, its officers, agents and employees against liability for personal and bodily injuries, deaths or property damage or destruction arising in any respect, directly or indirectly, in the performance of the Contract.

(2) The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverages afforded shall apply as though separate policies had been issued to each insured.

(3) The insurance provided herein is primary and no insurance held or owned by the City of Benicia shall be called upon to contribute to a loss.

(4) The coverage provided by this policy shall not be cancelled without thirty (30) days prior written notice given to the CITY.

(5) This policy does not exclude explosion, collapse, underground excavation hazards or removal of lateral support.

c. To the extent the following described damage is not covered by insurance, the CONTRACTOR shall be responsible for the cost of repairing or restoring damage to the work ("the costs"), which damage occurs prior to acceptance of the work by the CITY and the damage is determined to be proximately caused by an act of God.

(1) Notwithstanding anything to the contrary stated herein, if said act of God constitutes an earthquake in excess of a magnitude of 3.5 on the Richter Scale and/or tidal waves, the CONTRACTOR shall be responsible for the costs in the amount of 5% of the amount paid to the CONTRACTOR hereunder.

(2) Subparagraph c (1) shall not be applicable if the work paid for by this Contract is financed by revenue bonds.

d. In the event the work involves the construction of a building, bridge or other structure, Builder's Risk "All Risk" completed value insurance coverage (including flood but unless otherwise specified in the bid documents excluding earthquake and tidal wave) upon the entire project and including completed work and work in progress. The CITY of BENICIA shall be named as an additional insured. The policy shall be endorsed to provide that it will not

be cancelled without giving thirty (30) days prior written notice to CITY by mail.

e. Any deductible or self-insured retentions must be declared to and approved by CITY. At the option of CITY, insurer shall reduce or eliminate such deductible or self-insured retention as respects CITY, its officers and employees or CONTRACTOR shall procured a bond guaranteeing payment of losses and related investigations, claims, administration and defense expenses.

22. Only the CITY Project Manager has the authority to allow changed or extra work which will result in additional cost to CITY. Any work done without proper authorization shall not render CITY liable to CONTRACTOR and CONTRACTOR shall not be entitled to any payment whether by means of restitution, quantum meruit or otherwise. In the event extra or changed work is duly authorized by the CITY, but agreement regarding payment is not reached with the CONTRACTOR, the CITY can, at CITY'S discretion, order CONTRACTOR to proceed with the work and CONTRACTOR shall proceed with work subject to resolution of the dispute at a later date. In the event Specifications or other documents are incorporated into this Contract which provide for procedures pertinent to changed or extra work, those other documents shall control.

23. In the event that the work is not completed to the satisfaction of CITY within the time specified by this Contract, CITY, in addition to any other remedy at law or equity, may complete such work with CITY's own forces or by Contract.

24. Neither the final certificate of payment nor any provision in the Contract nor partial or entire use of the improvements embraced in this Contract by the CITY or the public shall constitute an acceptance of work not done in accordance with the Contract or relieve the CONTRACTOR of liability in respect to any warranties or responsibility for faulty materials or workmanship. The CONTRACTOR shall promptly remedy any defects in the work and materials and pay for the costs of any damages resulting therefrom which shall appear within a period of twelve (12) months from the date of final acceptance of the work. The CITY will give notice of defective materials and work with reasonable promptness. Before requesting acceptance of the project, the CONTRACTOR shall execute the attached guarantee that all work shall be free from defects in material and workmanship for a period of at least one year after acceptance of the work. CONTRACTOR shall also post a guarantee bond or security in an amount of not less than 10% of the Contract amount assuring corrective work required during the guarantee period. For purposes of determining the amount of the guarantee bond, "Contract amount" shall mean the entire amount paid by the CITY to the CONTRACTOR under this Contract, including but not limited to, the bid amount and any change orders.

25. No material, supplies, or equipment to be installed or furnished under this Contract shall be purchased subject to any chattel mortgage or under a conditional sale, lease-purchase or other agreement by which an interest therein or in any part thereof is retained by the seller or supplier. The CONTRACTOR shall warrant good title to all materials, supplies, and equipment installed or incorporated in the work and upon completion of all work, shall deliver the same together with all improvements and appurtenances constructed or placed thereon by

CONTRACTOR to the CITY free from any claims, liens, or charges. Neither the CONTRACTOR nor any person, firm or corporation furnishing any material or labor for any work covered by this Contract shall have any right to a lien upon any improvement or appurtenance thereon. Nothing contained in this paragraph, however, shall defeat or impair the right of persons furnishing materials or labor to recover under any bond given by the CONTRACTOR for CONTRACTOR's protection or any rights under any law permitting such persons to look to funds due the CONTRACTOR in the hands of the CITY. The provisions of this paragraph shall be inserted in all subcontracts and material Contracts and notice of its provisions shall be given to all persons furnishing materials for the work when no formal Contract is entered into for such materials.

26. The CONTRACTOR shall be solely responsible and save CITY harmless for all matters relating to the payment of CONTRACTOR's employees, including compliance with social security, withholding and all other regulations governing such matters.

27. This Contract by reference includes the Notice Inviting Bids, Bidder's Proposal, Affidavits, Specifications, Addenda if any, and Contract Bonds, all as the term "Contract" is defined in the Specifications. All documents forming the complete Contract are intended to integrate so that any condition or work called for in and one and not mentioned in another shall be executed as if mentioned in all documents and set forth in the drawings. However, in the event of any inconsistencies between such other documents and provisions of this Contract, the provisions of this Contract shall prevail.

28. CONTRACTOR or CONTRACTOR's SUBCONTRACTORS offers and agrees to assign to the CITY all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, service or materials pursuant to this Contract or any subcontract. This assignment shall be made and become effective at the time the CITY tenders final payment to the CONTRACTOR, without further acknowledgment by the Parties.

29. Any bidder or CONTRACTOR not properly licensed with the State of California shall be subject to all legal penalties imposed by law, including, but not limited to, any appropriate disciplinary action by the Contractors State License Board.

30. Pre-Litigation Meet and Confer and Claims Procedures.

a. All claims shall be in writing, addressed and delivered as per paragraph 34, and include the documents necessary to substantiate the claim. Claims must be filed on or before the date of final payment. The claims procedures set forth herein are supplementary to other claims procedures provided for herein (e.g., change orders), but in terms of preserving the CONTRACTOR'S rights to pursue any claims by litigation, CONTRACTOR must comply with these claim procedures described in this paragraph 30 or CONTRACTOR shall be deemed to have conclusively waived and abandoned CONTRACTOR's rights to pursue any claim for which these procedures were not followed.

b. "Claim" means a separate demand by the CONTRACTOR for (A) a time extension, (B) payment of money or damages arising from work done by or on behalf of the CONTRACTOR pursuant to the Contract for a public work and payment of which is not otherwise expressly provided for or the claimant is not otherwise entitled to, or (C) an amount the payment of which is disputed by the CITY.

c. For claims of less than \$50,000, the CITY shall respond in writing to a claim within forty-five (45) days of the receipt of the claim, or may request in writing, within thirty (30) day of the receipt of the claim, any additional documents supporting the claim or relating to defenses or claims the CITY may have against the CONTRACTOR. The CONTRACTOR shall supply the requested documentation within fifteen (15) days of the request therefor. The CITY'S written response to the claim, as further documented, shall be submitted to the CONTRACTOR within fifteen (15) days after receipt of the further documentation.

d. For claims above \$50,000 and up to \$375,000, the CITY shall respond in writing to all written claims within sixty (60) days of receipt of the claim, or may request in writing within thirty (30) days of receipt of the claim, any additional documentation needed to support the claim or relating to any defenses or claims the CITY may have against the CONTRACTOR. The CONTRACTOR shall deliver the requested documentation to the CITY within thirty (30) days after the receipt of the request therefor. The CITY'S written response to the claim, as further documented, shall be submitted to the CONTRACTOR within thirty (30) days after receipt of the further documentation.

e. If the CONTRACTOR disputes the CITY'S written response, or the CITY fails to respond within the time prescribed, the CONTRACTOR may so notify the CITY, in writing, either within fifteen (15) days of receipt of the CITY'S response or within fifteen (15) days of the CITY'S failure to respond within the time prescribed, respectively, and demand an informal conference to meet and confer for settlement of the issues in dispute. Upon a demand, the CITY shall schedule a meet and confer conference within thirty (30) days for settlement of the dispute.

If the meet and confer process does not produce an agreement, the CONTRACTOR may file a claim in accordance with Public Contracts Code Section 20104.2(e).

31. This Contract shall inure to the benefit of, and be binding upon, the successors in interest, legal representatives, trustees, and permitted assigns of either party.

32. This writing is intended both as the final expression of the Contract between the parties hereto with respect to included terms and a complete and exclusive statement of the terms of the Contract, pursuant to Code of Civil Procedure, Section 1856. No modification hereof shall be effective unless and until such modification is evidenced by a writing signed by all parties to this Contract.

33. Each party to this Contract undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise

with respect to the performance of either party, the other may in writing demand adequate assurance of due performance and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. After receipt of a demand for assurance, either party's failure to provide within a reasonable time but not exceeding thirty (30) days, such assurance of due performance as is adequate under the circumstances is a repudiation of this Contract by that party. Acceptance of any improper delivery of service or payment does not prejudice the aggrieved party's right to demand adequate assurance of future performance.

34. All notices permitted or required hereunder shall be addressed as follows and shall be deemed delivered upon posting the notice first class, U.S. mail, postage prepaid:

If to the CITY:                    Nicolas Thomas  
Fire Division Chief  
City of Benicia  
250 East L Street  
Benicia, CA 94510

If to the CONTRACTOR:        Marcus Jason Fifield  
APEX Grading  
PO Box 5367  
Concord, CA 94524

35. The term of this Contract shall commence on the effective date and shall expire **365 calendar days** after the effective date of this Contract unless sooner terminated pursuant to the terms of this Contract. The effective date will be the last date the Contract is signed. The term of the Contract may be extended for an additional one year, upon mutual agreement of the parties.

36. The Contract may be terminated, prior to expiration of its term, by the written mutual Contract of the parties. Upon at least ten (10) days notice, CITY reserves the right to terminate this Contract prior to its expiration date in the event:

a. Of any material breach by CONTRACTOR of the Contract.

b. If CONTRACTOR fails to comply with any provision of the Contract. In the event CONTRACTOR shall default in the performance of any of the terms, covenants, or conditions herein, CITY shall give written notice to CONTRACTOR to commence within thirty (30) days the work or action necessary to cure such default, and if CONTRACTOR fails to comply with such notice, or after such beginning shall not prosecute the same with due diligence to completion, then the City Council may declare this Contract forfeited.

37. An amendment to this Contract integrates all terms and conditions in connection with the Contract and supersedes all negotiations and prior understandings, either oral or in writing, in respect to the subject matter of this Contract.

A modification of this Contract shall not be modified except by written Contract of the parties.

38. This Contract shall be construed in accordance with the law of the State of California. Venue shall be in the County of Solano.

IN WITNESS WHEREOF, the parties have caused this Contract to be executed on the day and year written above.

APEX GRADING

CITY OF BENICIA

BY: \_\_\_\_\_

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

DATED: \_\_\_\_\_

DATED: \_\_\_\_\_

(Attach Notary Acknowledgment)

RECOMMENDED FOR APPROVAL

\_\_\_\_\_  
Jim Lydon  
Fire Chief

APPROVED AS TO FORM

\_\_\_\_\_  
Heather C. Mc Laughlin  
City Attorney

Attachments: Performance and L & M Bonds (Construction)  
Guarantee

**LABOR AND MATERIALS BOND**  
**(CONSTRUCTION)**

**KNOW ALL PERSONS BY THESE PRESENTS**, that the City of BENICIA, ("City") a municipal corporation located in the County of SOLANO, State of California, by Resolution No. **INSERT NUMBER**, has awarded a Contract to and has entered into an agreement with **INSERT CONTRACTOR**, hereinafter designated as "Principal" whereby Principal agrees to complete the improvements more particularly described in all documents forming the complete Contract entitled "**BENICIA VEGETATION MANAGEMENT PROJECT**", which said agreement is hereby referred to and made a part hereof; and

**WHEREAS**, said Principal is required to furnish a bond in connection and with said Contract, provided that if said Principal, or any of Principal's contractors, shall fail to pay for any materials, provisions, provender or other supplies or teams used in, upon, for or about the performance of the work contracted to be done, or for any work or labor done thereon of any kind, the Surety of this bond will pay the same to the extent hereinafter set forth.

**NOW, THEREFORE**, we the Principal and \_\_\_\_\_, as Surety, which is a corporation duly authorized and admitted to transact business and issue surety bonds in the State of California, are held and firmly bound unto the City in the penal sum of \$ **Insert contract amount**, lawful money of the United States, **being not less than one hundred percent (100%) of the estimated contract cost of the work**, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

**THE CONDITION OF THIS OBLIGATION IS SUCH** that if the above bonded Principal, Principal's heirs, executors, administrators, successors or assigns, or its subcontractors, shall fail to pay any of the persons named in Section 3181 of the Civil Code, or to pay for any materials, provisions, provender, or other supplies or teams used in, upon, for or about the performance of the work Contracted to be done, or for any work or labor thereon of any kind or for amounts due under the Unemployment Insurance Code with respect to such work or labor, then said Surety will pay the same in, or to an amount not exceeding, the amount hereinabove set forth, and also will pay in case suit is brought upon this bond a reasonable attorney's fee in such suit, which fee shall be fixed by the Court.

**AS FURTHER TERMS OF THIS BOND, IT IS UNDERSTOOD AS FOLLOWS:**

1. This bond and all its provisions shall inure to the benefit of all persons named in Section 3181 of the Civil Code so as to give a right of action to such persons or their assigns in any suit brought upon this bond.

2. This bond is given to comply with the provisions of Chapter 7, Part 4, Division 3, of the Civil Code. The liability of the Principal and Surety hereunder is governed by the provisions of said Chapter, all acts amendatory thereof, and all other statutes referred to therein.

And the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract or to the work to be performed thereunder or the specifications accompanying the same shall in any way affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of this Contract, to the work, or to the specifications.

**IN WITNESS WHEREOF**, the above bounded parties have executed this instrument under their seals this \_\_\_ day of \_\_\_\_\_, 2015, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

NOTE: To be signed by Principal and Surety and acknowledgement and notarial seal attached.

(SEAL)

\_\_\_\_\_  
PRINCIPAL

By: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
SURETY

By: \_\_\_\_\_

Title: \_\_\_\_\_

The above bond accepted and approved this \_\_\_ day of April, 2015.

\_\_\_\_\_  
CITY ATTORNEY

**FAITHFUL PERFORMANCE BOND  
(CONSTRUCTION)**

**KNOW ALL PERSONS BY THESE PRESENTS**, that the City of BENICIA (hereinafter designated as "City"), a municipal corporation located in the County of SOLANO, State of California, by Resolution No. *insert number*, has awarded a Contract to and has entered into an agreement *with insert contractor*, hereinafter designated as "Principal" whereby Principal agrees to complete the improvements more particularly described in all documents forming the complete Contract entitled "**BENICIA VEGETATION MANAGEMENT PROJECT**", which said agreement is hereby referred to and made a part hereof; and

**WHEREAS**, said Principal is required under the terms of said agreement to furnish a bond for the faithful performance of said agreement.

**NOW, THEREFORE**, we, the Principal and \_\_\_\_\_ as Surety, which is a corporation duly authorized and admitted to transact business and issue surety bonds in the State of California, are held and firmly bound unto the City, in the penal sum of \$*insert amount* lawful money of the United States, **being not less than one hundred percent (100%) of the estimated Contract cost of the work**, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

**THE CONDITION OF THIS OBLIGATION IS SUCH** that if the above bonded Principal, Principal's heirs, executors, administrators, successors or assigns, or its subcontractors, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and agreements, required, on his/her/their part, to be kept and performed at the time and in the manner therein specified, in all respects according to their true intent and meaning, and shall indemnify, defend and hold harmless City, its officers, agents and employees, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

**AS A PART OF THE OBLIGATION** secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by City in successfully enforcing such obligation, all to be taxed as costs and included in any judgment rendered.

The surety hereby stipulated and agrees that no change, extension of time, alteration or addition to the terms of the agreement or to the work to be performed thereunder of the specifications accompanying the same shall in anyway effect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the agreement or to the work or to the specifications.

**IN WITNESS WHEREOF**, the above bounded parties have executed this instrument under their seals this \_\_\_\_ day of \_\_\_\_\_, 2015, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

NOTE: To be signed by Principal and Surety and acknowledgement and notarial seal for both attached.

(SEAL)

\_\_\_\_\_  
PRINCIPAL

By: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
SURETY

By: \_\_\_\_\_

Title: \_\_\_\_\_

The above bond accepted and approved this \_\_\_\_ day of April, 2015

\_\_\_\_\_  
CITY ATTORNEY

**GUARANTEE  
FOR  
CITY OF BENICIA**

**BENICIA VEGETATION MANAGEMENT PROJECT**

DATE OF ACCEPTANCE: \_\_\_\_\_

We hereby guarantee that the work we have installed for the City has been done in accordance with the approved Plans and Specifications as well as all applicable State and local regulations and that the work as installed will fulfill the requirements of the guarantee. We agree to repair or replace any or all of our work, together with any other adjacent damages resulting from our work, that may prove to be defective in its workmanship or material within a period of **ONE (1) YEAR** from the date of acceptance of the above-named work by City without any expense whatsoever to the City, ordinary wear and tear and unusual abuse or neglect excepted.

Within **fifteen (15) days** after being notified in writing by City of any defects in the work, we agree to commence and prosecute with due diligence all work necessary to fulfill the terms of this guarantee, and to complete the work within a reasonable period of time (not to exceed thirty **(30) days** after commencement of the repair work); and in the event of our failure to so comply, we collectively and separately, do hereby authorize said City to proceed to have such work done at our expense and we will honor and pay the cost and charges therefor upon demand.

DATED: \_\_\_\_\_

\_\_\_\_\_  
CONTRACTOR

BY: \_\_\_\_\_

Title: \_\_\_\_\_

(To be signed and notarized before acceptance of project).



**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - APRIL 7, 2015**  
**CONSENT CALENDAR**

**DATE** : March 30, 2015

**TO** : City Council

**FROM** : Community Development Director

**SUBJECT** : **AUTHORIZE COMMUNITY DEVELOPMENT DEPARTMENT TO APPLY FOR A CERTIFIED LOCAL GOVERNMENT GRANT TO FUND AN UPDATE TO THE DOWNTOWN HISTORIC CONSERVATION PLAN**

**RECOMMENDATION:**

Authorize, by motion, the Community Development Department to apply for a Certified Local Government Grant to fund an update to the Downtown Historic Conservation Plan.

**EXECUTIVE SUMMARY:**

The City of Benicia is eligible to apply for a Certified Local Government (CLG) Grant for up to \$40,000 to help fund an update to the Downtown Historic Conservation Plan. An update to the Downtown Historic Conservation Plan has been on the Historic Preservation Review Commission's Priority List since 2011; updating the Historic Overlay chapter of the Zoning Ordinance has also been the Council's Priority Project list for several years.

**BUDGET INFORMATION:**

Certified Local Government (CLG) Grants are passed through to local communities by the Office of Historic Preservation as part of the Federal Historic Preservation Fund. Grants are awarded by the Office of Historic Preservation (OHP) on a 60% grant/40% matching basis. The matching share may be fulfilled by monetary or in-kind contributions. Eligible in-kind contributions include agency staff time, volunteer activities, office space, donated equipment and materials, or indirect costs. The estimated consultant budget for this project is approximately \$40,000, and completion of the work is expected to take 12 months. The required City match, assuming a 40% match, would be approximately \$16,000 in staff time, or about .15 FTE. With the recent creation of a budgeted Senior Planner position, there will be sufficient staff resources to accommodate this project

**GENERAL PLAN:**

Relevant General Plan Goals and Policies include:

- GOAL 3.1: Maintain and enhance Benicia's historic character
  - Policy 3.1.4 Promote the preservation and enhancement of historic neighborhoods, commercial areas and governmental districts.
  - Policy 3.1.5 Permit new development, remodeling and building renovation in historic districts when consistent with the policies of the applicable Historic Conservation Plan

**STRATEGIC PLAN:**

There are no issues, strategies or actions related to guidelines for preservation of historic properties or general design issues in the downtown.

**BACKGROUND:**

The Downtown Historic District Conservation Plan (DHCP) was adopted in 1991. Since that time, much has changed in the field of historic preservation as well as in the City of Benicia's policies and regulations. A project submitted in the downtown area today is reviewed against the Downtown Mixed Use Master Plan (DMUMP), DHCP, and Secretary of Interior Standards, with reference to site-specific Historic Survey and the Historic Context Statement. The DHCP policy document takes precedence over the DMUMP Form-Based Code in the event of a conflict.

Over the years, applicants and commissioners have expressed frustration with the way the multiple code and design standards work together. An important goal of updating the DHCP will be to assess and resolve the gaps, conflicts, and areas of overlap between the multiple governing documents in the downtown and provide a clear framework for their individual purposes as well as how the work together to shape the downtown environment.

Identifying the Need for an Update

The Historic Preservation Review Commission (HPRC) has identified an update to the DHCP as its top strategic priority. Over the past year, the Commission has discussed the current document, including design guidelines and procedural requirements, in order to more clearly ascertain the City's need for an updated DHCP and to identify the framework for a general scope of work that could be developed in support of grants applications for funding. Through discussion, the HPRC has identified the following deficiencies in the DHCP:

- *Inconsistent with National Standards.* The DHCP is inconsistent with the Secretary of Interior Standards for Treatment of Historic Properties (the "Standards"). The DHCP was adopted in 1991, prior to substantial updates to the Standards. Compliance with the Standards is the standard of review under the California Environmental Quality Act (CEQA) and is required for state and federal preservation funds (grants and tax

incentives), as well as the local Mills Act contracts that are in place for Benicia's Historic Districts.

- *Difficult to Use and Interpret.* The DHCP is not a user-friendly document. As noted by commissioners and community members alike, the DHCP is difficult for the average person to navigate due to its organization, narrative style, and poor graphic quality. In the area of the DMUMP (adopted 2007), users must resolve discrepancies between the DHCP and Downtown Mixed Use Master Plan to determine which alterations and new construction may be allowed.
- *Lacks Connection to Recent Documents.* The DHCP lacks relation to the City of Benicia Historic Context Statement, adopted by the City Council in February 2011 to provide a framework for ensuring that new development, remodeling and building renovation is compatible with historic resources. The Statement includes detailed information about Benicia's historical and architectural heritage, as well as recommendations to advance preservation goals. Together with the Historic Survey (2009), completion of the Historic Context was intended as part of a broad, comprehensive approach to preservation in Benicia that would ultimately also include an update to the DHCP.
- *Disproportionate Focus on Process.* Use of the DHCP is heavily focused on Design Review procedures. Over time and as a result of multiple updates, the requirements have become muddled, causing frustration for property owners and resulting in significant impacts to workload for Planning staff and the HPRC. Most of the City's Design Review occurs in the downtown. Over a 3.5 year period from 2010 to 2014, 90% of the non-historic Design Review and 83% of the historic Design Review was concentrated in the Downtown Historic District, primarily for minor alterations. Clear and up-to-date guidelines, together with streamlined Design Review procedures for minor alterations that comply with the guidelines, could substantially improve the efficiency of administering the Historic Preservation program in the downtown, and reduce costs for applicants. Today, a design review application can cost considerably more than the project itself, thereby discouraging minor improvements to historic properties that are critical to their maintenance.

### Conclusion

Staff requests that the City Council authorize an application for the CLG Grant in the 2015-2016 cycle which closes on Monday, April 20. The Downtown Historic District is a significant component of the City's Planning program and its administration accounts for the majority of staff time and resources. As Design Review activity has picked up, the deficiencies of the existing plan have become even more apparent and correcting the existing situation more urgent.

From a preservation standpoint, the significant discrepancy between local guidelines and federal standards should be resolved in order to provide appropriate guidance to property owners and promote historic preservation and rehabilitation practices that are consistent with contemporary standards. On the development side, clear and unambiguous guidelines provide certainty and structure that can guide private investment, streamline review procedures, and make more efficient use of city resources.

**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - APRIL 7, 2015**  
**CONSENT CALENDAR**

**DATE** : March 19, 2015

**TO** : City Manager

**FROM** : Fire Chief

**SUBJECT** : **CALIFORNIA OFFICE OF EMERGENCY SERVICES (CAL OES)**  
**MUTUAL AID REIMBURSEMENT**

**RECOMMENDATION:**

Adopt a resolution establishing portal-to-portal compensation package for mutual aid personnel.

**EXECUTIVE SUMMARY:**

The California Fire Assistance Agreement (CFAA) 2015 is responsible for providing for systematic mobilization, organization, and operation of necessary fire and rescue resources through the California Fire and Mutual Aid System in mitigating the effects of disasters. The California Fire Assistance Agreement (CFAA) 2015 is the negotiated reimbursement mechanism for local government fire agency responses, through the California Fire Services and Rescue Emergency Mutual Aid System. Cal OES, CAL FIRE, and the Federal Fire Agencies will generally use this Agreement for engines, water tenders, and overhead to address incidents once local agreement resources are exhausted, or where a local agreement is not in place.

**BUDGET INFORMATION:**

All mutual aid costs will continue to be reimbursed per the California Fire Assistance Agreement utilizing "portal to portal" timekeeping.

**GENERAL PLAN:**

Relevant General Plan Goals:

- General Plan Goal 2.28: Improve and Maintain Public Facilities and Services.

**STRATEGIC PLAN:**

Relevant Strategic Plan Issues:

- Strategic Issue #1: Protecting Community Health and Safety.
  - Strategy #3: Provide a high state of preparedness for disasters/emergencies.

**BACKGROUND:**

A California Fire Assistance Agreement Committee (Committee) was formed by Cal OES, for the purpose of negotiating the terms of the CFAA, and for maintenance of the Agreement. The Committee meets annually to establish the Base Administrative Rate, Personnel Base Rates, and Equipment Rates to become effective upon publication of the rate letter each year.

This year there was a major change to the agreement, which requires all agencies to file a resolution or amend departmental memorandums of understanding, to reflect that their personnel receive compensation from “portal to portal”. This change would be reflected in all future reimbursement requests, and would remove the requirement to reimburse department personnel on assignments, for working around the clock regardless of hours committed to the incident.

The Fire Department currently receives portal-to-portal reimbursement. Adoption of the proposed resolution will keep Benicia in compliance with the provisions of the 2015 California Fire Assistance Agreement.

Attachment:

- Proposed Resolution

## RESOLUTION NO. 15-

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA IDENTIFYING THE TERMS AND CONDITIONS FOR FIRE DEPARTMENT RESPONSE AWAY FROM THEIR OFFICIAL DUTY STATION AND ASSIGNED TO AN EMERGENCY INCIDENT, IN COMPLIANCE WITH THE 2015 CALIFORNIA FIRE ASSISTANCE AGREEMENT**

**WHEREAS**, the Benicia Fire Department is a public agency located in the County of Solano, State of California; and

**WHEREAS**, it is the City of Benicia's desire to provide fair and legal payment to all its employees for time worked; and

**WHEREAS**, the Benicia Fire Department has in its employ fire suppression response personnel, including: Fire Chief, Division Chief, Fire Captain, Engineer, Engineer/Paramedic, Firefighter/Paramedic, and Firefighter; and

**WHEREAS**, the Benicia Fire Department will compensate its employees portal to portal while in the course of their employment and away from their official duty station and assigned to an emergency response; and

**WHEREAS**, the Benicia Fire Department will compensate its employees overtime in accordance with their Memorandum of Understanding while in the course of their employment and away from their official duty station and assigned to an emergency incident, in support of an emergency incident, or pre-positioned for emergency response.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Benicia hereby sets forth the following for compliance with the 2015 California Fire Assistance Agreement:

1. Personnel shall be compensated according to Memorandum of Understanding (MOU), Personnel Rules and Regulations, and/or other directive that identifies personnel compensation in the workplace.
2. In the event a personnel classification does not have an assigned compensation rate, a "Base Rate" as set forth in an organizational policy, administrative directive, or similar document will be used to compensate such personnel.
3. The Benicia Fire Department will maintain a current salary survey or acknowledgement of acceptance of the "Base Rate" on file with the California Governor's Office of Emergency Services, Fire Rescue Division.

4. Personnel will be compensated (portal to portal) beginning at the time of dispatch to the return to jurisdiction when equipment and personnel are in service and available for agency response.
5. Fire department suppression personnel include: Fire Chief, Division Chief, Fire Captain, Engineer, Engineer/Paramedic, Firefighter/Paramedic, and Firefighter.

\*\*\*\*\*

On motion of Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, the above Resolution was passed by the City Council of the City of Benicia at a regular meeting of said Council held on the 7<sup>th</sup> day of April, 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 - APRIL 7, 2015**  
**CONSENT CALENDAR**

**DATE** : March 24, 2015  
**TO** : City Manager  
**FROM** : Fire Chief  
**SUBJECT** : **SALE OF SURPLUS EQUIPMENT**

**RECOMMENDATION:**

Authorize, by motion, the sale of an aerial ladder truck to Contra Costa County Fire District. Note the sale of other surplus vehicles in accordance with City policy.

**EXECUTIVE SUMMARY:**

The City has received an offer from a neighboring jurisdiction to buy an aerial ladder truck from Contra Costa County Fire District. Benicia Municipal Code requires that the City Council authorize any sale of surplus equipment valued at over \$25,000. Other vehicles are being sold in accordance with City policy.

**BUDGET INFORMATION:**

The offer for the fire truck is \$50,000. The other vehicles will bring in some additional funds.

**GENERAL PLAN:**

N/A

**STRATEGIC PLAN:**

N/A

**BACKGROUND:**

The Benicia Municipal Code sets forth the procedure for disposal of surplus city supplies and equipment. Items with an estimated value of \$5,000 or less are sold as surplus by the Finance Director. Supplies and equipment with an estimated value greater than \$5,000 are sent to a licensed public auctioneer or reputable online auctioneer for disposal and sale on behalf of the city. Sale of supplies and equipment with an estimated value of less than \$25,000 may be authorized for sale by the City Manager. Sale of supplies and equipment with an estimated value greater than \$25,000 must be authorized for sale by the City Council. Surplus supplies and equipment may also be offered for sale to other public

agencies without the use of a duly licensed public auctioneer or reputable online auctioneer.

On March 15, 2011, the City Council approved the purchase of a used aerial ladder truck from Fire Trucks Plus. Due to a number of issues with the operational and maintenance requirements of the truck, it was determined that the truck was not the best fit for the City's needs. The City recently received an inquiry from representatives of the Contra Costa County Fire District. They would like to purchase the truck to use it as a training vehicle.

Disposing of surplus equipment and vehicles is part of the ongoing effort to maintain up-to-date equipment in good working order. Over time, the City's needs change or the regulatory environment requires new or different equipment to do the work. For example, the City is also planning on disposing of several vehicles using an auctioneer. These include a 1998 Crown Victoria, a 1999 Ford Taurus and a 2000 Ford van. These items are well beyond their useful life and are not worth keeping as part of the City's vehicle and equipment fleet. In fact the Ford Taurus is no longer operable.

**AGENDA ITEM  
CITY COUNCIL MEETING DATE - APRIL 7, 2015  
CONSENT CALENDAR**

**DATE** : March 27, 2015

**TO** : City Manager

**FROM** : Public Works Director

**SUBJECT** : **APPROVAL OF \$250,000 FUNDING AGREEMENT WITH SOLANO TRANSPORTATION AUTHORITY TO FUND THE CONSTRUCTION OF THE BENICIA INDUSTRIAL PARK BUS HUB PROJECT, CONFIRM PROJECT DESIGN AND AUTHORIZE SOLICITATION OF BIDS FOR CONSTRUCTION**

**RECOMMENDATION:**

Adopt a resolution approving a \$250,000 funding agreement with Solano Transportation Authority (STA) to fund the construction of the Benicia Industrial Park Bus Hub Project, authorizing the City Manager to execute the funding agreement with STA, confirm project design and authorize the solicitation of bids for construction of the Bus Hub Project.

**EXECUTIVE SUMMARY:**

The City owns the 1.0 acre parcel for the park-and-ride lot at the southwest corner of Park Road and Industrial Way. The construction bid documents are being prepared and construction is scheduled to begin during the summer of 2015. The construction is being funded with Regional Measure 2, City Traffic Impact Fees and Regional Traffic Impact Fee (RTIF) funds, but the RTIF funding might not be available for five years. Additional funds have been secured through Solano Transportation Authority in the amount of \$250,000 for the increased cost of the Benicia Industrial Park Bus Hub Project.

**BUDGET INFORMATION:**

The estimated design, property acquisition and construction cost is \$2,110,000. The Project is being funded and financed with Regional Measure 2, Solano Transportation Authority (STA) State Transit Assistance Fund (STAF), Regional Traffic Impact Fee (RTIF), Soltrans loan and City Traffic Impact Fee funds. The RTIF funds are collected when building permits are issued for private development projects in Solano County and are not available at this time, so STA and City staff prepared a financing plan.

**GENERAL PLAN:**

Relevant General Plan Goals:

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

### **STRATEGIC PLAN:**

Relevant Strategic Plan Issue:

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

### **SUMMARY:**

The Project provides an excellent location with easy access to Interstate 680 for citizens who need a safe and convenient place to park their vehicle and board the Fairfield and Suisun Transit's (FAST) Route 40, which provides transit service to the Walnut Creek BART station. It will also be possible for people living along Route 40 or taking BART to get to the Benicia Industrial Park for work. The park and-ride facility will offer a small transit platform where SolTrans' reservation based General Public Dial-a-Ride (DAR) buses can provide connecting service to destinations in Benicia.

