

**BENICIA CITY COUNCIL  
REGULAR MEETING AGENDA**

**City Council Chambers  
October 18, 2011  
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/APPOINTMENTS/PRESENTATIONS/PROCLAMATIONS:**

**A. ANNOUNCEMENTS.**

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

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

Soltrans Public Advisory Committee:  
Three Full Terms  
Open until Filled

Sky Valley Open Space Committee:  
One full term to January 31, 2015  
Open until filled

Building Board of Appeals:  
Three full terms to January 31, 2015  
Open until filled

Solano Transportation Authority Pedestrian Advisory Committee:  
One Full Term  
Open Until Filled

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

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

**4. Benicia Arsenal Update:** Verbal Report

**B. APPOINTMENTS.**

- 1. Reappointment of John Johnsen to the Economic Development Board for a full term to July 31, 2015.**
- 2. Appointment of Carol Langford to the Open Government Commission for an unexpired term to January 31, 2013.**
- 3. Appointment of Ann Lindsay to the Economic Development Board for a full term to July 31, 2015.**
- 4. Appointment of Steve Chiabotti to the Civil Service Commission for a full term to July 31, 2015.**
- 5. Appointment of Karl Nielsen to the Arts and Culture Commission for an unexpired term to January 31, 2013.**
- 6. Appointment of Larry Grossman to the Finance Committee for a full term ending July 31, 2015.**
- 7. Appointment of Leanza Tupfer to the Sustainability Commission as the Student Representative for a one year term expiring July 31, 2012.**

**C. PRESENTATIONS.**

**D. PROCLAMATIONS.**

1. In Recognition of National Domestic Violence Awareness Month 2011

**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 (7:40 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 Minutes for the Special Meeting of September 28, 2011 and the Special and Regular Meetings of October 4, 2011. (City Clerk).**

**B. APPOINTING REPRESENTATIVES TO THE LOCAL AGENCY WORKERS' COMPENSATION EXCESS (LAWCX) JOINT POWERS AUTHORITY. (Administrative Services Director)**

The City is a member of the Local Agency Workers' Compensation Excess (LAWCX) Joint Powers Authority. As such, the City is required to have at least two representatives to the LAWCX board. With the upcoming retirement of the Finance Director, and the requirement that we have at least 2 representatives at all times, the recommendation is to appoint the Administrative Services Director as the main representative and the Senior Human Resources Analyst as the alternate.

**Recommendation: Adopt the resolution changing the representatives to the Local Agency Workers' Compensation Excess (LAWCX) Joint Powers Authority.**

- C. SECOND READING OF AN ORDINANCE AMENDING SECTION 2.76.040 (MEETING TIME AND PLACE) OF CHAPTER 2.76 (PARKS, RECREATION AND CEMETERY COMMISSION) OF TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE BENICIA MUNICIPAL CODE TO CHANGE THE LOCATION OF THE MEETING TO BENICIA COMMUNITY CENTER. (City Attorney)**

Since the new Benicia Community Center is now open, the Parks, Recreation and Cemetery Commission would like to hold its meetings at the Center.

**Recommendation: Adopt the ordinance amending Section 2.76.040 to change Park, Recreation and Cemetery Commission's meeting location to the Benicia Community Center.**

- D. SECOND READING AND ADOPTION OF AN ORDINANCE AMENDING THE CONTRACT BETWEEN THE CITY OF BENICIA AND PUBLIC EMPLOYEES' RETIREMENT SYSTEM FOR LOCAL SAFETY EMPLOYEES TO PROVIDE SECTION 20516 (5.336% EMPLOYEES SHARING COST OF ADDITIONAL BENEFITS) APPLICABLE TO SECTION 21362.2 (3% @ 50 FULL FORMULA) AND SECTION 21363.1 (3% AT 55 FULL FORMULA) FOR LOCAL POLICE MEMBERS. (Administrative Services Director)**

In 2011, the City concluded negotiations with the Benicia Police Officer's Association (BPOA). This unit agreed, as part of this employee group's reductions, to share in the City's cost of the employer's share of PERS, and contribute 5.336% towards that cost. In order to implement this change, it is necessary for the City's contract with CalPERS to be amended to reflect the sharing of this cost by all local police members.

**Recommendation: Adopt the ordinance to amend the contract between the City and Public Employee's Retirement System (CalPERS) to provide Section 20516 (5.336% Employees Sharing Cost of Additional Benefits) applicable to Section 21362.2 (3% @ 50 full formula) and Section 21363.1 (3% @ 55 full formula) for local police members and adopt the resolution to approve the change to EPMC for police mid and senior managers and to allow other changes to achieve the original 6.85% concession target numbers.**

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

## **VIII. BUSINESS ITEMS (7:50 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. APPROVAL OF CONSULTANT AGREEMENT FOR THE WATER SYSTEM MASTER PLAN UPDATE. (Public Works and Community Development Director)**

A Water System Master Plan update will evaluate the City's water treatment, transmission, distribution and storage systems and make recommendations for needed improvements through the planning horizon of 2025. Sufficient funds are budgeted and available in the Water Fund to cover the cost.

**Recommendation: Adopt a resolution approving a consultant agreement for engineering services for the Water System Master Plan update with Nolte Associates, Inc. for a not-to-exceed cost of \$147,030, and authorizing the City Manager to execute the contract on behalf of the City.**

### **B. REVIEW OF RECENT REVENUE AND EXPENDITURE CHANGES AND THE IMPACT ON THE FISCAL YEAR'S 2010-11, 2011-12 AND 2012-13 MUNICIPAL BUDGETS. (Finance Director)**

The Finance Department has completed most of the accounting work required to close the previous fiscal year, FY 2010-11, and the results indicate an improvement from the June forecasts of approximately \$215,470. Staff has also received additional information from Solano County and the State of California relating to key revenues that yield a net improvement of approximately \$510 in FY 2011-12 and \$111,930 in FY 2012-13. The FY 2010-11 year-end results have also shown that two funds, the Workers' Compensation Fund and the Transit Fund, finished the year with negative cash balances that need to be resolved within the current fiscal year. The City Manager will recommend options to balance each for the Council's consideration in this report.

**Recommendation: Review the recent revenue and expenditure changes impacting the 2010-11, 2011-12 and 2012-13 Municipal Budgets and adopt the resolution approving the adjustments to the 2011-12 and 2012-13 Budgets.**

### **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: October 19, 2011**
- 2. Association of Bay Area Governments (ABAG).**  
**(Mayor Patterson and Council Member Ioakimedes)**  
**Next Meeting Date: TBD**
- 3. Finance Committee.**  
**(Vice Mayor Schwartzman and Council Member Campbell)**  
**Next Meeting Date: October 28, 2011**
- 4. League of California Cities.**  
**(Mayor Patterson and Vice Mayor Schwartzman)**  
**Next Meeting Date: TBD**
- 5. School Liaison Committee.**  
**(Council Members Ioakimedes and Hughes)**  
**Next Meeting Date: December 15, 2011**
- 6. Sky Valley Open Space Committee.**  
**(Council Members Campbell and Hughes)**  
**Next Meeting Date: November 2, 2011**
- 7. Solano EDC Board of Directors.**  
**(Mayor Patterson and Council Member Campbell)**  
**Next Meeting Date: October 20, 2011**
- 8. Solano Transportation Authority (STA).**  
**(Mayor Patterson and Council Member Ioakimedes)**  
**Next Meeting Date: November 9, 2011- STA's 14th Annual Awards**
- 9. Solano Water Authority-Solano County Water Agency and Delta Committee.**  
**(Mayor Patterson and Vice Mayor Schwartzman)**  
**Next Meeting Date: November 10, 2011**
- 10. Traffic, Pedestrian and Bicycle Safety Committee.**  
**(Council Members Hughes and Ioakimedes)**  
**Next Meeting Date: October 20, 2011**

11. **Tri-City and County Regional Parks and Open Space.**  
**(Council Members Campbell and Hughes)**  
**Next Meeting Date: December 12, 2011**
  
12. **Valero Community Advisory Panel (CAP).**  
**(Council Member Hughes)**  
**Next Meeting Date: TBD**
  
13. **Youth Action Coalition.**  
**(Vice Mayor Schwartzman and Council Member Campbell)**  
**Next Meeting Date: October 26, 2011**
  
14. **ABAG-CAL FED Task Force-Bay Area Water Forum.**  
**(Mayor Patterson)**  
**Next Meeting Date: December 5, 2011**

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

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

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

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

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

**RESOLUTION NO. 11-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S REAPPOINTMENT OF JOHN JOHNSEN TO THE ECONOMIC DEVELOPMENT BOARD TO A FULL TERM ENDING JULY 31, 2015**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the reappointment of John Johnsen to the Economic Development Board by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 18<sup>th</sup> day of October 2011 and adopted by the following vote:

Ayes:

Noes:

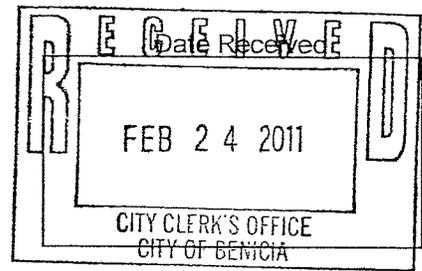
Absent:

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

Attest:

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

## **APPLICATION**



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

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

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

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

Name: John Johnsen

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

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

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

Email: john.johnsen@me.com Years as Benicia resident: 22

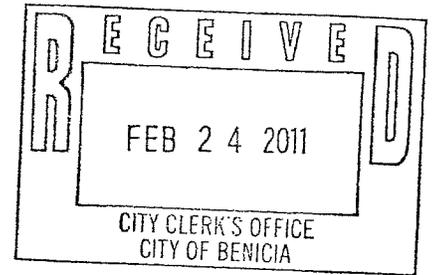
Occupation/Employer: NHT Audio LLC

Please note your most recent community or civic volunteer experience: \_\_\_\_\_  
Civic volunteer experience limited to participation on local swim teams, soccer, etc.

Please describe any applicable experience/training: \_\_\_\_\_  
Local business owner. Extensive North America and Worldwide travel. Diverse background in Finance, Sales, Marketing, Internet and Consumer Electronics technologies, experience in small and large bus.

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

Signature: [Handwritten Signature] Date: 2-24-11



## Economic Development Board Application

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

1. What interests you about this Board? Have you attended a meeting within the last six months?  
Offering my resources and experience to help Benicia pool and attract business talent beneficial to the community at large.
2. Participation on the Board involves monthly meetings on the 4th Wednesday at 5:30 at City Hall, as well as reading the packet distributed in advance. Do you have any concerns with this commitment?  
No problem.
3. Are you the employee or owner of a Benicia business? If so, please describe the business and your role?  
Small business owner/partner at NHT Audio LLC. We are a design, manufacture and marketer of home music and theater speaker systems. We market ourselves uniquely as "direct" to consumers and retailers alike via our website [www.nhthifi.com](http://www.nhthifi.com). We sell directly to consumers as well and through 250 dealers and 30 countries Internationally.
4. Given the adopted economic development goals in the City's General Plan (available online at the Community Development Department webpage on [www.ci.benicia.ca.us](http://www.ci.benicia.ca.us)), and Economic Development Strategy (available online at [www.BeniciaBusiness.com](http://www.BeniciaBusiness.com)) which do you feel the EDB should focus on, and why?  
I would have interest in maintaining a relevant General Plan to reflect current business and social trends which are shifting all the time. I have interest in attracting "green" and "information" based businesses and redevelopment of current distressed areas of the city.

**RESOLUTION NO. 11-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF CAROL LANGFORD TO OPEN GOVERNMENT COMMISSION TO AN UNEXPIRED TERM TO JANUARY 31, 2013**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of Carol Langford to the Open Government Commission by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 18<sup>th</sup> day of October 2011 and adopted by the following vote:

Ayes:

Noes:

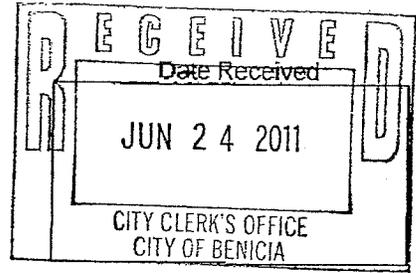
Absent:

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

Attest:

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

## **APPLICATION**



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

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

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

Name: CAROL M. LANGFORD

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

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

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

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

Occupation/Employer: self - LAW Office of Carol M. Langford

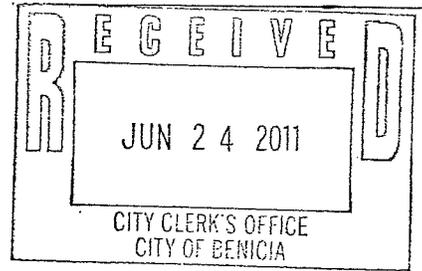
Please note your most recent community or civic volunteer experience: \_\_\_\_\_

Provided advice and counsel to the City Attorney

Please describe any applicable experience/training: Legal training / Specialty in ethics

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

Signature: Carol Langford Date: 6-24-11



### Open Government Commission Application

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

1. What interests you about the Opening Government Commission?

I enjoy discussing election issues  
And the role of ethics in campaigns.

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

I don't have expectations  
yet but see my role as assisting  
the Commission in dealing with  
election and other issues.

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

**RESOLUTION NO. 11-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF ANN LINDSAY TO THE ECONOMIC DEVELOPMENT BOARD TO A FULL TERM ENDING JULY 31, 2015**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of Ann Lindsay to the Economic Development Board by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 18<sup>th</sup> day of October 2011 and adopted by the following vote:

Ayes:

Noes:

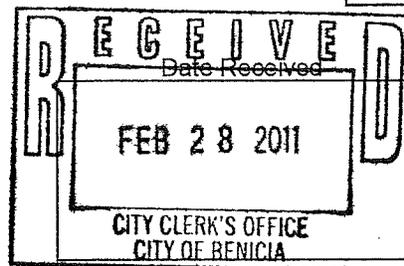
Absent:

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

Attest:

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

## **APPLICATION**



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

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

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

Name: Ann L. Lindsay

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

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

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

Email: annl.davidl@webnexus.net Years as Benicia resident: 17

Occupation/Employer: Business Owner of Lindsay Art Glass AND Benefits Officer, US Dept. of Labor

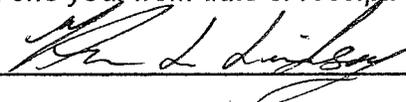
Please note your most recent community or civic volunteer experience: \_\_\_\_\_

Volunteer and member of the tourism stakeholders committee

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

For 13 years, I have co-owned and managed Lindsay Art Glass. In addition, I am the Benefits Officer for US Dept. of Labor with oversight responsibilities for 13 human resources offices throughout the US.

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

Signature:  Date: 02/28/2011



## Economic Development Board Application

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

1. What interests you about this Board? Have you attended a meeting within the last six months?

I am very interested in the economic development activities of the City. As a retail business owner, I have a vested interest in the continuity of tourism marketing, and have served on the tourism stakeholders committee. I attend meetings as frequently as possible.

2. Participation on the Board involves monthly meetings on the 4th Wednesday at 5:30 at City Hall, as well as reading the packet distributed in advance. Do you have any concerns with this commitment?

I travel on my Federal job; however, it appears that only the June 2011 meeting would be the only conflict in 2011.

3. Are you the employee or owner of a Benicia business? If so, please describe the business and your role?

Yes, I am a co-owner of Lindsay Art Glass which is a glass blowing studio and gallery. My husband is the artist, and I manage all business operations including marketing, human resources, inventory management, accounting and gallery management.

4. Given the adopted economic development goals in the City's General Plan (available online at the Community Development Department webpage on [www.ci.benicia.ca.us](http://www.ci.benicia.ca.us)), and Economic Development Strategy (available online at [www.BeniciaBusiness.com](http://www.BeniciaBusiness.com)) which do you feel the EDB should focus on, and why?

It is vital that the Economic Development Strategy of retaining and attracting new businesses be the focus of the EDB. Business retention has been difficult in these economic times; however, the vacant store fronts on First Street and Southampton Center detract visitors and new business development. Without new business development in the Benicia industrial park and retail areas, City revenue will continue to decrease. This will have a negative impact on every aspect of life in Benicia—from our schools to our infrastructure and ability to support the current activities of our City.

**RESOLUTION NO. 11-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING  
THE MAYOR'S APPOINTMENT OF STEVE CHIABOTTI TO CIVIL SERVICE BOARD  
TO A FULL TERM ENDING JULY 31, 2015**

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

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 18<sup>th</sup> day of October 2011 and adopted by the following vote:

Ayes:

Noes:

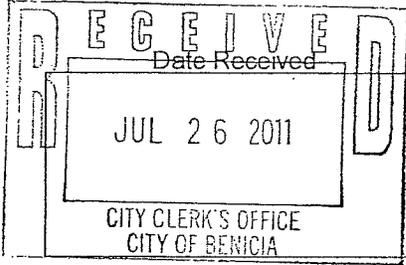
Absent:

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

Attest:

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

## **APPLICATION**



City of Benicia Board/Commission/Committee Application

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

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

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

Name: Stephen Paul Chiabotti

Address:

Phone: (Work) (Home)

(Cell) Fax:

Email: zat303@yahoo.com Years as Benicia resident: 14

Occupation/Employer: Police Sergeant/City of Concord

Please note your most recent community or civic volunteer experience:

Please see attached.

Please describe any applicable experience/training:

Please see attached.

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

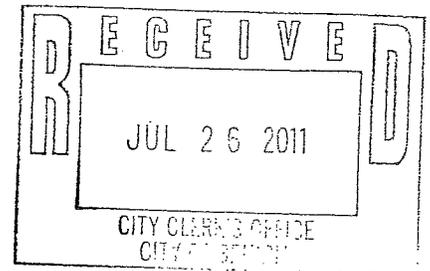
Signature: Steph Chiabotti Date: 7/22/11

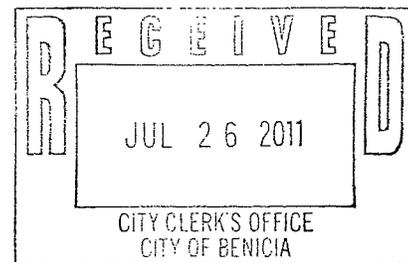
Please note your most recent community or civic volunteer experience:

I have been quite active in community youth organizations. I served for a number of years as an Associate Advisor for the Concord Police Department's Explorer POST and have coached various youth sports teams for the past fourteen years. Most recently I served as a youth football coach for Benicia Youth Football as well as a Benicia Little League coach. In addition to coaching for Benicia Youth Football, I was also a Board member for the three years. I was the Football Director from 2004-2005 and later served in the capacity of Vice President of Operations.

Please describe any applicable experience/training:

I have over 25 years of experience working for county government and the City of Concord. During this time I have been on a number of wage/benefit negotiations committees. I possess a BA from UC Davis and a MS in Emergency Services Administration from Cal State Long Beach.





## Civil Service Commission Application

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

1. What interests you about this Commission?

As previously noted, I have been employed in the public sector, first in Alameda County and currently in the City of Concord, for over 25 years. I have experience in training, working with our Human Resources Department, interpreting and abiding by MOU's of various work groups, and in wage/benefit negotiations. I believe that I can contribute to the city by bringing my past experience with me as well as learn from members of Benicia's city government and this commission. I enjoy working as a member of a team and collaborating with others in an attempt to better working conditions as well as streamline city services. I have been a Benicia resident for over 14 years and would like to have a positive impact and give back to my hometown.

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

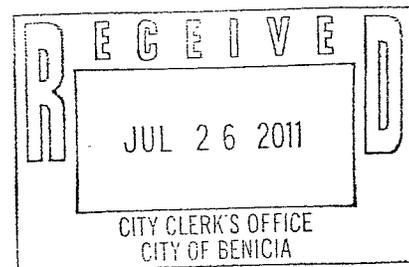
I have been a supervisor in my department for over ten years. During that time I have held various assignments, some of which required me to work directly with our HR Department in hiring employees, modifying working conditions when necessary, and interpreting and abiding by MOU's of various work groups; both sworn and non-sworn. I have also supervised various programs within my department including, but not limited to: our Explorer program, K-9 program, Field Training Program, and Community Service Desk. I have regularly been a member of my department's wage/benefit bargaining unit in negotiating and structuring our contract/MOU. As a supervisor, I continually evaluate and work to develop my subordinates. I also possess both formal education and professional training relevant to city government and leadership and would like to bring these skills to the City of Benicia as a Civil Service Commission member.

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

I can bring both practical experience and formal education to this commission. With over 25 years of experience in city government, I have experienced working in both good and bad economic conditions. I am versed in working with, and supervising, members of various different work/labor groups and being a liaison with department and city management. I have direct experience in working with HR in hiring employees, have been heavily involved in training not only our new employees-but their trainers, and have sat at the bargaining table during wage/benefit negotiations between by work group and the city and have seen, firsthand, the mutual give-and-take necessary to resolve conflicts and develop mutually beneficial MOU's. In today's economic times, I believe this experience would be invaluable to the City of Benicia as we need to work together as a team to come up with productive strategies to cut costs and streamline and maintain city services.

**STEPHEN P. CHIABOTTI**

927 Palace Court, Benicia, CA. 94510  
(707) 745-3829/(707) 297-1085  
e-mail: zat303@yahoo.com



**Education:** M.S., California State University, Long Beach, 2007  
B.A., University of California, Davis, 1986.  
Limited Service Teaching Credential Course  
University of California, Berkeley, 1988.

**Professional Experience:** Police Sergeant, CPD, Special Enforcement Team, 1/09-present  
Police Sergeant, CPD, Patrol, 1/07-1/09  
Police Sergeant, CPD, Special Operations, 6/06-1/07  
Police Sergeant, CPD, Patrol, 6/05-6/06  
Police Sergeant, CPD, Admin/Dispatch, 2/03-6/05  
Police Sergeant, CPD, Patrol, 1/02-2/03  
Police Corporal, CPD, Patrol, 1/01-1/02  
Police Detective, CPD, Crimes Persons, 2/99 -1/01  
Police Officer/Acting SET Cpl./FTO, CPD, 1/97-2/99  
Police Detective, CPD, Property/Gangs/Persons, 11/92 to 1/97.  
Police Officer, Concord Police Department, 4/89 to 11/92.  
Deputy Sheriff, Alameda County Sheriff's Department, 3/86-4/89.

**Professional Associations:** International Homicide Investigators Assoc., 2003-present  
California Homicide Investigators' Association, 1995-present.  
No. California Robbery Investigators' Association, 1995-2002  
Northern California Gang Investigators' Association, 1995-1996.  
California Conference of Arson Investigators, 1996-2002  
International Assoc. of Credit Card Investigators, 1993-1996.  
California Financial Crimes Investigators' Association, 1993-1996.  
California Burglary Investigators' Association, 1993-1994.

**Training:** POST Certified Supervisory Course  
POST Certified Critical Incident Response for Supervisors  
POST Certified Basic, Int., & Adv. Critical Incident Stress Mgmt  
POST Supervisory Leadership Institute

**References:** Available upon request.

**RESOLUTION NO. 11-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF KARL NIELSEN TO THE ARTS AND CULTURE COMMISSION TO AN UNEXPIRED TERM TO JANUARY 31, 2013**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of Karl Nielsen to the Arts and Culture Commission by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 18<sup>th</sup> day of October 2011 and adopted by the following vote:

Ayes:

Noes:

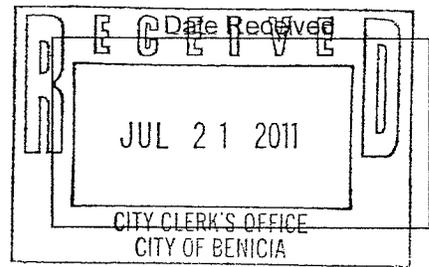
Absent:

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

Attest:

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

## **APPLICATION**



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

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

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

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

Name: Karl Nielsen

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

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

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

Email: knielsen2@gmail.com years as Benicia resident: 29

Occupation/Employer: Freelance Photographer

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

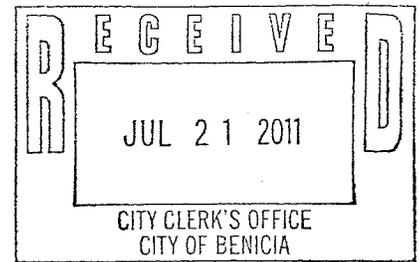
Teaching a Photography class @ arts Benicia

Please describe any applicable experience/training: Degree in

fine art from U.S.B.

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

Signature: Karl Nielsen Date: 7/29/11



### Arts and Culture Commission Application

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

1. What interests you about this Commission?

*See Attached.* →

2. Please describe any background or experience you may have in the arts (e.g., visual arts, cultural and/or performing arts, etc.)?
3. Are you currently on any other City boards or commissions, and/or on the board of other organized arts or cultural groups? (The ordinance establishing this commission indicates that members shall not be on other city boards or commissions or a board member of other organized arts or cultural groups.)
4. How do you see the Arts and Culture Commission supporting arts and culture in the Benicia community?

**1. What Interests you about the Commission?**

Having grown up in Benicia many of my youngest and fondest memories of Benicia are having to do with the arts. I understand what the value of having art in our community is, I personally know the impact having a strong art community can have on a persons life. But now that I'm older and a working photographer I see both the successful aspects of the Benicia Arts community and I also see the less successful aspects of the arts community. I would be very interested in working to improve the programs here in Benicia to better serve our community.

**2. Please Describe the background or experience you may have in the arts.**

I grew up in Benicia and remember entering art work several different art shows from elementary school through high school. I attended UCSB where I graduated with a degree in Fine Art. I now work as a freelance photographer through out the bay area and I'm a member of the Artistic Photographers of America (APA). I teach one photography class at Arts Benicia.

**3. Are you currently on any other City Boards or commissions?**

No, I don't have time for too much involvement.

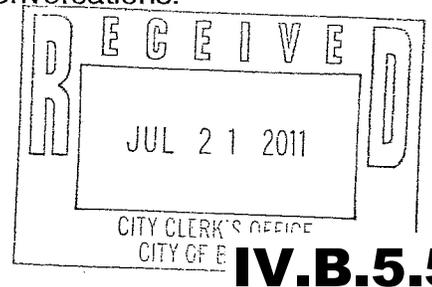
**4. How do you see Arts and Culture Commission supporting arts and culture in Benicia Community?**

I would like to see new and unique ways to present art and culture here in Benicia. I want to see new combinations of the people, places and types of art that we present. There is a place and time for gallery art and gallery shows, but going to a gallery is boring and not likely to draw youth.

Some ideas I have are:

I would like to see art presented in a more exciting, interactive and tangible way. I think it would be great to have an art show hosted at the Benicia Skate park that would show case new graffiti art and traditional styles of art. I think it would be great to get art off the gallery wall and possibly onto a skate park wall. Maybe a summer time evening skate competition with art show. Bring out a few industrial work lights and light up the area around the skate park and have an evening skate session with live music, and an art show on the lawn near the skate park. Have a skate video competition and project the videos on the wall of the skate park during the evening.

I would like to see art utilized to engage at risk and challenged youth and seniors. In a time when money is short for community funding, it would be great to see programs combined to share funding and venues. It would be nice to have something like an at risk youth art show at the senior center where the seniors would interact with the at risk youth. Seniors have experience and troubled youth could use some insight to their problems. Art would be a great catalyst for those sorts of conversations.





**RESOLUTION NO. 11-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF LARRY GROSSMAN TO THE FINANCE COMMITTEE FOR A FULL TERM ENDING JULY 31, 2015**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of Larry Grossman to the Finance Committee by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 18<sup>th</sup> day of October 2011 and adopted by the following vote:

Ayes:

Noes:

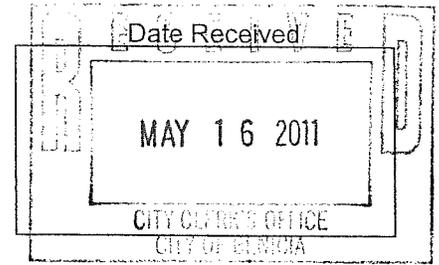
Absent:

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

Attest:

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

## **APPLICATION**



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

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

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

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

Name: Lawrence Gorfman

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

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

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

Email: lawrence.gorfman@financial.com Years as Benicia resident: 13

Occupation/Employer: Self employed

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

FAB member 2009-10; resigned for family reasons

Please describe any applicable experience/training: Service on FAB

30 years in financial services

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

Signature: [Handwritten Signature] Date: 5-16-2011



## Finance, Audit & Budget Committee Supplemental Application

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

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

help city ; been on FAB

2. Please list current and past volunteer positions.

FAB

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

yes

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

- simplify financial reports  
- formalize long-range budget

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

Thanks

**RESOLUTION NO. 11-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA CONFIRMING THE MAYOR'S APPOINTMENT OF LEANZA TUPFER TO THE SUSTAINABILITY COMMISSION AS THE STUDENT REPRESENTATIVE FOR A ONE YEAR TERM EXPIRING JULY 31, 2012**

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Benicia that the appointment of Leanza Tupper to the Sustainability Commission as the Student Representative by Mayor Patterson is hereby confirmed.

\*\*\*\*\*

The above Resolution was approved by roll call by the City Council of the City of Benicia at a regular meeting of said Council held on the 18<sup>th</sup> day of October 2011 and adopted by the following vote:

Ayes:

Noes:

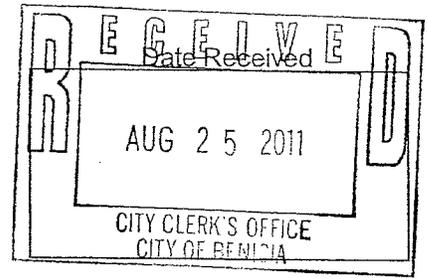
Absent:

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

Attest:

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

## **APPLICATION**



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

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

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

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

Name: Leanza Tupper

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

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

(Cell) N/A Fax: N/A

Email: Ltupper@yahoo.com Years as Benicia resident: 17

Occupation/Employer: Unemployed

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

with Constance Beutel to discuss ways to raise awareness of the sustainability Commission in Benicia for Interact Club. please see attached page.  
Please describe any applicable experience/training: Attended the Lecture

workshop series that the sustainability Commission hosted. worked temporarily for an environmental laboratory

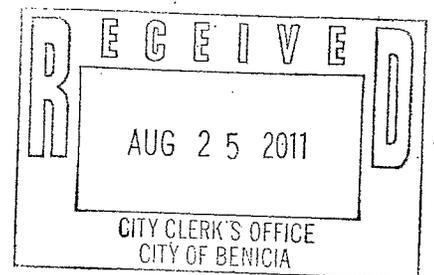
All applications are considered public records and will be retained in an active file for at least one year from date of receipt.

Signature: [Signature] Date: 8/8/2011

The Sustainability Commission is interested in spreading awareness of the action plan to Benicia High School. As one of the officers of the high school club, Interact, which is part of Rotary International, I am interested in helping the Commission's goal. I met with Constance Beutel of the Commission to discuss ways the Interact Club can help spread awareness to the youth of the high school. Becoming the High School/youth representative on the Sustainability Commission would make me a better liaison between the Commission and the High School, because then I could input my ideas to the Commission on how to appeal to the youth of the school, and I could also effectively raise awareness of the Commission at the school. It is important for the younger generation of Benicia to become involved with the Commission so that the goals of the Action Plan can be carried out over a longer period of time, thus making Benicia a more sustainable community in years to come.

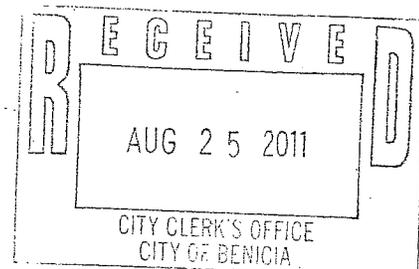
In addition to attending the workshop series that the Sustainability Commission hosted, I have also worked temporarily for Delta Environmental Laboratories. The company is employed by Valero to determine if the environmental wastes that the factory produces is too toxic to dump. The Commission is interested in environmental issues like this. My experiences working for the lab have exposed me to some of the issues that Valero faces when trying to come up with a more effective solution to get rid of waste products.

Leanza Tupper





1. When I attended the workshops, I was introduced to the Sustainability Commission and the Action Plan. What really interested me was the plan, because I can envision Benicia as a sustainable community within the next few years. The part of the Action Plan I was interested in the most was the goal of Public Outreach. I am interested in raising awareness of the Action Plan specifically in the youth of Benicia, because the youth will determine what happens to the resources in Benicia years from now. As a youth, I would like to become the high school representative on the Commission to address public outreach among youth. Also, when meeting with Constance Beutel, she stressed that although the Commission will affect the small community of Benicia, many outside sources, such as the media, are 'watching' the Commission in order to see how they tackle the issue of being sustainable even though Valero is right next to Benicia. I am interested in joining the Commission to be part of the solution to becoming a sustainable community.
2. Regarding water use efficiency/conservation, I have had training to become a water auditor. In my training, I learned ways to cut water usage in households. Indirectly, I have also learned responsible stewardship regarding water usage. I have also worked for Delta Environmental Laboratories, which provides services in chemical analysis of drinking water, waste water, storm water, soil and hazardous waste in soils. The experience has raised my awareness on disposal of waste products and water treatment. Regarding public relations, I am an officer of the Interact Club at Benicia High. Interact Club is the 'youth' club of Rotary International, a humanitarian service organization. As an officer, I have experience with planning events and advertising.
3. Reading the Climate Action Plan, the most important parts of the plan is Public Outreach and Transportation. Public Outreach is important because many people need to know about the Action Plan and how to be sustainable in order to reach the sustainability goals. It is extremely important if the youth was aware about the Action Plan as well, because as I have stated before, the younger generation will determine what will happen to the resources in Benicia years from now. It is imperative that the younger generation know about sustainability in order to ensure the continuation of sustainability for years to come.  
Transportation is important because in Benicia, the main mode of transportation is cars. It is understandable that most use cars to commute to work, but when going around Benicia, people should walk or use bikes. Changing the popular mode of transportation will effectively reduce greenhouse gas emissions in Benicia, and will bring about the greatest change in sustainability.
4. I can envision the Commission supporting sustainability by hosting many projects or workshops to cut energy emissions or utilizing our resources more effectively. The projects could consist of planting trees, rebuilding public buildings around Benicia so they are more 'green,' or by finding incentives for Benicia citizens to use solar power or use energy efficient appliances. Workshops could consist of educating citizens how to conserve water and energy, simple ways to save more energy or reduce waste, or educating citizens about greenhouse emissions and climate change so they can realize the importance of reducing their energy emissions. I believe education will be key for the Commission to be successful in supporting sustainability and climate action planning.





# PROCLAMATION

IN RECOGNITION OF

## NATIONAL DOMESTIC VIOLENCE AWARENESS MONTH 2011

**WHEREAS**, the crime of domestic violence violates an individual's privacy and dignity, security and humanity, due to the systematic use of physical, emotional, sexual, psychological and economic control and/or abuse including abuse to children and the elderly, and

**WHEREAS**, the problems of domestic violence are not confined to any group or groups of people, but cuts across all economic, racial and societal barriers, and are supported by societal indifferences; and

**WHEREAS**, the impact of domestic violence is wide ranging, directly affecting individuals and society as a whole, here in this community, throughout the United States and the world, 1 out of every 4 women will suffer from domestic violence during her lifetime; and

**WHEREAS**, there were over 166,361 incidents of domestic violence reported in California in 2010;

**WHEREAS**, there were 67 *reported* domestic violence calls for Benicia from January 1, 2011 through October 11, 2011; and since April 2010 there have been 15 Domestic Violence related deaths which include (5) women and (5) men in Solano County.

**WHEREAS**, it is battered women themselves who have been in the forefront of efforts to bring peace and equality to the home.

