



**BENICIA CITY COUNCIL
REGULAR MEETING AGENDA**

AMENDED

**City Council Chambers
July 23, 2013
6:00 PM**

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

I. CALL TO ORDER (6:00 PM):

II. CONVENE OPEN SESSION:

A. ROLL CALL.

B. PLEDGE OF ALLEGIANCE.

C. REFERENCE TO THE FUNDAMENTAL RIGHTS OF THE PUBLIC.

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

III. ADOPTION OF AGENDA:

IV. 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.

V. CONSENT CALENDAR (6:15 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. AUTHORIZATION TO SUBMIT GRANT APPLICATIONS FOR CALRECYCLE GRANT PROGRAM. (Public Works Director)

This action allows the City Manager, or his designee, to execute grant applications through CalRecycle on behalf of the City for grants that the City is eligible, such as the Beverage Container Recycling Grant and the Used Oil Payment Program Grant.

Recommendation: Adopt a resolution that authorizes submittal of grant applications made available through CalRecycle.

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

VI. BUSINESS ITEMS (6:30 PM):

A. AWARD OF CONSTRUCTION CONTRACT FOR THE WESTERN GATEWAY INTERMODAL FACILITIES PROJECT. (Public Works Director)

The Western Gateway Intermodal Facilities Project will enhance pedestrian, bicycle, automobile, and transit facilities on Military West between Southampton and West K and beautify the area. The final design incorporates features in the conceptual plan approved by City Council in October 2010. The project is fully funded with a Regional Measure 2 (RM2) grant from the Metropolitan Transportation Commission.

Recommendation: Adopt a resolution rejecting all bids for the June 27, 2013 bid opening for the Western Gateway Intermodal Facilities Project, accepting all bids for the July 16, 2013 bid opening, awarding the construction contract to Redgwick Construction Company in the amount of \$1,092,870, and authorizing the City Manager to execute the contract.

B. ADOPTION OF PROPOSED MUNICIPAL BUDGETS FOR FISCAL YEAR'S 2014 AND 2015. (City Manager)

At the June 25, 2013 Council meeting, staff provided the Council with five-year forecast of the General Fund. The Council also adopted a resolution allowing continuation of the 2012-13 budget through July 31, 2013, as staff required additional time to prepare the budget due to the April departure of the Finance Director. At the July 16th Council meeting, staff provided an overview of the proposed 2013-15 budget, including next steps for implementing a long-term budget stabilization plan. Council also heard City department budget presentations. Review of other budget funds and adoption of the budget is scheduled for July 23, 2013.

Recommendation: 1) Pass a Resolution Adopting the Municipal Budgets for Fiscal Year's 2013-2014 and 2014-2015.

2) Pass a Resolution Establishing an Appropriations Limit Pursuant to Article XIII B of the California State Constitution for Fiscal Year 2013-14.

VII. ADJOURNMENT (9:00 PM):

Public Participation

The Benicia City Council welcomes public participation.

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

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

Disabled Access or Special Needs

In compliance with the Americans with Disabilities Act (ADA) and to accommodate any special needs, if you need special assistance to participate in this meeting, please contact Anne Cardwell, the ADA Coordinator, at (707) 746-4211. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting.

Meeting Procedures

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

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

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

Public Records

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

AGENDA ITEM
CITY COUNCIL MEETING DATE - JULY 23, 2013
CONSENT CALENDAR

DATE : July 16, 2013

TO : City Manager

FROM : Public Works Director

SUBJECT : **AUTHORIZATION TO SUBMIT GRANT APPLICATIONS FOR CALRECYCLE GRANT PROGRAM**

RECOMMENDATION:

Adopt a resolution that authorizes submittal of grant applications made available through CalRecycle.

EXECUTIVE SUMMARY:

This action allows the City Manager, or his designee, to execute grant applications through CalRecycle on behalf of the City for grants that the City is eligible, such as the Beverage Container Recycling Grant and the Used Oil Payment Program Grant.

