

**BENICIA CITY COUNCIL
REGULAR MEETING AGENDA**

**City Council Chambers
April 15, 2014
7:00 PM**

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

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

II. CLOSED SESSION:

III. CONVENE OPEN SESSION:

A. ROLL CALL.

B. PLEDGE OF ALLEGIANCE.

C. REFERENCE TO THE FUNDAMENTAL RIGHTS OF PUBLIC.

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

IV. ANNOUNCEMENTS/PROCLAMATIONS/ APPOINTMENTS/PRESENTATIONS:

A. ANNOUNCEMENTS.

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

2. Openings on Boards and Commissions:

Arts and Culture Commission
1 full term
1 unexpired term

Open until filled

Historic Preservation Review Commission
1 unexpired term
Open until filled

Finance Committee
1 unexpired term
Application due date: April 21, 2014

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 PUBLIC SAFETY
TELECOMMUNICATORS' WEEK - APRIL 13-19, 2014**

C. APPOINTMENTS.

D. PRESENTATIONS.

V. ADOPTION OF AGENDA:

VI. OPPORTUNITY FOR PUBLIC COMMENT:

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

A. WRITTEN COMMENT.

B. PUBLIC COMMENT.

VII. CONSENT CALENDAR (7:30 PM):

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

A. APPROVAL OF THE MINUTES OF THE MARCH 25, 2014 AND APRIL 1, 2014 CITY COUNCIL MEETINGS. (City Clerk)

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

This Vegetation Management Contract will minimize the risk and spread of fire in our wild land urban interface areas within the City of Benicia. The project consists of vegetation maintenance and the creation of firebreaks, fire trails, and fire access roads. This seasonal project must be outsourced since the City of Benicia does not have the capacity and equipment necessary to do the work.

Recommendation: Execute the Vegetation Management Contract with A&L Services, Inc. of Davis, California, in the amount of \$74,090.75 and authorize the City Manager to sign the contract on behalf of the City.

C. COASTAL CONSERVANCY CLIMATE READY GRANT. (City Manager)

The California State Coastal Conservancy (Conservancy) announced the availability of funding for projects through its Climate Ready program on June 13, 2013. Climate Ready grants are intended to encourage local governments and non-governmental organizations to act now to prepare for changing climate by advancing planning and implementation of on-the-ground actions that reduce greenhouse gas emissions and lessen the impacts of climate change on California's coastal communities and natural resources. The City developed and submitted a grant application and was awarded funding (\$150,000) as of January 2014. This funding will allow the City to conduct an assessment of the risks from climate change to natural resources and public infrastructure and develop an adaptation plan that outlines strategies to reduce those risks. The project will incorporate lessons learned as part of the University of California Berkeley Innovative Solutions project and leverage the existing Business Resource Incentive Program (BRIP) to conduct at least one additional site assessment in the industrial park. The current project budget indicates that \$149,996 will be needed to complete the Scope of Work, but the City will accept the grant for up to \$150,000.

Recommendation: Adopt a resolution accepting a Climate Ready Grant from the Coastal Conservancy in the amount of \$150,000 for completion of a climate risk vulnerability assessment and development of an adaptation plan for the Project Area and authorizing the City Manager to sign the agreement.

D. DENIAL OF CLAIM AGAINST THE CITY BY CELIA MASSON AND REFERRAL TO INSURANCE CARRIER. (City Attorney)

Claimant states that she stepped on a piece of chalk left in the street during the Peddler's Fair and fell to the ground aggravating an existing injury.

Recommendation: Deny the claim against the City by Celia Masson.

E. APPROVAL OF PURCHASE ORDER INCREASE FOR ROCK FOR FISCAL YEAR 2013-2014. (City Manager)

This action approves a purchase order increase for crushed aggregate rock for repair and maintenance of City streets and utility pipelines. Sufficient funds are available.

Recommendation: Adopt the resolution approving the purchase order increase for crushed aggregate rock for Fiscal Year 2013-2014 from Syar Industries Inc. of Vallejo, California, in the amount of \$16,000.00.

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

VIII. BUSINESS ITEMS (7:45 PM):

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

A. PRESENTATION AND ACCEPTANCE OF THE FINANCE COMMITTEE WORK PLAN FOR THE FISCAL YEARS 2013-15. (Interim Finance Director)

As part of the on-going annual duties, which includes review of the City's Comprehensive Annual Financial Statement (CAFR) and quarterly review of the City's investment report, the Finance Committee approved a work plan listing finance-related special projects the Committee intends to study in conjunction with City staff assistance. Committee Chairman Clarke will discuss the City's 2013 Annual CAFR, the City's investment report, and present the Committee's FY 2013-15 Work Plan for Council's acceptance.

Recommendation: Accept the Finance Committee Work Plan for the Fiscal Year 2013-15 based upon review of the information presented by the Committee Chairman.

B. GENERAL PLAN ANNUAL PROGRESS REPORT TO THE STATE OF CALIFORNIA. (City Manager)

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. Given the Planning Commission's duty, right, and power to implement the General Plan, Staff is bringing this Annual Report to the Planning Commission for review and recommendation for final acceptance by the City Council.

Recommendation: Accept the 2013 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.

C. Council Member Committee Reports:

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

- 1. Mayor's Committee Meeting.
(Mayor Patterson)
Next Meeting Date: April 16, 2014**
- 2. Association of Bay Area Governments (ABAG)
<http://www.abag.ca.gov/>.
(Mayor Patterson and Council Member Strawbridge)
Next Meeting Date: April 17, 2014**
- 3. Finance Committee.
(Vice Mayor Campbell and Council Member Strawbridge)
Next Meeting Date: April 25, 2014**
- 4. League of California Cities.
(Mayor Patterson and Vice Mayor Campbell)
Next Meeting Date: April 30, 2014**

5. **School Liaison Committee.**
(Council Members Strawbridge and Council Member Hughes)
Next Meeting Date: June 12, 2014
6. **Sky Valley Open Space Committee.**
(Vice Mayor Campbell and Council Member Schwartzman)
Next Meeting Date: TBD
7. **Solano EDC Board of Directors.**
(Mayor Patterson and Council Member Strawbridge)
Next Meeting Date: May 8, 2014
8. **Solano Transportation Authority (STA).**
<http://www.sta.ca.gov/>
(Mayor Patterson and Council Member Schwartzman)
Next Meeting Date: May 14, 2014
9. **Solano Water Authority-Solano County Water Agency and Delta Committee.**
<http://www.scwa2.com/>
(Mayor Patterson and Council Member Hughes)
Next Meeting Date: May 8, 2014
10. **Traffic, Pedestrian and Bicycle Safety Committee.**
(Vice Mayor Campbell and Council Member Schwartzman)
Next Meeting Date: April 17, 2014
11. **Tri-City and County Cooperative Planning Group.**
(Mayor Patterson and Council Member Strawbridge)
Next Meeting Date: TBD
12. **Valero Community Advisory Panel (CAP).**
(Mayor Patterson and Council Member Hughes)
Next Meeting Date: TBD
13. **Youth Action Coalition.**
(Mayor Patterson, Council Member Strawbridge and Council Member Hughes)
Next Meeting Date: April 23, 2014
14. **ABAG-CAL FED Task Force-Bay Area Water Forum.**
<http://www.baywaterforum.org/>
(Mayor Patterson)
Next Meeting Date: TBD

**15. SOLTRANS Joint Powers Authority
(Mayor Patterson, Council Member Hughes and Council Member
Schwartzman)
Next Meeting Date: April 17, 2014**

IX. ADJOURNMENT (9:00 PM):

Public Participation

The Benicia City Council welcomes public participation.

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

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

Disabled Access or special Needs

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

Meeting Procedures

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

Pursuant to Government Code Section 65009, if you challenge a decision of the City Council in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing. You may also be limited by the ninety (90) day statute of limitations in which to challenge in court certain

administrative decisions and orders (Code of Civil Procedure 1094.6) to file and serve a petition for administrative writ of mandate challenging any final City decisions regarding planning or zoning.

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

Public Records

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



PROCLAMATION

IN RECOGNITION OF

NATIONAL PUBLIC SAFETY TELECOMMUNICATORS' WEEK APRIL 13-19, 2014

WHEREAS, the Public Safety Dispatchers of the Benicia Police Department who processed 25,066 telephone calls in 2013 are usually the first and most critical contact that our citizens have with Benicia's emergency services; and

WHEREAS, the Benicia Police Department dispatchers handled 5,346 9-1-1 emergency calls and 19,720 non-emergency telephone calls. They dispatched 13,129 police calls for service and 2,244 fire calls for service. They dispatched 5,599 police self-initiated calls for service. In 2013, they dispatched a total of 20,972 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 13-19, 2014 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 15, 2014

MINUTES OF THE
REGULAR MEETING – CITY COUNCIL
March 25, 2014

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

I. CALL TO ORDER:

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

All Council Members were present.

II. CLOSED SESSION:

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: Potential Contracts for Various Water Rights

Agency negotiator: City Manager, City Attorney, Interim Public Works

Negotiating parties: City of Benicia and various water providers

Under negotiation: Both price and terms of payment

B. CONFERENCE WITH LABOR NEGOTIATOR

(Government Code Section 54957.6 (a))

Agency negotiators: City Manager and Assistant City Manager

Employee organizations: Senior Managers, Middle Management,

Local 1, Benicia Public Service Employees' Association (BPSEA),

Benicia Police Officers' Association (BPOA), Benicia Firefighters'

Association (BFA), Benicia Dispatchers Association (BDA), Police

Management, Unrepresented.

III. CONVENE OPEN SESSION:

Mayor Patterson called the Open Session to order at 6:56 p.m.

A. ROLL CALL

All Council Members were present.

B. PLEDGE OF ALLEGIANCE

Ron Uhlman (Doc) led the Pledge of Allegiance.

C. REFERENCE TO THE FUNDAMENTAL RIGHTS OF THE PUBLIC.

IV. ANNOUNCEMENTS/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS:

A. ANNOUNCEMENTS

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

Mark Boehme, Contract Attorney, stated there was nothing to report.

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

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

B. PROCLAMATIONS

1. **IN RECOGNITION OF NATIONAL VOLUNTEER WEEK - APRIL 6-13, 2014**

IN RECOGNITION OF VOLUNTEER OF THE YEAR - LARRY WHITNEY

2. **IN RECOGNITION OF AMERICAN RED CROSS MONTH - MARCH 2014**

3. **IN RECOGNITION OF NATIONAL LIBRARY WEEK - APRIL 13-19, 2014**

C. APPOINTMENTS (Continued from March 18, 2014 meeting)

1. **Appointment of Sharon Maher to the Community Sustainability Commission for a four-year term ending January 31, 2018.**

RESOLUTION 14-33 - A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF SHARON MAHER TO THE COMMUNITY SUSTAINABILITY COMMISSION FRO A FOUR-YEAR TERM ENDING JANUARY 31, 2018

Council Member Strawbridge discussed her vote on this appointment at the last Council meeting. The mayor did not take the subcommittee's recommendation on this appointment. She briefly discussed the other two individuals who the subcommittee recommended. She would have preferred to have the full Council present to discuss this appointment.

Council Member Hughes discussed the appointment process. He would support the appointment.

Council Member Schwartzman discussed the appointment process. He would like to see a youthful perspective on the commission.

Mayor Patterson discussed the reasons for her appointment.

On motion of Mayor Patterson, Council adopted Resolution 14-33, on roll call by the following vote:

Ayes: Patterson, Strawbridge, Schwartzman, Campbell, Hughes

Noes: (None)

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, Strawbridge, Schwartzman, Campbell, Hughes

Noes: (None)

VI. OPPORTUNITY FOR PUBLIC COMMENT:

A. WRITTEN COMMENT

B. PUBLIC COMMENT

1. Constance Beutel - Ms. Beutel discussed the bikeable survey and upcoming Community Sustainability Commission events.

VII. BUSINESS ITEMS:

A. WATER SUPPLY AND PHASE I DROUGHT RESPONSE PLAN UPDATE

Steve Salomon, Public Works Consultant, and Carrie Wenslawski, Management Analyst, reviewed the staff report and a PowerPoint presentation.

Council Member Schwartzman and Staff discussed the North Bay Aqueduct water, and amounts the City has/will receive, waterless urinals, and current unmetered sites in the City.

Council Member Hughes and Staff discussed the voluntary 20% water reduction base year (2012). Council Member Hughes discussed concern regarding punishing citizens who don't reach their water reduction goal, and also for those

who have already been conserving. He and Staff discussed the proposed issue of an ordinance requiring construction sites to use recycled water.

Council Member Strawbridge and Staff discussed water reduction in City parks. They discussed what communications the City has had with Benicia Unified School District (BUSD) and Valero in regards to water conservation. They also discussed the issues of dredging Lake Herman, and possibly having City and Council representation at the Farmer's Market to encourage water conservation.

Vice Mayor Campbell and Staff discussed concern regarding dredging Lake Herman, and the acre feet of water currently in Lake Herman. They discussed the drought surcharge (temporary or long-term) and the possibility of adding a sunset clause, commercial rebates, mulching, and gray water.

Mayor Patterson and Staff discussed the need for a scenario planning process, the need to get the message to Benicia's citizens regarding water conservation in the yards, the 20% reduction/surcharge, planning for the water budget approach, and the fact that the drought will be painful for everyone involved. Mayor Patterson discussed concerns the public had regarding the 'Cash for Grass' program (too much paperwork). She would like Staff to ask the consultants to look into the issue of what effects the City will experience when the community and citizens conserve water and make changes that might not go back to the way it currently is (water bill income will be less, etc.).

Public Comment:

1. Allison Fleck - Ms. Fleck spoke in support of water conservation efforts.
2. Jasmine Powell - Ms. Powell asked for clarification about the amount of water in Lake Berryessa.
3. Constance Beutel - Ms. Beutel discussed the availability of mulch through Republic Services.
4. Leanne Cawley - Ms. Cawley discussed high-efficiency toilets.
5. Sharon Maher - Ms. Maher discussed water conservation as a lifestyle change and the peer pressure concept.

Mayor Patterson requested Staff compose a list for Council of the suggestions and points made tonight.

VIII. ADJOURNMENT:

Mayor Patterson adjourned the meeting to Closed Session at 8:40 p.m.

MINUTES OF THE
REGULAR MEETING – CITY COUNCIL
April 01, 2014

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

I. CALL TO ORDER:

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

Mayor Patterson was absent. All other Council Members were present.

II. CLOSED SESSION:

A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9

Number of potential cases: One (1) West Corporation

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: Potential Contracts for Various Water Rights

Agency negotiator: City Manager, City Attorney, Public Works

Negotiating parties: City of Benicia and various water providers

Under Negotiation: Both price and terms of payment

III. CONVENE OPEN SESSION:

Vice Mayor Campbell called the Open Session to order at 7:06 p.m.

A. ROLL CALL

Mayor Patterson was absent. All other Council Members were present.

B. PLEDGE OF ALLEGIANCE

Vice Mayor Campbell led the Pledge of Allegiance.

C. REFERENCE TO THE FUNDAMENTAL RIGHTS OF THE PUBLIC.

IV. ANNOUNCEMENTS/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS:

A. ANNOUNCEMENTS

Ann Cardwell, Assistant City Manager, introduced Naveed Ashraf, the City's new IT Manager.

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

Heather McLaughlin, City Attorney reported that Council received information from Staff. No action was taken.

2. Openings on Boards and Commissions:

Arts and Culture Commission
1 full term
1 unexpired term
Open until filled

Historic Preservation Review Commission
1 unexpired term
Open until filled

Finance Committee
1 unexpired term
Open until filled

3. Mayor's Office Hours:

4. Benicia Arsenal Update

Update from City Attorney

Heather McLaughlin, City Attorney, stated there was nothing new to report.

Council Member Schwartzman stated that he heard the Governor signed the order and sent it back to Department of Toxic Substance Control (DTSC). Ms. McLaughlin said she would call the Governor's office and find out the details on that.

B. PROCLAMATIONS

1. In Recognition of Equal Pay Day April 8, 2014

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

VI. OPPORTUNITY FOR PUBLIC COMMENT:

A. WRITTEN COMMENT

B. PUBLIC COMMENT

1. Elizabeth d'Huart - Ms. d'Huart read a letter into the record regarding the Benicia Historical Museum and the Camel Barns.

VII. CONSENT CALENDAR:

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

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

A. APPROVAL OF THE MINUTES OF THE MARCH 18, 2014 CITY COUNCIL MEETING

B. APPROVAL OF AMENDMENT TO CONTRACT FOR THE WATER TREATMENT PLANT SECURITY SURVEILLANCE IMPROVEMENT PROJECT

RESOLUTION 14-34 - A RESOLUTION APPROVING AN AMENDMENT TO THE FINAL CONTRACT PRICE FOR THE WATER TREATMENT PLANT SECURITY SURVEILLANCE PROJECT, AUTHORIZING THE CITY MANGER TO EXECUTE THE RELEASE AND SETTLEMENT AGREEMENT WITH WEST CORPORATION AND AUTHORIZING THE CITY MANAGER TO EXECUTE A FINAL CONTRACT CHANGE ORDER IN THE AMOUNT OF \$3,000

C. SECOND READING OF AN ORDINANCE TO AMEND BENICIA MUNICIPAL CODE SECTION 2.64.030 (MEETING TIME AND PLACE) OF CHAPTER 2.64 (BOARD OF LIBRARY TRUSTEES) OF TITLE 2 (ADMINISTRATION AND PERSONNEL)

ORDINANCE 14-1 - AN ORDINANCE AMENDING SECTION 2.64.030 (MEETING TIME AND PLACE) OF CHAPTER 2.64 (BOARD OF LIBRARY TRUSTEES) OF TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE BENICIA MUNICIPAL CODE

- D. CONTINUE SUPPORT AND PARTICIPATION IN THE EAST BAY BROADBAND CONSORTIUM AND AUTHORIZE THE MAYOR'S SIGNATURE FOR A "LETS GET FAST" PLEDGE LETTER ENDORSING THE CONSORTIUM'S EFFORTS
- E. RESOLUTION APPROVING THE 2014-2018 TRAVIS COMMUNITY CONSORTIUM STRATEGY

RESOLUTION 14-35 - A RESOLUTION APPROVING THE 2014-2015 TRAVIS COMMUNITY CONSORTIUM (TCC) STRATEGY

- F. APPROVE THE AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF BENICIA AND MANAGEMENT PARTNERS

RESOLUTION 14-36 - A RESOLUTION AMENDING THE CONTRACT WITH MANAGEMENT PARTNERS FOR INTERIM PUBLIC WORKS MANAGEMENT SERVICES

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

VIII. BUSINESS ITEMS:

- A. OFFICE OF ECONOMIC DEVELOPMENT QUARTERLY REPORT PRESENTATION

Mario Giuliani, Economic Development Manager, reviewed the staff report and a PowerPoint presentation.

Council Member Schwartzman and Staff discussed the dispute between the steak house and Harbor Walk CC&R's, the vacancy rate at the Southampton Shopping Center, and AT&T's internet access in the Benicia Industrial Park.

Council Member Hughes discussed Council's past decision to put staff and money towards Economic Development, and how it seems to be paying off.

Council Member Strawbridge discussed her pleasure with the accomplishments of the Economic Development Department. She and Staff discussed the billboards in the Industrial Park, the situation with Harbor Walk's CC&R, the current situation with the Sundowner property, and the sales tax revenue in the Downtown area. Council Member Strawbridge would like to see the service

businesses downtown participate more in selling retail (to increase sales tax). She would like to see the tourism efforts and visitor counts in a report or update.

Public Comment:

1. Elizabeth d'Huart - Ms. d'Huart discussed the Benicia Historical Museum issuing business passes to real estate agents in the past.

IX. ADJOURNMENT:

Vice Mayor Campbell adjourned the meeting at 7:59 p.m.

AGENDA ITEM
CITY COUNCIL MEETING DATE - APRIL 15, 2014
CONSENT CALENDAR

DATE : March 27, 2014

TO : City Manager

FROM : Fire Chief

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

RECOMMENDATION:

Execute the Vegetation Management Contract with A&L Services, Inc. of Davis, California, in the amount of \$74,090.75 and authorize the City Manager to sign the contract on behalf of the City.

EXECUTIVE SUMMARY:

This Vegetation Management Contract will minimize the risk and spread of fire in our wild land urban interface areas within the City of Benicia. The project consists of vegetation maintenance and the creation of firebreaks, fire trails, and fire access roads. This seasonal project must be outsourced since the City of Benicia does not have the capacity and equipment necessary to do the work.

BUDGET INFORMATION:

The total cost of the Vegetation Management Contract is \$74,090.75, which includes all service contingencies and management/engineering support services. Funding for this project is available in the General Fund from the Weed Abatement Account (# 010-2405-8170). Currently, there is an unencumbered balance of \$83,650.00 in the account.

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 discing of open space land and vegetation reduction within urban city lots is a vital component in mitigation efforts to limit the potential loss of life and property as a result of wild land fires. The Vegetation Management Contractor has the required knowledge, skill and experience to perform this work in accordance with industry standards.

The project is expected to begin during the month of May, with all work concluded by no later than June 30, 2014.

Staff recommends that the Vegetation Management Contract be awarded to A&L Services, Inc. in the amount of \$74,090.75.

Attachments:

- Service Contract with Exhibits A, B, C and D, Performance and L & M Bonds, Guarantee
- Proposed Resolution

VEGETATION MANAGEMENT CONTRACT

This Contract ("Contract") entered into _____, 2014, is between the City of Benicia, a municipal corporation (hereinafter "CITY"), and A & L Services Inc. with its primary office located at 36445 County Road 31, Davis, CA 95616 (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: \$74,090.75.