**NOW, THEREFORE, BE IT RESOLVED THAT I**, Elizabeth Patterson, Mayor of the City of Benicia, on behalf of the City Council, in recognition of the importance of the month of October and urge all citizens to participate in the Domestic Violence Vigil on **Wednesday, October 19<sup>th</sup>, 2011** around City Park. The event will take place at 6:00pm. We will meet on First Street and it should last about 30 minutes. Please let everyone you know (men and women) to Stand Up Against Domestic Violence.



---

Elizabeth Patterson, Mayor  
October 18, 2011



MINUTES OF THE  
SPECIAL MEETING – CITY COUNCIL  
September 28, 2011

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 meeting to order at 6:00 p.m.

**A. ROLL CALL**

All Council Members were present.

**B. REFERENCE TO THE FUNDAMENTAL RIGHTS OF THE PUBLIC:**

**C. OPPORTUNITY FOR PUBLIC COMMENT:**

**1. WRITTEN COMMENT:**

**2. PUBLIC COMMENT:**

**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 (1)

**B. CONFERENCE WITH LABOR NEGOTIATOR  
(Government Code Section 54957.6 (a))**

Agency negotiators: City Manager, Administrative Services Director

Employee organizations: City Manager, City Attorney, Benicia Senior Management Group, Benicia Middle Management Group, Local 1, Benicia Public Service Employees' Association (BPSEA), Benicia Police Officers Association (BPOA), Benicia Firefighters Association (BFA), Benicia Dispatchers Association (BDA), Police Management, Unrepresented.

**C. ADJOURNED CLOSED SESSION MEETING**

Mayor Patterson adjourned the Closed Session meeting at 6:55 p.m.

**III. CONVENE OPEN SESSION:**

Mayor Patterson called the Open Session to order at 7:04 p.m.

**A. ROLL CALL**

All Council Members were present.

**B. PLEDGE OF ALLEGIANCE**

Chief Bidou led the Pledge of Allegiance.

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

**IV. ADOPTION OF AGENDA:**

On motion of Vice Mayor Schwartzman, seconded by Council Member Hughes, Council adopted the Agenda, as presented, on roll call by the following vote:  
Ayes: Patterson, Schwartzman, Campbell, Hughes, Ioakimedes  
Noes: (None)

**V. OPPORTUNITY FOR PUBLIC COMMENT:**

**A. WRITTEN COMMENT**

One item (copy of PowerPoint presentation for item VI.B).

**B. PUBLIC COMMENT**

1. Stan Golovich - Mr. Golovich discussed the issue of the City's energy. He spoke in support of the City having a wind energy park.
2. Todd Matthews - Mr. Matthews discussed the Benicia City Firefighters' support for Cancer Awareness Week. They would be selling t-shirts to raise money for the cause.

**VI. BUSINESS ITEMS:**

**A. APPROVE THE 2011-12 MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BENICIA AND THE BENICIA PUBLIC SERVICE EMPLOYEES ASSOCIATION (BPSEA)**

**RESOLUTION 11-120 - A RESOLUTION APPROVING THE JULY 1, 2011 TO JUNE 30, 2012 AMENDMENTS TO THE LABOR AGREEMENT WITH**

## **BENICIA PUBLIC SERVICE EMPLOYEES ASSOCIATION (BPSEA)**

Anne Cardwell, Administrative Services Director, reviewed the staff report.

### **Public Comment:**

1. Bob Langston - Mr. Langston inquired about the length of the contract (1-year).

On motion of Council Member Campbell, seconded by Council Member Hughes, Council adopted the Resolution, on roll call by the following vote:  
Ayes: Patterson, Schwartzman, Campbell, Hughes, loakimedes  
Noes: (None)

## **B. UNILATERAL IMPLEMENTATION OF CHANGES IN WAGES, HOURS AND TERMS AND CONDITIONS OF EMPLOYMENT FOR EMPLOYEES IN BENICIA FIREFIGHTERS ASSOCIATION (BFA)**

### **RESOLUTION 11-121 - A RESOLUTION APPROVING UNILATERAL IMPLEMENTATION OF CHANGES IN WAGES, HOURS AND TERMS AND CONDITIONS OF EMPLOYMENT FOR EMPLOYEES IN THE BENICIA FIREFIGHTERS ASSOCIATION (BFA)**

Brad Kilger, City Manager, Anne Cardwell, Administrative Services Director, and Dania Torres-Wong, reviewed the staff report, and a PowerPoint presentation (copy on file).

### **Public Comment:**

1. Ken Abrahams - Mr. Abrahams spoke in opposition to the proposed resolution.
2. Todd Matthews - Mr. Matthews spoke in opposition to the proposed resolution.
3. Citizen - The citizen spoke in opposition to the proposed resolution.
4. Benicia Firefighter - The firefighter spoke in opposition to the proposed resolution.
5. Benicia Firefighter - The firefighter spoke in opposition to the proposed resolution.
6. Ken Schwartz - Mr. Schwartz spoke in opposition to the proposed resolution.
7. Jed Matcham - Mr. Matcham spoke in opposition to the proposed resolution.
8. Carl Lunstead - Mr. Lunstead spoke in opposition to the proposed resolution.
9. Bob Langston - Mr. Langston spoke in opposition to the proposed resolution.
10. Lori Brinkerhoff - spoke in opposition to the proposed resolution.
11. Roman Martinez - Mr. Martinez spoke in opposition to the proposed resolution.
12. Rich Collins - Mr. Collins spoke in opposition to the proposed resolution.

13. Benicia Paramedic - The paramedic spoke in opposition to the proposed resolution.
14. Benicia Firefighter - The firefighter spoke in opposition to the proposed resolution.
15. Delaina Horner - Ms. Horner spoke in opposition to the proposed resolution.
16. Carl Lunstead - Mr. Lunstead spoke in opposition to the proposed resolution.
17. Vince Parga - Mr. Parga spoke in opposition to the proposed resolution.
18. Arlan Williams - Mr. Williams spoke in opposition to the proposed resolution.
19. Adam Williams - Mr. Williams spoke in opposition to the proposed resolution.

Mayor Patterson asked Staff to clarify the issue of the \$600,000 in reductions identified by the firefighters, the bargaining process (why a decision needed to be made tonight), and the rules that were set for Council's interaction with the bargaining groups.

Council and Staff discussed the difficult budget issues that the City is facing. They thanked the firefighters and their families for being at the meeting. They stressed that they valued their dedication and efforts.

Council Member loakimedes disclosed ex parte communications.

On motion of Council Member Campbell, seconded by Council Member Hughes, Council adopted the Resolution, on roll call by the following vote:

Ayes: Patterson, Schwartzman, Campbell, Hughes

Noes: loakimedes

## **VII. ADJOURNMENT:**

Mayor Patterson adjourned the meeting at 9:22 p.m.

MINUTES OF THE  
SPECIAL MEETING – CITY COUNCIL  
October 04, 2011

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 meeting to order at 6:30 p.m.

**II. CONVENE OPEN SESSION:**

**A. ROLL CALL**

**B. PLEDGE OF ALLEGIANCE**

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

**III. CLOSED SESSION:**

**A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Property: 660 - 676 East N Street.

Negotiating Parties: City Attorney & City Manager

Under Negotiation: Instruction to negotiate on price and terms of payment.

**B. CONFERENCE WITH REAL PROPERTY NEGOTIATOR**

Property: 648 East I Street

Negotiating Parties: City Attorney & City Manager

Under Negotiation: Instruction to negotiate on price and terms of payment.

**IV. ADJOURNMENT:**

Mayor Patterson adjourned the Closed Session meeting at 6:54 p.m.



MINUTES OF THE  
REGULAR MEETING – CITY COUNCIL  
October 04, 2011

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 meeting to order at 7:00 p.m.

**II. CLOSED SESSION:**

**III. CONVENE OPEN SESSION:**

**A. ROLL CALL**

All Council Members were present.

**B. PLEDGE OF ALLEGIANCE**

Stan Golovich led the Pledge of Allegiance.

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

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

**A. ANNOUNCEMENTS**

Chief Vucurevich briefed Council and the public on the gas leak that occurred on 10/3/11.

Mayor Patterson and Staff discussed what caused the gas leak, how the evacuation perimeter was determined, and the notification process for surrounding neighborhoods. She commended Staff on their efforts.

Vice Mayor Schwartzman inquired about who would be responsible for the cost of the repair (Staff would be looking in to the issue.)

Public Comment:

None

Chief Bidou commended the Dispatchers (Sandy Ayala and Kelly Botello) for their quick response.

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

Ms. McLaughlin reported that Council received information from Staff.

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

Council discussed the need to publicize the job descriptions for the open positions, in an effort to entice or encourage citizens to participate.

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

**4. Benicia Arsenal Update:**

No update at this time. Staff continues to meet with DTSC.

**B. APPOINTMENTS**

**C. PRESENTATIONS**

**D. PROCLAMATIONS**

**1. PROCLAMATION IN RECOGNITION OF BENICIA'S ARBOR DAY**

**V. ADOPTION OF AGENDA:**

On motion of Vice Mayor Schwartzman, seconded by Council Member Hughes, Council adopted the Agenda, as presented, on roll call by the following vote:  
Ayes: Patterson, Schwartzman, Campbell, Hughes, loakimedes  
Noes: (None)

**VI. OPPORTUNITY FOR PUBLIC COMMENT:**

**A. WRITTEN COMMENT**

None

**B. PUBLIC COMMENT**

1. Ehren Herguth- Mr. Herguth discussed the need for the community and school system to recognize and support the educational needs of autistic children.
2. Carl Lunstead - Mr. Lunstead discussed concerns regarding the action that was taken at the 9/28/11 City Council meeting regarding the BFA contract.
3. Gretchen Burgess - Ms. Burgess discussed the current Boy Scout and Cub Scout fundraiser (popcorn sale).

4. Bob Surrat - Mr. Surrat discussed recent traffic calming meetings he attended. He was pleased with the progress that has been made.

**VII. CONSENT CALENDAR:**

**A. APPROVAL OF MINUTES FOR THE SPECIAL AND REGULAR MEETINGS OF SEPTEMBER 20, 2011**

On motion of Council Member Hughes, seconded by Council Member loakimedes, Council approved the minutes of the Special and Regular City Council meetings of September 20, 2011, on roll call by the following vote:  
Ayes: Patterson, Schwartzman, Campbell, Hughes, loakimedes  
Noes: (None)

**B. CHANGING THE MEETING LOCATION FOR THE PARKS, RECREATION AND CEMETERY COMMISSION FROM CITY HALL TO THE BENICIA COMMUNITY CENTER**

On motion of Council Member Hughes, seconded by Council Member loakimedes, Council approved changing the meeting location for the Parks, Recreation and Cemetery Commission from City Hall to the Benicia Community Center, on roll call by the following vote:  
Ayes: Patterson, Schwartzman, Campbell, Hughes, loakimedes  
Noes: (None)

**C. SECOND READING OF AMENDMENTS TO THE ARTS AND CULTURE COMMISSION ORDINANCE NO. 09-15 TO ADD SECTION 2.104.070 (E) AND AMEND SECTION 2.104.080 (E) TO PROVIDE AUTHORIZATION FOR FUNDRAISING**

On motion of Council Member Hughes, seconded by Council Member loakimedes, Council adopted the Ordinance, on roll call by the following vote:  
Ayes: Patterson, Schwartzman, Campbell, Hughes, loakimedes  
Noes: (None)

**ORDINANCE 11-10 - AN ORDINANCE AMENDING CHAPTER 2.104 (ARTS AND CULTURE COMMISSION) OF DIVISION 2 (BOARD AND COMMISSIONS) OF TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE BENICIA MUNICIPAL CODE BY ADDING A NEW SUBSECTION (E) OF SECTION 2.104.070 (POWERS) AND AMENDING SUBSECTION (E) OF SECTION 2.104.080 (DUTIES)**

**D. DENY THE CLAIM AGAINST THE CITY BY RICHARD MOALE**

On motion of Council Member Hughes, seconded by Council Member loakimedes, Council approved the Denial of Claim, on roll call by the following vote:

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

**E. ACCEPT THE QUIT CLAIM DEED FROM THE COUNTY FOR LAND ADJACENT TO THE CITY CEMETERY**

**RESOLUTION 11-122 - A RESOLUTION ACCEPTING A QUIT CLAIM DEED FROM THE COUNTY FOR ASSESSORS PARCEL NUMBER 0087-021-170 ADJACENT TO THE BENICIA CITY CEMETERY AND AUTHORIZING THE CITY CLERK TO RECORD THE QUITCLAIM DEED**

Council Member Campbell and Staff discussed the location of the land.

Public Comment:

None

On motion of Council Member Hughes, seconded by Council Member Campbell, Council adopted the Resolution, on roll call by the following vote:

Ayes: Patterson, Schwartzman, Campbell, Hughes, loakimedes

Noes: (None)

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

**VIII. BUSINESS ITEMS:**

**A. CLIMATE ACTION PLAN COORDINATOR REQUEST FOR PROPOSALS**

**RESOLUTION 11-123 - A RESOLUTION APPROVING THE REQUEST FOR PROPOSAL (RFP) FOR A CLIMATE ACTION PLAN COORDINATOR**

Council discussed the additional information provided tonight, and concluded it was not substantial enough to continue the item.

Charlie Knox, Public Works & Community Development Director, reviewed the staff report, and the proposed changes (per the handout).

Mayor Patterson and Staff discussed changing the language to reflect measurable deliverables, and/or accomplishments.

Council Member loakimedes and Staff discussed the issue of the consultant looking for grant money to extend their contract while they are working under contract.

Vice Mayor Schwartzman and Staff discussed the issue of administrative support

for the Community Sustainability Commission, inserting language regarding experience.

Council Member Campbell and Staff discussed the issue of a job description, and the issue of freeing up staff time.

Mayor Patterson stressed the need for the person to have demonstrable experience working at the federal and state level.

Vice Mayor Schwartzman and Staff discussed the issue of the position's salary.

Council Member Hughes and Staff discussed the issues of the selection factors, and the need for some assurance that the money is being well spent (need quantifiable reporting).

Council Member Campbell and Staff discussed the issue of the interviewing committee (he would like an ex officio Council Member on the committee).

Vice Mayor Schwartzman and Staff discussed the issue of tracking the amount of staff time that has been used so far, and how much staff time diminishes after the contract begins. They also discussed the issue of travel/distance for the contractor.

Public Comment:

1. Dennis Lowry - Mr. Lowry spoke in opposition to the proposed Resolution.
2. Kathy Kerridge - Ms. Kerridge discussed the issue of the scope of the contract (it needs to be more clear).
3. Mr. Kilger discussed language that should be added to make the scope more clear. It should state that the City wants the coordinator to work on a refined scope of work, by developing something more general in terms of how they might approach the task, vs. a detailed description of all project tasks.
4. Constance Beutel - Dr. Beutel spoke in support of the proposed resolution.

Mayor Patterson suggested moving forward with the amended version (submitted as handout), as well as the language change suggested by Mr. Kilger, as well as the addition of a council member on the interview panel.

Council Member Ioakimedes discussed the issue of the money being spent by the commission on this item, when employees are being asked to take pay cuts (recognizing that the money the commission has must be spent on very specific items).

Mayor Patterson discussed the positive impact this would have on economic growth.

Vice Mayor Schwartzman discussed the general fund savings that this could provide.

Council Member Hughes discussed the need to address energy conservation through education and awareness, as opposed to legislative mandates.

Mayor Patterson clarified the motion was to approve the amended Resolution, including additional staff additions, based on Council direction, with the addition of a council member added to the interview panel.

On motion of Council Member Hughes, seconded by Council Member loakimedes, Council adopted the Resolution, as amended, on roll call by the following vote:

Ayes: Patterson, Schwartzman, Campbell, Hughes, loakimedes

Noes: (None)

**B. REQUEST FOR ITEM ON COUNCIL AGENDA:**

Request to agendize discussion of providing enhanced public information relative to employee compensation, for example, developing a “glossary” and general cost information, by MOU, that would be available on the City’s website.

Mayor Patterson read the agenda item.

Public Comment:

1. Dan Smith - Mr. Smith spoke in support of agendizing the proposed item.

On motion of Council Member Campbell, seconded by Council Member Hughes, Council approved placing the item on a future agenda, on roll call by the following vote:

Ayes: Patterson, Schwartzman, Campbell, Hughes, loakimedes

Noes: (None)

**IX. ADJOURNMENT:**

Mayor Patterson adjourned the meeting at 9:04 p.m.

**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - OCTOBER 18, 2011**  
**CONSENT CALENDAR**

**DATE** : October 5, 2011

**TO** : City Manager

**FROM** : Administrative Services Director

**SUBJECT** : **APPOINTING REPRESENTATIVES TO THE LOCAL AGENCY WORKERS' COMPENSATION EXCESS (LAWCX) JOINT POWERS AUTHORITY**

**RECOMMENDATION:**

Adopt the resolution changing the representatives to the Local Agency Workers' Compensation Excess (LAWCX) Joint Powers Authority.

**EXECUTIVE SUMMARY:**

The City is a member of the Local Agency Workers' Compensation Excess (LAWCX) Joint Powers Authority. As such, the City is required to have at least two representatives to the LAWCX board. With the upcoming retirement of the Finance Director, and the requirement that we have at least 2 representatives at all times, the recommendation is to appoint the Administrative Services Director as the main representative and the Senior Human Resources Analyst as the alternate.

**STRATEGIC PLAN:**

Strategic Issue 3: Strengthening Economic and Fiscal Conditions

**BUDGET INFORMATION:**

There is no fiscal impact for changing our representatives.

**BACKGROUND:**

In 2002 the City Council authorized the City to join the Local Agency Workers' Compensation Excess (LAWCX) Joint Powers Authority. Currently, the Finance Director is designated as the authorized representative to attend the LAWCX board meetings. Due to the upcoming retirement of the Finance Director, the recommendation is to appoint the Administrative Services Director and the Senior Human Resources Analyst as the LAWCX representatives. Once the new

Finance Director is on board, that individual will also be added to the list of representatives. The Human Resources department's knowledge of the workers' compensation field and requirements, and the Finance Director's knowledge of insurance cost matters make them the ideal representatives for the City.

Attachment:

- Resolution

**RESOLUTION NO. 11-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA  
MODIFYING THE DESIGNATION OF REPRESENTATIVES TO THE LOCAL AGENCY  
WORKERS' COMPENSATION EXCESS (LAWCX) JOINT POWERS AUTHORITY**

**WHEREAS**, the City of Benicia is a member of Local Agency Workers' Compensation Excess Joint Powers Authority; and

**WHEREAS**, the City Council previously designated the Finance Director and the Human Resources Director as the City's representative and alternate respectively to the Local Agency Workers' Compensation Excess Joint Powers Authority; and

**WHEREAS**, the City Council desires to change such designation to maximize the benefit and information the City receives from the Local Agency Workers' Compensation Excess Joint Powers Authority.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Administrative Services Director is appointed as the City's representative on the LAWCX JPA Board and the Senior Human Resources Analyst is appointed as the City's alternate representative.

\*\*\*\*\*

On motion of Council Member \_\_\_\_\_, 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 18<sup>th</sup> day of October, 2011, and adopted by the following vote:

Ayes:

Noes:

Absent:

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

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



**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - OCTOBER 18, 2011**  
**CONSENT CALENDAR**

**DATE** : October 11, 2011

**TO** : City Council

**FROM** : City Attorney

**SUBJECT** : **SECOND READING OF AN ORDINANCE AMENDING SECTION 2.76.040 (MEETING TIME AND PLACE) OF CHAPTER 2.76 (PARKS, RECREATION AND CEMETERY COMMISSION) OF TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE BENICIA MUNICIPAL CODE TO CHANGE THE LOCATION OF THE MEETING TO BENICIA COMMUNITY CENTER**

**RECOMMENDATION:**

Adopt the ordinance amending Section 2.76.040 to change Park, Recreation and Cemetery Commission's meeting location to the Benicia Community Center.

**EXECUTIVE SUMMARY:**

Since the new Benicia Community Center is now open, the Parks, Recreation and Cemetery Commission would like to hold its meetings at the Center.

**BUDGET INFORMATION:**

There is no additional budget impact from this change.

**GENERAL PLAN:**

N/A

**STRATEGIC PLAN:**

N/A

**BACKGROUND:**

The Benicia Community Center had a grand opening on September 30, 2011. Staff and classes have been operating out of the facilities since early summer. The current meeting location for the Parks, Recreation and Cemetery Commission is the Commission Room at City Hall. The Commission inquired as to whether the Benicia Community Center was a better location for the Commission meeting since the staff offices are there and since many programs and activities of the Commission are located there as well. This ordinance changes the meeting location to the Benicia Community Center's Program Room 2.

Attachment:

- Proposed Ordinance

**CITY OF BENICIA**

**ORDINANCE NO. 11-**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BENICIA  
AMENDING SECTION 2.76.040 (MEETING TIME AND PLACE) OF CHAPTER  
2.76 (PARKS, RECREATION AND CEMETERY COMMISSION) OF TITLE 2  
(ADMINISTRATION AND PERSONNEL) OF THE BENICIA MUNICIPAL CODE  
TO CHANGE THE LOCATION OF THE MEETING TO BENICIA COMMUNITY  
CENTER, PROGRAM ROOM 2**

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BENICIA DOES ORDAIN  
as follows:**

**Section 1**

Section 2.76.040 (Meeting time and place) of Chapter 2.76 (Parks, Recreation and Cemetery Commission) of Title 2 (Administration and Personnel) of the Benicia Municipal Code is amended to read as follows:

2.76.040 Meeting time and place. The commission shall meet on the second Wednesday of each month at 6:30 p.m. at program room 2 of the Benicia Community Center, 370 East L Street, Benicia, California.

**Section 2.**

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

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

**Section 3.**

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

\* \* \* \* \*

On motion of Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, the foregoing Ordinance was introduced at a regular meeting of the City Council on the 4<sup>th</sup> day of October, 2011, and adopted at a regular meeting of the Council held on the 18<sup>th</sup> day of October, 2011, by the following vote:

Ayes:

Noes:

Absent:

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

Attest:

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

**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - OCTOBER 18, 2011**  
**CONSENT CALENDAR**

**DATE** : October 11, 2011

**TO** : City Manager

**FROM** : Administrative Services Director

**SUBJECT** : **SECOND READING AND ADOPTION OF AN ORDINANCE AMENDING THE CONTRACT BETWEEN THE CITY OF BENICIA AND PUBLIC EMPLOYEES' RETIREMENT SYSTEM FOR LOCAL SAFETY EMPLOYEES TO PROVIDE SECTION 20516 (5.336% EMPLOYEES SHARING COST OF ADDITIONAL BENEFITS) APPLICABLE TO SECTION 21362.2 (3% @ 50 FULL FORMULA) AND SECTION 21363.1 (3% AT 55 FULL FORMULA) FOR LOCAL POLICE MEMBERS**

**RECOMMENDATION:**

Adopt the ordinance to amend the contract between the City and Public Employee's Retirement System (CalPERS) to provide Section 20516 (5.336% Employees Sharing Cost of Additional Benefits) applicable to Section 21362.2 (3% @ 50 full formula) and Section 21363.1 (3% @ 55 full formula) for local police members and adopt the resolution to approve the change to EPMC for police mid and senior managers and to allow other changes to achieve the original 6.85% concession target numbers.

**EXECUTIVE SUMMARY:**

In 2011, the City concluded negotiations with the Benicia Police Officer's Association (BPOA). This unit agreed, as part of this employee group's reductions, to share in the City's cost of the employer's share of PERS, and contribute 5.336% towards that cost. In order to implement this change, it is necessary for the City's contract with CalPERS to be amended to reflect the sharing of this cost by all local police members.

**BUDGET INFORMATION:**

This contract amendment will allow the City to recognize approximately \$200,000 of the agreed upon concessions equating to 6.86% of salary from local police members.

**GENERAL PLAN:**

N/A

**STRATEGIC PLAN:**

Relevant Strategic Plan Issues and Strategies include:  
Strategic Issue 3: Strengthening Economic and Fiscal Conditions.

**BACKGROUND:**

Not unlike most jurisdictions in California, the City of Benicia has identified a structural deficit due to the unprecedented downturn of the economy. The City has identified a structural deficit that is anticipated to continue for the next 10 years, with a projected shortfall of approximately \$1.7 million for 2011-12. This action will assist the City's efforts to make ongoing reductions in order to address the City's structural deficit.

The salary and benefit reductions approved by the Council for BPOA include a cost sharing of the employer's share of PERS. In order to implement this reduction, it is necessary to amend the City's contract with CalPERS. There is a defined process that needs to be followed to make such a contract amendment. The first step, per CalPERS regulations, is a resolution of intention and first reading of the ordinance to approve an amendment to the CalPERS contract, which must be made public at a public meeting at least twenty days prior to the adoption of any changes. The approval of the resolution on intention and first reading of the ordinance occurred on September 20, 2011. Additionally, CalPERS requires a vote of the employees who will participate in the cost sharing. This process is in the works, but we have received a majority affirmative vote allowing us to move forward in the process. The next step is the second reading and adoption of the ordinance, which is scheduled for October 18, 2011, which is at least twenty days after the first reading.

Further, in order to allow for implementation of the proposed changes with the November payroll, the ordinance is being considered an urgency ordinance, and will become effective immediately upon adoption, instead of thirty days following adoption. An urgency ordinance requires a 4/5 vote of the City Council to adopt along with the findings that the urgency is required to protect public peace, health and safety. The structural deficit and the City's inability to continue to provide public services satisfy the finding requirement.

Finally, per CalPERS regulations, it is required that other local police members participate in the cost share. Therefore, the necessary modifications will be made for the Police Chief and Police Mid Managers agreements. A resolution approving the change to EPMC for police mid and senior managers is attached. Other changes will be made so that their original 6.85% concession target numbers are still achieved.

Attachments:

- ❑ Ordinance
- ❑ EPMC Resolution
- ❑ Resolution 11-119 – approved resolution of intention
- ❑ PERS Contract Amendment – Exhibit



**CITY OF BENICIA**

**ORDINANCE NO. 11-**

**AN URGENCY ORDINANCE OF THE CITY OF BENICIA AUTHORIZING AN AMENDMENT TO THE CONTRACT BETWEEN THE CITY COUNCIL AND THE BOARD OF ADMINISTRATION OF THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM**

**WHEREAS**, the City of Benicia participates in the California Public Employees Retirement System (CalPERS) for the benefit of its employees and the public they serve; and

**WHEREAS**, Government Code Section 36937 permits cities to enact urgency ordinances that take effect immediately upon adoption if the ordinance is for the preservation of the public peace, health or safety and if adopted by a four-fifths vote of the City Council; and

**WHEREAS**, not unlike most jurisdictions in California, the City of Benicia has identified an approximately \$1.7 million structural deficit due to the unprecedented downturn of the economy; and

**WHEREAS**, the structural deficit is anticipated to continue for the next 10 years; and

**WHEREAS**, the City cannot continue to provide essential services for public peace, health and safety, without reducing costs including employee costs; and

**WHEREAS**, the City has been working diligently to identify cost savings throughout the City including through labor negotiations with its employees; and

**WHEREAS**, it is essential that the CalPERS contract amendment take effect by the November payroll to provide the City with the associated costs savings; and

**WHEREAS**, implementing the amendment to the City's CalPERS contract to allow the employees to pay for a share in the employer's share of the CalPERS and will provide for cost savings in the current and future fiscal years; and

**WHEREAS**, Government Code Section 20471 provides that the City Council's adoption of the ordinance for the contract amendment be "not less than 20 days after the adoption of the resolution of intention...."

**NOW, THEREFORE**, the City Council of the City of Benicia does ordain as follows:

**SECTION 1.**

That the amendment to the contract between the City Council of the City of Benicia and the Board of Administration, California Public Employees' Retirement System is hereby authorized, a copy of said amendment being attached hereto, marked Exhibit, and by such reference made part hereof as though herein set out in full. The contract amendment is applicable to all local police members.

**SECTION 2.**

The Mayor of the City Council of the City of Benicia is hereby authorized, empowered, and directed to execute said amendment for and on behalf of said Agency.

**SECTION 3.**

In order to allow for implementation of the amendment in November 2011, this ordinance is an urgency ordinance and shall become effective immediately upon its adoption pursuant to Government Code Section 36937. Prior to the expiration of fifteen (15) days from the passage thereof shall be published at least once in the Benicia Herald, a newspaper of general circulation, published and circulated in the City of Benicia and thenceforth and thereafter the same shall be in full force and effect.

THE FOREGOING ORDINANCE was introduced with the first reading at a regular meeting of the Benicia City Council on the 20<sup>th</sup> day of September 2011.

\* \* \* \* \*

On a motion of Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, the foregoing Ordinance was introduced at a regular meeting of the City Council held on the 20<sup>th</sup> day of September 2011 and adopted at a regular meeting of said Council held on the 18<sup>th</sup> day of October 2011 by the following vote:

Ayes:

Noes:

Absent:

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

ATTEST:

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

## RESOLUTION 11-

### RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA AMENDING THE PAYING AND REPORTING OF THE VALUE OF EMPLOYER PAID MEMBER CONTRIBUTIONS (EPMC) OF EMPLOYEES' COMPENSABLE EARNINGS TO THE PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS) FOR SENIOR MANAGEMENT POLICE EMPLOYEES, AND MID MANAGEMENT POLICE EMPLOYEES, EFFECTIVE NOVEMBER 1, 2011

**WHEREAS**, the governing body of the City of Benicia has the authority to implement Government Code Section 20636(c)(4) pursuant to Section 20691; and

**WHEREAS**, the governing body of the City of Benicia has a written labor agreement which specifically provides for the normal member contributions to be paid by the employer, and reported as additional compensation; and

**WHEREAS**, one of the steps in the procedures to implement, or modify, Section 20691 is the adoption by the governing body of the City of Benicia of a Resolution to commence paying and reporting the value of said Employer Paid Member Contributions (EPMC); pursuant to CCR title 2 section 571(a)(1); and

**WHEREAS**, the governing body of the City of Benicia has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to the Senior Management Police Employee (e.g. Police Chief) and Police Management Employees (e.g. Police Lieutenants), effective November 1, 2011.
  - This benefit shall consist of paying the 9% normal contributions of the safety category members of PERS for the above groups as EPMC and reporting the same percent (value) of compensation earnable {excluding Government Code Section 20636(c)(4)} as additional compensation.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Benicia elects to amend and pay EPMC, as set forth above.

**BE IT FURTHER RESOLVED** that the City Manager is authorized to execute an amendment to the agreement between the City of Benicia and Senior Managers for the position of Police Chief, and to the agreement between the City of Benicia and Police Mid Managers so that the 6.86% reduction in compensation and benefit target number will be achieved.

**BE IT FURTHER RESOLVED** that the effective date of this Resolution shall be November 1, 2011.

\*\*\*\*\*

On motion of Council Member \_\_\_\_\_, and seconded by Council Member \_\_\_\_\_, the above Resolution was introduced and passed by the City Council of the City of Benicia at a regular meeting of said Council held on the 18<sup>th</sup> of October 2011, and adopted by the following vote.

Ayes:

Noes:

Absent:

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

Attest:

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

**RESOLUTION NO. 11-119**

**A RESOLUTION OF INTENTION OF THE CITY COUNCIL OF THE CITY OF BENICIA TO APPROVE AN AMENDMENT TO THE CONTRACT BETWEEN THE BOARD OF ADMINISTRATION CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE CITY COUNCIL OF THE CITY OF BENICIA**

**WHEREAS**, the Public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract, and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said Law; and

**WHEREAS**, one of the steps in the procedures to amend this contract is the adoption by the governing body of the public agency of a resolution giving notice of its intention to approve an amendment to said contract, which resolution shall contain a summary of the change proposed in said contract; and

**WHEREAS**, the following is a statement of the proposed change:

To provide Section 20516 (5.336% Employees Sharing Cost of Additional Benefits) applicable to Section 21362.2 (3% @ 50 full formula) and Section 21363.1 (3% @ 55 full formula) for local police members.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council of the City of Benicia does hereby give notice of intention to approve an amendment to the contract between the City of Benicia and the Board of Administration of the Public Employees' Retirement System, a copy of said amendment being attached hereto, as an "Exhibit" and by this reference made a part hereof.

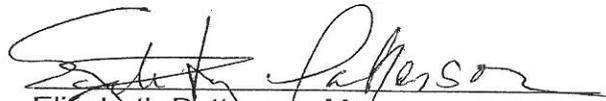
\* \* \* \* \*

On Motion of Council Member **Campbell**, seconded by Council Member **Hughes**, the above resolution was introduced and passed by the Council of the City of Benicia at a regular meeting of said Council on the 20<sup>th</sup> day of September 2011, and adopted 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



**EXHIBIT**

California  
Public Employees' Retirement System

---

**AMENDMENT TO CONTRACT**

Between the  
Board of Administration  
California Public Employees' Retirement System  
and the  
City Council  
City of Benicia

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The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective October 1, 1967, and witnessed September 11, 1967, and as amended effective July 1, 1971, August 1, 1973, November 1, 1974, January 1, 1977, March 1, 1981, March 1, 1982, April 1, 1986, January 1, 1987, April 17, 1987, May 1, 1992, May 1, 1993, September 18, 1993, November 6, 1998, November 18, 2000, July 1, 2002 and June 1, 2011 which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 15 are hereby stricken from said contract as executed effective June 1, 2011, and hereby replaced by the following paragraphs numbered 1 through 15 inclusive:
1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 55 for local miscellaneous members, age 50 for local safety members entering membership in the safety classification on or prior to June 1, 2011 and age 55 for local safety members entering membership for the first time in the safety classification after June 1, 2011.

**VII.D.11**

PLEASE DO NOT SIGN "EXHIBIT ONLY"

2. Public Agency shall participate in the Public Employees' Retirement System from and after October 1, 1967 making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.
  
3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorneys fees that may arise as a result of any of the following:
  - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
  - (b) Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than existing retirement benefits, provisions or formulas.
  - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
  - (d) Public Agency's election to file for bankruptcy under Chapter 9 (commencing with section 901) of Title 11 of the United States Bankruptcy Code and/or Public Agency's election to reject this Contract with the CalPERS Board of Administration pursuant to section 365, of Title 11, of the United States Bankruptcy Code or any similar provision of law.
  - (e) Public Agency's election to assign this Contract without the prior written consent of the CalPERS' Board of Administration.
  - (f) The termination of this Contract either voluntarily by request of Public Agency or involuntarily pursuant to the Public Employees' Retirement Law.

- (g) Changes sponsored by Public Agency in existing retirement benefits, provisions or formulas made as a result of amendments, additions or deletions to California statute or to the California Constitution.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
- a. Local Fire Fighters (herein referred to as local safety members);
  - b. Local Police Officers (herein referred to as local safety members);
  - c. Employees other than local safety members (herein referred to as local miscellaneous members).
5. In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:

**NO ADDITIONAL EXCLUSIONS**

6. The percentage of final compensation to be provided for each year of credited prior and current service as a local miscellaneous member in employment before and not on or after July 1, 2002 shall be determined in accordance with Section 21354 of said Retirement Law (2% at age 55 Full).
7. The percentage of final compensation to be provided for each year of credited prior and current service as a local miscellaneous member in employment on or after July 1, 2002 shall be determined in accordance with Section 21354.5 of said Retirement Law (2.7% at age 55 Full).
8. The percentage of final compensation to be provided for each year of credited prior and current service as a local safety member entering membership in the safety classification on or prior to June 1, 2011 shall be determined in accordance with Section 21362.2 of said Retirement Law (3% at age 50 Full).
9. The percentage of final compensation to be provided for each year of credited current service as a local safety member entering membership for the first time in the safety classification after June 1, 2011 shall be determined in accordance with Section 21363.1 of said Retirement Law (3% at age 55 Full).