BUDGET INFORMATION:

There is no impact or cost to the City's General Fund budget. Instead, this action will provide additional funds necessary to participate in local and regional programs and public events that encourage our citizens to reduce and recycle beverage containers and reduce the amount of illegally disposed used oil, and recycle/reclaim used oil and oil filters.

GENERAL PLAN:

Relevant General Plan Goal:

- The overarching Goal of the General Plan is Sustainability

STRATEGIC PLAN:

Relevant Strategic Plan Issues:

- Strategic Issue #2: Protecting and Enhancing the Environment
 - Strategy: Pursue and adopt sustainable practices

BACKGROUND:

CalRecycle (the Department of Resources Recycling and Recovery) grant programs are available to local agencies pursuant to Public Resources Code (PRC), Division 12.1, Chapter 7, Section 14581(a)(5).

There are currently two grant programs for which the City annually applies. The first is the Beverage Container Recycling Grant for an amount of \$7,500 and the Used Oil Block Grant (UBG) in the amount of approximately \$7,000. The City has received funds from both programs for a number of years.

The Beverage Container Recycling Grant Program, if awarded, will provide \$7,500 to augment funds for public outreach and education at the Downtown Farmer's Market and for costs associated with the Annual Coastal Clean-up Day in September.

The Used Oil Block grant, if awarded, will provide funds necessary for activities that educate citizens and increase awareness of the services available to reduce illegally disposed used oil and instead recycle and reclaim used oil and oil filters.

Attachment:

- Proposed Resolution

RESOLUTION NO. 13-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA AUTHORIZING SUBMITTAL OF APPLICATION(S) FOR ALL CALRECYCLE GRANTS FOR WHICH THE CITY OF BENICIA IS ELIGIBLE AND AUTHORIZING THE CITY MANAGER, OR HIS DESIGNEE, TO SIGN THE GRANT APPLICATION(S)

WHEREAS, Public Resources Code Sections 40000 et seq authorize the Department of Resources Recycling and Recovery (CalRecycle), formerly known as the California Integrated Waste Management Board, to administer various Grant Programs (grants) in furtherance of the State of California's (State) efforts to reduce, recycle and reuse solid waste generated in the State thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the application, awarding, and management of the grants; and

WHEREAS, CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia hereby authorizes the submittal of applications to CalRecycle for all grants for which the City of Benicia is eligible.

BE IT FURTHER RESOLVED that the City Manager, or his designee, is hereby authorized and empowered to execute in the name of the City of Benicia all grant documents, including, but not limited to, applications, agreements, amendments and requests for payment necessary to secure grant funds and implement the approved grant project.

BE IT FURTHER RESOLVED that these authorizations are effective for five (5) years from the date of adoption of this resolution.

* * * * *

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 23rd day of July 2013, and adopted by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

**AGENDA ITEM
CITY COUNCIL MEETING DATE - JULY 23, 2013
BUSINESS ITEMS**

DATE : July 16, 2013
TO : City Manager
FROM : Public Works Director
SUBJECT : **AWARD OF CONSTRUCTION CONTRACT FOR THE WESTERN GATEWAY INTERMODAL FACILITIES PROJECT**

RECOMMENDATION:

Adopt a resolution rejecting all bids for the June 27, 2013 bid opening for the Western Gateway Intermodal Facilities Project, accepting all bids for the July 16, 2013 bid opening, awarding the construction contract to Redgwick Construction Company in the amount of \$1,092,870, and authorizing the City Manager to execute the contract.

EXECUTIVE SUMMARY:

The Western Gateway Intermodal Facilities Project will enhance pedestrian, bicycle, automobile, and transit facilities on Military West between Southampton and West K and beautify the area. The final design incorporates features in the conceptual plan approved by City Council in October 2010. The project is fully funded with a Regional Measure 2 (RM2) grant from the Metropolitan Transportation Commission.