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.

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 covers 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 CONTRACTOR'S and SUBCONTRACTOR'S 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 million** 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

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: James Lamont
A & L Services Inc.
36445 County Road 31
Davis, CA 95616

35. The term of this Contract shall commence on the effective date and shall expire **425 calendar days** after the effective date of this Contract unless sooner terminated pursuant to the terms of this Contract.

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.

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.

36. 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.

A&L SERVICES, INC.

CITY OF BENICIA

BY: _____

BY: _____,
Brad Kilger
City Manager

DATED: _____

DATED: _____

(Attach Notary Acknowledgment)

RECOMMENDED FOR APPROVAL

Director of _____

APPROVED AS TO FORM

Heather C. Mc Laughlin
City Attorney

Attachments: Exhibits "A", "B", "C" and "D"
Performance and L & M Bonds (Construction)
Guarantee

Return Completed Certificate to:
 City of Benicia
 250 East 'L' Street
 Benicia, CA 94510
 Attn: Fire Department

**CERTIFICATE OF INSURANCE
 TO
 CITY OF BENICIA**

EXHIBIT "A"
**Only this certificate
 of insurance form
 will be accepted.**

This certifies to the City that the following described policies have been issued to the Insured named below and are in force at this time.

Insured: _____
 Address: _____

Description of operations/locations/products insured (show contract name and/or number, if any): _____

POLICIES & INSURERS	LIMITS	POLICY NUMBER	EXPIRATION DATE
Worker's Compensation _____ (Name of Insurer) Best's Rating _____	Employers Liability \$ _____	_____	_____
Check Policy Type: Comprehensive General Liability _____ or Commercial General Liability _____ _____ (Name of Insurer) Best's Rating _____ Claims Made _____ or Occurrence _____	Comprehensive General Liability Each Occurrence \$ _____ Aggregate \$ _____ ----- Commercial General Liability Each Occurrence \$ _____ General Aggregate either: per project/location \$ _____ or twice occurrence limit \$ _____	_____ _____	_____ _____
Business Auto Policy Liability Coverage Symbol _____ _____ (Name of Insurer) Best's Rating _____	Each Person Each Accident \$ _____ \$ _____ Each Accident Property Damage \$ _____ or Combined Single Limit \$ _____	_____	_____
Umbrella Liability _____ (Name of Insurer) Best's Rating _____ Claims Made _____ or Occurrence _____	Occurrence/Aggregate \$ _____ Self-Insured Retention \$ _____	_____	_____

NOTE: If commercial general liability insurance is used or if aggregate limits are endorsed to the comprehensive general liability policy form, the general aggregate must apply per location/project or the aggregate limit must be at least twice the occurrence limit.

GENERAL LIABILITY ENDORSEMENT

City of Benicia ("the City")
250 East 'L' Street
Benicia, CA 94510

A. POLICY INFORMATION

Endorsement # _____

1. Insurance Company _____; Policy Number _____
2. Policy Term (From) _____ (To) _____; Endorsement Effective Date _____
3. Named Insured _____
4. Address of Named Insured _____
5. Limit of Liability any one occurrence/aggregate \$ _____ / _____

General Liability Aggregate (check one):

Applies "per location/project" _____

Is twice the occurrence limit _____

6. Deductible or Self-Insured Retention (nil unless otherwise specified): \$ _____
7. Coverage is equivalent to:
 - Comprehensive General Liability form GL0003 (Ed 1/73) _____
 - Commercial General Liability "occurrence" form CG0001 _____
 - Commercial General Liability "claims-made" form CG0002 _____
8. Bodily Injury and Property Damage Coverage is:
 - "claims-made" _____
 - "occurrence" _____

If claims-made, the retroactive date is _____

NOTE: The City's standard insurance requirements specify "occurrence" coverage. "Claims-made" coverage requires special approval. If commercial general liability form or equivalent is used, the general aggregate must apply separately to this location/project or the general aggregate must be twice the occurrence limit.

B. POLICY AMENDMENTS

This endorsement is issued in consideration of the policy premium. Notwithstanding any inconsistent statement in the policy to which this endorsement is attached or any other endorsement attached thereto, it is agreed as follows:

1. **INSURED.** The City, its elected or appointed officers, officials, employees and volunteers are included as insureds with regard to damages and defense of claims arising from: (a) activities performed by or on behalf of the Named Insured, including the insured's general supervision of the Named Insured, (b) products and completed operations of the Named Insured, or (c) premises owned, leased or used by the Named Insured.
2. **CONTRIBUTION NOT REQUIRED.** As respects: (a) work performed by the named Insured for or on behalf of the City; or (b) products sold by the Named Insured to the City; or (c) premises leased by the Named Insured from the City, the insurance afforded by this policy shall be primary insurance as respects the City, its elected or appointed officers, officials, employees or volunteers; or stand in an unbroken chain of coverage excess of the Named Insured's scheduled underlying primary coverage. In either event, any other insurance maintained by the City, its elected or appointed officers, officials, employees or volunteers shall be in excess of this insurance and shall not contribute with it.
3. **SCOPE OF COVERAGE.** This policy, if primary, affords coverage at least as broad as:
 - (1) Insurance Services Office form number GL 0002 (Ed. 1/73), Comprehensive General Liability Insurance and Insurance Services Office form number GL 0404 Broad Form comprehensive General Liability endorsement; or
 - (2) Insurance Services Office Commercial General Liability Coverage, "occurrence" form CG 0001 or "claims-made" form CG 0002; or
 - (3) If excess, affords coverage which is at least as broad as the primary insurance forms referenced in the preceding sections (1) and (2).
4. **SEVERABILITY OF INTEREST.** The insurance afforded by this policy applies separately to each insured who is seeking coverage or against whom a claim is made or a suit is brought, except with respects to the Company's limit of liability.
5. **PROVISIONS REGARDING THE INSURED'S DUTIES AFTER ACCIDENT OR LOSS.** Any failure to comply with reporting provision of the policy shall not affect coverage provided to the City, its elected or appointed officers, officials, employees or volunteers.
6. **CANCELLATION NOTICE.** The insurance afforded by this policy shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail return receipt requested has been given to the City. Such notice shall be addressed as shown in the heading of this endorsement.

C. INCIDENT AND CLAIM REPORTING PROCEDURE

Incidents and claims are to be reported to the insurer at:

ATTN:

(Name) (Title) (Department)

(Company)

(Street Address)

(City) (State) (Zip Code)

Telephone Number

D. SIGNATURE OF INSURER OR AUTHORIZED REPRESENTATIVE OF THE INSURER.

I, _____ (print/type name), warrant that I have authority to bind the insurance company listed in Section A and by my signature hereon do so bind that company.

SIGNATURE OF AUTHORIZED REPRESENTATIVE
(original signature required on endorsement furnished to the City.)

ORGANIZATION: _____ TITLE: _____

ADDRESS: _____ TELEPHONE: _____

AUTOMOBILE LIABILITY ENDORSEMENT

City of Benicia ("the City")
250 East 'L' Street
Benicia, CA 94510

- A. POLICY INFORMATION Endorsement # _____
1. Insurance Company _____; Policy Number _____
 2. Policy Term (From) _____ (To) _____; Endorsement Effective Date _____
 3. Named Insured: _____
 4. Address of Named Insured: _____
 5. Limit of Liability any one occurrence/aggregate \$ _____ / _____
 6. Deductible or Self-Insured Retention (nil unless otherwise specified): \$ _____
-

B. POLICY AMENDMENTS

This endorsement is issued in consideration of the policy premium. Notwithstanding any inconsistent statement in the policy to which this endorsement is attached or any other endorsement attached thereto, it is agreed as follows:

1. **INSURED.** The City, its elected or appointed officers, officials, employees and volunteers are included as insureds with regard to damages and defense of claims arising from: the ownership, operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the Named Insured, regardless of whether liability is attributable to the Named Insured or a combination of the Named Insured and the City, its elected or appointed officers, officials, employees or volunteers.

2. **CONTRIBUTION NOT REQUIRED.** As respects work performed by the Named Insured for or on behalf of the City, the insurance afforded by this policy shall: (a) be primary insurance as respects the City, its elected or appointed officers, officials, employees or volunteers; or (b) stand in an unbroken chain of coverage excess of the Named Insured's primary coverage. In either event, any other insurance maintained by the City, its elected or appointed officers, officials, employees or volunteers shall be in excess of this insurance and shall not contribute with it.

3. **SCOPE OF COVERAGE.** This policy, if primary, affords coverage to the named Insured at least as broad as:

coverage. In either event, any other insurance maintained by the City, its elected or appointed officers, officials, employees or volunteers shall be in excess of this insurance and shall not contribute with it.

3. **SCOPE OF COVERAGE.** This policy, if primary, affords coverage to the named Insured at least as broad as:

- (1) Insurance Services office form number CA 0001 (Ed. 1/87), Code 1 ("any auto"); or
- (2) If excess, affords coverage which is at least as broad as the primary insurance forms referenced in the preceding section (1).

4. **SEVERABILITY OF INTEREST.** The insurance afforded by this policy applies separately to each insured who is seeking coverage or against whom a claim is made or a suit is brought, except with respect to the Company's limit of liability.

5. **PROVISIONS REGARDING THE INSURED'S DUTIES AFTER ACCIDENT OR LOSS.** Any failure to comply with reporting provisions of the policy shall not affect coverage provided to the City, its elected or appointed officers, officials, employees or volunteers.

6. **CANCELLATION NOTICE.** The insurance afforded by this policy shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail return receipt requested has been given to the City. Such notice shall be addressed as shown in the heading of this endorsement

C. **INCIDENT AND CLAIM REPORTING PROCEDURE**

Incidents and claims are to be reported to the insurer at:

ATTN:

(Name) (Title) (Department)

(Company)

(Street Address)

(City) (State) (Zip Code)

Telephone Number

I, _____(print/type name), warrant that I have authority to bind the insurance company listed in Section A and by my signature hereon do so bind that company.

SIGNATURE OF AUTHORIZED REPRESENTATIVE
(Original signature required on endorsement furnished to the City.)

ORGANIZATION: _____ TITLE: _____

ADDRESS: _____

TELEPHONE: _____

WORKERS' COMPENSATION/EMPLOYERS LIABILITY ENDORSEMENT

City of Benicia ("the City")
250 East 'L' Street
Benicia, CA 94510

A. POLICY INFORMATION

Endorsement # _____

1. Insurance Company: _____ ("the Company")
Policy Number: _____
2. Endorsement Effective Date: _____
3. Named Insured: _____
4. Employer's Liability Limit (Coverage B) _____

B. POLICY AMENDMENTS

In consideration of the policy premium and notwithstanding any inconsistent statement in the policy to which this endorsement is attached or any other endorsement attached thereto, it is agreed as follows:

1. **Cancellation Notice.** The insurance afforded by this policy shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail return receipt requested has been given to the City. Such notice shall be addressed as shown in the heading of this endorsement.
2. **Waiver of Subrogation.** The Insurance Company agrees to waive all rights of subrogation against the City, its elected or appointed officers, officials, agents and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for the City.

C. SIGNATURE OF INSURER OR AUTHORIZED REPRESENTATIVE OF THE INSURER.

I, _____ (print/type name), warrant that I have authority to bind the above listed insurance company and by my signature hereon do so bind this company.

SIGNATURE OF AUTHORIZED REPRESENTATIVE
(Original signature required on endorsement furnished to the City.)

ORGANIZATION: _____ TITLE: _____

ADDRESS: _____ TELEPHONE: _____

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 A&L Services, Inc, 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 _____, 2014, 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 _____, 2014

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 _____, 2014, 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 _____, 2014

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).

RESOLUTION NO. 14-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA ACCEPTING THE BIDS FOR THE VEGETATION MANAGEMENT CONTRACT, AWARDING THE CONTRACT TO A&L SERVICES, INC., IN THE AMOUNT OF \$74,090.75, AND AUTHORIZING THE CITY MANAGER TO SIGN THE CONTRACT ON BEHALF OF THE CITY

WHEREAS, the City of Benicia's Vegetation Management Contract was advertised for bid, and one sealed bid was properly received and opened on March 21, 2014; and

WHEREAS, A&L Services, Inc., of Davis, California was the lowest, responsive, responsible bidder; and

WHEREAS, sufficient funds are available in the General Fund Weed Abatement Account (# 010-2405-8170); and

WHEREAS, this project is to reduce the risk and potential spread of fire within our wild land urban interface areas.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia hereby accepts the bid, and awards the contract in the amount of \$74,090.75 to A&L Services, Inc. of Davis, California for the Vegetation Management Project.

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 passed by the City Council of the City of Benicia at a regular meeting of said Council held on the 15th day of April, 2014, and adopted by the following vote.

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

Date

AGENDA ITEM
CITY COUNCIL MEETING DATE - APRIL 15, 2014
CONSENT CALENDAR

DATE : April 3, 2014
TO : City Council
FROM : City Manager
SUBJECT : **COASTAL CONSERVANCY CLIMATE READY GRANT**

RECOMMENDATION:

Adopt a resolution accepting a Climate Ready Grant from the Coastal Conservancy in the amount of \$150,000 for completion of a climate risk vulnerability assessment and development of an adaptation plan for the Project Area and Authorizing the City Manager to sign the agreement.

EXECUTIVE SUMMARY:

The California State Coastal Conservancy (Conservancy) announced the availability of funding for projects through its Climate Ready program on June 13, 2013. Climate Ready grants are intended to encourage local governments and non-governmental organizations to act now to prepare for changing climate by advancing planning and implementation of on-the-ground actions that reduce greenhouse gas emissions and lessen the impacts of climate change on California's coastal communities and natural resources. The City developed and submitted a grant application and was awarded funding (\$150,000) as of January 2014. This funding will allow the City to conduct an assessment of the risks from climate change to natural resources and public infrastructure and develop an adaptation plan that outlines strategies to reduce those risks. The project will incorporate lessons learned as part of the University of California Berkeley Innovative Solutions project and leverage the existing Business Resource Incentive Program (BRIP) to conduct at least one additional site assessment in the industrial park. The current project budget indicates that \$149,996 will be needed to complete the Scope of Work, but the City will accept the grant for up to \$150,000.

BUDGET INFORMATION:

There is no match required. The project may utilize free energy audits provided by Pacific Gas & Electric Company (PG&E). The CAP Coordinator will serve as the project manager and spend approximately 180 hours managing the project, reviewing reports, and assisting with public outreach. There will be limited City Staff time required, approximately 180 hours split between the Community Development, Public Works, and Economic Development Departments, the City

Attorney, Finance Department, and City Manager over a 14 month period. When Council authorized the submission of the grant application, staff indicated that only 70 hours of City Staff time would be needed to implement the project. Those hours have been increased for the following reasons: Principal Engineer was not included in the original estimate; additional time was allocated for the Finance Department, Economic Development, and for Administrative support. All City Staff time will be reimbursed with grant funds. (The CAP Coordinator will track staff time and report to Council upon project completion (anticipated June 2015)).

ENVIRONMENTAL REVIEW:

The proposed project involves only planning and feasibility analyses for possible future actions that have not yet been authorized or approved by the Conservancy or another agency and is thus is statutorily exempt from the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations Section 15262.

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
 - Strategy #4: Protect air quality.

CLIMATE ACTION PLAN:

Relevant Climate Action Plan Objectives and Strategies:

- ✧ Objective IC-1: Reduce Energy Consumption in Industrial and Commercial Buildings 20% by 2020
 - Strategy IC-1.1. Building Audit and Efficiency Program
- ✧ Objective IC-4: Encourage the Valero Refinery to Continue to Reduce Emissions
 - Strategy IC-4.1. Continue Implementing Capital Improvement Programs
- ✧ Objective E-3: Increase Amount of Solar Energy Production in Benicia
 - Strategy E-3.1. Encourage Parking Lot Solar PV Arrays
- ✧ Objective P-4: Increase the Number of City Maintained Park and Street Trees

Strategy P-4.2. Increase the Number of City Trees

BACKGROUND:

The overarching goal of the CAP is to address climate change at the local level through strategies that allow the City to adapt to and mitigate the progression of climate change. The CAP identifies potential climate change related impacts such as sea level rise, higher temperatures, erosion, and threats to ecosystems and wildlife and then calls for local action to reduce those risks by lowering GHGs and planning how to mitigate potential future impacts. Adaptation and climate risks are also explained at the beginning of each Emissions Focus Area Chapter in the CAP.

The City will hire a consultant(s) to assist the City in assessing local climate related risks (vulnerability assessment) to infrastructure, parks, trails, and the built environment (including the Port of Benicia and the Industrial Park) and create an adaptation plan to mitigate and plan for those risks along the City's 15-mile shoreline. The vulnerability assessment will include information already gathered as part of the Urban Waterfront Restoration Master Plan project, but will also address issues outside of that project area (16 acres, less than 1 square mile) including portions of the City's storm drain water system and risks to shoreline parks and trails. This information can be leveraged and included in future updates to the Stormwater Management Plan and the Open Space, Parks & Trails Master Plan. The adaptation plan will also identify ways to integrate adaptive planning into existing City plans, programs, and codes. The plan will not mandate that the City implement any of the recommended strategies and the grant funding will not cover any implementation costs. Instead, the funding will be used to expand upon existing health and safety and hazard mitigation planning and implementation already being undertaken by the City and identify additional strategies that will better prepare the City and the community to deal with the above mentioned impacts; the decision on when and how those strategies are implemented will ultimately be left to the City Council.

After completion, the draft plan will be used to conduct at least one additional case study in the Industrial Park utilizing an existing case study prepared by a Berkeley Innovative Solutions (BIS) group. BIS is an energy and resources-focused consulting program led by students from across UC Berkeley's top graduate programs. In Fall 2013, the City applied for and was chosen to receive assistance from a team of students. With the help of an advisor, the team conducted a scientific risk assessment for the City and conducted a case study at a hotel in Benicia. The consultant will utilize BIS' findings and work with the Economic Development Department to identify additional businesses in the Park, measure site specific risks to business operations, recommend adaptive strategies, and identify funding to implement those strategies. The strategies may be funded by the existing Business Resource Incentive Program funds if they

will achieve greenhouse gas emission reductions. Implementing the recommended strategies will better prepare businesses for current and future climate related risks and may help lower operating costs and future insurance premiums while increasing property values. In addition, this will create a more resilient Industrial Park that may help retain and attract business to Benicia. The findings from the assessments will be incorporated in the Final Adaptation Plan/list of adaptive strategies to ensure recommendations are realistic and cost effective for the City's business sector.

Finally, this project is part of the CAP Coordinator work plan reviewed and approved by the City Council on June 5, 2012 and part of the 2014-15 CAP Coordinator Work Plan reviewed by the City Council on March 4, 2014. Council directed the CAP Coordinator to research additional grant funding recognizing the unique opportunity to leverage the City's climate action planning activities and provide funding to support future implementation of CAP strategies, including public education and outreach in the community.

Attachments:

- Proposed Resolution
- Grant Agreement (without attachments)
- Project Area Map (Updated)

RESOLUTION NO. 14-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA ACCEPTING A CLIMATE READY GRANT FROM THE COASTAL CONSERVANCY IN THE AMOUNT OF UP TO \$150,000 FOR COMPLETION OF A CLIMATE RISK VULNERABILITY ASSESSMENT AND DEVELOPMENT OF AN ADAPTATION PLAN FOR THE PROJECT AREA

WHEREAS, the Legislature of the State of California has established the State Coastal Conservancy (“Conservancy”) under Division 21 of the California Public Resources Code, and has authorized the Conservancy to award grants to public agencies and nonprofit organizations to implement the provisions of Division 21; and

WHEREAS, the Conservancy awards grants for projects that it determines are consistent with Division 21 of the Public Resources Code and with the Conservancy’s Strategic Plan and that best achieve the Conservancy’s statutory objectives, in light of limited funding; and

WHEREAS, at its January 2014 meeting, the Conservancy adopted a resolution authorizing a grant to City of Benicia (“grantee”) for Vulnerability Assessment and Adaptation Plan (“the project”). The resolution was adopted by the Conservancy pursuant to and is included in the Conservancy November, 2013 staff recommendation, a copy of which is on file with the grantee and with the Conservancy; and

WHEREAS, the Conservancy requires that governing body of the grantee certify through a resolution that it approves the award of Conservancy grant funding and authorizes the execution of a grant agreement in substantially the form of the agreement attached to this resolution as Exhibit 1.

NOW, THEREFORE, BE IT RESOLVED that the grantee hereby:

1. Approves the award of grant funding (up to \$150,000) from the Conservancy for the project.
2. Agrees to be bound by all terms and conditions of the grant agreement and any other agreement or instrument as may be required by the Conservancy and as may be necessary to fulfill the terms of the grant agreement and to complete the project.
3. Authorizes any of the following named officers or employees of the grantee to act as a representative of the grantee, to negotiate and execute on behalf of the grantee all agreements and instruments necessary to complete the project and to comply with the Conservancy's grant requirements, including, without limitation, the grant agreement: Brad Kilger, City Manager.

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 15th day of April, 2014, and adopted by the following vote.