PLEASE DO NOT SIGN "EXHIBIT ONLY"

10. Public Agency elected and elects to be subject to the following optional provisions:
  - a. Sections 21624, 21626 and 21628 (Post-Retirement Survivor Allowance) for local safety members only.
  - b. Section 20042 (One-Year Final Compensation) for local miscellaneous members and for those local safety members entering membership on or prior to June 1, 2011.
  - c. Section 20965 (Credit for Unused Sick Leave).
  - d. Section 21573 (Third Level of 1959 Survivor Benefits) for local miscellaneous members only.
  - e. Section 20903 (Two Years Additional Service Credit).
  - f. Section 20434 ("Local Fire Fighter" shall include any officer or employee of a fire department employed to perform firefighting, fire prevention, fire training, hazardous materials, emergency medical services, or fire or arson investigation services as described in Government Code Section 20434).
  - g. Section 21024 (Military Service Credit as Public Service).
  - h. Section 21574 (Fourth Level of 1959 Survivor Benefits) for local safety members only.
  - i. Section 21548 (Pre-Retirement Option 2W Death Benefit) for local police members only.
  - j. Section 20475 (Different Level of Benefits). Section 21363.1 (3% @ 55 Full formula) and Section 20037 (Three-Year Final Compensation) are applicable to local safety members entering membership for the first time in the safety classification after June 1, 2011.
  - k. Section 20516 (Employees Sharing Cost of Additional Benefits): Section 21362.2 (3% @ 50 Full formula) and Section 21363.1 (3% @ 55 Full formula) for local police members. From and after the effective date of this amendment to contract the police employees of Public Agency shall be assessed an additional 5.336% of their compensation for a total contribution rate of 14.336% pursuant to Government Code Section 20516.

PLEASE DO NOT SIGN "EXHIBIT ONLY"

11. Public Agency, in accordance with Government Code Section 20790, ceased to be an "employer" for purposes of Section 20834 effective on March 1, 1981. Accumulated contributions of Public Agency shall be fixed and determined as provided in Government Code Section 20834, and accumulated contributions thereafter shall be held by the Board as provided in Government Code Section 20834.
12. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members and local safety members of said Retirement System.
13. Public Agency shall also contribute to said Retirement System as follows:
  - a. Contributions required per covered member on account of the 1959 Survivor Benefits provided under Section 21573 of said Retirement Law. (Subject to annual change.) In addition, all assets and liabilities of Public Agency and its employees shall be pooled in a single account, based on term insurance rates, for survivors of all local miscellaneous members.
  - b. Contributions required per covered member on account of the 1959 Survivor Benefits provided under Section 21574 of said Retirement Law. (Subject to annual change.) In addition, all assets and liabilities of Public Agency and its employees shall be pooled in a single account, based on term insurance rates, for survivors of all local safety members.
  - c. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
  - d. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.
14. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.

15. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

BOARD OF ADMINISTRATION  
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

CITY COUNCIL  
CITY OF BENICIA

BY \_\_\_\_\_  
DARRYL WATSON, CHIEF  
CUSTOMER ACCOUNT SERVICES DIVISION  
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY \_\_\_\_\_  
PRESIDING OFFICER

\_\_\_\_\_  
Witness Date

Attest:

\_\_\_\_\_  
Clerk

**AGENDA ITEM**  
**CITY COUNCIL MEETING DATE - OCTOBER 18, 2011**  
**BUSINESS ITEM**

**DATE** : October 4, 2011

**TO** : City Manager

**FROM** : Public Works and Community Development Director

**SUBJECT** : **APPROVAL OF CONSULTANT AGREEMENT FOR THE WATER SYSTEM MASTER PLAN UPDATE**

**RECOMMENDATION:**

Adopt a resolution approving a consultant agreement for engineering services for the Water System Master Plan update with Nolte Associates, Inc. for a not-to-exceed cost of \$147,030, and authorizing the City Manager to execute the contract on behalf of the City.

**EXECUTIVE SUMMARY:**

A Water System Master Plan update will evaluate the City's water treatment, transmission, distribution and storage systems and make recommendations for needed improvements through the planning horizon of 2025. Sufficient funds are budgeted and available in the Water Fund to cover the cost.

**BUDGET INFORMATION:**

The not-to-exceed cost of \$147,030 will be split between 045-8045-8106 (Water Connection Fund - Professional/Technical Services) and 090-8205-8106 (Water Operations Fund - Professional/Technical Services). This project is budgeted and sufficient funds are available in the Water Fund to cover the cost.

Is this a request for outside consultant?  Yes  No

If yes, indicate which of the following categories applies:

- ✓ "Category 1" – When there is a special need (usually temporary) that goes beyond the scope and expertise of existing staff.

"Category 2" – When there is a vacant staff position and that position is needed to be filled on an interim basis.

“Category 3” – When the services of the outside consultant are paid for by a vendor, or applicant and is generally a pass through expense for the City.

“Category 4” – Other

This consultant contract is a “Category 1.” The amount of time and types of expertise required for this effort are beyond City staff’s capability to provide.

**GENERAL PLAN:**

Relevant General Plan Goals:

- ❑ Overarching Goal of the General Plan: Sustainability
- ❑ Goal 2.28: Improve and maintain public facilities and services.
- ❑ Goal 2.36: Ensure an adequate water supply for current and future residents and businesses.

**STRATEGIC PLAN:**

Relevant Strategic Plan Issue and Strategy:

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

**BACKGROUND:**

The City’s existing Water Master Plan is dated September 25, 1996. During the intervening 15 years, the City has completed a number of capital improvements. These include two significant projects – the Water Treatment Plant Improvement Project and the Water Distribution System Improvement Project – and many other plant, pipeline, and pump station projects. A master plan update is needed to provide a foundation on which to base future decisions regarding the construction, operation, and maintenance of the water treatment, transmission, distribution, and storage facilities.

A Request for Proposal (RFP) to update the City’s Water System Master Plan was sent to 16 firms. Two firms submitted a proposal as summarized below:

<b>RANK</b>	<b>CONSULTANT’S NAME AND CITY</b>	<b>PROPOSED COST</b>
<b>1</b>	<b>Nolte Associates, Inc. Sacramento</b>	<b>\$147,030</b>
<b>2</b>	<b>Camp Dresser &amp; McKee Inc. Walnut Creek</b>	<b>\$149,550</b>

Both proposals were reviewed and evaluated. After careful selection, City staff recommends Nolte Associates, Inc. of Sacramento as they best fit the City's needs. The amount of time and types of expertise required for this effort are beyond City staff's capability to provide. The RFP was issued on August 4, 2011; there are no known firms in Benicia that provide this type of service.

Nolte Associates, Inc. will provide the full range of services including obtaining data and information from appropriate City staff; researching current and upcoming/anticipated regulations; conducting evaluations of the City's water treatment, transmission, distribution and storage systems; outlining sustainability issues and approaches, including potential impacts of climate change and sea level rise; and developing a Capital Improvement Program (CIP), including identifying financing options that will meet the City's needs through the planning horizon of 2025. The Master Plan will incorporate the findings of the City's 2010 Urban Water Management Plan update and will be consistent with the goals, policies and programs of the General Plan and Climate Action Plan. The following elements will be included in the Master Plan update:

1. Land Use
2. Water Demand Projections
3. Water Supply Sources
4. Regulation Review
5. Raw Water Transmission System Evaluation
6. Treatment Plant Evaluation
7. Distribution System Evaluation
8. Transmission, Treatment, and Distribution Systems Alternatives Development and Evaluation
9. Sustainability
10. Sludge Treatment and Disposal Alternatives
11. Capital Improvement Program

It is, therefore, recommended that Council approve a consultant agreement for engineering services for the Water System Master Plan update with Nolte Associates, Inc. for a not-to-exceed cost of \$147,030.

Attachments:

- Proposed Resolution
- Consultant Agreement

**RESOLUTION NO. 11 -**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING A CONSULTANT AGREEMENT FOR ENGINEERING SERVICES FOR THE WATER SYSTEM MASTER PLAN UPDATE WITH NOLTE ASSOCIATES, INC. FOR A NOT-TO-EXCEED COST OF \$147,030, AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT ON BEHALF OF THE CITY**

**WHEREAS**, the City's existing Water System Master Plan is from 1996 and is in need of an update; and

**WHEREAS**, a Request for Proposal (RFP) to update the City's Water System Master Plan was sent to 16 firms; and

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

**WHEREAS**, two proposals were received and evaluated; and

**WHEREAS**, Nolte Associates, Inc. of Sacramento ranked first in the proposal selection process and is the recommended firm to prepare the Water System Master Plan update.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council of the City of Benicia hereby approves a consultant agreement for engineering services for the Water System Master Plan update to Nolte Associates, Inc. for a not-to-exceed cost of \$147,030 [which will be split between 045-8045-8106 (Water Connection Fund - Professional/Technical Services) and 090-8205-8106 (Water Operations Fund - Professional/Technical Services)], and authorizes the City Manager to sign the agreement on behalf of the City, subject to approval by the City Attorney.

\*\*\*\*\*

On motion of Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_

, the above Resolution was introduced and passed by the City Council of the City of Benicia at a regular meeting of said Council held on the 18<sup>th</sup> day of October, 2011 and adopted by the following vote:

Ayes:

Noes:

Absent:

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

Attest:

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



## CONSULTANT AGREEMENT

This agreement ("Agreement") entered into \_\_\_\_\_, 2011, is between the City of Benicia, a municipal corporation (hereinafter "CITY"), and Nolte Associates, Inc. a California corporation with its primary office located at 2495 Natomas Park Drive, 4<sup>th</sup> Floor, Sacramento, CA 95833-2935 (hereinafter "CONSULTANT") (collectively, "the Parties").

### RECITALS

WHEREAS, CITY has determined it is necessary and desirable to secure certain professional services for the Water System Master Plan update. The scope of work for said service (hereinafter "Project") is attached hereto as Exhibit "A" and is hereby incorporated by reference; and

WHEREAS, CONSULTANT is specially trained, experienced and competent to perform the services required by this agreement; and

WHEREAS, CONSULTANT represents it is qualified and willing to provide such services pursuant to the terms and conditions of this Agreement.

NOW, THEREFORE, IT IS AGREED by and between CITY and CONSULTANT as follows:

### AGREEMENT

1. INCORPORATION OF RECITALS. The recitals set forth above, and all defined terms set forth in such recitals and in the introductory paragraph preceding the recitals, are hereby incorporated into this Agreement as if set forth herein in full.

2. SCOPE OF SERVICE.

(a) Services to be Furnished. Subject to such policy direction and approvals as CITY through its staff may determine from time to time, CONSULTANT shall perform the services set forth in the Task Order labeled Exhibit A, which is attached hereto and incorporated herein by reference.

(b) Schedule for Performance. CONSULTANT shall perform the services identified in Exhibit A according to the completion schedule included in Exhibit A and as expeditiously as is consistent with generally accepted standards of professional skill and care, and the orderly progress of work.

(i) CONSULTANT and CITY agree that the completion schedule in Exhibit

A represents the best estimate of the schedule. CONSULTANT shall comply with completion dates noted in Exhibit A unless a written waiver is granted by the CITY's project manager.

(ii) CONSULTANT shall not be responsible for performance delays caused by others, or delays beyond CONSULTANT'S control, and such delays shall extend the times for performance of the work by CONSULTANT.

(c) Standard of Quality. All work performed by CONSULTANT under this Agreement shall be in accordance with all applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in CONSULTANT'S field of expertise. CONSULTANT shall function as a technical advisor to CITY, and all of CONSULTANT'S activities under this Agreement shall be performed to the full satisfaction and approval of the City Engineer.

(d) Compliance With Laws. CONSULTANT shall comply with all applicable federal, state, and local laws, codes, ordinances, regulations, orders, and decrees. CONSULTANT represents and warrants to CITY that CONSULTANT shall, at its own cost and expense, keep in effect or obtain at all times during the term of this Agreement any licenses, permits, insurance and approvals which are legally required for CONSULTANT to practice its profession or are necessary and incident to the due and lawful prosecution of the services it performs under this Agreement. CONSULTANT shall maintain a City of Benicia business license. CONSULTANT shall at all times during the term of this Agreement, and for one year thereafter, provide written proof of such licenses, permits, insurance, and approvals upon request by CITY. CITY is not responsible or liable for CONSULTANT'S failure to comply with any or all of the requirements contained in this paragraph.

### 3. COMPENSATION.

(a) Schedule of Payment. The compensation to be paid by CITY to CONSULTANT for the services rendered hereunder shall be on a time and materials basis based upon the rate schedule in Exhibit B attached hereto and hereby incorporated by reference. The rate schedule in Exhibit B itemizes those standard and expected expenses for which CONSULTANT shall receive compensation. If CONSULTANT obtains CITY'S prior written approval from City Engineer. CONSULTANT may be reimbursed for extraordinary costs incurred on the Project.

(b) Additional Services. CITY shall make no payment to CONSULTANT for any additional services unless such services and payment have been mutually agreed to and this Agreement has been formally amended in accordance with Section 7.

(i) Only the City Council can act on behalf of CITY to authorize CONSULTANT to perform additional services.

(ii) CONSULTANT shall not commence any work or services exceeding the Scope of Services in Section 2 without prior written authorization from CITY in accordance with Section 7. CONSULTANT'S failure to obtain a formal amendment to this Agreement authorizing additional services shall constitute a waiver of any and all right to compensation for such work or services.

(iii) If CONSULTANT believes that any work CITY has directed CONSULTANT to perform is beyond the scope of this Agreement and constitutes additional services, CONSULTANT shall promptly notify CITY of this fact before commencing the work. CITY shall make a determination as to whether such work is beyond the scope of this Agreement and constitutes additional services. If CITY finds that such work does constitute additional services, CITY and CONSULTANT shall execute a formal amendment to this Agreement, in accordance with Section 7, authorizing the additional services and stating the amount of any additional compensation to be paid.

(c) Invoicing and Payment. CONSULTANT shall submit monthly invoices for the services performed under this Agreement during the preceding period. Invoices or billings must be submitted in duplicate and must indicate the hours actually worked by each classification and employee name, as well as all other directly related costs by line item in accordance with Exhibit B. CITY shall approve or disapprove said invoice or billing within thirty (30) days following receipt thereof and shall pay all approved invoices and billings within thirty (30) days. Interest at the rate of one and one-half (1.5) percent per month will be charged on all past due amounts starting thirty (30) days after the invoice date, unless not permitted by law, in which case interest will be charged at the highest amount permitted by law. Payments will be credited first to interest, and then to principal.

4. PRODUCT REVIEW AND COMMENT. CONSULTANT shall provide CITY with at least two (2) copies of each product described in Exhibit A. Upon the completion of each product, CONSULTANT shall be available to meet with CITY. If additional review and/or revision is required by CITY, CITY shall conduct reviews in a timely manner.

5. TERM OF AGREEMENT. This Agreement shall be effective immediately upon the signatures of both Parties and shall remain in effect until completed, amended pursuant to Section 7, or terminated pursuant to Section 6.

6. TERMINATION:

(a) CITY shall have the right to terminate this Agreement for any reason whatsoever at any time by serving upon CONSULTANT written notice of termination. The Agreement shall terminate three (3) business days after notice of termination is given. The notice shall be deemed given on the date it is deposited in the U.S. mail, certified, postage prepaid, addressed to CONSULTANT at the address indicated in Section 11.

(b) If CITY issues a notice of termination,

(i) CONSULTANT shall immediately cease rendering services pursuant to this Agreement;

(ii) CONSULTANT shall deliver to CITY copies of all writings, whether or not completed, which were prepared by CONSULTANT, its employees, or its subcontractors, if any, pursuant to this Agreement. For purposes of this Agreement, the term "writings" shall include, but not be limited to, handwriting, typewriting, computer files and records, drawings, blueprints, printing, photostating, photographs, and every other means of recording upon any tangible thing, any form of communication or representation, including letters, words, pictures, sounds, symbols, or combinations thereof;

(iii) CITY shall pay CONSULTANT for work actually performed up to the effective date of the notice of termination, subject to the limitations prescribed by Section 3 of this Agreement, less any compensation to CITY for damages suffered as a result of CONSULTANT'S failure to comply with the terms of this Agreement. Such payment shall be in accordance with Exhibit B. However, if this Agreement is terminated for fault of CONSULTANT, CITY shall be obligated to compensate CONSULTANT only for that portion of CONSULTANT'S services which are of benefit to CITY.

7. AMENDMENTS. Modifications or amendments to the terms of this Agreement shall be in writing and executed by both Parties.

8. NONDISCLOSURE OF CONFIDENTIAL INFORMATION. CONSULTANT shall not, either during or after the term of this Agreement, disclose to any third party any confidential information relative to the work of CITY without the prior written consent of CITY.

9. INSPECTION. CITY representatives shall, with reasonable notice, have access to the work and work records, including time records, for purposes of inspecting same and determining that the work is being performed in accordance with the terms of this Agreement. Inspections by CITY do not in any way relieve or minimize the responsibility of CONSULTANT to comply with this Agreement and all applicable laws.

10. INDEPENDENT CONTRACTOR. In the performance of the services in this Agreement, CONSULTANT is an independent contractor and is not an agent or employee of CITY. CONSULTANT, its officers, employees, agents, and subcontractors, if any, shall have no power to bind or commit CITY to any decision or course of action, and shall not represent to any person or business that they have such power. CONSULTANT has and shall retain the right to exercise full control of the supervision of the services and over the employment, direction, compensation,



(c) Subcontracting. CONSULTANT shall not subcontract any portion of the work to be performed under this Agreement without the prior express written consent of CITY. If CITY consents to CONSULTANT'S hiring of subcontractors, CONSULTANT shall provide to CITY copies of each and every subcontract prior to its execution. All subcontractors are deemed to be employees of CONSULTANT, and CONSULTANT agrees to be responsible for their performance. CONSULTANT shall give its personal attention to the fulfillment of the provisions of this Agreement by all of its employees and subcontractors, if any, and shall keep the work under its control.

14. BINDING AGREEMENT. This Agreement shall bind the successors in interest, legal representatives, and permitted assigns of CITY and CONSULTANT in the same manner as if they were expressly named herein.

15. WAIVER.

(a) Effect of Waiver. Waiver by either party of any default, breach, or condition precedent shall not be construed as a waiver of any other default, breach, or condition precedent or any other right under this Agreement.

(b) No Implied Waivers. The failure of either party at any time to require performance by the other party of any provision hereof shall not affect in any way the right to require such performance at a later time.

16. NONDISCRIMINATION.

(a) Consultant shall not discriminate in the conduct of the work under this Agreement 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.

(b) Consistent with City's policy that harassment and discrimination are unacceptable employer/employee conduct, CONSULTANT agrees that harassment or discrimination directed toward a job applicant, a City employee, or a citizen by CONSULTANT or CONSULTANT'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. CONSULTANT agrees that any and all violation of this provision shall constitute a material breach of the Agreement.

17. INDEMNITY. CONSULTANT specifically agrees to indemnify, defend, and hold harmless CITY, its officers, agents, and employees from and against any and all actions, claims, demands, losses, expenses including attorneys' fees, damages, and liabilities resulting from injury or death of a person or injury to property, arising out of or in any way connected with the

performance of this Agreement, however caused, regardless of any negligence of the CITY, whether active or passive, excepting only such injury or death as may be caused by the sole negligence or willful misconduct of the CITY. The CONSULTANT shall pay all costs that may be incurred by CITY in enforcing this indemnity, including reasonable attorneys' fees.

18. INSURANCE.

(a) Required Coverage. CONSULTANT, at its sole cost and expense, shall obtain and maintain in full force and effect throughout the entire term of this Agreement the following described insurance coverage. This coverage shall insure not only CONSULTANT, but also, with the exception of workers' compensation and employer's liability insurance, shall name as additional insureds CITY, its officers, agents, employees, and volunteers, and each of them:

<u>Policy</u>	<u>Minimum Limits of Coverage</u>
(i) Workers' Compensation	Statutory
(ii) Comprehensive Automobile Insurance Services Office, form #CA 0001 (Ed 1/87 covering auto liability code 1 (any auto))	Bodily Injury/Property Damage \$1,000,000 each accident
(iii) General Liability Insurance Services Office Commercial General Liability coverage on an occurrence basis (occurrence form CG 0001)	\$1,000,000 per occurrence. If Commercial General Liability Insurance or other form with a general aggregate limit shall apply separately to this Project/location, the general aggregate limit shall be twice the required occurrence limit
(iv) Errors and Omissions/ Professional's Liability, errors and omissions liability insurance appropriate to the CONSULTANT's profession.	Generally \$1,000,000 per occurrence

(b) Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by CITY.

(c) Required Provisions. The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

- (i) For any claims related to this Project, the CONSULTANT'S insurance

coverage shall be primary insurance as respects CITY, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by CITY, its officers, officials, employees, or volunteers shall be in excess of the CONSULTANT'S insurance and shall not contribute with it;

(ii) Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to CITY, its officers, officials, employees, or volunteers;

(iii) The CONSULTANT'S insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability;

(iv) Each insurance policy required by this Section shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after giving CITY 30 days' prior written notice by certified mail, return receipt requested.

(d) Acceptability of Insurers. CONSULTANT shall place insurance with insurers with a current A.M. Best's rating of no less than [A:VII] unless CONSULTANT requests and obtains CITY'S express written consent to the contrary.

(e) Verification of Coverage. CONSULTANT must provide complete, certified copies of all required insurance policies, including original endorsements affecting the coverage required by these specifications. The endorsements are to be signed by a person authorized by CONSULTANT'S insurer to bind coverage on its behalf. All endorsements are to be received and approved by CITY before work commences.

#### 19. WORKERS' COMPENSATION.

(a) Covenant to Provide. CONSULTANT warrants that it is aware of the provisions of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code. CONSULTANT further agrees that it will comply with such provisions before commencing the performance of the work under this Agreement.

(b) Waiver of Subrogation. CONSULTANT and CONSULTANT'S insurance company agree to waive all rights of subrogation against CITY, its elected or appointed officials, agents, and employees for losses paid under CONSULTANT'S workers' compensation insurance policy which arise from the work performed by CONSULTANT for CITY.

20. FINANCIAL RECORDS. CONSULTANT shall retain all financial records, including but not limited to documents, reports, books, and accounting records which pertain to any work

or transaction performed pursuant to this Agreement for four (4) years after the expiration of this Agreement. CITY or any of its duly authorized representatives shall, with reasonable notice, have access to and the right to examine, audit, and copy such records.

21. CONFLICT OF INTEREST. CONSULTANT shall exercise reasonable care and diligence to prevent any actions or conditions which could result in a conflict with CITY'S interest. During the term of this Agreement, CONSULTANT shall not accept any employment or engage in any consulting work which creates a conflict of interest with CITY or in any way compromises the services to be performed under this Agreement. CONSULTANT shall immediately notify CITY of any and all violations of this Section upon becoming aware of such violation.

22. TIME OF THE ESSENCE. CONSULTANT understands and agrees that time is of the essence in the completion of the work and services described in Section 2.

23. SEVERABILITY. If any court of competent jurisdiction or subsequent preemptive legislation holds or renders any of the provisions of this Agreement unenforceable or invalid, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected.

24. GOVERNING LAW AND CHOICE OF FORUM. This Agreement shall be administered and interpreted under California law as if written by both parties. Any litigation arising from this Agreement shall be brought in the Superior Court of Solano County.

25. COSTS AND ATTORNEYS' FEES. If either party commences any legal action against the other party arising out of this Agreement or the performance thereof, the prevailing party in such action may recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and attorneys' fees. In any action seeking recovery of monetary damages, the plaintiff shall not be considered to be the prevailing party unless it recovers at least 66% of the dollar amount requested in the complaint's prayer for relief.

26. INTEGRATION. This Agreement represents the entire understanding of CITY and CONSULTANT as to those matters contained herein and supersedes all prior negotiations, representations, or agreements, both written and oral. This Agreement may not be modified or altered except in accordance with Section 7.

Executed by CITY and CONSULTANT on the date shown next to their respective signatures.  
The effective date of this Agreement shall be the date of execution by the CITY as shown below.

NOLTE ASSOCIATES, INC.

CITY OF BENICIA

BY:   
Mr. Dave Richard  
Vice-President

BY: \_\_\_\_\_  
Mr. Brad Kilger  
City Manager

DATED: September 30, 2011

DATED: \_\_\_\_\_

RECOMMENDED FOR APPROVAL

\_\_\_\_\_  
Department Head

APPROVED AS TO FORM

\_\_\_\_\_  
City Attorney

06/30/03

**EXHIBIT A  
CITY OF BENICIA  
PROFESSIONAL CONSULTANT SERVICES  
FOR UPDATE OF THE WATER SYSTEM MASTER PLAN**

**SCOPE OF SERVICES  
September 30, 2011**

The City of Benicia (City) has retained Nolte Associates, Inc., (a Nolte Vertical Five company) (Consultant) to update the City Water System Master Plan document. The scope of services to update the Master Plan is divided into the following tasks:

- 1 – Land Use
- 2 – Water Demand Projections
- 3 – Water Supply Sources
- 4 – Regulation Review
- 5 – Raw Water Transmission System Evaluation
- 6 – Treatment Plant Evaluation
- 7 – Distribution System Evaluation
- 8 – Transmission, Treatment, and Distribution Systems Alternatives Development and Evaluation
- 9 – Sustainability
- 10 – Sludge Treatment and Disposal Alternatives
- 11 – Capital Improvement Plan
- 12 – Funding Opportunities
- 13 – Meetings
- 14 – Deliverables

Each task is detailed below.

**TASK 1 - LAND USE**

With the assistance of City staff, Consultant will confirm the study area boundary and applicable land use information for incorporation into the Water System Master Plan document. Residential users will be further classified into single family, multi-family, and senior housing. Although most of the users within the City are residential, some non-residential (commercial and school) users exist within the service area. Of significance, also, is the industrial user Valero. This information will be obtained through existing documentation such as the 2010 UWMP and other planning documents to be provided by the City. A summary of land use information will be submitted to City staff for confirmation.

*Deliverable: Land Use Tables and Figures for Review with City Staff*

**TASK 2 - WATER DEMAND PROJECTIONS**

For the Water Master Plan, the Consultant will use the water metering records as reported in the 2010 Urban Water Management Plan (UWMP). Upon confirmation of total system demands

(average day, maximum day, and peak hour) the Consultant will coordinate with the City to summarize unit water demand factors based on the land use types confirmed in Task 1. Although the City is considered as “built out”, plans for new development, such as the Benicia Business Park, are under consideration. Water demand increases from potential changes in existing land use, including in-fill growth areas, will be discussed in this task.

In addition, the Consultant will investigate the reduction of previously assumed water demand factors. This reduction in demand will be more fully addressed in Task 9. A summary of projected water demands will be submitted to City staff.

*Deliverable: Water Demand Tables for Review with City Staff*

### **TASK 3 - WATER SUPPLY SOURCES**

Currently, the City relies on surface water obtained through the State Water Project and the Solano Project. The Consultant will confirm for the City that an adequate and reliable water supply is available to meet the estimated water demands into the future. This task will include discussions on the available water supply for the City to meet the demands as well as required treatment. The availability of, and rights to, additional and alternate water supplies will also be addressed.

Consultant will review the City 2010 UWMP update and confirm contracted entitlement water supply amounts and delivery conditions for:

- State Water Project - Table A
- Solano Irrigation District (SID) Agreement
- “Settlement Water” with the Department of Water Resources

This summary will include analysis of annual, monthly, and maximum day (MMD) supply conditions.

*Deliverable: Technical Memorandum Summarizing Sources and Recommendations*

### **TASK 4 - REGULATION REVIEW**

Consultant will review existing facilities and assess compliance with current and upcoming Environmental Protection Agency (EPA) and California Department of Public Health (CDPH) requirements, including the Long Term 2 Enhanced Surface Water Treatment Rule, Stage 2 Disinfectants and Disinfection Byproducts Rule, and other regulations. Applicable NPDES permit requirements will also be considered. The Consultant will identify conceptual improvements required to close “gaps” between requirements and existing capabilities, and we will summarize initial findings in a brief technical memorandum (TM).

*Deliverable: TM of Findings*

## **TASK 5 - RAW WATER TRANSMISSION SYSTEM EVALUATION**

Raw water is conveyed to the City from Baker Slough and Lake Berryessa via a system of pumping stations and large diameter transmission mains to the Benicia Water Treatment Plant. The NBA pump station conveys the raw water from the Barker Slough in sections of large 72-inch and 36-inch diameter transmission mains. Raw water from Lake Berryessa is stored in the Putah South Canal Terminal Reservoir and pumped via the Cordelia Pump Station in sections of 24-inch diameter transmission mains to the NBA with the Benicia Water Treatment Plant as the ultimate destination.

The capacity of the existing raw water infrastructure (pumping stations as well as transmission mains) is best analyzed using a computerized hydraulic model. It is assumed an existing model of the raw water transmission system is not available and this task includes the following phases to ensure a cost effective hydraulic model is developed to assist in the evaluation of the raw water transmission system.

### **Phase 5.1 - Establish Design Criteria**

Specific design criteria will be identified with input from City staff for the following facilities:

- Transmission system piping (sizing, maximum velocity, minimum and maximum pressures, layout, valving, etc.)
- Pipeline materials
- Pumping facilities (sizing, layout, type, etc.)
- Other miscellaneous items

These criteria are necessary to provide the proper input for the model.

### **Phase 5.2 - Model Selection**

Two of the most popular hydraulic modeling software packages are: H2ONet by Innovize and WaterCAD by Bentley. Both have superb features and can provide the user with the tools to conduct hydraulic and dynamic water quality modeling, energy management, real-time simulation and control, and fire flow analysis, as well as an automated on-line SCADA interface. Consultant has licenses to use both software packages and will submit a TM to the City summarizing the reasons and benefits for selecting the software package to be used for the development of the raw water transmission model.

### **Phase 5.3 - Model Development**

In this task, Consultant will obtain the existing documentation available of the raw water transmission system, including pump station and pipelines, to ensure the model is developed with the most accurate information available. This task also includes discussion with City staff on the average, maximum day, and peak hour flows received at the Benicia Water Treatment Plant from the raw water transmission system. Specific initial operational constraints such as pumping sequence, additional flows (i.e. Vallejo intertie), or pumped flow limitations will be coordinated with the City staff to ensure consistent integration in the model.

## Phase 5.4 - Modeling Calibration

Modeling calibration is necessary to ensure model accuracy for use in master planning. A 10% accuracy is the industry standard for hydraulic modeling used for master planning purposes. Pressures (hydraulic grade) as well as demand (flow) are the two areas commonly calibrated in a model. Consultant will use available information (pressure readings and flow metering records) to calibrate the model for the evaluation of the raw water transmission system.

## Phase 5.5 - Modeling Simulations and Results

Upon acceptable calibration, the model will be utilized to conduct a series of simulations to depict the existing capacity deficiencies in the raw water transmission system. Additional simulations will be executed to identify potential improvements that will mitigate the capacity deficiencies. The results of the modeling simulations will be summarized in a TM for incorporation into the overall Water Master Plan document.

In addition to the phases for modeling the system, the following suggested phases will address the need for review of the future changes in source water, in particular the NBA water.

### a. NBA Firm Capacity

Although SID deliveries are not limited, the NBA has full delivery supply restrictions. In fact, even with all pumps in service, the NBA cannot meet full entitlement deliveries. In addition, any electrical or mechanical disruption or equipment malfunctions could cause additional delivery reductions. To ensure reliable supplies, the NBA will be evaluated for firm capacity (largest pump out of service) and an estimate made of the City's pro-rata share. It is understood that Solano County Water Agency (SCWA) has completed NBA modeling, and the Consultant will confirm with David Okita, General Manager, that the results of this model are available for review and inclusion in this analysis. In addition, the analysis will help identify what maintenance and capital improvements the City should be requesting for the Department of Water Resources (DWR) to perform on the NBA for system reliability.

### b. Raw Water Delivery Optimization

The ability to optimize the City's raw water transmission capacity is critical to providing reliable delivery in the future. An analysis will be performed to:

- Identify the estimated monthly demands and maximum day demand (MDD) in 2025 and General Buildout
- Determine firm supply capacities and optimize raw water deliveries to meet monthly and MDD

This analysis will also be used to evaluate the proposed Solano Water Authority (SWA) projects.

### c. NBA Alternate Intake

The NBA has numerous biological and mechanical constraints that limit deliveries. The SCWA is conducting a study for a proposed project to construct a new intake on the Sacramento River.

The SCWA will not verify the amount of capacity needed for their subcontractors but will seek pump station capacity as requested by their subcontractors. An analysis will be performed to identify what flow capacity Benicia needs to meet 2025 supply requirements and, therefore, what capacity they need to request from SCWA. This phase relates directly to Phase 5.5b, NBA Firm Capacity.

d. Noonan Reservoir

The City is a project participant in SWA Agreement No 2 - Noonan Reservoir Project. Based on the findings in Part B, a review of SWA-2 will be performed on the project's impacts and benefits will be prepared and recommendations will be included.

e. Highline Canal Project

This project is the initial phase of the Noonan Reservoir Project and would provide a connection between an SID canal (Highline Canal) and the NBA to facilitate water exchanges between Solano Project and NBA water. Should the NBA Alternative Intake project proceed, it is likely that the new pipe alignment would pass near the SID canal and provide a connection opportunity. The Highline Canal Project and the NBA Alternative Intake will be reviewed and policy recommendations will be prepared.

*Deliverable: TM with Model Results and Additional Discussion of Future Source Water Options*

## **TASK 6 - TREATMENT PLANT EVALUATION**

To develop recommendations for improving the water treatment facility, the Consultant will review and summarize existing conditions and recent performance. Evaluation criteria will be based upon the Partnership for Safe Water performance goals and applicable State of California regulations. For reference, the Partnership for Safe Water performance goals are divided into five categories:

1. Monitoring
2. Sedimentation Basin Performance
3. Individual Filter Performance
4. Combined Filter Performance
5. Disinfection Performance

Key California regulations for surface water treatment facilities focus on filter performance, achieving disinfection objectives, process monitoring, loading rates, reliability/redundancy, backwash water recycling, and control of disinfection byproducts. Within the evaluation, trihalomethane concentrations and compliance with disinfection byproducts limits will receive special attention. A site visit and meeting with operators is required to collect the necessary information. It is understood that the City has performed recent evaluations of the plant, and the Consultant will incorporate existing data.

In developing alternatives to satisfy future water quality and production requirements, the Consultant will initially consider methods to optimize or better utilize existing facilities.

Depending on the results of the evaluation and problems identified, additional options will be explored including “operational” and “structural” improvements such as:

- Improve/optimize existing clarifiers and filters to increase performance and capacity
- Addition of the MIEX® process for removal of organic compounds prior to disinfection

Alternatives will be evaluated considering economic and non-economic factors. Economic considerations will include capital costs and operating/maintenance costs. Non-economic factors will consist of ease of integration into the existing plant configuration, ability to meet level of service standards, sustainability, level of utilization of existing assets, long-term maintainability, and reliability.

The favored alternatives will serve as building blocks for various strategies that take into account system wide options. Evaluation of system strategies will be coordinated with the Consultant’s knowledge of the seasonal fluctuations of the source water supply to ensure that all operational benefits (delivery and storage) are properly accounted for within each strategy. Following the evaluation of strategies, a criticality assessment will be used to further screen and refine recommendations for improvements. The criticality assessment will take into account the following:

- Normal and emergency power systems for capacity to serve existing and projected loads
- Single points of failure for normal and emergency electrical systems
- Time to repair/outage and impact to Plant of related outage
- Control system deficiencies and limitations

The evaluation results and recommendations will be summarized in a TM for incorporation into the overall Water Master Plan document.