BUDGET INFORMATION:

The proposed project¹ budget is outlined below:

Project Budget

| | |
|---|-------------|
| Approved Budget (FY 2010/11 -- FY 2013/14) | |
| Regional Measure 2 Grant (Acct #048-3148-7532)..... | \$3,000,000 |
| Wastewater (Acct #014-8315-8100) | \$7,500 |
| Water Fund (Acct #045-8045-9896) | \$146,000 |
| Total Project Budget..... | \$3,153,500 |

¹ For this budget section, the "project" is defined as the environmental review, design, and construction for the Downtown Intermodal Facilities Project and the Western Gateway Intermodal Facilities Project. Both locations are funded with the \$3 million RM2 grant.

Project Expenditures

I. Expenditures to Date:

| | |
|---|-------------|
| Environmental Review & Conceptual Design | \$92,000 |
| (Completed by Kimley-Horn in FY 2010/11) | |
| Final Design | \$431,000 |
| (Completed by Kimley-Horn in FY 2010/11-2012/13) | |
| Construction Management..... | \$139,000 |
| (Completed by Kimley-Horn in FY 2012/13) | |
| Downtown Intermodal Facilities Project Construction Contract | \$1,255,961 |
| (Completed by Carone & Company in FY 2012/13) | |
| Miscellaneous Project Expenses (Printing, Power Connection, etc...) | \$16,700 |
| Total Expenditures To Date | \$1,934,661 |

II. Proposed Expenditures - Western Gateway Intermodal Facilities Project

| | |
|--|-------------|
| Construction Contract (this request) | \$1,092,870 |
| Construction Contingency (10%) | \$109,287 |
| Total Proposed Expenditures for Western Gateway..... | \$1,202,157 |

III. Grand Total Projected Expenditures (I + II)..... \$3,136,818

Projected Budget Balance

\$3,153,000 Project Budget minus \$3,136,818 Projected Expenditures\$16,682

GENERAL PLAN:

Relevant General Plan Goals and Policies include:

- ❑ Overarching Goal of the General Plan: Sustainability
- ❑ Goal 2.17: Provide an efficient, reliable, and convenient transit system
- ❑ Goal 2.20: Provide a balanced street system to serve automobiles, pedestrians, bicycles, and transit
- ❑ Goal 2.28: Improve and maintain public facilities and services

STRATEGIC PLAN:

Relevant Strategic Plan Issue and Strategies include:

- ❑ Strategic Issue #2: Protecting and Enhancing the Environment
 - Protect air quality/Pursue multiple mass transit opportunities
- ❑ Strategic Issue #4: Preserving and Enhancing Infrastructure
 - Strategy #1: Provide safe, functional, and complete streets
 - Strategy #2: Increase use of mass transit

ENVIRONMENTAL REVIEW:

This project is Categorical Exempt per CEQA Section 15301(c). The project consists of a minor alteration of public facilities within the existing street right-of-way.

BACKGROUND:

On June 27, 2013, three (3) bids were received and opened for the Western Gateway Intermodal Facilities Project and summarized below:

| RANK | BIDDER'S NAME AND CITY | TOTAL BID |
|-------------|--|--------------------------------------|
| 1 | J.A. Gonsalves & Son Construction, Inc Napa, CA | \$969,969 <i>(Non-responsive)</i> |
| 2 | CF Contracting, Inc. San Francisco, CA | \$1,160,884 |
| 3 | W.R. Ford Associates Richmond, CA | \$1,267,689 |
| -- | <i>Engineer's Estimate</i> | \$850,000 |

The low bid, submitted by J.A. Gonsalves & Son Construction, Inc. of Napa, was reviewed and three mathematic errors were discovered on the bid form. CF Contracting, Inc., the second lowest bidder, subsequently filed a bid protest. After careful evaluation, City staff determined that J.A. Gonsalves' bid was non-responsive due to these errors. Since there were only two responsive bids submitted, both significantly higher than the Engineer's estimate, the project was subsequently rebid on July 2, 2013.