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

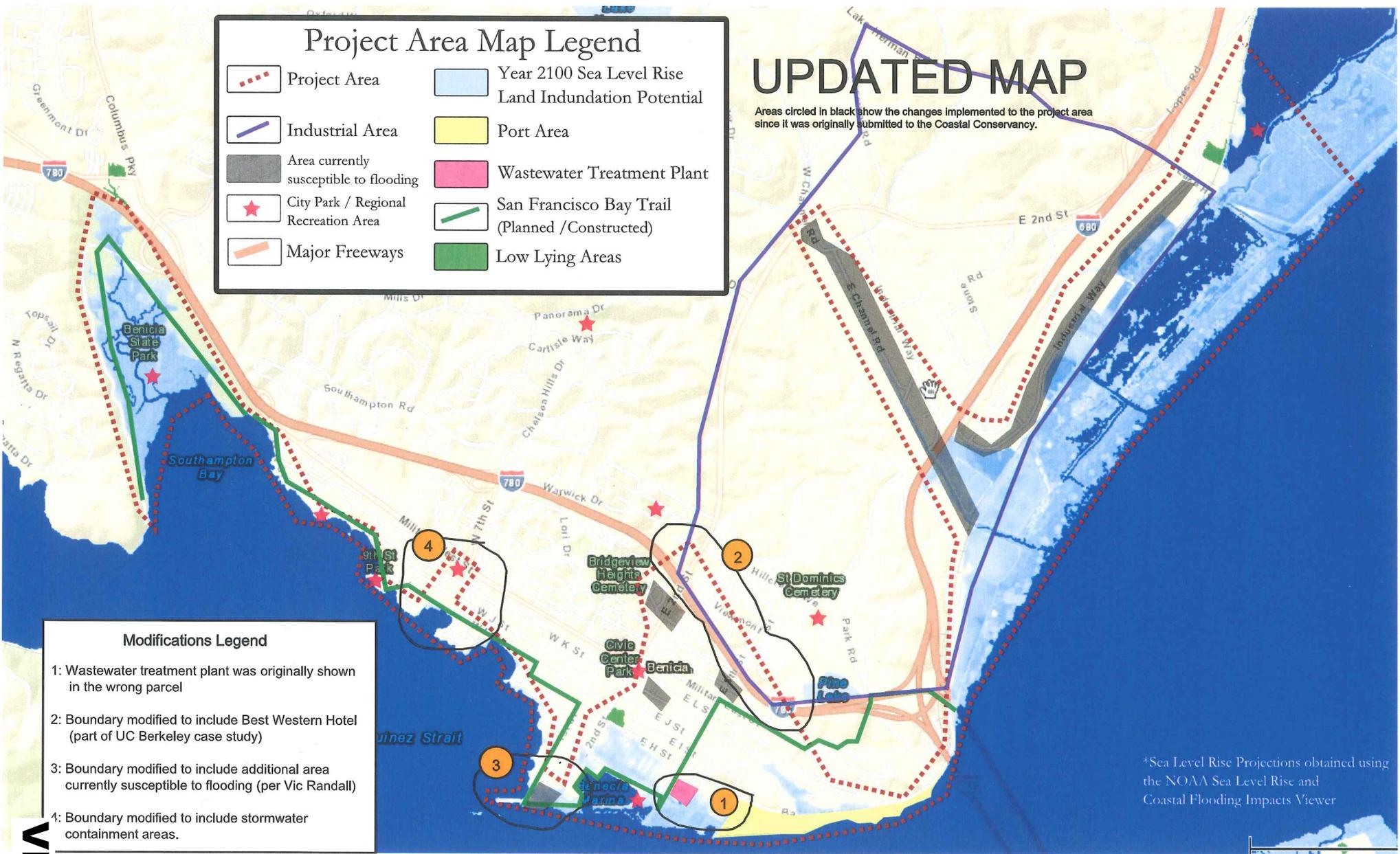
Date

Project Area Map Legend

	Project Area		Year 2100 Sea Level Rise Land Inundation Potential
	Industrial Area		Port Area
	Area currently susceptible to flooding		Wastewater Treatment Plant
	City Park / Regional Recreation Area		San Francisco Bay Trail (Planned /Constructed)
	Major Freeways		Low Lying Areas

UPDATED MAP

Areas circled in black show the changes implemented to the project area since it was originally submitted to the Coastal Conservancy.



Modifications Legend

- 1: Wastewater treatment plant was originally shown in the wrong parcel
- 2: Boundary modified to include Best Western Hotel (part of UC Berkeley case study)
- 3: Boundary modified to include additional area currently susceptible to flooding (per Vic Randall)
- 4: Boundary modified to include stormwater containment areas.

*Sea Level Rise Projections obtained using the NOAA Sea Level Rise and Coastal Flooding Impacts Viewer

STANDARD AGREEMENT

Std. 2 (Grant - Rev 08/08)

AGREEMENT NUMBER 13-112	AM. NO.
TAXPAYERS FEDERAL EMPLOYER IDENTIFICATION NO. 94-6000298	

THIS AGREEMENT, made and entered into this _____ day of _____, 2014, in the State of California, by and between State of California, through its duly elected or appointed, qualified and acting

TITLE OF OFFICER ACTING FOR STATE

Executive Officer

AGENCY

State Coastal Conservancy

, hereafter called the Conservancy, and

GRANTEE'S NAME

City of Benicia

, hereafter called the Grantee.

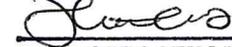
The Grantee, for and in consideration of the covenants, conditions, agreements, and stipulations of the Conservancy hereinafter expressed, does hereby agree as follows:

SCOPE OF AGREEMENT

Pursuant to Chapter 4.5 of Division 21 of the California Public Resources Code, the State Coastal Conservancy ("the Conservancy") hereby grants to the City of Benicia ("the grantee") a sum not to exceed \$150,000 (one hundred fifty thousand dollars), subject to this agreement. The grantee shall use these funds to prepare a Vulnerability Assessment Report and Recommended Adaptation Measures ("the plan" or "the project") for the entire length of Benicia's approximately 10 mile shoreline (along the Carquinez Strait) as well as for certain inland areas where flooding already occurs during storm events and high tides, City of Benicia, Solano County as shown on Exhibit A, which is incorporated by reference and attached.

(Continued on following pages)

APPROVED AS TO FORM


 CITY ATTORNEY

The provisions on the following pages constitute a part of this agreement.

IN WITNESS WHEREOF, this agreement has been executed by the parties hereto, upon the date first above written.

STATE OF CALIFORNIA	GRANTEE
AGENCY State Coastal Conservancy	GRANTEE (If other than an individual, state whether a corporation, partnership, etc.) City of Benicia
BY (Authorized Signature) 	BY (Authorized Signature) 
PRINTED NAME AND TITLE OF PERSON SIGNING Samuel Schuchat, Executive Officer	PRINTED NAME AND TITLE OF PERSON SIGNING Brad Kilger, City Manager
ADDRESS & PHONE NUMBER 1330 Broadway, 13 th Floor Oakland, CA 94612 Phone: (510) 286-1015	ADDRESS 250 E. "L" Street Benicia, CA 94510 Phone: (707) 746-4273

AMOUNT ENCUMBERED BY THIS DOCUMENT \$150,00.00	PROGRAM/CATEGORY (CODE AND TITLE) Capital Outlay (OPTIONAL USE) City of Benicia Vulnerability Assessment Report and Recommended Adaptation Measures	FUND TITLE Safe Drinking Water, Water Quality and Supply, Flood...
PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT \$-0-	ITEM 3760-301-6051(1)(E) Reap. by Ch. 33/11	CHAPTER 268
TOTAL AMOUNT ENCUMBERED TO DATE \$150,00.00	OBJECT OF EXPENDITURE (CODE AND TITLE) Climate Ready	STATUTE 2008
SIGNATURE OF ACCOUNTING OFFICER 		FISCAL YEAR 08/09
DATE		

I certify that this agreement is exempt from Department of General Services' approval.

Erlinda Corpuz
Contracts Manager

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.

GRANTEE ACCOUNTING PROJECT MANAGER CONTROLLER STATE AGENCY

VII.C.9

SCOPE OF AGREEMENT (Continued)

Specifically, the City of Benicia will conduct a local vulnerability assessment to determine how climate related risks will affect shoreline and community assets including watersheds, shoreline parks and trails, the Port of Benicia, and the Benicia Industrial Park. Preparation of the vulnerability and risk assessment will entail compilation of an asset inventory and analysis of the vulnerabilities and risks of those assets based on best available science and information combined with best professional judgment and expert input. In addition, the City will create recommended adaptation measures to mitigate those risks.

The grantee shall carry out the project in accordance with this agreement and a work program as provided in the “WORK PROGRAM” section, below. The grantee shall provide any funds beyond those granted under this agreement which are needed to complete the project.

CONDITIONS PRECEDENT TO COMMENCEMENT OF PROJECT AND DISBURSEMENT

The grantee shall not commence the project and the Conservancy shall not be obligated to disburse any funds under this agreement until the following conditions precedent have been met:

1. The City Council of the grantee has adopted a resolution designating positions whose incumbents are authorized to negotiate and execute this agreement and amendments to it on behalf of the grantee.
2. The Executive Officer of the Conservancy (“Executive Officer”) has approved in writing:
 - a. The work program for the project as provided in the “WORK PROGRAM” section, below.
 - b. All contractors that the grantee intends to retain in connection with the project.
3. The grantee has provided written evidence to the Conservancy that the grantee has provided for required insurance coverage, including additional insured endorsement, as described in the “INSURANCE” section, below.

TERM OF AGREEMENT

This agreement shall take effect when signed by both parties and received in the office of the Conservancy together with the resolution described in the “CONDITIONS PRECEDENT TO COMMENCEMENT OF PROJECT AND DISBURSEMENT” section of this agreement. An

TERM OF AGREEMENT (Continued)

authorized representative of the grantee shall sign the first page of the originals of this agreement in ink.

This agreement shall run from its effective date through November 30, 2015 (“the termination date”) unless otherwise terminated or amended as provided in this agreement. However, all work shall be completed by August 31, 2015 (“the completion date”).

In reliance on the Conservancy’s decision to enter into this agreement and the successful completion of negotiations between the parties as to the fundamental terms of this agreement, the grantee has undertaken work for the plan prior to the formal completion and execution of this agreement and prior to the effective date. The work was done at grantee’s risk and without the Conservancy’s obligation to compensate the grantee for such work. Notwithstanding the foregoing, however, the Conservancy may, in the sole discretion of the Executive Officer, reimburse the grantee for such work, if determined to have been necessary to timely completion of the plan and done in a manner consistent with the approved work program prepared in accordance with the “WORK PROGRAM” section, below and with the terms of this agreement.

AUTHORIZATION

The signature of the Executive Officer of the Conservancy on this agreement certifies that at its January 23, 2014 meeting, the Conservancy adopted the resolution included in the staff recommendation attached as Exhibit B. This agreement is executed under that authorization.

Standard Provisions

WORK PROGRAM

Before beginning the project, the grantee shall submit a detailed work program to the Executive Officer for review and written approval of its consistency with this grant agreement. The work program shall include:

1. The specific tasks to be performed.
2. A schedule of completion for the project, specifically listing the completion date for each project component and a final project completion date.
3. A detailed project budget. The project budget shall describe all labor and materials costs of completing each component of the project. For each project component, the project budget shall list all intended funding sources including the Conservancy's grant and all other sources of monies, materials, or labor.
4. A plan for acknowledging Conservancy funding of the project.

If all or any part of the project to be funded under this agreement will be performed by third parties ("contractors") under contract with the grantee, then the grantee shall, prior to initiating any contractor selection process, submit the selection package to the Executive Officer for review and written approval as to consistency with the purposes of this grant agreement. Upon approval by the Executive Officer, the grantee shall proceed with the contractor selection process. Prior to final selection of a contractor, the grantee shall submit to the Executive Officer for written approval the names of all contractors that the grantee intends to hire. The grantee shall then comply with the above paragraph regarding submission and approval of a work program prior to project commencement.

The work program shall have the same effect as if included in the text of this agreement. However, the work program may be modified without amendment of this agreement upon the grantee's submission of a modified work program and the Executive Officer's written approval of it. If this agreement and the work program are inconsistent, the agreement shall control.

The grantee shall carry out the project in accordance with the approved work program.

COORDINATION AND MEETINGS

The grantee shall coordinate closely with Conservancy staff and other involved entities, including local, state and federal agencies, and shall participate in meetings and other communications as necessary to ensure coordination.

WORK PRODUCTS

All material, data, information, and written, graphic or other work produced, developed or acquired under this agreement is subject to the unqualified and unconditional right of the Conservancy to use, reproduce, publish, display, and make derivative use of all such work, or any part of it, free of charge and in any manner and for any purpose; and to authorize others to do so. If any of the work is subject to copyright, trademark, service mark, or patent, the Conservancy is granted and shall have a perpetual, royalty-free, nonexclusive and irrevocable license to use, reproduce, publish, use in the creation of derivative works, and display and perform the work, or any part of it, and to grant to any third party a comparable and coextensive sublicense.

The grantee shall include in any contract with a third party for work under this agreement terms that preserve the rights, interests, and obligations created by this section, and that identify the Conservancy as a third-party beneficiary of those provisions.

The grantee shall not utilize the work produced under this agreement for any profit-making venture, or sell or grant rights to a third party for that purpose.

COSTS AND DISBURSEMENTS

When the Conservancy determines that all "CONDITIONS PRECEDENT TO COMMENCEMENT OF PROJECT AND DISBURSEMENT" have been fully met, the Conservancy shall disburse to the grantee, in accordance with the approved project budget, a total amount not to exceed the amount of this grant, as follows:

The Conservancy shall disburse funds for costs incurred to date, less ten percent, upon the grantee's satisfactory progress under the approved work program and upon submission of a "Request for Disbursement" form, which shall be submitted no more frequently than monthly but no less frequently than quarterly. The Conservancy shall disburse the ten percent withheld upon the grantee's satisfactory completion of the project and compliance with the "PROJECT COMPLETION" section, below, and upon the Conservancy's acceptance of the project.

COSTS AND DISBURSEMENTS (Continued)

The Conservancy will reimburse the grantee for expenses necessary to the project when documented by appropriate receipts. The Conservancy will reimburse travel and related expenses at actual costs not to exceed the rates provided in Title 2, Division 1, Chapter 3, Subchapter 1, Article 2 of the California Code of Regulations (“CCR”), except that reimbursement may be in excess of these rates upon documentation that these rates are not reasonably available to the grantee. Reimbursement for the cost of operating a private vehicle shall not, under any circumstance, exceed the current rate specified by the State of California for unrepresented state employees as of the date the cost is incurred. The Conservancy will reimburse the grantee for other necessary expenses if those expenses are reasonable in nature and amount taking into account the nature of the project, its location, and other relevant factors.

The grantee shall request disbursements by filing with the Conservancy a fully executed “Request for Disbursement” form (available from the Conservancy). The grantee shall include in the form its name and address, the number of this agreement, the date of the submission, the amount of the invoice, the period during which the work was actually done, and an itemized description, including time, materials, and expenses incurred, of all work done for which disbursement is requested. Hourly rates billed to the Conservancy and specified in the approved work program budget shall be equal to the actual compensation paid by grantee to employees, which may include employee benefits. The form shall also indicate cumulative expenditures to date, expenditures during the reporting period, and the unexpended balance of funds under the grant agreement.

An authorized representative of the grantee shall sign the form. Each form shall be accompanied by:

1. All receipts and any other source documents for direct expenditures and costs that the grantee has incurred.
2. Invoices from contractors that the grantee engaged to complete any portion of the work funded under this agreement and any receipts and any other source documents for costs incurred and expenditures by any such contractor, unless the Executive Officer makes a specific exemption in writing.
3. A supporting progress report summarizing the current status of the work and comparing it to the status required by the work program (budget, timeline, tasks, etc.), including written substantiation of completion of the portion of the project for which the grantee is requesting disbursement.

The grantee’s failure to fully execute and submit a Request for Disbursement form, including attachment of supporting documents, will relieve the Conservancy of its obligation to disburse funds to the grantee unless and until the grantee corrects all deficiencies.

EXPENDITURE OF FUNDS AND ALLOCATION OF FUNDING AMONG BUDGET ITEMS

The total amount of this grant may not be increased except by written amendment to this agreement. The grantee shall expend funds consistent with the approved project budget. Expenditure on items contained in the approved project budget, other than overhead and indirect costs, may vary by as much as ten percent without prior approval by the Executive Officer, provided that the grantee first submits a revised budget to the Conservancy and requests disbursement based on the revised budget. Any deviation greater than ten percent, and any deviation that shifts funds from approved budget items into an overhead or indirect costs category, must be identified in a revised budget approved in advance and in writing by the Executive Officer. The Conservancy may withhold payment for items which exceed the amount allocated in the project budget by more than ten percent and which have not received the approval required above. Any increase in the funding for any particular budget item shall mean a decrease in the funding for one or more other budget items unless there is a written amendment to this agreement.

PROJECT COMPLETION

The grantee shall complete the project by the completion date provided in the “TERM OF AGREEMENT” section, above. Upon completion of the project, the grantee shall supply the Conservancy with evidence of completion by submitting:

1. The plan and any other work products specified in the work program for the project, each in a format or formats (for example, paper, digital, photographic) approved by the Executive Officer.
2. Documentation that the grantee has complied with the “CALIFORNIA ENVIRONMENTAL INFORMATION CATALOG ENTRY” section, below.
3. A fully executed final “Request for Disbursement.”
4. Evidence of compliance with the approved plan for acknowledging Conservancy funding of the project.

Within thirty days of the grantee’s submission of the above, the Conservancy shall determine whether the grantee has satisfactorily completed the project. If so, the Conservancy shall issue to the grantee a letter of acceptance of the project. The project shall be deemed complete as of the date of the letter.

EARLY TERMINATION, SUSPENSION AND FAILURE TO PERFORM

Before the project has commenced, either party may terminate this agreement for any reason by providing the other party with seven days notice in writing.

Before the project is complete, the Conservancy may terminate or suspend this agreement for any reason by providing the grantee with seven days notice in writing. In either case, the grantee shall immediately stop work under the agreement and take all reasonable measures to prevent further costs to the Conservancy. The Conservancy shall be responsible for any reasonable and non-cancelable obligations incurred by the grantee in the performance of this agreement prior to the date of the notice to terminate or suspend, but only up to the undisbursed balance of funding authorized in this agreement. Any notice suspending work under this agreement shall remain in effect until further written notice from the Conservancy authorizes work to resume.

Before the project is complete, the grantee may terminate this agreement for any reason by providing the Conservancy with seven days notice in writing and repaying to the Conservancy all amounts disbursed by the Conservancy under this agreement. The Conservancy may, at its sole discretion, consider extenuating circumstances and allow early termination without repayment for work partially completed.

On or before the date of termination of the agreement under this section, whether terminated by the grantee or the Conservancy, the grantee shall provide the Conservancy with all work, material, data, information, and written, graphic or other work produced, developed or acquired under this agreement (whether completed or partial), in appropriate, readily useable form.

The parties expressly agree to waive, release and relinquish the recovery of any consequential damages that may arise out of the termination or suspension of this agreement under this section.

The grantee shall include in any agreement with any contractor retained for work under this agreement a provision that entitles the grantee to suspend or terminate the agreement with the contractor for any reason on written notice and on the same terms and conditions specified in this section.

INDEMNIFICATION AND HOLD HARMLESS

The grantee shall be responsible for, indemnify and hold harmless the Conservancy, its officers, agents and employees from any and all liabilities, claims, demands, damages, or costs, including without limitation litigation costs and attorneys fees, resulting from or arising out of the willful or negligent acts or omissions of the grantee, its officers, agents, contractors, subcontractors and employees, or in any way connected with or incident to this agreement, except for the active negligence of the Conservancy, its officers, agents or employees. The duty of the grantee to indemnify and hold harmless includes the duty to defend as provided in Civil Code Section 2778. This agreement supersedes any right the grantee may have as a public entity to indemnify and

INDEMNIFICATION AND HOLD HARMLESS (Continued)

contribution as provided in Gov. Code Sections 895 et seq.

The grantee waives any and all rights to any type of express or implied indemnity or right of contribution from the State, its officers, agents or employees, for any liability resulting from, growing out of, or in any way connected with or incident to this agreement.

Nothing in this agreement is intended to create in the public or in any member of it rights as a third-party beneficiary under this agreement.

INSURANCE

Throughout the term of this agreement, the grantee shall procure and maintain insurance, as specified in this section, against claims for injuries to persons or damage to property that may arise from or in connection with any activities by the grantee or its agents, representatives, employees, volunteers, or contractors associated with the project undertaken pursuant to this agreement. As an alternative, with the written approval of the Executive Officer, the grantee may satisfy the coverage required by this section in whole or in part through: (a) its contractors' procurement and maintenance of insurance for work under this agreement, if the coverage otherwise fully satisfies the requirements of this section; or (b) the grantee's participation in a "risk management" plan, self insurance program or insurance pooling arrangement, or any combination of these, if consistent with the coverage required by this section.

1. Minimum Scope of Insurance. Coverage shall be at least as broad as:
 - a. Insurance Services Office ("ISO") Commercial General Liability coverage, occurrence basis (Form CG 00 01) or comparable.
 - b. Automobile Liability coverage - ISO Form Number CA 0001, Code 1 (any auto).
 - c. Workers' Compensation insurance as required by the Labor Code of the State of California.

2. Minimum Limits of Insurance. Grantee shall maintain coverage limits no less than:
 - a. General Liability:
(Including operations, products and completed operations, as applicable) \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the activities under this agreement or the general aggregate limit shall be twice the required occurrence limit.