On November 14, 2014 escrow closed and the City acquired the 1.0 acre property that will be used for the park and ride component of the Project. City's design consultant, Mark Thomas & Company, Inc., completed 65% project plans and specifications for City review. The plans identified widening Park Road to a three lane roadway with bike lanes in front of the acquired property and construction of two bus turnouts with bus shelters. The park and ride lot will consist of 46 parking spaces with two food truck spaces and a Kiss & Ride area for passenger drop-off. The project plans also include lighting and landscaped bio-retention areas.

A franchise agreement with Barragan Brothers Properties, LLC, was entered to operate take-out food service in the designated food truck area. The agreement includes: 1) designating 10 of the 46 parking spaces for 20-minute parking with five additional spaces designated as 20-minute parking for the first two years of operations, 2) construction and maintenance of a restroom facility by the Barragans, and 3) maintain food truck area in a neat and clean condition including trash and graffiti removal by the Barragans. It is anticipated to receive final project plans and specifications in April 2015 and begin the public bid process in May 2015. It is anticipated that construction will begin after July 1, 2015.

The final design of the project is being prepared and the current engineer's estimate cost of construction is approximately \$1,400,000. The design costs are \$310,000 and property acquisition costs are \$600,000, so the total estimated project cost is \$2,310,000. The \$1.2 million granted to Benicia by MTC was only to

cover construction costs. Therefore, from the beginning of the design, City staff knew they needed to either reduce the scope of the project or find additional revenues to cover the cost of the design and environmental work. It was also hoped that the money allocated to the project by STA for property acquisition (\$500,000) would cover the \$350,000 preliminary appraisal figure, so funding would be available for the design and environmental work.

The acquisition costs went up to \$586,000, which exceeded the STA funding and left the City with having to find the funding for the \$135,000 already spent on the environmental and preliminary engineering and also \$175,000 for the estimated cost of the final design. In 2014, STA approved \$100,000 in RTIF District 6 (Transit) funding for the project. On November 14, "Working Group 3" approved \$60,000 in RTIF District 3 funding for the project. On January 27, the "Working Group 6" transit operators voted to appropriate \$176,000 in District 6 (Transit) RTIF funds for the construction of the Bus Hub Project. On February 11, the STA Board approved the \$236,000 in additional funding.

The \$2,161,000 funding is from the following sources:

- \$1,250,000 in Regional Measure 2 funding for the design, environmental document and construction.
- \$525,000 in Solano Transportation Authority State Transit Assistance Fund (STAF) for property acquisition.
- \$336,000 in RTIF funding for the property acquisition and construction.
- \$40,000 in City Traffic Impact Fees for construction, which City Council approved on February 3.
- STAF funding and \$100,000 in City Traffic Impact Fees will make up the balance, if needed. Once bids are opened, then staff will have a better understanding of the funding needs.

The \$336,000 in RTIF funding is not available at this time, so a financing plan was prepared. On October 7, the City Council approved an \$86,000 loan agreement with STA. The attached agreement is for the \$250,000 balance of the financing. The financing includes the following:

- \$43,000 with STA funds for the property acquisition.
- \$43,000 with City Traffic Impact Fee funds for the property acquisition. On
- \$40,000 in City Traffic Impact Fee funds for construction. On November 18, 2014, the City Council approved an update to the Traffic Impact Fee Program, which included \$100,000 for the Bus Hub Project.
- \$85,000 loan with SolTrans. On February 3, the City Council approved a loan agreement with Soltrans.
- \$125,000 in STAF funds. On February 11, the STA Board appropriated additional STAF funds.

It is recommended that the City Council approve an amendment to the funding agreement with Solano Transportation Authority, comment on the project design, and authorize the solicitation of bids for construction of the Bus Hub Project.

Attachments:

- Proposed Resolution
- Amended and Restated Funding Agreement
- Spreadsheet of Funding and Financing
- Project Design Plan

**RESOLUTION NO. 15 –**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING A \$250,000 LOAN AGREEMENT WITH SOLANO TRANSPORTATION AUTHORITY TO FUND A PORTION OF THE CONSTRUCTION OF THE BENICIA INDUSTRIAL PARK BUS HUB PROJECT WITH REPAYMENT TO BE MADE FROM REGIONAL TRAFFIC IMPACT FEES, AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT WITH SOLANO TRANSPORTATION AUTHORITY, AND AUTHORIZING THE SOLICITATION OF BIDS**

**WHEREAS**, the 65% design of the Benicia Industrial Park Bus Hub Project has been completed; and

**WHEREAS**, the final design for the project is underway; and

**WHEREAS**, the Solano Transportation Authority (STA) has completed acquisition of the 1.0 acre parcel for the project; and

**WHEREAS**, the STA Board authorized \$336,000 in financing for the Project; and

**WHEREAS**, the City Council approved an \$86,000 loan agreement with STA on October 7 and wants to amend the agreement for the \$250,000 balance; and

**WHEREAS**, the City will be repaid by future earnings from STA's Regional Traffic Impact Fee over an estimated five year period; and

**WHEREAS**, the City Council updated the City's Traffic Impact Fee Program on November 18, 2014 to include \$100,000 for the Bus Hub Project; and

**WHEREAS**, the City Council has reviewed the design plans.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council of the City of Benicia hereby approves the amendment to the Regional Transportation Impact Fee Funding Agreement between Solano Transportation Authority and the City for the Benicia Bus Hub to increase the loan by \$250,000 to assist with the financing of the Benicia Industrial Park Bus Hub construction with said loan to be repaid from Regional Traffic Impact Fees and authorizes the City Manager to execute the amendment.

**BE IF FURTHER RESOLVED THAT** the City Council authorizes the solicitation of bids for construction.

\*\*\*\*\*

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 7<sup>th</sup> day of April, 2015 and adopted by the following vote:

Ayes:

Noes:

Absent:

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

Attest:

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

\_\_\_\_\_  
Date

**AMENDED AND RESTATED  
REGIONAL TRANSPORTATION IMPACT FEE  
FUNDING AGREEMENT  
BETWEEN  
THE SOLANO TRANSPORTATION AUTHORITY  
AND  
The City of Benicia  
FOR THE Benicia Bus Hub Project**

**THIS AMENDED AND RESTATED REGIONAL TRANSPORTATION IMPACT FEE (RTIF) FUNDING AGREEMENT (“Second Agreement”)** is entered into as of \_\_\_\_\_, 2015 between the SOLANO TRANSPORTATION AUTHORITY (“STA”), a joint powers authority organized under Government Code section 6500 et seq. consisting of the County of Solano and the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun, Vacaville and Vallejo, and the City of Benicia ("City"), a municipal corporation. Unless identified, the public agencies may be commonly referred to individually as “Party” or collectively as "Parties”.

**RECITALS**

WHEREAS, STA was created in 1990 through a Joint Powers Agreement between the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, Vallejo and the County of Solano (“County”) to serve as the Congestion Management Agency (CMA) for Solano; and

WHEREAS, STA, as the CMA for the Solano area, is responsible for countywide transportation planning, programming transportation funds, managing and providing transportation programs and services, delivering transportation projects, and setting transportation priorities; and

WHEREAS, in 2009, the STA, in partnership with the County and the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo, started to consider the adoption of a Regional Transportation Impact Fee (“RTIF”) which would be a multi-jurisdictional fee imposed on new development to cover a portion of the costs for new transportation facilities required to serve new development within the County; and

WHEREAS, on July 10, 2013, the STA Board approved the first Solano County RTIF Nexus Report

WHEREAS, on December 3, 2013, the County approved the collection of the RTIF as a component of the County’s Public Facilities Fee (“PFF) and on February 11, 2014, the County entered into an agreement with STA to coordinate the expenditure of the RTIF collected on regional transportation projects; and

WHEREAS, STA, on July 9, 2014, based on consensus with RTIF Working Group 6, approved the Benicia Bus Hub project as the priority project and eligible for the first \$100,000 collected for Working Group 6; and

WHEREAS, STA, on October 8, 2014 in consultation with its RTIF Policy Subcommittee, has adopted the RTIF Funding Policies (“Policies”), as specified in Exhibit A, to govern the expenditure of RTIF funds; and

WHEREAS, STA, in accordance with the Policies has determined that the City's project meets the requirements for RTIF Funds; and

WHEREAS, on October 7, 2014, the City Council approved the first RTIF Funding Agreement with STA to reimburse the City with RTIF funds in the amount of \$43,000 for property acquisition costs for the Benicia Bus Hub Project (Project); and

WHEREAS, on February 3, 2015, the City Council approved an \$86,000 Loan Agreement with SolTrans to finance the Project and approved the expenditure of City Traffic Impact Fee (TIF) funds in the amount of \$40,000 for construction costs; and

WHEREAS, STA, on February 11, 2015, based on consensus with RTIF Working Groups 3 and 6, approved an additional \$60,000 collected for Working Group 3 and \$176,000 collected for Working Group 6 to fund the Project; and

WHEREAS, STA, on February 11, 2015, also approved \$125,000 in State Transit Assistance Fund (STAF) financing for the Benicia Bus Hub Project; and

WHEREAS, in accordance with the Policies, RTIF Working Group 6 has reviewed Benicia’s request for additional RTIF Funding and unanimously approved the City of Benicia’s funding request with the following caveats: 1) ensure the RTIF funds repaid to the STAF be used for transit capital replacement and 2) the remaining RTIF balance of Working Group 6 will be allocated to the Fairfield Transit Center (FTC) project.

WHEREAS, the City will expend \$40,000 in City TIF funds for the construction of the Project, and need to pay back the \$85,000 loan to SolTrans and \$125,000 in State Transit Assistance Fund (STAF) financing to STA; and

WHEREAS, the parties desire to amend and restate the RTIF Funding Agreement to include the next phase of the Project as set forth below.

### **AGREEMENT**

**NOW, THEREFORE**, in consideration of the mutual promises set forth in this Agreement, the Parties agree:

**Part I**  
**Description of Project**

This project to be funded with RTIF consists of the Benicia Bus Hub Project (“Project”). A detailed project description is included as Exhibit B.

Eligible RTIF Expense:

These RTIF funds shall only be used for the property acquisition and construction phases of this project. These RTIF funds are from District 3 and 6 of the RTIF Program.

**Part II**  
**Respective Roles and Responsibilities**

**A. City’s Role and Responsibilities.**

City agrees to adhere to the adopted RTIF Policies as amended during the life of the program; including the requirement to provide a project specific Strategic Implementation Plan for the entire project which includes:

- Project Description (including purpose and need)
- Cost estimates for each phase of the project
- Anticipated schedule with milestones of completion
- Identified or anticipated additional funding sources for the entire project

City agrees to post a funding sign for construction of the project that includes the STA logo, and the RTIF logo. This requirements is applicable for the project should the RTIF funds contribute any amount to any phase of the project, not just construction. The STA and RTIF logos and sample funding sign can be made available by request to the STA.

**B. STA’s Role and Responsibilities.**

STA agrees to provide:

Process and approve RTIF funding requests, as appropriate, for a total amount not to exceed \$250,000 for this Second Agreement.

The City shall be repaid from the RTIF funds as they are made available. The estimated repayment period is 3 to 5 years; however, the City acknowledges that the rate of RTIF collections is inherently uncertain and RTIF repayment may extend beyond this estimated period.

The City shall provide supporting documents for these allowable expenses prior to any reimbursement occurring.

**C. Anticipated Schedule for RTIF Expense.**

Time is of the essence with regard to this Project. Due to project funding requirements, the Parties agree to the following schedule:

<b>Actions/Milestones</b>	<b>Date</b>	<b>Duration in Months</b>	<b>Deadlines</b>
Right-of-Way	December 2014	14 months	Completed
Construction	July 1, 2015	6 months	Completion December 2015

**D. Project Delivery and Reporting Requirements**

City to provide an annual report to RTIF Working Groups 3 and 6 and STA by July 15th each year, documenting how funds were used during the previous 12-month period while the project is still active.

As outlined in the STA's RTIF Policies, if Working Groups 3 or 6 determines that the project is not meeting the milestones laid out in this RTIF funding agreement, as part the annual review process, the City may be deemed ineligible for future RTIF funds until the milestones are met.

**E. Mutual Responsibilities.**

The Parties agree to communicate information in a timely format and provide direction as needed so as to not impact the Project Schedule. To the extent that any Party is not performing its duties under this Agreement in such a manner as to impact either the schedule and/or Project funding, the Parties agree to meet and confer to resolve any dispute.

**Part III**  
**Funding**

STA has programmed RTIF Funds in the amount of \$336,000 for this Project. Any deviation from the use of these funds, either outside the Approved RTIF Policies or the terms of this funding agreement shall be the basis for non-payment of said deviation.

The City shall invoice the STA for allowable expenses in a format that clearly shows the total amount of the approved funding for this element of the project, the estimated schedule of completion of the phase of the project and the % complete for both time and cost. The City shall provide all necessary back-up for actual costs.

**Local Preference Policy**

In December 2010, the Solano Transportation Authority (STA) Board adopted its Local Preference Policy (LPP), which applies to the purchase of goods, services and the solicitation of professional services. The policy does not apply to any contract which is required by law to be awarded to the “lowest, responsible bidder”, such as public work projects or other projects to the extent the application would be prohibited by state or federal law. The policy gives an

opportunity for local businesses to bid on products and services necessary in the delivery of STA's projects and programs. Local business firms will be given preference based on their knowledge of the community and proximity to project locations. In October 2011, the policy was amended to define a "local business" as a business enterprise, including but not limited to a sole proprietorship, partnership, or corporation, located within the county for at least six (6) months prior to the date of contract award in order to receive preferential points and have at least one full-time employee who will serve as the lead contact for all services to be performed under the contract. Subsequently, in December 2011, the STA Board adopted a methodology for calculating the LPP contract goal. The methodology is modeled after the Caltrans Underutilized Disadvantaged Business Enterprise (DBE) approach. This methodology was applied on Requests for Proposals (RFP) released as of January 1, 2012 as allowed by the funding source. Each applicable solicitation has an established goal based on the specific services requested and the availability of local businesses to compete for services. Vendors awarded contracts based on utilization of local businesses are required to certify on-going participation of these local businesses with each invoice submitted throughout the contract terms.

The City is responsible to adhere to this adopted Local Preference Policy when contracting for applicable services. This Local Preference Policy is only applicable if only local funds are used for said phase of the project. The City shall include in the invoice for payment the Local Preference Goal %, the total amount of these services and the % of payment paid for this service in the invoice.

#### **Part IV** **General Terms and Conditions**

##### *A. Term of Agreement*

This Agreement shall remain in effect through the close of escrow and the full and final repayment of the RTIF funding as stated in this agreement on the Project, whichever is later, unless it is terminated or amended earlier as stipulated in this Agreement. This Agreement may also be terminated due to Project funding shortfalls or other unforeseen event(s), as mutually agreed to by the Parties. In the event of loss of funding, the Parties agree to work collaboratively to redirect the remaining Project funds to other RTIF projects eligible for such funding.

##### *B. Indemnification*

###### *1. STA to indemnify City*

STA agrees to indemnify, defend, protect, hold harmless, and release City, its elected bodies, agents, officers and employees (collectively referred to in this paragraph as "City"), from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused by any negligent act or omission or willful misconduct of STA. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

At its sole discretion, City may participate at its own expense in the defense of any claim, action or proceeding, but such participation shall not relieve STA of any obligation imposed by this Section. City shall notify STA within thirty (30) days of any claim, action or

proceeding and cooperate fully in the defense. Notwithstanding the foregoing, City's failure to notify STA within said thirty (30) day time limit shall not relieve STA of any obligation imposed by this Section unless STA has been actually prejudiced by such delay.

*2. City to indemnify STA*

City agrees to indemnify, defend, protect, hold harmless, and release the STA, its elected bodies, agents, officers and employees (collectively referred to in this paragraph as 'STA') from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused by any negligent act or omission or willful misconduct of City. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

At its sole discretion, STA may participate at its own expense in the defense of any such claim, action or proceeding, but such participation shall not relieve City of any obligation imposed by this Section. STA shall notify City within thirty (30) days of any claim, action or proceeding and cooperate fully in the defense. Notwithstanding the foregoing, STA's failure to notify City within said thirty (30) day time limit shall not relieve City of any obligation imposed by this Section unless City has been actually prejudiced by such delay.

*3. Each Party to defend itself for concurrent claims*

STA agrees to defend itself, and City agrees to defend itself, from any claim, action or proceeding arising out of the negligent act or omission or willful misconduct of STA and City in the performance of this Agreement. In such cases, STA and City agree to retain their own legal counsel, bear their own defense costs, and waive their right to seek reimbursement of such costs, except as provided in subparagraph 5 below.

*4. Joint Defense*

Notwithstanding subparagraph 3 above, in cases where STA and City agree in writing to a joint defense, STA and City may appoint joint defense counsel to defend the claim, action or proceeding arising out of the negligent act or omission or willful misconduct of City and STA in the performance of this Agreement. Joint defense counsel shall be selected by mutual agreement of STA and City. STA and City agree to share the costs of such joint defense and any agreed settlement in equal amounts, except as provided in subparagraph 5 below. STA and City further agree that neither Party may bind the other to a settlement agreement without the written consent of both STA and City.

*5. Reimbursement and/or Reallocation*

Where a trial verdict or arbitration award allocates or determines the comparative fault of the Parties, STA and City may seek reimbursement and/or reallocation of defense costs, settlement payments, judgments and awards, consistent with such comparative fault.

*C. Insurance*

1. Each Party agrees to maintain its status as a legally self-insured public entity for general, auto and professional liability insurance coverage with limits of no less than \$1,000,000 per occurrence and no less than twenty-five million dollars (\$25,000,000) aggregate. Each Party's insurance will be considered primary for all claims arising out of acts of that Party. Each Party agrees to endorse the other Party, its officials, employees and agents, using standard ISO endorsement No. CG2010 or its equivalent for general liability coverage. Each Party also agrees to require all consultant, contractors and subcontractors engaged to work on this Project to name the other Party as an additional insured as well.
2. Each Party will maintain Workers' Compensation as required by law for all its employees with limits not less than \$1,000,000 per occurrence. Neither Party's insurance shall be called upon to satisfy any claim for workers' compensation filed by an employee of the other Party. Each Party will provide the other with a Waiver of Subrogation endorsement for Workers Compensation. Each Party also agrees to require all consultants, contractors and subcontractors engaged to work on this Project to carry the same Workers Compensation insurance limits and endorsements.
3. Each Party will require all consultants, contractors, and subcontractors engaged to work on this Project to carry insurance in levels commensurate with the exposure of the respective work provided by the consultant, contractor or subcontractor.

#### *D. No Waiver*

The waiver by any Party of any breach or violation of any requirement of this Agreement shall not be deemed a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.

#### *E. Assignability*

No Party to this Agreement shall assign or transfer any interest nor performing any duties or obligations, without the prior written consent of the other Parties, and any attempt by a Party to so assign or transfer this Agreement or any rights, duties or obligations arising shall be void and of no effect.

#### *F. Governing Law and Venue*

The construction and interpretation of this Agreement and the rights and duties of the Parties shall be governed by the laws of California with venue residing in Solano County.

#### *G. Force Majeure*

No Party shall be liable or deemed in default for any delay or failure in performance under this Agreement or for any interruption of services, directly or indirectly, from acts of god, civil or military authority, acts of public enemy, war, strikes, labor disputes, shortages of suitable parts, materials, labor or transportation, or any similar cause beyond the reasonable control of the Party.

#### *H. Notices*

All notices required or authorized by this Agreement shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt

requested. Any mailed notice, demand, request, consent, approval or communication that a Party desires to give to the other Parties shall be addressed to the other Parties at the addresses set forth below. A Party may change its address by notifying the other Parties of the change of address. Any notice sent by mail in the manner prescribed by this paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

SOLANO TRANSPORTATION  
AUTHORITY  
Janet Adams, Director of Projects  
Solano Transportation Authority  
One Harbor Center, Suite 130  
Suisun City, CA 94585

CITY OF BENICIA  
Graham Wadsworth, Public Works Director  
City of Benicia  
250 East L Street  
Benicia, CA 94510

*I. Subcontracts*

Within the funds allocated by the Parties under this Agreement, any Party may be authorized to contract for any and all of the tasks necessary to undertake the projects or studies contemplated by this Agreement. Agencies must follow federal procedures in selecting consultants.

*J. Prior Agreements and Amendments*

This Agreement represents the entire agreement of the Parties regarding the matter described, and no representation, warranties, inducements or oral agreements have been made by the Parties except as expressly set forth in this Agreement. This Agreement may only be modified by a written amendment duly executed by the Parties.

*K. Severability*

If any provision or portion of this Agreement is found by any court of competent jurisdiction to be unenforceable or invalid such provision shall be severable and shall not impair the enforceability of any other provision of this Agreement.

*L. Compliance with all Laws*

The Parties shall observe and comply with all federal, state and local laws, ordinances, and codes including those of the Federal Highway Administration (FHWA) and Federal Transit Authority (FTA).

*M. Non-Discrimination Clause*

1. During performing this Agreement, the Parties and their subcontractors shall deny no benefits or privileges to any person on the basis of race, religion, color, ethnic group identification, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age, sex or sexual orientation, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religion, color, ethnic group identification, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age, sex or sexual orientation. Each Party shall ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination.

2. The Parties shall comply with Title VI of the Civil Rights Act of 1964, the Fair Employment and Housing Act (Government Code section 12900, et seq.), the regulations promulgated under it (Title 2, California Code of Regulations, section 7285.0, et seq.), Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (sections 11135-11139.5) and any state or local regulations adopted to implement the foregoing, as such statutes and regulations may be amended from time to time.

*N. Access to Records and Retention*

All Parties, acting through their duly authorized representative, and any federal or state grantor agency providing all or part of the funding associated with this Agreement, the State Controller, the Comptroller General of the United States, and the duly authorized representatives of the Parties, shall have access to any books, documents, papers and records of any Party directly pertinent to the matter of this Agreement to make audit, examination, excerpts and transcriptions. Except where longer retention is required by any federal or state law, the Parties shall maintain all required records for three years after final payment for any work associated with this Agreement, or after all pending matters are closed, whichever is later.

This Agreement was executed by the Parties on the day and year first written above.

SOLANO TRANSPORTATION AUTHORITY

By: \_\_\_\_\_  
Daryl K. Halls, Executive Director

By: \_\_\_\_\_  
STA Legal Counsel

CITY OF BENICIA

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

By: \_\_\_\_\_  
City Attorney



## City of Benicia Intermodal Transit Hub

### Estimated Expenditures (in thousands)

		Estimated Expenditures (September 2012)	
	Preliminary Design	\$	135
	Final Design	\$	175
	Property Acquisition	\$	600
	Construction	\$	1,200
	Total	\$	2,110
Current Revenue			
	Regional Measure 2 (RM2)	\$	1,250
1	Regional Traffic Impact Fee (RTIF)	\$	100
2	Solano Transportation Authority State Transit Assistance Fund (STAF)	\$	500
3	SolTrans Contribution	\$	-
4	City of Benicia	\$	-
	Total	\$	1,850
BUDGET BALANCE SHORTFALL		\$	(260)

### Funding Plan (in thousands)

		Commitment	
	Regional Measure 2 (RM2)	\$	1,250
	Regional Traffic Impact Fee (RTIF)	\$	336
	Solano Transportation Authority State Transit Assistance Fund (STAF)	\$	525
	SolTrans Contribution	\$	-
	City of Benicia	\$	-
	Total	\$	2,111
BUDGET SHORTFALL			NONE
Funding Plan Details			
1	from RTIF Working Group 3 (Previously dedicated to Columbus Drive)		\$60,000
2	from additional RTIF contributions from Working Group 6 (Transit)		\$176,000
3	from additional STA STAF Program		\$25,000
	Total new funds		\$261,000

### Financing Plan (in thousands)

Recognizing the RTIF commitment is long term, the City of Benicia, Soltrans and STA offer the following finance plan to bridge the funding gap. Recommended funding contributions will be repaid as RTIF revenue collects from each Working Group District.	
RTIF committed in Funding Plan	\$336
Benicia City Council October Action for Property Acquisition Financing	(\$86)
Remaining balance in need of financing	\$250
Finance contributions:	
1 Solano Transportation Authority State Transit Assistance Fund (STAF)	\$ 125
2 Soltrans Contribution	\$ 85
3 City of Benicia	\$ 40
Finance contributions:	\$ 250

### Financed Amounts (in thousands)

Solano Transportation Authority State Transit Assistance Fund (STAF)	\$ 125
Soltrans Contribution	\$ 85
City of Benicia	\$ 40
City of Benicia 50%	\$43
City of STAF 50%	\$43
	\$ 336

**RTIF Revenue Payback Plan**

	Working Group 6 (\$ 100)		Working Group 6 (new \$176)		Working Group 3 (\$60)		
Financed Amounts	First \$86 collected pays the following 50/50:	Remaining \$14	First \$85 collected pays:	Remaining \$91	First \$26	Remaining \$34	Total Payback
City of Benicia	\$40		\$14		\$26		\$ 40.00
City of Benicia 50%	\$43	\$43					\$ 43.00
Soltrans Contribution	\$85		\$85				\$ 85.00
STA STAF	\$125			\$91		\$34	\$ 125.00
STA STAF 50%	\$43	\$43					\$ 43.00





**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - APRIL 7, 2015**  
**BUSINESS ITEMS**

**DATE** : March 13, 2015

**TO** : City Council

**FROM** : City Manager

**SUBJECT** : **GENERAL PLAN ANNUAL PROGRESS REPORT TO THE STATE OF CALIFORNIA**

**RECOMMENDATION:**

Accept the 2014 General Plan Annual Progress Report and direct the Planning Division to submit the report to the Governor's Office of Planning and Research, and to the Department of Housing and Community Development.

**EXECUTIVE SUMMARY:**

The City of Benicia's General Plan was adopted on June 15, 1999. California Government Code Section 65400 requires that cities submit an annual report of the status of their General Plan and progress in its implementation to the Governor's Office of Planning and Research and Department of Housing and Community Development. Prior to submittal to the State, the annual report must be presented to the City Council for review and acceptance.

**BUDGET INFORMATION:**

There are no budgetary impacts associated with this report.

**ENVIRONMENTAL ANALYSIS:**

Implementation activities of the General Plan were addressed in the Final Environmental Impact Report (State Clearinghouse #97122023) to the General Plan, which was certified and adopted on June 15, 1999.

**SUMMARY:**

The General Plan Annual Progress Report includes a list of all the General Plan's Goals, Policies and Programs organized by section. Each year, Planning Staff works with all City departments on a comprehensive update to the report. In order to provide the City Council with a list of the implementation updates specific to 2014, a separate summary of only the updates is included. Please refer to Appendix A: Summary of Implementation Changes, General Plan Implementation Report; January 1- December 31, 2014. The complete list of all General Plan programs is included as Appendix B.

In addition, a copy of the Housing Element's implementation report and the current Strategic Plan are also included. The programs from the 2007-2014 Housing Element are reflected in this year's implementation report.

On November 18, 2014, the City's 2015-2023 Housing Element was adopted by the City Council. It was subsequently certified by the State Office of Housing and Community Development in December 2014. The Housing Element implementation report for 2015 will reflect the new 2015-2023 Housing Element.

#### City Council's Direction from 2014

At the time of City Council's review of the 2013 General Plan Annual Report in April 2014, the City Council discussed the needs for a comprehensive review of the 1999 General Plan. The City Council directed staff to complete the following:

1. Update the City's website to note other policy documents that are relevant to the City's General Plan. For example: Solano Transportation Authority's "Solano Countywide Bicycle Transportation Plan".

Staff's response: Additional links to relevant plans and policies have been provided on the City's website on the General Plan page.

2. Prepare a concept paper on the technical updates necessary to bridge the gap between the City's General Plan and the changes in the State Law and adopted county and regional planning policy documents.

Staff's response: Due to resource constraints, Planning Staff has been unable to complete a comprehensive concept paper comparing the changes to State law and other policy documents to the City's General Plan. However, in an effort to provide an overview of both changes in State law and regional policy that are relevant to the City's General Plan, a list of documents over the past 10 years was compiled.

A general plan update is commonly a 24 to 30 month process, and costs to complete general plan updates are estimated at approximately \$750,000 - \$1.0 million (including an expected EIR). The 1999 General Plan development process included a very active citizen engagement process, and a similar engagement process would be expected for an update.

The following is a list of General Plan **statutory requirements** enacted in the last 13 years. This is not a comprehensive list.

Statutory Requirement	Legislation	Guidance Document
Military Compatibility	SB 1468 (2002)	Governor's Office of Planning and Research: <i>California Advisory Handbook for Community and Military Compatibility Planning</i>
Air Quality	AB 170 (2003)	San Joaquin Valley Air Pollution Control District: <i>Guidance Documents for General Plans</i>
Tribal Consultation	SB 18 (2004)	Governor's Office of Planning and Research: <i>Tribal Consultation Guidelines</i>
Flood Control	AB 162, SB 5, AB 70, AB 156 (2007) and SB 1278 (2012)	Department of Water Resources: <i>Implementing California Flood Legislation into Local Land Use Planning</i>
Complete Streets	AB 1358 (2008)	Governor's Office of Planning and Research: <i>Complete Streets and the Circulation Element</i>
Disadvantaged Communities	SB 244 (2011)	Governor's Office of Planning and Research: <i>Land Use, General Plans, and Disadvantaged Communities Technical Advisory Public Review Draft</i>
Fire Hazards	SB 1241 (2012)	Governor's Office of Planning and Research: <i>Fire Hazard Planning</i> ***

The following is a list of **regional policies** that are relevant to the City's General Plan. This is not a comprehensive list.

General Plan Topic	Guidance Document
Circulation	Solano Transportation Authority (STA) <i>Solano Countywide Bicycle Transportation Plan (2012).</i>
Circulation	Solano Transportation Authority (STA) <i>Solano Countywide Pedestrian Transportation Plan (2012)</i>
Transportation	Metropolitan Transportation Commission (MTC) MTC adopted regional policies (Resolution No. 3765) in June 2006 for the accommodation of non-motorized travelers commonly referred to 'Complete Streets'. The resolution created a checklist that promotes the routine accommodation of non-motorized travelers in project planning and design.
Air Quality/GHG	Bay Area Air Quality Management District (BAAMQD) <i>Bay Area 2010 Clean Air Plan (2010)</i>
Land Use & Smart Growth	Association of Bay Area Governments (ABAG) and MTC <i>Plan Bay Area (2013)</i>

In addition to the above, requirements for stormwater management have changed significantly in the past 15 years. The current drought has emphasized the City's need to think comprehensively and long term about its water supply.

While the current drought conditions may or may not be related to climate change, most predictions are that the State will not be able to rely on its snowpack for its water supply in the face of a warming climate, and the conditions currently experienced due to drought may become permanent over time.

#### Planning Commission Review

On March 10, 2015, the Planning Commission recommended that the Council accept the General Plan Progress Report, with the following minor change:

1. Clarification to Program 3.6.A to reflect what regulations are currently in place for work/live units and any evaluations to further evaluate the use.

The Commission asked various clarification questions on the status of individual programs. Other comments and questions from the Commission did not necessitate changes to the report, but were clarifications provided during the meeting or to be provided after conferring with City staff.

#### Attachments:

- City of Benicia General Plan Annual Progress Report for 2014, including
  - Appendix A: Summary of Implementation Changes, General Plan Implementation Report; January 1 – December 31, 2014,
  - Appendix B: General Plan Implementation Report
  - Appendix C: Housing Element Implementation Report
  - Appendix D: City Council Strategic Plan, Fiscal Years 2013 – 2015
- Planning Commission Draft Minutes of March 10, 2015

**General Plan Implementation; January 1 - December 31, 2014**

Priority: 1 = Currently Budgeted; 2 = Request for Future Funding; 3 = Not Budgeted; C = Completed; O = Ongoing; PC = Partially Completed

GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Land Use and Growth Management	2.1	Goal	Preserve Benicia as a small-sized city.			
	2.1.1	Policy	Ensure that new development is compatible with adjacent existing development and does not detract from Benicia's small town qualities and historic heritage, and to the extent possible, contributes to the applicable quality of life factors			
	2.1.A	Program	<b>Adopt development guidelines that retain the scale and character of the city, preserve public view corridors, and reflect the subdivision and development patterns within existing neighborhoods.</b>	PC	Prior to the adoption of the 1999 General Plan, Benicia adopted the following: Downtown Historic Conservation Plan (1990), Arsenal Historic Conservation Plan (1993), and the Industrial Design Guidelines (1989). In 2007 the City adopted the Downtown Mixed Use Master Plan, which set forth new zoning districts and development standards. Updates or new plans are not part of the current work program.	Community Development Planning Division
	2.1.2	Policy	Make efficient use of land in new development areas consistent with the surrounding neighborhood.			
	2.1.3	Policy	Maintain a visual and physical separation from the cities of Fairfield and Vallejo.			
	2.1.4	Policy	Strive to preserve significant areas of vegetation and open space when approving development projects.			
	2.1.5	Policy	An Urban Growth Boundary is established as shown on the General Plan Land Use Diagram in order to separate the			
	2.1.6	Policy	No urban development beyond the Urban Growth Boundary shall be served by City water and/or sewer services.			
	2.1.7	Policy	The City shall promote compact urban development within the UGB and shall encourage development of public, semi-public, active recreational, and all other uses deemed desirable for the community inside the UGB.			
	2.1.8	Policy	Prior to December 31, 2023, the Urban Growth Boundary designated on the Land Use Diagram, this policy, Policies 2.1.5,			
	2.2	Goal	Maintain lands near Lake Herman and north of Lake Herman Road in permanent agriculture/open space use.			
	2.2.1	Policy	Protect and maintain agricultural and rural land uses, hillsides, two-lane curving roads, watershed, riparian corridors and upland grasslands.			
	2.2.2	Policy	Avoid health risks associated with the inactive IT Panoche Hazardous Waste Facility and land use conflicts with the Syar Quarry.			