On July 16, 2013, three (3) bids were received and opened for the Western Gateway Intermodal Facilities Project and summarized below:

| RANK | BIDDER'S NAME AND CITY | TOTAL BASE BID |
|-------------|--|-----------------------|
| 1 | Redgwick Construction Company Oakland, CA | \$1,092,870 |
| 2 | J.A. Gonsalves & Son Construction, Inc Napa, CA | \$1,121,984 |
| 3 | CF Contracting, Inc. San Francisco, CA | \$1,185,656 |
| | | |

The low bid, submitted by Redgwick Construction Company from Oakland, was reviewed and determined to be responsive. Redgwick has successfully completed capital improvement projects for public agencies in the Bay Area and is considered a responsible bidder.

In reviewing the bid prices submitted, the unit prices are uniformly incrementally higher than last year's Downtown Intermodal Project, which were used to calculate the engineer's estimate. Staff is therefore recommending all bids for the June 27, 2013 bid opening be rejected, all bids for the July 16, 2013 bid opening be accepted, and a construction contract for \$1,092,870 be awarded to Redgwick Construction Company.

The Western Gateway Intermodal Facilities Project, located on Military West between West K and Southampton Road, is the second transit-oriented site to be funded with the \$3 million RM2 grant from the Metropolitan Transportation Commission (the Downtown Intermodal Facilities Project at Military & First Street was completed last fiscal year). The purpose of this grant is to boost bus transit ridership with the goals of reducing congestion on the freeway system and greenhouse gas emissions. Both intermodal sites are on SolTrans Route 78, which travels from the Vallejo Ferry Station to the Bay Area Rapid Transit (BART) in Contra Costa County, and will provide a viable alternative mode of transportation for commuters.

The Western Gateway project incorporates design features from the September 2010 conceptual plan, which was based upon an extensive public outreach process and approved by Council in October 2010. Improvements include widening on the north side of Military, new sidewalk and pedestrian crossings at intersections, parking stalls, bike lanes, median islands, bus pullouts, new transit shelters, pedestrian scale lights, and extensive landscaping to beautify the site.

At the October 2010 City Council meeting residents along West K Street expressed concern about traffic diverting from Military West onto West K Street as a result of the project. Staff subsequently worked collaboratively with residents to create a traffic calming plan for West K between Military West and West 9th Street. That plan was implemented in 2011 and complements the traffic calming between West 9th and West 7th Streets that was installed in 2007.

Additionally, effort was made to narrow the entrance to West K at Military to further slow traffic and create space for trees to be installed to the south. However, Caltrans would not permit these improvements to be constructed within their right-of-way. Instead bulb-outs will be installed on West K just outside the Caltrans right-of-way. Traffic counts on West K Street have been taken and will be compared with post-project counts. If significant traffic diversion occurs, other measures can be considered in the future.

Lastly, trees were originally intended to be installed along the east side of the West K/Military West intersection. However, upon closer evaluation it became apparent they would block the Benicia entryway sign.

As part of this project, an 8-inch waterline will be installed from West 14th to West K Street to create a looped system. This will insure that water circulates within the system. Additionally, water and sewer stub-outs will be installed to accommodate future development, so that the new pavement will not be cut should the development occur.

Construction is scheduled to begin in August and be completed by the end of December.

Attachments:

- ❑ Proposed Resolution
- ❑ Conceptual Plan

RESOLUTION NO. 13-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA REJECTING ALL BIDS FOR THE JUNE 27, 2013 BID OPENING FOR THE WESTERN GATEWAY INTERMODAL FACILITY PROJECT, ACCEPTING ALL BIDS FOR THE JULY 16, 2013 BID OPENING, AWARDING THE CONSTRUCTION CONTRACT TO REDGWICK CONSTRUCTION COMPANY IN THE AMOUNT OF \$1,092,870, AND AUTHORIZING THE CITY MANAGER TO SIGN THE CONTRACT ON BEHALF OF THE CITY

WHEREAS, on June 6, 2013, the Public Works Department made available the construction plans and specifications for the Western Gateway Intermodal Facilities Project for public bidding; and

WHEREAS, on June 27, 2013, three bids were received and opened; and

WHEREAS, the apparent low bid submitted by J.A. Gonsalves and Son Construction, Inc. of Napa, California was determined to be unresponsive due to math errors and the remaining two bids were significantly higher than the engineer's estimate; and