INSURANCE (Continued)

- b. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
3. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the Executive Officer.
4. Required Provisions Concerning the Conservancy and the State of California.
- a. Each insurance policy required by this section shall be endorsed to state that coverage shall not be canceled by either party, except after thirty days' prior written notice by first class mail has been given to the Conservancy; or in the event of cancellation of coverage due to nonpayment, after ten days prior written notice to the Conservancy. The grantee shall notify the Conservancy within two days of receipt of notice that any required insurance policy will lapse or be cancelled. At least ten days before an insurance policy held by the grantee lapses or is cancelled, the grantee shall provide the Conservancy with evidence of renewal or replacement of the policy.
- b. The grantee hereby grants to the State of California, its officers, agents, employees, and volunteers, a waiver of any right to subrogation which any insurer of the grantee may acquire against the State of California, its officers, agents, employees, and volunteers, by virtue of the payment of any loss under such insurance. Grantee agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not the grantee has received a waiver of subrogation endorsement from the insurer.
- c. The general liability and automobile liability policies are to contain, or to be endorsed to contain, the following provisions:
- (i) The State of California, its officers, agents and employees are to be covered as additional insureds with respect to liability arising out of automobiles owned, leased, hired or borrowed by or on behalf of the grantee; and with respect to liability arising out of work or operations, including completed operations, performed by or on behalf of the grantee including materials, parts or equipment furnished in connection with such work or operations.
- (ii) For any claims related to this agreement, the grantee's insurance coverage shall be primary insurance with respect to the State of California, its officers, agents and employees, and not excess to any insurance or self-insurance of the State of California.
- (iii) The limits of the additional insured coverage shall equal the limits of the named insured coverage regardless of whether the limits of the named insurance coverage exceed those limits required by this agreement.

INSURANCE (Continued)

- d. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subdivision (b) of Section 2782 of the Civil Code.
5. Acceptability of Insurers. Insurance shall be placed with insurers admitted to transact business in the State of California and having a current Best's rating of "B+:VII" or better or, in the alternative, acceptable to the Conservancy and approved in writing by the Executive Officer.
6. Verification of Coverage. The grantee shall furnish the Conservancy with original certificates, in the form attached as Exhibit C to this agreement and amendatory endorsements, or copies of the applicable policy language, effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the Executive Officer before work commences. The Conservancy reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage, at any time.
7. Contractors. The grantee shall include all contractors as insureds under its policies or shall require each contractor to provide and maintain coverage consistent with the requirements of this section. To the extent generally available, grantee shall also require each professional contractor to provide and maintain errors and omissions liability insurance appropriate to the contractor's profession and in a reasonable amount in light of the nature of the project.
8. Premiums and Assessments. The Conservancy is not responsible for premiums and assessments on any insurance policy.

AUDITS/ACCOUNTING/RECORDS

The grantee shall maintain financial accounts, documents, and records (collectively, "records") relating to this agreement, in accordance with the guidelines of "Generally Accepted Accounting Principles" ("GAAP") published by the American Institute of Certified Public Accountants. The records shall include, without limitation, evidence sufficient to reflect properly the amount, receipt, deposit, and disbursement of all funds related to work under the agreement. Time and effort reports are also required. The grantee shall maintain adequate supporting records in a manner that permits tracing from the request for disbursement forms to the accounting records and to the supporting documentation.

Additionally, the Conservancy or its agents may review, obtain, and copy all records relating to performance of the agreement. The grantee shall provide the Conservancy or its agents with any relevant information requested and shall permit the Conservancy or its agents access to the

AUDITS/ACCOUNTING/RECORDS (Continued)

grantee's premises upon reasonable notice, during normal business hours, to interview employees and inspect and copy books, records, accounts, and other material that may be relevant to a matter under investigation for the purpose of determining compliance with this agreement and any applicable laws and regulations.

The grantee shall retain the required records for a minimum of three years following final disbursement by the Conservancy. The records shall be subject to examination and audit by the Conservancy and the Bureau of State Audits during the retention period.

If the grantee retains any contractors to accomplish any of the work of this agreement, the grantee shall first enter into an agreement with each contractor requiring the contractor to meet the terms of this section and to make the terms applicable to all subcontractors.

The Conservancy may disallow all or part of the cost of any activity or action that it determines to be not in compliance with the requirements of this agreement.

COMPUTER SOFTWARE

The grantee certifies that it has instituted and will employ systems and controls appropriate to ensure that, in the performance of this contract, state funds will not be used for the acquisition, operation or maintenance of computer software in violation of copyright laws.

NONDISCRIMINATION

During the performance of this agreement, the grantee and its contractors shall not unlawfully discriminate against, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, ethnic group identification, physical disability (including HIV and AIDS), mental disability, medical condition, marital status, age (over 40) or sexual orientation (Government Code section 12940). The grantee and its contractors also shall not unlawfully deny a request for or take unlawful action against any individual because of the exercise of rights related to family-care leave (Government Code sections 12945.1 and 12945.2). The grantee and its contractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination, harassment and unlawful acts.

Consistent with Government Code section 11135, the grantee shall ensure that no one, on the basis of race, national origin, ethnic group identification, religion, age, sex, sexual orientation, color, or disability, is unlawfully denied full and equal access to the benefits of, or is unlawfully subjected to discrimination under, the work funded by the Conservancy under this agreement.

NONDISCRIMINATION (Continued)

Pursuant to Government Code section 12990, the grantee and its contractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900 et seq.) and the applicable regulations (California Code of Regulations Title 2, section 7285.0 et seq.). The regulations of the Fair Employment and Housing Commission regarding Contractor Nondiscrimination and Compliance (Chapter 5 of Division 4 of Title 2 of the California Code of Regulations) are incorporated into this agreement by this reference.

The grantee and its contractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement. This nondiscrimination clause shall be included in all contracts and subcontracts entered into to perform work provided for under this agreement.

CALIFORNIA ENVIRONMENTAL INFORMATION CATALOG ENTRY

The grantee shall prepare and submit an on-line computer catalog entry to the California Environmental Information Catalog (“CEIC”) for all geographic information products and reports which characterize site specific conditions with regard to vegetation, wildlife populations, species occurrences and other measures of biological diversity, environmental and ecological condition. The CEIC is available on the Internet at <http://ceic.resources.ca.gov/contribute.html>. Where possible, electronic information should be supplied in Federal Geographic Data Committee metadata format. However, if the Executive Officer directs that certain information should not be disclosed, the grantee shall not include that information in the entry.

PREVAILING WAGE AND LABOR COMPLIANCE PROGRAM

Work done under this grant agreement may be subject to the prevailing wage and other related requirements of the California Labor Code (see Labor Code sections 1720 et seq.). The grantee shall pay prevailing wage to all persons employed in the performance of any part of the project and otherwise comply with all associated requirements and obligations, if required by law to do so.

This agreement is funded in whole or in part with funds from the “Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006” (“Proposition 84”). Section 75075 of the Public Resources Code imposes on a body awarding any contract for a public works project financed in any part with Proposition 84 funds responsibility for adoption and enforcement of a “labor compliance program” under Labor Code section 1771.5(b). Regulations implementing Section 1771.5(b) include Title 8, California Code of Regulations, Division 1, Chapter 8, Subchapter 4.

PREVAILING WAGE AND LABOR COMPLIANCE PROGRAM (Continued)

The grantee shall review these statutory and regulatory provisions and other related provisions and regulations to determine its responsibilities.

INDEPENDENT CAPACITY

The grantee, and the agents and employees of the grantee, in the performance of this agreement, shall act in an independent capacity and not as officers or employees or agents of the State of California.

ASSIGNMENT

Without the written consent of the Executive Officer, this agreement is not assignable by the grantee in whole or in part.

TIMELINESS

Time is of the essence in this agreement.

EXECUTIVE OFFICER'S DESIGNEE

The Executive Officer shall designate a Conservancy project manager who shall have authority to act on behalf of the Executive Officer with respect to this agreement. The Executive Officer shall notify the grantee of the designation in writing.

AMENDMENT

Except as expressly provided in this agreement, no change in this agreement shall be valid unless made in writing and signed by the parties to the agreement. No oral understanding or agreement not incorporated in this agreement shall be binding on any of the parties.

LOCUS

This agreement is deemed to be entered into in the County of Alameda.

AGENDA ITEM
CITY COUNCIL MEETING DATE - APRIL 15, 2014
CONSENT CALENDAR

DATE : March 28, 2014

TO : City Council

FROM : City Attorney

SUBJECT : **DENIAL OF CLAIM AGAINST THE CITY BY CELIA MASSON AND REFERRAL TO INSURANCE CARRIER**

RECOMMENDATION:

Deny the claim against the City by Celia Masson.

EXECUTIVE SUMMARY:

Claimant states that she stepped on a piece of chalk left in the street during the Peddler's Fair and fell to the ground aggravating an existing injury.

BUDGET INFORMATION:

This claim is for \$377.66 to reimburse cost of chiropractic treatment and roundtrip mileage to medical facility.

BACKGROUND:

Ms. Celia Masson claims to have stepped on a piece of chalk that was left in the crosswalk during the Peddler's Fair on August 10, 2013, causing her to slip and fall to the ground. The fall allegedly aggravated an existing injury for which she sought chiropractic treatment that she states she would not have otherwise needed. The Peddler's Fair is an event hosted by St. Paul's Church, for which they provided proof of insurance coverage to the City as well as naming the City as an additional insured party. Upon rejection of the claim, the City Clerk should issue a rejection notice to Ms. Elizabeth Masson, claimant's daughter, using ABAG's Form Letter No. 3 of the ABAG Plan Claims Procedures Manual and process with proof of service by mail form (located in the forms directory). A copy of the rejection notice and proof of service by mail form should be sent to Jim Nagal (ABAG Claims Examiner) and the City Attorney.

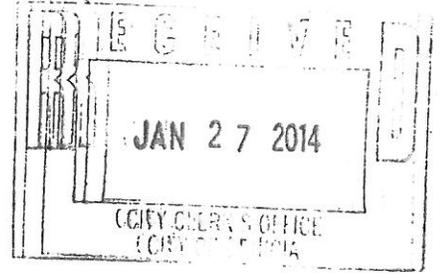
Attachment:

- Copy of Claim Against the City

CLAIM AGAINST THE CITY OF BENICIA

Please return to the City Clerk, 250 East L Street, Benicia, CA 94510

Complete the following, adding additional sheets as necessary.



1. CLAIMANT'S NAME (Print): Cecilia Masson

2. CLAIMANT'S ADDRESS: _____
(Street or P.O. Box Number, City, State, Zip Code)

HOME PHONE: _____ WORK PHONE: _____

3. AMOUNT OF CLAIM: \$ 377.66 (Attach copies of bills/estimates)

If amount claimed is more than \$10,000, indicate where jurisdiction rests:

Limited Civil Case _____
Unlimited Civil Case _____

4. Address to which notices are to be sent, if different from lines 1 and 2 (Print):

(Name)

(Street or P.O. Box Number, City, State, Zip Code)

5. DATE OF INCIDENT: 8/10/13 TIME OF INCIDENT: 15:36

LOCATION OF INCIDENT: First Street/ E G Street

6. Describe the incident or accident including your reason for believing that the City is liable for your damages: I stepped on a piece of chalk that was left in the crosswalk during the Peddler's Fair and slipped and fell to the ground. Please see attached police report for details.

7. Describe all damages which you believe you have incurred as a result of the incident:

My fall aggravated an existing injury for which I sought chiropractic treatment that I would not have otherwise needed. I was treated eight times, at a charge of \$45.00 each (\$360.00). My claim includes mileage at the 2013 IRS medical mileage rate (\$.24./mile) for eight roundtrips to the chiropractor (9.2 miles each trip, for

8. Names of public employee(s) causing the damages you are claiming: a mileage total of \$17.66).

N/A

Cecilia A. Masson
Signature of Claimant

January 14, 2014
Date

Any person who, with intent to defraud, presents any false or fraudulent claim may be punished by imprisonment or fine or both.

Note: YOU must file a claim in compliance with Government Code Section 911.2.

(revised 12/18/02)

AGENDA ITEM
CITY COUNCIL MEETING DATE - APRIL 15, 2014
CONSENT CALENDAR

DATE : April 9, 2014

TO : City Council

FROM : City Manager

SUBJECT : **APPROVAL OF PURCHASE ORDER INCREASE FOR ROCK FOR FISCAL YEAR 2013-2014**

RECOMMENDATION:

Adopt the resolution approving the purchase order increase for crushed aggregate rock for Fiscal Year 2013-2014 from Syar Industries Inc. of Vallejo, California, in the amount of \$16,000.00.

EXECUTIVE SUMMARY:

This action approves a purchase order increase for crushed aggregate rock for repair and maintenance of City streets and utility pipelines. Sufficient funds are available.

BUDGET INFORMATION:

Council previously authorized the purchase of crushed aggregate rock for Fiscal Year 2013-2014 for \$40,000. A purchase order increase of \$16,000.00 is necessary to maintain the street repairs for the remainder of the fiscal year. Sufficient funds are available in Account No. 090-8215-8809.

GENERAL PLAN:

Relevant General Plan Goal:

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

STRATEGIC PLAN:

Relevant Strategic Plan Issues and Strategies:

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

BACKGROUND:

The Public Works Maintenance Division repairs and maintains City streets and water, sewer and storm drain pipelines. Crushed aggregate rock is used to backfill excavations after work has been completed. City staff purchases the rock from Syar Industries Inc. to maintain inventory levels and on an as-needed basis.

Syar Industries Inc. on Lake Herman Road in Vallejo is the only manufacturer of crushed aggregate rock within a reasonable distance from Benicia; therefore, this is a sole source purchase. The next closest rock supplier is Esparto in Yolo County; however, only smooth river rock can be supplied, which does not meet City specifications for compaction. Further, the City receives reasonable delivery prices due to the close proximity of Syar and saves wear and tear on City dump trucks when staff must pick up the rock. In accordance with Benicia Municipal Code Section 3.08.090C, bid procedures are waived when the commodity can only be obtained via sole source procurement.

Attachment:

- Proposed Resolution

RESOLUTION NO. 14-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING THE PURCHASE ORDER INCREASE FOR CRUSHED AGGREGATE ROCK FOR FISCAL YEAR 2013-2014 FROM SYAR INDUSTRIES INC. OF VALLEJO, CALIFORNIA, IN THE AMOUNT OF \$16,000.00.

WHEREAS, crushed aggregate rock is needed for staff to repair and maintain City streets and utility pipelines; and

WHEREAS, Syar Industries Inc. is the only manufacturer within a reasonable distance from Benicia of crushed aggregate rock; therefore, this purchase must be sole-sourced; and

WHEREAS, in accordance with Benicia Municipal Code Section 3.08.090C, bid procedures are waived when the commodity can only be obtained via sole source procurement.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia authorizes the purchase order increase for crushed aggregate rock for Fiscal Year 2013-2014 from Syar Industries Inc. of Vallejo, California, in the amount of \$16,000.00 charged to Account No. 090-8215-8809 (Street Repairs).

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 15th day of April, 2014, and adopted by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

ATTEST:

Lisa Wolfe, City Clerk

Date

AGENDA ITEM
CITY COUNCIL MEETING DATE - APRIL 15, 2014
BUSINESS ITEMS

DATE : April 7, 2014

TO : City Manager

FROM : Interim Finance Director

SUBJECT : **PRESENTATION AND ACCEPTANCE OF THE FINANCE COMMITTEE WORK PLAN FOR THE FISCAL YEARS 2013-15**

RECOMMENDATION:

Accept the Finance Committee Work Plan for the Fiscal Year 2013-15 based upon review of the information presented by the Committee Chairman.

EXECUTIVE SUMMARY:

As part of their on-going annual duties, which includes review of the City's Comprehensive Annual Financial Statement (CAFR) and quarterly review of the City's investment report, the Finance Committee approved a work plan listing finance-related special projects that the Committee intends to study in conjunction with City staff assistance. Committee Chairman Clarke will discuss the City's 2013 Annual CAFR, the City's investment report, and present the Committee's FY 2013-15 Work Plan for Council's acceptance.

BUDGET INFORMATION:

N/A

STRATEGIC PLAN:

Relevant Strategic Plan Goals and Strategies:

- Strategy Issue #3: Strengthening Economic and Fiscal Conditions
 - Strategy #4: Manage City finances prudently

BACKGROUND:

As documented in the Finance Committee Policy list of duties, the Finance Committee may study "special projects as directed by the City Council, City Manager or Finance Director" and "submit an annual work program to the Council for review and approval."

In conjunction with input from City Council and City management, the Committee develops a Work Plan consisting of finance-related projects the Committee intends to study. These projects are conducted in order to provide

additional review and understanding regarding how staff addresses economic and fiscal conditions in the management of the City's finances.

Attachments:

- Finance Committee FY 2013-15 Work Plan
- Finance Committee Mission, Duties, and Structure Policy

**City of Benicia
Finance Committee
FINANCE COMMITTEE FY 2013-15 WORK PLAN**

	Title	Description	Current Status	Estimated Staff Hours*
1	Long Range Financial Forecast	Review a 10 year General Fund Financial Forecast	Initial 10-year General Fund forecast to be prepared during Phase 1 of the Sustainable Community Services Strategy (SCSS).	Approximately 120 staff hours
2	Financial Reports - All Funds	Income Statement Reports for all City Funds Budgeted.	Currently installed Sungard webserver; working on income statement reports.	10 hours to perform formal review of all funds.
3	Enterprise Reporting: Marina Fund	Analysis and response to Enterprise Fund article by former Committee Chair.	Staff is preparing a comprehensive analysis of Marina Fund. Formal response to specific article will be completed approximately Summer or Fall 2014	Approximately 300 hours citywide
4	Update Rate Studies	Compare actual operating results to Water and Wastewater Rate Studies.	Discuss goals. Suggest using FY2013 Audit.	Involves Rate Consultant, Finance, PW - approximately 35-40 hours.
5	Capital Improvement Plan	Discuss preparation of long-term capital improvement plan.	Currently reformatting document; including updating and expanding projects, cost studies, and funding. Present Summer 2014	Significant - approximately 250 to 350 hours.
6	CalPERS Path to Sustainability	Presentation of CalPERS path to sustainability	Schedule for Fall 2014	10 hours to prepare information and report
7	Solar Operations/Study	Presentation to Committee of Solar Operations/Study	Presented at March 2014 Committee meeting.	Significant - approximately 200 hours.
8	Actuarial Studies	Presentation of Actuarial Studies	Will schedule consulting presentation for April or May 2014	Not Significant
9	Cost Allocation Studies	Presentation of Cost Allocation Studies	Will present draft cost allocation plan and purpose of plan in May or June 2014	Approximately 200+ hours

* Estimated hours subject to change dependent upon revised objectives or new information.

Study Sessions in Progress:

CAFR Report Training	Review of City's annual financial report.
Reserve Policy Report	Demonstrate calculation of General Fund reserve.
Report on Unfunded Liabilities	Discuss list of current known liabilities including funding status

RESOLUTION NO. 11- 55

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING CHANGES TO THE NAME, MISSION, DUTIES, STRUCTURE AND WORK PLAN OF THE FINANCE, AUDIT AND BUDGET COMMITTEE

WHEREAS, the City Council considered changing the name of the Finance, Audit and Budget Committee to the Finance Committee to reflect the wide range of topic areas the committee will review; and

WHEREAS, the City Council considered changes to the Mission, Duties and Structure Policy of the Audit and Finance Committee to better define the scope of their reviews; and

WHEREAS, the City Council has considered the Work Plan presented by the committee members; and

WHEREAS, the City Council has determined the changes will improve the ability of the committee to contribute valuable financial recommendations to the City Council and the citizens of Benicia.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia hereby approves changing the name to the Finance Committee.

BE IT FURTHER RESOLVED THAT changes to the Mission, Duties and Structure Policy, attached hereto and incorporated herein, are hereby approved.

BE IT FURTHER RESOLVED THAT the Work Plan submitted by members of the committee, attached hereto and incorporated herein, is hereby approved.

On motion of Council Member **Schwartzman**, seconded by Council Member **Hughes**, the above resolution was approved by the City Council of the City of Benicia at a regular meeting held on the 3rd day of May 2011, by the following vote:

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

Noes: **None**

Absent: **None**



Elizabeth Patterson, Mayor

ATTEST:



Lisa Wolfe, City Clerk

FINANCE COMMITTEE
MISSION, DUTIES AND STRUCTURE POLICY
Amended November 7, 2008, May 3, 2011

Purpose

The purpose of the Finance Committee shall be advisory to the City Council and shall review financial issues that can be reasonably addressed by the City of Benicia. The Finance Committee shall coordinate with the City Council annually to prepare and approve a work program for the following year. Urgent issues may be authorized for study by the City Council at any regular Council meeting.

Mission Statement

The role of the Finance Committee is to provide citizen input to Council and staff regarding financial policy or process issues including Audits, Financial Budgets (primarily long term), and monthly review of the Warrant Register. In addition, the Finance Committee's role is to help promote citizen's participation and understanding regarding the financial condition of the City.

Duties

1. Annual review of independent auditor selection process with recommendation on which firm to use.
2. Annual review of the Comprehensive Annual Financial Report with recommendations as appropriate.
3. Annual review of the investment policy with recommendations as appropriate.
4. Annual review of independent financial audit with recommendation as appropriate.
5. Review the Long-Range Budget Forecasting Budget Model to determine long-term financial sustainability and make recommendations as appropriate.
6. Quarterly review of the City's Investments and make recommendations as appropriate.
7. Monthly review of financial disbursements (Warrant Register Review Process) of the City to reasonably gauge compliance with established policies and procedures and make recommendations as appropriate.
8. Monthly review of the City's General Ledger to monitor the City's performance against a stated budget and make recommendations as appropriate.
9. Special projects as directed by the City Council, City Manager or Finance Director.