**General Plan Implementation; January 1 - December 31, 2014**

Priority: 1 = Currently Budgeted; 2 = Request for Future Funding; 3 = Not Budgeted; C = Completed; O = Ongoing; PC = Partially Completed

GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Land Use and Growth Management	2.2.A	Program	Initiate a variety of planning, regulatory, and financial measures to ensure permanent protection of agricultural and open space uses near Lake Herman and north of Lake Herman Road.	O	The Sky Valley Open Space Committee was established in 2004 to protect agricultural uses and the watershed north of Lake Herman Road through conservation easements and land acquisition. In 2010/2011 the CA Rangeland Trust assisted the city in pursuing conservation easements. To date, no property was put into conservation easements.	Community Development Planning Division
	2.2.B	Program	Acquire property, development rights, or easements to preserve open space.	O	At this time, property owners not interested in obtaining conservation easements and no financial resources for open space acquisition.	Community Development Planning Division
	2.2.C	Program	Evaluate incorporating the Northern Area into the Tri-City and County Open Space Area.	O/3	Both Sky Valley Committee and Tri City and County Cooperative Planning Group have had some discussion about this possibility. Requires an amendment to the Joint Powers Agreement between the Cities of Benicia, Fairfield, Vallejo and Solano County.	Community Development Planning Division
	2.3	Goal	Ensure orderly and sensitive site planning and design for large undeveloped areas of the City, design for large undeveloped areas of the City, consistent with the land use designations and other policies in this General Plan.			
	2.3.1	Policy	Require a Master Plan for new industrial and business park developments on properties under common or single ownership which aggregate to more than 40 acres. (Properties include: Seeno, Valero undeveloped area, Pine Lake north of I-780, Port - south, Port - north.)			
	2.3.A	Program	Ensure adequate funding is available for the long-term maintenance of undeveloped areas preserved when approving land divisions.	O	Staff routinely evaluates as part of a project application.	Community Development Planning Division and Parks & Community Services Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Land Use and Growth Management	2.3.2	Policy	Support land divisions where existing buildings with historic or architectural significance are retained and/or improved rather than demolished.			
	2.4	Goal	Ensure that development pays its own way.			
	2.4.1	Policy	Ensure any new development to be fiscally and financially sound and pay its own way with respect to City and School District capital improvements.			
	2.4.A	Program	Monitor development to ensure it does not overburden the City's infrastructure.	O	As development occurs, impacts and connection fees are collected to provide additional capacity for sewer & water treatment, additional traffic, storm water impacts, etc... The General Plan, Water Master Plan, and Sewer Master Plan ensure orderly growth and adequate service.	Public Works Engineering Division
Citywide Econ. Development	2.5	Goal	Facilitate and encourage new uses and development which provide substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety, and quality of life.			
	2.5.1	Policy	Diversify the mix of economic development programs in the city to include new programs that address Downtown revitalization, tourism, waterfront development, and clusters of related businesses.			
	2.5.A	Program	Consider developing a labor force database as part of the Business Attraction, Expansion, and Retention Program which includes information on labor force costs by occupation and industry sector, turnover rates, productivity, reliability, and other factors. Maintain and update the database annually.	3/O	In conjunction with Solano Economic Development Corporation and Solano Workforce Investment Board	City Manager's Office Economic Development Division
	2.5.B	Program	Target business attraction efforts toward firms that pay high wages and with jobs that relate to the skills and education levels of Benicia residents.	O	A database is maintained in conjunction with Solano Economic Development Corporation.	City Manager's Office Economic Development Division
	2.5.C	Program	Evaluate future uses on a cost/revenue basis, taking into account economic diversity for the long term and environmental and community costs and benefits.	O	This occurs with each substantial development or business application submitted to the City.	City Manager's Office Economic Development Division

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Citywide Econ. Development	2.5.D	Program	Continue to offer incentives for locating in Benicia to businesses that maximize jobs or long-term net revenues to the City of Benicia, or both.	3/O	Types of incentives the City may offer include sales tax rebates or deferrals and/or fee deferrals; case-by-case basis (no budget allocation). City is implementing a Business Resource Incentive Program which is an incentive program for business to reduce energy costs.	City Manager's Office Economic Development Division
	2.5.E	Program	Develop business incentives that can be used to attract new businesses (e.g., fee deferral program, use of public financing when appropriate) and performance criteria to ensure that benefits are generated in line with incentives provided.	O	The type of incentive is addressed on a case-by-case basis.	City Manager's Office Economic Development Division
	2.5.F	Program	Continue to maintain and update an economic development strategy which focuses on both the acquisition of new businesses and retention of existing businesses.	O	The Economic Development Board and City Council adopted an Economic Development Strategy in 2007. This was updated in 2012 by the Economic Development Board and City Council with the adoption of the Business Action Development Plan (March 2012).	City Manager's Office Economic Development Division
	2.5.G	Program	Continue to implement the programs and actions proposed in the City's latest Economic Development Strategy.	O	Ongoing.	City Manager's Office Economic Development Division
	2.5.H	Program	Develop an "economic development web page" for Benicia with pertinent economic and demographic information, and profiles of key development sites and vacant buildings available for new businesses.	PC/O	An entirely new website was launched in 2013. See <a href="http://www.BeniciaBusiness.com">www.BeniciaBusiness.com</a> .	City Manager's Office Economic Development Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Citywide Econ. Development	2.5.I	Program	Conduct a bi-annual review of fee burdens for key land uses in Benicia and competing jurisdictions in the region to ensure that Benicia's fees are sufficient and competitive and do not create a deterrent to beneficial development.	1	A fee study is done every year in June. A focused evaluation of Planning and Building Divisions' fees was completed September 2005. The proposed changes resulting from the study were adopted by City Council in November 2005. In 2009, the Council reduced Design Review fees for properties in the Historic Overlay Districts.	Community Development Dept. and Finance Dept.
	2.5.J	Program	Expand the City's economic development strategy to address the potential for eco-tourism (e.g., related to marshlands), recreation, artists, cultural, and historic elements. Conduct a study of the relative merits and strengths of each of these assets in Benicia.	PC/O	Tourism is a key component of the new Economic Development (ED) Strategy; a marketing consultant was retained in October 2009 to being promoting the City's assets more fully. In March 2012, the City adopted the Business Development Action Plan, which updates the ED Strategy and focuses on economic recovery from the Great Recession. Focus of City resources should be on the Industrial Park. No eco-tourism focus to date.	City Manager's Office Economic Development Division
Industrial Development	2.6	Goal	Attract and retain a balance of different kinds of industrial uses to Benicia.			
	2.6.1	Policy	Preserve industrial land for industrial purposes and certain compatible "service commercial" and ancillary on-site retail			
	2.6.2	Policy	Other land uses should not adversely affect existing industrial and commercial land uses.			
	2.6.A	Program	Where General Plan amendments propose to convert industrial land to non-industrial or non-commercial uses, require the preparation of a fiscal and economic impact analysis to ensure that the conversion does not adversely affect the city's longterm economic development, or the economic vitality of existing industrial/commercial uses.	O	This would be required at the time of a development application or through a city-initiated amendment to the General Plan. No current amendments are proposed at this time.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Industrial Development	2.6.B	Program	Develop criteria for evaluating whether a proposed nonindustrial/non-commercial use would impact the viability of existing industrial/commercial uses. Use the criteria to evaluate non-industrial and non-commercial projects proposed in the Industrial Park.	C	The Section BMC 17.32.020, Note "L" of the Zoning Ordinance sets forth four specific criteria that must be met in order to grant a Use Permit or Variance for nonindustrial/non-commercial projects in the Industrial Zones.	Community Development Planning Division
	2.6.3	Policy	Facilitate continued development of the Industrial Park. Especially encourage general industrial uses to locate in the basin northeast of Downtown (around Industrial Way between East Second and the freeway).			
	2.6.C	Program	For lands designated limited industrial, reduce the length of time and number of steps required for development proposals to proceed, consistent with CEQA, community development policies and ordinances, and the design review process for general industrial lands.	C/O	In November 2013, an ordinance limiting the design review process and the discretionary authority over certain land uses in the Industrial Zoning Districts was adopted. These amendments are being developed in conjunction with Benicia Industrial Park Association (BIPA) and the Chamber of Commerce.	Community Development Planning Division
	2.6.4	Policy	Link any expansion of Industrial land use to the provision of infrastructure and public services that are to be developed and in place prior to the expansion.			
	2.6.D	Program	Continue to update the overall capital improvements program and infrastructure financing plan for the Industrial Park and other major industrial areas.	O	Update is conducted as a regular part of the Capital Improvement Program process. Moving forward on \$2.11M Bus Hub, secured \$145K annually in solid waste franchise fee for streets in the Industrial Park, resurfaced East 2nd Street and exploring different funding options to raise revenue for street maintenance.	Public Works Engineering Division
	2.6.E	Program	Develop Industrial Park infrastructure and public services standards, as approved by the City Council. (See also Program 2.28.A.)	PC	Included in Engineering Standards, \$250K traffic circulation study underway which will identify and prioritize needed improvements.	Public Works Engineering Division
	2.6.5	Policy	Establish and maintain a land buffer between industrial/commercial uses and existing and future residential uses for reasons of health, safety, and quality of life.			

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Industrial Development	2.6.F	Program	Use topography, landscaping, and distance as a buffer between Industrial Park uses and residential uses.	PC/O	The General Plan Land Use Diagram indicates a 200-foot buffer, in the form of Open Space Zoning, between lands owned by Valero and adjacent residential uses. The buffer extends from East 2nd above Tenny Drive, to the north past Rose Drive and north of the industrial area along West Channel Road. The City continues to pay close consideration to the mix of uses in the Industrial Park, both in terms of buffers and compatibility.	Community Development Planning Division
	2.7	Goal	Attract and retain industrial facilities that provide fiscal and economic benefits to - and meet the present and future needs of - Benicia.			
	2.7.1	Policy	Attempt to attract high-wage and high-revenue producing companies to Benicia.			
	2.7.A	Program	Conduct a study of the City's competitiveness for high-wage businesses. Based on the results, determine which types of high-wage businesses could realistically be attracted to Benicia and develop an appropriate business attraction strategy.	C	The industrial/office market and the jobs-workers imbalance are part of the Economic Development Strategy.	City Manager's Office Economic Development Division
	2.8	Goal	Maintain the viability of the Port now and in the future to benefit the City of Benicia.			
	2.8.1.	Policy	Avoid encroachment by future incompatible uses, and where possible, reduce encroachment from existing incompatible uses, in concert with Policy 2.11.1.			

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Port Development	2.8.A	Program	Ensure that definitions of "water-related industrial" and "waterfront" land uses are consistent with "water dependent" uses as defined in the Seaport Plan.	C	The San Francisco Bay Area Seaport Plan (prepared in partnership by the Bay Conservation and Development Commission and the Metropolitan Transportation Commission) was adopted in 1996, and last amended in January 2012. The Plan designates the Port of Benicia as an active 3-berth "marine terminal". This use and associated ancillary uses such as ship repair, supportive ground transportation, marine related services, and trucking and railroad yards are permitted uses in Benicia's Water-Related Industrial Zoning District.	Community Development Planning Division
	2.9	Goal	Ensure adequate land for port activity.			
	2.9.A	Program	Work with the Port to evaluate the future level of port activity and need for land in order to sustain an economically viable Port operation.	O	This effort is part of the City's Economic Development Division's work plan. The City is also working with the Port to assess site specific climate change vulnerabilities as part of the Adaptation Plan development.	City Manager's Office
	2.9.1	Policy	Encourage and create opportunities and methods for cooperative planning of the Port, Arsenal, and Pine Lake.			
	2.10	Goal	Provide for carefully-defined visual and physical public access where security and safety considerations permit.			
	2.10.A	Program	Explore the feasibility of public access to and providing recreation use in the Port in a manner which does not compromise the economic viability or safe operation of the Port.	C/O	Currently addressed by way of development projects requiring BCDC review.	Parks & Community Services Dept. and Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Historic Arsenal	2.11	Goal	Encourage the retention and continued evolution of the lower Arsenal into a historic/cultural/commercial/industrial center of mutually compatible uses.			
	2.11.1	Policy	Retain and expand the mix of compatible and balanced uses in the lower Arsenal area.			
	2.11.2	Policy	Continue to allow live/work uses in the lower Arsenal where it can be demonstrated that adequate buffers exist, including noise buffers, and that the presence of residents would not significantly constrain industrial operations, including the flow of goods and materials.			
	2.11.3	Policy	Support the development of the Pine Lake area as an attractive, aesthetic gateway with a water feature.			
	2.11.A	Program	<b>Require protection of dramatic views of the strait and the incorporation of a gateway/water feature into any development plans for the Pine Lake area.</b>	C	<b>The gateway/water feature element will be implemented if and when a development application is filed by the property owner, Benicia Industries.</b>	<b>Community Development Planning Division</b>
Downtown	2.12	Goal	Strengthen the Downtown as the City's central commercial zone.			
	2.12.1	Policy	Emphasize retail sales and service businesses along First Street, preferring retail commercial on the street level and encouraging other commercial, office, and housing as important supporting uses on upper floors.			
	2.12.A	Program	<b>Consider improvements to Solano Square to make it more pedestrian friendly.</b>	PC/O	<b>Completed grant funded improvements to the intersection of First Street and Military including enhanced crossings to Solano Square and installation of new sidewalk along driveway entrance to Solano Square. In addition, Solano Square is part of Benicia's Downtown Priority Development Area, which will make Solano Square eligible and more competitive to receive grants for additional planning improvements.</b>	<b>Public Works Engineering Division and Community Development Planning Divisions</b>

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Downtown	2.12.B	Program	Work to attract economically viable businesses that will create night-life Downtown such as restaurants, cafes, movie theaters, and other entertainment uses.	O	The City contracts with Benicia Main Street to provide business attraction/retention downtown. Notable new businesses include Rellik Tavern (since 2009).	City Manager's Office
	2.12.C	Program	Continue business recruitment and marketing efforts for Downtown. Provide promotional information on Benicia's economic and demographic profile, available sites and building space, a directory of support services, and an expedited approvals program.	O	Ongoing.	City Manager's Office
	2.12.D	Program	Develop public/private partnerships to implement financing mechanisms such as a Business Improvement District to fund capital improvements and repairs to Downtown.	O	Downtown merchants created a Business Improvement District (BID) in 2012 for the primary purpose of installing and maintaining decorative tree lights. The BID will expire in five years.	City Manager's Office
	2.12.E	Program	Retain a permanent Main Street Program.	O/2	The current budget allocates \$100,000 annually toward the Main Street Program.	City Manager's Office
	2.12.F	Program	Promote additional civic and compatible public and private uses in the Civic Center area.	3	On hold due to economic factors. Joint collaboration with Community Development and Parks and Community Services.	City Manager's Office, Community Development Dept. and Parks & Community Services Dept.
	2.12.2	Policy	Permit a mix of residential and commercial uses including detached single-family homes and live/work quarters in the first row of blocks east and west of First Street. Allow small retail commercial businesses on parcels closest to First Street, and small, less intense uses (such as offices, personal services, and bed-and-breakfast establishments) anywhere within the block.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Downtown	2.12.G	Program	Review and modify the zoning ordinance, as needed, to accommodate a mix of uses in the blocks immediately east and west of First Street.	C	In 2007, the Downtown Mixed Use Master Plan was adopted. The focus of the plan was to accommodate a mix of uses along First Street and ensure the historic character of the downtown was maintained through new development standards.	Community Development Planning Division
	2.12.3	Policy	Seek to make Downtown a thriving and vigorous community center offering a variety of activities and attractions for residents and visitors.			
	2.12.H	Program	Continue to promote special events in the Downtown such as a farmers' market, street fairs, art and music festivals. Encourage events that remain open in the early evening. (See policies in Noise section.)	O	The City collaborates with Benicia Main Street to ensure the continuation and expansion of such events.	City Manager's Office
	2.12.I	Program	Work with existing restaurants and cafes to provide sidewalk food service where the service will not impede pedestrian flow and where adequate sidewalk space exists.	C/O	The City allows sidewalk table seating with an encroachment permit through the Engineering Division.	City Manager's Office and Public Works Engineering Division
	2.12.J	Program	Maintain public parks, streets, and sidewalks located Downtown in a clean and safe condition.	O	Work with Parks and Community Services Dept. This is done as part of existing City maintenance programs.	Parks & Community Services Dept. and Public Works Dept.
	2.12.K	Program	As the budget allows, provide amenities such as additional benches along First Street and in adjacent public areas; drinking fountains, public art, shade trees and arbors.	3	The Urban Waterfront Enhancement and Master Plan, which was adopted in 2014, will provide for comprehensive park development between First Street and the Marina Entry Channel, south of B Street.	Public Works Engineering Division, Community Development Planning Division and Parks & Community Services Dept.
	2.12.4	Policy	Create a social, recreational, and economic anchor at the waterfront end of First Street.			

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Downtown	2.12.L	Program	Use the Urban Waterfront Restoration Plan to guide the planning and development of public waterfront improvements; when siting private development; and when designing public access between commercial uses and the waterfront.	O/2	The Urban Waterfront Restoration Plan was negated by Measure C in 2005 with the rezone from a Waterfront Commercial to Open Space Zoning District. The City received a grant from the Coastal Conservancy to develop the Benicia Urban Waterfront Enhancement and Master Plan for the area. The Master Plan was adopted in 2014. Detailed design and engineering is scheduled for 2015-16, pending funding availability.	Community Development Planning Division and Parks & Community Services Dept.
	2.12.M	Program	Investigate the feasibility of a multi-use Community Center.	C	The new Community Center, formerly the Mills Elementary School, was renovated and opened in 2011.	Community Development Planning Division and Parks & Community Services Dept.
	2.12.N	Program	By the end of the year 2000, decide on the feasibility of restoring three City-owned structures - the former Southern Pacific Railway Depot and Jurgensen's Saloon, and the Von Pfister Adobe.	PC/3	Jurgensen's Saloon has been fully restored and moved to the corner of First Street and West E Street. The Depot has received a conceptual plan for improvements, but there is no funding to implement it. The VonPfister Adobe has not been restored; the Parks Dept is working with the Benicia Historical Society to place/designate the Adobe on the State Historic Register in order to receive funding for restoration.	City Manager's Office and Parks & Community Services Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Downtown	2.12.O	Program	Establish a permanent public green on the waterfront south of B Street at Second Street.	O/PC/1	Improvements on the west side have been implemented. City Council took legislative action to preserve this area for public open space. This land is within the Open Space Zoning District. Currently developing an Urban Waterfront Enhancement and Master Plan for the entire area south of B Street. Plan should be completed in 2014.	Parks & Community Services Dept.
	2.12.P	Program	Investigate the possibility of developing a west-side marina.	3	No work has been done to date.	City Manager's Office
	2.12.Q	Program	Develop a tourist oriented web page that includes photos and information about Benicia as a tourist destination, such as information on lodging, historic places, restaurants, artists galleries and studios, and recreational and natural resources.	C	The site has been completed and is maintained and updated regularly. <a href="http://www.visitbenicia.org">www.visitbenicia.org</a>	City Manager's Office
	2.12.R	Program	Continue to support promotional maps for visitors that identify locations of restaurants, services, specialty retail, recreational, and other facilities that cater to visitors and tourists.	2/O	The City continues to make available information on many attractions and collaborates with Benicia Main Street to further this endeavor. Directional signage was installed in 2009. Staff and Benicia Main Street will release a walking brochure and map, noting visitor attractions in June 2012.	City Manager's Office

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Other Commercial Development	2.13	Goal	Support the economic viability of existing commercial centers.			
	2.13.1	Policy	Direct new commercial ventures first, towards Downtown, and to other existing economic centers (instead of dispersing resources to new areas).			
	2.13.A	Program	As part of the Business Attraction, Expansion, and Retention Program, maintain an available commercial space and site database with information on size, lease rates, tenant improvements, etc., and make it readily available to prospective businesses.	O	Commercial listings are integrated with the City's Economic Development webpage.	City Manager's Office
	2.13.2	Policy	Preclude extension of the existing commercial development east along Military East and south along East Fifth Street.			
Circulation	2.14	Goal	Enhance Benicia's small-town atmosphere of pedestrian-friendly streets and neighborhoods.			
	2.14.1	Policy	Give priority to pedestrian safety, access, and transit over automobile speed and volume.			
	2.14.A	Program	Reexamine City standards to allow the development of local streets with the minimum pavement width needed in residential areas, at the same time assuring that emergency access is maintained and that pedestrian and vehicular safety are preserved.	C	This is incorporated into new development and existing development is addressed with the City Neighborhood Traffic Calming Program toolbox.	Public Works Engineering Division
	2.14.B	Program	Consider physical and operational changes to reduce speeds (e.g., narrow lane widths and signal timing), and increase traffic speed enforcement.	O	Staff works with the Traffic, Pedestrian and Bicycle Safety Committee; efforts are part of the City's Neighborhood Traffic Calming Program. Recent successes include the Downtown Intermodal Project and Western Gateway Intermodal Project.	Public Works Engineering Division and Police Dept.

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Circulation	2.14.C	Program	Consider residential streets with textured pavements and parallel parking.	O	Implemented as part of the development review process. Examples include Harbor Walk along First Street, 221 First Street Mixed Use Project, at Kearney & McAllister in front of Water's End Park. Also included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.14.D	Program	Where feasible redesign corner radii to corners with tight radii to slow vehicles and alert drivers to pedestrians in crosswalks.	O	Examples include Military/West 2nd, East 4th/J, East 5th/L, First & K Streets. Included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.14.E	Program	Consider reducing lane widths, as one method of both slowing traffic and making room for parking, wider sidewalks, or bike lanes.	O	Examples include Downtown & Western Gateway Intermodal Projects. Part of the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.14.F	Program	Where feasible, provide pedestrian sidewalks in all residential areas along both sides of the street.	O	Implemented as part of the development review process. Also included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.14.G	Program	Evaluate the feasibility of finishing sidewalks along streets where they are currently lacking	O	Examples include East 5th Street and St. Dominic's & Robert Semple Safe Route to Schools Projects. Also included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.14.H	Program	Identify areas where sight distance for vehicle drivers and pedestrian safety can be improved with signs, tree placement, landscaping, parking policy, building design, and streetscape. Prepare a program and schedule for implementing these improvements.	O	Examples include intersections of Military/West 3rd, East 5th/L Street, N Sfter/O'Hare Drive. Also included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division

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Circulation	2.14.1	Program	Identify areas where crosswalk safety can be improved through better lighting and striping, prohibiting right turns on red at specific intersections, installing pedestrian-activated push buttons for signals, installing a textured or raised paving material, and employing crossing guards for school children. Prepare a program and schedule for implementing these improvements.	O	Examples include: Military/East 2nd electronic pedestrian crossing sign, Military West/West 7th electronic pedestrian crossing signs, East 2nd/Riverhill Lighted Crosswalk. In 2014, flashing beacons are proposed in front of the Middle School and crosswalks/landings are proposed on Dempsey in front of Matthew Turner School. Also included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.14.2	Policy	Discourage street widenings and the removal of on-street parking to ease traffic flow.			
	2.15	Goal	Provide a comprehensive system of pedestrian and bicycle routes which link the various components of the community: employment centers, residential areas, commercial areas, schools, parks, and open space.			
	2.15.1	Policy	Make pedestrian and bicycle circulation, and safety improvements a high priority for transportation funding, utilizing locally generated revenues and State and federal grants.			
	2.15.A	Program	Construct public improvements that accommodate and enhance pedestrian and bicycle access.	O	Examples include those mentioned in Program 2.14.1 - plus, improvements to East 3rd Street Pedestrian Tunnel. Included in the City's Neighborhood Traffic Calming Program toolbox.	Public Works Engineering Division
	2.15.B	Program	Provide additional trails along the shoreline.	O	Shoreline trails were included in the 2014 Urban Waterfront Enhancement Plan, including a short Bay Trail segment. Staff continues to seek funding and opportunities to provide trails along the Benicia shoreline. The Planning Division enforces public access on development applications within 100 feet of the mean high tide, as required.	Community Development Planning Division and Parks & Community Services Dept.

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Circulation	2.15.C	Program	Provide proper signing for improved trails, fire break trails, and interpretive trails.	O	As trails are developed signage is provided.	Parks & Community Services Dept.	
	2.15.D	Program	Improve safety and pedestrian movement by building curb extensions that narrow the overall width required by pedestrians to cross the street at major pedestrian waiting areas at street intersections, sidewalks, and landscaped areas.	O	Examples include Military/West 2nd Street, East 5th/J Street, East 5th/L Street, and Youth Center Crosswalk, Benicia High School Traffic Signal Project, Downtown & Western Gateway Intermodal Projects. Included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division	
	2.15.E	Program	Identify areas where adequate lighting for pedestrians in urban areas is needed. Install additional lighting as appropriate.	O	Examples include pedestrian lighting installed on Military, First, and West 2nd Streets with the Downtown & Western Gateway Intermodal Projects.	Public Works Engineering Division	
	2.15.F	Program	Widen the Rose Drive/State Park Road at I-780 overpass to accommodate pedestrians and bicycle traffic.	C	This project was completed in October 2011 and received an American Public Works Association Project of the Year Award.	Public Works Engineering Division	
	2.15.G	Program	Create a protected landscaped sidewalk for West 7th Street between I-780 and Military West.	PC	Sidewalk safety repairs related to erosion are completed with safety fencing installed.	Public Works Engineering Division	
	2.15.2	Policy	Encourage the development of pedestrian paths in hill areas as a way to link neighborhoods to schools, parks, employment centers, and convenience commercial destinations.				
	2.15.H	Program	Continue to implement the pedestrian pathway system in the City's Parks, Trails and Open Space Master Plan especially linkages between the City's residential neighborhood and commercial districts.	O	Examples include St. Catherine's Subdivision and pathway between Community Park and Lake Herman Recreation Area.	Public Works Engineering Division and Parks & Community Services Dept.	
	2.15.I	Program	Facilitate the connection of future Benicia-Martinez Bridge pedestrian/bike lanes to the city pedestrian/bike network. Connect paths from existing and proposed regional trail systems to the Boundary Hills and Benicia-Martinez Bridge.	PC	Construction of the bike lanes and sidewalk has been completed.	Public Works Engineering Division	