WHEREAS, on July 2, 2013 the Public Works Department made available the construction plans and specifications for the Western Gateway Intermodal Facilities Project for public bidding; and

WHEREAS, on June 16, 2013, three bids were received and opened; and

WHEREAS, the low bid submitted by Redgwick Construction Company of Oakland, California in the amount of \$1,092,870 was determined to be responsive and Redgwick is considered to be a responsive bidder; and

WHEREAS, this project is fully funded by a Regional Measure 2 grant from the Metropolitan Transportation Commission; and

WHEREAS, this project is categorically exempt pursuant to Section 15301(c) of the CEQA guidelines.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia hereby rejects all bids for the June 27, 2013 bid opening for the Western Gateway Intermodal Project, accepts all bids for the July 16, 2013 bid opening, and awards the construction contract to Redgwick Construction Company in the amount of \$1,092,870.

BE IT FURTHER RESOLVED THAT the City Manager is hereby authorized to sign the contract on behalf of the City, subject to approval by the City Attorney.

On motion of _____, seconded by _____, the above Resolution was introduced and passed by the City Council of the City of Benicia at a regular meeting of said Council held on the 23rd day of July, 2013, and adopted by the following vote:

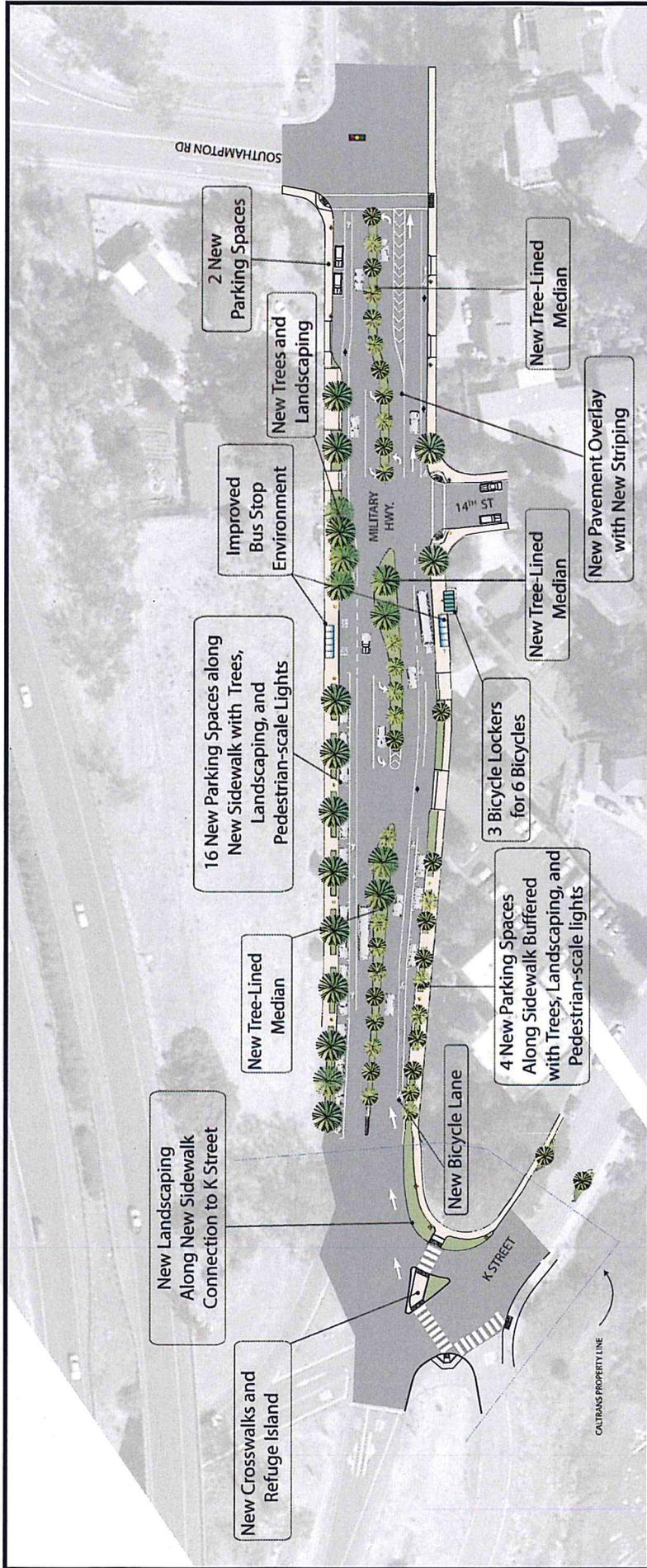
Ayes:
Noes:
Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