10. Submit an annual work program to the Council for review and approval.
11. Finance Committee recommendations shall be provided to the Council in writing unless otherwise requested by the City Council.

Structure

1. The Committee shall be comprised of 5 members of the public, 2 Council Members and the City Treasurer.
2. Appointed citizens shall be Benicia residents, business owners, or members of Benicia organizations.
3. Members shall be appointed to 4-year terms, with 2 member terms expiring every 2 years.
4. Committee members shall elect the Chairperson, who will serve a one-year term, generally July through June to coincide with the fiscal year.
5. Elected liaisons shall be allowed full discussion but shall not have voting privileges.
6. Staff reports shall accompany agenda items when appropriate.
7. Decisions on agenda items shall be by Majority Vote.
8. Minutes shall be recorded, approved and forwarded to the City Council.
9. The Committee shall meet the 4th Friday each month at 8 A.M. unless otherwise necessary.

AGENDA ITEM
CITY COUNCIL MEETING DATE - APRIL 15, 2014
BUSINESS ITEMS

DATE : March 20, 2014

TO : City Council

FROM : City Manager

SUBJECT : **GENERAL PLAN ANNUAL PROGRESS REPORT TO THE STATE OF CALIFORNIA**

RECOMMENDATION:

Accept the 2013 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:

This item has no impact on the City's General Fund.

GENERAL PLAN:

This report is consistent with Implementing, Updating, and Amending the General Plan: Annual Review by Planning Commission (page 11, Benicia General Plan).

STRATEGIC PLAN:

The General Plan Progress report supports many of the Strategic Plan actions by providing a comprehensive update on the 327 programs contained in the General Plan. This comprehensive update serves as a primary performance measure to highlight those that have been accomplished.

BACKGROUND:

The General Plan Progress Report for 2013 includes up to date information on each of the programs. In addition, the report provides implementation status of the 2007-2014 Housing Element (part of the General Plan). Staff is currently working on the administrative draft for the updated Housing Element for the 2015-2013 cycle. The public review draft and public engagement period will begin in April and staff expects adoption and certification by the State by the end of this calendar year.

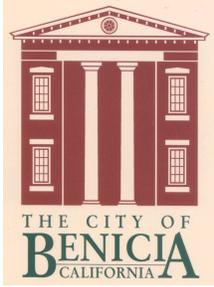
On March 13, the Planning Commission recommended that the Council accept the General Plan Progress Report, with the following minor changes:

1. Clarification to Program 3.9.B to state that Caltrans designation of I-680 and I-780 as State Scenic Highways is unlikely.
2. Modification to Program 3.20.A to state that the Forest Deaner Garden has been "established" instead of "maintained."

Other comments and questions from the Commission did not necessitate changes to the report, but were clarifications to be provided after conferring with City staff.

Attachments:

- City of Benicia General Plan Annual Progress Report, Including Annual Housing Element Progress Report for 2013
- Summary of Implementation Changes, General Plan Implementation Report; January 1 – December 31, 2013
- General Plan Implementation Report
- Housing Element Implementation
- City Council Strategic Plan, Fiscal Years 2013-2015
- Planning Commission Minutes of March 18, 2014



City of Benicia

General Plan Annual Progress Report, Including Annual Housing Element Progress Report for 2013

**Prepared by the Community Development
Department, Planning Division**

**Presented to City Council:
April 15, 2014**

Introduction

This review provides the Planning Commission and City Council with an annual progress report (APR) of General Plan accomplishments, which has been done since its adoption in June 1999. The General Plan is a comprehensive, long-term plan to guide the future of the City between 1999 and 2019 and covers the following elements: land use, circulation, housing, conservation, open space, safety, and noise. The plan includes goals, which spell out what the City wants to accomplish, and policies that guide day-to-day decisions to bring the City closer to achieving its goals, and programs that specify actions the City will take to implement the General Plan. This report includes General Plan accomplishments from January 1, 2013 through December 31, 2013.

Review and Acceptance by Local Legislative Body

The State of California Governor's Office of Planning and Research and the State Department of Housing and Community Development will also receive a copy of Benicia's General Plan progress report, but not until it is reviewed and accepted by Benicia's City Council. The City Council can accept this on consent, or as a discussion item.

Performance Measures

The Planning Division has measured implementation of the General Plan by describing the state of each program as follows:

PRIORITY	
1	Currently Budgeted
2	Request for future funding
3	Not Budgeted
C	Completed
O	Ongoing
PC	Partially Completed

Appendix A contains a listing of all the Goals, Policies, and Programs in the General Plan, organized by section. The first column is color coded by section; the second column shows the reference number; the third column explains whether the statement is a goal, policy, or program; the fourth column provides the corresponding goal/policy/program statement; the fifth column describes the state of each program; the sixth column describes the status; and, the seventh column lists which department or division is responsible for carrying out the program tasks. An outline of Appendix A is shown on the following page.

General Plan Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Land Use and Growth Management						
Economic Development						
Industrial Development						
Port Development						
Historic Arsenal						
Downtown						
Other Commercial Development						
Circulation						
Public & Quasi Public						
Parks and Recreation						
Schools						
Water						
Recycling						
Utilities						
Historic Preservation						
Archaeology						
Cultural						
Art						
Visual Character						
Regional/Sub-regional Open Space & Trails						
Biotic Resources						
Water						
Mineral Resources						
Energy						
Healthy Community						
Hazards						
Noise						

Housing Element Reporting

The State Department of Housing and Community Development have standardized forms for addressing the Housing Element portion of this Annual Progress Report, which is contained in Appendix B.

Consistency with the State Office of Planning & Research General Plan Guidelines

The City of Benicia's General Plan contains four chapters and fifteen subsections and is organized by a framework of goals, policies, and programs. The Housing Element is separated from the General Plan as an individual document (Appendix B), due to more frequent, state mandated updates.

CHAPTER	SUBSECTION	CONSISTENT WITH STATE GUIDELINES	STATE MANDATED ELEMENT
1. Introduction	What is the General Plan?	Yes	N/A
	Regional Setting	Yes	
	The Planning Area	Yes	
2. Community Development and Sustainability	Land Use and Growth Management	Yes (includes Sustainable Development and Environmental Justice)	Land Use Circulation Conservation Open Space
	Economic Development	Yes (optional element)	
	Circulation	Yes	
	Community Services	Yes	
3. Community Identity	Historic Resources	Yes (optional element, Community Design)	Land Use Conservation Open Space
	Cultural Resources	Yes, (optional element, Capital Improvements, Public Facilities)	
	Visual Character	Yes, optional element (Community Design)	
	Open Space and Conservation of Resources	Yes	
4. Community Health and Safety	Healthy Community	N/A	Land Use Circulation Conservation Safety Noise
	Hazards to the Community	Yes	
	Responses to Hazards	Yes	
	Noise	Yes	

Last Update to the General Plan

The last comprehensive update to Benicia's General Plan was done in 1999. General Plan Guidelines prepared by the State Office of Planning and Research recommend that General Plans are updated regularly and "revised as new information becomes available and as community needs and values change." The City has not significantly changed its primary goal of maintaining Benicia as

a small town city; the Goals of the General Plan are still applicable and a comprehensive update is not warranted. The exception of course is the Housing Element, which requires periodic review, evaluation, and revision. Since the last update to the General Plan, Solano Transportation Authority (STA) adopted the Solano Countywide Bicycle and Pedestrian Transportation Plans (2012). At a future date when the City's General Plan is updated, such plans will be evaluated for incorporation.

In 2012, the City completed the update to the 2007-2014 Housing Element and received certification by the State Department of Housing and Community Development (HCD). Currently, staff is working to update to the 5th Cycle Housing Element. The next step is to release the Draft 2015-2023 Housing Element and work with the community through the comment period and public workshop to receive public input. It is anticipated that the Draft 2015-2023 Housing Element will be released in April 2014.

Priorities Established by Council

The City of Benicia's Strategic Plan, which is reviewed and approved by the City Council, is prepared every two years in concert with the City's budget cycle.

"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 [to] five years that will help the City accomplish the goals of the General Plan with shorter term strategies and actions." (Strategic Plan p. 2)

The current Strategic Plan covers the period from July 1, 2013 through June 30, 2015. Appendix C contains the City's two-year priorities as presented in the current Strategic Plan. Economic Development and fiscal efficiency are the focus of the Plan's top five priorities.

Policy Amendments

There have been no General Plan policy amendments made during January 1, 2013 through December 31, 2013.

Projects (planning activities, general plan amendments, major development applications)

In 2012, the Planning Division processed 14 Design Review applications, 9 Use Permit applications, 1 Parcel Map and 2 Zoning Text Amendments. No major development applications were acted on last year.

Interagency and Intergovernmental Coordination

The Planning Division continues to be involved in regional planning activities. In 2013, Planning Division staff worked with many City Departments to accomplish the following: development of a community committee to collaborate on a

master plan for the downtown waterfront park which also involved preliminary coordination with the US Army Corps of Engineers, San Francisco Bay Regional Water Quality Control Board (RWQCB), and San Francisco Bay Area Conservation and Development Commission (BCDC) on potential designs; Tri Cities and County Collaborative Planning Group, aka Solano Open Space (a joint powers authority between the cities of Benicia, Fairfield, Vallejo and Solano County for the preservation of open space); collaboration with Solano Transportation Authority (STA) in development of a design for a regional transportation facility (bus hub) in the Industrial Park; collaboration with STA and Association of Bay Area Governments (ABAG) to develop a Transportation Plan for the Benicia Industrial Park; and coordination with BCDC on the design to fill in an important gap in the San Francisco Bay Trail system downtown.

Comments from Boards, Commission on General Plan Implementation

On March 13, 2014, the Planning Commission reviewed the General Plan Annual Progress Report for 2013. The Commission's requested clarification on a few programs. The Commission made a few minor edits on the status of two programs which were incorporated into the report and forwarded to City Council for review and acceptance.

City Council considered this report on April 15, 2014. *(Will update pending Council's review)*

Review of Grant Administration for Land Use Planning Activities

The Planning Division continues to apply for grants when opportunities for work programs arise. The City monitors its Housing Rehabilitation Loan Program, originally conceived through a Community Development Block Grant. In order to be more competitive for future funding, the City has applied for and received a Priority Development Area Designation (PDA) for its downtown, and for an Employment Investment Center based PDA for its industrial park. These designations awarded by ABAG make Benicia eligible and more competitive when future funding opportunities arise.

Technological Review, GIS and Website

The Planning Division tracks permit activity with Accela Automation, provides basic Geographical Information Systems (GIS) analysis through the County of Solano's GIS shared interface, updates its website as necessary with pertinent information including planning application forms and guidelines, historic property information, and plans and maps. The City will continue to participate with the Solano County GIS through the pictometry project focused on providing updated aerial and topographic information for the purposes of both emergency services and improved maintenance and planning of current and future public infrastructure.

Appendix A: Summary of Implementation Changes
General Plan Implementation Report; January 1 – December 31, 2013

Appendix B: General Plan Implementation Report

Appendix C: Housing Element Implementation Report

Appendix D: City Council Strategic Plan, Fiscal Years 2013 – 2015

Summary of Implementation Changes

General Plan Implementation; January 1 - December 31, 2013

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	2.4.A	Program	Monitor development to ensure it does not overburden the City's infrastructure.	O	Evaluated during development review and approval process. New storm water impact fees are in place, traffic impact fees are being re-evaluated, and a fee study is underway.	Public Works Engineering Division
Citywide Economic Development	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 www.BeniciaBusiness.com .	City Manager's Office Economic Development Division
Industrial Development	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.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 \$1.75M Bus Hub, secured \$145K annually in solid waste franchise fee for streets in the Industrial Park, patching and paving East 2nd for 2014 street resurfacing project, exploring different funding options to raise revenue for street maintenance.	Public Works Engineering Division

Summary of Implementation Changes

	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
Downtown	2.12.A	Program	Consider improvements to Solano Square to make it more pedestrian friendly.	PC/O	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.	Public Works Engineering Division and Community Development Planning Divisions
	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.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, in which the planning kicked off in 2013, may provide for additional benches and public art along First Street at the Marina Green.	Community Development Planning Division and Parks & Community Services Dept.
	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 Planning Center/DC&E was hired to work with staff and the community in developing the master plan. The Master Plan should be completed in 2014.	Community Development Planning Division and Parks & Community Services Dept.

Summary of Implementation Changes

	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.
Circulation	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.	○	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.
	2.14.C	Program	Consider residential streets with textured pavements and parallel parking.	○	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.	○	Ongoing. 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.	○	Examples include Downtown & Western Gateway Intermodal Projects. Part of 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	○	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

Summary of Implementation Changes

Circulation	2.14.I	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.	○	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
	2.15.B	Program	Provide additional trails along the shoreline.	○	Completed shoreline improvement and installation of additional trail 120 feet south of C Street. An additional planned segment will complete the waterfront trail between B and C Streets. Staff continues to seek funding and opportunities to provide trails along the Benicia shoreline. The Planning Division requires public access on development applications within 100 feet of the mean high tide, as required.	Community Development Planning Division and Parks & Community Services Dept.
	2.15.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.	○	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.	○	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.J	Program	Improve pedestrian and bike access between Downtown and Southamton.	○	Rose Drive Traffic Calming installed bike lanes/Sharrows from McAllister to Cambridge.	Public Works Engineering Division

Summary of Implementation Changes

Circulation	2.17.A	Program	Preserve the personal service provided by Dial-a-Ride.	O/2	Through Sol Tran JPA and County of Solano, Benicia residents have access to: Intercity Taxi Scrip (ADA Paratransit Riders); Sol Trans Local Taxi Scrip (Medicare, seniors 65+, persons w/disabilities); and Benicia-only Dial-a-Ride Bus Service except Sundays and certain Holidays.	Finance Dept.
	2.17.B	Program	Subsidize transit at a level justified by a cost/benefit study.	O	Sol Trans 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 Sol Trans 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, Sol Trans has provided transit service in the former Benicia Breeze and Vallejo Transit service areas. Sol Trans completed a Short Range Transit Plan in June 2013.	Finance Dept.
	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, Sol Trans has provided transit service in the former Benicia Breeze and Vallejo Transit service areas. Sol Trans 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, Sol Trans has provided transit service in the former Benicia Breeze and Vallejo Transit service areas. Sol Trans completed a Short Range Transit Plan in June 2013.	Finance Dept.
	2.17.I	Program	Optimize the use of existing transit equipment.	O	This program not operational. All assets transferred to Sol Trans JPA.	Finance Dept.

Summary of Implementation Changes

Circulation	2.17.J	Program	Consider a shuttle service between large commercial centers.	○	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. Sol Trans continually examines opportunities for service that attract new riders.	Finance Dept.
	2.17.K	Program	Provide intercity bus service to Vallejo and Fairfield commensurate with available funding.	○	Sol Trans 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.
	2.20.E	Program	Identify streets where traffic should be slowed.	○	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
	2.27.A	Program	Review existing plans and work with Caltrans to develop proposals that reflect the consensus.	○	Examples of recent success included 2nd span of Benicia-Martinez Bridge, Park Road Sidewalk Project.	Public Works Engineering Division
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 completed renovation of the Commanding Officer's Quarters with a grant from the State of California and received a grant from the Coastal Conservancy to develop the Benicia Urban Waterfront Enhancement and Master Plan. 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.

Summary of Implementation Changes

Parks and Recreation	2.32.D	Program	Explore public access on private waterfront through collaborative planning or a development review process.	○	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.C	Program	Work with the State to keep the State Recreation Area open to the public for day use.	○	The City of Benicia/Solano County/The City of Vallejo signed an agreement with the State Department of Parks and Recreation to open the gates at the SRA seven days a week and make various improvements to the park. The agreement to keep the gates open the additional 2 days a week will conclude on June 30, 2014. The Solano State Parks Committee continues to meet monthly and advocate for both Benicia State Parks.	Parks & Community Services Dept.
	2.33.D	Program	Work with the State to assure that the Capitol maintains maximum opening hours for public enjoyment and use.	○	Previously, the 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. In 2013, 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.
	2.36.F	Program	Assist hospitality-related businesses to actively promote water conservation.	○	In 2013, Public Works assisted the Best Western Hotel located at 1955 East Second Street to replace all toilets with high efficiency toilets.	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. Fiscal Year 13/14 budget included the hiring of 3 new full-time Field Utility and Streets Apprentices. In addition, funds are/will be set aside for the Capitol Improvement Program for CCTV of gravity sewer lines.	Public Works Wastewater and Field Maintenance Divisions
Historic Preservation	3.1.A	Program	Continue to maintain a current inventory of historic and architectural resources in the city.	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.G	Program	Develop a program for property tax incentives.	C/O	Benicia established a Mills Act Program for owners of historic properties in 2003 and has 34 properties that are participating in Mills Act Contracts since its offering.	Community Development Planning Division
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 City's and Library's website. The Arts and Culture Commission maintains a webpage on the Library's website that provides additional information on arts and culture activities.	Library Dept.
	3.3.F	Program	Expand the museum to include other historic buildings.	O	The Benicia Historical Museum Board of Directors has responsibility for expansion of the Museum. The Library collaborates with the Museum Director and assists as needed.	Parks & Community Services, Library Dept. in association with the Benicia Historical Museum Board of Directors

Summary of Implementation Changes

Visual Character	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
	3.13.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 should be completed in 2014.	Parks & Community Services Dept. and Community Development Planning Division
Healthy Community	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	Sol Trans 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.
Community Hazards	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
	4.12.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
	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.

General Plan Implementation; January 1 - December 31, 2013

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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	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.	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 City's urban area from its surrounding greenbelt of open lands and to maintain lands near Lake Herman and north of Lake Herman Road in permanent agriculture/open space use. No urban development is allowed beyond the Urban Growth Boundary. "Urban development" shall mean development requiring one or more basic municipal services including, but not limited to, water service, sewer, improved storm drainage facilities, fire hydrants and other physical			
	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, 2.1.6, and 2.1.7 and the definition of Urban Growth Boundary in the Glossary, may be amended only by a vote of the			
	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.			

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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.)			
Management	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	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	Evaluated during development review and approval process. New storm water impact fees are in place, traffic impact fees are being re-evaluated, and a fee study is underway.	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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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
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 www.BeniciaBusiness.com .	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
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Industrial Development	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, except for those contained in the Draft Lower Arsenal Specific Plan, which has not yet been adopted by the City Council.	Community Development Planning Division
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	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 \$1.75M Bus Hub, secured \$145K annually in solid waste franchise fee for streets in the Industrial Park, patching and paving East 2nd for 2014 street resurfacing project, 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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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
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; e.g. General Plan, pg. 33, Policy 2.1.1 aims to ensure that new development is compatible with existing (compatible = capable of existing without detrimental effects.	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.			

GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
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	Land use near the Port is being considered as part of the Draft Lower Arsenal Mixed Use Specific Plan.	City Manager's Office
	2.9.1	Policy	Encourage and create opportunities and methods for cooperative planning of the Port, Arsenal, and Pine Lake.			
Port Development	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
	2.11	Goal	Encourage the retention and continued evolution of the lower Arsenal into a historic/cultural/commercial/industrial center of mutually compatible uses.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Historic Arsenal	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	<p>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.</p>	C	<p>The gateway/water feature element will be implemented if and when a development application is filed by the property owner, Benicia Industries. Any development application for this area would be reviewed for consistency with applicable General Plan policies. Protecting views of the strait are regulated by the Zoning Ordinance, which places a 24 ft. height limit on properties within 150 feet of the shoreline; the Downtown Mixed Use Master Plan sets forth a maximum of 2.5 stories; in addition, the City coordinates with the Bay Conservation and Development Commission for all projects within 100 ft. of the mean high tide. When the Water's End subdivision plan was developed, analysis on impacts on views to Pine Lake was completed.</p>	Community Development Planning Division
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.			

GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Downtown	2.12.A	Program	Consider improvements to Solano Square to make it more pedestrian friendly.	PC/O	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.	Public Works Engineering Division and Community Development Planning Divisions
	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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Downtown	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.			
	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.	Public Works Dept.

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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, in which the planning of kicked off in 2013, may provide for additional benches and public art along First Street at the Marina Green.	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.			
	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 Planning Center/DC&E was hired to work with staff and the community in developing the master plan. The Master Plan should be completed in 2014.	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.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	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.
	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	Investiage the possiblity of developing a west-side marina.	3	No work has been done to date.	City Manager's Office

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Downtown	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. www.visitbenicia.org	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
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.			
	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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	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.
	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
	Circulation					

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	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
	2.14.I	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.I - plus, improvements to East 3rd Street Pedestrian Tunnel. Included in the City's Neighborhood Traffic Calming Program toolbox.	Public Works Engineering Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	2.15.B	Program	Provide additional trails along the shoreline.	O	Completed shoreline improvement and installation of additional trail 120 feet south of C Street. An additional planned segment will complete the waterfront trail between B and C Streets. Staff continues to seek funding and opportunities to provide trails along the Benicia shoreline. The Planning Division requires public access on development applications within 100 feet of the mean high tide, as required.	Community Development Planning Division and Parks & Community Services Dept.
	2.15.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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	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
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	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.
	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.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	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.
	2.17.G	Program	Provide attractive and pedestrian-friendly transit stops and buses, including bike racks on buses.	PC/1	Completed construction of the Intermodal Transit Facility on Military West and at City Park; In 2011, new bike racks were installed throughout the downtown and the Community Park.	Community Development Planning Division and Public Works Engineering Division
Circulation	2.17.H	Program	Provide transit shelters with good visibility and benches, thus enhancing the pedestrian-transit interface.	PC /1	New shelters will be 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.	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 update, 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 update, 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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	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.
	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.	Public Works Engineering 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,			
	2.21.C	Program	Consider denser, mixed-use developments, particularly in the Downtown area.	C/O	This 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.				