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.15.J	Program	Improve pedestrian and bike access between Downtown and Southampton.	O	Rose Drive Traffic Calming installed bike lanes/Sharrows from McAllister to Cambridge.	Public Works Engineering Division
	2.16	Goal	Ensure access needs of individuals with disabilities.			
	2.16.1	Policy	Provide for adequate public access in all forms (walks, buildings, transportation) in conformance with the Americans for Disabilities Act (ADA).			
	2.16.A	Program	In places that accommodate the public, remove barriers to access or provide alternative services when barriers cannot be removed.	O	Examples include SolTrans' Paratransit Program, and walkway and bike projects mentioned in Program 2.15.J.	Public Works Engineering Division
	2.16.B	Program	Require that publicly sponsored programs, activities and transportation facilities are accessible to individuals with disabilities (including employees).	O	Examples include: the annual handicap ramp program, ADA improvements to City Hall and SolTrans' Paratransit Program.	Public Works Engineering Division and Parks & Community Services Dept.
	2.16.2	Policy	Encourage private entities to maintain places of business that are physically accessible to all.			
	2.16.C	Program	Assess the cost and feasibility of Policy 2.16.2, including any changes in opportunities or costs for businesses to occupy historic structures.	3	No work has been done to date.	City Manager's Office
	2.17	Goal	Provide an efficient, reliable, and convenient transit system.			
	2.17.1	Policy	Continue to provide transit service to all—and subsidized paratransit service to all qualified—potential users, including youth, the elderly and the disabled, modifying routes and schedules as demand changes.			
	2.17.A	Program	Preserve the personal service provided by Dial-a-Ride.	O/2	Through SOLTRANS JPA and County of Solano, Benicia residents have access to: Intercity Taxi Scrip (ADA Paratransit Riders); SolTrans Local Taxi Scrip (Medicare, seniors 65+, persons w/disabilities); and Benicia-only Dial-a-Ride Bus Service except Sundays and certain Holidays.	Finance Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.17.B	Program	Subsidize transit at a level justified by a cost/benefit study.	O	SolTrans evaluates the performance of the transit system on a monthly basis, and provides these details and opportunities for input through its Technical Advisory Committee. Goals for financial sustainability were also set as part of the 2013 SolTrans Short Range Transit Plan (SRTP).	Finance Dept.
	2.17.C	Program	Institute a continuing program to evaluate the transit system to ensure it meets the public's needs.	C/O	Since 2011, SolTrans has provided transit service in the former Benicia Breeze and Vallejo Transit service areas. SolTrans completed a Short Range Transit Plan in June 2013.	Finance Dept.
	2.17.D	Program	Allow preferential parking for public transit vehicles.	C/O	This is provided throughout the City.	Public Works Engineering Division
	2.17.E	Program	Set local priorities and needs for future service, taking into account funding uncertainties for Benicia's and other transit systems.	C/O	Since 2011, SolTrans has provided transit service in the former Benicia Breeze and Vallejo Transit service areas. SolTrans completed a Short Range Transit Plan in June 2013, which establishes transit service priorities.	Finance Dept.
	2.17.F	Program	Improve inter-modal coordination of transit services.	C/O	Since 2011, SolTrans has provided transit service in the former Benicia Breeze and Vallejo Transit service areas. SolTrans completed a Short Range Transit Plan in June 2013.	Finance Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.17.G	Program	Provide attractive and pedestrian-friendly transit stops and buses, including bike racks on buses.	PC/1	In 2014, the city worked with Solano Transportation Authority on a new bus hub project located at Park Road and Industrial Way. Constructed anticipated to begin Summer 2015.	Community Development Planning Division and Public Works Engineering Division
	2.17.H	Program	Provide transit shelters with good visibility and benches, thus enhancing the pedestrian-transit interface.	PC /1	New shelters have been installed in City Park across from Solano Square. New development projects may be required to provide bicycle parking as outlined in the Zoning Ordinance. In addition, the City seeks ways to improve existing shelters, e.g. new bus shelter along East 5th, north of Military East. Bus Shelters are proposed as part of the Industrial Park bus hub project for the Fairfield and Suisuns Transit (FAST) bus stop on Park Road.	Community Development Planning Division and Public Works Engineering Division
	2.17.2	Policy	Consider nontraditional use of the existing transit system for tours, shuttles, and special events. (e.g., First Street shuttle, First Street to Community Park shuttle, First Street to Arsenal shuttle, State Park shuttle).			
	2.17.I	Program	Optimize the use of existing transit equipment.	O	This program not operational. All assets transferred to SolTrans JPA.	Finance Dept.
	2.17.J	Program	Consider a shuttle service between large commercial centers.	O	The Benicia Rocket Service, between the Industrial Park and downtown, was introduced for a trial period. Despite heavy advertising, the usage was minimal and the service was discontinued. SolTrans continually examines opportunities for service that attract new riders.	Finance Dept.
	2.17.3	Policy	Coordinate transit service and trip reduction efforts with other agencies.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.17.K	Program	Provide intercity bus service to Vallejo and Fairfield commensurate with available funding.	O	SolTrans currently provides direct intercity bus service between Benicia and Vallejo, Walnut Creek, Pleasant Hill on Routes 76 and 78. Fairfield and Suisun Transit (FAST) provides direct service from Benicia to Fairfield on Route 40.	Finance Dept.
	2.17.L	Program	Coordinate school district/city bus schedules for optimum efficiency.	C/O	SolTrans coordinates with the School District to provide regularly scheduled fixed-route service that serves schools during peak hours.	Finance Dept.
	2.17.M	Program	Coordinate transit planning with the Contra Costa Transportation Authority (CCTA) and Solano County, and coordinate future mass transit planning with all other regional efforts.	O	SolTrans continually strives to coordinate its transit operations with other agencies throughout the region.	Finance Dept.
	2.17.N	Program	Participate in Major Investment Studies (MIS) to assure that transit alternatives are fully considered.	O	This is researched as part of Short Range Transit Plan updates.	Finance Dept.
	2.18	Goal	Encourage the provision of convenient rail service to Benicia with a station near the Benicia Bridge.			
	2.18.1	Policy	Work with BART, Caltrans, BCDC, the Solano Transportation Authority, and MTC in planning a rail station near the Benicia-Martinez Bridge.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.18.A	Program	Consider mixed use, commercial and industrial uses that compliment the train station.	3	The train station is part of the Solano Transportation Authority Livable Communities Plan (2012). Project description includes evaluation of alternative sites to construct a Capitol Corridor Commuter Train Station along the I-680 corridor. Project would include a train platform, park and ride facility with 200+ spaces, bus transfer station, long-term bicycle storage, and access improvements. Potential sites are surrounded by industrial zones that allow limited mix of workforce serving uses. Commercial Zones are in proximity; allows live-work by right. The Benicia Industrial Park Traffic Circulation Plan currently underway will evaluate future potential sites.	Community Development Planning Division and Public Works Engineering Division
	2.18.B	Program	Plan for convenient auto and transit access to and auto parking at the train station to encourage its use.	3	Train station included in Solano Transportation Authority's Livable Communities Plan (2012). Project description includes a train platform, park and ride facility with 200+ spaces, bus transfer station, long-term bicycle storage, and access improvements.	Community Development Planning Division and Public Works Engineering Division
	2.19	Goal	Promote a regional (San Francisco, Oakland, Alameda) and local (Martinez, Port Costa, and Crockett) ferry service.			
	2.19.1	Policy	Work with MTC to establish ferry service. Communicate regularly with them regarding plans and funding for ferry service.			
	2.19.A	Program	Identify ferry service market potential and terminal location options.	3	On hold pending further consideration of Intermodal Station and Vallejo Transit staffing issues.	City Manager's Office and Finance Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.20	Goal	Provide a balanced street system to serve automobiles, pedestrians, bicycles, and transit, balancing vehicle-flow improvements with multi-modal considerations.			
	2.20.1	Policy	Maintain at least Level of Service D on all city roads, street segments, and intersections.			
	2.20.A	Program	Identify areas where it would be beneficial to reduce and divert through vehicular traffic from local residential streets. Implement appropriate neighborhood traffic control programs in these areas.	O	Input from Traffic, Pedestrian, and Bicycle Safety Committee. Examples include West K Street and Hastings Drive traffic controls. Included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.20.B	Program	Locate new development where there is adequate existing or planned future road and highway capacity and where local residential streets will not be significantly impacted.	C/O	Benicia's adopted Level of Service (LOS) is "D". Traffic impacts of new development are evaluated as part of the project review process. If warranted, a project specific traffic study is prepared and if the project exceeds a LOS of D, then appropriate mitigation measures are required.	Community Development Planning Division and Public Works Engineering Division
	2.20.C	Program	Encourage use of alleys for commercial loading activities when it will not block driveways or mid-block access to the street.	C/O	This occurs during the development review process. Staff recommends this approach to deliveries where appropriate.	Community Development Planning Division
	2.20.2	Policy	Seek alternatives to road widenings.			
	2.20.D	Program	Continue to identify and implement acceptable alternatives to in-town roadway widening, extensions, and large intersections.	O	Examples include East 2nd/Military signal modifications and East 2nd/HWY780 freeway signal project. Included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.20.E	Program	Identify streets where traffic should be slowed.	O	Input from Traffic, Pedestrian, and Bicycle Safety Committee. Examples include Hastings Drive, West K Street, East 5th Street, and Military West at Benicia High School and in front of City Park with corrective actions taken place at each location. Included in the City's Neighborhood Traffic Calming Program.	Public Works Engineering Division
	2.20.F	Program	Consider lane narrowing, driver education, traffic speed alert trailers, and other traffic calming remedies.	O	Examples of action taken on West K Street, Hastings Drive, Military West and East 5th Streets. Included in the City's Neighborhood Traffic Calming Program. Four new solar powered radar speed signs.	Public Works Engineering Division and Police Dept.
	2.20.G	Program	Advertise the use of transit, bicycling, and walking for commuting, shopping, recreation, and school trips.	O	Administered by the Solano Transportation Authority.	Public Works Engineering Division
	2.20.H	Program	Reserve right-of-way for new alternate transportation facilities that contribute to street and roadway congestion relief.	O	The City currently retains many existing unimproved alley and street rights-of-way for future uses. Release of these rights-of-way only occurs if it can be clearly determined that no future use is required for transportation purposes.	Public Works Engineering Division
	2.20.I	Program	Coordinate traffic signal improvements and synchronization and continue to implement timing changes.	O	Examples include East 2nd/Hwy780 Signal Project, West 7th/Hwy780 Signal Project, and West 7th Street and East 2nd Street Signal Synchronization Projects.	Public Works Engineering Division
	2.20.J	Program	Develop adequate funding for keeping streets, alleys and sidewalks in good repair.	O	Annual street maintenance is included in the City's budget process. Need new, dedicated funding source.	Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.20.K	Program	Identify and prioritize transportation facilities maintenance projects for roadways, sidewalks, and off-street trails and paths.	O	This program is always part of the City's Capital Improvement Program.	Public Works Engineering Division and Parks & Community Services Dept.
	2.20.L	Program	Identify areas of the city that are pedestrian-unfriendly and develop corrective plans.	O	The Solano Transportation Authority's Countywide Pedestrian Plan listed the top priority as the State Park Road Bike/Ped Path, which was completed in October 2010.	Public Works Engineering Division and Parks & Community Services Dept.
	2.20.3	Policy	Maintain Lake Herman Road as a rural, two-lane, curving scenic route.			
	2.21	Goal	Encourage Benicia residents and employees to use alternatives to the single-occupant automobile.			
	2.21.1	Policy	Provide and promote a range of travel alternatives to the use of the private automobile.			
	2.21.A	Program	Advertise the benefits of Transportation Demand Management (TDM) measures and conduct public outreach programs to educate the public about options available within the city.	O	Administered by the Solano Transportation Authority and Solano Napa Commuter Information (SCNI). The City assists SCNI to promote Bike to Work, Commuter Challenge, and other programs that promote alternatives to the private automobile.	Public Works Engineering Division and Community Development Department Planning Division
	2.21.B	Program	Implement Transportation Control Measures (TCMs) appropriate to Benicia.	O	Ongoing.	Public Works Engineering Division
	2.21.2	Policy	Encourage new development patterns that facilitate bicycling, walking, and transit for commute, shopping, recreation,			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.21.C	Program	Consider denser, mixed-use developments, particularly in the Downtown area.	C/O	The city has a designated Priority Development Area (PDA) for the Downtown which focuses on denser, mixed-use development. This also occurs through the implementation of the Downtown Mixed Use Master Plan with accompanying form-based development regulations. The plan allows for mixed-uses and employs zero lot lines and limited setbacks to achieve greater densities than previously permitted.	Community Development Planning Division
	2.21.D	Program	Consider the feasibility of extending East Second Street from East "L" Street to East "K" Street.	C	Reviewed during facility planning of the Police Department and determined not feasible or desirable.	Public Works Engineering Division
	2.22	Goal	Alleviate traffic congestion near school sites.			
	2.22.1	Policy	Work closely with the School District in addressing traffic congestion near schools.			
	2.22.A	Program	Develop a plan jointly with the School District for reducing traffic congestion at and near school sites.	O	Implemented jointly by the City, Benicia Unified School District Liaison Committee, and the Traffic, Pedestrian, and Bicycle Safety Committee. Included in the Neighborhood Traffic Calming Program - and Solano Transportation Authority Safe Routes to School Program.	Public Works Engineering Division
	2.22.B	Program	Encourage the School District to continue the comprehensive crossing guard program.	O	Implemented jointly with the Benicia Unified School District Liaison Committee. Included in the City's Neighborhood Traffic Calming Program - and Solano Transportation Authority Safe Routes to School Program.	Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead	
Circulation	2.22.C	Program	Adjust phasing/timing of signal lights on routes to schools, and consider providing increased crossing guards and/or police direction of traffic.	O	Implemented jointly by the Police Dept. and the City, Benicia Unified School District (BUSD) with direction from the BUSD Liaison Committee. Separate school resource offices are assigned to Benicia High School and Middle School. New safe route to school maps completed. Also included in the City's Neighborhood Traffic Calming Program - and Solano Transportation Authority Safe Routes to School Program.	Public Works Engineering Division	
	2.22.D	Program	Encourage the School District to implement citywide busing and promote carpools for trips to school.	O	Implemented jointly with the Benicia Unified School District Liaison Committee. Also included in the City's Neighborhood Traffic Calming Program - and Solano Transportation Authority Safe Routes to School Program.	Public Works Engineering Division	
	2.22.E	Program	Promote School District provision of adequate off-street parking, drop-off and pickup facilities, and designated carpool parking at each school.	O	Implemented jointly with the Benicia Unified School District Liaison Committee. Also included in the City's Neighborhood Traffic Calming Program - and Solano Transportation Authority Safe Routes to School Program.	Public Works Engineering Division	
	2.22.F	Program	Study the need for and feasibility of a pedestrian bridge linking the middle school and high school.	3	Staff will continue to look for funding opportunities.	Public Works Engineering Division	
	2.23	Goal	Ensure adequate parking while maintaining aesthetic landscape features.				
	2.3.1	Policy	Provide adequate on-street and off-street parking.				

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.23.A	Program	Continue to allow on-street parking where needed for abutting uses (e.g., Military East).	O	This is allowed and discussed with applicants in affected areas. The Zoning Ordinance allows uses smaller than 2,000 sq. ft. to potentially have reduced parking and the Downtown Mixed Use Master Plan allows onstreet parking to count towards parking requirements. In 2014, two commercial development projects were approved in the Downtown Mixed Use Master Plan area where on-street parking was used to meeting the off-stree parking requirement.	Community Development Planning Division and Public Works Engineering Division
	2.23.B	Program	Preserve and improve the East Second and "E" Street parking lot. Consider double-deck parking if need warrants.	O	Past efforts included workshops and conceptual designs. No consensus; project on hold for now.	Economic Development Division
	2.23.C	Program	Allow flexible parking requirements for uses smaller than 2,000 square feet.	C	Passed by the City Council in 2001, Ordinance 01-6 allows the Community Development Director to consider deviations from the parking requirement for uses less than 2,000 sq. ft. if certain circumstances warrant approval. BMC 17.74.020 "K".	Community Development Planning Division
	2.23.D	Program	Update parking requirements based on actual local parking generation studies wherever, appropriate, and consider parking proximity to transit corridors.	PC/O/3	The Downtown Mixed Use Master Plan, adopted in 2007, provided more flexible parking requirements in the newly created Zones: Town Core, Town Core Open, Neighborhood General, Neighborhood General Open. The Department recommends revising parking requirements throughout the rest of the City as resources (funding) become available.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.23.2	Policy	Reduce the visibility of parking lots.			
	2.23.E	Program	Allow future parking to be divided into smaller lots with generous internal and perimeter landscaping.	C/O	The Zoning Ordinance requires parking lots to be landscaped. Staff evaluates the applicability of this program during project review. There are no objections to breaking large parking lots into smaller lots as long as parking requirements are met.	Community Development Planning Division
	2.23.F	Program	Recommend parking to be located behind or alongside (but not in front of) buildings, where possible.	C/O	Recommended as part of making development more pedestrian friendly. In downtown, the development standards require parking to be located behind buildings.	Community Development Planning Division
	2.24	Goal	Continue to provide safe and direct access to the Industrial Park.			
	2.24.1	Policy	Continue to ensure public access to private roads in the industrial and Port areas.			
	2.24.A	Program	Investigate establishment of Industrial Park bus service.	C/O	In September 2002, the City established the "Rocket Service" to the Industrial Park. In May 2003, the service discontinued due to lack of ridership. This will continue to be researched as part of Short Range Transit Plan updates.	Finance Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	2.24.B	Program	Investigate alternate routes that would better accommodate access from the freeway to the Port and Industrial Park.	C	As part of the traffic fee program, various projects to be funded by the program were analyzed. One of those was the East 2nd/Park Road connector, which is intended as a future alternate entryway into the industrial park from East 2nd Street.	Public Works Engineering Division
	2.24.C	Program	Identify solutions to circulation problems associated with truck traffic by maintaining a database of truck-related citizen or business complaints in combination with truck counts and accident data.	O	Review of the situation created by truck traffic in the City is conducted annually as part of the Citywide Accident Review process.	Public Works Engineering Division
	2.25	Goal	Improve auto and non-auto access into the Old Arsenal, without disrupting existing neighborhood, historic, and environmental values.			
	2.25.1	Policy	Consider alternative modes of transportation to the auto in planning new access and in improving existing routes into the Arsenal.			
	2.25.A	Program	Improve access into the Arsenal from I-680.	O	In future budget request. Included in Solano Transportation Authority's Comprehensive Transportation Plan.	Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.25.B	Program	Depending on City's determination of need and impacts, decide whether to connect the Lower Arsenal with the Downtown, such as through East "H" Street, including bike, pedestrian, and emergency access.	3	The connection of the Lower Arsenal to the downtown is identified in Solano Transportation Authority's Countywide Bicycle Transportation Plan for pedestrian and bicycle access. The Draft Lower Arsenal Mixed Use Specific Plan (not yet adopted) calls for improved bicycle connectivity to the Arsenal from Downtown through East H Street by way of a new "West Edge Path" to Jackson Street (pg. 2-5 Draft Lower Arsenal Mixed Use Specific Plan); however, the plan may still be revised during the adoption process.	Community Development Planning Division and Public Works Engineering Division
	2.26	Goal	Ensure that scenic and environmental amenities of I-680 and I-780 are not compromised.			
	2.26.1	Policy	Promote the use of freeway right-of-way for alternative commute methods (e.g. car pool lanes, transit, and off-road bike			
	2.26.2	Policy	Encourage the preservation of I-780 as four lanes, but support spot widenings at selected locations (e.g., the approach to the Benicia-Martinez Bridge on/off merge lanes) to address future capacity problems while still maintaining a four-lane			
	2.26.3	Policy	Support Caltrans' Benicia-Martinez Bridge project, advocating the following: (1) continued toll collection in the			
	2.26.4	Policy	Ensure that the Benicia-Martinez Bridge project adequately reflects the community's concerns.			
	2.26.A	Program	Continue to monitor and comment on Caltrans planning activities and documentation as the bridge planning process continues.	C	New span of the Benicia-Martinez Bridge has been completed.	Public Works Engineering Division
	2.27	Goal	Ensure an active community deliberation process in response to Caltrans proposals now and in the future.			
	2.27.1	Policy	Monitor Caltrans' planning process for I-680 and I-780 improvements and communicate the City's concerns and priorities			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.27.2	Policy	Ensure the continuation of the following City policies in discussions with Caltrans about changes to I-680 and I-780: A) Preserve the Lake Herman interchange vista look-out and rest area. B) Relocate the Industrial interchange northbound off-ramp and southbound on-ramp from the south end of the Sulphur Creek overcrossing at Bayshore Road to the north end at Industrial Way. C) Use the existing toll building at the existing Benicia-Martinez Bridge for a passenger train station for the UP rail line. Provide adequate access to and automobile parking at the station. Provide for the station to accommodate a light rail passenger line on the new bridge. D) Preserve direct access to and from I-780 at East Second and East Fifth Streets. E) Preserve the existing westbound exit from I-780 at Columbus Parkway and ensure that existing commercial buildings are not removed. F) Keep I-780 four lanes. Support spot widenings at selected locations (e.g., the approach to the Benicia-Martinez Bridge on/off merge lanes) to address future capacity problems while still maintaining a four-lane mainline freeway. G) Only support the widening of I-680 to six lanes upon evaluation of alternatives.			
			H) Do not permit sound walls or retaining walls along I-780; Permit sound walls and retaining walls that the community believes would provide benefits that outweigh drawbacks.			
	2.27.3	Policy	Ensure that the Benicia residential and business community is informed about Caltrans' project planning activities, and solicit public input on Caltrans projects.			
	2.27.A	Program	<b>Review existing plans and work with Caltrans to develop proposals that reflect the consensus.</b>	O	<b>Examples of recent success included 2nd span of Benicia-Martinez Bridge, Park Road Sidewalk Project.</b>	<b>Public Works Engineering Division</b>
Public & Quasi-Public	2.28	Goal	Improve and maintain public facilities and services.			
	2.28.1	Policy	Require that new development not reduce the levels of service in existing neighborhoods below City standards.			
	2.28.A	Program	<b>Establish standards for city services and facilities, as approved by the City Council (see also Program 2.6.E).</b>	C	<b>Standards have been established and are updated as required. The Department enforces engineering and construction standards, safety standards, and water/wastewater treatment standards, which are either published by the City or an outside regulatory agency. Many of the standards, such as water/wastewater, are thresholds of service and water quality.</b>	<b>Public Works Engineering Division</b>
	2.29	Goal	Provide for churches to locate where conflicts with adjacent land uses will be minimized.			
	2.29.1	Policy	Inside the Urban Growth Boundary, allow churches outright in community commercial zones and as a conditional use in other zones. Make every effort to provide lands for needed religious assembly when planning large new projects in these zones.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	2.29.2	Policy	Encourage the location and design of church facilities to be compatible with neighboring properties.			
	2.29.3	Policy	In any future developments, consider earmarking land for quasi-public uses.			
Parks and Recreation	2.30	Goal	Maintain and improve existing parks and recreation programs.			
	2.30.1	Policy	Enhance existing city recreation facilities and programs.			
	2.30.A	Program	Develop programs that promote higher and better use of Benicia's recreation facilities and programs. (Recreation facilities include parks and buildings.)	O	The Community Services Division continually creates and implements ongoing programs that use facilities and parks.	Parks & Community Services Dept.
	2.30.B	Program	Conduct periodic surveys about ways to improve City recreation facilities and programs	O	Ongoing.	Parks & Community Services Dept.
	2.30.C	Program	Direct the Parks, Recreation & Cemetery Commission to annually audit and recommend additions to and updates of the Parks Master Plan.	O/3	The Parks and Community Services Department has requested funding to update the Parks Master Plan, but no funding has been provided.	Parks & Community Services Dept.
	2.30.D	Program	Establish cooperative relationships with public agencies and applicable public interest groups in developing plans for parks and recreation programs.	O	The Parks and Community Services Department has worked with public agencies and interested groups to develop programs and facilities.	Parks & Community Services Dept.
	2.30.E	Program	Distribute special park features (e.g., gazebos, bandstands, fountains, sculpture, overlooks, etc.) at key locations in neighborhood and community parks to enhance neighborhood character, provide a focus for a park, or create a place for viewing.	O	Staff continues to work with developers to install such features but no City-initiated features are proposed at this time due to lack of funding.	Parks & Community Services Dept.
	2.30.F	Program	Continue to share City park facilities with the School District and consolidate park and school lands wherever feasible.	O	Staff provides facility requests per the Joint Use Agreement; works with School District to expand availability of facilities.	Parks & Community Services Dept.
	2.30.G	Program	Develop a process to evaluate existing facilities and determine their utilization.	O	With input from staff, the Parks Recreation and Cemetery Commission, and the community facility utilization is evaluated by staff.	Parks & Community Services Dept.
		2.30.2	Policy	Increase resident awareness of the available recreational opportunities in the city.		

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Parks and Recreation	2.30.H	Program	Develop public information materials (including a color map and table of citywide recreation facilities), and a comprehensive sign system about parks and recreational opportunities.	O	Quarterly, a brochure is distributed promoting programs and facilities. Staff utilizes a Public, Educational, Governmental channel, the city website, and a Facebook page to provide information and promote programs.	Parks & Community Services Dept.
	2.30.3	Policy	Incorporate water conservation into park planning and design.			
	2.30.I	Program	Use primarily native plant species and other drought tolerant plants in all parks and open space areas.	O	Where possible, native and drought tolerant plants are used to replace depleted plantings and for new plantings.	Parks & Community Services Dept.
	2.30.J	Program	Use drip irrigation and other water efficient irrigation methods in all parks.	O	Both Drip Irrigation and Water-Efficient Irrigation methods are used. An evapotranspiration controller system has been installed at the Community Park, Benicia High School, Jack London, Community Center, City Hall, and Waters End, East Second Street, and Skillman Park. Staff received grant money from CSC in 2014 and will be expanding the evapotranspiration system to several new sites and is designing and installing drip irrigation along the East 2nd Street medians.	Parks & Community Services Dept.
	2.30.4	Policy	Protect plant and animal life as part of any park improvement project involving sensitive habitat areas of local or regional significance.			
	2.30.5	Policy	Design park improvements to facilitate accessibility and maintenance.			
	2.30.K	Program	Regulate concessions stands in park and recreation areas consistent with the Parks, Trails, and Open Space Master Plan.	O	Nutritious menus at concession stands to continue to facilitate healthy choices.	Parks & Community Services Dept.
	2.30.6	Policy	Continue to establish appropriate uses and programs for Lake Herman Regional Park that (a) preserve and maintain its natural condition and scenic value while providing for increased, passive, low impact recreational opportunities and (b) maintain and/or enhance Lake Herman's wetlands to attract a variety of wildlife to the area; (c) preserve rock outcroppings and creekside vegetation.			
	2.31	Goal	Maintain safety at parks/open space.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Parks and Recreation	2.31.1	Policy	Improve and maintain safety in existing parks and design park improvements to facilitate security and policing.			
	2.31.A	Program	Continue coordination with the City police department to provide mobile patrol of parks and open space areas.	O	Ongoing.	Parks and Community Services Dept. and Police Dept.
	2.31.B	Program	Continue coordination with the City Fire Department regarding fire season warning and control, emergency vehicle access, support facilities, and response.	O	Ongoing.	Parks and Community Services Dept. and Fire Dept.
	2.31.C	Program	Continue to coordinate with neighborhood watch programs to provide added security at parks, along trails, and in the open space areas.	O	Ongoing.	Parks and Community Services Dept. and Police Dept.
	2.31.D	Program	Coordinate with the Benicia Unified School District regarding safety concerns at joint use facilities.	O	Ongoing.	Parks & Community Services Dept.
	2.32	Goal	Expand the City's park system to accommodate future community needs.			
	2.32.1	Policy	Establish new parks/recreation areas.			
	2.32.A	Program	Ensure that lands dedicated for park land are of sufficient in size to accommodate the uses and facilities proposed, graded for those uses, and free of hazardous and toxic waste materials for each park site.	O	Staff continually works on this. In addition, the General Plan provides standards for three categories of City Parks: Regional (10 acres per 1,000 people), Community (2.5 acres per 1,000 people), and Neighborhood (3.5 acres per 1,000 people).	Parks & Community Services Dept.
	2.32.B	Program	Regularly monitor County, State, and federal funding sources and apply for loans and grants to acquire, develop, and rehabilitate park land and facilities.	O	The City received a grant from the Coastal Conservancy to develop the Benicia Urban Waterfront Enhancement and Master Plan which was adopted in 2014. Staff actively seeks grants and has been successful on multiple occasions in being awarded grants for various park and public facilities.	Parks & Community Services Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Parks and Recreation	2.32.C	Program	Identify and incorporate the needs of neighborhoods in developing new parks and facilities.	O/3	The Parks Master Plan designates future park sites based on needs determined at the time the plan was prepared (completed July 1997). However, park needs have changed as neighborhood demographics shift. The Parks Master Plan should be updated every 5 years to determine if identified park needs have changed in neighborhood areas. Currently there is no funding to update the Parks Master Plan.	Parks & Community Services Dept.
	2.32.2	Policy	Continue to develop and enhance recreational benefits of the shoreline and seek public access along the waterfront.			
	2.32.D	Program	Explore public access on private waterfront through collaborative planning or a development review process.	O	Staff collaborates with Planning Division staff when a project along the waterfront triggers a public access requirement and permit from the Bay Conservation and Development Commission. A current project will complete a short but key gap in the downtown waterfront trail.	Parks & Community Services Dept.
	2.33	Goal	Assure long-term maintenance of the State Parks.			
	2.33.A	Program	Develop a Strategic Plan for addressing State park issues.	O	Joint jurisdiction with State Parks.	Parks & Community Services Dept.
	2.33.B	Program	Work with the State to maintain and improve both parks and identify needed improvements. (For example, utility lines that cross the State Recreation Area should be re-routed.)	O	Staff works with State Parks regarding maintenance and operation of the State Capitol and the Benicia State Recreation Area.	Parks & Community Services Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Parks and Recreation	2.33.C	Program	Work with the State to keep the State Recreation Area open to the public for day use.	O	The Solano State Parks Committee continues to meet every other month and advocates for both Benicia State Parks. An AB1478 Donor Agreement entered jointly with the City of Vallejo and Solano County, with DPR, maintained service levels in 2013-2014. The City is evaluating climate change relate risks (sea level rise) to the SRA and developing strategies to reduce its vulnerability and preserve marshland.	Parks & Community Services Dept.
	2.33.D	Program	Work with the State to assure that the Capital maintains maximum opening hours for public enjoyment and use.	O	City entered into a maintenance agreement to maintain the Capitol grounds. Benicia State Parks Association signed a donor agreement to operate the Capitol and Fisher Hanlon House. Staff amended the maintenance agreement for the Capitol grounds to include \$10,000 in matching funds from AB 1478 to assist the Benicia State Parks Association in constructing the Fisher Hanlon garden irrigation project.	Parks & Community Services Dept.
Schools	2.34	Goal	Ensure adequate school facilities to serve all residential areas.			
	2.34.1	Policy	Approve new residential projects only if adequate school facilities are available or will be available when needed.			
	2.34.A	Program	Continue to work with the School District to identify appropriate sites if needed for future expansion and new construction of public schools.	C/O	Staff enforces this program with any large residential application through the environmental review process, which, among other things, evaluates impacts on school capacities. In addition, the City Manager regularly meets and coordinates with the Benicia Unified School District.	Community Development Planning Division and City Manager's Office
	2.35	Goal	Cooperate with the School District to provide opportunities for citizen use of the schools.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Schools	2.35.1	Policy	Continue to seek innovative ways for the City to use school facilities and grounds jointly with the School District.			
	2.35.A	Program	Continue to maintain and implement the joint-use agreement between the City and BUSD.	O	Ongoing.	Parks & Community Services Dept
	2.35.B	Program	Maintain zoning that, in the event any schools are closed or relocated, will support the reuse of closed school sites for public or quasi-public uses.	C/O	The General Plan Zoning Map designated existing school sites with a Public and Semi-Public Zoning District.	Community Development Planning Division
Water	2.36	Goal	Ensure an adequate water supply for current and future residents and businesses.			
	2.36.1	Policy	Approve development plans only when a dependable and adequate water supply to serve the development is assured.			
	2.36.2	Policy	Continue to pursue and secure adequate water sources of the highest quality available.			
	2.36.A	Program	Pursue use of reclaimed wastewater—especially for major industrial users—where feasible.	3	City will consider reclaimed wastewater reuse as a part of an overall effect to reduce treated water consumption.	Public Works Waste Water Division
	2.36.3	Policy	Implement measures to reduce water consumption.			
	2.36.B	Program	Initiate water conservation programs and conduct drought contingency planning.	O	Due to Drought and State Water Project actions, the City is undertaking renewed efforts. City offers residents no cost home water assessments and efficient equipment (shower heads, gray water kits, and aerators). City matches County rebates to increase participation in County-wide water conservation programs.	Public Works Water Quality Division
	2.36.C	Program	Continue to implement City-adopted water conservation Best Management Practices (BMP). (see Glossary)	O	Due to Drought and State Water Project actions, the City is undertaking renewed efforts.	Public Works Water Quality Division
	2.36.D	Program	Continue to require development to utilize adopted City standards for low-water-use landscaping.	O	Program implemented as part of development review and approval process. Funding (10 million) now available from agreement with Valero. New State Water Efficient Landscape Standards became effective January 2010.	Community Development Dept. Planning Division

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Water	2.36.4	Policy	Encourage public and private uses to minimize water use and to recycle processed water whenever and wherever feasible.			
	2.36.E	Program	Promote the retrofitting of public buildings with water conservation features.	O	Program shared with Parks and Community Services Dept. Funding (\$10M) now available from agreement with Valero.	Community Development Dept. and Parks & Community Services Dept.
	2.36.F	Program	Assist hospitality-related businesses to actively promote water conservation.	O	Program is implemented through the Public Works Water Quality Division. Economic Development Department also assists businesses by offering the Business Resource Incentive Program.	Public Works Water Quality Division
	2.37	Goal	Identify and preserve groundwater resources.			
	2.37.1	Policy	Work with the RWQCB to protect groundwater quality.			
	2.37.2	Policy	Ensure the cleanup of groundwater contamination resulting from the IT Panoche Hazardous Waste Facility.			
	2.38	Goal	Protect water quality.			
	2.38.1	Policy	Continue to require the use of feasible and practical Best Management Practices (BMP) to protect receiving waters from adverse effects of construction and urban runoff.			
	2.38.A	Program	Continue the Storm Water Pollution Prevention Program (SWPPP) and the Industrial Pretreatment Program and continue to implement the Erosion Control Ordinance.	O	Ongoing and implementing new Phase 2 Storm Water Requirements.	Public Works Water Quality and Engineering Divisions
	2.39	Goal	Provide safe drinking water and improve its taste and odor.			
	2.39.1	Policy	Ensure that water quality goals are consistently met.			
	2.39.A	Program	Continue to cooperate in regional efforts by organizations such as the CALFED Program to improve the quality of the City's source water.	O	Implemented through both the Water Treatment Division and Solano County Water Agency.	Public Works Water Division
	2.39.B	Program	Continue to optimize treatment operations in conjunction with the implementation of the City's five- and 10-year Capital Improvements Programs.	O	Ongoing.	Public Works Wastewater and Water Divisions

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Water	2.39.C	Program	Educate the public about City efforts to improve the taste and odor of its drinking water.	O	The City issues an annual water quality report to all customers (in May & June).	Public Works Water Division
	2.40	Goal	Ensure adequate wastewater treatment capacity to serve all development shown in the General Plan.			
	2.40.1	Policy	Approve changes in land use designations for new development only if adequate wastewater treatment capacity is assured.			
	2.40.2	Policy	Promote use of reclaimed wastewater where feasible.			
	2.40.A	Program	Prepare, adopt, and implement a sewer maintenance and replacement program.	O	As a result of River Watch Settlement, the CCTV (Closed Circuit Television) Condition Assessment is underway. Funds are set aside for the Capitol Improvement Program for CCTV of gravity sewer lines.	Public Works Wastewater and Field Maintenance Divisions
	2.40.B	Program	Continue to implement the City's Wet Weather Management Plan.	O	Ongoing.	Public Works Wastewater Division
	2.40.3	Policy	Encourage developments with projected high strength discharges to reduce pollutants directly to the City's wastewater system.			
	2.40.C	Program	Educate developers about recycling and other technological methods where feasible.	O	Managed by the City Manager's Office, supported by Fire Dept, in conjunction with solid waste and recycling contractor.	Fire Dept.
	2.40.D	Program	Continue to pursue the City's Pollution Prevention Program for all users of the City's wastewater system including commercial industrial and residential	O	Ongoing.	Public Works Water Quality Division
	2.40.E	Program	Continue to pursue the City's pretreatment program for industrial dischargers.	O	Ongoing.	Public Works Water Quality Division
2.41	Goal	Minimize WWTP operational upsets, potential discharge of inadequately treated wastewater, and the emission of odor and noise.				