Intermodal Improvements on Military West, West of Southampton



Concept Site Plan

Western Gateway Project

July 2013



COMMUNITY DESIGN ARCHITECTURE
REGION • CITY • NEIGHBORHOOD • BUILDING

AGENDA ITEM
CITY COUNCIL MEETING DATE - JULY 23, 2013
BUSINESS ITEMS

DATE : July 8, 2013

TO : City Council

FROM : City Manager

SUBJECT : **ADOPTION OF PROPOSED MUNICIPAL BUDGETS FOR FISCAL YEAR'S 2014 AND 2015**

RECOMMENDATION:

- 1) Pass a resolution adopting the Municipal Budgets for Fiscal Year's 2013-2014 and 2014-2015.

- 2) Pass a resolution establishing an appropriations limit pursuant to Article XIII B of the California State Constitution for Fiscal Year 2013-2014.

EXECUTIVE SUMMARY:

At the June 25, 2013 Council meeting, staff provided the Council with five-year forecast of the General Fund. The Council also adopted a resolution allowing continuation of the 2012-13 budget through July 31, 2013, as staff required additional time to prepare the budget due to the April departure of the Finance Director. At the July 16th Council meeting, staff provided an overview of the proposed 2013-15 budget, including next steps for implementing a long-term budget stabilization plan. Council also heard City department budget presentations. Review of other budget funds and adoption of the budget is scheduled for July 23, 2013.

GENERAL PLAN:

Relevant General Plan Policies and Programs:

- Goal 2.28: Improve and maintain public facilities and services

STRATEGIC PLAN:

Relevant Strategic Plan Goals and Strategies:

- Strategic Issue #3: Strengthening Economic and Fiscal Conditions
 - Strategy #4: Manage City finances prudently
 - Action #4: Prepare and maintain balanced budget with strong emergency and contingency reserve and internal service funds.

- Strategic Issue #4: Preserving and Enhancing Infrastructure

- Strategy #4: Provide adequate funding for ongoing infrastructure needs
 - Action 4(a): Implement a plan for funding of reserves for vehicle, equipment and facilities infrastructure

Background:

In the wake of several years of declining and unstable revenues, the City continues to face challenges in meeting the primary objective of a balanced General Fund budget, and also, sustaining Council mandates for General Fund emergency and contingency reserves. Despite these challenges, the City's financial picture, holistically, is significantly improved over recent budgets, as it incorporates the much-needed increased water and sewer rates, anticipates via rate smoothing future costs relative to CalPERS rate increases, raises internal service rates to address rising costs, and begins to address the unfunded deficit in the Workers' Compensation Fund.

That said, the General Fund is challenged to maintain its prior reserve levels, and so, as presented in the attached budget, staff is proposing nearly \$800,000 in additional reductions, primarily via holding positions vacant, which will result in a 16% reserve for 2013-14. In order to maintain at least a 15% reserve level, an additional \$900,000 remains to be addressed for 2015-16. Staff will return in the fall with an update on revenues and preliminary recommendations for addressing this shortfall, as well as refined work plan for long-term budget stabilization, as was described in the July 16, 2013 staff report and at that Council meeting.

On July 16th, staff provided Council with an overview of the budget, including department presentations, and a summary of next steps relative to the budget stabilization plan. Requests from this meeting are summarized in an attached document, including responses from staff. On July 23rd, staff will provide an overview of other budget funds, such as the internal service funds, and then request that Council adopt the proposed municipal budgets for fiscal years 2014 and 2015.