*Deliverable: TM Identifying Ability of Existing Plant to Serve Future Demands*

## **TASK 7 - DISTRIBUTION SYSTEM EVALUATION**

The existing water distribution system (sizing and layout) seems to be adequate for supplying current needs, but the City also would like to proceed with replacement of failing copper services and aging cast iron, steel, and asbestos cement pipelines. The Consultant will also identify, with the assistance of City staff, any dead-ends in the system where poor water quality and water age are a concern, as well as identifying critical pipelines where the system could benefit from redundancy.

A hydraulic model of the existing distribution system is used for development of a Water System Master Plan document because it is used to confirm sizes and evaluate “what if” scenarios. Through the evaluation of “what if” scenarios, the City will be able to quickly identify the potential distribution system improvements that will have the most benefit to the City.

It is assumed that an existing model of the water distribution system is available and it includes all 6-inch and larger water mains within the system. The model is believed to have been created in H2ONet and minimum effort is anticipated to incorporate any existing facilities. This task

includes the following phases to ensure a cost effective hydraulic model is developed to assist in the evaluation of the existing water distribution system as well as any proposed improvements.

### **Phase 7.1 - Water System Design Criteria**

Specific design criteria will be identified with input from City staff for the following facilities:

- Distribution system piping (sizing, maximum velocity, minimum and maximum pressures, layout, valving, etc.)
- Pipeline materials
- Pumping facilities (sizing, layout, type, etc.)
- Storage tanks (minimum storage requirements, maximum and minimum base elevations, etc.)
- Other miscellaneous items

This phase will also provide specific information on fire protection planning guidance, including a discussion of maximum and minimum building pad elevations.

### **Phase 7.2 - Existing Model Evaluation**

The Consultant will evaluate the model available from the City and conduct an inventory of the modeling parameters (pipe size, pipe material, pipe connectivity, pumping characteristics, reservoir characteristics, demand allocation, operational settings such as pumping sequence, and master plan design factors (max day and peak hour). Upon review of the existing model, Consultant will submit a TM summarizing any deficiencies in the development (input data) of the model and what is necessary to fully develop the model. If necessary record drawings will be reviewed, as available from the City, to modify and update the model to ensure the model can be used for master planning analysis.

### **Phase 7.3 - Modeling Calibration**

Modeling calibration is necessary to ensure model accuracy for use in master planning. A 10% accuracy (industry standard) will be used for master planning purposes. Pressures (hydraulic grade) as well as demand (flow) are the two areas commonly calibrated in a model. Consultant will use available information (fire flow tests and flow metering records) to calibrate the model so that it can be used for the master planning evaluation of the water distribution system. Fire flow tests at specific locations as well as specific times (i.e. when the system is stressed) are essential to model calibration. It is understood that the City conducts fire flow tests throughout the City every three years. Consultant will coordinate with the City on the availability of the fire flow test results and validity of the results to conduct the required modeling calibration. If there is a need for additional fire flow tests to calibrate the model, the Consultant will request that City staff conduct the test(s).

### **Phase 7.4 - Modeling Simulations and Results**

Upon acceptable calibration, the model will be utilized to conduct a series of simulations to identify the existing capacity deficiencies in the water distribution system. The following dynamic simulations will be conducted for the existing conditions:

- Average Day Demand
- Maximum Day Demand
- Maximum Day Demand plus Fire Flow (at five different locations, one simulation per location)
- Peak Hour Demand

These simulations would be used to confirm the existing water main sizing and identify any recommended improvements that will optimize the delivery of potable water. Optimization will include discussion with the operations staff to identify which recommendations have a greater impact to the system.

*Deliverable: Model Results TM*

## **TASK 8 – TRANSMISSION, TREATMENT, AND DISTRIBUTION SYSTEMS ALTERNATIVES DEVELOPMENT AND EVALUATION**

As a result of modeling performed in Tasks 5 and 7, and the review of the water treatment facility in Task 6, the Consultant will evaluate and identify alternatives for any upgrades or replacements of facility and/or infrastructure components and report the findings in a TM produced as the deliverable for each of the three tasks.

Alternatives for improvement projects will be evaluated and recommended based on cost comparisons (both construction and O&M), environmental sensitivity, appropriate technology to meet regulatory requirements, and ease of operation and maintenance. Implementation of Consultant’s strategic approach includes the following steps:

- Identify key improvement project scope items
- Prioritize improvement projects
- Evaluate cost estimates for improvement projects
- Evaluate timeline for improvement projects
- Evaluate the benefit of grouping upgrade or replacement projects for maximum benefit
- Evaluate the required staging of the improvement projects to be integrated into existing facilities.

This detailed implementation plan will be folded into the CIP.

## **TASK 9 - SUSTAINABILITY**

The City has continuously implemented a water conservation program for almost 20 years. However, in the past two years there are three pieces of landmark legislation that will significantly influence future water demands:

1. CALGREEN which has prescriptive requirements to reduce water use by 20% in all new construction,
2. SB 407 which requires the retrofit of all plumbing fixtures in pre 1994 homes and commercial buildings beginning in 2017, and

3. Adoption of the model landscape ordinance.

The City's CAP indicates that almost 25% of the City government's GHGs come from pumping, treating, delivering, collecting, and cleaning water. Consultant's approach to sustainability and the identification of opportunities to reduce GHGs for the water master plan will include reducing emissions in three key areas:

1. Reducing water demand;
2. Increasing efficiency in water conveyance, and treatment plant efficiency; and
3. Increasing the amount of electricity used in water related facilities that is generated from renewable energy sources.

### **Phase 9.1 - Reducing Water Demand**

The Consultant will consider potential reductions in water demand based on CALGREEN, SB407, and a model landscape ordinance.

a. CALGREEN and SB407

Consultant will estimate the reduction in water demand in existing housing and commercial building stock based on the requirements for CALGREEN for new construction and SB407 (both estimated to reduce single family indoor water use by 40+%) in five year increments based on conservative estimates for the number of homes that will be "resold" each year and for the retrofit of 100% of multi-family as required by law. Consultant anticipates this demand will be less than what is anticipated in the City's UWMP (which did not account for CALGREEN or SB407 legislation) and can be used for demand comparison purposes to evaluate both required supply, pumping, piping and treatment of potable water and to estimate the GHG savings.

b. Model Landscape Ordinance

Consultant will estimate the reduction in demand associated with outdoor water use in five-year increments assuming the City implements a turf reduction program and the increased use of weather based irrigation controllers. This information can be used for decision making purposes about the value of rigorously implementing these programs and the effect on required supply, pumping, piping and treatment of potable water and to estimate the GHG savings.

Consultant will estimate the potential reduction in wastewater flows that will result from a decrease in indoor water use and generally identify the implications for the wastewater treatment plant as the effluent concentration increases. Consultant will also note how the potential supply of reclaimed water which might be produced at the wastewater treatment plan will be similarly reduced.

Consultant will review the previous studies to generally confirm the cost estimates and estimate the potential annual savings in GHGs associated with reducing the raw water supply, conveyance and potable water treatment for 2 million gallons of water associated with implementing the water reuse strategy where wastewater is recycled for supply to the Valero refinery in lieu of potable water.

## **Phase 9.2 - Increasing Efficiency of Water Facilities**

The optimization of water treatment and conveyance facilities has been the subject of a considerable amount of research in recent years and Consultant will draw on that body of knowledge along with Consultant's direct experience for the City of Manteca to identify opportunities to increase the efficiency of the pumping, and treatment facilities in the water master plan and estimate the GHG saving associated with each.

With the City's concurrence, Consultant proposes to use the EPA Energy Star program which has energy efficiency tools and resources to help eliminate energy waste and lower the operating costs of water and wastewater utilities. The EPA's portfolio manager (an online benchmarking system) allows managers of drinking water systems and wastewater treatment plants to track energy use, energy costs, and associated carbon emissions and the ability to compare the energy use of their plants with other peer plants using the EPA energy performance rating system.

## **Phase 9.3 - Renewable Energy Resources**

The Consultant will review the City's previous investigations for the use of renewable energy resources including solar and wind to provide power to water pumping and treatment facilities and incorporate the potential GHG savings into the overall summary of potential to reduce GHGs throughout the water master plan. Consultant will extrapolate savings in energy costs and GHG reductions for the life of each project based on available existing data. Consultant will also identify any potential grants or rebates associated with City owned generation systems.

The Consultant will review the City's existing agreement Chevron Energy Solutions to identify the solar power which would be used for water master plan facilities and compare that with the above studies.

## **Phase 9.4 - Global Warming**

The Consultant will generally identify potential threats to water master plan facilities associated with global warming based on existing available literature including: reduced precipitation, increased evaporation, loss of snow pack, and rise in sea level (identification of vulnerable water infrastructure in areas subject to inundation).

*Deliverable TM Summarizing Sustainability Features*

## **TASK 10 - SLUDGE TREATMENT AND DISPOSAL ALTERNATIVES**

Residuals from the water treatment process are dewatered onsite and hauled to a landfill for disposal. In conjunction with the treatment plant evaluation, an assessment of the solids handling practices will be undertaken by the Consultant.

### **Phase 10.1 - Evaluate Existing Solids Handling Operations**

Operational data will be reviewed to determine residuals production as a function of plant output and efficiency. Solids loadings will be summarized and compared to recommended dewatering design criteria considering the local climate and site conditions. Handling practices will be

evaluated and opportunities to reduce operation and maintenance requirements will be identified in view of current and future loads. Residuals quality will also be investigated to confirm the long-term viability of current disposal location.

### **Phase 10.2 - Confer with Plant Staff**

Visits with plant staff will be scheduled to further investigate solids handling requirements and to review maintenance and operational documentation. Discussions will focus on perceived deficiencies and suggestions for improvements.

### **Phase 10.3 - Residuals Treatment and Disposal**

Based on the assessment of current solids handling practices, an array of alternatives will be considered for future implementation. Alternatives will be selected to maximize future flexibility in the event of major modifications to the liquid processes at the plant. Alternatives will be evaluated in terms of capital and operational costs, ease of implementation, performance, regulatory compliance, and simplicity. The results of the analysis will be summarized in a TM.

*Deliverable TM Comparing Existing with Recommendations for Future*

## **TASK 11 - CAPITAL IMPROVEMENT PLAN (CIP)**

The key task in the preparation of the Water Master Plan is the final chapter of the document, the CIP. This chapter will include the results of all investigations, analyses, technical memoranda, and implementation plans for improvements during a 10-year horizon.

Sufficient detail will be provided for each recommended capital improvement project including cost, triggers, and timelines. The projects will be prioritized so a phased approach can be achieved. The CIP will be structured to facilitate subsequent use in external funding applications or internal financing strategies.

The Program will be divided into the following sections:

1. Raw Water Transmission System
2. Pipelines
3. Pump Stations
4. Water Treatment Plant
5. Distribution System
6. Pipelines
7. Pump Stations
8. Pressure Reducing Stations
9. Treated Water Reservoirs

A draft version will be prepared for review by the City and one meeting or workshop is anticipated prior to completing the final document.

*Deliverable: Draft CIP*

## **TASK 12 - FUNDING OPPORTUNITIES**

In this task, the Consultant will research funding options pertinent to the projects outlined in the CIP. The Consultant will review options for financing recommended improvement projects and suggest whether projects could be financed in whole or in part by Federal or State agencies.

## **TASK 13 - MEETINGS**

The Consultant will conduct a kick-off meeting and will coordinate individual meetings with City staff to acquire pertinent data. The Consultant will also coordinate and plan up to six project review meetings with City staff to receive comments after review of each progress submittal. Meetings are planned at specific milestones during the progress of the work to facilitate flow of communication between Consultant and City staff. It is expected that meetings will occur to discuss the following deliverables:

- Land Use Tables, Water Demand Tables, and Sustainability TM (Tasks 1, 2, and 9)
- Water Supply Sources and Raw Water Transmission System Evaluation TMs (Tasks 3 and 5)
- Regulation Review, Treatment Plant Evaluation, and Sludge Treatment and Disposal Alternatives TMs (Tasks 4, 6, and 10)
- Distribution System Evaluation TM (Task 7)
- Draft CIP (Task 11)

A meeting will be scheduled to discuss comments from the City after review of the Draft document. The Draft Water Master Plan will be a compilation of all the TMs as reviewed during the previously mentioned work progress meetings.

Consultant will prepare and submit the meeting minutes to the City within one week following each meeting.

*Deliverable: Attend up to six meetings with staff for project review*

## **TASK 14 - DELIVERABLES**

The Water System Master Plan document will be a compilation of the previously submitted and reviewed Technical Memorandums from the tasks described above. The Water System Master Plan document will include, at a minimum, the following chapters:

- Study Area and Land Use Assumptions
- Water Demand Estimates
- Water Supply Sources
- Regulation Review
- Raw Water System Evaluation/Alternatives Development
- Treatment Plant Evaluation/Alternatives Development
- Distribution System Evaluation/Alternatives Development
- Sustainability Review/Recommendations

- Sludge Treatment and Disposal Alternatives
- Capital Improvements Program

The Consultant will submit to the City a total of six copies of a draft Water System Master Plan document. This quantity will provide the City with five copies, as requested, to distribute to internal staff and one copy to return to Consultant with review comments. Upon receipt of comments, and a meeting to discuss and confirm the edits, Consultant will proceed to the next level of completion. Comments will be incorporated into the documents and a total of ten copies of a Final Water System Master Plan Update will be submitted to the City for distribution and use. A digital copy of the document (in PDF format) will be provided to the City for your use.

*Deliverable: Draft and Final Water Master Plan Document*

## **SPECIAL ENGINEERING SERVICES**

When requested by the City, Consultant will perform special engineering services as agreed to in writing. Consultant will be compensated for additional services as Extra Work. Special engineering services may include:

1. Potholing to verify connectivity of the water distribution system
2. Extended period simulations of the water distribution system model
3. Presentation of modeling results in graphical form (i.e. pressure contour maps, annotation maps, etc.)
4. Survey to verify ground elevations for model network layout
5. Pursuing and preparing applications for funding
6. Public outreach

**EXHIBIT B  
CITY OF BENICIA  
PROFESSIONAL CONSULTANT SERVICES  
FOR UPDATE OF THE WATER SYSTEM MASTER PLAN**

**FEE ESTIMATE  
September 30, 2011**

The following is the estimated fee for Consultant to complete the tasks outlined in the Scope of Services:

Task 1 – Land Use	\$3,450
Task 2 – Water Demand Projections	\$4,350
Task 3 – Water Supply Sources	\$12,550
Task 4 – Regulation Review	\$6,700
Task 5 – Raw Water Transmission System Evaluation	
5.1 Establish Design Criteria	\$1,050
5.2 Model Selection	\$900
5.3 Model Development	\$2,250
5.4 Modeling Calibration	\$1,700
5.5 Modeling Simulations and Results	\$31,250
Task 6 – Treatment Plant Evaluation	\$14,600
Task 7 – Distribution System Evaluation	
7.1 Water System Design Criteria	\$900
7.2 Existing Model Evaluation	\$1,700
7.3 Modeling Calibration	\$4,000
7.4 Modeling Simulations	\$6,500
Task 8 – Transmission, Treatment, and Distribution System Alternatives Development and Evaluation	\$11,150
Task 9 – Sustainability	
9.1 Review Available Documentation on Renewable Energy and Reuse	\$1,600
9.2 Evaluate Water Reduction Potentials based on CAP Goals	\$1,250
9.3 Analysis of Water Supply and Infrastructure Threats due to Global Warming	\$1,250
9.4 Analysis of Green House Gas Potential Reductions	\$1,600
9.5 Prepare/Submit Recommendations on Sustainability Opportunities	\$2,500
Task 10 – Sludge Treatment and Disposal Alternatives	
10.1 Evaluate Existing Solids Handling Operations	\$800
10.2 Confer with Plant Staff	\$1,400
10.3 Residuals Treatment and Disposal	\$2,350
Task 11 – Capital Improvement Plan	\$3,725
Task 12 – Funding Opportunities	\$5,375
Task 13 – Meetings	\$11,700
Task 14 – Deliverables	\$10,430
TOTAL	\$147,030

**AGENDA ITEM  
CITY COUNCIL MEETING DATE - OCTOBER 18, 2011  
BUSINESS ITEMS**

**DATE** : October 4, 2011

**TO** : City Manager

**FROM** : Finance Director

**SUBJECT** : **REVIEW OF RECENT REVENUE AND EXPENDITURE CHANGES AND THE IMPACT ON THE FISCAL YEAR'S 2010-11, 2011-12 AND 2012-13 MUNICIPAL BUDGETS**

**RECOMMENDATION:**

Review the recent revenue and expenditure changes impacting the 2010-11, 2011-12 and 2012-13 Municipal Budgets and adopt the resolution approving the adjustments to the 2011-12 and 2012-13 Budgets.

**EXECUTIVE SUMMARY:**

The Finance Department has completed most of the accounting work required to close the previous fiscal year, FY 2010-11, and the results indicate an improvement from the June forecasts of approximately \$215,470. Staff has also received additional information from Solano County and the State of California relating to key revenues that yield a net improvement of approximately \$510 in FY 2011-12 and \$111,930 in FY 2012-13. The FY 2010-11 year-end results have also shown that two funds, the Workers' Compensation Fund and the Transit Fund, finished the year with negative cash balances that need to be resolved within the current fiscal year. The City Manager will recommend options to balance each for the Council's consideration in this report.

**BUDGET INFORMATION:**

The following budget adjustments are recommended for the General Fund:

<b>General Fund</b>	<b>FY 2010-11</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>	<b>Total</b>
Revenue Adjustments	\$ (133,375)	\$ 136,245	\$ 149,000	\$ 151,870
Expenditure Adjustments	\$ 348,845	\$ (135,735)	\$ (37,070)	\$ 176,040
Fund Balance Adjustment	\$ 215,470	\$ 510	\$ 111,930	\$ 327,910
Amended Fund Balance	\$ 4,044,665	\$ 4,968,975	\$ 6,563,200	
Reserve Percentage	13.5%	16.2%	21.0%	

<b>Other Funds</b>	<b>FY2010-11</b>	<b>FY2011-12</b>	<b>FY2012-13</b>	<b>Total</b>
Revenue Adjustments	\$ 10,292,530	\$ 479,775	\$ -	\$ 10,772,305
Expenditure Adjustments	\$ (10,174,745)	\$ (526,445)	\$ -	\$ (10,701,190)
Fund Balance Adjustment	\$ 117,785	\$ (46,670)	\$ -	\$ 71,115

**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:

- Goal 8.00: Build Organizational Quality and Capacity
  - Strategy 8.20: Measure and track service (i.e. financial) performance

**BACKGROUND:**

On June 28, 2011, the City Council approved Biennial Municipal Budgets for Fiscal Year's 2011-12 and 2012-13. During the final budget workshop, the City Council directed that staff return within 90 days with a budget update that would assist them in determining the possibility of restoring some of the programs that had received reduced funding. Some of the programs specifically mentioned included \$4,300 for the Benicia Community Action Council and \$15,000 for the October Pool closure. The Council also directed that staff recommend a plan for reallocating the Intermodal Funds that could include an appropriation or loan of \$400,000 to the Internal Service Funds and \$400,000 to sponsor Economic Development projects and programs.

FY 2010-11 Preliminary Results. Finance staff has processed the majority of the closing entries for the previous fiscal year. This included processing invoices and receipts through the end of August and reconciling a host of capital items to come up with a Trial Balance Sheet that is essentially complete. The attached *General Fund Summary* displays the "Actual" results for last year, along with a column that shows the "Estimated" amounts that were used to forecast the biennial budgets. The results show a favorable outcome in Ending Fund Balance of \$215,470. This was composed of an operating revenue shortfall of \$130,000, about -0.4%, that was fully offset by operating expenditure savings of \$345,000, about 1.1%.

The financial results from last year were very close to staff's projections, with the exception of Investment Earnings, which finished the year at only \$66,040 after adjusting for Market Value changes between fiscal years. This revenue source and a couple others also require that we adjust the adopted budgets for the

next two years but, at this point in time, the adjustments are offsetting one another and no reductions in expenditures or programs are being recommended. That said, there are two funds, the Workers' Compensation Fund and the Transit Fund (formerly Benicia Breeze) that need a plan for removing their "negative cash" positions before moving to a discussion of the current fiscal cycle.

*Workers' Compensation Fund (WCF).* Several employees have received major injuries during the past three years. Three of those employees received a full-year's worth of salary and benefits (referred to as Statutory 4850 Pay), qualified for Industrial Disability Retirement, and received final compensation for their injuries. This left the WCF with a negative cash balance of (\$401,190) at the end of FY 2010-11.

Staff had anticipated higher expenditures in the WCF during the budget formation process but had not set aside enough funding for the final stipulations awarded by the State to the injured workers. The additional amount needed to balance the needs of the WCF during FY 2011-12 is \$311,100. This should place the WCF in an adequate financial position and further advances are not foreseen unless higher accident rates are encountered in the future.

The City Manager recommends transferring the improved results from FY 2010-11 of \$215,000 directly to the WCF. The additional requirement of approximately \$100,000 is recommended to be borrowed from the Intermodal Fund, which will be addressed in the discussion of the Intermodal Fund allocations later in this report. The transfer from the General Fund will maintain the Fund Balance Reserve above the 20% minimum at the end of FY 2012-13, in accordance with established policy.

*Transit Fund.* On July 1, 2011, the City Council officially relinquished responsibility for operating the Benicia Breeze Transit System to the SolTrans Joint Powers Authority (JPA) Board of Directors. In so doing, all of the City's Transit Development Act (TDA) revenues were turned over, as well, and are currently used to fund SolTrans transit operations. Due to financial obligations with the Benicia Breeze operating contracts, the consolidation of the Intercity Route 78, the length of time required to create the SolTrans JPA, and major declines in TDA revenues over the last four years, the Transit Fund experienced four year's of deficit operating budgets. While operating costs were reduced annually to offset the loss of TDA revenues, the pending consolidations required that operational changes be kept to a minimum to avoid confusion during the transfer of operations to SolTrans.

As of June 30, 2011, the cash shortfall in the Transit Operations Fund was \$559,324 from operations. In addition, the Transit Fund has a short-term loan with the

General Fund that has a balance of \$155,840, which brings the total amount due from the Transit Fund to \$715,164.

If the City still operated the Transit Service, staff would recommend modest cutbacks in operations to generate surplus TDA revenues, which would be used over a 3 to 5-year period to balance the cash shortfall. Since the SolTrans JPA now controls the City's TDA revenues, the SolTrans Board will need to work with City staff to determine the most appropriate amortization schedule for repaying the cash shortfall which, in essence, is being converted to a Term Loan.

Earlier discussions during the JPA formation process identified a potential cash shortfall that was much less than the current amount but plans are nevertheless in place to determine how to resolve the situation. Daryl Halls, Solano Transportation Authority Executive Director, is working with everyone to determine the most appropriate course of action and funding options will be known within the next few months. At this time, the City Manager is recommending that staff continue to work with SolTrans staff and bring back recommendations for resolving the issue at the earliest opportunity.

Staff anticipates a significant repayment of the advance this fiscal year but, to the extent that funds are not available during the current fiscal year, the outstanding balance of the loan will need to be removed from the "Available" Fund Balance, in accordance with the City's revised Fund Balance Reserve Policy. If this is the case, it could reduce the reserve percentage by as much as 2% but would return the full amount over the course of the amortization period.

FY 2011-12 & FY 2012-13 Amended Budgets. Property Tax revenues came in \$234,210 higher than originally anticipated during the budget formation process. Staff estimated there would be a -0.98% decline in receipts and the final tally yielded a small gain of .78%. A reconciliation of the Benicia Property Tax Estimates and the Assessor's "Closed Roll" is attached for review. The improved showing also led to an improvement in the State's Vehicle License Fee (VLF) Swap of \$90,360. The increases will impact both fiscal years.

Not all was good news from the State, however, as they have essentially removed the balance of the VLF subvention, yielding a reduction of (\$110,000) in each of the next two years. A dramatic increase in car sales could slightly reduce the taking but is not expected to occur.

Another item offsetting the improved property tax results is that of Investment Earnings. The rapid fall in interest rates has taken its toll on the City's Investment Portfolio and, along with a smaller Fund Balance due to the construction of the Benicia Community Center, the General Fund's interest earnings have fallen to an estimated \$80,000 in FY 2011-12 and \$100,000 in FY 2012-13, a drop of

## **VIII.B.4**

(\$140,000) and (\$100,000), respectively.

**Table 1.**

<b>Non-Discretionary Budget Impacts</b>			
<b>Item</b>	<b>Operational Revenue Item</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>
1	Secured Property Tax	\$ 184,370	\$ 184,370
1	Unsecured Property Tax	\$ 49,835	\$ 49,835
2	Sales Tax Triple Flip Offset	\$ 34,435	\$ 34,435
3	Investment Earnings	\$ (140,000)	\$ (100,000)
4	Vehicle License Fees	\$ (110,000)	\$ (110,000)
5	VLF Swap	\$ 90,360	\$ 90,360
6	Use of Designated Reserves (Encumbrances)	\$ 27,245	
	<b>Subtotal Operational Revenue Changes</b>	<b>\$ 136,245</b>	<b>\$ 149,000</b>

<b>Item</b>	<b>Operational Expenditure Item</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>
6	Encumbrances	\$ (27,245)	\$ -
7	Tula Sister City Award	\$ (750)	\$ (750)
8	Police Department Shift Differential	\$ (36,320)	\$ (36,320)
9	Final Compensation/Leave Buyback	\$ (71,420)	\$ -
	<b>Subtotal Operational Expenditure Changes</b>	<b>\$ (135,735)</b>	<b>\$ (37,070)</b>

	<b>Net Operational Changes</b>	<b>\$ 510</b>	<b>\$ 111,930</b>
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<b>Item</b>	<b>Capital Projects &amp; Non-Recurring Items</b>	<b>FY 2011-12</b>	<b>FY 2012-13</b>
10	Use of Designated Reserves (Carryovers)	\$ 112,475	\$ -
10	Project Carryovers	\$ (112,475)	\$ -
	<b>Net Capital Projects &amp; Non-Recurring Items</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Item</b>	<b>Description</b>
1	County-collected property tax and related changes.
2	Increase in Sales Tax in FY 2010-11 improved estimates for the Triple Flip in FY 2011-12.
3	Reduced Investment Earnings in FY 2010-11 cause reduced estimates in future years.
4	State allocating higher costs to the City's VLF revenues forcing receipts to \$0.
5	Improved Property Taxes yield higher VLF Swap according to County Auditor.
6	Encumbrances reserves in FY 2010-11 are used to cover budget adjustments.
7	Tula Sister City membership award incorrectly removed from adopted budget.
8	Police Shift Differential incorrectly removed when 5 divisions combined into 1.
9	Final compensation/Leave Buyback for retiring employees.
10	Carryover reserves in FY 2010-11 are used to cover budget adjustments.

On the expenditure side, an increase of \$36,320 needs to be allocated to Police Department Shift Differentials to reflect expected costs for each of the next two years and \$71,830 is needed to cover the final compensation (above reserved amounts) for retiring employees in the current year. When combined with the revenue changes mentioned earlier, the net positive impact is \$510 in FY 2011-12 and \$111,930 in FY 2012-13. The changes are summarized in *Table 1.* above and attached to the report, along with the Resolution authorizing amendments to the current biennial budget.

Allocation of Intermodal Funds to Internal Service Funds. During the June 28, 2011 budget workshop, the Council directed that staff recommend a plan for reallocating the Intermodal Funds that could include an appropriation or loan of \$400,000 to the Internal Service Funds and \$400,000 to sponsor Economic Development projects and programs.

The Internal Service Funds include the Facility Maintenance Fund, the Vehicle Replacement Fund, the Equipment Replacement Fund and, the Workers' Compensation Fund. It is believed the budget workshop conversations were tied to the first three funds but, since the FY 2010-11 Preliminary have been posted, staff recommends the Workers' Compensation Fund be included in the discussion of appropriating or loaning additional funds to the group.

Internal Service Funds have been an integral part of maintaining a sustainable budget since 2005. Each year, the Facility Maintenance, Vehicle and Equipment funds collect contributions from the General Fund based on an asset's useful life and are spent in the year the asset is due to be retired or rebuilt, which could be up to 30 years from now. During the next two years, the three funds will receive \$1.2 million in contributions, appropriate \$1.4 million in asset purchases and remodeling, and hold \$1.3 million in set-aside reserves at the end of FY 2013. The Equipment Replacement Fund has an adequate working capital balance, while Facility Maintenance and Vehicle Replacement are challenged to meet expenditure requirements over the next several years.

A summary of each fund is listed below, along with the recommended transfer from the Intermodal Fund that is discussed later in the report.

**Table 2.**  
**Facility Maintenance Internal Service Fund**

<b>Description</b>	<b>FY 2010</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>
<b>Beginning working capital</b>	<b>681,860</b>	<b>425,335</b>	<b>160,750</b>	<b>54,705</b>
Total revenues	33,185	121,870	158,195	238,040
Total expenses	(289,710)	(386,455)	(279,000)	(195,000)
<b>Ending Working Capital</b>	<b>425,335</b>	<b>160,750</b>	<b>39,945</b>	<b>97,745</b>
Recommended Adjustment			150,000 (135,240)	(30,000)
<b>Revised Working Capital</b>	<b>425,335</b>	<b>160,750</b>	<b>54,705</b>	<b>67,745</b>

**Table 3.  
Vehicle Replacement Internal Service Fund**

Description	FY 2010	FY 2011	FY 2012	FY 2013
<b>Beginning working capital</b>	<b>888,495</b>	<b>825,410</b>	<b>741,040</b>	<b>630,925</b>
Total revenues	23,665	175,555	228,475	287,190
Total expenses	(86,750)	(259,925)	(488,590)	(287,150)
<b>Ending Working Capital</b>	<b>825,410</b>	<b>741,040</b>	<b>480,925</b>	<b>630,965</b>
Recommended Adjustment			150,000	(30,000)
<b>Revised Working Capital</b>	<b>825,410</b>	<b>741,040</b>	<b>630,925</b>	<b>600,965</b>

**Table 4.  
Equipment Replacement Internal Service Fund**

Description	FY 2010	FY 2011	FY 2012	FY 2013
<b>Beginning working capital</b>	<b>613,090</b>	<b>613,185</b>	<b>658,335</b>	<b>629,325</b>
Total revenues	32,075	104,530	128,035	152,215
Total expenses	(31,980)	(59,380)	(157,045)	(157,400)
<b>Ending Working Capital</b>	<b>613,185</b>	<b>658,335</b>	<b>629,325</b>	<b>624,140</b>

The Workers' Compensation Fund (WCF) collects charges from each division in the City that has employees. The charges are used to pay for administration, temporary disability payments, and medical costs associated with employee injuries. The City is self-insured up to \$350,000 for each claim and has not had a claim exceed that amount, although several are approaching the upper limit.

As you can see from Table 5 below, the WCF has experienced two very difficult years and has seen its cash position slide, even though charges have been increased by over 40%. In order to remove the negative cash position, the fund needs \$311,100 prior to the end of the current fiscal year.

**Table 5.  
Workers' Compensation Fund**

Description	FY 2010	FY 2011	FY 2012	FY 2013
<b>Beginning working capital</b>	<b>193,180</b>	<b>(43,220)</b>	<b>(186,190)</b>	<b>3,900</b>
Total revenues	487,735	551,720	724,420	727,960
Total expenses	(724,135)	(909,690)	(634,330)	(689,980)
<b>Ending Working Capital</b>	<b>(43,220)</b>	<b>(401,190)</b>	<b>(96,100)</b>	<b>41,880</b>
Recommended Adjustment		215,000	100,000	(20,000)
<b>Revised Working Capital</b>	<b>(43,220)</b>	<b>(186,190)</b>	<b>3,900</b>	<b>21,880</b>

As mentioned earlier in the report, the City Manager is recommending that the improved results of \$215,000 from FY 2010-11 be transferred directly to the WCF. In addition, because the Equipment Replacement Fund has adequate reserves, the City Manager is recommending that \$100,000 be loaned to the WCF instead from the Intermodal Fund. The loan amortization period would be for 5-years at zero interest but could be escalated depending on the Council's preference.

As far as the remaining balance of \$300,000 is concerned, the City Manager recommends establishing a similar loan arrangement of \$150,000 each with the Facility Maintenance Fund and the Vehicle Replacement Fund. Again, the amortization period would be 5 years or less at zero interest.

Allocation of Intermodal Funds to Economic Development. During the June 28, 2011 budget workshop, the Council also directed that staff recommend a plan for reallocating \$400,000 of the Intermodal Funds to sponsor Economic Development projects and programs. Staff understood this would be a direct appropriation and not subject to a loan-type arrangement.

In September, the City Manager released a draft of the Business Development Action Plan. The plan details the City's past investments and programs in economic development, noting the goals achieved from the 2007 Economic Development Strategy, and describes an economic action plan for Benicia's industrial park, downtown and commercial centers. In addition, the plan makes a series of recommendations regarding expanding the City's economic base through business retention, expansion and attraction initiatives, targeted infrastructure investments, and marketing and tourism programs.

A joint meeting between the City Council and the Economic Development Board has been scheduled for October 25, 2011 to discuss the draft recommendations and provide direction to staff on what business development priorities the City should focus on. Based on this direction, staff will develop a draft implementation program and make recommendations on how the Intermodal funds can be used to strategically leverage the creation of jobs and new investment in Benicia.

Revised Funding for Community Services Groups. The final direction from the City Council at the June 28, 2011 budget workshop was for staff to return with recommendations for revising grant allocations for the community service groups, currently administered through the Human Services Committee and the Arts & Culture Commission. While all grants were referenced, the one specifically mentioned was \$4,300 for the Benicia Community Action Council (CAC) to assist them in opening for business on Fridays. The CAC had requested the special assistance during the final workshop due to the loss of grant funding

from their major donors.

Staff has researched the status of each fund in the City to make sure that all challenging financial situations are being dealt with, especially those that are funded or partially funded by the General Fund. While we believe that further dramatic downturns are not likely, due to the prolonged recession and the lack of any defined recovery, it is very difficult to recommend that any "optional" increases in appropriations be considered at this early stage of our fiscal year. For this reason, the City Manager recommends deferring any discussion of increases in grant awards until the mid-year budget update in January, 2012.

However, the City Council did request that special consideration be given to the Benicia CAC's request for \$4,300 to open for business on Friday's. The Finance Director contacted Viola Robertson this week and briefly discussed the CAC's financial shortfalls with her. They have received no replacement funding and continue to be closed on Fridays. She also mentioned they are very close to the end of their budget year and are working hard to make things work out. While the City Manager does not recommend any supplemental grant at this time, it is recognized that these are challenging times and the City Council may choose to investigate CAC's needs in greater detail prior to the January 2012 budget review.

In September, the City Manager notified the City Council that funding to operate the pool in October had been identified by the Parks and Community Services Director.