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Water	2.41.1	Policy	Continue efforts to replace the gaseous chlorine system with a less hazardous chemical (such as a liquid chlorine system) that will address the potential safety impacts to the neighborhood surrounding the WWTP.			
	2.41.2	Policy	Continue to work with neighbors to implement programs that minimize odor, noise, and potential safety impacts to the neighborhood surrounding the WWTP.			
Recycling	2.42	Goal	Enhance the recycling of solid waste.			
	2.42.1	Policy	Strive to accomplish the mandated objectives of the California Integrated Waste Management Act.			
	2.42.A	Program	<b>Adopt and implement a Source Reduction and Recycling Plan (SRRP) and Hazardous Household Waste Plan (HHWP) which include components for waste characterization, source reduction, recycling, composting, special waste diversion, education, public information, disposal facility capacity, funding, and the safe use, disposal, and recycling of household hazardous materials.</b>	C	Completed	Fire Dept.
	2.42.B	Program	Encourage local recycling facilities to be available to the public.	C	Completed	Fire Dept.
	2.42.C	Program	<b>Pursue establishment of curbside service that would pick up and compost yard waste and make it available to City residents for a reasonable cost.</b>	C	Completed	Fire Dept.
Utilities	2.43	Goal	Allow installation of telecommunications equipment and distribution networks that maintain and protect health, safety, and quality of life and avoid visual clutter.			
	2.43.1	Policy	Minimize the visual impacts of siting exposed commercial antenna structures in scenic corridors and residential and historic districts.			
	2.43.A	Program	<b>Establish design requirements for commercial antennas and associated equipment and distribution networks.</b>	C/O	Benicia's Wireless Telecommunications Ordinance was adopted in 2006 and sets forth requirements for design.	Community Development Planning Division
Historic Preservation	3.1	Goal	Maintain and enhance Benicia's historic character.			
	3.1.1	Policy	Encourage reuse of historic buildings; if feasible, encourage relocation rather than demolition.			
	3.1.A	Program	<b>Continue to maintain a current inventory of historic and architectural resources in the city.</b>	C/O	An updated Historic Resources Inventory was approved in 2009 by the City Council. In addition, a grant funded Historic Context Statement was adopted in 2011. In 2013, City Council approved the addition of 251 West G Street as a contributing building to the Downtown Historic Overlay District.	Community Development Planning Division
	3.1.2	Policy	Enhance the economic potential of historic and architectural assets.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Historic Preservation	3.1.3	Policy	Preserve historic trees and landscapes. (Refer to the Arsenal Historic Conservation Plan, November 1993, for guidance on historic trees and landscaping.)			
	3.1.B	Program	<b>Become a Certified Local Government (CLG) by applying to the State Department of Historic Preservation.</b>	C	Benicia was granted CLG status in 2007 and currently maintains its status and submits required annual reports to the State Office of Historic Preservation.	Community Development Planning Division
	3.1.C	Program	Define the boundaries necessary to preserve the historical significance of the Camel Barn complex.	3	Not part of the current work program. May require outside resources.	Community Development Planning Division
	3.1.D	Program	Continue to work and cooperate with the Benicia Historical Society on historic preservation issues.	O	Staff regularly coordinates and continues involvement with and from the Historical Society. Staff supported an application submitted by the Historical Society to add the Von Pfister Adobe to the National Register of Historic Places.	Community Development Dept. Planning Division and Parks & Community Services Dept.
	3.1.4	Policy	Promote the preservation and enhancement of historic neighborhoods, commercial areas, and governmental districts.			
	3.1.5	Policy	Permit new development, remodeling and building renovation in historic districts when consistent with the policies of the applicable Historic Conservation Plan.			
	3.1.6	Policy	Promote restoration of public and privately-owned historic and architecturally significant properties.			
	3.1.E	Program	<b>Develop a program for inspections of historic structures.</b>	O	City staff conducts annual inspections of historic homes that are under a Mills Contract Agreement with the City. All other structures are not inspected. Regular inspections of city facilities for protection and maintenance are customary. No funds to develop a Historic Structures Report.	Community Development Planning Division and Parks & Community Services Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Historic Preservation	3.1.F	Program	Seek public and private funding for historic preservation and maintenance.	O	Staff actively researches funding opportunities to implement historic preservation efforts.	Community Development Planning Division and Parks & Community Services Dept.
	3.1.G	Program	Develop a program for property tax incentives.	C/O	Benicia established a Mills Act Program for owners of historic properties in 2003. In 2014, two new contracts were approved for a total of 37 properties that are participating in the Mills Act Program.	Community Development Planning Division
	3.1.H	Program	Consider waiving or reducing building permit fees for qualified work necessary to rehabilitate or restore historic structures.	O	Implemented on a case-by-case basis as determined by the Community Development Director. A comprehensive program would require outside resources.	Community Development Planning Division
	3.1.I	Program	Publicize opportunities and incentives for historic preservation to owners of historic buildings.	C/O	In 2014, the Historic Preservation Review Commission and staff creates a brochure highlighting the City's historic preservation program. The brochure is available at the Planning and was distributed at the Benicia Farmer's Market in the Spring. The City participates in and supports National Preservation Month in May, has attended Benicia's Farmers Market to distribute information, and routinely collaborates with Benicia Main Street, Benicia Historical Society, and Benicia Historical Museum to promote historic preservation.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Historic Preservation	3.1.J	Program	Continue to assist owners of historic homes in lower-income areas with low interest loans through Community Development Block Grants (CDBG), when available.	O	Benicia has a Housing Rehabilitation Loan Program for eligible property owners to assist with home repairs. Until recently, the Vallejo Neighborhood Housing Services group operated this program for the City; its doors are now closed and the program has been transferred to the City.	Community Development Planning Division
	3.1.K	Program	Establish a Historic Preservation Commission.	C	A Historic Preservation Committee was established in 2001. A blended Commission (Design Review and Historic Preservation) was established in 2005. This resulted in a new (blended) Historic Preservation Review Commission (HPRC) and has been operating since.	Community Development Planning Division
	3.1.L	Program	Adopt and maintain a landmarks ordinance.	3	Regulations for landmarks are embedded in the Zoning Ordinance (BMC 17.54 H Overlay), but a separate, stand-alone, ordinance is currently not part of the Department's work program and there is no budget for it.	Community Development Planning Division
	3.1.M	Program	Inform title companies that properties in Benicia may be affected by historic preservation regulations.	PC/3	A complete list of historic properties by address and parcel number has been compiled. The HPRC is discussing the best way to inform title companies and realtors of this list.	Community Development Planning Division
	3.2	Goal	Protect archaeological (including underwater) sites and resources.			
	3.2.1	Policy	Ensure the protection and preservation of artifacts in known, and as yet unidentified, areas.			
	3.2.A	Program	Work with the California Archaeological Inventory to develop an inventory of existing and potential archaeological sites.	3	Not part of the current work program.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Archaeology	3.2.B	Program	Refer development proposals that may adversely affect archaeological sites to the California Archaeological Inventory.	O	Staff implements this program as needed/required.	Community Development Planning Division
	3.2.C	Program	Develop City regulations regarding inspections, code enforcement, and regulation of pot hunters.	3	Not part of the work program. Depending on other department priorities, may require outside consultant resources.	Community Development Planning and Building Divisions, Fire Dept.
	3.2.D	Program	Require that all sites with archaeological resources likely to be disturbed by a proposed project be analyzed by a qualified archaeologist and an appropriate program developed to mitigate any impacts from the project.	O	Staff implements this program as needed/required.	Community Development Planning Division
Cultural	3.3	Goal	Increase public awareness of cultural resources and activities.			
	3.3.1	Policy	Preserve and enhance cultural organizations, resources and activities.			
	3.3.A	Program	Utilize the City's web page and other information sources to advertise cultural activities.	C/O	Information is found on the Library's website and on the homepage of the Arts & Culture Commission.	Library Dept.
	3.3.B	Program	Continue City funding of cultural activities and the Camel Barn Museum.	O	Ongoing.	Library Dept.
	3.3.C	Program	Require periodic reports of the results of City funding.	O	Ongoing. Six nonprofit organizations received funds in 2014-2015.	Library Dept.
	3.3.D	Program	Investigate the creation of a City-appointed cultural commission.	C	The Arts & Culture Commission was established in 2009 through City Council passage of Ordinance 09-15. Their charge is to create and promote art and cultural programs and activities.	Library Dept.
	3.3.E	Program	Develop promotional materials that increase community awareness of the Camel Barn museum.	O	Ongoing. In 2015, the Museum became part of the Library's "This Place Has History" project and new signage and link to a webpage was created to promote information and awareness of the Museum	Library Dept.
	3.3.F	Program	Expand the museum to include other historic buildings.	O	Ongoing.	Parks & Bldg. Maintenance
	3.4	Goal	Support the library and the services it provides to the community.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	3.4.1	Policy	Maintain and expand library services.			
	3.4.A	Program	Keep the library up-to-date with electronic and other technological developments.	O	Ongoing.	Library Dept.
	3.4.B	Program	Plan for expanding library services into existing unfinished basement space as needs dictate.	3	On hold pending funding.	Library Dept.
	3.4.2	Policy	New development will be required to underwrite additional materials.			
	3.4.C	Program	Maintain an adequate "book fee." (See Glossary for definition.)	O	Joint jurisdiction with Finance Dept. In 2010, the library book fee was increased to \$235.00	Library Dept.
	3.5	Goal	Promote events with wide community attraction.			
	3.5.1	Policy	Support community-wide and special events, such as arts in the park, a farmers' market, and open studios.			
	3.5.2	Policy	Plan special events while keeping in mind the need to minimize noise and traffic congestion.			
Art	3.6	Goal	Support and promote the arts as a major element in Benicia's community identity.			
	3.6.1	Policy	Attract and retain art-related businesses.			
	3.6.2	Policy	Continue to allow and encourage live/work spaces for artists.			
	3.6.A	Program	Evaluate where live/work spaces are allowed and what restrictions are placed on them.	PC/3	The Zoning Ordinance identifies locations where work/live units are allowed by zoning district. Further evaluations for work/live and accompanying regulations were done during the development of the Downtown Mixed Use Master Plan (adopted 2007) and the Draft Lower Arsenal Specific Plan (not adopted). No other areas are budgeted for evaluation.	Community Development Planning Division
	3.6.B	Program	Encourage expansion of art retailing on First Street.	PC/3	The City contracts with Benicia Main Street to provide business attraction/retention downtown, although art galleries are not specifically identified as a target.	City Manager's Office
	3.6.3	Policy	Enhance public places with art.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	3.6.C	Program	Work with developers and builders to incorporate public art into projects, where applicable.	O/3	The potential for public art is evaluated in concert with project applications, e.g. recent projects include the facade alteration to Raley's Market in Southampton Center which was conditionally approved for public art in the plaza and the Waterfront Enhancement and Master Plan approved by City Council in December 2014, which incorporated public art in the plan. There is currently no budget to create a comprehensive program and funding mechanism.	Community Development Planning Division, Parks & Community Services Dept. and Library Dept.
Visual Character	3.7	Goal	Maintain and reinforce Benicia's small-town visual characteristics.			
	3.7.1	Policy	Ensure that new development is compatible with the surrounding architectural and neighborhood character.			
	3.7.2	Policy	Encourage "place-making"—the arrangement of built elements to create indoor or outdoor spaces that are recognizable and suitable for a specific function or functions.			
	3.7.A	Program	Develop design guidelines for public works and private development that encourage place-making.	C/3	Adopted plans with guidelines for private property include: Downtown Historic Conservation Plan (guidelines only), Downtown Mixed Use Master Plan (place-making zoning requirements), Arsenal Historic Conservation Plan (guidelines), and Industrial Design Guidelines. Public realm is addressed by the Downtown Streetscape Plan. Design guidelines for additional areas are not currently budgeted nor part of the work program.	Community Development Planning Division and Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	3.7.B	Program	Prepare a citywide urban design plan that addresses landscaping, street trees, landmarks, gateway definitions, vista preservation/enhancement, and protection of shoreline and hillsides.	3	Not part of the current work program. Depending on other Department priorities, may require outside consultant resources.	Community Development Planning Division, Public Works Engineering Divisions and Parks & Community
	3.7.C	Program	Develop citywide requirements for screening service entrances and equipment.	PC/3	Zoning Ordinance contains regulations requiring mechanical screening. There are not requirements to screen service entries and there is currently no budget, nor part of the current work program.	Community Development Planning Division
	3.7.D	Program	Develop a schedule and financing plan for undergrounding power and telephone lines.	O	Designated Rule 20A monies are utilized to incorporate undergrounding projects into Capital Infrastructure Projects when major arterials are reconstructed.	Public Works Engineering Division
	3.7.3	Policy	Encourage consistent street tree planting, other types of landscaping, and neighborhood gardens.			
	3.7.E	Program	Advertise the existence of guidelines for tree preservation, planting, and removal guidelines.	O	Ongoing.	Parks & Community Services Dept
	3.7.4	Policy	Where feasible, install and maintain landscape (planter) strips that separate sidewalks from the streets.			
	3.7.F	Program	Establish an adequate minimum width for landscape strips so that plant materials (especially trees) do not damage the sidewalk, curb, or gutter.	C	The Zoning Ordinance sets design standards for parking lots adjoining street property lines, including minimum widths for landscape strips.	Community Development Planning Division
	3.7.G	Program	Modify the City's street improvement standards to accommodate landscape strips.	PC	Included in the City Neighborhood Traffic Calming Program toolbox.	Public Works Engineering Division
	3.7.5	Policy	Preserve the grid pattern of Benicia streets.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	3.7.H	Program	Require that land use and circulation plans for property along arterials minimize the need for sound walls.	C/O	Development applications are reviewed for consistency with General Plan policies and programs. This program would apply to large-scale projects with the potential to generate considerable noise from stationary or non-stationary noise sources.	Community Development Planning Division and Public Works Engineering Division
	3.8	Goal	Preserve First Street as the community focal point of Benicia.			
	3.8.1	Policy	Design new and renovated buildings along First Street to accommodate ground level retail commercial.			
	3.8.A	Program	Develop urban design improvements to unify Solano Square with City Park and the Civic Center.	PC/1	Grant funded improvements to the intersection of First Street and Military have been completed; includes enhanced crossings to Solano Square and installation of new sidewalk along driveway entrance to Solano Square. In addition, Solano Square is part of Benicia's Priority Development Area, which will make the area eligible and more competitive to receive grants for future planning endeavors.	Community Development Planning Division and Public Works Engineering Division
	3.8.2	Policy	In the transition areas east and west of First Street, encourage the adaptive re-use, rather than replacement, of existing residential structures.			
	3.9	Goal	Protect and enhance scenic roads and highways.			
	3.9.1	Policy	Preserve vistas along I-780 and I-680.			
	3.9.A	Program	Inventory scenic resources along I-780 and I-680.	3	Not part of current work program. Depending on other Department priorities, may require outside consultant resources.	Community Development Planning Division
	3.9.B	Program	Investigate and apply for State Scenic highway designation of Interstate Highways I-780 and I-680.	C	Based on Caltrans criteria, both I-680 and I-780 are most likely not eligible to be designated. However, I-780 has been designated a "Landscape Freeway".	Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	3.9.C	Program	Develop a sign enforcement program along the freeways.	3	Not part of the current work program. The Sign Ordinance is enforced through complaints. The Sign Ordinance is being updated with an estimated adoption date of Winter 2015.	Community Development Planning Division and City Attorney's Office
	3.9.2	Policy	Work with the State to complete and maintain landscaping of I-680 and I-780.			
	3.9.D	Program	Preserve the trees on the northern edge of former Pine Lake.	C/O	Trees are still present. Program would be implemented when a development application is submitted for this property. In addition, the City has adopted a Trees and Street Trees Ordinance that regulates the removal, alteration, and pruning of trees; the ordinance has a list of protected trees.	Community Development Planning Division and Parks & Community Services Dept.
	3.9.3	Policy	Orient individual building/business signage toward city streets, not toward I-780.			
	3.9.4	Policy	Develop the City's five identified gateways to provide a sense of entry and exit.			
	3.9.E	Program	Prepare land use and design guidelines to direct the nature and character of development at the city's five gateways.	3	The Planning Commission evaluated the city's gateways (2011); developed a process and recommendation to Council; for use when funding becomes available.	Community Development Planning Division
	3.9.5	Policy	Establish definable neighborhoods in future development and revitalization projects.			
	3.10	Goal	Enhance the streetscape along Military East and West.			
	3.10.A	Program	Develop a concept and streetscape plan for Military.	PC/O	Three significant projects have been completed: Western Gateway, Benicia High School Signal, and Downtown intermodal, all of which include improvements along this major west-east spine of Benicia.	Community Development Planning Division and Public Works Engineering Division
	3.11	Goal	Enhance the East Side.			
	3.11.1	Policy	Focus public investment toward undergrounding utilities, completing sidewalks, adding walking paths, park amenities, landscaping, and street trees on the East Side.			
	3.12	Goal	Improve the appearance of the Industrial Park.			
	3.12.1	Policy	Encourage additional attractive, quality development in industrial areas.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	3.12.A	Program	Continue to implement and revise as necessary the Industrial Design Guidelines.	C/O	Adopted in 1989. The Planning Division routinely enforces these guidelines with industrial development applications. Wholesale revision of the guidelines is not part of the current work program and would likely require outside consultant resources.	Community Development Planning Division
	3.12.B	Program	Adopt an ordinance establishing minimum standards for outdoor storage and yard maintenance within public view.	C	Outdoor storage is regulated in the Zoning Ordinance. For yard maintenance, the City regulates through its Neighborhood Nuisance Code, Weed and Rubbish Code, Property Maintenance Code; and landscape standards require all landscaped areas to be	Community Development Planning Division
	3.13	Goal	Improve urban design qualities of the waterfront and public access to the shoreline.			
	3.13.1	Policy	Enhance waterfront vistas.			
	3.13.A	Program	Incorporate public visual areas in new development.	C/O	This is implemented at the time of application submittal. Planning staff coordinates with the Bay Conservation and Development Commission (BCDC) to ensure public access is provided as set forth in Special Area Plan No. 3: Benicia Waterfront, San Francisco Bay Plan (adopted 1977). Recent projects where the city collaborated with BCDC include: 127-131 First Street (Tannery Building).	Community Development Planning Division
	3.13.2	Policy	Improve pedestrian amenities along waterfront streets and walkways.			
	3.13.3	Policy	Take advantage of water orientation for recreation and industrial uses.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	3.13.B	Program	Develop a plan for public and pedestrian access to and along the waterfront and shoreline.	PC/1	Both the Downtown Streetscape Master Plan and the Special Area Plan No. 3: Benicia Waterfront, San Francisco Bay Plan provide guidance and direction to ensure public access is provided. The City received a grant from the Coastal Conservancy to develop the Benicia Urban Waterfront Enhancement and Master Plan for the area between First Street and the Marina. The Master Plan was completed and adopted in 2014. The City is also addressing access to the waterfron and shoreline as part of the Adaptation Plan process and the plan will contain additional strategies that address these issues.	Parks & Community Services Dept and Community Development Planning Division
	3.13.C	Program	Complete the pathway system from Point Benicia along the entire shoreline to the intersection of West Second and G Street.	3	Not part of the current work program. May require outside resources to develop a plan and determine legal and liability issues. Projects where private walkways link to waterfront include Anderson Lane and Semple Crossing housing developments.	Community Development Planning Division
	3.13.D	Program	Use privately dedicated walkways to link to the waterfront.	3	Not part of the current work program. May require outside resources to develop a plan and determine legal and liability issues. Projects where private walkways link to waterfront include Anderson Lane and Semple Crossing housing developments.	Community Development Planning Division
Space/Trails	3.14	Goal	Provide a buffer between Benicia and adjacent Communities.			
	3.14.1	Policy	Continue to implement the provisions of the Tri-City and County Cooperative Plan for Agriculture and Open Space Preservation and the 1979 Benicia/Vallejo Memorandum of Understanding to Preserve the Buffer (often referred to as the			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Regional/Subregional OpenSpace	3.15	Goal	Provide buffers throughout the community.			
	3.15.1	Policy	Preserve and protect, through a variety of methods, a pattern of open space buffers and greenbelts throughout the			
	3.15.A	Program	Identify and evaluate open spaces (by function, location, size, connectivity, and views of open space).	C/O	The City's shared GIS software with Solano County provides mapping and data capabilities for each parcel in Benicia, including all land zoned Open Space.	Community Development Planning and Parks & Community Services Dept
	3.15.B	Program	Adopt an open space preservation program aimed at acquiring or assisting in acquiring rights to open space within the Planning Area.	O/3	This is not part of the current work program. Not budgeted. However, the Sky Valley Open Space Committee meets when necessary to discuss other implementation options, e.g. CA Rangeland Trust assistance with conservation easements.	Community Development Planning Division
	3.15.C	Program	Utilize existing land trusts.	O/3	Staff continues to collaborate as needed with the Solano Land Trust.	Community Development Planning Division
	3.15.2	Policy	Preserve public views of public open space and maintain existing vistas (including the Northern Area vistas) wherever possible.			
	3.15.D	Program	Where applicable, require that new developments include view corridors that allow viewing open space from public roadways and public use areas.	C/O	This program is implemented at the time of a development application.	Community Development Planning Division
	3.15.3	Policy	Avoid creating difficult-to-use residual open space in new development areas.			
	3.15.E	Program	Evaluate each proposed open space area to ensure it is large enough to meet its intended purpose.	O	Ongoing as needed.	Parks & Community Services Dept
	3.15.4	Policy	Use open space as a buffer against natural or man-made hazards.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Regional/Subregional Open Space & Trails	3.15.F	Program	Require open space buffers around known hazardous areas, such as the Exxon Refinery and the IT site.	C/O	The General Plan Land Use Diagram indicates a 200-foot buffer, in the form of Open Space Zoning, between lands owned by Valero and adjacent residential uses. The buffer extends from East 2nd above Tenny Drive, to the north past Rose Drive and north of the Water's End subdivision. Open Space buffers are shown around the IT site as the surrounding area is outside of the City limits.	Community Development Planning Division
	3.15.5	Policy	Encourage the landscaping of existing open spaces, and landscape new open spaces with native plants.			
	3.15.6	Policy	Restore and maintain natural landscapes in a natural manner.			
	3.15.G	Program	Develop a landscape master plan for open space areas.	3	Not part of the current work program. May require outside resources. This may be an unnecessary program given that open space areas already have "natural" landscaping.	Parks & Community Services Dept. and Community Development Planning Division
	3.16	Goal	Preserve key land forms which separate Benicia physically and visually from adjacent communities.			
	3.16.1	Policy	Maintain visual and physical separation from Vallejo and Fairfield.			
	3.16.A	Program	Use the westernmost parcels designated as open space to provide a buffer with Vallejo.	C	Parcels along the western edge of City Limits are zoned Open Space.	Community Development Planning Division
	3.16.2	Policy	Work with Vallejo to minimize visible development along the Bondary Hills			
	3.16.3	Policy	Allow no additional access roads between Columbus Parkway and Lake Herman Road.			
	3.17	Goal	Link regional and local open spaces.			
	3.17.1	Policy	Attempt to link existing regional and local open spaces using trails and open space corridors.			
	3.17.A	Program	Acquire open space corridors that link existing regional and local open spaces, where feasible.	PC/3	Dedicated linkages exist amongst a majority of local, regional open space areas. However, there is no budget to formally acquire all of these areas; the linkages that do exist are protected through zoning land use limitations.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Regional/Subregional Open Space & Trails	3.17.B	Program	Construct trails in open space corridors linking regional and local open spaces.	O/3	Staff currently works with other agencies to coordinate the planning and placement of trails. Additional connector trails in open space may be considered when the Parks, Trail, and Open Space Master Plan is updated.	Parks & Community Services Dept.
	3.18	Goal	Protect agricultural use.			
	3.18.1	Policy	Preserve rangeland north of Lake Herman Road.			
	3.18.A	Program	Investigate land trusts and other mechanisms to ensure continuity of agricultural uses in the northern portion of the Planning Area.	O/3	The Sky Valley Open Space Committee was established in 2004 to protect agricultural uses and the watershed north of Lake Herman Road through conservation easements and land acquisition. The Committee meets quarterly to discuss this issue. The Committee has worked with the California Rangeland Trust and the Solano Land Trust to ensure protection of open space, particularly in the form of conservation easements. This effort depended largely on property owner interest and consent. However, there is no interest and no budget for acquisition.	Community Development Planning Division
	3.19	Goal	Preserve and enhance habitat for special-status plants and animals.			
	3.19.1	Policy	Protect essential habitat of special-status plant and animal species.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Biotic Resources	3.19.A	Program	Require biological assessments in sensitive habitat areas as part of environmental review of proposed development.	C/O	The Planning Division routinely enforces this program with projects that may impact sensitive habitat areas. Typically, a separate biological report is required, which may be incorporated into an Initial Study or Environmental Impact Report. In 2014, the property owner at 127-137 First Street (Tannery Building) conducted a biological assessment as required under the environmental review for the construction of the BCDC Bay Trail.	Community Development Planning Division
	3.19.B	Program	Require retention of essential habitat for special status species. If infeasible, require adequate mitigation for loss of special status species and/or habitat in compliance with State and federal regulations.	C/O	The Planning Division routinely enforces this program with projects that may impact sensitive habitat areas. Staff routinely consults with the Department of Fish and Game and the US Fish and Wildlife Service on these types of projects regarding necessary mitigation measures to avoid or compensate for any impacts to sensitive habitats caused by the project.	Community Development Planning Division
	3.20	Goal	Protect and enhance native vegetation and habitats.			
	3.20.1	Policy	Protect native grasslands, oak woodlands, and riparian habitat.			
	3.20.2	Policy	Restore native vegetation, such as birch grasses and oaks, wherever possible for open spaces of existing developed			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Biotic Resources	3.20.A	Program	Encourage community groups to carry out native plant restoration efforts.	3	The California Native Plant Society, Solano County Chapter, "Willis Linn Jepson" is active in the efforts of native plant restoration throughout Solano County. They established the Forrest Deaner Garden located at the State Recreation Area and they do native planting. A comprehensive program with funding is not part of the current work program. May require outside resources.	Community Development Planning Division and Parks & Community Services Dept.
	3.20.B	Program	Limit the loss of native vegetation or require mitigation, or both.	C/O	Planning staff routinely enforces this program with projects that may remove vegetation. The City is currently assessing the extent to which marshland/vegetation could be lost do to sea level rise and the final Adaptation Plan will include strategies to address this issue.	Community Development Planning Division
	3.20.C	Program	Require native and compatible non-native plant species, especially drought-resistant species, to the extent possible in landscaping new development and public areas.	3/O	The City does not have mandates to require plants to be native/drought-tolerant; however, with the 2011 adoption of the State's Model Landscape Ordinance, this is encouraged through development review process.	Community Development Planning Division
	3.20.3	Policy	Encourage preservation of existing trees. Especially preserve and protect mature, healthy trees whenever practicable, particularly where such trees are of significant size or are of significant aesthetic value to the immediate vicinity or to the			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Biotic Resources	3.20.D	Program	Strive to incorporate existing mature, healthy trees into proposed developments.	C/O	The Planning Division routinely enforces this program with projects that may impact mature trees. In the event trees must be removed, replacement trees are a required condition of approval. In addition, the City has a Trees and Street Trees Ordinance that requires a Tree Removal Permit and complete compliance with the Ordinance.	Community Development Planning Division
	3.20.4	Policy	Require protection of movement corridors.			
	3.20.E	Program	Require preservation of open space corridors between Lake Herman, Sulphur Springs Mountain, the Northern Area, the northeast hills, the Benicia State Recreation Area, and the marshlands east of I-680.	3	Not part of the current work program. May require outside resource, including legal counsel. Would require land purchase or purchase of conservation easements to secure corridors.	Community Development Planning Division
	3.21	Goal	Permanently protect and enhance wetlands so that there is no net loss of wetlands within the Benicia Planning Area.			
	3.21.1	Policy	Encourage avoidance and enhancement of sensitive wetlands as part of future development.			
	3.21.A	Program	Continue to require wetland delineation and mitigation as part of environmental review of proposed development.	C/O	The Planning Division routinely enforces this program with projects that may impact wetlands. Staff consults with Department of Fish and Game and the US Fish and Wildlife Service on these types of projects regarding necessary mitigation measures to avoid or compensate for any impacts to wetlands caused by the project.	Community Development Planning Division
	3.21.2	Policy	Require replacement for wetlands eliminated as a result of development at a higher wetlands value and acreage than the area eliminated.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Biotic Resources	3.21.B	Program	Continue to coordinate with the California Department of Fish and Game, United States Fish and Wildlife Service, and the United States Army Corps of Engineers in reviewing proposed wetland modifications.	C/O	Staff routinely consults with these entities on applicable projects.	Community Development Planning Division
	3.21.3	Policy	Encourage development of a Suisun Marsh interpretive center near the I-680/Lake Herman Road interchange.			
	3.21.C	Program	Work with responsible agencies to develop the Suisun Marsh interpretive center near Lake Herman Road and I-680.	3	Not part of the current work program. May require outside resources.	Community Development Planning Division and Parks & Community Services Dept.
	3.21.4	Policy	Restore and increase marshland areas.			
	3.21.D	Program	Prepare a Local Protection Program (LPP) for the portion of the Suisun Marsh Secondary Management Area within the Benicia General Plan Planning Area.	3	Not part of the current work program. May require outside resources.	Community Development Planning Division
	3.21.E	Program	Identify small wetlands and require their protection, restoration, and enhancement as part of open space dedication in proposed development and in citywide open space improvements.	C/O	Staff routinely enforces this program with any development application that may affect wetlands. Similarly, if a wetland were in an area being dedicated for open space, it would be preserved and protected. If this program requires a separate study to identify wetlands, a consultant would need to be retained.	Community Development Planning Division
Water	3.22	Goal	Preserve water bodies.			
	3.22.1	Policy	Avoid development that will degrade existing lakes and streams.			
	3.22.A	Program	Require that all development in watersheds flowing into lakes and unchannelized streams include features to preserve run-off water quality.	C/O	Staff routinely enforces this program with development applications and if necessary, require preparation of a Stormwater Pollution Prevention Plan, including incorporating Best Management Practices.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Water	3.22.B	Program	Require a minimum setback of 25 feet from the top of bank of streams and ravines. Do not allow development within the setback.	C/O	City Council passed Ordinance 01-6 in 2001 making this a requirement in the Zoning Ordinance, BMC 17.70.340.	Community Development Planning Division
	3.23	Goal	Preserve Lake Herman as a municipal water resource.			
	3.23.1	Policy	Ensure the biological, chemical, and physical integrity of Lake Herman.			
	3.23.A	Program	Continue to monitor water quality in Lake Herman and at upstream sources of potential pollution.	O	Ongoing.	Public Works Water Quality Division
	3.23.2	Policy	Prohibit uses that would adversely affect water quality (such as motorized boats or swimming).			
	3.24	Goal	Protect watersheds.			
	3.24.1	Policy	Identify the Benicia watersheds to preserve.			
Mineral Resources	3.25	Goal	Conserve and, where appropriate, develop the mineral resources of regional significance within the Planning Area.			
	3.25.1	Policy	Maintain in open space the mineral resource area of regional significance designated on Sulphur Springs Mountain until a mineral resource extraction and reclamation plan that addresses all potentially significant impacts of extraction has been approved by the responsible agencies.			
	3.26	Goal	Minimize environmental impacts of mineral production.			
	3.26.1	Policy	Minimize exposure of the quarry face from residential areas.			
	3.26.2	Policy	Allow extraction of mineral resources within the Planning Area but beyond the currently permitted quarry area on Sulphur Springs Mountain, only upon approval by the appropriate agencies.			
	3.26.3	Policy	Maintain a variable ridgeline and natural landform representative of the scenic character of the Planning Area.			
	3.26.A	Program	Work with adjacent jurisdictions to establish mineral resource management measures.	O/3	The City reviews and responds to projects within its Planning Area and in 2013 collaborated with Solano County to review and comment on the proposed Syar Quarry Expansion project.	Community Development Planning Division
	3.26.4	Policy	Prohibit extraction of mineral resources outside the State-designated mineral resource area, and permit extraction of mineral resources inside the State-designated mineral resource area only if applicable policies, mitigation measures, performance standards, rules, and regulations are met.			
	3.26.5	Policy	Require mitigations, setbacks, buffers, and screening.			
	3.26.6	Policy	Require that residential buildings to be constructed within 2,000 feet of the ultimate mineral extraction boundary be analyzed by a qualified engineer to ensure economically feasible measures that minimize the amplification of ground			
	3.27	Goal	Improve energy efficiency.			
	3.27.1	Policy	Promote energy conservation in all new development and during rehabilitation of existing homes.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Energy	3.27.A	Program	Distribute information on weatherization and energy conservation.	C/O	A multitude of brochures and information is available at the Planning Counter. The City also distributes information on SustainableBenicia.org and through existing water/energy programs like the Benicia Home Efficiency Program. The City will host community workshops in 2015 to educate the public about Marin Clean Energy & PG&E's energy conservation programs.	Community Development Planning and Building Divisions
	3.27.B	Program	Implement State energy conservation requirements in new housing.	C/O	The Building Division requires compliance with these requirements for all building permit applications. The California Green Building Standards Code, 2013 Edition, was adopted by reference in Title 15 of the Municipal Code in 2013.	Community Development Building Division
Healthy Community	4.1	Goal	Make community health and safety a high priority for Benicia.			
	4.1.1	Policy	Strive to protect and enhance the safety and health of Benicians when making planning and policy decisions.			
	4.1.2	Policy	Promote a wide range of health-related services.			
	4.1.A	Program	Develop a citizen input planning process with the Human Services Fund Board to address locally identified community health and health-related concerns.	O	Ongoing.	City Manager's Office
	4.1.3	Policy	All City departments should attempt to address the underlying causes of health, social, and safety issues.			
	4.1.B	Program	Promote measurable health goals and work with health-related agencies to monitor their implementation.	3/O	Developed on an as needed basis with city employees.	Human Resources Division
	4.1.4	Policy	Compile available information pertinent to the health and safety of Benicians.			
	4.1.C	Program	Require the Human Services Fund Board to report annually to the City Council and public on the health, well-being, and safety of the community, along with recommendations for improvements.	O	To be reviewed.	City Manager's Office
4.1.5	Policy	Clarify City role in providing health services.				