The proposed 2013-2015 budget is available on the City's website at www.ci.benicia.ca.us on the Finance Department's page. A hard copy is available upon request from the City Clerk's Office.

Attachments:

- Budget resolutions
- Summary chart of Council requests from 7/16/13 Council meeting

RESOLUTION NO. 13-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA ADOPTING THE MUNICIPAL BUDGETS FOR FISCAL YEAR 2013-14 and 2014-15

WHEREAS, the City Manager of the City of Benicia is required to prepare a proposed budget for the City Council; and,

WHEREAS, the City Manager presented a proposed two-year budget for fiscal years 2013-14 and 2014-15 to the City Council on July 23, 2013 for all Municipal Funds; and,

WHEREAS, on July 23, 2013, the City Manager proposed the adoption of the Municipal Budgets along with specific adjustments directed by the City Council and listed in the attached Budget Summaries attached to this resolution and hereby included herein; and,

WHEREAS, the City Council has reviewed the employee positions listed in the budget document and has considered authorizing the City Manager to fill those positions not specifically exempted, provided said positions have sufficient appropriations; and,

WHEREAS, the City Council has reviewed the level of budgeting control needed by the City Manager to ensure efficiency in managing the operations of the City, including the authorization of budget transfers within a single fund; and,

WHEREAS, the City Manager has requested purchasing authority consistent with the Purchasing Policy and Uniform Construction Code as approved or amended by the City Council; and,

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia hereby adopts the Municipal Budgets for the Fiscal Years 2013-14 and 2014-15 as evidenced by the attached Budget Summaries and Noted Adjustments;

BE IT FURTHER RESOLVED THAT the City Council hereby directs the City Manager to fill employee positions authorized in the budget document and from time-to-time make recommendations to the City Council on necessary changes in employee position;

BE IT FURTHER RESOLVED THAT the City Council hereby directs the City Manager to monitor and control the expenditures of each Department and, at the same time, approve modifications to each Department within a specified fund, so long as the total expenditures within the fund shall not be greater than the total approved appropriations, unless offset by an equal Grant amount;

BE IT FURTHER RESOLVED THAT the City Council hereby directs the City Manager to approve all requests for purchase authorized in the approved budget,

provided that said purchases are consistent with the City's Purchasing Policy and Uniform Construction Code approved by the City Council;

BE IT FURTHER RESOLVED THAT the City Council hereby directs the City Manager to authorize the appropriation of Grant amounts of \$50,000 or less to expedite the delivery of said Grant services or purchases, provided such grants do not commit the City to additional funding or program requirements.

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 special meeting of said Council held on the 23rd day of July 2013, and adopted by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

RESOLUTION NO. 13-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA
ESTABLISHING AN APPROPRIATIONS LIMIT PURSUANT TO ARTICLE XIII B OF
THE CALIFORNIA STATE CONSTITUTION FOR FISCAL YEAR 2013-14**

WHEREAS, Article XIII B of the Constitution of the State of California provides that the total annual appropriations subject to limitation of the State and of each local government shall not exceed the appropriations limit of such entity of government for the prior year adjusted for changes in the cost of living and population except as otherwise provided in said Article XIII B; and

WHEREAS, pursuant to said Article XIII B of the Constitution of the State of California, the City Council of the City of Benicia deems it to be in the best interests of the City of Benicia to establish an appropriations limit for the fiscal year 2013-14; and

WHEREAS, the Acting Assistant City Manager of the City of Benicia has determined that the said appropriations limit for the fiscal year 2013-14 be established in the amount of \$78,712,057; and

WHEREAS, the Acting Assistant City Manager of the City of Benicia has determined that the percentage change in per capita income and the county population is the preferred method of calculation in the cost of living adjustment.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Benicia hereby establishes an appropriations limit for fiscal year 2013-14 pursuant to Article XIII B of the Constitution of the State of California be established in the amount of \$78,712,057, as evidenced by Exhibit 1, attached to this Resolution and hereby incorporated herein.