Attachments:

- ❑ Resolution and Attachments
- ❑ General Fund Summary (Before Workers' Compensation ISF Transfer)
- ❑ General Fund Summary (After Workers' Compensation ISF Transfer)
- ❑ Property Tax Worksheet
- ❑ Workers' Compensation Fund Summary
- ❑ Intermodal Transportation Fund Summary
- ❑ Facility Maintenance Fund Summary
- ❑ Vehicle Replacement Fund Summary
- ❑ Transit Fund Summary



**RESOLUTION NO. 11-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING ADJUSTMENTS TO THE MUNICIPAL BUDGETS FOR FISCAL YEAR'S 2011-12 AND 2012-13**

**WHEREAS**, the City Manager presented a proposed two-year budget for fiscal years 2011-12 and 2012-13 that was approved by the City Council on June 28, 2011 for all Municipal Funds; and

**WHEREAS**, the City Manager has presented recommendations for adjustments to the municipal budgets for fiscal year's 2011-12 and 2012-13 at a regular meeting of the City Council on October 18, 2011 as evidenced by the Attachments "A" through "H" attached to this resolution and incorporated herein; and

**WHEREAS**, the City Council has determined the aforementioned budget adjustments for fiscal year's 2011-12 and 2012-13 maintain the 20% Undesignated Reserve Balance, consistent with the Fund Balance Reserve Policy; and

**WHEREAS**, the City Council has determined the aforementioned budget adjustments for fiscal year's 2011-12 and 2012-13 maintain Balanced Operating Budgets, consistent with the Balanced Budget Operating Policy.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council of the City of Benicia hereby adopts adjustments to the Municipal Budgets for fiscal year's 2011-12 and 2012-13 as evidenced by Attachments "A" through "H" attached hereto and incorporated herein.

\* \* \* \* \*

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 18<sup>th</sup> day of October, 2011 and adopted by the following vote:

Ayes:

Noes:

Absent:

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

Attest:

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

**ATTACHMENT -A-  
General Fund Adjustment Summary**

	Approved 2011-12	Encumbrance/ Carryovers Adjustments	Prior Approve/ Non-Discretion Adjustments	Discretionary Adjustments	Total Budget Adjustments	Amended FY 2011/12 10/18/11
<b>Revenues</b>						
Use of Designated Reserves		27,245			27,245	27,245
City Council					0	0
City Treasurer	118,825				0	118,825
City Manager					0	0
Economic Development					0	0
Human Resources					0	0
City Attorney					0	0
Finance					0	0
Library	55,000				0	55,000
Police	391,860				0	391,860
Fire	260,000				0	260,000
PW & Community Development	393,050				0	393,050
Parks & Community Services	1,110,890				0	1,110,890
Non-Departmental	28,180,525		109,000		109,000	28,289,525
Interfund Transfer-In	92,815				0	92,815
<b>Revenue Total</b>	<b>30,602,965</b>	<b>27,245</b>	<b>109,000</b>	<b>0</b>	<b>136,245</b>	<b>30,739,210</b>
<b>Expenditures</b>						
City Council	118,460				0	118,460
City Clerk	78,160				0	78,160
City Treasurer	118,825				0	118,825
City Manager	715,085				0	715,085
Economic Development	509,200	19,030			19,030	528,230
Human Resources	347,275				0	347,275
Information Systems	414,005				0	414,005
City Attorney	622,255	8,215			8,215	630,470
Finance	710,740		35,510		35,510	746,250
Community Grants & Promotions	419,620		750		750	420,370
Library	1,177,235				0	1,177,235
Police	8,751,655		36,320		36,320	8,787,975
Fire	7,156,855				0	7,156,855
PW & Community Development	2,312,835				0	2,312,835
Parks & Community Services	4,867,235		35,910		35,910	4,903,145
Insurances	811,235				0	811,235
Non-Departmental & Debt Service	710,250			0	0	710,250
Interfund Transfer-Out	344,795				0	344,795
<b>Expenditure Total</b>	<b>30,185,720</b>	<b>27,245</b>	<b>108,490</b>	<b>0</b>	<b>135,735</b>	<b>30,321,455</b>
<b>Operational Surplus/(Deficit)</b>	<b>417,245</b>	<b>0</b>	<b>510</b>	<b>0</b>	<b>510</b>	<b>417,755</b>
<b>Capital Projects &amp; Non-Recurring</b>						
Non-Recurring Revenues	0				0	0
Non-Recurring Expenditures	493,445				0	493,445
<b>Non-Recurring Surplus/(Deficit)</b>	<b>(493,445)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(493,445)</b>
<b>Combined Surplus/(Deficit)</b>	<b>(76,200)</b>	<b>0</b>	<b>510</b>	<b>0</b>	<b>510</b>	<b>(75,690)</b>
Transfers to Balance Sheet	(1,000,000)				0	(1,000,000)
Opening Fund Balance Adjustment			470		470	470
<b>Fund Balance</b>	<b>4,752,995</b>					<b>4,753,975</b>
	<b>15.5%</b>					<b>15.5%</b>

**ATTACHMENT -B-  
General Fund Adjustment Summary**

	Approved 2012-13	Prior Approve/ Non-Discretionary Adjustments	Discretionary Adjustments	Total Budget Adjustments	Amended FY 2012/13 10/18/11
<b>Revenues</b>					
Use of Designated Reserves				0	0
City Council				0	0
City Treasurer	119,635			0	119,635
City Manager				0	0
Economic Development				0	0
Human Resources				0	0
City Attorney				0	0
Finance				0	0
Community Grants & Promotions				0	0
Library	55,000			0	55,000
Police	396,090			0	396,090
Fire	260,000			0	260,000
PW & Community Development	393,050			0	393,050
Parks & Community Services	1,110,890			0	1,110,890
Insurances				0	0
Non-Departmental	28,745,795	149,000		149,000	28,894,795
Interfund Transfer-In	93,745			0	93,745
<b>Revenue Total</b>	<b>31,174,205</b>	<b>149,000</b>	<b>0</b>	<b>149,000</b>	<b>31,323,205</b>
<b>Expenditures</b>					
City Council	119,420			0	119,420
City Clerk	79,365			0	79,365
City Treasurer	119,635			0	119,635
City Manager	715,965			0	715,965
Economic Development	512,755			0	512,755
Human Resources	350,635			0	350,635
Information Systems	429,080			0	429,080
City Attorney	631,305			0	631,305
Finance	718,220			0	718,220
Community Grants & Promotions	432,695	750		750	433,445
Library	1,189,125			0	1,189,125
Police	8,873,825	36,320		36,320	8,910,145
Fire	7,293,080			0	7,293,080
PW & Community Development	2,365,225			0	2,365,225
Parks & Community Services	4,944,280			0	4,944,280
Insurances	831,965			0	831,965
Non-Departmental & Debt Service	461,820		0	0	461,820
Interfund Transfer-Out	351,495			0	351,495
<b>Expenditure Total</b>	<b>30,419,890</b>	<b>37,070</b>	<b>0</b>	<b>37,070</b>	<b>30,456,960</b>
<b>Operational Surplus/(Deficit)</b>	<b>754,315</b>	<b>111,930</b>	<b>0</b>	<b>111,930</b>	<b>866,245</b>
<b>Capital Projects &amp; Non-Recurring</b>					
Non-Recurring Revenues				0	0
Non-Recurring Expenditures	272,020			0	272,020
<b>Non-Recurring Surplus/(Deficit)</b>	<b>(272,020)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(272,020)</b>
<b>Combined Surplus/(Deficit)</b>	<b>482,295</b>	<b>111,930</b>	<b>0</b>	<b>111,930</b>	<b>594,225</b>
Transfers to Balance Sheet	(1,000,000)			0	(1,000,000)
Opening Fund Balance Adjustment		980		980	980
<b>Fund Balance</b>	<b>6,235,290</b>				<b>6,348,200</b>
	<b>20.5%</b>				<b>20.8%</b>

**ATTACHMENT -C-**  
**Prior Encumbrances and CIP Carryovers - General Fund**  
**Requested Budget Adjustments**

Acct. #	Description	Approved Budget 2011-12	Proposed Adjustments 10/18/11	Amended Budget 2011-12
<b><u>REVENUE ADJUSTMENTS</u></b>				
Reserves	1 Transfer Designated Operating Reserves		27,245	27,245
Reserves	1 Transfer Designated CIP Reserves		112,475	112,475
<b>Total Revenues</b>		\$ -	\$ 139,720	\$ 139,720
<b><u>EXPENDITURE ADJUSTMENTS</u></b>				
<b><u>Operational Expenditures</u></b>				
010-2605-8100	1 Econ Dev Contract Services		19,030	19,030
010-2505-8260	1 Attorney Fees		8,215	8,215
<b>Subtotal Operational Expenditures</b>		\$ -	\$ 27,245	\$ 27,245
<b><u>Non-Recurring Expenditures</u></b>				
011-2405-8100	1 Finance ABAG Accounting Grant		38,610	38,610
011-4105-9182	1 CDD Arsenal EIR		9,950	9,950
011-4105-9200	1 CDD Housing Element		8,845	8,845
011-2605-8411	1 BIP Tech Study		2,865	2,865
011-2605-8252	1 Enhanced Main Street		12,625	12,625
011-2605-8256	1 Enhanced Tourism		20,120	20,120
011-2405-8100	1 Contract Negotiations		19,460	19,460
<b>Subtotal One-Time Expenditures</b>		\$ -	\$ 112,475	\$ 112,475
<b>Combined Expenditures</b>		\$ -	\$ 139,720	\$ 139,720
<b>Net Budget Adjustments</b>		\$ -		

1. At the end of each fiscal year, departments review outstanding Capital Improvement Projects under construction and determine how much will be spent in the following year. The money is set-aside in a special Capital Project Reserves account and transferred to Capital Projects. This year's net Carryover amount for the General Fund is \$139,720. The amount of Fund Balance above the Amended Budget is also posted as a gain in the following Year.

**ATTACHMENT -D-  
Prior Approvals and Non-Discretionary Adjustments - General Fund  
Requested Budget Adjustments**

Acct. #	Description	Amended Budget 2010-11	Adopted Budget 2011-12	Proposed Adjustments 10/18/11	Amended Budget 2011-12	Adopted Budget 2012-13	Proposed Adjustments 10/18/11	Amended Budget 2012-13
<b>REVENUE ADJUSTMENTS</b>								
010-2405-7122	2 Triple Flip Revenues	0	1,243,025	34,435	1,277,460	1,188,725	34,435	1,223,160
010-2405-7011	3 Revised Property Tax	0	11,894,850	184,370	12,079,220	12,148,410	184,370	12,332,780
010-2405-7012	3 Revised Property Tax	0	370,570	49,835	420,405	377,980	49,835	427,815
010-2405-7502	4 Revised VLF	0	110,000	(110,000)	0	100,000	(110,000)	(10,000)
010-2405-7502	4 Revised VLF Swap	0	1,738,410	90,360	1,828,770	1,773,180	90,360	1,863,540
010-2405-7411	5 Investment Earnings	0	220,000	(140,000)	80,000	200,000	(100,000)	100,000
		0			0			0
<b>Subtotal Operational Revenues</b>		<b>\$ -</b>	<b>\$ 15,576,855</b>	<b>\$ 109,000</b>	<b>\$ 15,685,855</b>	<b>\$ 15,788,295</b>	<b>\$ 149,000</b>	<b>\$ 15,937,295</b>
<b>Subtotal One-Time Revenues</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Combined Revenues</b>		<b>\$ -</b>	<b>\$ 15,576,855</b>	<b>\$ 109,000</b>	<b>\$ 15,685,855</b>	<b>\$ 15,788,295</b>	<b>\$ 149,000</b>	<b>\$ 15,937,295</b>
<b>EXPENDITURE ADJUSTMENTS</b>								
<b>Operational Expenditures</b>								
010-2405-8995	1 Transfer to Workers Comp ISF	215,000		0	0	0	0	0
010-5205-8011	6 Police Shift Differential	0	109,050	36,320	145,370	109,100	36,320	145,420
010-9405-8004	7 Leave Buyback - Final Comp.	0		71,420	71,420			
010-2305-8188	8 Tula Sister City Membership			750	750		750	750
<b>Subtotal Operational Expenditures</b>		<b>\$ 215,000</b>	<b>\$ 109,050</b>	<b>\$ 108,490</b>	<b>\$ 217,540</b>	<b>\$ 109,100</b>	<b>\$ 37,070</b>	<b>\$ 146,170</b>
<b>Non-Recurring Expenditures</b>								
<b>Subtotal One-Time Expenditures</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Combined Expenditures</b>		<b>\$ 215,000</b>	<b>\$ 109,050</b>	<b>\$ 108,490</b>	<b>\$ 217,540</b>	<b>\$ 109,100</b>	<b>\$ 37,070</b>	<b>\$ 146,170</b>
<b>Net Budget Adjustments</b>				<b>\$ 510</b>			<b>\$ 111,930</b>	

**ATTACHMENT -E-**  
**Prior Approvals and Non-Discretionary Adjustments - General Fund**  
**Requested Budget Adjustments**

**Item Description**

1	<b>FY 2010-11</b> Transfer additional funds to Workers Comp ISF \$215,000
2	<b>FY 2011-12</b> Revise Triple Flip Revenue based on updated County estimates \$34,435
3	<b>FY 2011-12</b> Revise Property Tax Estimates - Secured \$184,370, Unsecured \$49,835
4	<b>FY 2011-12</b> Revised VLF <\$110,000>, VLF Swap \$90,360
5	<b>FY 2011-12</b> Revised Investment Earnings forecast <\$140,000>
6	<b>FY 2011-12 &amp; 2012-13</b> Adjust budget for Police Shif Differential. Forcast did not include shift pay for Dispatchers and night shift for Officers. \$36,320 per FY
7	<b>FY 2011-12</b> Revise final compensation leave "buybacks" from retiring employees.
8	<b>FY 2011-12 &amp; 2012-13</b> Revised allocation of \$750 per year for Tula Sister City Award. The amount was incorrectly included in Arts and Culture Grant award and needs to be separated.

**ATTACHMENT -F-**  
**Prior Approvals and Non-Discretionary Adjustments - Other Funds**  
**Requested Budget Adjustments**

Acct. #	Description	Approved Budget 2010-11	Proposed Adjustments 10/18/11	Amended Budget 2010-11	Adopted Budget 2011-12	Proposed Adjustments 10/18/11	Amended Budget 2011-12
<b>REVENUE ADJUSTMENTS</b>							
113-9205-7992	2 Facility Maintenance ISF	116,770	(79,000)	37,770			0
021-3121-7999	1 Transfer In HSF from GF	158,520	(14,215)	144,305			0
034-8705-7999	3 Transfer In Traffic Mitigation from Tourtelot	0	214,050	214,050			0
087-7087-7549	4 Donation Appe Estate		9,545	9,545			0
217-4105-7999	5 Transfer In Valero GNSC from Fac Maint ISF	0	60,000	60,000			0
325-4105-7915	6 Energy Conservation Measures	9,300,500	3,894,500	13,195,000			0
041-7451-7549	7 ABAG Risk Management Grant	0	1,140	1,140			0
041-7451-7549	8 Syar Foundation Grant Canine Expense	0	0	0	0	11,700	11,700
113-9205-7710	9 Insurance Claim Reimbursement			0	0	35,000	35,000
080-8080-7710	10 Storm Water Emergency Clean Up			0	0	16,495	16,495
041-7451-7549	12 ABAG Risk Management Grant			0	0	2,390	2,390
087-3489-7810	13 Friends of the Library Donation			0	25,000	5,000	30,000
039-7539-7539	14 FRC County Contribution			0	81,780	9,160	90,940
110-2401-799x	15 Workers Comp ISF			0		30	30
110-2401-7992	18 Transfer from General Fund to Work Comp	0	215,000	215,000			0
110-2401-7992	19 Transfer from Intermodal to Work Comp ISF			0		100,000	100,000
113-9205-7999	19 Transfer from Intermodal to Facility ISF			0		150,000	150,000
114-xxxx-7999	19 Transfer from Intermodal to Vehicle ISF			0		150,000	150,000
<b>Total Revenues</b>		<b>\$ 9,575,790</b>	<b>\$ 4,301,020</b>	<b>\$ 13,876,810</b>	<b>\$ 106,780</b>	<b>\$ 479,775</b>	<b>\$ 586,555</b>
<b>EXPENDITURE ADJUSTMENTS</b>							
090-8205-8106	2 Wastewater Operations		10,000	10,000			0
014-8305-8106	2 Water Operations		9,000	9,000			0
021-3121-8332	1 HSF Reach Out Benicia	15,000	(15,000)	0			0
018-3118-9999	3 Transfer Out Tourtelot to Traffic Mitigation		214,050	214,050			0
087-7087-9117	4 Donation Appe Estate		9,545	9,545			0
217-4105-9803	5 Valero GNSC Window Replacement		60,000	60,000			0
325-4105-xxxx	6 Energy Conservation Measures	9,300,500	3,894,500	13,195,000			0
041-7451-xxxx	7 ABAG Risk Management Grant		1,140	1,140			0
041-7451-8127	8 Syar Foundation Grant Canine Expense			0	0	11,700	11,700
113-9205-9627	9 Repair Retaining Wall Southampton Park			0	0	35,000	35,000
080-8080-8100	10 Storm Water Emergency Clean Up			0	0	16,495	16,495
217-4105-9812	11 Sustainable Development Website Projecr			0	0	17,000	17,000
041-7451-9404	12 Taser Suit and Training Cartridges			0	0	2,390	2,390
087-3489-xxxx	13 Friends of the Library Donation			0	0	5,000	5,000
039-7539-xxxx	14 FRC PT Staff & Emergency Expense			0	83,965	9,160	93,125
041-7342-8106	16 YAC Second Step			0	26,000	26,000	52,000
113-9205-9521	17 Clocktower Elevator Repair			0	0	3,700	3,700
048-3148-9999	19 Transfer to Work Comp ISF from Intermodal			1		100,000	100,000
048-3148-9999	19 Transfer to Facility ISF from Intermodal			0		150,000	150,000
048-3148-9999	19 Transfer to Vehicle ISF from Intermodal			0		150,000	150,000
<b>Total Expenditures</b>		<b>\$ 9,315,500</b>	<b>\$ 4,183,235</b>	<b>\$ 13,498,736</b>	<b>\$ 109,965</b>	<b>\$ 526,445</b>	<b>\$ 636,410</b>
<b>Net Budget Adjustments</b>			<b>\$ 117,785</b>			<b>\$ (46,670)</b>	

**ATTACHMENT -G-  
FY 2009-10 All Other Funds Budget Update  
Requested Budget Adjustments**

**Item Description**

1	<b>FY 2010-11</b> May 17, 2011 approved adjustments included additional funding for HSF to balance the fund. After further review, the additional funding was not necessary. <\$14,215>
2	<b>FY 2010-11</b> May 3, 2011 Council approved additional funding for labor relations and personnel services with Renne Sloan Holtzman Sakai \$98,000. Funding for expense will be \$79,000 from Facility Maintenance ISF, \$10,000 from Wastewater Operations and \$9,000 from Water Operations.
3	<b>FY 2010-11</b> Transfer funds from Tourtelot to Traffic Mitigation for traffic and roadway improvements.
4	<b>FY 2010-11</b> Unrestricted Library Grants - Donation from Elvira E Appe Estate \$9,545
5	<b>FY 2010-11</b> City Hall window replacement moved from Facility Maintenance to Valero GNSC \$60,000
6	<b>FY 2010-11</b> Energy Conservation Measures - Solar Panel Project
7	<b>FY 2010-11</b> ABAG Risk Management Grant for 2011 Field Guides and High Tech Equipment \$1,140
8	<b>FY 2011-12</b> Syar Foundation Grant for Canine expenses \$11,700
9	<b>FY 2011-12</b> Repair retaining wall at Southampton Park, reimbursable insurance claim \$35,000
10	<b>FY 2011-12</b> Storm Water Emergency Clean-up, reimbursable claims \$16,495
11	<b>FY 2011-12</b> Sustainable Development Website Project \$17,000
12	<b>FY 2011-12</b> ABAG Plan Grant Program Reimbursement for taser suit & training cartridges \$2,390
13	<b>FY 2011-12</b> Friends of the Library additional donation \$5,000 for Office Furniture \$4,500, and Promotion and Information Services \$500
14	<b>FY 2011-12</b> Additional FRC funding from the County \$9,160
15	<b>FY 2011-12</b> Various adjustments to salary result in adjustments to Workers Comp ISF charges.
16	<b>FY 2011-12</b> YAC Second Step from prior fiscal year was not paid prior to year end accrual. \$26,000
17	<b>FY 2011-12</b> Emergency repair of Clocktower elevator. \$3,700
18	<b>FY 2010-11</b> Transfer from General Fund to Workers' Compension ISF \$215,000
19	<b>FY 2011-12</b> Transfer funds from Intermodal Fund to Workers Comp ISF: \$100,000, Facility Maintenance ISF: \$150,000, and Vehicle Replacement ISF: \$150,000.

**ATTACHMENT -H-**  
**Prior Encumbrances and CIP Carryovers - Other Funds**  
**Requested Budget Adjustments**

Acct. #	Description	Approved Budget 2011-12	Proposed Adjustments 10/18/11	Amended Budget 2011-12
<b><u>REVENUE ADJUSTMENTS</u></b>				
014 Reserves	Wastewater Ops CIP Carryovers		265,335	265,335
017 Reserves	Gas Tax CIP Carryovers		34,000	34,000
018 Reserves	Tourtlot Mitigation Carryovers		70,975	70,975
034 Reserves	Traffic Mitigation Carryovers		84,235	84,235
036 Reserves	Grant Funded CIP Carryovers		2,725	2,725
044 Reserves	Wastewater CIP Carryovers		452,065	452,065
045 Reserves	Water Project CIP Carryovers		114,700	114,700
050 Reserves	Library Basement Carryovers		352,040	352,040
080 Reserves	Storm Drain CIP Carryovers		3,380	3,380
081 Reserves	Recycling Grant Carryovers		12,615	12,615
083 Reserves	Measure B		25,195	25,195
085 Reserves	CAN Donation Carryovers		4,270	4,270
087 Reserves	Library Donations Carryovers		16,020	16,020
090 Reserves	Water Operations CIP Carryovers		663,585	663,585
113-Misc.	Facility Maintenance Carryovers		127,995	127,995
217 Reserves	VIP Settlement		229,790	229,790
325 Reserves	Energy Conservation Renewable Energy		3,181,695	3,181,695
516-Reserves	WW Reserve for System Replacement		60,000	60,000
518-Reserves	Major WW Reserve for System Replacement		109,000	109,000
592-Reserves	Water Reserve for Equipment Replacement		8,000	8,000
593-Reserves	Water Reserve for Filter Replacement		23,890	23,890
594-Reserves	Water Reserve for System Replacement		150,000	150,000
<b>Revenue Adjustments</b>		<b>\$ -</b>	<b>5,991,510</b>	<b>\$ 5,991,510</b>

**ATTACHMENT -H-**  
**Prior Encumbrances and CIP Carryovers - Other Funds**  
**Requested Budget Adjustments**

Acct. #	Description	Approved Budget 2011-12	Proposed Adjustments 10/18/11	Amended Budget 2011-12
<b><u>EXPENDITURE ADJUSTMENTS</u></b>				
014-8305-9835	WW Sewer Lift Station Improvements		41,805	41,805
014-8305-9882	WWTP Improvements		68,385	68,385
014-8315-9114	WW Durable Tools/Equipment		5,145	5,145
014-8315-9840	WW Sanitary Sewer Line		150,000	150,000
017-8705-9708	Gas Tax Alley Maint Program		34,000	34,000
018-8118-9750	Tourtlot Mit City Wide Traffic Calming		18,870	18,870
018-8118-9751	Tourtlot Mit Traffic Calming Rose Drive		52,105	52,105
034-8705-9762	Traffic Mit Major Roads Calming		30,000	30,000
034-8705-9765	Traffic Mit BHS Traffic Signal		54,235	54,235
036-7036-9404	COPS Safety Equipment		2,725	2,725
044-8044-9896	WW System Capacity		452,065	452,065
045-8045-9842	Water Solano Water Authority		14,700	14,700
045-8045-9896	Water System Capacity		100,000	100,000
050-3450-9261	Library Basement Project		352,040	352,040
080-8080-9708	Storm Drain Alley Maint Program		3,380	3,380
081-7084-9552	Cycle 14 Oil Recycle		3,015	3,015
081-7085-9552	Cycle 15 Oil Recycle		(785)	(785)
081-7281-9554	Beverage Container Recycle Project		5,545	5,545
081-7481-9118	Fire Misc Grants Equipment		4,840	4,840
083-3483-9115	Measure B Furnishing & Fixtures		20,000	20,000
083-3483-9117	Measure B Office Equipment		5,195	5,195
085-6105-9112	Fire Project High Tech Equipment		4,270	4,270
087-3490-8680	Valero Early Literacy		6,475	6,475
087-7087-9117	Unrestricted Library Grant Office Equipment		9,545	9,545
090-8205-9114	Water Durable Tools/Equipment		1,865	1,865
090-8205-9184	Water Computer System Upgrade		29,015	29,015
090-8205-9198	Water Facility Upgrades		225,425	225,425
090-8215-9114	Water Durable Tools/Equipment		3,305	3,305
090-8215-9705	Water Corp Yard Improvements		2,445	2,445
090-8215-9851	Water Line Replacement		399,530	399,530
090-8215-9856	Water Service Line Replacement Project		2,000	2,000
113-9205-9210	Facility Maint City ADA Program		95,000	95,000
113-9205-9246	Facility Maint Fire Stn 12 Improvements		18,730	18,730
113-9205-9625	Facility Maint Bridgeview Park		11,995	11,995
113-9205-9260	Facility Maint Library Repairs		2,270	2,270
217-2405-9822	VIP Energy/Water Audit		41,795	41,795
217-4105-9803	VIP City Efficiency		132,630	132,630
217-4105-9810	VIP Renew Energy		35,000	35,000
217-4105-9811	VIP Bicycle Storage		20,365	20,365
325-4105-9280	Energy Conservation Renewable Energy		3,181,695	3,181,695
515-8356-9959	WW Reserve for Equipment Replacement			0
516-8357-9960	WW Reserve for System Replacement		60,000	60,000
518-8357-9960	Major WW Reserve for System Replacement		109,000	109,000
592-8257-9959	Water Reserve for Equipment Replacement		8,000	8,000
593-8258-9958	Water Reserve for Filter Replacement		23,890	23,890
594-8259-9960	Water Reserve for System Replacement		150,000	150,000
<b>Expenditure Adjustments</b>		<b>\$ -</b>	<b>5,991,510</b>	<b>\$ 5,991,510</b>
<b>Net Budget Adjustments</b>			<b>0</b>	

1 CIP Carryovers are held in a special Designated Reserves account and used to fund the projects in the following year.

**General Fund Summary - By Department**

*Before Workers' Comp Transfer*

	Estimated 2010-11	Actual 2010-11	Adopted 2011-12	Adjustments	Amended 2011-12	Adopted 2012-13	Adjustments	Amended 2012-13
<b>Beginning Fund Balance</b>	<b>6,555,515</b>		<b>3,829,195</b>			<b>4,967,085</b>		
<b>Revenues</b>								
City Council	1,000	1,000	0	0	0	0	0	0
City Treasurer	80,485	77,035	118,825	0	118,825	119,635	0	119,635
City Manager	60	305	0	0	0	0	0	0
Economic Development	160	320	0	0	0	0	0	0
Human Resources	0	40	0	0	0	0	0	0
City Attorney	11,410	36,410	0	0	0	0	0	0
Finance	155	155	0	0	0	0	0	0
Library	59,705	62,385	55,000	0	55,000	55,000	0	55,000
Police	384,500	431,700	391,860	0	391,860	396,090	0	396,090
Fire	308,860	254,390	260,000	0	260,000	260,000	0	260,000
PW & Community Development	407,270	432,255	393,050	0	393,050	393,050	0	393,050
Parks & Community Services	1,009,920	1,008,465	1,110,890	0	1,110,890	1,110,890	0	1,110,890
Non-Departmental	27,834,200	27,662,765	28,180,525	136,245	28,316,770	28,745,795	149,000	28,894,795
Interfund Transfer-In	80,415	80,415	92,815	0	92,815	93,745	0	93,745
<b>Revenue Total</b>	<b>\$ 30,178,140</b>	<b>30,047,640</b>	<b>30,602,965</b>	<b>136,245</b>	<b>30,739,210</b>	<b>31,174,205</b>	<b>149,000</b>	<b>31,323,205</b>
<b>Expenditures</b>								
City Council	114,765	114,710	118,460	0	118,460	119,420	0	119,420
City Clerk	75,275	77,220	78,160	0	78,160	79,365	0	79,365
City Treasurer	80,485	77,035	118,825	0	118,825	119,635	0	119,635
City Manager	585,110	633,370	715,085	0	715,085	715,965	0	715,965
Economic Development	344,745	342,585	509,200	19,030	528,230	512,755	0	512,755
Human Resources	378,845	302,490	347,275	0	347,275	350,635	0	350,635
City Attorney	587,590	560,405	622,255	8,215	630,470	631,305	0	631,305
Finance	1,161,265	1,167,085	1,124,745	35,510	1,160,255	1,147,300	0	1,147,300
Community Grants & Programs	349,030	348,530	419,620	750	420,370	432,695	750	433,445
Library	1,156,910	1,144,890	1,177,235	0	1,177,235	1,189,125	0	1,189,125
Police	8,283,475	8,273,910	8,751,655	36,320	8,787,975	8,873,825	36,320	8,910,145
Fire	6,796,270	6,620,740	7,156,855	0	7,156,855	7,293,080	0	7,293,080
PW & Community Development	2,501,880	2,503,120	2,312,835	0	2,312,835	2,365,225	0	2,365,225
Parks & Community Services	4,908,180	4,808,155	4,867,235	35,910	4,903,145	4,944,280	0	4,944,280
Insurances	686,145	680,250	811,235	0	811,235	831,965	0	831,965
Non-Departmental & Debt Service	1,768,660	1,685,920	319,260	0	319,260	70,830	0	70,830
Interfund Transfer-Out	748,155	879,575	735,785	0	735,785	742,485	0	742,485
<b>Expenditure Total</b>	<b>\$ 30,526,785</b>	<b>30,219,990</b>	<b>30,185,720</b>	<b>135,735</b>	<b>30,321,455</b>	<b>30,419,890</b>	<b>37,070</b>	<b>30,456,960</b>
<b>Operational Surplus/(Deficit)</b>	<b>(348,645)</b>	<b>(172,350)</b>	<b>417,245</b>	<b>510</b>	<b>417,755</b>	<b>754,315</b>	<b>111,930</b>	<b>866,245</b>
<b>Capital Projects &amp; Non-Recurring</b>								
Non-Recurring Revenues	954,640	951,765	0	112,475	112,475	0	0	0
Non-Recurring Expenditures	3,332,315	3,290,265	493,445	112,475	605,920	272,020	0	272,020
<b>Combined Surplus/(Deficit)</b>	<b>(2,726,320)</b>	<b>(2,510,850)</b>	<b>(76,200)</b>	<b>510</b>	<b>(75,690)</b>	<b>482,295</b>	<b>111,930</b>	<b>594,225</b>
Transfers to B.S. Loans Receivable	0	0	(1,000,000)	0	(1,000,000)	(1,000,000)	0	(1,000,000)
Transfers to Project Reserves								
Misc Adj to Fund Balance								
<b>Fund Balance</b>	<b>\$ 3,829,195</b>	<b>4,044,665</b>	<b>4,752,995</b>		<b>4,968,975</b>	<b>6,235,290</b>		<b>6,563,200</b>
<b>Reserve Percentage</b>	<b>12.7%</b>	<b>13.5%</b>	<b>15.5%</b>		<b>16.2%</b>	<b>20.0%</b>		<b>21.0%</b>
<b>Over/(Short) of 20% Requirement</b>	<b>(2,206,433)</b>	<b>(1,964,863)</b>	<b>(1,367,598)</b>		<b>(1,178,867)</b>	<b>449</b>		<b>298,559</b>
* Based on Estimated 2010-11								
** Based on Actual 2010-11								
Change in Fund Balance		215,470			510			111,930

**General Fund Summary - By Department**

*After Workers' Comp Transfer*

	Estimated 2010-11	Actual 2010-11	Adopted 2011-12	Adjustments	Amended 2011-12	Adopted 2012-13	Adjustments	Amended 2012-13
<b>Beginning Fund Balance</b>	<b>6,555,515</b>		<b>3,829,195</b>			<b>4,967,085</b>		
<b>Revenues</b>								
City Council	1,000	1,000	0	0	0	0	0	0
City Treasurer	80,485	77,035	118,825	0	118,825	119,635	0	119,635
City Manager	60	305	0	0	0	0	0	0
Economic Development	160	320	0	0	0	0	0	0
Human Resources	0	40	0	0	0	0	0	0
City Attorney	11,410	36,410	0	0	0	0	0	0
Finance	155	155	0	0	0	0	0	0
Library	59,705	62,385	55,000	0	55,000	55,000	0	55,000
Police	384,500	431,700	391,860	0	391,860	396,090	0	396,090
Fire	308,860	254,390	260,000	0	260,000	260,000	0	260,000
PW & Community Development	407,270	432,255	393,050	0	393,050	393,050	0	393,050
Parks & Community Services	1,009,920	1,008,465	1,110,890	0	1,110,890	1,110,890	0	1,110,890
Non-Departmental	27,834,200	27,662,765	28,180,525	136,245	28,316,770	28,745,795	149,000	28,894,795
Interfund Transfer-In	80,415	80,415	92,815	0	92,815	93,745	0	93,745
<b>Revenue Total</b>	<b>\$ 30,178,140</b>	<b>30,047,640</b>	<b>30,602,965</b>	<b>136,245</b>	<b>30,739,210</b>	<b>31,174,205</b>	<b>149,000</b>	<b>31,323,205</b>
<b>Expenditures</b>								
City Council	114,765	114,710	118,460	0	118,460	119,420	0	119,420
City Clerk	75,275	77,220	78,160	0	78,160	79,365	0	79,365
City Treasurer	80,485	77,035	118,825	0	118,825	119,635	0	119,635
City Manager	585,110	633,370	715,085	0	715,085	715,965	0	715,965
Economic Development	344,745	342,585	509,200	19,030	528,230	512,755	0	512,755
Human Resources	378,845	302,490	347,275	0	347,275	350,635	0	350,635
City Attorney	587,590	560,405	622,255	8,215	630,470	631,305	0	631,305
Finance	1,161,265	1,167,085	1,124,745	35,510	1,160,255	1,147,300	0	1,147,300
Community Grants & Programs	349,030	348,530	419,620	750	420,370	432,695	750	433,445
Library	1,156,910	1,144,890	1,177,235	0	1,177,235	1,189,125	0	1,189,125
Police	8,283,475	8,273,910	8,751,655	36,320	8,787,975	8,873,825	36,320	8,910,145
Fire	6,796,270	6,620,740	7,156,855	0	7,156,855	7,293,080	0	7,293,080
PW & Community Development	2,501,880	2,503,120	2,312,835	0	2,312,835	2,365,225	0	2,365,225
Parks & Community Services	4,908,180	4,808,155	4,867,235	35,910	4,903,145	4,944,280	0	4,944,280
Insurances	686,145	680,250	811,235	0	811,235	831,965	0	831,965
Non-Departmental & Debt Service	1,768,660	1,900,920	319,260	0	319,260	70,830	0	70,830
Interfund Transfer-Out	748,155	879,575	735,785	0	735,785	742,485	0	742,485
<b>Expenditure Total</b>	<b>\$ 30,526,785</b>	<b>30,434,990</b>	<b>30,185,720</b>	<b>135,735</b>	<b>30,321,455</b>	<b>30,419,890</b>	<b>37,070</b>	<b>30,456,960</b>
<b>Operational Surplus/(Deficit)</b>	<b>(348,645)</b>	<b>(387,350)</b>	<b>417,245</b>	<b>510</b>	<b>417,755</b>	<b>754,315</b>	<b>111,930</b>	<b>866,245</b>
<b>Capital Projects &amp; Non-Recurring</b>								
Non-Recurring Revenues	954,640	951,765	0	112,475	112,475	0	0	0
Non-Recurring Expenditures	3,332,315	3,290,265	493,445	112,475	605,920	272,020	0	272,020
<b>Combined Surplus/(Deficit)</b>	<b>(2,726,320)</b>	<b>(2,725,850)</b>	<b>(76,200)</b>	<b>510</b>	<b>(75,690)</b>	<b>482,295</b>	<b>111,930</b>	<b>594,225</b>
Transfers to B.S. Loans Receivable	0	0	(1,000,000)	0	(1,000,000)	(1,000,000)	0	(1,000,000)
Transfers to Project Reserves								
Misc Adj to Fund Balance								
<b>Fund Balance</b>	<b>\$ 3,829,195</b>	<b>3,829,665</b>	<b>4,752,995</b>		<b>4,753,975</b>	<b>6,235,290</b>		<b>6,348,200</b>
<b>Reserve Percentage</b>	<b>12.7%</b>	<b>12.7%</b>	<b>15.5%</b>		<b>15.5%</b>	<b>20.0%</b>		<b>20.3%</b>
<b>Over/(Short) of 20% Requirement</b>	<b>(2,206,433)</b>	<b>(2,179,863)</b>	<b>(1,367,598)</b>		<b>(1,393,867)</b>	<b>449</b>		<b>83,559</b>
* Based on Estimated 2010-11								
** Based on Actual 2010-11								
Change in Fund Balance		470			510			111,930

## *Non-Departmental Division*

The Non-Department Division is used to account for revenues and expenditures that are not linked to a single departments activities. The revenues section collects the majority of all General Fund revenues, including Property Tax, Sales Tax, Utility Users Tax and Franchise Fees. The expenditures section records many of the expenses that are shared between departments, such as office supplies, telephone supplies, and consultants used on citywide projects.