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Healthy Community	4.1.D	Program	Inventory health needs, identify holes in the network, and focus on those issues not being addressed.	3/O	Day-to-day basis with city employees.	Human Resources Division
	4.1.E	Program	Delegate a formal group (e.g., Human Services Fund Board) to be responsible for community health promotion, and require the group to coordinate with a broad range of community representatives.	O	Ongoing.	City Manager's Office
	4.1.F	Program	Expand the role of the City staff person liaison to the Human Services Fund Board, as needed to support additional tasks assigned to the Board.	O	Ongoing.	City Manager's Office
	4.2	Goal	Improve access to medical, mental health, and social services for all Benicians, including the elderly and low-income.			
	4.2.1	Policy	Fully utilize and coordinate available resources and efforts through the City's Human Services Fund Board and other governmental and non-governmental agencies.			
	4.2.A	Program	Work with existing health care providers, neighboring cities, and the county, State and federal governments.	3/O	On an as-needed basis.	Human Resources Division
	4.2.B	Program	Provide and maintain affordable transportation services to and from health facilities (in and out of town), especially for the elderly and disabled.	C/O	SolTrans Paratransit, General Public Dial-a-Ride, and Routes 76 and 78 provide transit within Benicia and to transfer stations for travel outside of Benicia.	Finance Dept.
	4.3	Goal	Attract additional health services to Benicia.			
	4.3.1	Policy	Promote preventive health care in line with the Child and Adult Preventive Care Guidelines published by the US Public Health Service (1994).			
	4.3.A	Program	Support the development of a "Center for Human Services".	O	On Hold Pending Resource.	Finance Dept.
	4.3.2	Policy	Evaluate the need for and feasibility of new medical facilities in Benicia including a branch of the County Health and Social Services Department.			
	4.3.B	Program	Promote prenatal care, health care for children, teen activities, education and counseling, and intergenerational activities.	O	Several health-related/nutritional courses offered by Community Services.	Parks & Community Services Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Healthy Community	4.3.C	Program	Investigate the feasibility of utilizing existing City buildings to deliver health-related services, and expand the scope of the buildings' uses in conjunction with established neighborhood groups.	C	The new Community Center (formerly Mills Elementary School) offers CPR classes, a myriad of physical fitness courses, and nutritional/healthy cooking classes to the community.	City Manager's Office
	4.3.3	Policy	Promote establishment of demonstration gardens at schools, churches, fire stations, and other sites.			
	4.3.D	Program	Consider utilizing vacant City property for gardening of fruits and vegetables.	O	Since 2000, the City has had a lease agreement with Heritage Presbyterian Church to allow the Swenson Community Garden to be worked and managed by Benicia Community Gardens, Inc.	City Attorney's Office
	4.4	Goal	Reduce the incidence of substance abuse and strive for a drug-free community.			
	4.4.1	Policy	Support the development of the education of all age groups in the prevention of substance abuse.			
	4.4.A	Program	Include law enforcement, the School District, and proprietors of nicotine, alcohol, and prescription drugs in planning and operating substance abuse prevention programs.	O	The department conducts education and "sting" operations to reduce the availability of ATOD and works with Solano County's ATOD Reducing Rates Strategic Plan	Police Dept.
	4.4.B	Program	Identify at-risk populations and work to develop programs and services to address their needs.	O	Implementation through Family Resource Center and a family intervention counselor to work with at-risk families.	Police Dept.
	4.4.2	Policy	Promote safe driving by youth.			
	4.5	Goal	Establish after-school programs and other constructive activities for youth.			
	4.5.A	Program	Work with the School District on appropriate after-school youth activities.	C	Ongoing.	Parks & Community Services Dept.
	4.6	Goal	Prevent and reduce crime in the community.			
	4.6.1	Policy	Encourage building designs that help to reduce crime.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Healthy Community	4.6.A	Program	Review the design of new and rehabilitated buildings for ways to increase resident safety.	O	Staff attends Project Review Group meetings scheduled by the Planning Division to review proposed projects. Police Officer(s) provided training in "Crime Prevention Through Environmental Design" (CPTED).	Police Dept. and Community Development Dept.
	4.6.2	Policy	Develop a corrective action plan to deal with high crime areas.			
	4.6.B	Program	Strengthen and expand neighborhood watch programs. Include businesses.	O	Along with the Volunteer Neighborhood Watch Coordinator, an officer has become a member of the Benicia Community Core Council and combining Benicia's Neighborhood Watch Groups with the Benicia Emergency Response Team (BERT) members. The officer also works with the Benicia Chamber of Commerce on the business watch program.	Police Dept.
	4.6.C	Program	Promote the education of citizens on how not to be a victim.	O	A police officer continues to work on an email system that would alert Neighborhood Watch, Business Watch, and BERT members to current crime trends and crime prevention tips.	Police Dept.
	4.6.3	Policy	Maintain an adequate officer-to-population ratio in all areas, as approved by the City Council.			
Community Hazards	4.7	Goal	Ensure that existing and future neighborhoods are safe from risks to public health that could result from exposure to hazardous materials.			
	4.7.1	Policy	Actively recruit industries and businesses that sustain environmental quality and have sound, responsible environmental practices and policies, such as "best available control technology" (BACT), source reduction, reduced use of hazardous materials in production, and reduced waste.			
	4.7.2	Policy	Establish a "Community Right-to-know" program to promote general public understanding of Benicia's toxics problems as they affect current and future generations.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.7.A	Program	Using documents that are already publicly available, make available in the Library a list of all known contaminated sites in Benicia, their chemical contents and conditions, and how contamination occurred.	C	Reports on past projects such as Braitto Landfill, Tourtelot, and IT have been made available at the Library. Currently, reports from Valero Refinery are available at the Library. Recommendation to public for primary source data is to locate online. There is not a comprehensive list of all known contaminated sites at the Benicia Library.	City Attorney's Office and Community Development Dept.
	4.7.B	Program	Provide readers with easy directions on how to access information about contaminated sites in Benicia.	O	As authorized by the City Attorney, records for sites where issues have been resolved were withdrawn from the library collection in 2008. The City maintains its website; most documents can be accessed by the public. Free computer access and wireless access is available at the Library. Other documents are available on Disc Image.	Library Dept.
	4.7.C	Program	Consider establishing an ad hoc environmental task force to collect and disseminate information on environmentally sensitive sites in Benicia	3	Not part of the current work program. No budget.	Community Development Dept
	4.7.D	Program	Identify, inventory, and then update sources of hazards in Benicia.	O	Joint jurisdiction with Solano County Environmental Management. Part of the fire code inspection program and County program	Fire Dept.
	4.7.E	Program	Assess and evaluate Benicia's preparedness to respond to hazard emergencies.	O	Continual evaluation of response priorities by the Fire Department.	Fire Dept.
	4.7.3	Policy		Protect existing and future development from contaminated sites, hazardous landfill waste and debris, chemical spills, and other hazards including unexploded ordnance and explosive waste.		

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.7.F	Program	Work with state and federal agencies to require that unauthorized hazardous substances be removed from neighborhoods or that other appropriate measures are taken to ensure that such substances do not present health risks to the neighborhood.	O	The Fire Department is involved as requested. An example would be the Dept's involvement in the cleanup of the Tourtelot property.	Fire Dept.
	4.7.4	Policy	Promote enforcement of regulatory requirements over the entire term of monitoring of identified hazardous sites within the City Limits, especially sites located in residential neighborhoods and near school playing fields and parks.			
	4.7.5	Policy	Require that all sites known or suspected to have unexploded ordnance and/or a toxic history be tested and remediated before any development can occur.			
	4.7.6	Policy	Prohibit residential development on any land formerly operated as landfill or dump, including land formerly owned or used by the military for military wastes, until the waste and contamination is removed with proper agency oversight, or remediated as required by the appropriate regulatory agencies.			
	4.7.7	Policy	Where environmental testing has been required by State regulatory agencies but is not yet completed withhold City approvals for site grading and other construction activities until a site evaluation is available that provides a reasonable basis for determining that it is safe to commence such activities.			
	4.8	Goal	Protect sensitive receptors from hazards.			
	4.8.A	Program	Identify sensitive receptors in the community and develop methods of protection.	3	Not part of the current work program. May require consultant resources and partnership with other public agencies. Note: Page 175 of the General Plan identifies major sensitive receptors in the community with regards to noise exposure.	Community Development Planning Division
	4.8.B	Program	Establish guidelines to separate sensitive receptors from those who carry, use, process, store or generate hazardous material including ordnance	O	Implemented through fire code enforcement program.	Fire Dept.
	4.8.1	Policy	Evaluate potential hazards and environmental risks to sensitive receptors before approving development.			
	4.9	Goal	Ensure clean air for Benicia residents.			
4.9.1	Policy	Establish whether a significant air pollution problem exists in Benicia and the City's role in resolving it.				

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.9.A	Program	Prepare a review of existing air quality information and data sources, the quality and extent of this data, and existing regulatory requirements.	PC/O	In 2007, the City Council authorized a baseline emissions inventory, a forecast, and adopted emission reduction targets. In 2009, a Climate Action Plan (CAP) was adopted by the Council; it contains strategies to reduce greenhouse gas emissions at both city and community-wide levels. The City is also engaged with the Air District and Valero to determine City-specific air quality and emissions levels and develop a method for reporting that information to the public.	Community Development Planning Division
	4.9.B	Program	Consult with the staff of the BAAQMD and prepare recommendations for actions that the City will take to reduce identified air quality problems toward meeting ambient air quality standards.	PC/O	Excellent air quality is overarching goal in the Climate Action Plan. A 2003 Settlement Agreement with Valero Refinery required Valero to conduct specific air quality monitoring; a 2010 Amendment to that agreement requires continuing/additional monitoring; reports are generated by Valero and Valero Advisory Panel. In addition, there is an air quality monitoring station that could generate reports about Benicia air quality; Valero and the City are currently assessing best management practices. A 2010 greenhouse gas emissions inventory was completed in 2013 and another is recommended for 2014. City is conducting a vulnerability assessment and developing an adaptation plan that will identify resiliency strategies that also improve air quality.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.10	Goal	Support improved regional air quality.			
	4.10.1	Policy	Support implementation of Bay Area Clean Air Plan.			
	4.10.A	Program	Coordinate air quality planning efforts with other local, regional, and State agencies.	O	With the passage the Global Warming Solutions Act (AB32), and specifically with SB375 (Sustainable Communities Strategy and Climate Protection Act), the Planning Division closely coordinates regional planning efforts with ABAG/MTC, specifically in preparing a Sustainable Communities Strategy for the 9 county Bay Area. The City participated in programs offered by ABAG/MTC, such as FOCUS and the designation of (two) Priority Development Areas. The City supports the reduction of greenhouse gas emission and does it part through sustainable planning. In addition, the City adopted a Climate Action Plan and implementation is underway. The City also coordinates with BAAQMD to determine if funds are available for community air monitoring programs and meets with the air district when necessary. City participated and provided feedback to the ARB when it updated the AB 32 Scoping Plan.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.10.B	Program	Require that projects with identified significant air quality impacts include all feasible mitigation measures needed to reduce impacts to less than significant levels.	C/O	Staff routinely enforces this program with any development application by requiring the development to comply with and provide Best Available Management Practices. An example of this is the extensive air quality mitigations required of the Valero VIP project.	Community Development Planning Division
	4.10.2	Policy	Encourage designs and land use strategies that reduce automobile use and promote mixed use, jobs/housing balance, telecommuting, bicycle, and pedestrian facilities, and transit.			
	4.11	Goal	Minimize harm from geologic hazards.			
	4.11.A	Program	Require geotechnical engineering reports to address site stability and building foundation integrity for projects involving substantial grading.	O	Soils reports are required as part of the tentative parcel map. For other projects, staff requires on an as needed basis.	Community Development Planning Division and Public Works Engineering Division
	4.11.B	Program	Develop guidelines for site-specific geologic and geotechnical reports.	3	Regulated by the Subdivision Map Act and local standards.	Public Works Engineering Division
	4.11.C	Program	Require peer review of geotechnical engineering reports if it is determined that City staff does not have the technical expertise to review such reports.	O	Staff requires on an as needed basis.	Community Development Planning Division and Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.11.D	Program	Prepare a planning-level geologic hazards map of the Planning Area as needed.	C/3	Not part of the current work program. May require outside resources. However, FEMA's HAZUS-MH Map series program regularly updates geologic conditions, e.g. earthquake, liquefaction, flood, and is readily available online. The City received a Coastal Conservancy grant to assess local hazards that will be exacerbated by climate change. A map/list of hazards will be part of the final Adaptation Plan.	Community Development Dept. Planning Division and Public Works Engineering Division
	4.11.E	Program	Update the geologic hazards map as new information becomes available.	C/3	Not part of the current work program. May require outside resources. However, FEMA's HAZUS-MH Map series program regularly updates geologic conditions, e.g. earthquake, liquefaction, flood, and is readily available online.	Community Development Planning Division and Public Works Engineering Division
	4.11.F	Program	Develop a Planning Area data base of geologic information for use when making planning decisions and as a resource for the community.	C/3	Not part of the current work program. May require outside resources. However, FEMA's HAZUS-MH Map series program regularly updates geologic conditions, e.g. earthquake, liquefaction, flood, and is readily available online. A comprehensive report explaining existing conditions and anticipated future hazards will be part of the final Adaptation Plan that is currently being developed.	Community Development Planning Division and Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.11.G	Program	Continue and expand the Unreinforced Masonry Building Program (URM).	3	Chapter 15.60 of the Municipal Code describes the measures taken by the City to identify URM buildings within the City and the URM owners' required responsibilities to inform future tenants, owners, and occupants. This section of the Code was incorporated in 1989. No requirements to retrofit buildings. The 2013 CA Building Code addresses requirements for voluntary retrofits or triggered when certain occupancy classifications are changed. Expansion of this program is not budgeted nor part of work program.	Community Development Building Division
	4.11.H	Program	Consider financial assistance for retrofitting of unreinforced masonry buildings.	3	No budget, not part of work program.	Community Development Building Division
	4.11.1	Policy	Promote public awareness of earthquake-related hazards and safety that includes training the populace to provide stop-gap emergency services following earthquakes.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.11.1	Program	Consider implementing a citizen earthquake response system based on the San Francisco model.	O	The Fire Department manages the Benicia Emergency Response Teams. See <a href="http://www.beniciacc.org/berf">www.beniciacc.org/berf</a> . This is a current and active community outreach program; since 2001. Has trained over 500 residents. Community classes are offered. As part of the adaptation planning process, staff and consultant team held a public workshop to educate the public about climate related hazards including earthquakes, fire, flooding, sea level rise, and temperature change. The City created an online forum where the public could review information and provided feedback on how best to address these hazards.	Fire Dept.
	4.12	Goal	Accommodate runoff from existing and future development.			
	4.12.1	Policy	Regulate runoff from new development so that post-development site peak flow rates are no greater than pre-development levels.			
	4.12.2	Policy	Upgrade existing drainage facilities as necessary to correct localized drainage problems.			
	4.12.3	Policy	Ensure that new development pays its fair share cost of drainage system improvements.			
	4.12.A	Program	Prepare a new citywide storm drain master plan.	3	Funding not available. With the passage of Measure C, there are expected to be funds available within the next 2 years for an update.	Public Works Engineering Division
	4.12.B	Program	Adopt a combination of drainage improvement fees and other mechanisms to fund drainage improvements.	C	Revised inspection fees were adopted in 2009. Revenue generating options are currently being explored.	Public Works Engineering Division and Community Development Building Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.12.C	Program	Accelerate implementation of the existing Storm Drain Master Plan.	C	City Council approved the creation of a storm improvement fund for implementation of storm water management plan and the construction of needed drainage system improvements. Funding not available for new projects.	Public Works Engineering Division
	4.12.4	Policy	Where practicable, discourage the use of storm drain systems, and promote stormwater management strategies which maximize opportunities for absorption of rainfall, overland conveyance of runoff, non-reservoir surface storage, and other measures that reduce development-induced impacts on peak flow rates.			
	4.13	Goal	Prevent property damage caused by flooding.			
	4.13.1	Policy	Continue to implement the floodplain management policy currently followed by the City.			
	4.13.A	Program	Require all potential developers in the Sulphur Springs Creek floodplain to provide flood hazard mitigation measures that ensure the subject properties are not at risk of flooding during the FEMA-designated 100-year base flood.	C/O	Staff routinely enforces this program and would require any development occurring in this area to be built (i.e. raised) above the floodplain. The final Adaptation Plan may identify additional strategies that developers could use to mitigate flooding.	Community Development Planning Division
	4.13.2	Policy	Promote non-structural solutions to flood problems, where feasible.			
	4.13.B	Program	Where appropriate, promote the use of stormwater retention basins rather than standard engineering modifications to natural channels.	C/O	Staff routinely enforces this program with applicable development applications. On-site filtration is the preferred methodology. The City operates under the Water Board's Phase II Permit.	Public Works Engineering Division and Community Development Planning Division
	4.13.C	Program	Encourage use of meandering drainage channels in all new developments and wherever channels are replaced.	C/O	Staff considers this option as part of its review of development applications. On-site filtration is the preferred methodology. The City operates under the Water Board's Phase II Permit.	Public Works Engineering Division and Community Development Planning Division
	4.14	Goal	Prevent ground and surface water contamination.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.14.A	Program	Inform businesses and the public of current technology and standards for preventing ground and surface water contamination, and regulations governing hazardous material use, storage, and disposal, plus agency reporting requirements.	O	Ongoing.	Public Works Water Quality Division
	4.14.B	Program	Continue to communicate with State, regional, and local agencies and legislatures to relay information on Benicia's current and potential water quality contamination concerns, particularly regarding hazardous waste sites, existing and closed landfills, new and existing waste-generating industries and commercial operations, and City waste disposal and water/sewage treatment facilities.	O	Ongoing. This is part of the Adaptation planning process; local, regional, and state agencies will be made aware of the findings related to contamination issues and the vulnerability of the wastewater treatment plant.	Public Works Water Quality and Wastewater Divisions
	4.14.1	Policy	Implement non-point source pollution strategies.			
	4.14.C	Program	Provide information to the public on provisions of the City's Stormwater Pollution Prevention Plan (SWPPP) program and preparation of SWPPPs for all construction projects of five acres or more. Implement Best Management Practices (BMPs) for stormwater runoff and erosion controls for all development.	O	Implemented through MS4 Phase II Storm Water Permit which established a minimum threshold of 2,500 square feet. In addition, the Planning Division is charged with distributing information to applicants of all development projects.	Public Works Water Quality and Wastewater Divisions and Community Development Planning
	4.14.D	Program	Conduct an outreach program to industry and residents on how to reduce storm water-related pollution.	O	Implementing through public education outreach and Bay Area Stormwater Management Agencies Association Phase II Group.	Public Works Engineering Division
	4.15	Goal	Reduce fire hazards.			
	4.15.1	Policy	Promote the creation and maintenance of natural and artificially constructed firebreaks between development and open space areas through the use of fire resistive landscaping, weed abatement, discing, and other methods.			
	4.15.A	Program	Develop a Fire Hazards Response Plan for the urban wild land interface area.	C	The response to urban/widland areas was modified in 2009.	Fire Dept.
	4.15.B	Program	Conduct a fire-hazard outreach program to neighborhood groups, the elderly, and the handicapped.	O	Continue annual efforts to provide public education on fire safety and defensible space.	Fire Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.15.C	Program	Continue and expand routine fire inspections for businesses for compliance with the Uniform Fire Code and the California Fire Code.	O	Member of Fire and Life Safety Division along with a company inspection program conduct fire and life safety inspections.	Fire Dept.
	4.15.D	Program	Continue the yearly weed abatement program.	O	This program is administered by the Fire Dept.	Fire Dept.
	4.15.2	Policy	Promote the use of fire-resistant landscaping in public and private developments.			
	4.16	Goal	Require hazardous materials and hazardous waste management handling and disposal procedures that are protective of human health and the environment.			
	4.16.1	Policy	Support the Solano County Hazardous Waste Management Plan and its goals, policies, and implementation guidelines for hazardous waste reduction, hazardous waste facility siting, hazardous waste handling and disposal, public education and involvement, and program coordination with regulatory requirements.			
	4.16.A	Program	As part of the permitting process, ensure that the County reviews the design and operating plans for handling and disposal of hazardous wastes for existing and proposed new businesses.	O	Joint jurisdiction with Solano County Environmental Management.	Fire Dept.
	4.16.B	Program	Contact the Solano County Environmental Management Department annually to confirm that hazardous waste generators in Benicia have been granted permits for handling hazardous substances in compliance with federal and State laws, that they dispose of their wastes in accordance with applicable laws, and that they have filed Hazardous Materials Management Plans and Risk Management and Prevention Plans.	O	Joint jurisdiction with Solano County Environmental Management.	Fire Dept.
	4.16.C	Program	Continue reviewing monitoring records for new and existing hazardous waste storage areas for compliance with federal and State law.	O	Joint jurisdiction with Solano County Environmental Management. The Fire Dept. works closely with County staff through inspections of these sites.	Fire Dept.
	4.16.2	Policy	Continue, promote, and expand the City's Household Hazardous Waste Program.			
	4.16.D	Program	Promote use of Benicia's and Pacheco's (now Allied Waste Industries) "drop-off" facilities.	O	The City Manager's Office administers this program and works in conjunction with the Fire Dept. and Allied Waste Industries.	Fire Dept. and City Manager's Office
	4.16.3	Policy	Control water runoff that comes from hazardous substance handling or that enters hazardous substance handling areas.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.16.E	Program	Investigate the potential for the collection and testing of industrial area surface runoff prior to discharge to prevent discharge of hazardous substances into the environment.	O	Part of the City's Storm Water Management Program.	Public Works Engineering Division
	4.17	Goal	Minimize hazardous waste generation.			
	4.17.1	Policy	Ensure enforcement of Title 22, §67100 of the California Code of Regulations regarding preparation and implementation of source reduction plans by hazardous waste generators.			
	4.17.A	Program	Contact the Solano County Environmental Management Department each September to confirm that new businesses have filed their source reduction plans, if applicable.	O	In cooperation with Solano County Environmental Management.	Fire Dept.
	4.17.B	Program	Situate all new hazardous material storage and handling areas to minimize the possibility of environmental contamination in the event of an accidental spill.	O	Through the Fire Dept's inspection program and in cooperation with Solano County Environmental Management. The City is developing strategies to reduce this risk as part of the Adaptation Plan process.	Fire Dept.
	4.17.C	Program	Enclose areas where hazardous liquids are handled to minimize any rain or moisture coming into contact with hazardous substances.	O	Through the Fire Dept's inspection program.	Fire Dept.
	4.18	Goal	Ensure the proper and thorough clean-up of hazardous waste sites including the Rose Drive/Braitto landfill area.			
	4.18.1	Policy	Monitor and participate in the remedial planning process for major hazardous waste sites within the City and monitor implementation of any selected remedial actions to ensure that human health and the environment are protected over			
	4.18.A	Program	Continue to work with the California Department of Toxic Substances Control (DTSC) to expedite the proper and thorough clean-up of waste in the Rose Drive area.	C	Cleanup of Rose Drive was completed in 2002.	City Attorney's Office
	4.19	Goal	Ensure the best possible closure of IT, considering the long-term health effects upon sensitive receptors in the community.			
	4.19.A	Program	For the IT site, continue to communicate Benicia's position that the only acceptable closure plan is a groundwater-divide-based alternative (i.e., a closure plan based on removing waste and contamination that lie outside the main site drainage).	O/2	The City continues to retain an outside consultant who serves as the City's liaison for monitoring, and oversees IT operations.	Community Development Dept. and City Manager's Office
	4.20	Goal	Reduce health and safety hazards associated with hazardous materials users, hazardous waste generators, and hazardous waste disposal sites and toxic air contaminants.			
	4.20.1	Policy	Establish buffer zones between sensitive land uses and those land uses which involve the significant use, storage, or disposal of hazardous materials, hazardous waste, or toxic air contaminants.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.20.A	Program	Maintain and designate land along East Second Street for nonresidential purposes.	C	Lands west of East 2nd are within the Limited Industrial Zoning District and further bounded by land zoned Open Space, which serves as a buffer. Lands to the east of East 2nd Street are within the General Industrial Zoning District, which meets the City Limit Line.	Community Development Planning Division
	4.20.B	Program	Follow siting criteria for Treatment, Storage, and Disposal (TSD) facilities contained in the Solano County Hazardous Waste Management Plan. (22 California Code of Regulations (CCR)§66260-18; State Health and Safety Code §25201.)	O	Joint jurisdiction with Building Division and Solano County Environmental Management	Fire Dept.
	4.20.C	Program	Evaluate the potential for requiring risk assessment for any new TSD facility, and if indicated by the risk assessment, require a larger buffer zone that will be protective of human health.	O	Joint jurisdiction with Building Division. If an application for a TSD facility is received by the City, it would be routed to the various involved City departments for review and comment. During this stage of the application review process, environmental review and the need for a formal risk assessment would be determined. Mitigations to remedy environmental impacts or reduce the degree of risk to the community would be imposed as conditions of project approval.	Fire Dept.
	4.20.D	Program	Review building applications for any proposed Treatment, Storage, and Disposal (TSD) facilities to ensure that the requirements of the Solano County Hazardous Waste Management Plan are met.	O	Implemented through fire code enforcement program.	Fire Dept.
	4.20.E	Program	Coordinate with Solano County Environmental Management Department to ensure enforcement of community Right-to know laws (Chapter 6.95 of the Health and Safety Code,§25500, et seq.).	O	Ongoing.	Fire Dept.

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Community Hazards	4.20.F	Program	Enforce the Hazardous Waste Property and Border Zone Property Law (Health and Safety Code, Article 11, §25520 through §25241).	O	Joint jurisdiction with the Building Division	Fire Dept.
	4.21	Goal	Reduce significant hazards associated with pipelines, and high voltage transmission lines.			
	4.21.A	Program	Continue to implement existing adopted policies governing development near pipelines.	C/O	Staff routinely enforces this program with any development application in the vicinity of either the Valero Refinery pipelines or the City's water transmission line. Examples of this are the conditions imposed by the City on the Kinder Morgan Pipeline project, a portion of which was located adjacent to the City's water transmission line.	Community Development Planning Division
	4.21.B	Program	Set back all residential uses, schools, and public buildings at least 150 feet from the edge of 230 kilovolt electric transmission line easements.	C/O	The City Council adopted Ordinance 01-6 in 2001 setting this standard in place within the Zoning Ordinance, 17.70.330.	Community Development Planning Division
	4.22	Goal	Update and maintain the City's Emergency Response Plan.			
	4.22.1	Policy	Provide an early community alert and notification system and safe evacuation plan for emergency incidents.			
	4.22.A	Program	Provide the public with information and training on what to do until help arrives in emergency situations.	O	Part of the community outreach program and Benicia Emergency Response Training (BERT); the City is also informing/training the public on strategies to reduce climate change related risks like flooding, sea level rise, and temperature increases.	Fire Dept.
	4.22.B	Program	Develop a siren system to alert and notify the community in an emergency.	C	The City installed the CAN system in February 2001. Two additional sirens were located and installed in 2004 along with other miscellaneous upgrades.	Fire Dept.

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Community Hazard	4.22.C	Program	Request voluntary donations from identified sources of hazards to implement the Emergency Response Plan.	C	The City installed the CAN system in February 2001; includes CAN system support.	Fire Dept.
	4.22.D	Program	Consider a City radio station to inform residents in the event of an emergency.	C	The City completed this in February 2001.	Fire Dept.
	4.22.2	Policy	Develop at least two exit routes, where feasible, for new developments. One of the exits could be a pedestrian route.			
	4.22.3	Policy	Provide the public with information on specified emergency evacuation routes.			
	4.22.E	Program	Provide an evacuation route from the Arsenal in addition to Military East.	3	Joint jurisdiction with Police Dept.	Fire Dept.
Noise	4.23	Goal	Reduce or eliminate the effects of excessive noise.			
	4.23.1	Policy	Evaluate the compatibility of proposed projects with respect to existing and future transportation noise levels by utilizing Tables 4-3 and 4-4.			
	4.23.A	Program	Investigate and implement techniques to reduce traffic noise.	O	Part of the City's Traffic Calming Program.	Public Works Engineering Division
	4.23.2	Policy	Use noise dampening building standards, site design, landscaping, and setbacks instead of sound walls, wherever possible.			
	4.23.3	Policy	Use available techniques such as building insulation, berms, building design and orientation, buffer yards, and staggered operating hours to minimize noise at the source.			
	4.23.4	Policy	Control development of noise-sensitive land uses in areas exposed to existing or projected noise which exceed the levels specified in Tables 4-3 and 4-4 unless the project includes specific, effective mitigation measures to reduce interior and exterior noise levels to those specified in Tables 4-3 and 4-4.			
	4.23.B	Program	Investigate conditioning construction of live/work units with a requirement to record a "notice of special restrictions" which would acknowledge the noisy nature of existing adjacent industrial uses.	O	The applicability of this program would be evaluated at the time of development review.	Community Development Planning Division
	4.23.5	Policy	Accommodate roadway improvement projects for build-out of the General Plan by recognizing that existing noise-sensitive uses may be exposed to increased noise levels from roadway repairs, increased traffic, and increased travel speeds. When it is not practical to reduce traffic noise levels to those in Table 4-4, the following criteria will be used as a test of significance for the environmental review of roadway improvement projects: (a) Where existing noise levels are less than 60 dB Ldn at the outdoor activity area of a noise-sensitive use, a 5 dB Ldn increase in noise levels due to a roadway improvement project will be considered significant; (b) Where existing noise levels range between 60 and 65 dB Ldn at the outdoor activity area of a noise-sensitive use, a 3 dB Ldn increase in noise levels due to a roadway improvement project will be considered significant; and (c) Where existing noise levels are greater than 65 dB Ldn at the outdoor activity area of a noise-sensitive use, a 1.5 dB Ldn increase in noise levels due to a roadway improvement project will be considered significant.			

General Plan Implementation; January 1 - December 31, 2014						
Priority: 1 = Currently Budgeted; 2 = Request for Future Funding; 3 = Not Budgeted; C = Completed; O = Ongoing; PC = Partially Completed						
GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Noise	4.23.C	Program	If needed, revise the City's noise ordinance and consider incorporating the noise level performance standards in Table 4-4.	3	Not part of the current work program. May require outside consultant resources to identify if needed, and to revise the standards.	Community Development Planning Division
	4.23.6	Policy	Attempt to reduce noise in areas already highly impacted by excessive noise.			
	4.23.D	Program	Identify sources of noise in the community (such as flight patterns, construction noise, traffic, railroads, industrial, and amplified sound). Develop measures to reduce excessive noise to acceptable levels.	C/O	The Noise Element of the General Plan identified noise sources and established standards for maintaining acceptable noise environments for existing and new development. Title 24 (2013 CA Building Code Section 1207) addresses noise between shared tenant spaces in attached units by requiring sound transmission measures to be installed between units to reduce noise from neighbors. In addition, there are requirements (CBC 1207.11) for exterior sound transmission control from sources such as highways and airports.	Community Development Planning and Building Divisions

# Summary of Implementation Changes

General Plan Implementation; January 1 - December 31, 2014

Priority: 1 = Currently Budgeted; 2 = Request for Future Funding; 3 = Not Budgeted; C = Completed; O = Ongoing; PC = Partially Completed

GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Industrial Development	2.6.D	Program	Continue to update the overall capital improvements program and infrastructure financing plan for the Industrial Park and other major industrial areas.	O	Update is conducted as a regular part of the Capital Improvement Program process. Moving forward on \$2.11M Bus Hub, secured \$145K annually in solid waste franchise fee for streets in the Industrial Park, resurfaced East 2nd Street and exploring different funding options to raise revenue for street maintenance.	Public Works Engineering Division
Port Development	2.9.A	Program	Work with the Port to evaluate the future level of port activity and need for land in order to sustain an economically viable Port operation.	O	This effort is part of the City's Economic Development Division's work plan. The City is also working with the Port to assess site specific climate change vulnerabilities as part of the Adaptation Plan development.	City Manager's Office
Downtown	2.12.K	Program	As the budget allows, provide amenities such as additional benches along First Street and in adjacent public areas; drinking fountains, public art, shade trees and arbors.	3	The Urban Waterfront Enhancement and Master Plan, which was adopted in 2014, will provide for comprehensive park development between First Street and the Marina Entry Channel, south of B Street.	Public Works Engineering Division, Community Development Planning Division and Parks & Community Services Dept.

## Summary of Implementation Changes

Downtown	2.12.L	Program	Use the Urban Waterfront Restoration Plan to guide the planning and development of public waterfront improvements; when siting private development; and when designing public access between commercial uses and the waterfront.	O/2	The Urban Waterfront Restoration Plan was negated by Measure C in 2005 with the rezone from a Waterfront Commercial to Open Space Zoning District. The City received a grant from the Coastal Conservancy to develop the Benicia Urban Waterfront Enhancement and Master Plan for the area. The Master Plan was adopted in 2014. Detailed design and engineering is scheduled for 2015-16, pending funding availability.	Community Development Planning Division and Parks & Community Services Dept.
Circulation	2.15.B	Program	Provide additional trails along the shoreline.	O	Shoreline trails were included in the 2014 Urban Waterfront Enhancement Plan, including a short Bay Trail segment. Staff continues to seek funding and opportunities to provide trails along the Benicia shoreline. The Planning Division enforces public access on development applications within 100 feet of the mean high tide, as required.	Community Development Planning Division and Parks & Community Services Dept.
	2.17.G	Program	Provide attractive and pedestrian-friendly transit stops and buses, including bike racks on buses.	PC/1	In 2014, the city worked with Solano Transportation Authority on a new bus hub project located at Park Road and Industrial Way. Constructed anticipated to begin Summer 2015.	Community Development Planning Division and Public Works Engineering Division
	2.17.H	Program	Provide transit shelters with good visibility and benches, thus enhancing the pedestrian-transit interface.	PC /1	New shelters have been installed in City Park across from Solano Square. New development projects may be required to provide bicycle parking as outlined in the Zoning Ordinance. In addition, the City seeks ways to improve existing shelters, e.g. new bus shelter along East 5th, north of Military East. Bus Shelters are proposed as part of the Industrial Park bus hub project for the Fairfield and Suisuns Transit (FAST) bus stop on Park Road.	Community Development Planning Division and Public Works Engineering Division

# Summary of Implementation Changes

Circulation	2.21.A	Program	Advertise the benefits of Transportation Demand Management (TDM) measures and conduct public outreach programs to educate the public about options available within the city.	○	Administered by the Solano Transportation Authority and Solano Napa Commuter Information (SNCI). The City assists SNCI to promote Bike to Work, Commuter Challenge, and other programs that promote alternatives to the private automobile.	Public Works Engineering Division and Community Development Planning Division
	2.23.A	Program	Continue to allow on-street parking where needed for abutting uses (e.g., Military East).	○	This is allowed and discussed with applicants in affected areas. The Zoning Ordinance allows uses smaller than 2,000 sq. ft. to potentially have reduced parking and the Downtown Mixed Use Master Plan allows onstreet parking to count towards parking requirements. In 2014, two commercial development projects were approved in the Downtown Mixed Use Master Plan area where on-street parking was used to meeting the off-stree parking requirement.	Community Development Planning Division and Public Works Engineering Division
Parks and Recreation	2.30.H	Program	Develop public information materials (including a color map and table of citywide recreation facilities), and a comprehensive sign system about parks and recreational opportunities.	○	Quarterly, a brochure is distributed promoting programs and facilities. Staff utilizes a Public, Educational, Governmental channel, the city website, and a Facebook page to provide information and promote programs.	Parks & Community Services Dept.
	2.30.J	Program	Use drip irrigation and other water efficient irrigation methods in all parks.	○	Both Drip Irrigation and Water-Efficient Irrigation methods are used. An evapotranspiration controller system has been installed at the Community Park, Benicia High School, Jack London, Community Center, City Hall, and Waters End, East Second Street, and Skillman Park. Staff received grant money from CSC in 2014 and will be expanding the evapotranpiration system to several new sites and is designing and installing drip irrigation along the East 2nd Street medians.	Parks & Community Services Dept.