On motion of Council Member _____, seconded by Council Member _____, the above resolution was approved by the City Council of the City of Benicia at a regular meeting held on the 23rd day of July, 2013, by the following vote:

Ayes:

Noes:

Absent:

Elizabeth Patterson, Mayor

Attest:

Lisa Wolfe, City Clerk

Exhibit 1

CITY OF BENICIA
2013-14 Appropriations Limit Calculation

| <u>Description</u> | <u>Amount</u> |
|---------------------------------------|----------------------|
| 2012-13 Appropriations Limit | \$ 74,298,758 |
| 2012-13 County population | 1.0078 |
| 2012-13 Increase in per capita income | 1.0512 |
| 2013-14 Appropriations Limit | \$ 78,712,057 |

2012-13 Projected Tax Revenues

| <u>Description</u> | <u>Amount</u> |
|---|----------------------|
| Property Taxes | \$ 12,759,810 |
| Sales & Use Tax | 6,925,000 |
| Transient Occupancy Tax | 340,000 |
| Utility Users Tax | 4,595,000 |
| Business License Tax | 480,000 |
| Real Property Transfer Tax | 90,000 |
| State Motor-Vehicle Fees | 1,850,000 |
| Gas Tax | 755,820 |
| Appropriations Subject to Limitation | \$ 27,795,630 |
| Margin | \$ 50,916,427 |

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Summary of Council Requests from July 16, 2013 City Council Meeting on Budget

| Request | Response |
|--|--|
| On budget pages that provide an aggregate view of all City funds, can staff add a line with reserve percentage? (Council Member Schwartzman) | Yes, this can be included in the final budget. |
| If possible, also include for each department what percentage of the budget each represents. (Mayor Patterson) | Yes, this can be included in the final budget. |
| Clarify terminology relative to “use of funds” as opposed to “loss” and use color and/or glossary to highlight differences. (Vice Mayor Campbell and Mayor Patterson) | Yes, this can be included in the final budget. |
| Request for a strategy, or list, of priority relative to unfunded position. (Council Member Hughes) | Staff will work on this as part of budget stabilization plan. |
| Adding to above request, would like to see a “gap list” and how aligned with Strategic Plan to help make decisions. Echoed Council Member Hughes’ desire for strategy for re-staffing. (Mayor Patterson) | Staff will work on this as part of budget stabilization plan. |
| Guiding principles for addressing fees. (Mayor Patterson) | Will be discussed as part of comprehensive review of fee schedule. |
| Question regarding why downtown revitalization and Main Street are not incorporated in the Strategic Plan. (Council Member Strawbridge) | Staff recommended that this be noted for the record and included in discussion during next Strategic Plan process. |
| Request that staff consider interns in IT. (Mayor Patterson) | Staff noted this option would be explored. |
| Questions relative to staffing of Community Development Department and request for strategy for addressing projects requiring specialized skill set. (Mayor Patterson) | Staff is looking at this and will be back at a future meeting on this topic. |
| Questions regarding cost of water barriers. (Council Member Schwartzman) | Public Works director can provide response at 7/23/13 meeting. |
| Question regarding cost of staff for special events. (Vice Mayor Campbell) | Public Works director can provide response at 7/23/13 meeting. |

| Request | Response |
|---|---|
| Questions regarding Fire overtime and needed analysis. (Council Member Campbell) | Staff will work on this as part of budget stabilization plan. |
| Questions regarding statistics on calls. (Mayor Patterson) | Fire Chief can provide additional information at 7/23/13 meeting. |
| Request to add more to Parks budget narrative on their work with the state recreation areas. (Council Member Strawbridge) | Yes, this can be included in the final budget. |
| What is status of CDBG funds? (Council Member Schwartzman) | Staff to look into and provide more detail at a future meeting. |
| Page 155, question about Services & Supplies for Public Works. (Council Member Schwartzman) | Public Works director can provide at 7/23/13 meeting. |