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	2.22.1	Policy	Work closely with the School District in addressing traffic congestion near schools.			
Circulation	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
	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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	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.			
	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.	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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	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
	2.23.2	Policy	Reduce the visibility of parking lots.			
Circulation	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

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	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.			
Circulation	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.
	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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	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 northbound direction with the toll plaza located at the southern end of the bridge; (2) elimination of existing lane merge problems at the I-680/I-780 interchange; (3) retaining direct access to existing interchanges at East 2nd and East 5th Streets, (4) accommodating rail transit on the bridge in the future, and (5) only widen I- 680 upon evaluation of alternatives.			
	2.26.4	Policy	Ensure that the Benicia-Martinez Bridge project adequately reflects the community's concerns.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Circulation	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			
	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.			

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	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	Review existing plans and work with Caltrans to develop proposals that reflect the consensus.	O	Examples of recent success included 2nd span of Benicia-Martinez Bridge, Park Road Sidewalk Project.	Public Works Engineering Division
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	Establish standards for city services and facilities, as approved by the City Council (see also Program 2.6.E).	C	Standards have been established and are updated as required. The Department enforces engineering and construction standards, safety standards, and wate/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.	Public Works Engineering Division
	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 religioug assembly when planning large new projects in these zones.			
	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.			
	2.30	Goal	Maintain and improve existing parks and recreation programs.			
	2.30.1	Policy	Enhance existing city recreation facilities and programs.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Parks and Recreation	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.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead	
Parks and Recreation	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.				
	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 and the city website 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.	Parks & Community Services Dept.	

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Parks and Recreation	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.			
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	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 completed renovation of the Commanding Officer's Quarters with a grant from the State of California and received a grant from the Coastal Conservancy to develop the Benicia Urban Waterfront Enhancement and Master Plan. 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.	C/O	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.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Parks and Recreation	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.
	2.33.C	Program	Work with the State to keep the State Recreation Area open to the public for day use.	O	The City of Benicia/Solano County/The City of Vallejo signed an agreement with the State Department of Parks and Recreation to open the gates at the SRA seven days a week and make various improvements to the park. The agreement to keep the gates open the additional 2 days a week will conclude on June 30, 2014. The Solano State Parks Committee continues to meet monthly and advocate for both Benicia State Parks.	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.
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Schools	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 routinely 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.			
	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.	PW/CDD 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 effort to reduce treated water consumption.	Public Works Waste Water Division
	2.36.3	Policy	Implement measures to reduce water consumption.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Water	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.	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 (10million) now available from agreement with Valero. New State Water Efficient Landscape Standards became effective January 2010.	Community Development Dept. Planning Division
	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. ??? Emailed Amy.	Public Works Water Quality Division
	2.37	Goal	Identify and preserve groundwater resources.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Water	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
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
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. Fiscal Year 13/14 budget included the hiring of 3 new full-time Field Utility and Streets Apprentices. In addition, funds are/will be 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.			
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	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	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.	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	Pursue establishment of curbside service that would pick up and compost yard waste and make it available to City residents for a reasonable cost.	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	Establish design requirements for commercial antennas and associated equipment and distribution networks.	C/O	Benicia's Wireless Telecommunications Ordinance was adopted in 2006 and sets forth requirements for design.	Community Development Planning Division
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Historic Preservation	3.1.A	Program	Continue to maintain a current inventory of historic and architectural resources in the city.	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.			
	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	Become a Certified Local Government (CLG) by applying to the State Department of Historic Preservation.	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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
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.	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	Develop a program for inspections of historic structures.	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.
	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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Historic Preservation	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 and has 34 properties that are participating in Mills Act Contracts since its offering.	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	A brochure for the public explaining the Mills Act Program is available at the Planning Counter. 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

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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	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
Archaeology	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
	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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
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 City'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.	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.	Library Dept.
	3.3.F	Program	Expand the museum to include other historic buildings.	O	Ongoing.	Library Dept.
	3.4	Goal	Support the library and the services it provides to the community.			
	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.

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Cultural	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	Evaluations for live/work and accompanying regulations were done during the development of the Downtown Mixed Use Master Plan and the Draft Lower Arsenal Specific Plan (pending adoption). 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 Harbor Walk, which incorporated public art in its privately owned but publicly accessible plaza. There is currently no budget to create a comprehensive program and funding mechanism.	Community Development Planning Division and Library Dept.
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	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
	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 Services Dept

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	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
	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 will undergo an update during 2012/2013.	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	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.			
	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 permanently maintained.	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	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: 221 First Street, and Sailor Jack's Restaurant at 123 First Street.	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.			
	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 should be completed in 2014.	Parks & Community Services Dept and Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Visual Character	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
	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			
	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			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Regional/Subregional OpenSpace/Trails	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 Division 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 quarterly 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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Regional/Subregional Open Space & Trails	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.			
	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.	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Regional/Subregional Open Space & Trails	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
	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.	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			
	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.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
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.	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, staff routinely recommends this as part of the development review process.	Community Development Planning Division
Biotic Resources	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			
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Biotic Resources	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.			
	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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Biotic Resources	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
	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.			
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Mineral Resources	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 recently has 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			
Energy	3.27	Goal	Improve energy efficiency.			
	3.27.1	Policy	Promote energy conservation in all new development and during rehabilitation of existing homes.			
	3.27.A	Program	Distribute information on weatherization and energy conservation.	C/O	Brochures published by PG&E are currently available at the Planning, Building, and Engineering Counter.	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, 2010 Edition, was adopted by reference in Title 15 of the Municipal Code in 2010.	Community Development Building Division
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Healthy Community	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.			
	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Healthy Community	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.
	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 works with Benicia High School's Friday Night Live group to conduct 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.			

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 Braito 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; documents can be accessed by the public. Free computer access and wireless access is available at the Library.	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.				
	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.	

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	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.			
	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.	Community Development Planning Division

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	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. Currently, a re-inventory of greenhouse gas emissions is underway; another inventory will be done in or by 2020 at the latest.	Community Development Planning Division
	4.10	Goal	Support improved regional air quality.			
	4.10.1	Policy	Support implementation of Bay Area Clean Air Plan.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
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.	Community Development Planning Division
	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.			

GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.11.A	Program	Require geotechnical engineering reports to address site stability and building foundation integrity for projects involving substantial grading.	O	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
	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.	PW/CDD Planning and Engineering Divisions
	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, FEMAs 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 required outside resources. However, FEMAs 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

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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 2010 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.			
	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 www.beniciacc.org/berf . This is a current and active community outreach program; since 2001. Has trained over 500 residents. Community classes are offered.	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	4.12.A	Program	Prepare a new citywide storm drain master plan.	3	Funding not available	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
	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.	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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	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.			
	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.	Public Works Water Quality and Wastewater Divisions
	4.14.1	Policy	Implement non-point source pollution strategies.			
City Hazards	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 the Storm Water Master Plan. 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 Division
	4.14.D	Program	Conduct an outreach program to industry and residents on how to reduce storm water-related pollution.	O	Implemented through the Storm Water Master Plan.	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/wildland areas was modified in 2009.	Fire Dept.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	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.
	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.				

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	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 inconjunction 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.			
	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.	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.			

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	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.			
	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.

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
Community Hazards	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.
	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.			
Community Hazards	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

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GP Section	No.	General Plan Statement Type	Statement	Priority	Status	Lead
	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)	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.
	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.			

General Plan Implementation; January 1 - December 31, 2013
 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.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	Staff routinely supports this program with any development application in or next to industrial areas. For example, the owner of the bed and breakfast on Jefferson Street signed and recorded such acknowledgement. Also it was a condition of approval for the Yuba Heights 7-lot subdivision.	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.			
	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.			

General Plan Implementation; January 1 - December 31, 2013

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.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 (2010 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

ANNUAL ELEMENT PROGRESS REPORT
2007-2014 Housing Element Implementation
 (CCR Title 25 §6202)

Jurisdiction City of Benicia
Reporting Period 1/1/2013 - 12/31/2013

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	
(9) Total of Moderate and Above Moderate from Table A3 ▶ ▶ ▶					0	0	0				
(10) Total by income Table A/A3 ▶ ▶											
(11) Total Extremely Low-Income Units*											

* Note: These fields are voluntary

ANNUAL ELEMENT PROGRESS REPORT
2007-2014 Housing Element Implementation
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Jurisdiction City of Benicia
Reporting Period 1/1/2013 - 12/31/2013

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. Units	5+	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate							0	
No. of Units Permitted for Above Moderate							0	

* Note: This field is voluntary

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Jurisdiction City of Benicia
Reporting Period 1/1/2013 - 12/31/2013

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			Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	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											98
	Non-deed restricted						1					1	
Moderate	Deed Restricted	108											108
	Non-deed restricted												
Above Moderate		178	82			19	1	1				104	75
Total RHNA by COG. Enter allocation number:		532											428
Total Units ▶ ▶ ▶			82			19	2	1				105	
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

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Jurisdiction City of Benicia
 Reporting Period 1/1/2013 - 12/31/2013

Table C

Program Implementation Status

Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. 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.		
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 1.01	Work/Coordinate with Housing Authority	2007-2014	Ongoing
Program 1.02	Support the Benicia Housing Authority in their administration of the Section 8 housing voucher program	2007-2014	Ongoing; when eligible
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	Investigating feasibility
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	Ongoing; when eligible
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.

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Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
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 May 2013.
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 will likely continue to the 5th Cycle Housing Element Update.
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 will likely continue to the 5th Cycle Housing Element Update.
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 will likely continue to the 5th Cycle Housing Element Update.
Program 1.11	Continue to reduce the cost of providing affordable housing by developing a fast tracking process, reducing fees, reducing parking requirements - amend the Zoning Ordinance as necessary	2013	Not yet completed

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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	Ongoing
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	Not yet completed
Program 2.02	Include SB375 in General Plan Update for high density near transit	2019	To be completed as part of the next General Plan update
Program 2.03	Establish a trust for inclusionary housing in-lieu fees	Annually	Ongoing
Program 2.04	Amend General Commercial zoning district to allow residential use	2013	This program has not been completed due to the lack of resources.
Program 2.05	Consider affordable housing linkage fee on nonresidential development projects	2014	Investigating feasibility
Program 2.06	Monitor funding sources for upstairs residential unit development on First Street	Annually	Ongoing
Program 2.07	Apply for financial assistance for projects in the Priority Development Areas	2007-2014	Ongoing as opportunities arise
Program 3.01	Amend Zoning Ordinance to allow for emergency shelters by right	2013	This text amendment is in progress and will be completed by the end of 2014.
Program 3.02	Adopt a reasonable accommodations ordinance	2013	(Typo in the Housing Element indicates timeframe is 2011.) Staff is currently working on a draft ordinance, expect to be

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Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 3.03	Provide assistance to the Community Action Council	2007-2014	Ongoing
Program 3.04	Refer persons in need of transitional housing assistance to the Community Action Council	2007-2014	Ongoing
Program 3.05	Provide social services in all City funded affordable housing projects	2007-2014	Ongoing
Program 3.06	Facilitate the establishment of shared housing	2007-2014	Ongoing
Program 4.01	Expand the use of existing Housing Rehabilitation Loan Program	2007-2014	Ongoing; investigating options
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 due to the lack of resources and will likely be carried through to the 5th Cycle Housing Element update.
Program 4.05	Investigate ways to meet the housing need through rehabilitation and preservation of existing units	2007-2014	Ongoing
Program 4.06	Maintain a record of affordable housing units	2007-2014	Ongoing

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Reporting Period 1/1/2013 - 12/31/2013

Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
Program 5.01	Implement the complaint referral process	2007-2014	Ongoing
Program 5.02	Provide brochures on universal design for the public	2013	Completed, brochures available at the Community Development Department counter and website
Program 6.01	Implement the California Green Building Standards Code, 2010 edition	2007-2014	Ongoing
Program 6.02	Implement the Home Efficiency Program and Solar Rebate Program	2007-2014	Ongoing; All funds for the Solar Rebate Program have been allocated. The City continues to seek additional funds to maintain the program.
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	Ongoing; investigating options
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:

- r 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).

- r 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.
- r Strategic Plan strategies are the most promising approaches or general direction that will resolve the five Strategic Issues.
- r Strategic Actions are the most effective projects, programs or activities that will execute or implement the strategies.
- r 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.
- r 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.
- r 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.
- r 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.
- r 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:

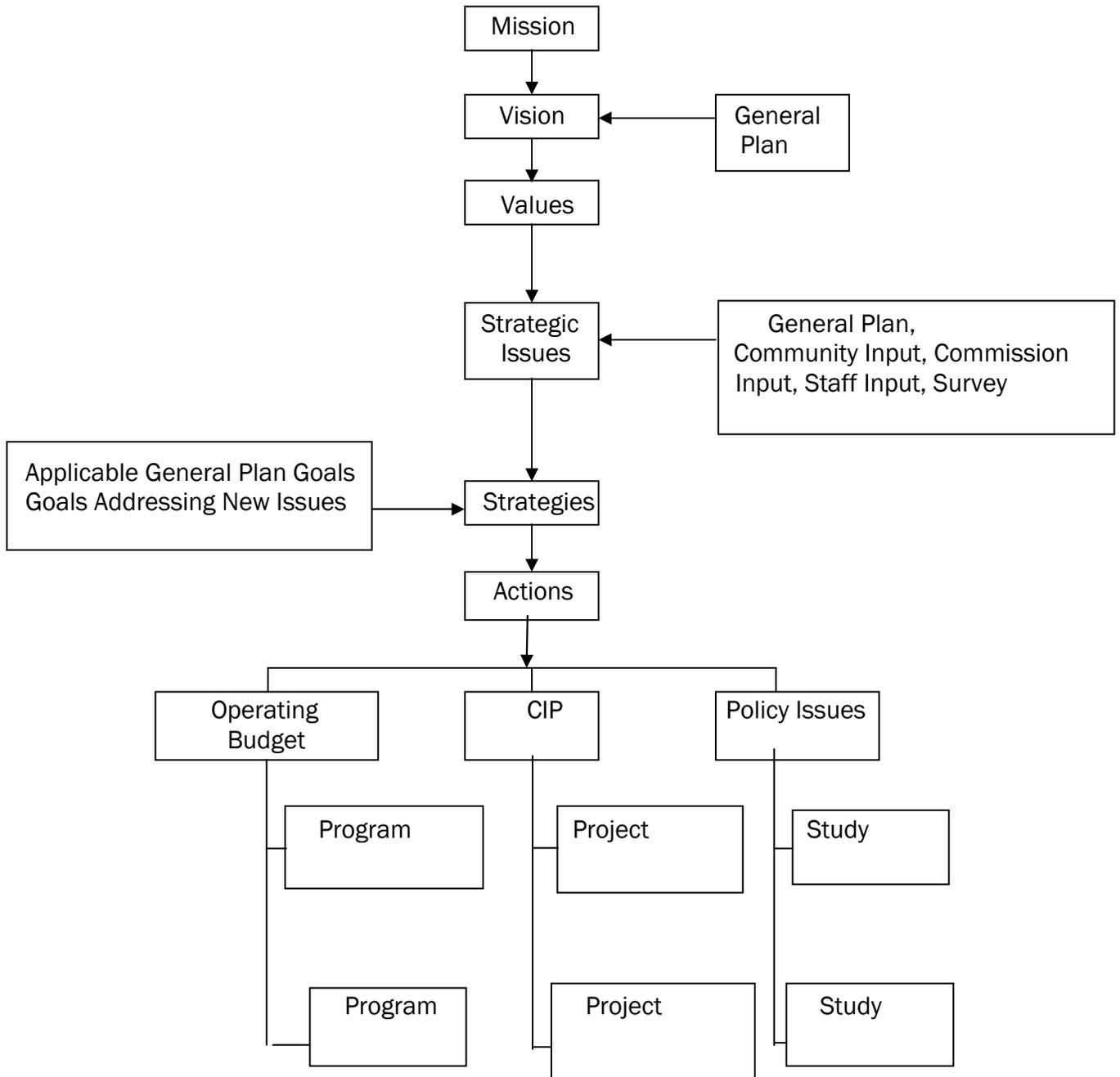
1. **BUDGET APPROPRIATION:** allocating our discretionary budget dollars to projects and programs that will address Strategic Plan Issues.
2. **DEPARTMENT STRATEGIC PLANS:** establishment of Strategic Plans by each department that include Actions that address Strategic Plan Issues.

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

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 13, 2014
7:00 P.M.

I. OPENING OF MEETING

A. Pledge of Allegiance

B. Roll Call of Commissioners

Present: Commissioners Dean, Oakes, Sherry Smith, Sprague, and Young

Absent: Commissioner Cohen-Grossman (excused)

Staff Present: Kat Wellman, Contract Attorney
Amy Million, Principal Planner/Recording Secretary
Suzanne Thorsen, Associate Planner

C. Reference to Fundamental Rights of Public

II. ADOPTION OF AGENDA

On motion of Commissioner Dean, seconded by Commissioner Young with the change to move Item V.A. to follow Items V. B. and V.C. the agenda was adopted by the following vote:

Ayes: Commissioners Dean, Oakes, Smith, Sprague, Young and Chair Sherry

Noes: None

Absent: Commissioner Cohen-Grossman

Abstain: None

III. OPPORTUNITY FOR PUBLIC COMMENT

A. WRITTEN – None.

B. PUBLIC COMMENT

Chris Howe, Valero informed the Commission that the Valero Refinery has

received the California Department of Industrial Relations and CAL OSHA 3 year certification for voluntary protection program (VPP). Valero is the only Bay Area refinery to be VPP Star Site (safety rating). He announced the crude by rail infrastructure project informational meeting and invited interested parties to attend. The meeting will be held on March 24, 2014 at the Ironworkers Union Local 378, 3120 Bayshore Road.

IV. ELECTION OF OFFICERS (CHAIR AND VICE CHAIR)

Chair Sherry opened the item and stated that he would like to see Commissioner Dean as the Chair. Commissioner Oakes stated that he would be Vice Chair.

On motion of Commissioner Young, seconded by Commissioner Sprague to elect Commissioner Dean as Chair and Commissioner Oakes as Vice Chair, the Election of Officers concluded by the following vote:

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

V. CONSENT CALENDAR

On motion of Commissioner Sherry, seconded by Commissioner Smith, the Consent Calendar was approved by the following vote:

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

A. APPROVAL OF MINUTES OF FEBRUARY 13, 2014 REGULAR MEETING

VI. REGULAR AGENDA ITEMS

B. USE PERMIT TO OPERATE A 4,608 SQUARE FOOT PERSONAL TRAINING STUDIO AT 538 STONE ROAD; AFTER DETERMINATION IS MADE THAT THE PROJECT IS EXEMPT FROM CEQA

14PLN-00004 Use Permit
538 Stone Road
APN: 0080-05-0310

Ms. Thorsen provided an overview of the project.

Commission asked staff for clarification on the parking with regard to the use of the building and vacancy rates and clarification on the outdoor uses.

The applicant, Spencer Purves, gave a brief presentation stating that he is moving due to his expanding business.

The Commission asked for clarification on where the outdoor activities would occur. Mr. Purves responded.

No public comment.

Commissioner Sherry stated that he supported the business, but wanted to be clear that the proposed business was a non-industrial business locating within an industrial park and encouraged the CrossFit business owners to be good neighbors.

RESOLUTION NO. 14-5 OF THE PLANNING COMMISSION OF THE CITY OF BENICIA APPROVING A CONDITIONAL USE PERMIT FOR A HEALTH/FITNESS STUDIO AT 538 STONE ROAD (14PLN-00004; APN: 0080-05-0310)

On motion of Commissioner Sherry, seconded by Commissioner Young, the above Resolution was adopted, by the following vote:

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

C. USE PERMIT FOR A HEALTH AND FITNESS FACILITY AT 714 FIRST STREET AFTER A DETERMINATION IS MADE THAT THE PROJECT IS EXEMPT FROM CEQA

14PLN-00006 Use Permit

714 First Street

APN: 0089-34-1220

Ms. Thorsen provided an overview of the project.

Commissioners requested information on the days and times of the classes and the existing parking space on site.

Applicant, Denise Brazeal, gave a brief presentation including her reasons for moving her business to this location and provided an overview of her business and the anticipated class schedule.

The Commission and applicant discussed potential noise impacts related to weight lifting.

No public comment.

The Commission discussed the hours of operation and providing a limit to the hours of operation in order to be consistent with previous approvals for health/fitness facilities. They considered defining the hours of operation to 6:00 a.m. to 9:00 p.m. Monday through Sunday and any changes made to the hours of operation to be reviewed administratively with the Planning Staff.

RESOLUTION NO. 14-6 OF THE PLANNING COMMISSION OF THE CITY OF BENICIA APROVING A CONDITIONAL USE PERMIT FOR A HEALTH AND FITNESS STUDIO AT 714 FIRST STREET (14PLN-00006; APN: 0089-34-1220)

On motion of Commissioner Sherry, seconded by Commissioner Young, with new condition added for the operating hours 6:00 a.m. to 9:00 p.m. Monday through Sunday and any changes to that schedule subject to administrative approval, the above Resolution was adopted, by the following vote:

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

A. APPEAL OF COMMUNITY DEVELOPMENT DIRECTOR DECISION TO APPROVE A FOUR FOOT TALL FENCE LOCATED ON THE NORTHERN PROPERTY LINE AT 1507 KAREN DRIVE, ADJACENT TO 560 SANDY WAY

14PLN-00010 Appeal
1507 Karen Drive; APN: 0087-043-720

Commissioner Sprague – recused due to business conflict
Commissioner Young – recused due to location of residence

Ms. Million provided an overview of the project.