## Summary of Implementation Changes

Parks and Recreation	2.32.B	Program	Regularly monitor County, State, and federal funding sources and apply for loans and grants to acquire, develop, and rehabilitate park land and facilities.	○	The City received a grant from the Coastal Conservancy to develop the Benicia Urban Waterfront Enhancement and Master Plan which was adopted in 2014. Staff actively seeks grants and has been successful on multiple occasions in being awarded grants for various park and public facilities.	Parks & Community Services Dept.
	2.33.C	Program	Work with the State to keep the State Recreation Area open to the public for day use.	○	The Solano State Parks Committee continues to meet every other month and advocates for both Benicia State Parks. An AB1478 Donor Agreement entered jointly with the City of Vallejo and Solano County, with DPR, maintained service levels in 2013-2014. The City is evaluating climate change related risks (sea level rise) to the SRA and developing strategies to reduce its vulnerability and preserve marshland.	Parks & Community Services Dept.
Water	2.36.B	Program	Initiate water conservation programs and conduct drought contingency planning.	○	Due to Drought and State Water Project actions, the City is undertaking renewed efforts. City offers residents no cost home water assessments and efficient equipment (shower heads, gray water kits, and aerators). City matches County rebates to increase participation in County-wide water conservation programs.	Public Works Water Quality Division
	2.36.F	Program	Assist hospitality-related businesses to actively promote water conservation.	○	Program is implemented through the Public Works Water Quality Division. Economic Development Department also assists businesses by offering the Business Resource Incentive Program.	Public Works Water Quality Division

# Summary of Implementation Changes

Water	2.40.A	Program	Prepare, adopt, and implement a sewer maintenance and replacement program.	O	As a result of River Watch Settlement, the CCTV (Closed Circuit Television) Condition Assessment is underway. Funds are set aside for the Capitol Improvement Program for CCTV of gravity sewer lines.	Public Works Wastewater and Field Maintenance Divisions
Historic Preservation	3.1.D	Program	Continue to work and cooperate with the Benicia Historical Society on historic preservation issues.	O	Staff regularly coordinates and continues involvement with and from the Historical Society. Staff supported an application submitted by the Historical Society to add the Von Pfister Adobe to the National Register of Historic Places.	Community Development Dept. Planning Division and Parks & Community Services Dept.
	3.1.G	Program	Develop a program for property tax incentives.	C/O	Benicia established a Mills Act Program for owners of historic properties in 2003. In 2014, two new contracts were approved for a total of 37 properties that are participating in the Mills Act Program.	Community Development Planning Division
	3.1.I	Program	Publicize opportunities and incentives for historic preservation to owners of historic buildings.	C/O	In 2014, the Historic Preservation Review Commission and staff creates a brochure highlighting the City's historic preservation program. The brochure is available at the Planning and was distributed at the Benicia Farmer's Market in the Spring. The City participates in and supports National Preservation Month in May, has attended Benicia's Farmers Market to distribute information, and routinely collaborates with Benicia Main Street, Benicia Historical Society, and Benicia Historical Museum to promote historic preservation.	Community Development Planning Division

## Summary of Implementation Changes

Cultural	3.3.A	Program	Utilize the City's web page and other information sources to advertise cultural activities.	C/O	Information is found on the Library's website and on the homepage of the Arts & Culture Commission.	Library Dept.
	3.3.E	Program	Develop promotional materials that increase community awareness of the Camel Barn museum.	O	Ongoing. In 2014, the Museum became part of the Library's "This Place Has History" project and new signage and link to a webpage was created to promote information and awareness of the Museum	Library Dept.
Art	3.6.C	Program	Work with developers and builders to incorporate public art into projects, where applicable.	O/3	The potential for public art is evaluated in concert with project applications, e.g. recent projects include the facade alteration to Raley's Market in Southampton Center which was conditionally approved for public art in the plaza and the Waterfront Enhancement and Master Plan approved by City Council in December 2014, which incorporated public art in the plan. There is currently no budget to create a comprehensive program and funding mechanism.	Community Development Planning Division, Parks & Community Services Dept. and Library Dept.
Visual Character	3.9.C	Program	Develop a sign enforcement program along the freeways.	3	Not part of the current work program. The Sign Ordinance is enforced through complaints. The Sign Ordinance is being updated with an estimated adoption date of Winter 2015.	Community Development Planning Division and City Attorney's Office

# Summary of Implementation Changes

Visual Character	3.13.B	Program	Develop a plan for public and pedestrian access to and along the waterfront and shoreline.	PC/1	Both the Downtown Streetscape Master Plan and the Special Area Plan No. 3: Benicia Waterfront, San Francisco Bay Plan provide guidance and direction to ensure public access is provided. The City received a grant from the Coastal Conservancy to develop the Benicia Urban Waterfront Enhancement and Master Plan for the area between First Street and the Marina. The Master Plan was completed and adopted in 2014. The City is also addressing access to the waterfront and shoreline as part of the Adaptation Plan process and the plan will contain additional strategies that address these issues.	Parks & Community Services Dept and Community Development Planning Division
Regional/Subregional OpenSpace/Trails	3.15.B	Program	Adopt an open space preservation program aimed at acquiring or assisting in acquiring rights to open space within the Planning Area.	O/3	This is not part of the current work program. Not budgeted. However, the Sky Valley Open Space Committee meets when necessary to discuss other implementation options, e.g. CA Rangeland Trust assistance with conservation easements.	Community Development Planning Division
Biotic Resources	3.19.A	Program	Require biological assessments in sensitive habitat areas as part of environmental review of proposed development.	C/O	The Planning Division routinely enforces this program with projects that may impact sensitive habitat areas. Typically, a separate biological report is required, which may be incorporated into an Initial Study or Environmental Impact Report. In 2014, the property owner at 127-137 First Street (Tannery Building) conducted a biological assessment as required under the environmental review for the construction of the BCDC Bay Trail.	Community Development Planning Division

## Summary of Implementation Changes

Biotic Resources	3.20.B	Program	Limit the loss of native vegetation or require mitigation, or both.	C/O	Planning staff routinely enforces this program with projects that may remove vegetation. The City is currently assessing the extent to which marshland/vegetation could be lost do to sea level rise and the final Adaptation Plan will include strategies to address this issue.	Community Development Planning Division
	3.20.C	Program	Require native and compatible non-native plant species, especially drought-resistant species, to the extent possible in landscaping new development and public areas.	3/O	The City does not have mandates to require plants to be native/drought-tolerant; however, with the 2011 adoption of the State's Model Landscape Ordinance, this is encouraged through development review process.	Community Development Planning Division
Energy	3.27.A	Program	Distribute information on weatherization and energy conservation.	C/O	A multitude of brochures and information is available at the Planning Counter. The City also distributes information on SustainableBenicia.org and through existing water/energy programs like the Benicia Home Efficiency Program. The City will host community workshops in 2015 to educate the public about Marin Clean Energy & PG&E's energy conservation programs.	Community Development Planning and Building Divisions
	3.27.B	Program	Implement State energy conservation requirements in new housing.	C/O	The Building Division requires compliance with these requirements for all building permit applications. The California Green Building Standards Code, 2013 Edition, was adopted by reference in Title 15 of the Municipal Code in 2013.	Community Development Planning and Building Divisions

# Summary of Implementation Changes

Healthy Community	4.4.A	Program	Include law enforcement, the School District, and proprietors of nicotine, alcohol, and prescription drugs in planning and operating substance abuse prevention programs.	○	The department conducts education and "sting" operations to reduce the availability of ATOD and works with Solano County's ATOD Reducing Rates Strategic Plan	Police Dept.
Community Hazards	4.7.B	Program	Provide readers with easy directions on how to access information about contaminated sites in Benicia.	○	As authorized by the City Attorney, records for sites where issues have been resolved were withdrawn from the library collection in 2008. The City maintains its website; most documents can be accessed by the public. Free computer access and wireless access is available at the Library. Other documents are available on Disc Image.	Library Dept.
	4.9.B	Program	Consult with the staff of the BAAQMD and prepare recommendations for actions that the City will take to reduce identified air quality problems toward meeting ambient air quality standards.	PC/O	Excellent air quality is overarching goal in the Climate Action Plan. A 2003 Settlement Agreement with Valero Refinery required Valero to conduct specific air quality monitoring; a 2010 Amendment to that agreement requires continuing/additional monitoring; reports are generated by Valero and Valero Advisory Panel. In addition, there is an air quality monitoring station that could generate reports about Benicia air quality; Valero and the City are currently assessing best management practices. A 2010 greenhouse gas emissions inventory was completed in 2013 and another is recommended for 2014. City is conducting a vulnerability assessment and developing an adaptation plan that will identify resiliency strategies that also improve air quality.	Community Development Planning Division

## Summary of Implementation Changes

Community Hazards	4.10.A	Program	Coordinate air quality planning efforts with other local, regional, and State agencies.	O	With the passage the Global Warming Solutions Act (AB32), and specifically with SB375 (Sustainable Communities Strategy and Climate Protection Act), the Planning Division closely coordinates regional planning efforts with ABAG/MTC, specifically in preparing a Sustainable Communities Strategy for the 9 county Bay Area. The City participated in programs offered by ABAG/MTC, such as FOCUS and the designation of (two) Priority Development Areas. The City supports the reduction of greenhouse gas emission and does it part through sustainable planning. In addition, the City adopted a Climate Action Plan and implementation is underway. The City also coordinates with BAAQMD to determine if funds are available for community air monitoring programs and meets with the air district when necessary. City participated and provided feedback to the ARB when it updated the AB 32 Scoping Plan.	Community Development Planning Division
	4.11.D	Program	Prepare a planning-level geologic hazards map of the Planning Area as needed.	C/3	Not part of the current work program. May require outside resources. However, FEMAs HAZUS-MH Map series program regularly updates geologic conditions, e.g. earthquake, liquefaction, flood, and is readily available online. The City received a Coastal Conservancy grant to assess local hazards that will be exacerbated by climate change. A map/list of hazards will be part of the final Adaptation Plan.	Community Development Dept. Planning Division and Public Works Engineering Division

# Summary of Implementation Changes

Community Hazards	4.11.F	Program	Develop a Planning Area data base of geologic information for use when making planning decisions and as a resource for the community.	C/3	Not part of the current work program. May required outside resources. However, FEMAs HAZUS-MH Map series program regularly updates geologic conditions, e.g. earthquake, liquefaction, flood, and is readily available online. A comprehensive report explaining existing conditioins and anticipated future hazards will be part of the final Adaptation Plan that is currently being developed.	Community Development Planning Division and Public Works Engineering Division
	4.11.I	Program	Consider implementing a citizen earthquake response system based on the San Francisco model.	O	The Fire Department manages the Benicia Emergency Response Teams. See <a href="http://www.beniciacc.org/berf">www.beniciacc.org/berf</a> . This is a current and active community outreach program; since 2001. Has trained over 500 residents. Community classes are offered. In 2014 the City recieved a grant and began preparation of a Climate Change Vulnerability and Adaptation Plan. As part of the adaptation planning process, staff and consultant team held a public workshop to educate the public about climate related hazards including earthquakes, fire, flooding, sea level rise, and temperature change. The City created an online forum where the public could review information and provided feedback on how best to address these hazards.	Fire Dept.
	4.12.A	Program	Prepare a new citywide storm drain master plan.	3	Funding not available. With the passage of Measure C in 2014, there are expected to be funds available within the next 2 years for an update.	Public Works Engineering Division

## Summary of Implementation Changes

Community Hazards	4.13.A	Program	Require all potential developers in the Sulphur Springs Creek floodplain to provide flood hazard mitigation measures that ensure the subject properties are not at risk of flooding during the FEMA-designated 100-year base flood.	C/O	Staff routinely enforces this program and would require any development occurring in this area to be built (i.e. raised) above the floodplain. The final Adaptation Plan may identify additional strategies that developers could use to mitigate flooding.	Community Development Planning Division
	4.14.B	Program	Continue to communicate with State, regional, and local agencies and legislatures to relay information on Benicia's current and potential water quality contamination concerns, particularly regarding hazardous waste sites, existing and closed landfills, new and existing waste-generating industries and commercial operations, and City waste disposal and water/sewage treatment facilities.	O	This is part of the Adaptation planning process that began in 2014; local, regional, and state agencies will be made aware of the findings related to contamination issues and the vulnerability of the wastewater treatment plant.	Public Works Water Quality and Wastewater Divisions
	4.14.C	Program	Provide information to the public on provisions of the City's Stormwater Pollution Prevention Plan (SWPPP) program and preparation of SWPPPs for all construction projects of five acres or more. Implement Best Management Practices (BMPs) for stormwater runoff and erosion controls for all development.	O	Implemented through MS4 Phase II Storm Water Permit which established a minimum threshold of 2,500 square feet. In addition, the Planning Division is charged with distributing information to applicants of all development projects.	Public Works Water Quality Divisions and Community Development Planning Division
	4.14.D	Program	Conduct an outreach program to industry and residents on how to reduce storm water-related pollution.	O	Implementing through public education outreach and Bay Area Stormwater Management Agencies Association Phase II Group.	Public Works Engineering Division

# Summary of Implementation Changes

Community Hazards	4.17.B	Program	Situate all new hazardous material storage and handling areas to minimize the possibility of environmental contamination in the event of an accidental spill.	○	Through the Fire Dept's inspection program and in cooperation with Solano County Environmental Management. The City is developing strategies to reduce this risk as part of the Adaptation Plan process.	Fire Dept.
	4.22.A	Program	Provide the public with information and training on what to do until help arrives in emergency situations.	○	Part of the community outreach program and Benicia Emergency Response Training (BERT); the City is also informing/training the public on strategies to reduce climate change related risks like flooding, sea level rise, and temperature increases.	Fire Dept.
Noise	4.23.B	Program	Investigate conditioning construction of live/work units with a requirement to record a "notice of special restrictions" which would acknowledge the noisy nature of existing adjacent industrial uses.	○	The applicability of this program would be evaluated at the time of development review.	Community Development Planning Division



**ANNUAL ELEMENT PROGRESS REPORT**  
**2007-2014 Housing Element Implementation**  
 (CCR Title 25 §6202 )

Jurisdiction City of Benicia  
 Reporting Period 1/1/2014 - 12/31/2014

**Table A**

**Annual Building Activity Report Summary - New Construction**  
**Very Low-, Low-, and Mixed-Income Multifamily Projects**

Housing Development Information							Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions		
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions	
190 West N Street	SFR					1	1				
279 East I Street	SFR					1	1				
287 East I Street	SFR					1	1				
625 East 5th Street	SFR					1	1				
(9) Total of <b>Moderate and Above Moderate</b> from Table A3 ▶ ▶					0	0	0				
(10) Total by income Table A/A3 ▶ ▶						4	4				
(11) Total <b>Extremely Low-Income</b> Units*											

\* Note: These fields are voluntary

**ANNUAL ELEMENT PROGRESS REPORT**  
**2007-2014 Housing Element Implementation**  
 (CCR Title 25 §6202 )

Jurisdiction City of Benicia  
 Reporting Period 1/1/2014 - 12/31/2014

**Table A2**  
**Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)**

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity				0	
(2) Preservation of Units At-Risk				0	
(3) Acquisition of Units				0	
(5) Total Units by Income	0	0	0	0	

\* Note: This field is voluntary

**Table A3**  
**Annual building Activity Report Summary for Above Moderate-Income Units (not including those units reported on Table A)**

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for <b>Moderate</b>						0	
No. of Units Permitted for <b>Above Moderate</b>						0	

\* Note: This field is voluntary

**ANNUAL ELEMENT PROGRESS REPORT**  
**2007-2014 Housing Element Implementation**  
 (CCR Title 25 §6202)

**Jurisdiction** City of Benicia  
**Reporting Period** 1/1/2014 - 12/31/2014

**Table B**

**Regional Housing Needs Allocation Progress**

**Permitted Units Issued by Affordability**

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.		2007	2008	2009	2010	2011	2012	2013	2014		Total Units to Date (all years)	Total Remaining RHNA by Income Level
<b>Income Level</b>		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	147										147
	Non-deed restricted											
Low	Deed Restricted	99										94
	Non-deed restricted		3				1		1		5	
Moderate	Deed Restricted	108										108
	Non-deed restricted											
Above Moderate		178	82	17	34	13	11	1	1	4	163	15
Total RHNA by COG. Enter allocation number:		532										
Total Units ▶ ▶ ▶			85	17	34	13	12	1		4	168	364
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶												

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

**ANNUAL ELEMENT PROGRESS REPORT**  
**2007-2014 Housing Element Implementation**  
 (CCR Title 25 §6202 )

Jurisdiction City of Benicia  
 Reporting Period 1/1/2014 - 12/31/2014

**Table C**  
**Program Implementation Status**

Program Description (By Housing Element Program Names)	<b>Housing Programs Progress Report - Government Code Section 65583.</b> Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.		
<b>Name of Program</b>	<b>Objective</b>	<b>Timeframe in H.E.</b>	<b>Status of Program Implementation</b>
Program 1.01	Work/Coordinate with Housing Authority	2007-2014	The City and Housing Authority have shared information on meetings, agendas, and current projects throughout the planning period. The City has been responsive to Housing Authority needs and concerns. The City also consults with the Housing Authority during the annual review of the Housing Element. As part of the process the Housing Authority submits an annual status report to the City. The City has not updated the inventory of vacant and opportunity sites biannually due to limited staffing resources.
Program 1.02	Support the Benicia Housing Authority in their administration of the Section 8 housing voucher program	2007-2014	This is an ongoing effort between the City and the Benicia Housing Authority whereby the City provides support when eligible. This program was continued in the 2015-2023 Housing Element Update for implementation.
Program 1.03	Consider joining a consortium for source of funding; mortgage revenue bonds/credit certificates, to develop affordable housing and first time homebuyer assistance	2014	The City began to investigate the feasibility, however when staff resources were reduced this effort was placed on hold. This program has been continued to the 2015-2023 Housing Element and investigating the feasibility of joining a housing consortium will continue as part of new Element.
Program 1.04	Leverage financial resources and partner with the development community to assist first-time homebuyers with down payments. Apply for Community Development Block Grant (CDBG) funding annually for this purpose	2007-2014	This is an ongoing effort and the City will continue to seek CDBG funding as eligible. This program was continued in the 2015-2023 Housing Element Update for implementation.

**ANNUAL ELEMENT PROGRESS REPORT**  
**2007-2014 Housing Element Implementation**  
 (CCR Title 25 §6202 )

Jurisdiction City of Benicia  
 Reporting Period 1/1/2014 - 12/31/2014

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 1.05	Provide information at City Hall, other public locations, and on the City's website (www.ci.benicia.ca.us) to promote private, State, and federal homebuyer assistance programs to the public	2007-2014	Ongoing; the information available through the City directs inquires to the Benicia Housing Authority.
Program 1.06	Provide pre-application technical assistance to affordable housing providers to determine project feasibility and address zoning compliance issues in the most cost-effective and expeditious manner possible	2007-2014	Ongoing; pre-application review of all development projects including those pertaining to housing is regularly provided and coordinated through the Planning Division staff.
Program 1.07	Continue to educate the public on affordable housing through annual reporting to the Planning Commission and City Council	2007-2014 (Annually)	Ongoing; the Housing Element annual report is submitted with the General Plan Annual Report each year. The last one was submitted in April 2014.
Program 1.08	Amend the Zoning Ordinance to comply with changes in the State Density Bonus law	2014	This program has not yet been completed and was continued to the 2015-2023 Housing Element for implementation.
Program 1.09	To encourage the development of second units, amend the Zoning Ordinance for second units (accessory dwelling units) and reduce fees	2013	This program has not yet been completed and was continued to the 2015-2023 Housing Element for implementation.
Program 1.10	Investigate the feasibility of developing second unit prototype or model plans for homeowners to use	2013	This program has not yet been completed and was continued to the 2015-2023 Housing Element for implementation.

**ANNUAL ELEMENT PROGRESS REPORT**  
**2007-2014 Housing Element Implementation**  
 (CCR Title 25 §6202 )

Jurisdiction City of Benicia  
 Reporting Period 1/1/2014 - 12/31/2014

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 1.12	Provide developer incentives such as expedited permit processing and fee deferrals for units that are affordable to lower income households	2007-2014	The Community Development Department and Economic Development Division works closely with the development community. This is an ongoing effort subject to the specifics of individual development proposals. This program was continued in the 2015-2023 Housing Element Update for implementation.
Program 2.01	Evaluate the inclusionary ordinance and consider changes that would encourage the construction of affordable housing units, such as expedited permit processing and fee deferrals for units that are affordable to lower income households	2014	This program has not yet been completed and was continued to the 2015-2023 Housing Element for implementation.
Program 2.02	Include SB375 in General Plan Update for high density near transit	2019	The City adopted the Climate Action Plan in 2009 which established the community goal to reduce greenhouse gas emissions 10% below 2000 levels by year 2020. This program will be further implemented as part of the City's next General Plan update.
Program 2.03	Establish a trust for inclusionary housing in-lieu fees	Annually	The housing trust fund has been established and its maintenance is ongoing. This program has been updated and continued in the 2015-2023 Housing Element Update for implementation.
Program 2.04	Amend General Commercial zoning district to allow residential uses	2013	Evaluation of the program determined that use regulations in the CG zone do not present a constraint to accommodate affordable housing. This program was removed from the 2015-2023 Housing Element update.
Program 2.05	Consider affordable housing linkage fee on nonresidential development projects	2014	This program has not yet been completed and was continued to the 2015-2023 Housing Element for implementation.
Program 2.06	Monitor funding sources for upstairs residential unit development on First Street	Annually	The City continues to monitor available funding sources and updates the contact information as necessary. This is an ongoing effort. This program was continued in the 2015-2023 Housing Element for implementation.

**ANNUAL ELEMENT PROGRESS REPORT**  
**2007-2014 Housing Element Implementation**  
 (CCR Title 25 §6202 )

Jurisdiction City of Benicia  
 Reporting Period 1/1/2014 - 12/31/2014

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 2.07	Apply for financial assistance for projects in the Priority Development Areas	2007-2014	In 2013, the City received a \$250K One Bay Area Grant (OBAG) for the development of a traffic circulation plan for the Benicia Northern Gateway Employment Investment Area PDA. The City continues to seek funding opportunities for the Downtown PDA. This program has been updated and revised in Chapter 4 of the 2015-2023 Housing Element as Program 2.06 and will continue to be implemented as opportunities arise.
Program 3.01	Amend Zoning Ordinance to allow for emergency shelters by right	2013	This program was completed. A revision to the Zoning Ordinance was adopted in December 2014 to allow emergency shelters by right in compliance with SB2
Program 3.02	Adopt a reasonable accommodations ordinance	2013	This program was completed. A revision to the Zoning Ordinance was adopted in December 2014 to address reasonable accommodations.
Program 3.03	Provide assistance to the Community Action Council	2007-2014	The City has engaged CAC and Benicia Housing Authority promoting their services on the City's website and will continue to provide information as requested. This program was continued in the 2015-2023 Housing Element Update for implementation.
Program 3.04	Refer persons in need of transitional housing assistance to the Community Action Council	2007-2014	Ongoing; The City will continue to work with the CAC to identify housing needs and ensure that social services are provided.
Program 3.05	Provide social services in all City funded affordable housing projects	2007-2014	This program has been updated and continued to the 2015-2023 Housing Element for implementation.
Program 3.06	Facilitate the establishment of shared housing	2007-2014	This program was continued to the 2015-2023 Housing Element for implementation.
Program 4.01	Expand the use of existing Housing Rehabilitation Loan Program	2007-2014	Ongoing; Able to maintain the program, but do not have the resources to expand it.

**ANNUAL ELEMENT PROGRESS REPORT**  
**2007-2014 Housing Element Implementation**  
 (CCR Title 25 §6202 )

Jurisdiction City of Benicia  
 Reporting Period 1/1/2014 - 12/31/2014

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 4.02	Provide standard specifications for seismic retrofitting of existing residential structures to assist property owners in meeting current seismic safety standards	2007-2014	Completed; plans available at Community Development Department counter and website
Program 4.03	Implement procedures applicable to inclusionary for-sale units	2007-2014	Ongoing
Program 4.04	Work with mobile home parks to ensure maintenance, upkeep, and compliance with State regulations	2013	This program has not been implemented and no contact with the owners has been made. This program was continued to the 2015-2023 Housing Element for implementation.
Program 4.05	Investigate ways to meet the housing need through rehabilitation and preservation of existing units	2007-2014	This is an ongoing effort subject to the specifics of individual development proposals. This program was continued in the 2015-2023 Housing Element Update for implementation.
Program 4.06	Maintain a record of affordable housing units	2007-2014	Ongoing. The City maintains a record and reports this information as part of the annual report.
Program 5.01	Implement the complaint referral process	2007-2014	Ongoing. The City Attorney's office manages this program and maintains this information in their office and on the City's website.
Program 5.02	Provide brochures on universal design for the public	2013	Completed universal design brochures available at the Community Development Department as of April 2013. Program to be carried forward, City will continue to provide brochures and consider writing development standards to encourage use of universal design in home design.

**ANNUAL ELEMENT PROGRESS REPORT**  
**2007-2014 Housing Element Implementation**  
 (CCR Title 25 §6202 )

Jurisdiction City of Benicia  
 Reporting Period 1/1/2014 - 12/31/2014

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 6.01	Implement the California Green Building Standards Code, 2010 edition	2007-2014	Beginning in 2008, the Community Development Department initiated new efforts to educate and bring awareness to the public about the long-term benefits of employing green building techniques, energy efficient construction methods, and use of sustainable materials. Brochures are available at the Community Development Department counter at City Hall. The State Energy Code was updated in 2010 and is enforced by the Building Division for all new and remodel residential projects. The City adopted, by reference, the California Green Building Standards Code, 2010 edition (subsequently 2013 edition), with amendments for residential additions of 600 sq. ft. or more, or for when a project's value exceeds \$20,000. The City will continue to evaluate additional green building standards beyond the State's minimum
Program 6.02	Implement the Home Efficiency Program and Solar Rebate Program	2007-2014	All funds (\$100,000) were allocated for a Residential Solar Incentive Program. The City has issued 34 rebates (\$3,000 each). The City continues to seek additional funds for the incentive program. Benicia Home Efficiency program will continue through Summer 2015. In addition, the City is in the process of expanding the PACE financing district to include residential in addition to commercial to provide for clean energy and water conservation upgrades. The City also coordinates with and supports Solano County water programs.
Program 6.03	Provide brochures from PG&E and others detailing energy conservation methods	2007-2014	Ongoing; Brochures are available at the Community Development Director counter in City Hall.
Program 6.04	Establish regulations requiring the development of environmentally sustainable buildings	2007-2014	This program was eliminated in the 2015-2023 Housing Element to eliminate the focus on the "Green Point Rated" certification system.
Program 6.05	Provide public education on energy efficiency and sustainable materials	2007-2014	Ongoing; There is a display on the wall near the Community Development public counter to educate the public on energy efficiency and sustainable design.





**City of Benicia**  
**Strategic Plan**  
**FY 2013-2015**

## Strategic Planning

The Strategic Planning process is a proven and thoughtful method for determining how an organization's resources can be most wisely allocated. Strategic Planning requires research and analysis before making resource allocation decisions; strategic planning decisions are not randomly made. Strategic Planning requires research and analysis that is:

1. **COMPREHENSIVE:** all of the City's functions and responsibilities are reviewed prior to allocation decisions.
2. **LONG-TERM:** the City's long-term needs and opportunities are reviewed prior to making allocation decisions.
3. **INCLUSIVE:** all stakeholders are invited and encouraged to participate in needs and opportunities assessment prior to allocation decisions.

## Strategic Plan Elements

1. **MISSION STATEMENT:** a statement of the City's ultimate purpose and the difference it wishes to make for the community.
2. **VISION STATEMENT:** the character-defining elements of the ideal organization.
3. **VALUES STATEMENT:** the guiding principles the organization believes are right and should guide conduct.
4. **STRATEGIC ISSUES:** the major needs and opportunities facing the organization over the next two to five years that most impact achievement of the Mission and Vision. Numerous, important issues face any organization. The identified Strategic Issues are those that are perceived to be most critical.
5. **STRATEGIES:** one or more approaches to take in order to address the Strategic Issues.
6. **STRATEGIC PLAN ACTION ITEMS:** the specific projects and programs that will be pursued by the organization in the budget period (two years) to implement the Strategies.

The Strategic Plan differs from the City's General Plan in that the General Plan reflects the City's long-range vision. The Strategic Plan is a plan for the next two-five years that will help the City accomplish the goals of the General Plan with shorter-term strategies and actions.

Key points to keep in mind when developing a Strategic Plan include:

- Strategic Planning proceeds from the assumption that resources are limited so we must allocate them based on a review and identification of the highest priorities for the upcoming planning period (two-five years).

- Strategic Plan issues are the five +/- problems and opportunities that will arise in the planning period that will most impact achievement of the City's mission, vision and values.
- Strategic Plan strategies are the most promising approaches or general direction that will resolve the five Strategic Issues.
- Strategic Actions are the most effective projects, programs or activities that will execute or implement the strategies.
- It should be noted that Strategic Actions may be cross-cutting, that is they may fit under more than one Strategic Issue. Actions are listed under the Issue with which they are most clearly aligned. For example, Item 3c "Continue to collaborate with the Benicia Unified School District (BUSD) to support quality education" is listed under Strategic Issue 3: Strengthening Economic and Fiscal Conditions, but it also fits under Strategic Issue 5: Maintain and Enhance a High Quality of Life.
- Actions selected can be new, already planned, or on-going. The point is identifying and selecting actions that will best address the strategies and issues identified in the plan.
- The package of actions selected should not be comprised of only those that are easily achievable. Instead, they should be ambitious, while realistically achievable within resources that can be assembled within the planning period.
- Ultimately, resources required will be considered and evaluated in the budget process. The budget process is about allocating available resources to priorities established by the City Council.
- The last major policy step in the Strategic Planning process is budget adoption.

## Implementation Process

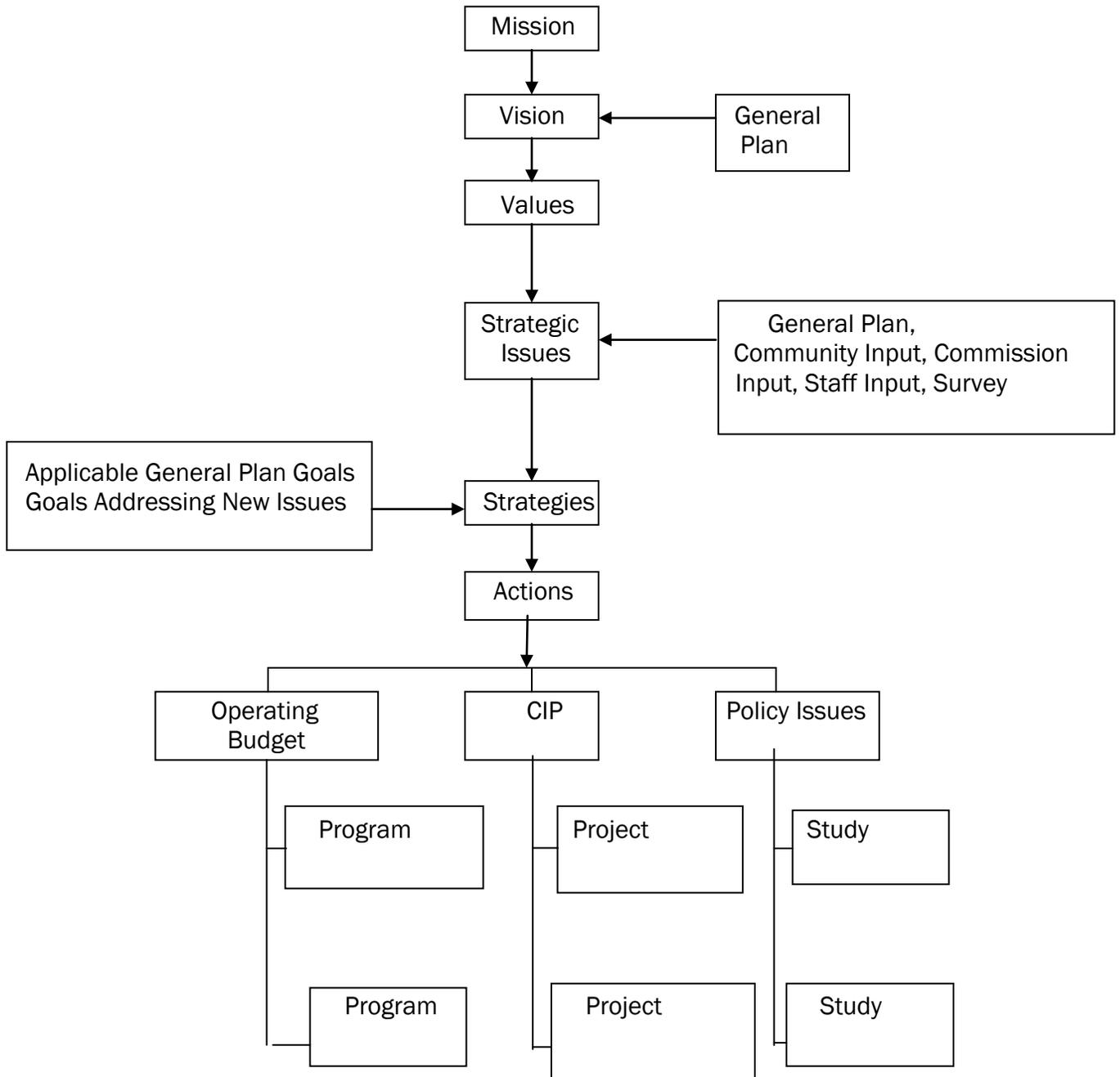
The City's Strategic Plan is achieved by pursuit of the following activities:

1. **BUDGET APPROPRIATION:** allocating our discretionary budget dollars to projects and programs that will address Strategic Plan Issues.
2. **DEPARTMENT STRATEGIC PLANS:** establishment of Strategic Plans by each department that include Actions that address Strategic Plan Issues.

3. **EMPLOYEE PERFORMANCE PLANS:** including objectives in the Performance Plan of every employee that addresses Strategic Plan Issues.
  
4. **MONITORING PLANS:**
  - a. Employee Performance Plans: supervisors personally review and discuss the employee's performance plan on an annual basis.
  - b. Strategic Action Plan: City Manager and Department Heads review progress once per month at staff meetings, and once per quarter at Council meetings.
  - c. Performance Measures: The 2013-2015 Budget has performance measures identified in each of the department narratives. These measures will be useful for tracking progress on both the Citywide Strategic Plan Actions, as well as other departmental priorities.