Acct	Fund 010 Division 2405	Estimated 2010-11	Actual 2010-11	Adopted 2011-12	Adjustment 2011-12	Amended 2011-12	Adopted 2012-13	Adjustment 2012-13	Amended 2012-13
				(2)			(3)		
	<b>Revenues</b>								
7011	Property Tax-Secured	\$ 11,252,830	11,201,170	11,894,850	184,370	12,079,220	12,148,410	184,370	12,332,780
7011	Unitary Tax	225,480	225,480	225,460		225,460	225,460		225,460
7011	Mills Act Agreements	(32,850)	(32,850)	(32,850)		(32,850)	(32,850)		(32,850)
7011	Valero Appeal Reimbursement	0	0	0		0	0		0
7011	Property Tax-Secured to Marina Fund	(16,000)	(16,000)	(16,000)		(16,000)	(16,000)		(16,000)
7012	Property Tax-Unsecured	616,355	635,125	370,570	49,835	420,405	377,980	49,835	427,815
7012	Property Tax-Unsecured to Marina Fund	(50,000)	(50,000)	(48,000)		(48,000)	(48,000)		(48,000)
7013	Prior Year Tax	(73,960)	(103,640)	0		0	0		0
7014	Homeowners Exemption	137,145	137,640	136,325		136,325	139,050		139,050
7015	Payment In Lieu of Tax (PILOT)	63,375	63,375	32,360		32,360	32,360		32,360
7017	Supplemental Property Tax	74,395	102,510	99,690		99,690	124,615		124,615
7018	Valero Property Tax Agreement	0	0	0		0	0		0
7121	Sales and Use Tax	3,965,000	3,925,395	4,146,975		4,146,975	4,263,295		4,263,295
7122	Sales Tax Triple Flip Offset	1,617,310	1,617,310	1,243,025	34,435	1,277,460	1,188,725	34,435	1,223,160
7135	Utility Users Tax - P G & E	1,103,200	1,119,565	1,204,825		1,204,825	1,228,920		1,228,920
7136	Utility Users Tax - C.T.V.	201,000	200,890	205,120		205,120	209,225		209,225
7137	Utility Users Tax - Communications	775,000	774,580	808,000		808,000	816,080		816,080
7138	Utility Users Tax - Valero	2,932,125	2,932,125	3,038,255		3,038,255	3,038,255		3,038,255
7207	Franchise Fee - Allied Waste	300,000	300,000	410,000		410,000	470,475		470,475
7208	Franchise Fee - P G & E	868,190	868,190	929,515		929,515	996,230		996,230
7209	Franchise Fee - Cable TV	360,000	393,860	363,600		363,600	367,240		367,240
7210	Franchise Fee - Kinder Morgan	8,130	8,130	8,000		8,000	8,000		8,000
7211	Transient Lodging Tax	279,225	279,455	255,000		255,000	267,750		267,750
7213	Business License Tax	462,000	483,950	462,000		462,000	462,000		462,000
7214	Real Prop. Transfer Tax	80,000	80,930	90,000		90,000	100,000		100,000
7411	Investment Earnings	257,000	66,040	220,000	(140,000)	80,000	200,000	(100,000)	100,000
7455	Rents & Concessions	438,000	418,435	250,000		250,000	250,000		250,000
7502	State Vehicle License Fees (VLF)	100,000	150,000	110,000	(110,000)	0	120,000	(110,000)	10,000
7502	VLF Swap	1,814,620	1,792,990	1,738,410	90,360	1,828,770	1,773,180	90,360	1,863,540
7507	Mandated Cost Reimbursement	10,000	9,550	16,000		16,000	16,000		16,000
7696	Admin. Fee Assess. Districts	12,555	12,555	12,395		12,395	12,395		12,395
7710	Refunds and Rebates	8,500	13,620	5,000		5,000	5,000		5,000
7940	Miscellaneous Revenue	2,200	9,010	2,000		2,000	2,000		2,000
7999	Transfer In - Intermodal Transportation	0	0	0		0	0		0
7999	Transfer In - Water Fund	48,250	48,250	55,735		55,735	56,295		56,295
7999	Transfer In - Wastewater Fund	32,165	32,165	37,080		37,080	37,450		37,450
	Allocate Designated Reserves	43,375	43,375	0	27,245	27,245	0		0
	<b>Revenue Total</b>	<b>\$ 27,914,615</b>	<b>27,743,180</b>	<b>28,273,340</b>	<b>136,245</b>	<b>28,409,585</b>	<b>28,839,540</b>	<b>149,000</b>	<b>28,988,540</b>

## Non-Departmental Division

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Acct	Fund 010 Division 2405	Estimated 2010-11	Actual 2010-11	Adopted 2011-12	Adjustment 2011-12	Amended 2011-12	Adopted 2012-13	Adjustment 2012-13	Amended 2012-13
<b>Expenditures</b>									
Misc.	Anticipated Salary & Benefit Savings	0		(1,498,610)		(1,498,610)	(1,844,815)		(1,844,815)
8026	Vacation & Sick Leave Reserve	165,000	184,090	120,000		120,000	120,000		120,000
	<b>Salary &amp; Benefits</b>	<b>\$ 165,000</b>	<b>184,090</b>	<b>(1,378,610)</b>	<b>0</b>	<b>(1,378,610)</b>	<b>(1,724,815)</b>	<b>0</b>	<b>(1,724,815)</b>
8100	Contract Services	150,000	171,830	165,000		165,000	165,000		165,000
8107	Tax Sharing Agreements	168,530	168,530	170,000		170,000	170,000		170,000
8109	LAFCO Charges	24,075	24,070	24,940		24,940	24,940		24,940
8116	League of Cities Membership	15,090	15,085	15,305		15,305	15,530		15,530
8118	Misc Expense	0	(1,740)	0		0	0		0
8122	Office Supplies	39,670	37,665	40,000		40,000	40,000		40,000
8134	Computer Maint/Repairs	26,250	24,990	26,250		26,250	26,250		26,250
8142	Postage & Freight	34,000	33,280	35,000		35,000	35,000		35,000
8143	Document Destruction	0	0	0		0	0		0
8150	Utilities	206,420	173,935	215,710		215,710	225,420		225,420
8152	Telephone	135,000	141,355	155,000		155,000	158,100		158,100
8170	Weed Abatement/Land Maintenance	73,460	73,040	75,000		75,000	76,500		76,500
8171	Public Property Maintenance	0	0	5,000		5,000	5,000		5,000
8952	Emergency Expenditures	0	0	7,000		7,000	7,000		7,000
8954	Property Tax Administration	286,445	285,595	295,500		295,500	295,500		295,500
8957	E-mail Subscription Mgmt	0	0	0		0	0		0
	<b>Services &amp; Supplies</b>	<b>\$ 1,158,940</b>	<b>1,147,635</b>	<b>1,229,705</b>	<b>0</b>	<b>1,229,705</b>	<b>1,244,240</b>	<b>0</b>	<b>1,244,240</b>
9858	Household Haz Waste	25,500	25,875	25,000		25,000	25,000		25,000
	<b>Capital Outlay Total</b>	<b>\$ 25,500</b>	<b>25,875</b>	<b>25,000</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>25,000</b>
8996	Equipment Services ISF	302,450	290,550	287,470		287,470	290,865		290,865
8999	Facility Maintenance ISF Transfer (307K)	116,770	37,770	155,695		155,695	235,540		235,540
8995	Workers' Comp Adjustment	0	215,000		0	0		0	0
	<b>Internal Service Charges Total</b>	<b>\$ 419,220</b>	<b>543,320</b>	<b>443,165</b>	<b>0</b>	<b>443,165</b>	<b>526,405</b>	<b>0</b>	<b>526,405</b>
9051	Principal - Valero Prop Tax Repay	0		0		0	0		0
9052	Interest - Valero Prop Tax Repay	0		0		0	0		0
	<b>Debt Service Total</b>	<b>\$ 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
9997 B	Transfer Out-Debt Service-Casa Vilarrasa	114,310	114,310	114,310		114,310	114,310		114,310
9997	Transfer Out-Debt Service-PD & SD	276,680	276,680	276,680		276,680	276,680		276,680
9999 B	Transfer Out-Marina Fund (a)	150,075	314,900	164,795		164,795	171,495		171,495
9999	Transfer Out-Transit Fund	50,000	50,000	0		0	0		0
9999	Transfer Out-Storm Water Fund	157,090	123,685	180,000		180,000	180,000		180,000
	<b>Interfund Transfer Out</b>	<b>\$ 748,155</b>	<b>879,575</b>	<b>735,785</b>	<b>0</b>	<b>735,785</b>	<b>742,485</b>	<b>0</b>	<b>742,485</b>
	<b>Expenditure Total</b>	<b>\$ 2,516,815</b>	<b>2,780,495</b>	<b>1,055,045</b>	<b>0</b>	<b>1,055,045</b>	<b>813,315</b>	<b>0</b>	<b>813,315</b>
	Transfers to Balance Sheet	0	0	0	0	0	0	0	0
	<b>Net Contribution / (Use)</b>	<b>\$ 25,397,800</b>	<b>24,962,685</b>	<b>27,218,295</b>	<b>136,245</b>	<b>27,354,540</b>	<b>28,026,225</b>	<b>149,000</b>	<b>28,175,225</b>

**Capital Projects and Non-Recurring Items**

Acct	Fund 011 All Divisions	Estimated 2010-11	Actual 2010-11	Adopted 2011-12 (2)	Adjustment 2011-12	Amended 2011-12	Adopted 2012-13 (3)	Adjustment 2012-13	Amended 2012-13
<b>Revenues</b>									
2405 7121	Valero VIP Construction Sales Tax	400,000	400,000	0		0	0		0
2405 7226	Nationwide Settlement	0		0		0	0		0
2405 7428	Advance from WW Connection	0		0		0	0		0
2405 7413	Investment Earnings from Advance	0	6,235	0		0	0		0
2405 7710	Refunds and Rebates	249,410	249,410	0		0	0		0
4105 7616	Plan Processing Fee	10,000	890	0		0	0		0
3105 7549	ABAG Accounting Grant	50,000	50,000	0		0	0		0
2405 7999	Transfer In - Facility Maintenance ISF	0		0		0	0		0
	Allocate Designated Reserves	245,230	245,230	0	112,475	112,475	0		0
	<b>Revenue Total</b>	<b>\$ 954,640</b>	<b>951,765</b>	<b>0</b>	<b>112,475</b>	<b>112,475</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditures</b>									
1205 8225	County Election Costs-3 Ballots	0		92,410		92,410	0		0
2405 8100	Citizen Surveys & Other Research	20,000	0	0		0	0		0
2405 8100	Reimbursable Abatement Costs	0		0		0	0		0
2405 8100	Compensation Survey	0		50,000		50,000	0		0
2405 8100	Contract Negotiations	108,960	129,605	0	19,460	19,460	0		0
2405 8100	Recruitment Contract	19,305	19,305	0		0	0		0
2405 8100	National Citizen Survey	17,650	17,000	0		0	0		0
3105 8100	ABAG Accounting Grant	50,000	50,000	0	38,610	38,610	0		0
2505 8260	Legal Fees & Settlements	50,000		0		0	0		0
2605 8256	Tourism Carry-Over	0		0		0	0		0
6105 8541	BERT Expenses - Setup (ABAG \$4k)	0		0		0	0		0
	<b>Services &amp; Supplies</b>	<b>\$ 265,915</b>	<b>215,910</b>	<b>142,410</b>	<b>58,070</b>	<b>200,480</b>	<b>0</b>	<b>0</b>	<b>0</b>
2405 9051	Valero Property Tax Principal Payment	0		0		0	0		0
2405 9052	Valero Property Tax Interest Payment	0		0		0	0		0
2405 9999 B	Transfer Out-Transit Fund CARB	(50,000)	(50,000)	0		0	0		0
2405 9999	Transfer Out-Storm Drain Street Sweeping	0		0		0	0		0
4105 9182	Arsenal Master Plan EIR	9,950	9,950	0	9,950	9,950	0		0
4105 9183	Historic Plan Update	0		0		0	0		0
4105 8108	Intermodal Facilitator Services	7,500	5,455	0		0	0		0
9305 9184	Online Class Registration Software	0	0	0		0	0		0
2605 9187	Business Loans & Grants	0		0		0	0		0
4105 9200	Housing Element Update (Legal Req)	8,845	8,845	0	8,845	8,845	0		0
8705 9999	Corp Yard Repairs (See ISF)	0		0		0	0		0
3305 9186	Software - Agenda/MS Windows	9,600	9,600	66,035		66,035	0		0
3305 9189	Server Virtualization/Disaster Prep	0		35,000		35,000	35,000		35,000
2605 8411	BIP Tech Study	30,800	30,800	0	2,865	2,865	0		0
2605 8252	Enhanced Main Street	19,000	19,000	0	12,625	12,625	0		0
2605 8256	Enhanced Tourism	115,000	115,000	0	20,120	20,120	0		0
2305 8940	Enhanced Museum	15,000	15,000	0		0	0		0
2405 9999	Enhanced Human Services	19,305	19,305	0		0	0		0
2405 9999	Enhanced Arts Grants	0		0		0	0		0
2405 8328	Enhanced CAC	15,000	15,000	0		0	0		0
	<b>Capital Outlay</b>	<b>\$ 200,000</b>	<b>197,955</b>	<b>101,035</b>	<b>54,405</b>	<b>155,440</b>	<b>35,000</b>	<b>0</b>	<b>35,000</b>

**Capital Projects and Non-Recurring Items**

Acct	Fund 011 All Divisions	Estimated 2010-11	Actual 2010-11	Adopted 2011-12 (2)	Adjustment 2011-12	Amended 2011-12	Adopted 2012-13 (3)	Adjustment 2012-13	Amended 2012-13
2405 9999	Audio/Visual/Comm. Upgrades	6,400	6,400	0		0	0		
2605 9188	City Gateway/Wayfinding Improvements	0		0		0	0		0
9205 9177	Camel Barn Repairs	0		0		0	0		0
9205 9999	Transfer Out-Mills Improve Phase I	610,000	610,000	0		0	0		0
9205 9999	Trnsfr Out-Park Ded Commandants Reside	0		0		0	0		0
2405 9041 B	Advance to Community Center Const	2,000,000	2,000,000	0		0	0		0
2405 9022	Interest - Wasetwater Connection	49,410	91,960	32,390		32,390	17,740		17,740
2405 9023 B	Principal - Wastewater Connection	200,590	168,040	217,610		217,610	219,280		219,280
	<b>Capital Projects - Other</b>	<b>\$ 2,866,400</b>	<b>2,876,400</b>	<b>250,000</b>	<b>0</b>	<b>250,000</b>	<b>237,020</b>	<b>0</b>	<b>237,020</b>
8705 9758	East 5th Street Smart Growth	0		0		0	0		0
	<b>Capital Projects - Streets</b>	<b>\$ 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Expenditure Total</b>	<b>\$ 3,332,315</b>	<b>3,290,265</b>	<b>493,445</b>	<b>112,475</b>	<b>605,920</b>	<b>272,020</b>	<b>0</b>	<b>272,020</b>
	Transfers to Balance Sheet	0	50,000	(1,000,000)	0	(1,000,000)	(1,000,000)	0	0
	<b>Net Contribution / (Use)</b>	<b>\$ (2,377,675)</b>	<b>(2,338,500)</b>	<b>(493,445)</b>	<b>0</b>	<b>(493,445)</b>	<b>(272,020)</b>	<b>0</b>	<b>(272,020)</b>

## Benicia Property Tax Estimates (HdL)

2012 Revenue Estimate based on 2011 Values and Estimated Changes

	<i>Proposed Budget</i>	<i>Closed Roll 08.15.2011</i>	<i>Difference</i>
<b><i>Beginning Net Taxable Values 2011</i></b>	<b><i>\$4,666,890,013</i></b>	<b><i>\$4,666,890,013</i></b>	
<b>Real Property Value Portion</b>	<b>\$4,446,113,550</b>	<b>\$4,486,655,636</b>	
CPI 0.753%	\$24,216,712		
Transfer of Ownership Assessed Value Growth	\$11,498,360		
Non Res. Appeals Exposure (-3.5381%*NonSfr Value)	<b>\$ (65,917,896)</b>		
Est. SFR Prop 8 Red. Based on Recent SFR Price	<b>\$ (165,588,064)</b>	<b>\$ (55,098,728)</b>	
<b>Estimated Real Property Value</b>	<b>\$4,250,322,662</b>	<b>\$4,431,556,908</b>	<b>\$181,234,246</b>
<u>Base Year Values:</u>			
Secured Personal Property Value	\$79,590,654	\$111,703,477	\$32,112,823
Unsecured Personal Property Value	\$139,806,411	\$158,608,709	\$18,802,298
Nonunitary Utility Value	\$1,379,398	\$1,555,158	\$175,760
Estimate of New Construction (Valero Imp.)	\$ 150,000,000		-\$150,000,000
<b>Estimated Net Taxable Value</b>	<b>\$4,621,099,125</b>	<b>\$4,703,424,252</b>	<b>\$82,325,127</b>
<b><i>Estimated Real Prop. Percent Change 2012</i></b>	<b><i>-4.40%</i></b>	<b><i>-1.23%</i></b>	
<b><i>Estimated Total Percent Change 2012</i></b>	<b><i>-0.98%</i></b>	<b><i>0.78%</i></b>	
<b><u>Average City Share:</u>                      <u>26.5058%</u></b>			
Taxed @ 1%	\$11,862,006	\$12,046,378	\$184,372
Unsecured Property	\$370,567	\$420,404	\$49,837
Unitary Taxes	\$225,460	\$225,460	\$0
Homeowners Exemption	\$136,322	\$136,322	\$0
Supplemental	\$99,690	\$99,690	\$0
Payment in Lieu of Tax (from Housing Authority)	\$32,360	\$32,360	\$0
<b>Net GF Estimate for 2012</b>	<b>\$12,726,405</b>	<b>\$12,960,614</b>	<b>\$234,209</b>
<p><u>Notes:</u></p> <p>Appeals: The values of all pending appeals are projected assuming 50% of outstanding appeals are heard and are as successful as prior heard appeals.</p> <p>Estimated Assessor Prop 8 Reductions: Prop 8 reductions in value are TEMPORARY reductions applied by the assessor which recognize the fact that the current market value of a property has fallen below its current (Prop 13) assessed value.</p> <p>Data Source: Solano County Assessor 2011 Secured and Unsecured Tax Rolls and Appeals Data, Solano County Auditor Controller, DataQuick Information Services</p>			

## Workers Compensation Fund

Acct	Fund 110 Division 2401	Actual 2008-09	Actual 2009-10	Actual 2010-11	Adopted 2011-12 (2)	Adjustment 2011-12	Amended 2011-12	Adopted 2012-13 (3)	Adjustment 2012-13	Amended 2012-13
<b>Revenues</b>										
7411	Investment Earnings	9,365	1,765	20	100		100	100		100
7413	Investment Earnings From Advance	13,740	12,595	11,405	0		0	0		0
7992	General Fund Charges	251,320	417,195	466,720	622,740	0	622,740	625,380		625,380
7999	General Fund/Intermodal Transfer			215,000	0	100,000	100,000	0	0	0
7993	Internal Service Fund Charges	6,335	6,440	6,145	8,030	0	8,030	8,040		8,040
7994	Special Revenue Charges	8,990	8,500	9,550	11,660	0	11,660	11,670		11,670
7995	Enterprise Fund Charges	42,310	41,240	57,830	81,380	0	81,380	82,250		82,250
7991	Capital Project Charges	0	0	50	510	0	510	520		520
7710	Refunds & Rebates	27,500	0		0		0	0		0
<b>Revenue Total</b>		<b>\$ 359,560</b>	<b>487,735</b>	<b>766,720</b>	<b>724,420</b>	<b>100,000</b>	<b>824,420</b>	<b>727,960</b>	<b>0</b>	<b>727,960</b>
<b>Expenses</b>										
8001	Regular Full Time Staff	37,370	76,255	50,950	78,615		78,615	78,615		78,615
8004	Leave Allowance	640	1,335	1,285	3,970		3,970	3,970		3,970
8013	Acting Supervisor	0	110	50	0		0	0		0
8025	Longevity	0	160	445	730		730	730		730
<b>Salary &amp; Wages</b>		<b>\$ 38,010</b>	<b>77,860</b>	<b>52,730</b>	<b>83,315</b>	<b>0</b>	<b>83,315</b>	<b>83,315</b>	<b>0</b>	<b>83,315</b>
8070	Health Insurance	6,530	8,545	6,085	11,310		11,310	11,995		11,995
8072	Dental Insurance	520	1,160	950	1,425		1,425	1,495		1,495
8074	Vision Insurance	145	255	165	235		235	235		235
8076	Life Insurance	45	120	95	70		70	70		70
8078	Deferred Compensation	955	2,410	1,390	2,530		2,530	2,530		2,530
8080	PERS Retirement	8,350	17,500	11,915	20,875		20,875	21,610		21,610
8086	FICA/Medicare	565	1,190	785	1,240	0	1,240	1,240	0	1,240
<b>Benefits</b>		<b>\$ 17,110</b>	<b>31,180</b>	<b>21,385</b>	<b>37,685</b>	<b>0</b>	<b>37,685</b>	<b>39,175</b>	<b>0</b>	<b>39,175</b>
8113	Education & Training	0	0		1,000		1,000	1,000		1,000
8114	Travel & Meals	70	0		200		200	200		200
8116	Memberships & Certifications	0	0		500		500	500		500
8117	Publications & Subscriptions	0	0		0		0	0		0
8285	Interdepartmental Training (20%)	0	0		2,000		2,000	2,000		2,000
8975	Workers' Comp. Admin.	56,410	53,000	54,440	60,000		60,000	60,000		60,000
8976	Workers' Comp. Ins. Premium	124,355	122,180	144,690	142,000		142,000	142,000		142,000
8977	Workers' Comp. Claims-Medical	197,155	155,135	703,450	200,000	200,000	400,000	200,000		200,000
8978	Workers' Comp. Claims-Temp. Disability	157,295	204,460	252,820	150,000		150,000	150,000		150,000
8980	BENSAC Safety Program	2,575	1,595	435	5,000		5,000	5,000		5,000
8981	Employee Health/Safety Prog.	4,850	4,525	12,935	5,000		5,000	5,000		5,000
8983	Injury Prevention Program	0	920	240	1,000		1,000	1,000		1,000
<b>Services &amp; Supplies</b>		<b>\$ 542,710</b>	<b>541,815</b>	<b>1,169,010</b>	<b>566,700</b>	<b>200,000</b>	<b>766,700</b>	<b>566,700</b>	<b>0</b>	<b>566,700</b>
8995	Workers' Comp ISF	280	585	490	790	0	790	790	0	790
<b>Internal Service Charges Total</b>		<b>\$ 280</b>	<b>585</b>	<b>490</b>	<b>790</b>	<b>0</b>	<b>790</b>	<b>790</b>	<b>0</b>	<b>790</b>
<b>Expense Total</b>		<b>\$ 598,110</b>	<b>651,440</b>	<b>1,243,615</b>	<b>688,490</b>	<b>200,000</b>	<b>888,490</b>	<b>689,980</b>	<b>0</b>	<b>689,980</b>
<b>Net Contribution / (Use)</b>		<b>\$ (238,550)</b>	<b>(163,705)</b>	<b>(476,895)</b>	<b>35,930</b>	<b>(100,000)</b>	<b>(64,070)</b>	<b>37,980</b>	<b>0</b>	<b>37,980</b>
Adjustments to Balance Sheet		(33,115)	(72,695)	333,925	254,160	0	254,160		(20,000)	(20,000)
<b>Working Capital</b>		<b>\$ 193,180</b>	<b>(43,220)</b>	<b>(186,190)</b>	<b>137,540</b>	<b>0</b>	<b>3,900</b>	<b>175,520</b>	<b>0</b>	<b>21,880</b>
Add Advance Balance Fire Truck		314,855	285,100	254,160	0	0	0	0	0	0
Less Reserve for Outstanding Claims		(550,170)	(447,725)	(750,710)	(450,000)	(100,710)	(550,710)	(450,000)	(100,710)	(550,710)
<b>Fund Balance</b>		<b>(42,135)</b>	<b>(205,845)</b>	<b>(682,740)</b>	<b>(312,460)</b>	<b>(100,710)</b>	<b>(546,810)</b>	<b>(274,480)</b>	<b>(100,710)</b>	<b>(528,830)</b>

## *Intermodal Transportation Center*

This fund accounts for the revenue and expenditures related to the planning, conceptual design, and land acquisition of an intermodal transportation station. This facility is envisioned to have the Capital Corridor rail passenger service as the keystone transportation mode, along with feeder bus service, a park 'n' ride lot, and charter bus service to the Bay Area airports and BART.

The Environmental Planning for the project has been placed on hold pending the possible return of grant funding required to bring it to fruition, which is estimated at this time to cost \$30 million. RM2 bridge toll funds have been secured to pay for regional bus stops in the city.

Acct	Fund 048 Division 3148	Actual 2010-11	Adopted 2011-12 (2)	Adjustment 2011-12	Amended 2011-12	Adopted 2012-13 (3)	Adjustment 2012-13	Amended 2012-13
<b>Revenues</b>								
7532	RM2 Bridge Toll Grant	201,715	2,400,000		2,400,000	480,000		480,000
7418	Loan Repayments (5-Year Amort)						80,000	80,000
7710	Refunds and Rebates	0	0		0	0		0
	<b>Revenue Total</b>	<b>\$ 201,715</b>	<b>2,400,000</b>	<b>0</b>	<b>2,400,000</b>	<b>480,000</b>	<b>80,000</b>	<b>560,000</b>
<b>Expenditures</b>								
9766	Regional Bus Stop/PnR RM2	146,470	2,400,000		2,400,000	480,000		480,000
9999	Transfer to General Fund	0	0		0	0		0
9999	Transfer to Internal Service Funds			400,000	400,000			
	<b>Capital Outlay</b>	<b>\$ 146,470</b>	<b>2,400,000</b>	<b>400,000</b>	<b>2,800,000</b>	<b>480,000</b>	<b>0</b>	<b>480,000</b>
	<b>Expenditure Total</b>	<b>\$ 146,470</b>	<b>2,400,000</b>	<b>400,000</b>	<b>2,800,000</b>	<b>480,000</b>	<b>0</b>	<b>480,000</b>
	<b>Net Contribution / (Use)</b>	<b>\$ 55,245</b>	<b>0</b>	<b>(400,000)</b>	<b>(400,000)</b>	<b>0</b>	<b>80,000</b>	<b>80,000</b>
	Transfer to Balance Sheet	0	0	0	0	0	(400,000)	(400,000)
	<b>Fund Balance</b>	<b>\$ 1,000,000</b>	<b>1,000,000</b>		<b>600,000</b>	<b>1,000,000</b>		<b>680,000</b>

## Facility Maintenance Fund

Acct	Fund 113 Division 9205	Actual 2010-11	Adopted 2011-12 (2)	Adjustment 2011-12	Amended 2011-12	Adopted 2012-13 (3)	Adjustment 2012-13	Amended 2012-13
<b>Revenues</b>								
7992	General Fund Charges	37,770	155,695		155,695	235,540		235,540
7411	Investment Earnings	6,330	2,500		2,500	2,500		2,500
7710	Refunds and rebates	0	0		0	0		0
7999	Transfer In - General Fund	0	0		0	0		0
7999	Transfer In - Intermodal	0	0	150,000	150,000	0		0
<b>Revenue Total</b>		<b>\$ 44,100</b>	<b>158,195</b>	<b>150,000</b>	<b>308,195</b>	<b>238,040</b>	<b>0</b>	<b>238,040</b>
<b>Capital Improvement Expenses</b>								
9177	Camel Barns		0		0	0		0
9198	Senior Center Building		0		0	0		0
	Flooring and Paint		0			85,000		85,000
	Kitchen Renovation		0			40,000		40,000
9210	City Hall Complex	0	0	95,000	95,000	0		0
	ADA Remodeling		20,000		20,000	0		0
	CMO/CAO Moving/Remodeling		15,000		15,000	0		0
9246	Fire Facilities	230,085	18,000	18,730	36,730	0		0
	S11 Electrical Upgrades		21,000		21,000	0		0
	S12 Emergency Generator Repair		35,000		35,000	0		0
9260	Library Building Repairs	20,375	0	2,270	2,270	0		0
	Flooring in Dona Benicia Area		0		0	30,000		30,000
9521	Clocktower		0		0	0		0
	Elevator		0	3,700	3,700	0		0
9620	Youth Center		0		0	0		0
9625	Park Facilities	0	0	11,995	11,995	0		0
	Resurface Dive Pool		100,000		100,000	0		0
9628	Gymnasium Improvements		0		0	0		0
	Entrance Floor and Paint		30,000		30,000	0		0
9640	Park & Playground Equipment	24,070	25,000		25,000	25,000		25,000
9705	Corporation Yard		0		0	0		0
9746	Police Facilities	37,700	0		0	0		0
	Evidence Room A/C		15,000		15,000	0		0
	Front Door and Buzzer		0		0	15,000		15,000
<b>Capital Improvements</b>		<b>\$ 312,230</b>	<b>279,000</b>	<b>131,695</b>	<b>410,695</b>	<b>195,000</b>	<b>0</b>	<b>195,000</b>
9999	Interfund Transfer Out	0	0		0	0		0
9999	Loan repayment - Intermodal					0	30,000	30,000
<b>Transfer Out</b>		<b>\$ 0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>30,000</b>
<b>Total Expense</b>		<b>\$ 312,230</b>	<b>279,000</b>	<b>131,695</b>	<b>410,695</b>	<b>195,000</b>	<b>30,000</b>	<b>225,000</b>
<b>Net Contribution / (Use)</b>		<b>\$ (268,130)</b>	<b>(120,805)</b>	<b>18,305</b>	<b>(102,500)</b>	<b>43,040</b>	<b>(30,000)</b>	<b>13,040</b>
<b>Working Capital</b>		<b>\$ 157,205</b>	<b>39,945</b>		<b>54,705</b>	<b>82,985</b>		<b>67,745</b>

## Vehicle Replacement Fund

Div	Acct	Fund	114 Divisions	4105-9505	Estimated 2010-11	Adopted 2011-12 (2)	Adjustment 2011-12	Amended 2011-12	Adopted 2012-13 (3)	Adjustment 2012-13	Amended 2012-13
<b>Revenues</b>											
4205	7992	CDD Building Inspection			585	780		780	995		995
4205	7411	CDD Bld Insp Investment Earnings			220	220		220	220		220
4205	7910	CDD Sale of Real/Personal Property			0	0		0	0		0
5205	7992	Police			53,340	71,125		71,125	90,680		90,680
5205	7910	Police Sale of Real/Personal Property			1,000	500		500	500		500
5205	7411	Police Investment Earnings			1,500	500		500	500		500
5205	7999	Police Interfund Transfer In			0	0		0	0		0
6105	7992	Fire			66,550	88,730		88,730	113,130		113,130
6105	7411	Fire Investment Earnings			4,000	4,000		4,000	4,000		4,000
6105	7710	Fire Refunds & Rebates			0	0		0	0		0
6105	7910	Fire Sale of Real/Personal Property			0	0		0	0		0
8805	7992	Public Works Engineering			1,290	1,720		1,720	2,190		2,190
8805	7411	PW Engineering Investment Earnings			205	200		200	200		200
8705	7992	Public Works Street Maintenance			22,705	30,275		30,275	38,600		38,600
8705	7411	PW Street Maint Investment Earnings			3,000	3,000		3,000	3,000		3,000
9050	7411	Mills Community Ctr Investment Earnings			0	0		0	0		0
9205	7992	PCS Building Maintenance			3,945	5,260		5,260	6,705		6,705
9205	7411	PCS Bld Maint Investment Earnings			100	100		100	100		100
9205	7999	PCS Bld Maint Interfund Transfer In			0	0		0	0		0
9505	7992	PCS Parks Maintenance			9,955	13,325		13,325	16,990		16,990
9505	7411	PCS Parks Maint Investment Earnings			1,000	1,000		1,000	1,000		1,000
9305	7992	PCS Community Services			645	860		860	1,095		1,095
9305	7411	PCS Community Svcs Investment Earnings			105	105		105	105		105
<b>General Fund Charges</b>					<b>170,185</b>	<b>221,700</b>	<b>0</b>	<b>221,700</b>	<b>280,010</b>	<b>0</b>	<b>280,010</b>
8505	7993	Equipment Services			4,970	6,375		6,375	6,780		6,780
8505	7411	Equipment Svcs Investment Earnings			400	400		400	400		400
<b>Internal Services Funds Charges</b>					<b>5,370</b>	<b>6,775</b>	<b>0</b>	<b>6,775</b>	<b>7,180</b>	<b>0</b>	<b>7,180</b>
xxxx	7999	Transfer In - Intermodal			0	0	150,000	150,000			0
<b>Transfer In</b>					<b>0</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Revenues</b>					<b>\$ 175,555</b>	<b>228,475</b>	<b>150,000</b>	<b>378,475</b>	<b>287,190</b>	<b>0</b>	<b>287,190</b>
<b>Expenses</b>											
4205	9125	CDD Building Inspection			0	0		0	0		0
5205	9125	Police			82,980	120,000		120,000	80,000		80,000
6105	9125	Fire			90,200	35,000		35,000	20,000		20,000
6105	9000	Fire Bond/Lease Interest			12,550	11,155		11,155	9,700		9,700
6105	9031	Fire Interest Expense on Advance			11,405	30		30	0		0
8705	9125	Public Works Street Maintenance				35,000		35,000	142,750		142,750
8705	9999	Transfer Out			0	0		0	0		0
9050	9999	Benicia Comm Ctr Tranfer Out			0	0		0	0		0
9505	9125	PCS Parks Maintenance			0	0		0	0		0
<b>General Fund Expenses</b>					<b>197,135</b>	<b>201,185</b>	<b>0</b>	<b>201,185</b>	<b>252,450</b>	<b>0</b>	<b>252,450</b>
6105	9002	Loan Repayment - Capital Lease			62,790	287,405		287,405	34,700		34,700
		Loan Repayment - Intermodal				0	0	0	0	30,000	30,000
		Debt Service Expenses			62,790	287,405	0	287,405	34,700	30,000	64,700
<b>Expense Total</b>					<b>\$ 259,925</b>	<b>488,590</b>	<b>0</b>	<b>488,590</b>	<b>287,150</b>	<b>30,000</b>	<b>317,150</b>
<b>Net Contribution / (Use)</b>					<b>\$ (84,370)</b>	<b>(260,115)</b>	<b>150,000</b>	<b>(110,115)</b>	<b>40</b>	<b>(30,000)</b>	<b>(29,960)</b>
<b>Adjustments</b>											
<b>Working Capital</b>					<b>\$ 741,040</b>	<b>480,925</b>		<b>630,925</b>	<b>480,965</b>		<b>600,965</b>