Suzanne Peters, appellant and property owner of 560 Sandy Way, gave a presentation.

Robert Peters, appellant and property owner of 560 Sandy Way, gave a presentation and provided a video of their property.

John McLaughlin, property owner of 1507 Karen Drive, gave a presentation.

No public comment.

The Commission discussed the layout of the two parcels, lack of privacy in Benicia due to the topography, and the value of views.

The Commission reviewed the findings in Chapter 17.82 of the Benicia Municipal Code.

Commissioner Oakes made a motion to uphold the appeal to allow only a three-foot fence, seconded by Commissioner Smith.

The Commission discussed the monetary impacts of obstructing views.

Ms. Wellman, provided clarification on the purpose of the residential zoning districts.

Commission acknowledged that this decision was precedent setting and the importance of making findings in this decision.

RESOLUTION NO. 14-7 OF THE PLANNING COMMISSION OF THE CITY OF BENICIA UPHOLDING THE APPEAL AND OVERTURNING THE COMMUNITY DEVELOPMENT DIRECTOR'S DETERMINATION TO APPROVE A FOUR FOOT TALL FENCE LOCATED ON THE NORTHERN PROPERTY LINE AT 1507 KAREN DRIVE, ADJACENT TO 560 SANDY WAY (14PLN-00010)

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

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

D. GENERAL PLAN IMPLEMENTATION REPORT

Ms. Million presented the General Plan implementation report.

The Commission asked various questions regarding the status of some of the programs' implementation including the timing of the fee study on Program 2.4.A, clarification on potential ferry service under Program 2.17.F and if there would be a new sewer ordinance associated with Program 2.40A. The Commission also made some minor edits to the report.

No public comment.

VII. COMMUNICATIONS FROM STAFF

Ms. Million provided an update on the status of the removal of the existing "Nationwide" sign and the construction of the new CBS Outdoor billboard. She also mentioned that it is staff's intent to have the commission review their priorities at the next Planning Commission meeting in April.

VIII. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Young requested direction from Counsel on whether it is appropriate to attend the Valero informational meeting due to potential Brown Act violations.

Ms. Wellman stated that it is acceptable for Commissioners to attend as long as they are careful to not discuss it amongst themselves and keep an open mind. She continued to state that this would also be the case if Commissioners attended meetings that are held by those who oppose projects.

Commissioner Smith stated that she appreciated the information provided by Ms. Wellman because she attended the community meeting for the Valero Crude by Rail project on Monday, March 10 and will plan on attending the informational meeting held by Valero.

Chair Dean requested an update on the Draft Environmental Impact Report for the Valero Crude by Rail project. Staff confirmed April.

IX. ADJOURNMENT

On a motion of Commissioner Oakes, seconded by Commissioner Sherry, Chair Dean adjourned the meeting at 9:30 p.m.

**AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : April 9, 2014
TO : Mayor Patterson
FROM : City Manager
SUBJECT : **MAYORS' COMMITTEE MEETING**

The following information is provided for your committee report at the April 15, 2014 City Council meeting.

The Mayors' Committee meetings are held quarterly at 6:00 pm in Benicia. The next meeting will be held on April 16, 2014 and the location is Venticello's Restaurant, 911 First Street. The agenda for this meeting is not yet available.

AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS

DATE : April 1, 2014

TO : Mayor Patterson
Council Member Strawbridge

FROM : City Attorney

SUBJECT : **ABAG COMMITTEE MEETING**

The following information is provided for your committee report at the April 15, 2014 council meeting.

The Spring General Assembly and Annual Business Meeting will be held on April 17, 2014 at the Oakland Marriott City Center, West Hall, Oakland, CA.

The Spring 2014 meeting agenda is attached.

Attachment

ASSOCIATION OF BAY AREA GOVERNMENTS

Representing City and County Governments of the San Francisco Bay Area

AGENDA

ABAG GENERAL ASSEMBLY BUSINESS MEETING

Thursday, April 17, 2014, 12:15 PM

Oakland Marriott City Center
1001 Broadway
Oakland, California

The ABAG General Assembly may act on any item on this agenda.

Agenda and attachments available at www.abag.ca.gov

For information, contact Fred Castro, Clerk of the Board, at (510) 464 7913.

Agenda Packet

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
2. **CONFIRMATION OF QUORUM**
3. **PUBLIC COMMENT**
4. **APPROVAL OF GENERAL ASSEMBLY BUSINESS MEETING SUMMARY MINUTES OF APRIL 18, 2013**

Action

Attachment: Summary Minutes April 18, 2013

5. **PRESIDENT'S REPORT**

Information

6. **ADOPTION OF PROPOSED ANNUAL BUDGET AND WORK PLAN FOR FISCAL YEAR 2014-2015, INCLUDING MEMBER DUES**

Action

Attachments: Staff memo; Proposed Annual Budget and Work Plan

7. **ANNOUNCEMENTS**

8. **ADJOURNMENT**

Submitted:

Ezra Rapport, Secretary-Treasurer

Date Submitted: March 7, 2014

Date Posted: March 7, 2014

AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS

DATE : April 9, 2014

TO : Council Member Campbell
Council Member Strawbridge

FROM : Assistant City Manager

SUBJECT : **FINANCE COMMITTEE REPORT**

The following information is provided for your committee report at the April 15, 2014 Council meeting.

The last Finance Committee meeting was held on March 28, 2014; draft minutes for the meeting were not available as of the date of this report. The next regular meeting will be held on Friday, April 25, 2014 at 8:00 a.m. A copy of the agenda is attached.

Attachment:

- April 25, 2014 Finance Committee Draft Agenda

**FINANCE COMMITTEE
REGULAR MEETING AGENDA
COMMISSION ROOM
April 25, 2014 - 8:00AM**

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Notice to the Public

A plaque stating the Fundamental Rights of each member of the public is posted at the entrance to the Commission Room per Section 4.04.030 of City of Benicia Ordinance No. 05-6 (Open Government Ordinance).

5. ACTION ITEMS

A. Approval of Agenda

B. Approval of minutes for meeting held on March 28, 2014

C. Presentation and Approval of March 31, 2014 Investment Report

6. DISCUSSION ITEMS

A. Review Warrant Registers for the Month of March 2014

The Committee reviews a monthly audit of payments to vendors that supply services to the City of Benicia. Members of the Finance Committee review the warrant register and request that further information be provided by staff as necessary. Committee Members are encouraged to review and provide any questions specific to the warrant register to the Asst. Finance Director prior to the meeting.

B. Review All-Funds Summary Reports for the Month of March 2014

The Finance Committee reviews a summary report of all City funds budgeted. Committee Members are encouraged to review and provide any questions specific to the financial report to the Asst. Finance Director prior to the meeting.

C. Review Quarterly (Q3) Reports for General Fund, Wastewater, and Water Funds

Committee Members will review quarterly income reports for the General Fund, the Wastewater Enterprise Funds, and the Water Enterprise Funds.

D. Enterprise Resource Planning (ERP) Finance Systems Implementation

Attached is a one-page table of planned Finance Systems Implementation steps, including list of progress to date.

E. Annual Work Plan

The Finance Committee will review and discuss items under the FY 2013-15 work plan.

F. General Fund 10-Year Forecast

Staff will provide update project status.

7. Public Comment

8. Committee Member Comment

9. Adjournment

Public Participation

The Benicia Finance Committee welcomes public participation.

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. The Finance Committee allows speakers to speak on non-agendized matters under public comment and on agendized items at the time the agenda item is addressed at the meeting. Comments are limited to no more than 5 minutes per speaker. By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the Finance Committee.

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

Disabled Access

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact Anne Cardwell, the ADA Coordinator, at (707) 746-4211.

Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Meeting Procedures

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

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

Public Records

The agenda packet for this meeting is available at the City Clerk's Office and the Benicia Public Library during regular working hours. To the extent feasible, the packet is also available on the City's web page at www.ci.benicia.ca.us 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 held at City Hall in the Commission Room. If you wish to submit written information on an agenda item, please submit to the Assistant Finance Director, as soon as possible so that it may be distributed to the Finance Committee.

**AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : April 9, 2014

TO : Mayor Patterson
Vice Mayor Campbell

FROM : City Manager

SUBJECT : **LEAGUE OF CALIFORNIA CITIES**

The following information is provided for your committee report at the April 15, 2014 City Council meeting.

The next North Bay Division General Membership Meeting is scheduled for April 30, 2014 in Napa. The agenda for that meeting is not yet available.

**AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : April 9, 2014

TO : Council Member Hughes
Council Member Strawbridge

FROM : City Manager

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

The following information is provided for your committee report at the April 15, 2014 City Council meeting.

This committee meets quarterly at the Benicia Community Center located at 370 East L Street. The next meeting will be Thursday, June 12, 2014 at 8:30 a.m. at the Community Center, and the agenda for that meeting is not currently available.

**AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : April 3, 2014

TO : Vice Mayor Campbell
Council Member Schwartzman

FROM : City Manager

SUBJECT : **SKY VALLEY OPEN SPACE COMMITTEE**

The following information is provided for your committee report at the April 15, 2014 Council meeting.

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

**AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : March 31, 2014

TO : Mayor Patterson
Council Member Strawbridge

FROM : City Manager

SUBJECT : **SOLANO EDC BOARD OF DIRECTORS**

The following information is provided for your committee report at the April 15, 2014 Council meeting.

The last Board of Directors meeting was on March 13, 2014. The agenda is attached. The minutes are not yet available.

The next Board of Directors meeting is scheduled for Thursday, May 8, 2014 at 9:00 a.m. at Jelly Belly Candy Company. The agenda for that meeting is not yet available.

Attachment:

- March 13, 2014 agenda

Solano EDC
Board of Directors Meeting
 Thursday, March 13, 2014
 Jelly Belly Candy Company (Corporate Offices)

AGENDA

9:00 am	1.	Call to Order	Patsy Van Ouwerkerk, Chair
Action Item	2.	Approval of 01/16/14 Meeting Minutes	
Action Item	3.	Treasurer's Report – February 2014	Sean Quinn
	4.	Chairperson's Remarks	Patsy Van Ouwerkerk
	5.	Advocacy Committee	Steve Huddleston
	6.	STA – Cap & Trade Expenditure Priorities	Daryl Halls
	7.	Travis Community Consortium	Sean Quinn
Action Item	8.	East Bay Broadband Consortia - Pledge	Sandy Person
Action Item	9.	Solano Energy Watch Dale Pfeiffer / J Paul Harrington	Sandy Person
	10.	President's Report	Sandy Person
	11.	Items from Directors	
10:00 am	12.	Adjourn Meeting	

Calendar of Events

- ◆ 2014 Board Meetings 9:00 am, 2nd Thursday (odd months), Jelly Belly Candy Company
May 08, July 10, September 11, November 13
- ◆ March 28, 2014 Solano EDC Breakfast – 2013 Index of Economic & Community Progress
Keynote Speaker: Dr. Robert Eyler, Economic Forensics and Analytics
- ◆ April 23, 2014 Solano EDC Breakfast – Keynote Speaker: Congressman John Garamendi
- ◆ May 8, 2014 Solano EDC Board Meeting – Solano Land Trust presentation
- ◆ May 29, 2014 Solano EDC Breakfast – First 5 Program

AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS

DATE : April 9, 2014

TO : Mayor Patterson
Council Member Hughes
Council Member Schwartzman

FROM : Director of Public Works

SUBJECT : **SOLANO TRANSPORTATION AUTHORITY**

The following information is provided for your committee report at the April 15, 2014 City Council meeting.

The Agenda from the April 9, 2014 meeting is attached. The next regular meeting is scheduled for May 14, 2014 at Suisun City Hall and the agenda for that meeting is unavailable.

Attachments:

- April 9, 2014 Regular Board Meeting Agenda



Solano Transportation Authority

MEETING AGENDA

(Revised as of April 7, 2014 – Changes are indicated in red.)

6:00 p.m., Regular Meeting
Wednesday, April 9, 2014
Suisun City Hall Council Chambers
701 Civic Center Drive
Suisun City, CA 94585

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

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

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

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

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

ITEM

BOARD/STAFF PERSON

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE (6:00 – 6:05 p.m.) Chair Davis
2. CONFIRM QUORUM/ STATEMENT OF CONFLICT Chair Davis
An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. Cal. Gov't Code § 87200.

STA BOARD MEMBERS

Table with 8 columns: Osby Davis (Chair), Elizabeth Patterson (Vice Chair), Jack Batchelor, Jr., Harry Price, Norman Richardson, Pete Sanchez, Steve Hardy, Jim Spering, City of Vallejo, City of Benicia, City of Dixon, City of Fairfield, City of Rio Vista, City of Suisun City, City of Vacaville, County of Solano

STA BOARD ALTERNATES

Table with 8 columns: Jesus Malgapo, Alan Schwartzman, Dane Besneatte, Rick Vaccaro, Constance Boulware, Mike Hudson, Dilenna Harris, Erin Hannigan

The complete STA Board Meeting Packet is available on STA's Website at www.sta.ca.gov
(Note: STA Board Meetings are held at Suisun City Hall, 6:00 p.m. on the 2nd Wednesday of every month (except August (Board Summer Recess) and November (17th Annual Awards Ceremony).)

3. APPROVAL OF AGENDA

4. OPPORTUNITY FOR PUBLIC COMMENT

(6:10 – 6:15 p.m.)

5. EXECUTIVE DIRECTOR’S REPORT – Pg. 1

(6:15 – 6:20 p.m.)

Daryl K. Halls

**6. REPORT FROM THE METROPOLITAN
TRANSPORTATION COMMISSION (MTC)**

(6:20 – 6:25 p.m.)

MTC Commissioner
Jim Spering

7. REPORT FROM STA/PRESENTATIONS

(6:25 – 6:30 p.m.)

A. Capitol Corridor Update

David Kutrosky

B. Legislative Update

Jayne Bauer

C. Directors Reports

1. Planning

Robert Macaulay

2. Projects

Janet Adams

3. Transit/Rideshare

Judy Leaks/ Liz Niedziela

8. CONSENT CALENDAR

Recommendation:

Approve the following consent items in one motion.

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

(6:30 - 6:35 p.m.)

A. Minutes of the STA Board Meeting of March 12, 2014

Johanna Masielat

Recommendation:

Approve STA Board Meeting Minutes of March 12, 2014.

Pg. 7

B. Minutes of the TAC Meeting of March 26, 2014

Johanna Masielat

Recommendation:

Approve TAC Meeting Minutes of March 26, 2014.

Pg. 15

C. SolanoExpress Intercity Transit Consortium 2014 Work Plan

Liz Niedziela

Recommendation:

Approve the SolanoExpress Intercity Transit Consortium 2014 Work Plan as shown on Attachment A.

Pg. 21

D. Pedestrian Priority Projects Update

Sofia Recalde

Recommendation:

Approve the following:

1. Pedestrian Priority Projects List (February 10, 2014); and

2. Pedestrian Priority Project Tiered List (February 10, 2014)

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- E. Fiscal Year (FY) 2014-15 Transportation Fund for Clean Air (TFCA) 40% Program Manager Funds** Andrew Hart

Recommendation:

Approve the following:

1. \$235,000 from FY 2014-15 TFCA Program Manager Funds for the Solano Napa Commuter Information Program; and
2. Authorize the Executive Director to issue a call for projects for the remaining balance of FY 2013-14 TFCA Program Manager Funds in the amount of \$59,709.

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- F. Regional Transportation Impact Fee Update** Robert Guerrero

Recommendation:

Authorize the STA Executive Director to amend Fehr and Peers contract agreement for an amount not to exceed \$11,200 to amend the RTIF Nexus Report to include the Green Valley Road Overcrossing Project.

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9. ACTION FINANCIAL ITEMS

- A. STA's Fiscal Year (FY) 2013-14 and FY 2014-15 Proposed Budget Revision** Susan Furtado

Recommendation:

Approve the following:

1. Adopt the STA's FY 2013-14 Proposed Budget Revision as shown in Attachment A;
2. Adopt the STA's FY 2014-15 Proposed Budget Revision as shown in Attachment B;
3. Authorize the Executive Director to contract for a half-time Safe Routes to School (SR2S) Walking School Bus Coordinator as included in the budget;
4. Authorize the Executive Director to contract for a part-time Marketing Assistant to support the Mobility Management and Safe Routes to School Programs and SolanoExpress Marketing Campaign.
5. Authorize the Executive Director to open an STA bank account in support of an in-house accounting system and purchase accounting software and hardware at an amount not to exceed \$55,385 for the implementation of the new Regional Transportation Impact Fee (RTIF).

(6:35 – 6:40 p.m.)

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- B. Fairfield/Vacaville Intermodal Station Project – Federal TIGER Grant** Janet Adams

Recommendation:

Approve the submittal of a TIGER 6 grant application for \$11 M for the Fairfield/Vacaville Intermodal Station Project.

(6:40 – 6:45 p.m.)

Pg. 49

C. Transportation Development Act (TDA) Article 3 – Dixon West B Street Undercrossing and Suisun Train Station Improvements

Sofia Recalde

Recommendation:

Approve the following:

1. \$250,000 of FY 2013-14 TDA Article 3 funds for bicycle and pedestrian improvements to be completed as part of the Dixon West B Street Undercrossing Project; and
2. Resolution No. 2014-03 approving the submittal of the Countywide Coordinated Claim to the Metropolitan Transportation Commission for the allocation of FY 2013-14 TDA Article 3 Pedestrian/Bicycle Project Funds to Claimants in Solano County.

(6:45 – 6:50 p.m.)

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10. ACTION NON FINANCIAL ITEMS

A. Active Transportation Element of Solano County Comprehensive Transportation Plan (CTP)

Robert Macaulay

Recommendation:

Approve the Final Alternative Modes Element to the Solano County Comprehensive Transportation Plan as shown in Attachment A.

(6:50 – 6:55 p.m.)

Pg. 63

B. Solano County Mobility Management Plan

Liz Niedziela/

Elizabeth Richards

Recommendation:

Approve the Solano County Mobility Management Plan as shown in Attachment A.

(6:55 – 7:00 p.m.)

Pg. 101

11. INFORMATIONAL ITEMS – NO DISCUSSION

A. Legislative Update

Jayne Bauer

Pg. 105

B. Status of Priority Conservation Area (PCA) Pilot Program

Andrew Hart

Pg. 115

C. State and Regional Active Transportation Program (ATP) Update and Discussion of Solano ATP Priority Projects

Sofia Recalde

Pg. 119

D. Project Delivery Update

Anthony Adams

Pg. 121

E. Mobility Management Program Update

Anthony Adams

1. **ADA In Person Eligibility**
2. **Website**
3. **Travel Training Program**

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12. BOARD MEMBERS COMMENTS

13. ADJOURNMENT

The next regularly scheduled meeting of the STA Board is at **6:00 p.m., Wednesday, May 14, 2014**, Suisun Council Chambers.

**AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : April 9, 2014

TO : Mayor Patterson
Council Member Hughes

FROM : Director of Public Works

SUBJECT : **SOLANO COUNTY WATER AGENCY**

The following information is provided for your committee report at the April 15, 2014 City Council meeting.

The draft minutes of the March 13, 2014 meeting are attached along with the agenda for the April 10, 2014 meeting. The next regular meeting is scheduled for May 8, 2014.

Attachments:

- SCWA Draft Minutes for March 13, 2014
- SCWA Meeting Agenda for April 10, 2014

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

MEETING DATE: March 13, 2014

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

Mayor Jack Batchelor, City of Dixon
Mayor Harry Price, City of Fairfield
Mayor Steve Hardy, City of Vacaville
Mayor Osby Davis, City of Vallejo
Mayor Pete Sanchez, City of Suisun City
Mayor Norm Richardson, City of Rio Vista
Supervisor Erin Hannigan, Solano County District 1
Supervisor Linda Seifert, Solano County District 2
Supervisor John Vasquez, Solano County District 4
Supervisor Skip Thomson, Solano County District 5
Director J. D. Kluge, Solano Irrigation District
Manager Don Holdener, Maine Prairie Water District
Manager Mike Hardesty, Reclamation District 2068

CALL TO ORDER

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

APPROVAL OF AGENDA

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

PUBLIC COMMENT

There were no public comments.

CONSENT ITEMS

On a motion by Supervisor Vasquez and a second by Supervisor Thompson the Board unanimously approved the following Consent Items.

- (A) Minutes
- (B) Expenditure Approvals
- (C) Amendment to Agreement with Shandam Consulting, Inc.

BOARD MEMBER REPORTS

On a motion by Supervisor Thompson and a second by Mayor Batchelor the Board unanimously approved the appointment of Director Kluge to the Delta Water Coordination Working Group.

GENERAL MANAGER'S REPORT

There were no additions to the written report.

SCWA AUDIT

Katherine Phillips reported that the auditors gave an unqualified opinion on the financial statements meaning they are presented according to Government Standards and without material misstatements. On a motion from Mayor Batchelor and a second by Mayor

Hardy the Board unanimously accepted the SCWA audit and financial statements for FY 2012-2013.

REPORT FROM LEGISLATIVE COMMITTEE

Chairman Price reported the Legislative Committee has updated the 2013 Annual Report to the Legislature for 2014. The report will be distributed to the Board when complete.