The following pages illustrate the process, as well as each of the City's Strategic Plan elements and together comprise the City's Strategic Plan for 2013-2015.

# Benicia Strategic Planning Process



# City of Benicia

## Mission, Vision and Values

### City Mission:

- **Excellent Service**

### City Vision:

- **To work together to build a sustainable community and enhance the City's overall quality of life.**

### City Values or Guiding Principles:

- **Respect**
- **Responsiveness**
- **Integrity**
- **Inclusiveness & Collaboration**
- **Teamwork**

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The Mission Vision and Guiding Principles of the Strategic Plan are consistent with the General Plan. The Strategic Plan supports accomplishment of the goals of the General Plan via shorter-term strategies and actions.

# STRATEGIC ISSUE 1: Protecting Community Health and Safety

## STRATEGIES

- 1) Provide modern and functional public safety facilities
- 2) Maintain adequate staffing for public safety and a strong EMS program
- 3) Provide a high state of preparedness for disasters/emergencies
- 4) Promote community preservation and prevent nuisances through increased code enforcement, environmental strategies and community education
- 5) Promote community and personal health

## ACTIONS

- 1) (a) Investigate funding strategies for a functional police building  
(b) Evaluate need to replace emergency generators at Fire Station 11
- 2) (a) Maintain current public safety service levels  
(b) Explore opportunities for resource sharing/collaboration with other fire service agencies  
(c) Explore opportunities for consolidation of fire and emergency medical dispatch services with other agencies
- 3) (a) Educate our citizens on the Community Alert Notification System, and conduct EOC trainings  
(b) Establish a community real-time air monitoring system to alert the City and affected community of significant air quality issues  
(c) Conduct Emergency Operations Center Exercises, at least twice annually.  
(d) Ensure all city employees are trained at the proper levels to meet the National Incident Management System Standards
- 4) (a) Leverage code enforcement resources to resolve systemic quality of life issues  
(b) Utilize technology to produce an effective and efficient use of resources
- 5) (a) Continue to support the Benicia Youth Action Coalition, a community collaborative, working together to reduce the underage use of alcohol, tobacco, and other drugs (ATOD) by Benicia Youth  
(b) Review smoking ordinance  
(c) Utilize library services and programs to promote community health

# STRATEGIC ISSUE 1: Protecting Community Health and Safety - Continued

## PRIMARY GENERAL PLAN GOALS

- ▶ GOAL 2.28: Improve and maintain public facilities and services.
- ▶ GOAL 4.22: Update and maintain the City's Emergency Response Plan.



# STRATEGIC ISSUE 2: Protecting and Enhancing the Environment

## STRATEGIES

- 1) Reduce greenhouse gas emissions and energy consumption
- 2) Implement new water conservation projects/programs
- 3) Pursue and adopt sustainable practices
- 4) Protect air quality

## ACTIONS

- 1) (a) Pursue financing mechanism for home and business renewable energy and/or energy conservation methods  
: (b) "Buy green", if fiscally feasible
- 2) Pursue water conservation projects as opportunities arise
- 3) (a) Pursue LEED certification for community center
- 4) Pursue multiple mass transit opportunities

## PRIMARY 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.
- ▶ GOAL 3.27: Improve energy efficiency.

# STRATEGIC ISSUE 3: Strengthening Economic and Fiscal Conditions

## STRATEGIES

- 1) Implement Economic Development Strategy
- 2) Strengthen Benicia Industrial Park competitiveness
- 3) Retain and attract business
- 4) Manage City finances prudently
- 5) Increase economic viability of industrial park and other commercial areas, while preserving existing economic strengths and historic resources

## ACTIONS

- 1)
  - (a) Replace Nationwide sign with tourism sign on I-680 freeway
  - (b) Continue tourism brand promotion and marketing (e.g., tourism website)
  - (c) Formulate BIP Marketing program
  - (d) Continue funding for non-profit arts and culture organization grants
  - (e) Complete master plan for Downtown Waterfront Park
- 2)
  - (a) Continue to approve and implement road resurfacing projects
  - (b) Pursue and develop Benicia Industrial Park Broadband Project
- 3)
  - (a) Implement Business Development Action Plan
  - (b) Continue and expand business support tools and policies that balance sustainability with economic vitality
  - (c) Continue to collaborate with the Benicia Unified School District (BUSD) to support quality education
- 4) Prepare and maintain balanced budget with strong emergency and contingency reserve and internal service funds
- 5)
  - (a) Plan for sustainable Benicia Business Park including pursuing grants for transit oriented development area and Intermodal Station planning
  - (b) Plan for investment in the Arsenal including hazard remediation
  - (c) Update zoning code to encourage clean energy, high-tech R&D uses in industrial districts

# STRATEGIC ISSUE 3: Strengthening Economic and Fiscal Conditions - Continued

## PRIMARY GENERAL PLAN GOALS

- ▶ Overarching Goal of the General Plan: Sustainability
- ▶ GOAL 2.34: Ensure adequate school facilities to serve all residential areas.
- ▶ GOAL 2.35: Cooperate with the School District to provide opportunities for citizen use of the schools.
- ▶ GOAL 2.5: Facilitate and encourage new uses and development which provide substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety, and quality of life.
- ▶ GOAL 2.28: Improve and maintain public facilities and services.
- ▶ GOAL 2.7: Attract and retain industrial facilities that provide fiscal and economic benefits to – and meet the present and future needs of – Benicia.

# STRATEGIC ISSUE 4: Preserving and Enhancing Infrastructure

## STRATEGIES

- 1) Provide safe, functional and complete streets
- 2) Increase use of mass transit
- 3) Address technology needs
- 4) Provide adequate funding for ongoing infrastructure needs

## ACTIONS

- 1) (a) Fund street maintenance at a level that will improve pavement management index rating  
(b) Implement traffic calming work program
- 2) (a) Complete plans for and begin construction of a park-and-ride facility at W. Military at Southampton  
(b) Continue to pursue designation for a WETA-Ferry stop in downtown area  
(c) Continue planning for an intermodal transportation station in vicinity of Benicia Industrial Park and proposed Benicia Business Park
- 3) (a) Prepare a City government technology improvement plan  
(b) Acquire and implement: 1) upgraded public safety technology, and 2) enhanced GIS capabilities
- 4) (a) Implement a plan for funding of reserves for vehicle, equipment and facilities infrastructure  
(b) Fund bridge maintenance program

# STRATEGIC ISSUE 4: Preserving and Enhancing Infrastructure - Continued

## PRIMARY GENERAL PLAN GOALS

- ▶ Overarching Goal of the General Plan: Sustainability
- ▶ GOAL 2.15: Provide a comprehensive system of pedestrian and bicycle routes which link the various components of the community: employment centers, residential areas, commercial areas, schools, parks, and open space.
- ▶ GOAL 2.17: Provide an efficient, reliable, and convenient transit system.
- ▶ GOAL 2.19: Promote a regional (San Francisco, Oakland, Alameda) and local (Martinez, Port Costa, and Crockett) ferry service.
- ▶ GOAL 2.20: Provide a balanced street system to serve automobiles, pedestrians, bicycles, and transit, balancing vehicle-flow improvements with multi-modal considerations.
- ▶ GOAL 2.28: Improve and maintain public facilities and services.

# STRATEGIC ISSUE 5: Maintain and Enhance a High Quality of Life

## STRATEGIES

- 1) Operate community activity centers
- 2) Implement the Downtown Master Plan
- 3) Promote arts and culture
- 4) Preserve City-owned historic structures
- 5) Provide support to disadvantaged segments of the community
- 6) Support Benicia Public Library's ability to meet the public's expanding needs for information, communication and literacy

## ACTIONS

- 1) (a) Continue to provide support for the library as a community center
- 2) (a) Pursue outside funds for Downtown improvements (streetscape, parking and traffic calming enhancements)  
(b) Review mixed use and other alternatives for the City's E Street lot
- 3) (a) Pursue funding sources for arts and culture activities
- 4) (a) Continue to seek tenant for occupancy of Commanding Officer's Quarters  
(b) Maintain City-owned historic structures (e.g. Benicia Historical Museum, SP Depot, Clocktower)
- 5) (a) Obtain grants to provide a transitional shelter  
(b) Facilitate construction of affordable housing per updated Housing Element  
(c) Continue funding for Human Services grants
- 6) (a) Provide ongoing support for library and literacy services  
(b) Plan for future basement expansion

# STRATEGIC ISSUE 5: Maintain and Enhance a High Quality of Life – Cont.

## PRIMARY GENERAL PLAN GOALS

- ▶ Overarching Goal of the General Plan: Sustainability
- ▶ GOAL 2.11: Encourage the retention and continued evolution of the lower Arsenal into a historical/cultural/commercial/industrial center of mutually compatible uses.
- ▶ GOAL 2.12: Strengthen the Downtown as the City's central commercial zone.
- ▶ GOAL 2.30: Maintain and improve existing parks and recreation programs.
- ▶ GOAL 3.1: Maintain and enhance Benicia's historic character.
- ▶ GOAL 3.3: Increase public awareness of cultural resources and activities.
- ▶ GOAL 3.4: Support the library and the services it provides the community.

# 2013-15 Strategic Plan Appendix

The following City documents are existing plans, adopted by the City Council, that are relevant to the Strategic Plan.

- ▶ Downtown Historic Conservation Plan 1990
- ▶ Downtown Streetscape Design Plan 1990
- ▶ Arsenal Historic Conservation Plan 1993
- ▶ Parks Master Plan 1997
- ▶ Benicia General Plan 1999 and 2007-2014 Housing Element
- ▶ Downtown Mixed Use Master Plan 2007
- ▶ Economic Development Strategy 2007
- ▶ Strategic Tourism Marketing Plan 2008
- ▶ Benicia Climate Action Plan 2009
- ▶ Public Art Program 2012
- ▶ BIP Technology Needs Assessment 2012
- ▶ Business Development Action Plan 2012
- ▶ City of Benicia Emergency Operations Plan (2007)

**DRAFT**



**BENICIA PLANNING COMMISSION  
REGULAR MEETING MINUTES**

**City Hall Council Chambers  
Thursday, March 12, 2015  
7:00 P.M.**

**I. OPENING OF MEETING**

**A. Pledge of Allegiance**

**B. Roll Call of Commissioners**

Present: Commissioners Oakes, Sprague, Smith (arrived 7:22)  
Young and Chair Dean

Absent: Commissioners Cohen-Grossman and Sherry

Staff Present: Amy Million, Principal Planner  
Suzanne Thorsen, Associate Planner  
Kat Wellman, Contract Attorney

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

**II. ADOPTION OF AGENDA**

On motion of Commissioner Sprague, seconded by Commissioner Oakes the agenda was adopted, with the change to move item V.A., Appeal of Community Development Director Decision of Jefferson Street Bed and Breakfast, to the end of the Regular Agenda, by the following vote:

Ayes: Commissioners, Oakes, Sprague, Young and Chair Dean

Noes: None

Absent: Commissioners Cohen-Grossman, Sherry and Smith

Abstain: None

**III. OPPORTUNITY FOR PUBLIC COMMENT**

**A. WRITTEN**– None.

**B. PUBLIC COMMENT**

Marilyn Bardet, Benicians for a Safe and Healthy Community, requested

information about the recirculation of the Draft EIR for the Valero Crude by Rail Project. She provided a copy of her questions and requested a written response by the City.

**IV. CONSENT CALENDAR**

On motion of Commissioner Young, seconded by Commissioner Sprague, the consent calendar was approved, by the following vote:

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

**A. APPROVAL OF MINUTES OF FEBRUARY 5, 2015 REGULAR MEETING**

**V. REGULAR AGENDA ITEMS**

**A. USE PERMIT TO OPERATE A 2,600 SQUARE FOOT PERSONAL HEALTH AND FITNESS STUDIO AFTER DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA**

15PLN-00003 Use Permit  
4876 East Second Street  
APN: 0080-510-290

Suzanne Thorsen, Associate Planner, gave an overview of the request.

The Commission inquired about consequences for work without a permit, roll-up doors and noise, and the size and use of the mezzanine.

The Commission commented on the parking and the impacts of non-industrial uses in the industrial park.

Geoff Quares, applicant, clarified that he did not construct the mezzanine that is in his tenant space and provided additional information about himself and his business.

The public hearing was opened.

Jasmine Powell, President of the Benicia Industrial Park Association, expressed concerns about non-industrial uses moving into the Industrial Park, especially safety concerns with children and truck traffic. She stated that non-industrial uses are negatively affecting the Industrial Park.

John Jackson, Scott's Auto Repair, noted that it is difficult to find space for a business in the City and spoke in support of the Use Permit.

The public hearing was closed.

Commissioners concurred with the issues raised by Ms. Powell but stated that the proposed use, as conditioned, is compatible in the specific location proposed. Commissioner Smith and Chair Dean underscored the importance of a policy discussion on the issue of health and fitness uses in the Industrial Park.

**RESOLUTION NO. 15-1 OF THE PLANNING COMMISSION OF THE CITY OF BENICIA APROVING A CONDITIONAL USE PERMIT FOR A HEALTH/FITNESS STUDIO AT 4876 EAST SECOND STREET (15PLN-00003; APN: 0080-510-290)**

On motion of Commissioner Young, seconded by Commissioner Sprague, the above resolution was approved, by the following vote:

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

**B. GENERAL PLAN IMPLEMENTATION REPORT**

Ms. Million presented the General Plan Annual Implementation Report.

Commissioner Young inquired about protection of agriculture and open space; funding for public art; air quality monitoring at Valero; authorization of business incentives; enforcement of water usage restrictions; use of Community Development Block Grant for restoration of historic homes in low-income areas; administration of the CDBG program; regulation of live-work spaces; implementation of the Housing Element; grant for traffic circulation in the Industrial Park; and mobile home park conversion.

Chair Dean noted that the General Plan was last adopted in 1999 and inquired about state regulations for renewal of the General Plan. Ms. Million responded that the State encourages the City to re-evaluate the plan. A comprehensive update would address at least four elements. The City Council has explored a technical update, but Ms. Million noted that there are financial constraints.

Ms. Million said that there is no current discussion of a fee exaction for public art, but suggested that the Planning Commission could add this topic to the Priority List of Discussion Items for the coming year. She clarified that in the future a Senior Planner, which is a recently authorized position, would administer CDBG for the City.

Dana Dean, 283 East H Street, commented on the age of the General Plan, expressed support for an update, and clarified the Sky Valley committee's role in obtaining conservation easements and purchasing buffers.

**C. APPEAL OF COMMUNITY DEVELOPMENT DIRECTOR DECISION TO APPROVE A USE PERMIT TO OPERATE A BED AND BREAKFAST AT 963 JEFFERSON STREET IN THE OFFICE COMMERCIAL (CO) DISTRICT, AFTER A DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA**

15PLN-00002 Appeal  
963 Jefferson Street  
APN: 0080-150-490, -010

Commissioner Sprague recused herself due to her firm representing the project applicant.

Ms. Million provided an overview of the project.

The Commission asked various questions including the Bed and Breakfast, number of kitchens, the distinction between hotels and Bed and Breakfasts, and details of the floor plan.

Kat Wellman, Contract Attorney, clarified the nature of noise complaints in the Arsenal area.

Dana Dean, 283 East H, Appellant on behalf of Amports, expressed concern about conflicting uses in the Industrial Park, particularly between residential and industrial uses, and expressed concern about "airport syndrome". She outlined four points:

- The City should not continue to authorize location of incompatible uses next to each other.
- The City is not consistent in its approach to the Industrial Park, as it invests significant resources to attract business but does not protect lawfully operating businesses from incompatible uses that generate complaints.
- A condition should be imposed on the project to provide protection from complaints about incompatibility.
- There is a potentially significant impact on the Port due to

incompatibility with the General Plan, and this issue was not adequately evaluated in the CEQA analysis.

Commissioner Young inquired about evaluation of port impacts, adequacy of buffers, the number and type of noise complaints.

Stephen David, applicant and property owner, addressed Ms. Dean's comments. Commented on specific noise issues, including the proximity of the subject property to Amports and the nature of noise generated from an industrial property in the Arsenal.

Commissioners inquired about noise, the condition of approval requested by Amports, the number of kitchens in the building to serve the Bed and Breakfast, the use of rooms labeled "private" on the floor plan, the nature of events to be held in the facility.

The public comment was opened.

Jasmine Powell, Benicia Industrial Park Association, commented on the encroachment of residential uses on industrial areas and stated that industrial uses in Benicia should be protected.

The public hearing was closed.

Ms. Dean commented on the viability of the bed and breakfast, the incompatibility of the use, and the possibility that the bed and breakfast may have a cause of action against industrial and port uses in the future due to industrial impacts such as noise, odor and dust.

Mr. David discussed Ms. Dean's letter (dated March 12, 2015) and stated that her request is unreasonable as he has never filed a complaint related to noise from Amports or any other use, and commented on his experience running businesses and maintaining and restoring historic buildings.

Commissioners expressed support for a condition on the project similar to that in Ms. Dean's letter to acknowledge the adjacent industrial uses.

The Commission made comments regarding the Lower Arsenal Specific Plan, the Design Review/Use Permit process in general, landscaping, parking, accessibility compliance, CEQA exemption, and the commercial use classification of a Bed and Breakfast.

The Commission requested clarification from the City Attorney regarding the distinction between a deed restriction and a recorded

acknowledgement and the ability to overturn past CEQA decisions.

Commissioner Young moved to deny the appeal and uphold the decision of the Community Development Director subject to the following condition:  
Add a condition.

**RESOLUTION NO. 15-2 OF THE PLANNING COMMISSION OF THE CITY OF BENICIA DENYING THE APPEAL AND UPHOLDING THE DECISION OF THE COMMUNITY DEVELOPMENT DIRECTOR TO APPROVE A CONDITIONAL USE PERMIT TO ESTABLISH A BED AND BREAKFAST AT 963 JEFFERSON STREET (15PLN-00002)**

On motion of Commissioner Young, seconded by Commissioner Oakes, the above resolution was approved with the additional condition of approval:

*The applicant acknowledges that nearby land uses generate noise and that the operation of the bed and breakfast is being done with full knowledge and acceptance of the potential impact that adjacent uses may have the bed and breakfast;*

by the following vote:

Ayes: Commissioners Oakes, Young and Chair Dean  
Noes: Smith  
Absent: Commissioners Sherry and Cohen-Grossman  
Abstain: Commissioner Sprague

**VI. PROCLAMATION FOR COMMISSIONER BELINDA SMITH**

Chair Dean read the proclamation for Commissioner Smith.

**VII. COMMUNICATIONS FROM STAFF**

Ms. Million provided an update on the appointments to the Planning Commission.

**VIII. COMMUNICATIONS FROM COMMISSIONERS**

Commissioner Oakes commented on the need to better outline and document approval processes, especially for cases that involve multiple Commissions, and that while it is necessary to protect the city's economic assets it is difficult to achieve this on a one-off basis.

Chair Dean concurred with Commissioner Oakes and requested that a discussion item be presented on protection of industrial uses.

**IX. ADJOURNMENT**

Chair Dean adjourned the meeting at 9:27 p.m.

**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - APRIL 7, 2015**  
**BUSINESS ITEMS**

**DATE** : March 31, 2015  
**TO** : City Manager  
**FROM** : Economic Development Manager  
**SUBJECT** : **TOURISM MARKETING VIDEO SHOOT**

**RECOMMENDATION:**

Receive information and provide comment on scheduled aerial video shoot.

**EXECUTIVE SUMMARY:**

The City of Benicia Office of Economic Development has contracted for filming of an aerial video to promote our "Great Day by The Bay" tourism effort. The video will feature views of Benicia from sun up to sun down, from the marina to the bridge. Local video firm, Rotor Optics will handle the filming duties. Filming is expected to begin on or about April 25th, weather permitting, with editing wrapping up by mid-June.

**STRATEGIC PLAN:**

Relevant Strategic Plan Goals and Strategies:

Strategic Issue 1: Strengthening Economic and Fiscal Conditions

- Strategy #1: Implement Economic Development Strategy
  - Action #1b: Continue tourism brand promotion and marketing

**BUDGET INFORMATION:**

The agreement with Rotor Optics, LLC to film and edit the video totals \$2,925. Funds from the Economic Development, Contract Services Account No. 010-2605-8100 were appropriated to pay for these services.

**BACKGROUND:**

In our ongoing effort to keep our tourism promotion materials fresh and innovative, staff commissioned the work of local aerial videographers, Rotor Optics, LLC to produce video footage of Benicia. The video footage will be captured using an unpiloted aerial vehicle, which shall be remotely controlled by staff from Rotor Optics. The video will capture scenes from the Marina, B Street, Foot of First, First to G St., West to 9<sup>th</sup> St. and K St. to Southampton Bay.

Upon completion, the video, set to music, will be used on the Visit Benicia website along with the City of Benicia and Benicia Business websites, Facebook accounts and the League of California Cities site representing the City of Benicia.

Because of the unique nature of this video shoot, staff felt it desirable to highlight this endeavor as part of our energetic effort to promote Benicia. With this Council presentation and a subsequent press release, which will be issued by staff once the filming date has been confirmed, staff hopes to allay any concerns from the community as to the purpose and intent of this effort.

**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - APRIL 7, 2015**  
**BUSINESS ITEMS**

**DATE** : April 1, 2015

**TO** : City Council

**FROM** : City Manager

**SUBJECT** : **REQUEST BY MAYOR PATTERSON TO SUBMIT A LETTER OF SUPPORT TO THE FEDERAL OFFICE OF MANAGEMENT AND BUDGET REGARDING THE IMPLEMENTATION OF THE LEAGUE OF CALIFORNIA CITIES' RAIL SAFETY POLICIES**

**RECOMMENDATION:**

Consider Mayor Patterson's request to send a letter of support to the Office of Management and Budget regarding the League of California Cities rail safety policies.

**EXECUTIVE SUMMARY:**

The League of Cities is requesting that member cities send letters to the Federal Office of Management and Budget encouraging the adoption of several rail safety recommendations for the transport of hazardous materials. The Mayor is requesting City Council concurrence with sending a letter of support on behalf of the Benicia City Council.

**BUDGET INFORMATION:**

N/A

**GENERAL PLAN:**

- GOAL 4.16: Require hazardous materials and hazardous waste management handling and disposal procedures that are protective of human health and the environment.
  - POLICY 4.16.1: Support the Solano County Hazardous Waste Management Plan and its goals, policies, and implementation guidelines for hazardous waste reduction, hazardous waste facility siting, hazardous waste handling and disposal, public education and involvement, and program coordination with regulatory requirements.

**STRATEGIC PLAN:**

- Strategic Issue 1: Protecting Community Health and Safety

**BACKGROUND:**

The Board of Directors of the League of California Cities at its February 20, 2015 meeting adopted 10 specific recommendations as official policy regarding steps that should be taken to increase rail safety in the transport of hazardous materials. Per the attached letter, the League Executive Director has requested that cities send letters to the appropriate federal rail safety rule making authority requesting that these measures be implemented. Originally the League requested that letters be sent to U.S. Transportation Secretary, Anthony Foxx. Subsequent to the Mayor preparing the draft letter, the League learned that the decision on improved rail safety regulations now resides within the Office of Management and Budget. The Mayor is requesting that the City send a letter on behalf of the Benicia City Council.

In addition, in that the City is currently processing the Use Permit and EIR for the Valero Crude by Rail project, I asked the City Attorney to determine whether sending a letter requesting rail safety improvements would in any way create a due process issue for the City. The City Attorney's determination was that it would not because the letter does not oppose the Valero project or take any position on adequacy of the environmental review for the project. The letter simply urges the adoption of more stringent federal standards for the transportation of crude by rail.

**Attachments:**

- Mayor Patterson's March 16, 2015 draft letter of support
- League of Cities March 6, 2015 letter requesting letters of support and sample letter.

March 16, 2015

The Honorable Anthony R. Foxx  
Secretary of Transportation  
United States Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, D. C. 20590

RE: Rail Safety – Expedited Action Requested

Dear Secretary Foxx:

Due to a steady flow of concerns about the transport of crude oil by rail voiced by our citizens for several months, the City of Benicia has been in contact with the League of California Cities, which has been monitoring transport of crude oil and other hazardous materials by rail, as well as hosting educational forums on the topic. We note that the League has recently adopted as its policy several goals for safety improvements based on input from our key state agencies. The City of Benicia agrees with the League's position that implementation of these rail safety improvements should be expedited at the federal level to accomplish improved rail safety as soon as possible.

The continued increase in the transport of crude oil by rail, combined with recent rail accidents involving oil spills and resulting fires, has served to heighten concerns about rail safety among many of our citizens. Specifically, two derailments accompanied by fires involving unit trains (100 or more tank cars) carrying crude oil in West Virginia and in Ontario, Canada last month have greatly increased public anxiety about what steps the relevant federal regulatory agencies are taking to improve rail safety, and on what timetable.

The Board of Directors of the League of California Cities at its February 20, 2015 meeting adopted ten specific recommendations as official policy on this issue. The City of Benicia respectfully submits these recommendations to you as priority items for improving rail safety. We have three points to emphasize in submitting these recommendations. First, irrespective of whether these improvements are required of railroads, petrochemical companies, hazardous materials shippers, or the owners or lessees of rail tank cars, we urge that they take the form of mandates, rather than the more traditional recommendations. Second, the mandates should be accompanied by the imposition of a hard deadline for their implementation. Third, we strongly recommend

that the Department of Transportation include these recommendations for improved rail safety in the final rule for the Safe Transportation of Crude Oil and Flammable Materials.

### **League of Cities Policy Recommendations – Oil by Rail**

The City of Benicia urges the federal agencies with appropriate jurisdiction (primarily the National Transportation Safety Board, the Federal Railroad Administration, and the Pipeline and Hazardous Materials Safety Administration) to take the following actions to improve rail safety with respect to the transport of Bakken crude oil and other hazardous materials by rail:

- 1) **Mandate Electronically Controlled Braking Systems:** Require installation of electronically controlled, pneumatic braking systems (ECP) on trains carrying Bakken crude and ethanol by a date certain. This technology allows for faster and more efficient braking to a full stop.
- 2) **Expedite retrofit or phase-out of tank cars failing to meet current safety standards:** Require phase-out or retrofitting of older, DOT-111 tank cars manufactured prior to October 2011, to be completed by a date certain. The Association of American Railroads adopted higher manufacturing standards requiring greater structural integrity for these tank cars which took effect at that time to facilitate safer transport of flammable liquids, including ethanol and all crude oil.
- 3) **Mandate Provision of Real-Time Information to first responders in event of accidents:** Require via federal regulations that railroads and producers of petroleum and other hazardous materials shipped by rail make available to first responders, via a secure access portal on their websites, the cargo manifest information, or “consist,” on trains containing these substances. This information ideally should also be accessible via mobile applications, allowing rapid access by first responders to cargo manifest information in real time, particularly in accidents where the manifest is not available on the train.
- 4) **Federal funding for first responders:** Increase federal funding for training and equipment purchases for first responders, to improve their ability to respond to hazardous materials accidents.
- 5) **Mandatory Speed Limits:** Impose mandatory maximum speed limits in all areas.
- 6) **Mandate Stricter Reporting Requirements:** Lower the threshold for the number of tank cars that trigger a reporting requirement to the California Energy Commission and the State Emergency Response Commission, from 33 to 20. Currently petroleum producers and railroads only have to submit reports of trains

carrying Bakken crude oil if the train includes 33 or more tank cars. Each tank car holds 34, 500 gallons. This will lower the trigger for the reporting requirement from shipments of 1.1 million gallons or more, to shipment of 690,000 gallons or more.

- 7) **Identity priority routes for positive train control (PTC):** PTC is an advanced technology incorporating GPS tracking to automatically stop or slow trains before an accident can occur. It is specifically designed to prevent train-on-train collisions, derailments due to excessive speed, and unauthorized movement of trains. Require PTC to be employed on all rail lines used for the transport of hazardous materials, with a date certain by which the technology will be online.
- 8) **Mandate railroad industry compliance with Individual Voluntary Agreement negotiated with the U.S. Department of Transportation by codifying the following actions as requirements:** (Note: The requirements below have been voluntarily agreed to by railroads, but there is currently no legal or regulatory requirement for their compliance. Such requirements should be codified, given their significant impact on rail safety)
  - Reduced speed for crude oil trains with older tank cars going through urban areas
  - Analyses to determine the safest routes for crude oil trains
  - Increased track inspections
  - Enhanced braking systems (electronically controlled pneumatic brakes) ECP
  - Installation of wayside defective bearing detectors along tracks
  - Better emergency response plans
  - Improved emergency response training
  - Working with communities through which oil trains must move to address community concerns
- 9) **Clear methodology for funding:** Devise a clear methodology on how funds are to be distributed, to ensure that sufficient funds pass through that state and county agencies to the local agencies involved in first response.
- 10) **Regulate the parking and storage of tank cars:** Mandate improved safety regulations addressing the storage or parking of tank cars in populated areas.

The City of Benicia understands that this area of regulation may be largely pre-empted by federal law; therefore we are urging specific and timely action by the federal agencies charged with regulatory oversight in this area. We do not expect that derailments and accidents will cease altogether, but the current number is unacceptable. Stricter safety standards should minimize the risk to human and structures as soon as possible.

Letter to the Honorable Anthony R. Foxx

March 16, 2015

Page | 4

Thank you for your attention to this matter. Please contact my City Manager, Brad Kilger at (707) 746-4200 with any questions.

Sincerely,

Elizabeth Patterson

Mayor of Benicia

cc: Senator Dianne Feinstein  
Senator Barbara Boxer  
Members of the California Congressional delegation  
Federal Railroad Administration  
National Transportation Safety Board  
Solano Board of Supervisors  
Solano Transportation Authority  
Benicia City Council  
Brad Kilger, Benicia City Manger  
Heather McLaughlin, Benicia City Attorney



1400 K Street, Suite 400 • Sacramento, California 95814  
Phone: 916.658.8200 Fax: 916.658.8240  
www.cacities.org

March 6, 2015

The Honorable Anthony R. Foxx  
Secretary of Transportation  
United States Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, D. C. 20590

RE: Rail Safety – Expedited Action Requested

Dear Secretary Foxx:

The League of California Cities has been monitoring transport of crude oil and other hazardous materials by rail for several months, and has recently adopted as its policy several goals for safety improvements based on input from our key state agencies. We believe that implementation of these rail safety improvements should be expedited at the federal level to accomplish improved rail safety as soon as possible.

The continued increase in the transport of crude oil by rail, combined with recent rail accidents involving oil spills and resulting fires, has served to heighten concerns about rail safety among many of our member cities. Specifically, two derailments accompanied by fires involving unit trains (100 or more tank cars) carrying crude oil in West Virginia and in Ontario, Canada earlier this month have greatly increased public anxiety about what steps the relevant federal regulatory agencies are taking to improve rail safety, and on what timetable.

The Board of Directors of the League of California Cities at its February 20, 2015 meeting adopted ten specific recommendations as official policy on this issue, which we now respectfully submit to you as priority items for improving rail safety, and by extension the public safety of the 482 California communities we represent. We have three points to emphasize in submitting these recommendations. First, irrespective of whether these improvements are required of railroads, petrochemical companies, hazardous materials shippers, or the owners or lessees of rail tank cars, we urge that they take the form of mandates, rather than the more traditional recommendations. Second, the mandates should be accompanied by the imposition of a hard deadline for their implementation. Third, we strongly recommend that the Department of Transportation include these recommendations for improved rail safety in the final rule for the Safe Transportation of Crude Oil and Flammable Materials.

**League of Cities Policy Recommendations – Oil by Rail**

The League of Cities urges the federal agencies with appropriate jurisdiction (primarily the National Transportation Safety Board, the Federal Railroad Administration, and the Pipeline and

Hazardous Materials Safety Administration) to take the following actions to improve rail safety with respect to the transport of Bakken crude oil and other hazardous materials by rail:

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- 3) **Mandate Provision of Real-Time Information to first responders in event of accidents:** Require via federal regulations that railroads and producers of petroleum and other hazardous materials shipped by rail make available to first responders, via a secure access portal on their websites, the cargo manifest information, or “consist,” on trains containing these substances. This information ideally should also be accessible via mobile applications, allowing rapid access by first responders to cargo manifest information in real time, particularly in accidents where the manifest is not available on the train.
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The League of California Cities understands that this area of regulation is largely pre-empted by federal law; that is why we are urging specific and timely action by the federal agencies charged with regulatory oversight in this area. We do not expect that derailments and accidents will cease altogether, but we anticipate that stricter safety standards will reduce their numbers over time.

Thank you for your attention to this matter. Please contact me or the League's Washington advocate, Leslie Pollner, at (202) 469-5149 with any questions. We look forward to continuing to work with you on California's important local priority issues.

Sincerely,



Christopher McKenzie  
Executive Director

cc: Senator Dianne Feinstein  
Senator Barbara Boxer  
Members of the California Congressional delegation  
Federal Railroad Administration  
National Transportation Safety Board

**SAMPLE LETTER**  
**OIL BY RAIL SAFETY RECOMMENDATIONS**

DATE XXXX

The Honorable Anthony R. Foxx  
Secretary of Transportation  
United States Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, D. C. 20590

RE: Rail Safety – Expedited Action Requested

Dear Secretary Foxx:

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Thank you for your attention to this matter. Please contact me or my city manager, \_\_\_\_\_ at ( ) \_\_\_ - \_\_\_ with any questions..

Sincerely,

Mayor

cc: Senator Dianne Feinstein  
Senator Barbara Boxer  
Members of the California Congressional delegation  
Federal Railroad Administration  
National Transportation Safety Board