## *Benicia Breeze Combined Budget*

<b>Fund 019 Division's 3117, 3118 &amp; 3119</b>	<b>Actual 2005-06</b>	<b>Actual 2006-07</b>	<b>Actual 2007-08</b>	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>
<b>Operating Revenues</b>						
TDA Section 4 (Bus)	595,995	808,965	903,155	227,870	382,215	271,688
TDA Section 8 (Dial-A-Ride)	259,485	322,490	102,120	171,480	367,500	372,595
TDA Section 8 (Intercity)	0	0	0	0	0	0
Short Range Transit Plan Grant	14,800	39,305	0	9,780	6,535	0
STA Grant	34,725	65,755	71,575	126,800	90,000	11,660
Bus Fares	168,045	246,630	293,635	117,860	54,835	64,965
Paratransit Dial-a-Ride Fares	22,495	12,840	8,690	12,540	13,175	10,744
Special Fares	5,615	7,160	6,005	3,690	3,950	8,026
Bus Advertising	9,190	11,750	16,010	12,745	10,295	2,218
Refund & Rebates	13,680	12,100	8,350	6,735	2,265	1,723
<b>Revenue Total</b>	<b>\$ 1,124,515</b>	<b>1,556,635</b>	<b>1,409,540</b>	<b>689,500</b>	<b>930,770</b>	<b>743,619</b>
<b>Operating Expenses</b>						
Regular Full Time Staff	29,805	38,495	68,305	41,930	44,355	41,894
Part Time Staff	19,285	17,885	15,910	30,585	32,960	21,477
Leave Allowance	1,315	1,705	4,545	3,115	4,660	4,746
Overtime	0	0	20	155	85	3
Longevity	0	0	0	165	295	285
<b>Salary &amp; Wages</b>	<b>\$ 50,405</b>	<b>58,085</b>	<b>88,780</b>	<b>75,950</b>	<b>82,355</b>	<b>68,405</b>
Health Insurance	2,760	3,355	6,555	11,090	10,625	6,065
Dental Insurance	290	375	570	930	945	553
Vision Insurance	85	95	165	415	400	98
Life Insurance	90	90	1,740	90	90	89
Deferred Compensation	1,770	2,160	2,280	2,360	2,455	2,379
PERS Retirement	9,525	11,410	17,925	14,010	15,820	14,833
PARS Retirement	0	0	0	0	0	0
FICA/Medicare	760	845	1,285	1,180	1,270	1,028
<b>Benefits</b>	<b>\$ 15,280</b>	<b>18,330</b>	<b>30,520</b>	<b>30,075</b>	<b>31,605</b>	<b>25,045</b>
Contract Services	9,420	14,245	12,330	2,725	0	493
Education & Training	325	425	0	0	0	0
Travel & Meals	0	165	110	0	0	33
Memberships & Certifications	1,000	1,345	1,765	0	0	0
Publications & Subscriptions	80	0	0	0	0	0
Operating Supplies	4,940	8,090	6,325	1,475	6,060	996
Maintenance & Repair	0	0	196,255	84,395	74,280	65,136
Advertising	19,720	22,585	16,915	1,040	315	0
Taxi Subsidy Program	2,135	12,470	12,465	6,740	8,780	8,122
MTC Special Project	16,430	41,185	19,295	3,315	8,830	0
Gen Admin Audit	1,070	1,500	6,545	2,000	2,300	2,400
Fuel	0	0	248,000	116,365	59,945	71,341
<b>Services &amp; Supplies</b>	<b>\$ 442,970</b>	<b>560,475</b>	<b>520,005</b>	<b>218,055</b>	<b>169,930</b>	<b>149,862</b>
Workers' Comp ISF	495	555	845	545	585	486
<b>Internal Service Charges Total</b>	<b>\$ 495</b>	<b>555</b>	<b>845</b>	<b>545</b>	<b>585</b>	<b>486</b>

## *Benicia Breeze Combined Budget*

<b>Fund 019 Division's 3117, 3118 &amp; 3119</b>	<b>Actual 2005-06</b>	<b>Actual 2006-07</b>	<b>Actual 2007-08</b>	<b>Actual 2008-09</b>	<b>Actual 2009-10</b>	<b>Estimated 2010-11</b>
Intercity Contribution (Payable 2010-11)	0	0	0	118,780	0	0
Contracted Variable Expenses	802,200	1,002,885	968,045	327,560	287,180	263,667
Contracted Fixed Expenses	0	0	0	401,190	374,580	339,892
<b>Contracted Expenses</b>	<b>\$ 802,200</b>	<b>1,002,885</b>	<b>968,045</b>	<b>847,530</b>	<b>661,760</b>	<b>603,559</b>
Office Equipment				0	3,305	0
<b>Capital Outlay Total</b>	<b>\$</b>			<b>0</b>	<b>3,305</b>	<b>0</b>
<b>Expense Total</b>	<b>\$ 1,311,350</b>	<b>1,640,330</b>	<b>1,608,195</b>	<b>1,172,155</b>	<b>949,540</b>	<b>847,357</b>
<b>Net Contribution / (Use)</b>	<b>\$ (186,835)</b>	<b>(83,695)</b>	<b>(198,655)</b>	<b>(482,655)</b>	<b>(18,770)</b>	<b>(103,738)</b>
<b>Capital Purchases Division</b>						
<b>Revenue Total</b>	<b>\$ 209,735</b>	<b>161,965</b>	<b>488,805</b>	<b>50,000</b>	<b>53,705</b>	<b>54,760</b>
<b>Capital Outlay</b>	<b>\$ 226,240</b>	<b>140,795</b>	<b>391,625</b>	<b>26,430</b>	<b>60,500</b>	<b>54,760</b>
<b>Net Contribution / (Use)</b>	<b>\$ (16,505)</b>	<b>21,170</b>	<b>97,180</b>	<b>23,570</b>	<b>(6,795)</b>	<b>0</b>
<b>Combined Net Contribution / (Use)</b>	<b>(203,340)</b>	<b>(62,525)</b>	<b>(101,475)</b>	<b>(459,085)</b>	<b>(25,565)</b>	<b>(103,738)</b>
<b>Balance Available in TDA Reserves</b>	<b>244,520</b>	<b>93,080</b>	<b>(13,963)</b>	<b>0</b>	<b>0</b>	<b>0</b>
Receivables						
TDA	204,875	495,985	395,450	478,964	54,924	0
FTA			223,310	0		0
Intercity Funding			275,465	0		0
Others	322	39,610	13,390	538	(2,223)	0
Total receivables	205,197	535,595	907,615	479,502	52,701	-
Payables	225,973	270,770	1,026,689	1,057,666	751,947	-
Cash Balance	(55,498)	(245,998)	(589,215)	(595,576)	(450,845)	(559,324)
Advance from General Fund						(155,840)
<b>Net Receivable from Transit</b>						<b>(715,164)</b>

**AGENDA ITEM**  
**CITY COUNCIL MEETING: OCTOBER 18, 2011**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 6, 2011  
**TO** : Mayor Patterson  
**FROM** : City Manager  
**SUBJECT** : **MAYORS' COMMITTEE MEETING**

The following information is provided for your committee report at the October 18, 2011 City Council meeting.

The Mayors' Committee meetings are held on the third Wednesday of each month at 6:30 pm. There are no agenda's or meeting minutes due to the cancellation of the meetings scheduled for August and September. The next Mayors' Committee Meeting will be the Mayors' Conference, which will be held on October 19<sup>th</sup> at The Point Restaurant in Rio Vista. The agenda is not yet available, but a flyer announcing the event is attached.

Attachment:

- Mayors' Conference flyer





Come to Rio Vista!!

# The Mayor's Conference

Wednesday, October 19, 2011

The Point Restaurant

120 Marina Drive

Rio Vista, CA

6:00 PM Registration

6:30 PM Dinner

7:15 PM Program

Speaker:

Chris McKenzie, Executive Director  
League of California Cities



Buffet Dinner Featuring:

- Caesar Salad
- BBQ Tri-Tip
- Chicken Marsala
- Calamari Steak
- Vegetables, Potato
- Coffee or Tea
- Dessert



Space is Limited, so make your reservations NOW!

*Deadline, October 13, 2011*

Make Checks Payable to:

City of Rio Vista

Mail to: 1 Main Street

Rio Vista, CA 94571

Or contact: Marni Rittburg, 707-374-6451

[mruttburg@ci.rio-vista.ca.us](mailto:mruttburg@ci.rio-vista.ca.us)

No-Host Bar

Cost: \$40 per person



**AGENDA ITEM**  
**CITY COUNCIL MEETING: OCTOBER 18, 2011**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 6, 2011

**TO** : Mayor Patterson  
Vice Mayor Schwartzman

**FROM** : City Attorney

**SUBJECT** : **ABAG COMMITTEE MEETING**

The following information is provided for your committee report at the October 18, 2011 council meeting:

- The Fall Assembly was held on October 13, 2011.
- The topic of the Fall Assembly was "Greening Our Communities: Healthy People, Healthy Bay, Healthy Economy."
- An agenda for 2011 Fall General Assembly is attached.

Attachment:

- 2011 Fall General Assembly Agenda



**ABAG Fall General Assembly,  
October 13, San Francisco, Westin St. Francis**

**Greening Our Communities  
Healthy People, Healthy Bay, Healthy Economy**

**8:30 Welcome/Intro Mark Green, ABAG President and Union City Mayor**

**9:00 Opening Keynote:  
Why Green Cities are Good for the Environment and the Economy**

**Wade Crowfoot, Deputy Director, Governor's Office of Planning and Research**

**9:30 Session 1: Greening our Neighborhoods and Communities for a Sustainable Bay Area**

**Moderator: Jake Mackenzie, Vice Mayor, Rohnert Park**

**Ed Harrington, General Manager, San Francisco Public Utilities Commission**

Approach to Green Infrastructure—showcasing collaborations, funding, focus on water savings and holistic approach to stormwater and watershed challenges

**Jen McGraw, Director, Climate Change Manager, Center for Neighborhood Technology**

Going Green to Save Green with triple bottom line analysis and metrics for saving money

**10:45 Break**

**10:55 Healthy Communities**

*Introduction: Marin County Supervisor Susan L. Adams, ABAG Vice President*

**Kathy Gerwig, Environmental Sustainability Officer and Vice President for Workplace Safety, Kaiser Foundation Health Plan, Inc**

**11:15 Session 2: Successful Implementation in Bay Area Communities  
Local Government Panel (Nuts and Bolts)**

**Moderator: Julie Pierce, Councilmember, Clayton**

**Jennifer West, Vice Mayor, City of Emeryville**

Successful green infrastructure in Brownfields such as bio swales, rain gardens, Bay Friendly demonstration projects stormwater and development-related waste issues

**Bob Grassilli, Chair, City/County Association of Governments of San Mateo County(C/CAG), and Councilmember, San Carlos**

Sustainable projects including land use, transportation, energy and waste programs, and funding strategies/Motor Vehicle Fee program to assist planning and development

**Kansen Chu, Councilmember, San Jose**

Innovative Projects in Urban Core—from the downtown development sustainable footprint to stormwater treatment

**Mark Luce, Supervisor, Napa County**

Update on Napa Green, Living River Project, and Collaborations with NGOs to successfully address recurrent flooding in Napa

**12:30 Luncheon/Keynote Speaker**

**Host City Welcome:** San Francisco Mayor Ed Lee

*Introduction: Councilmember A. Sepi Richardson, Brisbane*

**“Greening the Edge of the Bay for Flood Control, Water Quality and Quality of Life”**

**Sam Schuchat, Executive Officer, California State Coastal Conservancy and Chair, San Francisco Bay Restoration Authority**

**2:00 Conclusion**

**AGENDA ITEM**  
**CITY COUNCIL MEETING: OCTOBER 18, 2011**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 6, 2011

**TO** : Vice Mayor Schwartzman  
Council Member Campbell

**FROM** : Finance Director

**SUBJECT** : **FINANCE COMMITTEE REPORT**

The following information is provided for your committee report at the Council meeting.

The Finance Committee held a meeting on September 23, 2011. The draft minutes are attached for your review. The next meeting will be held October 28, 2011. An agenda for that meeting is not currently available.

Attachment:

- Draft Minutes of September 23, 2011 meeting



**FINANCE COMMITTEE**  
**\*\*DRAFT\*\* REGULAR MEETING MINUTES**  
**COMMISSION ROOM**  
**SEPTEMBER 23, 2011 - 8:00AM**

**1. Call to Order at 8:04 AM**

Attended by Chairperson Dennis Lowry, Vice Chairperson Lee Wines, Board Members: Chris Carvalho; Council Members Tom Campbell, Alan Schwartzman; Treasurer Teri Davena; Staff present: Finance Director Rob Sousa; Member of the public present: Dan Miceli, JB Davis, and Bob Langston. Excused absence: Board Member Michael Clarke.

**2. Notice to the Public advised by Chair Lowry.**

**3. Approval of Agenda.**

Approved by consensus.

**4. Approval of Minutes from the meeting held on July 22, 2011**

Approved by consensus.

**5. Review Long Range Calendar**

The title of the Long Range Calendar was recommended to be changed to Meeting Calendar. Councilmember Schwartzman requested that the Purchasing Policy be reviewed during the October meeting. Vice Chair Wines requested that a review of all policies scheduled for review or revision be schedule in October as well. Chair Lowry requested that a Balance Sheet report be developed and reviewed at future meetings. The Finance Director will work with staff to meet the above requests.

**6. Review Monthly Warrant Register for July 31 and August 31, 2011**

The committee members questioned approximately 10 claims. The Finance Director will research the following:

1. Norcal Waste Systems, Inc. for Wastewater Sludge Hauling. Can the City do this instead?
2. Debt Service payments for special districts: Would it be beneficial to refinance the long-term debt in this low interest rate environment?

Anne Cardwell, Administrative Services Director, discussed the previous two-years of billings from Renne Sloan Holtzman Sakai, LLP for labor relations and personnel activities at the request of Tom Campbell at the July meeting.

**7. Review Monthly Financial Report for August 31, 2011**

The committee discussed modifications to the report that would assist the reviewer in understanding how the current month's budget amount compared to actual revenues and expenditures. Chair Lowry spends a considerable amount of time modifying the monthly report to show this information and it was not delivered to the committee due to the Finance Director's absence prior to the meeting. The Finance Director will work with the software provider to see if the automated report can be revised to reduce the amount of time it takes to revise the presentation.

**8. Discussion with City's Independent Auditors**

The Auditor was to attend and discuss the Audit Scope, Audit Timing, Management Representations, and Fraud Considerations. The Auditor was unable to attend the meeting due to a personal matter.

**9. Public Comment**

Mr. Langston asked about a payment in the July warrant register that did not appear in the General Ledger. The Finance Director indicated the invoice was charge to the previous fiscal year, which is common in July and August warrant registers. Invoices received in September are charged to the current fiscal year.

**10. Adjournment at 10:10 AM.**

*\*\*The FIN... helping to steady the course through challenging financial waters.\*\**

## **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 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 the Human Resources Department, 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 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.

The decision of the Finance Committee 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.



**AGENDA ITEM  
CITY COUNCIL MEETING: OCTOBER 18, 2011  
COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 6, 2011

**TO** : Mayor Patterson  
Vice Mayor Schwartzman

**FROM** : City Manager

**SUBJECT** : **LEAGUE OF CALIFORNIA CITIES**

The following information is provided for your committee report at the October 18, 2011 City Council meeting.

The League of California Cities Annual Conference and Expo was held September 21- 23, 2011 in San Francisco. There are no meetings or events scheduled for the Northbay Division.



**AGENDA ITEM**  
**CITY COUNCIL MEETING: OCTOBER 18, 2011**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 11, 2011

**TO** : Council Member Ioakimedes  
Council Member Hughes

**FROM** : City Manager

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

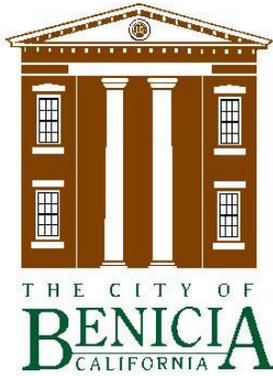
The following information is provided for your committee report at the October 18, 2011 City Council meeting.

This committee meets quarterly in the Benicia Unified School District meeting room. The agenda for the meeting held on September 15, 2011 is attached, minutes for that meeting are not available. The next meeting is scheduled for December 15, 2011 and the agenda for that meeting is not currently available.

Attachment:

- September 15, 2011 Meeting Agenda





**BENICIA CITY COUNCIL/SCHOOL BOARD LIAISON COMMITTEE**

**AGENDA**

**Benicia Community Center, Program Room 2**

370 East L Street

September 15, 2011 8:30-10:00am

- I. Call to Order and Pledge of Allegiance**
  - A. Present:**
  
- II. Reference to the Fundamental Rights of the Public and Public Comment**
  
- III. Consent Calendar**
  - A. Approval of Minutes of the Regular Meeting June 23, 2011**
  
- IV. Business Items**
  - A. 2012 Meeting Dates**

*The committee will discuss meeting dates for 2012.*
  
  - B. Update and Discussion on Marketing for the City and the District**

*The committee will discuss marketing for the City and the District.*
  
  - C. BHS/City Joint Use Agreement and Upgrades to existing sports facilities**

*The committee will discuss the Joint Use Agreement relative to the new cell tower lease and parent requests for improvements to the BHS sports complex.*
  
  - D. Discussion regarding the possible increase in use of methamphetamine in the community.**

*The committee will discuss comments from the community that there seems to be an increase in the use of methamphetamine in the City.*
  
- V. Future Agenda Items**
  
- VI. Adjournment**

**BENICIA CITY COUNCIL/SCHOOL BOARD LIAISON COMMITTEE**

**AGENDA**

**Benicia Community Center, Program Room 1**

370 East L Street

**Public Participation**

The City Council/School Board Liaison 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 City Council/School Board Liaison Committee allows speakers to speak on matters under public comment. 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 City Council/School Board Liaison Committee.

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

**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) 746-4200. 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 City Council/School Board Liaison 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 City Council/School Board Liaison Committee.

**AGENDA ITEM**  
**CITY COUNCIL MEETING: OCTOBER 18, 2011**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 5, 2011

**TO** : Mayor Patterson  
Vice Mayor Campbell

**FROM** : City Manager

**SUBJECT** : **SKY VALLEY OPEN SPACE COMMITTEE**

The following information is provided for your committee report at the October 18, 2011 Council meeting.

The most recent meeting of the Sky Valley Open Space Committee was held on Wednesday, August 3, 2011.

There have been no meetings since then.

The next scheduled meeting will occur on Wednesday, November 2, 2011.



**AGENDA ITEM  
CITY COUNCIL MEETING: OCTOBER 18, 2011  
COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 5, 2011

**TO** : Mayor Patterson  
Council Member Campbell

**FROM** : City Manager

**SUBJECT** : **SOLANO EDC BOARD OF DIRECTORS**

The following information is provided for your committee report at the October 5, 2011 Council meeting.

The last Board of Directors meeting was held on Thursday, July 22, 2011. The agenda for that meeting was previously issued. The minutes for that meeting are attached.

The next Board of Directors meeting was tentatively scheduled for September 22, 2011 but has been postponed to Thursday, October 20, 2011 at 9:00 am at Jelly Belly Candy Company. The agenda for that meeting is not yet available.

Attachment:

- July 22, 2011 Meeting Minutes





**SOLANO EDC BOARD OF DIRECTORS MEETING**  
**July 28, 2011, 9:00 AM**

**CALL TO ORDER**

Chairman Reynolds called the meeting to order at 9:06 am at the Jelly Belly Candy Company.

**Attending were:**

Elaine Crombie	Kay Draisin	Jim Dunbar	Bill Eisenhardt	Terry Glubka
Daryl Halls	Steve Hardy	Norm Hattich	Nancy Huston	Curt Johnston
Jack Krebs	Jowel Laguerre	Steve Lessler	Elizabeth Patterson	Sandy Person
Dale Pfeiffer	Sean Quinn	Mike Reagan	Tom Recknagel	Scott Reynolds
Michael Segala	Talyon Sortor	Louise Walker		

**Absent were:**

Jack Batchelor	Robert Bloom	Rebecca Brandt	Kevin English	Joanie Erickson
Kevin Finger	Kevin Finn	Bruce Gondry	Steve Huddleston	Brad Kilger
Albert Lavezzo	Foy McNaughton	Catherine Moy	Brooks Pedder	Debra Russo
Bob Simpson	Jay Speck	Sue Vaccaro	Patsy Van Ouwerkerk	Michael Wilson

**APPROVAL OF MINUTES**

Chairman Reynolds called for approval of minutes of the May meeting.

Upon motion duly made (Segala) and seconded (Lessler) it was RESOLVED, that the minutes of the May 26, 2011 meeting of the Solano EDC Board of Directors be accepted as submitted.

**TREASURERS REPORT**

In absence of Treasurer Van Ouwerkerk, Interim President Person presented the financial report for the month of June 2011. Upon motion duly made (Hattich) and seconded (Lessler) it was RESOLVED, that the Treasurer's Report be accepted.

**ECONOMIC ANALYSIS OF HIGHWAY 12**

Chairman Reynolds welcomed Dale Pfeiffer, Project Manager for the Economic Analysis of Highway 12 corridor. Dale provided background information on the project and its partners.

**MARKETING TASK FORCE UPDATE**

Committee Chair Johnston noted the group is exploring options of what can be accomplished with limited resources.

**TRANSPORTATION UPDATE**

Director Halls provided an update on: public meeting in Lodi; economic analysis of Highway 12; transit long range sustainability; I-80 corridor; implementation of sustainable communities strategy; funding of safe route to schools, seniors and people with disabilities mobility, local streets and roads.

**MEMBERSHIP COMMITTEE UPDATE**

Nothing new to report.

**CHAIRMAN UPDATE**

Chairman Reynolds commented on the letter that was sent out on the change of leadership at the Solano EDC. He encouraged Board members to provide feedback. He also informed the group that a small working group of board members will be participating in a retreat. Results from the retreat along with recommendations will be discussed at the next meeting.

**PRESIDENT'S REPORT**

Interim President Person commented she is in fact finding mode exploring priorities for the organization. She explained the various partnerships the EDC is involved with. She also provided an update on lead activity.

The meeting adjourned 10:10 am.

Sandy Person  
Interim President  
sandy@solanoedc.org

Patricia Uhrich  
Office Manager  
pat@solanoedc.org

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

Phone:  
707.864.1855

Fax:  
707.864.6621

Toll Free:  
888.864.1855

Website:  
www.solanoedc.org



**AGENDA ITEM**  
**CITY COUNCIL MEETING: OCTOBER 18, 2011**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 11, 2011

**TO** : Mayor Patterson  
Council Member Ioakimedes

**FROM** : Director of Public Works and Community Development

**SUBJECT** : **SOLANO TRANSPORTATION AUTHORITY**

The following information is provided for your committee report at the October 18, 2011 City Council meeting.

The minutes from the STA Board meeting held on September 14, 2011 are attached, the agenda for the meeting held on September 14, 2011 was attached previously.

The agenda for the meeting to be held on October 12, 2011 is attached.

On November 9, 2011 the STA's 14th Annual Awards will be held in Fairfield the location has not been determined.

STA Board meetings are held in the Suisun City Hall Council Chambers. The next scheduled meeting of the STA Board is December 14, 2011 and the agenda for that meeting is not currently available.

Attachments:

- September 14, 2011 Meeting Minutes
- October 12, 2011 Agenda





**SOLANO TRANSPORTATION AUTHORITY**  
**Board Minutes for Meeting of**  
**September 14, 2011**

**I. CLOSED SESSION**

There were no matters to report.

**II. CALL TO ORDER**

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

**MEMBERS**

<b>PRESENT:</b>	Harry Price, Chair	City of Fairfield
	Jack Batchelor, Vice Chair	City of Dixon
	Mike Ioakimedes (Alternate Board Member)	City of Benicia
	Jan Vick	City of Rio Vista
	Pete Sanchez	City of Suisun City
	Steve Hardy	City of Vacaville
	Osby Davis	City of Vallejo
	Jim Sperring	County of Solano

**MEMBERS**

<b>ABSENT:</b>	Elizabeth Patterson	City of Benicia
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**STAFF**

<b>PRESENT:</b>	Daryl K. Halls	Executive Director
	Bernadette Curry	Legal Counsel
	Janet Adams	Deputy Executive Director/ Director of Projects
	Robert Macaulay	Director of Planning
	Johanna Masiclat	Clerk of the Board
	Susan Furtado	Accountant and Administrative Services Manager
	Jayne Bauer	Marketing and Legislative Program Manager
	Liz Niedziela	Transit Analyst
	Judy Leaks	Program Manager
	Robert Guerrero	Senior Planner
	Sam Shelton	Project Manager
	Jessica McCabe	Assistant Project Manager
	Sara Woo	Associate Planner
	Samantha Sipin	Summer Intern

**ALSO**

**PRESENT:**

***In Alphabetical Order by Last Name:***

Jim Ducoing	Resident, City of Fairfield
Bill Emlen	County of Solano
Mike Hudson	City of Suisun City Councilmember and STA Board Alternate Member
Dan Kasperson	City of Suisun City
David Kleinschmidt	City of Vallejo
Wayne Lewis	City of Fairfield
Rod Moresco	City of Vacaville
Elizabeth Richards	Recipient, Proclamation of Appreciation and Resident, City of Vacaville
Mike Roberts	City of Benicia
Matt Tuggle	County of Solano

**III. CONFIRM QUORUM/STATEMENT OF CONFLICT**

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

**IV. APPROVAL OF AGENDA**

By consensus, the STA Board unanimously approved the agenda with the exception of

**V. OPPORTUNITY FOR PUBLIC COMMENT**

George Gwynn, Jr. commented on various issues regarding transit and improvement programs.

**VI. EXECUTIVE DIRECTOR'S REPORT**

Daryl Halls provided an update on the following topics:

- CTC Approves Funding for SR 12 Jameson Canyon and Jepson Parkway Projects
- Recommendation from June STA Board Workshop
- STA Support for MTC's Regional Express Lanes Application to the CTC
- Proposed Agricultural and Open Space Access Pilot Program Highlights New One Bay Area Block Grant Proposal by ABAG and MTC
- ECMAQ Funds for Vacaville Dixon Bike Project
- STA Tribute to Elizabeth Richards
- Development of Alternative Fuels and Infrastructure Plan for Solano County
- Employers and Employees Make 5<sup>th</sup> Annual Commute Challenge a Success
- STA's SNCI Program Sets Monthly Record for New Vanpool Starts
- Solano's Abandon Vehicle Abatement Program Hits Ten Years Renewal Mark

**VII. COMMENTS FROM METROPOLITAN TRANSPORTATION COMMISSION (MTC), CALTRANS, AND STAFF:**

**A. MTC Report:**

None presented.

**B. Caltrans Report:**

None presented.

**C. STA Reports:**

**A. Proclamation of Appreciation for Elizabeth Richards**

**B. Directors Report:**

**1. Planning**

Robert Macaulay provided an update on Wayfinding Signage.

**2. Projects**

Janet Adams provided an update on SR 12 Jameson Canyon Widening and Cordelia Truck Scales Relocation Projects.

**3. Transit/Rideshare**

Judy Leaks provided an update on the 5<sup>th</sup> Annual Solano Commute Challenge.

**VIII. CONSENT CALENDAR**

On a motion by Board Member Spering, and a second by Vice Chair Batchelor, the STA Board approved Consent Calendar Items A through O with the exception to pull for comment Item VIII.C and a separate vote at the request of Board Member Sanchez.

**A. STA Board Meeting Minutes of July 13, 2011**

Recommendation:

Approve STA Board Meeting Minutes of July 13, 2011.

**B. Draft TAC Meeting Minutes of August 31, 2011**

Recommendation:

Approve Draft TAC Meeting Minutes of August 31, 2011.

**C. Amendment to Executive Director's Employment Agreement and Adjustment of Executive Director and Deputy Executive Director's Salary Ranges**

Recommendation:

Approve the following:

1. Adjust the Salary Ranges for the Executive Director and the Deputy Executive Director/Director of Projects as specified, including a travel allowance modification for the Deputy Executive Director/Director of Projects; and
2. Approve the First Amendment to the Executive Director Employment Agreement.

**Board Member Comment:**

At the request of Board Member Sanchez, this item was pulled for comment and separate vote. Board Member Sanchez commended the work of the Executive Director and Deputy Executive Director/Director of Projects, however, he noted he is opposed to the recommendation for salary adjustments and stated that he would rather adjust the amount of leave time off.

On a motion by Board Member Spering, and a second by Vice Chair Batchelor, the STA Board approved the recommendation with a 7 to 1 vote. Board Member Sanchez voted no.

**D. Fiscal Year (FY) 2011-12 Transportation Development Act (TDA) Matrix – September 2011 – City of Dixon Claim and County of Solano Modification**

Recommendation:

Approve the FY 2011-12 Solano TDA Matrix – September 2011 - City of Dixon and the County of Solano Modification as shown in Attachment A.

- E. Fiscal Year (FY) 2011-12 Indirect Cost Allocation Plan (ICAP) Rate Application**  
Recommendation:  
Approve the following:
1. STA's ICAP Rate Application for FY 2011-12; and
  2. Authorize the Executive Director to submit the ICAP Rate Application to Caltrans.
- F. Redesignation of STA as Abandoned Vehicle Abatement (AVA) Program Service Authority for Solano County**  
Recommendation:  
Approve the following:
1. Resolution No. 2011-16 as specified in Attachment D.
  2. Authorize the Executive Director to:
    - a) Notify the Department of Motor Vehicles of the intent for STA to extend the Solano Abandoned Vehicle Abatement (AVA) Program for another 10-year period;
    - b) Submit a new resolution to formally request the extension of the AVA Program in Solano County; and
    - c) Notify member agencies of the continuation of the Solano AVA Program and ask that each agency issue resolutions approving the STA as the AVA Service Authority for Solano County.
- G. City of Dixon West B Street Pedestrian Undercrossing Project**  
Recommendation:  
Authorize the Executive Director to:
1. Enter into an agreement with the City of Dixon to deliver the West B Street Pedestrian Undercrossing Project;
  2. Negotiate and execute a contract with HDR to complete the design services for the project for an amount not to exceed \$250,000;
  3. Negotiate and execute a contract amendment for up to \$100,000 with Quincy Engineering to provide Project Management Services for the project; and
  4. Request for Proposals for construction management services and enter into an agreement not-to-exceed \$600,000.
- H. Regional Express Lanes Network Letter of Support**  
Recommendation:  
Authorize the STA Chair to forward a Letter of Support to the California Transportation Commission in support of the Metropolitan Transportation Commission application for authorizing a Bay Area Regional Express Lanes Network that includes the I-80 and I-680 Corridors in Solano County.
- I. Regional Transportation Plan (RTP) Scenario Modeling Priority Projects for Solano County**  
Recommendation:  
That the STA Board to approve the RTP scenario modeling priority project list for Solano County as specified in Attachment A.

**J. Local Street and Roads (LS&R) Proposed Solano County Annual Report**

Recommendation:

Approve the following:

1. Scope of Work for the STA's Local Streets and Roads Annual Report, including MTC's Streetsaver GIS and Program services as specified in Attachment D; and
2. Authorize the Executive Director to enter into an agreement with MTC for Streetsaver Program services for an amount not-to-exceed \$12,250 for FY 2012-13 and an annual license of \$2,250 per year.

**K. I-80/I-680/State Route (SR) 12 Interchange Project**

Recommendation:

Approve the following:

1. Resolution No. 2011-13 and Funding Allocation Request from Metropolitan Transportation Commission (MTC) for \$5.0 million in Regional Measure 2 or Assembly Bill (AB) 1171 Bridge Toll funds for the I-80/I-680/SR 12 Interchange Project for the relocation of the PG&E valve lot (Right-of-Way Phase); and
2. Authorize the Executive Director to circulate the Draft Mitigated Negative Declaration (MND) for the PG&E Valve Lot Relocation.

**L. North Connector Mitigation Planting and Irrigation Project - Contract Amendment**

Recommendation:

Approve a contract amendment for HT Harvey and Associates to cover additional Mitigation Site related services for the North Connector Project for an amount not-to-exceed \$12,600.

**M. North Connector Project - Contract Amendment**

Recommendation:

Approve a contract amendment for BKF Engineers to cover the preparation of Record Drawings, continued assistance with Right of Way acquisition and acquisition of agricultural easements for the North Connector Project for an amount not-to-exceed \$51,900.

**N. Redwood Parkway – Fairgrounds Drive Improvement Project**

Recommendation:

Approve the following:

1. Authorize the Executive Director to amend the funding agreement between the Solano Transportation Authority, the City of Vallejo, and the County of Solano for the environmental document and project technical report for the Redwood Parkway – Fairgrounds Drive Improvement Project; and
2. Authorize the Executive Director to amend the contract with HQE Inc for an amount not-to-exceed \$109,000 for the environmental document and project approval for the Redwood Parkway – Fairgrounds Drive Improvement Project.

**O. Regional Transportation Fund for Clean Air (TFCA) Program Application Co-Sponsorship**

Recommendation:

Approve the following:

1. Co-sponsor an application with NCTPA for shuttle service along SR 12 Jameson Canyon with stops identified in the staff report; and
2. Approve a local match of \$51,850 from STAF funding for the proposed shuttle service.

## IX. ACTION – NON-FINANCIAL ITEMS

### A. Recommendations Derived From the STA Board Workshop of June 27, 2011

Daryl Halls summarized the follow-up to the Board member comments and discussion provided at the STA Board Workshop held on June 27, 2011. He stated that staff has developed a series of specific recommendations to the seven topic areas covered at the Board Workshop. The topic areas include improvements to the SR 12 and I-80 corridors, Public Private Partnerships for Solano County’s major transit centers, development of a Long Range Sustainability Plan for Transit, development of an Alternative Fuels Strategy for Transit, and funding of local priorities such as Safe Routes to School, Local Streets and Roads, and Mobility for Seniors and Persons with Disabilities.

#### **Public Comments:**

None presented

#### **Board Comments**

Board Member Vick raised concerns regarding the locations of the ramp metering on SR 12 and I-80. She requested that the STA Board be included in any discussion related to the installations and operations of ramp metering. She wanted assurance that the Board will be given an opportunity to be heard.

Daryl Halls responded that staff plans to provide the Board with updates on installations and operations of ramp metering at future meetings.

#### Recommendation:

Approve follow-up recommendations from the STA Board Work Shop of June 27, 2011 as specified in Attachment C.

On a motion by Vice Chair Batchelor, and a second by Board Member Hardy, the STA Board unanimously approved the recommendation.