The Legislative Committee reviewed a proposed amendment to SB 848 – Water Bond - by Yolo County. Manager Hardesty suggested an amendment to SB 848 that would be protective of the North Delta Water Agency. After discussion by the Board, on a motion by Supervisor Seifert and a second by Mayor Batchelor the Board unanimously provided direction to staff to support the Reclamation District 2068's amendment to SB 848 and to recommend that the multi benefit recycled water projects section for the Delta part of SB 848 be moved to another part of SB 848.

DROUGHT UPDATE

Manager Okita reported that drought conditions continue to be critical throughout the State. He mentioned the North Bay Aqueduct will likely either be shut down or greatly reduced during the summer months. Cities would shift all their water supply to Solano Project which maintains a 100% allocation. Without State Water Project water Vallejo will need to expand its pipeline to receive water from the Solano Project. Vallejo has funding approved for the expansion and it should be completed by June 1, 2014. Napa County is highly dependent on the State Water Project and it is anticipated Napa County will be requesting emergency water from the Solano Project in the near future. The Board gave direction to staff to assist Napa County if feasible. Manager Okita reported on the Delta barriers designed to prevent or delay salt water intrusion into the Delta and that SCWA and others are prepared to monitor the effects of the barriers for adverse impacts.

TIME AND PLACE OF NEXT MEETING

The next regularly scheduled meeting will be Thursday, April 10, 2014 at 6:30 P.M. at the Solano County Water Agency offices.

ADJOURNMENT

This meeting of the Solano County Water Agency Board of Directors was adjourned at 7.06 P.M.

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

SOLANO COUNTY WATER AGENCY

**SPECIAL BOARD OF DIRECTORS MEETING with the Board of Directors of the
Napa County Flood Control and Water Conservation District MINUTES**

MEETING DATE: March 18, 2014

The Solano County Water Agency Board of Directors met this afternoon at the Napa County Board of Supervisors Chambers. Present were:

Mayor Jack Batchelor, City of Dixon
Mayor Steve Hardy, City of Vacaville
Mayor Pete Sanchez, City of Suisun City
Mayor Elizabeth Patterson, City of Benicia
Supervisor Linda Seifert, Solano County District 2
Supervisor John Vasquez, Solano County District 4
Supervisor Skip Thomson, Solano County District 5
Supervisor Jim Spering, Solano County District 3
Director Jack D. Kluge, Solano Irrigation District
Director Dale Crossley, Reclamation District 2068

The Solano County Water Agency meeting was called to order at 1:30 P.M. by Vice - Chairman Crossley in conjunction Napa County Flood Control and Water Conservation District's meeting.

The Solano County Water Agency Board of Directors, as part of a meeting of the Napa County Flood Control and Water Conservation District (Napa), participated in joint discussion of common issues and heard reports from staff, the California Department of Water Resources and the State Water Contractors. No action was taken by the SCWA at this meeting.

Phillip Miller, Manger of Napa, began the meeting with an introduction of David Okita, General Manager of SCWA. Manager Okita gave a brief recount of the history and background of coordination between SCWA and Napa.

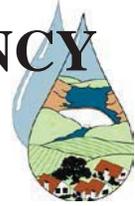
Terry Erlewine, General Manager of the State Water Contractors gave an overview of the structure of his organization. Manager Erlewine briefly outlined the purpose of the State Water Project Contract extension negotiations currently under way. He also gave a brief update on discussions among State Water Contractors regarding Bay Delta Conservation Plan cost allocation. Laura King Moon, Chief Deputy Director with the Department of Water Resources, discussed statewide drought planning efforts and the Bay Delta Conservation Plan.

SCWA invited Napa to participate in regional discussions regarding common Delta planning and policy issues. Napa asked SCWA for consideration in providing drought assistance to Napa via an emergency water supply from the Solano Project. SCWA staff has been working with Napa staff on a proposed project and is starting the process to implement a project.

The meeting was adjourned at 2:30 PM.

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

SOLANO COUNTY WATER AGENCY



BOARD OF DIRECTORS:

Chair:

Mayor Harry Price
City of Fairfield

Vice Chair:

Director Dale Crossley
Reclamation District No. 2068

Mayor Jack Batchelor
City of Dixon

Mayor Osby Davis
City of Vallejo

Supervisor Erin Hannigan
Solano County District 1

Mayor Steve Hardy
City of Vacaville

Director John D. Kluge
Solano Irrigation District

Mayor Elizabeth Patterson
City of Benicia

Mayor Norm Richardson
City of Rio Vista

Director Gene Robben
Maine Prairie Water District

Mayor Pete Sanchez
City of Suisun City

Supervisor Linda Seifert
Solano County District 2

Supervisor Jim Spering
Solano County District 3

Supervisor Skip Thomson
Solano County District 5

Supervisor John Vasquez
Solano County District 4

GENERAL MANAGER:

David Okita, PE
Solano County Water Agency

BOARD OF DIRECTORS MEETING

DATE: Thursday, April 10, 2014

TIME: 6:30 p.m.

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

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

4. **PUBLIC COMMENT**

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

5. **CONSENT ITEMS**

(A) **Minutes:** Approval of the Minutes of the Board of Directors meetings of March 13 and March 18, 2104 is recommended.

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

(C) **Safe Harbor Agreement for the Restoration and Management of Valley Elderberry Longhorn Beetle Habitat:** Authorize General Manager to execute Agreement with U.S. Fish and Wildlife Service for Safe Harbor to allow planting of elderberry shrubs in Putah Creek to promote recovery of Valley Elderberry Longhorn Beetles, with assurances to landowners.

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



VIII.C.9.7

(D) San Francisco Bay Area Integrated Regional Water Management Plan: Adopt Resolution 2014-1 approving the updated San Francisco Bay Area Integrated Regional Water Management Plan.

6. BOARD MEMBER REPORTS

RECOMMENDATION: For information only.

7. GENERAL MANAGER'S REPORT

RECOMMENDATION: For information only.

8. DROUGHT MEASURES

RECOMMENDATIONS:

A. Adopt Resolution 2014-2: Resolution Regarding Water Supplies for Napa County Flood Control & Water Conservation District and Solano Cities.

B. Approve Contract Principles for agreement with Napa County Flood Control and Water Conservation District and authorize General Manager to negotiate and execute the agreement based on the Principles.

C. Authorize General Manager to execute all documents necessary to implement project including with the State Water Resources Control Board, United States Bureau of Reclamation, California Department of Water Resources and contractors.

D. Authorize General Manager to execute agreements with Solano Project participating Agencies to provide water supply for the project and possible use of the project.

E. Authorize General Manager to execute an agreement with the City of Benicia for purchase of Solano Project Water Supply.

9. DELTA ISSUES

RECOMMENDATIONS:

1. Hear Status Report from the Delta Water Coordination Working Group.
2. Hear report from Supervisor Thomson on activities of the Delta Counties Coalition and Delta Protection Commission.
3. Hear report on legislative Water Bond activity and provide direction as necessary

10. APPOINTMENT OF BOARD COMMITTEE TO MEET WITH NAPA COUNTY

RECOMMENDATION: Chair to appoint a Committee of the Board of Directors to meet with a Committee of the Napa County Flood Control and Water Conservation District to discuss common issues.

11. WATER AGENCY STAFFING

RECOMMENDATION: Approve a new Assistant Water Resources Engineer position.

12. TIME AND PLACE OF NEXT MEETING

Thursday, May 8, 2014 at 6:00 – 7:00 p.m. at the SCWA offices.

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

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

Apr.2014.bod.agd

AGENDA ITEM
CITY COUNCIL MEETING: April 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS

DATE : April 4, 2014

TO : Vice Mayor Campbell
Council Member Schwartzman

FROM : Interim Director of Public Works

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

The following is provided as your committee report for the April 15, 2014 City Council meeting.

As was recommended at the last TPBS Committee meeting, Public Works is currently bidding out miscellaneous minor Safe Route to School (SR2S) improvements projects for Robert Semple Elementary School and designing three capital improvement projects to be constructed this summer using \$100K in grant funding. Staff continues to collaborate with the school district and a progress update will be provided. Also, a list of traffic-related issues is being compiled for discussion at the April 17th meeting.

AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS

DATE : April 3, 2014

TO : Mayor Patterson
Council Member Strawbridge

FROM : City Manager

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

The following information is provided for your committee report at the April 15, 2014 Council meeting.

The last Tri-City and County Cooperative Planning Group scheduled for March 10, 2014 was canceled due to lack of quorum. The next regularly scheduled meeting is June 9, 2014.

**AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : April 9, 2014

TO : Mayor Patterson
Council Member Hughes

FROM : City Manager

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

The following information is provided for your committee report at the April 15, 2014 Council meeting.

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

AGENDA ITEM
CITY COUNCIL MEETING: April 15, 2014
COUNCIL MEMBER COMMITTEE REPORT

DATE : April 9, 2014

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

FROM : Youth Action Coalition

SUBJECT : **YOUTH ACTION COALITION**

April 26th is the next Prescription Drug Take Back event from 10:00-2:00 p.m.

Every 15 Minutes event at Benicia High School was held on April 8-9.

The next Coalition meeting is April 23, 2014.

**AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS**

DATE : April 9, 2014
TO : City Council
FROM : Mayor Patterson
SUBJECT : **ABAG/CAL FED TASK FORCE/BAY AREA WATER FORUM**

The following information is provided for your committee report at the April 15, 2014 City Council meeting.

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

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

AGENDA ITEM
CITY COUNCIL MEETING: APRIL 15, 2014
COUNCIL MEMBER COMMITTEE REPORTS

DATE : April 1, 2014

TO : Mayor Patterson
Council Member Hughes
Council Member Schwartzman

FROM : Assistant City Manager

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

The following information is provided for your committee report at the April 15, 2014 Council meeting.

The Solano County Transit (SolTrans) Joint Powers Authority held a regular meeting on March 20, 2014 in the City of Benicia Council Chambers. The Executive Report for the March 20, 2014 meeting is attached.

The next regular meeting of the SolTrans Board is scheduled for Thursday, April 17, 2014 at 6:00 p.m. and will be held in the City of Vallejo GVRD Board Room. The Agenda and Executive Report for this meeting were not available as of the date of this report.

Attachments:

- March 20, 2014 Executive Report



TO: BOARD OF DIRECTORS
PRESENTER: MONA BABAUTA, EXECUTIVE DIRECTOR
SUBJECT: REPORT FROM THE EXECUTIVE DIRECTOR
ACTION: INFORMATIONAL

The following provides an overview of more significant issues addressed by your staff since the February 26, 2014 Board meeting:

FINANCE AND ADMINISTRATION:

- **FTA Technical Review:** FTA hired a consultant to provide a technical review of SolTrans on March 3rd and 4th to flag any potential areas for improvement before the actual FTA audit is conducted, as soon as the end of this calendar year. The technical review involved looking at over 20 federal review areas, including financial management, the transfer and satisfactory control of assets from Vallejo and Benicia, facility and vehicle maintenance programs, procurement practices, civil rights programs, ADA compliance, and oversight practices of our third party contracts, such as the one with National Express Transit (NEXT), just to name a few. Overall, it was a very positive experience, and staff is appreciative of FTA for providing the resources to help strengthen our Agency's FTA compliance program.
- **Federal Small Intensive Transit Cities (STIC) Funding for FY 2013-14:** Unfortunately, SolTrans' annual apportionment of FTA Section 5307 funding will be approximately \$900,000 less in FY 2013-14 than what it was in FY 2012-13. This is due to the fact that SolTrans did not receive an award this year through the STIC Program. This program awards funding to transit agencies in small urbanized areas (UA), such as the Vallejo UA (population under 200,000), which meet or exceed standards for the following performance categories: 1) passenger miles traveled per vehicle revenue mile; 2) passenger miles traveled per vehicle revenue hour; 3) vehicle revenue miles per capita; 4) vehicle revenue hours per capita; 5) passenger miles traveled per capita; and 6) passengers per capita. The standards are the average performance of all eligible transit agencies in each of these performance categories. SolTrans' performance against these standards are based on performance data reported to the federal government through the National Transit Database (NTD) two years prior to the year in which an award is made; so, SolTrans' FY 2011-12 performance as an agency dictated how much money would be awarded to us this federal fiscal year. To compete better for this funding in future years, it is important for this Agency to make ongoing adjustments to its services that can encourage greater ridership and productivity.
- **MTC's Transit Capital Priorities Process (TCP) Policy:** MTC is in the process of amending its TCP Policy and exploring the elimination of SolTrans' eligibility in the 10% ADA Set-Aside Program in the San Francisco UA. Currently, SolTrans receives approximately \$300,000 annually through this program to finance roughly 30% of its ADA paratransit services. Historically, Vallejo Transit received funding through this program, and since

Routes 80 and 90 operate to/from El Cerrito and San Francisco, respectively, MTC allowed SolTrans to maintain eligibility for now. Staff will continue to communicate with MTC on this issue and keep the Board, especially Director Spring, informed as a final proposal is developed.

- FY 2014-15 Budget Process: In preparation for presenting the Draft FY 2014-15 Budget to the Board in April, I will be meeting with the City Managers of Vallejo and Benicia and the Solano Transportation Authority's Executive Director to obtain feedback on service levels in their respective jurisdictions. In addition, meetings will be planned with the Technical Advisory Committee (TAC) and Public Advisory Committee (PAC) before the final budget is finalized for the May Board meeting. (Upcoming proposals for service changes and the FY 2014-15 Performance Goals and Measures will also be discussed with these committees at the same time.)
- Construction Projects (Transit O&M Facility at 1850 Broadway & SolTrans Curtola Park and Ride Hub): Both of these projects are making substantial progress. Under Agenda Item 7d, the Board is being asked to take a couple of actions to move the Transit Operations and Maintenance (O&M) Facility Renovation Project forward. With regards to the SolTrans Curtola Park and Ride Hub, the invitation to submit bids for construction will be issued soon, and the public bid opening is expected to occur in early May.
- SolTrans' Marketing Plan: As previously included in my report in December 2013, staff has been working closely with an advertising firm, Big Cat Advertising, to create a marketing plan for SolTrans that involves the development and running of television, radio and print advertising for promoting the Agency and its services. Outreach to potential media outlets is also being conducted at this time to understand pricing, advertising terms, etc. As the details of the plan are finalized, staff will return to the Board for feedback and authorization to proceed with advertising options. (Big Cat Advertising also provides similar services for Marin Transit, the Sonoma Marin Area Rail Authority, and the Transportation Authority of Marin.)

OPERATIONS:

- Service Design Options for Improving the SolTrans Transit System: Staff is going to provide an in-depth report on options we should consider as future service changes are planned and introduced for implementation under Agenda Item 8. In doing so, we will be looking for feedback from the Board on what design elements should be prioritized. The chosen elements could potentially increase ridership, broaden transit coverage throughout Vallejo and Benicia, or do both to some extent, if balanced properly; they could also impact the Agency's ability to compete for future performance-based grant funding.
- Schedule Changes to Routes 1 and 3: Outreach to the public to inform them of the implementation of service changes on April 7, 2014 will begin very soon. Again, these changes are intended to improve the on-time performance of Route 1. (More information on outreach efforts may be found under Agenda Item 13 (Public Outreach Report).)
- Clipper Implementation: Significant progress continues to be made on the implementation process of the Clipper Card System in Napa and Solano Counties. Multiple tests are currently being conducted by Cubic, the Clipper vendor, and staff is already beginning to talk with MTC about plans for eventually marketing the technology. The Board will be kept apprised of continued progress as it is made.

- Compress Natural Gas (CNG) Technology Study: Staff is currently working closely with STA and Clean Energy (Consultant for the Study) to identify the necessary facility modifications to SolTrans' O&M Facility at 1850 Broadway to allow for CNG technology. A report to the Board will be planned in the next few months on the findings of this study and for identifying the next steps. Understanding the feasibility of CNG will allow the Agency to identify all alternative fuel options before commitments to future bus replacements are made.
- Public Private Partnership (P3) Study: This joint project, being led by STA, is moving forward, and a scope of work will be submitted to SolTrans next week for Phase II of this study. The first phase identified the most viable options for partnering with private sector vendors to reduce O&M costs and/or obtain revenues (i.e., advertising). Phase II will be more of an implementation plan for establishing these partnerships. Staff plans to present the scope of work to the Board in April for feedback and direction for moving forward.

EXTERNAL AFFAIRS:

- Solano Realtor's Association Presentation: I delivered a presentation to the Solano Association of Realtors on Wednesday, February 26, 2014, at 8:30 a.m., to give approximately 50 realtors an overview of SolTrans, transit services, and the Agency's more significant projects this calendar year. My presentation may be found as Attachment B.
- Legislation for SolTrans: On February 21, 2014, Senator Lois Wolk introduced Senate Bill 1368, which is an amendment to Section 73.01 of the Streets and Highways Code, relating to highways. This legislation will allow CalTrans to relinquish land to Joint Powers Authorities such as SolTrans. With this authority, CalTrans could transfer ownership of their interest at the SolTrans Curtola Park and Ride Hub and avoid the need to establish ongoing maintenance agreements with, and operating permits for, SolTrans. A meeting is currently scheduled with CalTrans on April 4th in Sacramento to discuss this issue further. SB 1368 may be found at this link: http://leginfo.ca.gov/pub/13-14/bill/sen/sb_1351-1400/sb_1368_bill_20140221_introduced.pdf
- Joint Letter on Highway Trust Fund: On March 10, 2014, MTC sent a joint letter to the Bay Area's Congressional Delegation urging them to take necessary measures to protect the solvency of the Highway Trust Fund (HTF). SolTrans receives approximately \$3 Million in annual funding from the Mass Transit Account of the HTF. The letters to Congressmen Garamendi and Thompson, both of whom represent areas in Solano County, are included as Attachment C.
- Press Release on SolTrans: On March 4, 2014, staff issued two press releases on recent leadership changes on the Board and the Agency's accomplishments in 2013 under the leadership of the Board of Directors. They may be found on the SolTrans website: <http://www.soltransride.com/2014/03/press-releases-leadership-2013-accomplishments/>. They are also included as Attachments D and E. Both press releases resulted in articles in the Benicia Times Herald, the Vallejo Times Herald, and Mass Transit Magazine.
- Meeting of Interest: Staff will be meeting with the Principals of the Benicia Unified School District on Wednesday, April 9, 2014, to understand better the transportation needs of students (K-12) in the City of Benicia.

Attachments:

- A. SolTrans Acronyms List of Transportation Terms
- B. Presentation to the Solano Association of Realtors
- C. Bay Area Letter to Congress on Highway Trust Fund
- D. Press Release on SolTrans Leadership Changes
- E. Press Release on SolTrans' Accomplishments in 2013



Solano County Transit

SOLTRANS ACRONYMS LIST OF TRANSPORTATION TERMS

Last Updated: March 4, 2013

A		MPO	Metropolitan Planning Organization
ADA	Americans with Disabilities Act	MTC	Metropolitan Transportation Commission
APC	Automatic Passenger Counter	N, O, & P	
AVL	Automatic Vehicle Location System	NTD	National Transit Database
AVO	Average Vehicle Occupancy	OBAG	One Bay Area Grant
B		PAC	Public Advisory Committee
BAFO	Best and Final Offer	PCC	Paratransit Coordinating Council
BART	Bay Area Rapid Transit	PDT	Project Development Team
C		PDWG	Project Development Working Group
CalEMA	California Emergency Management Agency	PNR	Park & Ride
CALTRANS	California Department of Transportation	PPP (3P)	Public Private Partnership
CAM	Cost Allocation Model	PTAC	Partnership Technical Advisory Committee
CARB	California Air Resources Board	R & S	
CBA	Collective Bargaining Agreement	RFP	Request for Proposals
CCC	Contra Costa County Connections	R & S	
CHP	California Highway Patrol	RM2	Regional Measure 2 Funds
CMAQ	Congestion Mitigation & Air Quality Program	SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
COV	City of Vallejo	R & S	
CTC	California Transportation Commission	SNCI	Solano Napa Commuter Information
CTSGP	California Transit Security Grant Program	SR2T	Safe Routes to Transit
CTAF	California Transit Assistance Fund	SRTTP	Short Range Transit Plan
D		STA	Solano Transportation Authority
DAR	Dial-a-Ride	STAF	State Transit Assistance Fund
DBE	Disadvantaged Business Enterprise	STIP	State Transportation Improvement Program
DOT	Department of Transportation	R & S	
E & F		STP	Surface Transportation Program
FAST	Fairfield and Suisun Transit	T	
FHWA	Federal Highway Administration	TAC	Technical Advisory Committee
FTA	Federal Transit Administration	TCP	Transit Capital Priorities
FY	Fiscal Year	TDA	Transportation Development Act
G, H, I, & J		TIF	Transportation Investment Fund
GFI	Gen-fare Industries Farebox	TIP	Transportation Improvement Program
GP	General Public (as in GP Dial-a-Ride)	TLC	Transportation for Livable Communities
GPS	Global Positioning System	TMA	Transportation Management Association
HOV	High Occupancy Vehicle	TMP	Transportation Management Plan
IFB	Invitation for Bid	TMS	Transportation Management System
IPR	Initial Project Report	U, V, W, Y	
ITF	Intercity Transit Funding	UA	Urbanized Area
JARC	Job Access Reverse Commute	VMT	Vehicle Miles Traveled
JPA	Joint Powers Authority	VTC	Vallejo Transit Center
L & M		WETA	Water Emergency Transportation Authority
MAP-21	Century Moving Ahead for Progress in the 21st Century	YTD	Year to Date
MCI	Motor Coach Industries		
MOU	Memorandum of Understanding		
MOV	Multiple Occupant Vehicle		