### B. One Bay Area Block Grant Proposal

Robert Macaulay reviewed MTC and ABAG’s proposals to combine the allocation of federal cycle funds that MTC currently allocates for various transportation programs into a new grant proposal, called the “One Bay Area Grant.” He described the proposal that will combine a number of previously separate programs: Local Streets and Roads maintenance, regional Safe Routes Schools, regional Bicycle Network development, and Transportation for Livable Communities. He also listed the four areas of concern for STA and the member agencies regarding the guidelines: Restrictions on federal Surface Transportation Program (STP) funds, restricted use of funds in PDAs, the Supportive Local Transportation and Land Use Policies and ensuring no net revenue loss from Cycle 1 funding levels.

#### **Public Comments:**

None presented

### **Board Comments**

Board Member Vick requested clarification on the Performance and Accountability section of the proposed One Bay Area Block Grant Guidelines (Pg. 4/Sec. 2 - Approved Housing Element RHNA) regarding the timing on the RHNA numbers. Robert Macaulay responded that MTC and ABAG have received a number of questions regarding the same concerns. He noted that if a City or County have a currently valid housing element that meets the new RHNA, jurisdictions have 18 months after the adoption of the SCS to meet the new RHNA.

Supervisor Spering added that the proposed program is performance based and mainly it is accountability that is being built in. He stated that there will be tremendous debate from environmental and advocacy groups. Daryl Halls noted that by the Board providing directions on the following recommendations, it will keep Solano County engaged in the regional policy discussions.

### Recommendation:

Forward a recommendation to the STA Board to request MTC and ABAG modify the One Bay Area Block Grant criteria as follows:

1. Allow STP funds to be spent on any eligible roadway, without consideration of whether or not the roadway is in a designated PDA;
2. Change the language of Supportive Local Transportation and Land-Use Policy a) to read “Parking/pricing policies (e.g. cash out, peak pricing, on-street/off street pricing differentials, eliminate parking minimums, unbundled parking) **or** adopted city and/or countywide employer trip reduction ordinances or programs”;
3. A ‘no net loss of revenue’ for each CMA, based upon actual Cycle 1 funding, and adjust the County Grant Amount for Solano of the One Bay Area Block Grant guidelines to \$15.2 million; and
4. Allow non-STP funds to be spent on projects within or in direct support of PDAs.

On a motion by Board Member Vick, and a second by Board Member Sanchez, the STA Board unanimously approved the recommendation.

***Board Member Davis left the meeting.***

### **C. Agricultural and Open Space Pilot Program**

Robert Macaulay reviewed the development of a pilot plan to address transportation issues related to the preservation of viable agricultural and open space lands. He cited that the recommended approach to development of the agricultural and open space plan would be to assemble a working group to guide work done by a consultant. He added that STA would act as the lead agency and would administer the consultant contract in coordination with the County of Solano and interested cities..

### **Public Comments:**

None presented

### **Board Comments**

None presented.

### Recommendation:

Authorize STA staff to develop a Scope of Work for the Metropolitan Transportation Commission (MTC)’s proposed agricultural and open space pilot plan and program for Solano County.

On a motion by Board Member Vick, and a second by Board Member Hardy, the STA Board unanimously approved the recommendation.

**X. ACTION FINANCIAL ITEMS**

**A. Programming of Remaining Cycle 1 Eastern Solano Congestion Mitigation Air Quality (ECMAQ) Funds**

Sam Shelton reviewed staff's recommendation to allocate \$305,000 in remaining ECMAQ funds from federal cycle one funds for the Vacaville-Dixon Bike Project, the last remaining and unfunded priority bike project. He added that as part of this recommendation, it is recommended that the Safe Routes to School (SR2S) program be prioritized for forthcoming federal cycle 2 funds to ensure some level of SR2S funds are available for the balance of the next three years covered by the federal cycle 2.

**Public Comments:**

None presented

**Board Comments**

None presented.

Recommendation:

Approve the following:

1. Reprogram \$305,000 of Eastern Solano Congestion Mitigation and Air Quality (ECMAQ) funds from the STA's Safe Routes to School Program to the County of Solano's Vacaville-Dixon Bicycle Route (Phase 5 - Hawkins Road) project for construction; and
2. Prioritize \$1.1 M of Cycle 2 Congestion Mitigation and Air Quality (CMAQ) funds for the STA's Safe Routes to School Program.

On a motion by Vice Chair Batchelor, and a second by Board Member Hardy, the STA Board unanimously approved the recommendation.

**B. Solano County Alternative Fuels and Infrastructure Plan**

Robert Guerrero provided an overview of the development of an Alternative Fuels and Infrastructure Plan for Solano County that will focus on opportunities for converting Solano County's transit fleet and public vehicle fleets to alternative fuels.

**Public Comments:**

None presented

**Board Comments**

None presented.

Recommendation:

Authorize the Executive Director to develop an Alternative Fuels and Infrastructure Plan for Solano County with a budget not to exceed \$75,000.

On a motion by Vice Chair Batchelor, and a second by Board Member Sanchez, the STA Board unanimously approved the recommendation.







**STA BOARD MEETING AGENDA**

**6:00 p.m., Regular Meeting  
 Wednesday, October 12, 2011  
 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 2 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 2 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](mailto: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**

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

**STA BOARD MEMBERS**

Harry Price Chair City of Fairfield	Jack Batchelor, Jr. Vice-Chair City of Dixon	Elizabeth Patterson City of Benicia	Jan Vick City of Rio Vista	Pete Sanchez City of Suisun City	Steve Hardy City of Vacaville	Osby Davis City of Vallejo	Jim Spering County of Solano
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**STA BOARD ALTERNATES**

Rick Fuller	Chuck Timm	Mike Ioakimedes	Janith Norman	Mike Hudson	Ron Rowlett	Erin Hannigan	John Vasquez
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**III. APPROVAL OF AGENDA**

**IV. OPPORTUNITY FOR PUBLIC COMMENT**

(6:05 – 6:10 p.m.)

**V. EXECUTIVE DIRECTOR’S REPORT – Pg. 1**

Daryl Halls

(6:10 – 6:15 p.m.)

**VI. COMMENTS FROM CALTRANS, THE METROPOLITAN TRANSPORTATION COMMISSION (MTC), AND STA**

(6:15 – 6:25 p.m.)

**A. 14<sup>th</sup> Annual Awards Nominations**

Jayne Bauer

**B. Directors Report:**

**1. Planning**

Robert Macaulay

**2. Projects**

Janet Adams

**3. Transit/Rideshare**

Judy Leaks

**VII. CONSENT CALENDAR**

Recommendation:

*Approve the following consent items in one motion.*

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

(6:25 - 6:30 p.m.)

**A. STA Board Meeting Minutes of September 14, 2011**

Johanna Masiclat

Recommendation:

*Approve STA Board Meeting Minutes of September 14, 2011.*

**Pg. 7**

**B. Draft TAC Meeting Minutes of September 28, 2011**

Johanna Masiclat

Recommendation:

*Approve Draft TAC Meeting Minutes of September 28, 2011.*

**Pg. 17**

**C. Fiscal Year (FY) 2011-12 Transportation Development Act (TDA) Matrix – October 2011 – Cities of Fairfield and Rio Vista**

Liz Niedziela

Recommendation:

*Approve the FY 2011-12 Solano TDA Matrix – October 2011 - Cities of Fairfield and Rio Vista as shown in Attachment A.*

**Pg. 23**

**D. State Transit Assistance Funds (STAF) Regional Paratransit Funding Request for the Intercity Taxi Scrip Program**

Liz Niedziela

Recommendation:

*Allocate \$25,000 of STAF Regional Paratransit funds for the Intercity Taxi Scrip Program.*

**Pg. 25**

- E. Solano County Transit (SolTrans) Transitional Costs Funding Request** Liz Niedziela  
*Recommendation:*  
*Approve allocation of SolTrans funding request in the amount of \$395,800 of STAF to cover transitional costs through Fiscal Year (FY) 2011-12.*  
**Pg. 51**
- F. Contract Amendment for SolTrans Project Management Consultant** Liz Niedziela  
*Recommendation:*  
*Authorize the Executive Director to extend the consultant contract with John Harris for SolTrans Project Management services until June 30, 2012 for an amount not-to-exceed \$85,000.*  
**Pg. 59**
- G. Contract Amendment for SolTrans Financial Consultant** Liz Niedziela  
*Recommendation:*  
*Authorize the Executive Director to amend the contract with Nancy Whelan Consulting for SolTrans Financial and Technical Services for an amount not-to-exceed \$130,000.*  
**Pg. 61**
- H. Solano County Transit Operators' Coordinated Short Range Transit Plan** Liz Niedziela  
*Recommendation:*  
*Approve the following:*  
  - 1. Authorize the Executive Director to submit a County Level Coordination funding request to MTC for individual SRTP analysis and a coordinated SRTP of Solano County transit operators; and*
  - 2. A coordinated analysis in cost effectively addressing Mobility Needs of People with Disabilities in Solano County.***Pg. 63**
- I. Project Managers for Transit Projects, Plans and Studies** Liz Niedziela  
*Recommendation:*  
*Approve the following:*  
  - 1. Authorize the Executive Director to release a Request for Qualifications for Transit Project Management Services; and*
  - 2. Authorize the Executive Director to enter into agreements with two to three consultants for Project Management Services for an amount not-to-exceed \$120,000 for the five projects specified.***Pg. 93**

**J. Employer of Record for the Solano County Transit (SolTrans) Employees as Specified**

Daryl Halls  
Joy Apilado

Recommendation:

*Authorize the Executive Director to develop and enter in to an agreement with SolTrans designating STA as the 'Employer of Record' for the SolTrans Administrative Assistant position and other agreed upon SolTrans staff positions as identified in the SolTrans JPA's Transition Plan.*

**Pg. 95**

**VIII. ACTION FINANCIAL ITEMS**

**A. 2012 State Transportation Improvement Program (STIP)**

Jessica McCabe

Recommendation:

*Approve the following:*

1. *Approve the 2011 10-Year Investment Plan for Highways and Major Transit Capital Projects as shown in Attachment D;*
2. *Program \$8.3M in available non-Transportation Enhancement (TE) STIP funds to the Jepson Parkway project;*
3. *Program \$649,000 in unprogrammed STIP TE reserve to the City of Dixon's West B Street Undercrossing project;*
4. *Program \$672,000 in available new STIP TE funds to the City of Dixon's West B Street Undercrossing project; and*
5. *Adopt Resolution No. 2011-17 (Attachment E)- A resolution of the Solano Transportation Authority authorizing the application for State Transportation Improvement Program (STIP) Transportation Enhancements (TE) funding to Deliver the City of Dixon's West B Street Undercrossing Project; and*
6. *Program \$98,000 in FY 2015-16 and \$274,000 in FY 2016-17 available for Planning, Programming, and Monitoring (PPM) activities.*

(6:30 – 6:40 p.m.)

**Pg. 97**

**IX. ACTION NON-FINANCIAL ITEMS**

**A. Public Hearing on Proposed SolanoExpress Route 30 Service Changes**

Mona Babauta,  
FAST and  
Liz Niedziela

Recommendation:

1. *Conduct Public Hearing on Proposed SolanoExpress Route 30 Service Changes; and*
2. *Approve service changes to SolanoExpress Route 30 to improve time efficiency and cost effectiveness.*

(6:40 – 6:50 p.m.)

**Pg. 121**

- B. Proposed Revisions to the STA’s Local Preference Policy and Fiscal Year (FY) 2010-11 STA’s Local Preference Analysis** Bernadette Curry  
Daryl Halls  
*Recommendation:*  
*Adopt the attached revisions to the STA’s Local Purchasing Policy and receive the initial amended report for STA’s FY 2010-11 Local Preference Policy.*  
(6:50 – 7:00 p.m.)  
**Pg. 127**
- C. 2011 Solano Congestion Management Plan (CMP)** Robert Macaulay  
*Recommendation:*  
*Authorize the Executive Director to submit the Draft 2011 Solano CMP to the Metropolitan Transportation Commission (MTC) for conformity review.*  
(7:00 – 7:10 p.m.)  
**Pg. 135**
- D. STA’s Draft 2012 Legislative Priorities and Platform** Jayne Bauer  
*Recommendation:*  
*Approve the following:*
- 1. Authorize the Executive Director to distribute the STA’s Draft 2012 Legislative Priorities and Platform for a 30-day review and comment period; and*
  - 2. Oppose funding cuts to California Amtrak operations as proposed in the Transportation Housing and Urban Development (THUD) Subcommittee 2012 appropriations bill.*
- (7:10 – 7:20 p.m.)  
**Pg. 137**

**X. INFORMATIONAL**

- A. Solano Napa Commuter Information (SNCI) Program Fiscal Year (FY) 2010-11 Year-End Report** Judy Leaks  
*Informational*  
(7:20 – 7:25 p.m.)  
**Pg. 179**
- B. Safe Routes to Transit Plan (SR2T) Update** Robert Guerrero  
*Informational*  
(7:25 – 7:30 p.m.)  
**Pg. 189**

**NO DISCUSSION**

- C. Fiscal Year (FY) 2010-11 Abandoned Vehicle Abatement (AVA) Program Fourth Quarter and Annual Report** Susan Furtado  
*Informational*  
**Pg. 201**

- D. **Regional Transportation Plan (RTP) Update/One Bay Area Block Grant Update** Robert Macaulay  
*Informational*  
**Pg. 205**
- E. **Funding Opportunities Summary** Sara Woo  
*Informational*  
**Pg. 245**
- F. **STA Board Meeting Schedule for Calendar Year 2011** Johanna Masiclat  
*Informational*  
**Pg. 249**

**XI. BOARD MEMBERS COMMENTS**

**XII. ADJOURNMENT**

The next regular meeting of the STA Board is scheduled at **6:00 p.m., Wednesday, December 14, 2011, Suisun City Hall Council Chambers.**

**AGENDA ITEM**  
**CITY COUNCIL MEETING: OCTOBER 18, 2011**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 11, 2011

**TO** : Mayor Patterson  
Vice Mayor Schwartzman

**FROM** : Director of Public Works and Community Development

**SUBJECT** : **SOLANO COUNTY WATER AGENCY**

The following information is provided for your committee report at the October 18, 2011 City Council meeting.

The agenda for the Solano County Water Agency (SCWA) Board of Directors meeting scheduled for October 13, 2011 is attached. Meeting minutes for the September meeting are also attached.

The next meeting is scheduled for November 10, 2011 at 7:00 pm; the agenda is not currently available.

The SCWA also has a Delta Committee that typically meets each month directly before the regular SWA meeting.

Attachments:

- ❑ October 13, 2011 Meeting Agenda
- ❑ September 8, 2011 Meeting Minutes



# SOLANO COUNTY WATER AGENCY



## BOARD OF DIRECTORS MEETING

**DATE:** Thursday, October 13, 2011  
**TIME:** 7:00 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 meeting of September 8, 2011 is recommended.
- (B) Expenditure Approvals: Approval of the September checking account register and list of checks \$500 and over to be paid is recommended.
- (C) Yuba Dry Year Water Purchase Program: Authorization for General Manager to execute an amendment to the Yuba County Water Agency Dry Year Water Purchase Agreement to establish a process for pricing the groundwater substitution part of the program is recommended.
- (D) Bay Area Flood Protection Agencies Association MOU: Authorization for Chairman to execute a MOU to establish the Bay Area Flood Protection Agencies Association to better coordinate interests including Integrated Regional Water Management Planning is recommended.

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



**VIII.C.9.3**

- (E) Amendment to Agreement with Maggiora & Ghilotti, Inc. for Construction of Winters Putah Creek Channel Realignment Project: Authorization of General Manager to execute Amendment No. 1 to the agreement with Maggiora & Ghilotti, Inc for the construction of the Winters Putah Creek Channel Realignment project to incorporate regulatory permits is recommended.
- (F) Amendments to Agreement with UC Davis for LPCCC Geomorphic Consultation: Authorization of Chairman to execute Amendment Nos. 3 and 4 to the agreement with UC Davis for LPCCC Geomorphic Consultation is recommended. Cost is \$65,000; an increase of contract limit from \$135,000 to \$200,000.

6. **BOARD MEMBER REPORTS**

RECOMMENDATION: For information only.

7. **GENERAL MANAGER'S REPORT**

RECOMMENDATION: For information only.

8. **LOWER PUTAH CREEK COORDINATING COMMITTEE**

RECOMMENDATION: Hear presentation from Lower Putah Creek Coordinating Committee on accomplishments during the first 10 years of existence including grant funded creek restoration projects.

9. **DELTA AND LEGISLATIVE REPORT**

RECOMMENDATION: Hear report from General Manager and Legislative Advocate on current Delta activities, the 2011 Legislative session and the upcoming 2012 Legislative session.

10. **CLOSED SESSION**

With respect to every item of business to be discussed in closed session pursuant to Section 54956.9:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LIGATION

Solano County Water Agency, Napa County Flood Control and Water Conservation District, City of Yuba City, and County of Butte v. State Department of Water Resources; Sacramento Superior Court Case No. 34-2008-00016388 CU-BC-GDS

11. TIME AND PLACE OF NEXT MEETING

Thursday, November 10, 2011 at 6:30 pm 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](http://www.scwa2.com).*

Oct.2011.bod.agd.doc

**SOLANO COUNTY WATER AGENCY**

**BOARD OF DIRECTORS MEETING MINUTES**

**MEETING DATE: September 8, 2011**

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

Mayor Elizabeth Patterson, City of Benicia  
Mayor Jack Batchelor, City of Dixon  
Mayor Harry Price, City of Fairfield  
Mayor Pete Sanchez, City of Suisun  
Mayor Jan Vick, City of Rio Vista  
Vice Mayor Ron Rowlett, City of Vacaville  
Supervisor Barbara Kondylis, Solano County District 1  
Supervisor Linda Seifert, Solano County District 2  
Supervisor Jim Spering, Solano County District 3  
Supervisor John Vasquez, Solano County District 4  
Supervisor Mike Reagan, Solano County District 5  
Director Bob Bishop, 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 7:00 P.M. by Chairman Jack Batchelor.

**APPROVAL OF AGENDA**

On a motion by Mayor Patterson and a second by Director Bishop, 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 Mayor Vick the Board unanimously approved the following consent items:

- (A) Minutes
- (B) Expenditure Approvals
- (C) Technical Support of Conjunctive Use Project
- (D) Purchase of Excavator
- (E) Stealth Suitability Study

**BOARD MEMBER REPORTS**

There were no board member reports.

**GENERAL MANAGERS REPORT**

There were no additions to the written report.

### DELTA REPORT

General Manager Okita provided updates on the Bay Delta Conservation Plan (BDCP), The Delta Stewardship Commission (DSC), the Delta Protection Commission (DPC) and the Delta Conservancy.

The BDCP has released a new schedule with the final EIR/EIS to be completed by February 2013 and the draft EIR/EIS completed by June 2012. The BDCP has potential effects on Solano County due to habitat projects and water conveyance. The effects analysis will explain the potential impacts on water quality, fish and wildlife from a conveyance project (tunnel or canal) and habitat projects. One of the reasons for the delay in completion of the BDCP is due to the new State Administration's commitment to include stakeholders in the process by creating working topic groups. Staff has been working with the State Administration and Water Contractors to create a MOU for a collaborative study on habitat projects in Cache Slough which would include a public outreach component.

The Delta Stewardship Council has issued Draft #5 of its Delta Plan which is expected to be complete by the end of 2011. There still is concern about the regulatory aspects of the draft Delta Plan.

The Delta Protection Commission is working on an Economic Sustainability Plan for the Delta. This plan should provide information for The Delta Plan and the BDCP. Solano County has expressed some concerns about the draft Plan.

The Delta Conservancy has limited funding and is planning on its future objectives. If the BDCP is implemented The Delta Conservancy may take a role in managing the habitat projects thereby providing a funding source.

### CLOSED SESSION

Pursuant to Section 54956.9 the Board entered closed session at 7:14 to discuss the following:

#### CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Solano County Water Agency, Napa County Flood Control and Water Conservation District, City of Yuba City, and County of Butte v. State Department of Water Resources; Sacramento Superior Court Case No. 34-2008-00016388 CU-BC-GDS

The Board exited closed session at 8:18. There were no reportable actions from the Closed Session

### TIME AND PLACE OF NEXT MEETING

The next regularly scheduled meeting will be Thursday, October 13, 2011 at 7:00 p.m. at the Solano County Water Agency offices.

### ADJOURNMENT

This meeting of the Solano County Water Agency Board of Directors was adjourned at 8:18 P.M.

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



**AGENDA ITEM**  
**CITY COUNCIL MEETING: OCTOBER 18, 2011**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 5, 2011

**TO** : Council Member Hughes  
Council Member Ioakimedes

**FROM** : Director of Public Works and Community Development

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

The following is provided for your committee report at the October 18, 2011 Council meeting.

The Traffic, Pedestrian and Bicycle Safety (TPBS) Committee meets quarterly at 7:00 p.m. in the Commission Room at City Hall.

A regular meeting was held on Thursday, July 21, at 7:00 pm at the City Hall Commission Room (minutes attached).

A special committee meeting to review the proposed pedestrian, bicycle, and motor vehicle components of the Intermodal Facilities Projects was held on Thursday, August 25, 2011 (agenda attached).

The next regularly scheduled meeting is set for Thursday, October 20, 2011.

Attachments:

- TPBS Committee August 25, 2011 special meeting agenda
- TPBS Committee July 21, 2011 meeting minutes



**APPROVED August 25, 2011**  
**MINUTES**  
**CITY OF BENICIA**  
**TRAFFIC, PEDESTRIAN AND BICYCLE SAFETY (TPBS) COMMITTEE**  
**Regular Meeting**  
Thursday, July 21, 2011  
7:00 pm

**I. Call to Order**

**Meeting called to order at 7:05 pm**

1. Roll Call:

Committee Members Present:

Council Member, Mike Ioakimedes (Acting Chair)  
Police Lt. Bob Oettinger  
City Engineer, Melissa Morton  
Senior Civil Engineer, Mike Roberts

Absent: Chair, Council Member Mark Hughes (excused)

Staff Present:

Kathy Trinque, Administrative Secretary

2. Pledge of Allegiance

3. Fundamental Rights Statement

**II. Approval of January 20, 2011 Regular Meeting Minutes.**

The minutes were adopted by a motion made by Mike Roberts, seconded by Melissa Morton and approved by a 5-0 vote.

**III. Public Comment**

A resident who lives on Raymond Drive asked that the City to do something about speeding cars coming down Karen Drive.

Mike Roberts explained the traffic calming process. He asked for contact information so he could follow up with the resident on this request.

**IV. Informational Items:**

**1. East 2<sup>nd</sup>/Military Pedestrian Safety Enhancements.**

Mike Roberts updated the Committee and members of the public with news that the City will be installing a new electronic sign on the west side of East 2<sup>nd</sup>/Military intersection. The new sign will say "no right turn" for vehicles traveling south and turning right on Military when pedestrians are crossing north/south on Military. The sign will only be activated when the pedestrian crossing button is pushed.

**2. Columbus Pkwy/Rose Drive Bicycle/Pedestrian Safety Enhancements.**

Mike Roberts updated the Committee and members of the public on the installation of new electronic signs at this intersection. The new signs will alert drivers traveling north that pedestrians/bicyclists are in the crosswalk.

## **V. Action Items.**

### **1. 500 Block of Raymond Drive: Request for Deaf Child Area Sign.**

Mike Roberts presented an overview of this request. Staff's recommendation is to install "deaf child area" signs, one in each direction, at a cost of approximately \$500. These signs are not approved by the Traffic Manual so there is some liability to the City. The City received this request from Denee Callahan of 535 Raymond Drive.

#### **Public Comment:**

Denee Callahan of 535 Raymond Drive expressed her concern for the safety of her 3-year old daughter who is deaf. Cars speed down Karen Drive and turn the corner onto Raymond Drive. She has observed two near misses. She requested that the sign be installed so drivers are alerted to the possibility of a deaf child in the street who would not be able to hear a car or a car horn. She stated that she will not use these signs as a safety net and will continue to monitor her child's whereabouts at all times.

The Committee and members of the public discussed the signs, their size, their location and that signs do not condone children playing in the street. Signs can have unintended consequences, so the City must follow standards as identified in the Traffic Manual. The new signs could be installed within one month.

Melissa Morton mentioned that the City has some "Street Smarts" signs available if residents would like them to take them and place in their yards (must be on private property). She also outlined the City's Traffic Calming Program.

Acting Chair loakimedes asked staff to purchase signs locally, if possible.

By consensus, the TPBS Committee agreed to move forward with staff's recommendation to install two "Deaf Child Area" signs in this area, as funding is available. The Committee also asked Ms. Callahan to inform the City when the child is older and the signs are no longer necessary.

### **2. East N/East 4<sup>th</sup> Street: Request for a 4-Way Stop**

Mike Roberts presented an overview of the written report. Staff's recommendation is to install a temporary all-way stop at this intersection. The City received a letter and neighborhood petition asked for the additional stop sign. Staff's evaluation of the intersection revealed that although traffic volumes were very low, there is a dip in the road that creates a sight distance problem when cars are speeding. 15% of the drivers do not respond to traffic calming. Because there can often be unanticipated consequences after a new stop sign is

installed, staff would like feedback from the neighborhood and if there is a problem, review this intersection in one year.

Public Comment:

Rick Silva, 350 East N Street, stated that he has lived here 11 years and the problems are getting worse. Especially since the hotel on East 5<sup>th</sup> Street opened, there is additional cut-through traffic, to avoid the signal lights, and more drivers are speeding. There is blinding sun glare when driving from East 5<sup>th</sup> Street. Many neighborhood children play in this area.

Darlene Olson, 363 East N Street, spoke in support of the all-way stop signs. She has called the police department several times. She expressed concern about the safety for numerous children who play in the area.

The Committee discussed how the new all-way stop intersection will be monitored. Staff will stay in touch with the residents, observe the intersection and ask for help from the Police Department. If the City receives complaints or problems arise, staff will bring the item back to the TPBS.

By consensus, the TPBS Committee agreed to move forward with staff's recommendation to install the all-way stop at the intersection of East 4<sup>th</sup> and East N Street and monitor the intersection for the next year.

**3. West 7<sup>th</sup>/Military: Request for Pedestrian Safety Improvements.**

Mike Roberts provided the background and overview of this item. Staff's recommendation was to install a high visibility yellow crosswalk and electric pedestrian activated crossing sign.

This intersection is on the designated safe route to school. Mike briefly outlined the Solano County Safe Route to School Program. Lt. Oettinger also provided information about the Police Department's participation with local schools by sponsoring bike rodeos (promotes bicycle safety); walk and roll events; and traffic safety assemblies.

Gretchen Burgess, a West Manor resident, expressed concern for a middle school student who was hit by a car at this intersection. She stated that she has experienced several near misses while taking her son to school. Most parents in her neighborhood have given up trying to walk their children to school and now drive them instead. Where would the new yellow crosswalk go?

Mike Roberts responded that the new crosswalk will be in the northern part of the intersection with W 7<sup>th</sup> and Military West. A new pedestrian electric sign will be added that should be visible even when the sun is rising. It is a better location for the afternoon sun. The City will monitor it for effectiveness.

Gretchen Burgess asked about installation of a dedicated pedestrian crossing here.

Mike Roberts responded that the existing traffic signal cannot accommodate a separate phase. It would add considerable cost and delay to the intersection. He will need to do more research and get back to Ms. Burgess with that information.

The Committee discussed their recommendation to proceed with the work, how long it will take to have the signal modified and crosswalk installed (about 3 months).

Chair Ioakimedes directed staff to make sure the School District Administration knows when we're planning to have this done – by winter break – so the parents can be informed.

Ms. Morton emphasized the importance of fitting traffic calming process to each specific situation. The process works best when it is done incrementally. Staff will keep analyzing this intersection until we have a solution. Traffic analysis is a continuous process that starts with education and enforcement, then signing and striping and then electronic measures.

Mr. North, resident of West K Street, expressed concern about an additional delay at this signal causing vehicles to cut through on West K Street rather than stay on Military West.

Ms. North, also resident of West Street, thanked Ms. Morton and Nate Rankin, Public Works Maintenance Supt for their field visit to determine where 2 new speed limit signs would be installed.

Ms. Burgess asked if the old white crosswalk at this intersection could be repainted.

Mr. Roberts responded that we can paint it until the thermoplastic is installed. The City is looking at a long-term solution to this challenging intersection, possibly installation of a traffic circle. However, it will take some time to acquire funding for that solution.

By consensus, the TPBS Committee agreed to move forward with staff's recommendation to install a high visibility yellow crosswalk and a pedestrian activated electric crossing sign on the north side of the West 7<sup>th</sup>/Military West intersection.

The meeting was adjourned at 8:10 pm.



*City of Benicia*  
**TRAFFIC PEDESTRIAN &  
BICYCLE SAFETY (TPBS) COMMITTEE**

**Special Meeting**

**7:00 pm**  
**Thursday, August 25, 2011**  
Council Chambers

**AGENDA**

**I. Call To Order**

- A. Roll Call
- B. Pledge of Allegiance
- C. Fundamental rights statement

**II. Approval of Minutes**

- A. June 27, 2011 Special Meeting Minutes
- B. July 21, 2011 Regular Meeting Minutes

**III. Public Comments**

**IV. Verbal Updates:**

- 1. Video Detectors for the Traffic Signal at Southampton/Chelsea Hills.
- 2. West K Street Traffic Calming Update
- 3. Renewable Energy Project at City Hall Parking Lot

**V. Action Items:**

- 1. **Intersection of Piercy Drive/McAllister Drive:  
Request for Installation of an All-Way Stop**

Recommendation: the TPBS Committee receive public comments and consider staff's recommendation to install an all-way stop at the intersection of Piercy Court and McAllister Drive.

- 2. **Intermodal Facilities Project:  
Review of the Proposed Pedestrian, Bicycle, and motor vehicle  
components.**

Recommendation: the TPBS Committee review the updated conceptual plans, receive public comments, and recommend approval, including any desired design modification.

**III. Adjournment**

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### **Public Participation**

The Traffic Pedestrian and Bicycle Safety (TPBS) 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 TPBS Committee allows speakers to speak on agendized and non-agendized matters under public comment. 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 TPBS Committee.

### **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) 746-4200. 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 the TPBS 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 TPBS Committee.

### **Public Records**

The agenda packet for this meeting is available at the Public Works & Community Development Department, City Clerk's Office and the Benicia Public Library during regular work hours. To the extent feasible, the packet is also available on the City's web page at [www.ci.benicia.ca.us](http://www.ci.benicia.ca.us) under the heading "Agendas and Minutes." If you wish to submit written information on an agenda item, please submit to Kathy Trinque, Administrative Secretary, as soon as possible so that it may be distributed to the Committee.

**AGENDA ITEM**  
**CITY COUNCIL MEETING: OCTOBER 18, 2011**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 6, 2011

**TO** : Mayor Patterson  
Vice Mayor Campbell

**FROM** : City Manager

**SUBJECT** : **TRI-CITY AND COUNTY COOPERATIVE PLANNING GROUP**

The following information is provided for your committee report at the October 18, 2011 Council meeting.

The Tri City and County Cooperative Planning Group last met on Monday, September 12, 2011. An update from that meeting was provided in the September 20, 2011 committee report to the Council.

No meetings have occurred since then.

The next regular meeting of the Tri City and County Cooperative Planning Group will be held on Monday, December 12, 2011. Location to be determined.



**AGENDA ITEM**  
**CITY COUNCIL MEETING: OCTOBER 18, 2011**  
**COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 11, 2011  
**TO** : Council Member Hughes  
**FROM** : City Manager  
**SUBJECT** : **VALERO COMMUNITY ADVISORY PANEL (CAP)**

The following information is provided for your committee report at the October 18, 2011 Council meeting.

The CAP meets quarterly at 6:30 p.m. at the refinery at 610 Industrial Way. A CAP meeting was held on Tuesday, October 11, 2011 and an agenda from that meeting is attached. A copy of the minutes from the May 4, 2011 meeting is also attached.

Attachments:

- ❑ October 11, 2011 Agenda
- ❑ May 4, 2011 Minutes



**Valero Community Advisory Panel (CAP)**  
**DRAFT -- Summary Meeting Minutes**  
**May 4, 2011**  
**Valero East, Conference Room B**

**CALL TO ORDER**

The meeting was called to order at 6:40 p.m.

The following attended:

CAP Members

Marilyn Bardet	Good Neighbor Steering Committee
Tom Gavin	Community at Large
Mark Hughes	Benicia City Council
Steve McClure	Benicia Chamber of Commerce
Libbey McKendry	Community at Large

Absent: Brian Tulloch, BIPA  
Andre Stewart, BUSD

Valero Representatives

Doug Comeau	Vice President & General Manager, Benicia Refinery
Chris Howe	Health, Safety, Environment & Governmental Affairs Director, Benicia Refinery
Sonny Menzel	Turnaround & Major Projects Start-Up Director, Benicia Refinery
Josh Cross	Project Construction Start-Up Supervisor Control, Benicia Refinery
Sue Fisher Jones	Public Affairs Manager, Benicia Refinery
Alysia Porter	Staff Office Assistant, Benicia Refinery

Others in Attendance

Elizabeth Patterson	Mayor, City of Benicia
Brad Kilger	City Manager, City of Benicia
Steve Vucurevich	Fire Chief, Benicia Fire Department
Nicolas Thomas	Division Chief, Benicia Fire Department

**Approval of Agenda**

Agenda approved.

**Approval of Minutes**

Summary minutes from the July 15, 2010 CAP meeting were approved.

**2010 Valero Social Responsibility Report – Chris Howe**

- The report summarizes Valero’s environmental, safety and social responsibilities. The Benicia Refinery was recognized for its Cal/OSHA VPP (Voluntary Protection Program) Star Site recertification in 2010, as well as for its world-class electrical reliability program and Flue Gas Scrubber project.

**General Refinery Updates – Doug Comeau**

- VPP Recertification – Only two refineries in California have earned VPP star status – Benicia and Wilmington – both Valero refineries. The refinery mentors other companies with the VPP process.
- Turnaround – The turnaround was largest on record in Benicia and ran January through mid-March. Valero employees had an excellent safety performance with zero recordable injuries. Contractor recordable injuries were disappointing, increasing from zero during the 2004 turnaround to six in 2011.
- Industry Fundamentals – Presently, crude is highly volatile. The refinery was not running January-February; we are looking for favorable margins April-June.

- VIP Permit Agreement and Amendment to the Agreement – Progress has been made on funding agreement obligations including the following: air quality monitoring, greenhouse gas reduction projects (Benicia Tree Program, Mills Community Center, Community Sustainability Commission projects, etc.), water conservation (Valero Condensate Recovery Project – Phase 1) and the purchase of additional buffer zone land (\$0.852MM) on Industrial Way.
- Organizational Excellence – Effective July 11, 2001, the operations teams will be organized into 5 complexes and 12-hour shifts to improve reliability, reduce operation errors, increase unit accountability, and lower operational costs (overtime). Deferred retirements and the hiring of trainees have created an excess of 40 employees in the plant. No layoffs planned; attrition will help over the next four years.
- Life Saving Rules – These seven rules were implemented in October 2010 with a zero tolerance. If any one of the rules is violated, there is immediate suspension with the likelihood of termination.
- Refinery Process Water – Valero had a discussion with the city regarding refinery process water being taken to the POTW.
- Corporate internal audits are scheduled for mid-June in Benicia for Environmental, Health and Safety, Process Safety Management, and CTEMS (Commitment to Excellence Management System).

### **2011 Refinery Wide Turnaround – Sonny Menzel**

- Turnaround work included equipment maintenance, catalyst change out, tie-in of the Flue Gas Scrubber.
- Turnaround safety, environmental, reliability, schedule, and budget were discussed.
- Valero employee safety performance was excellent. Zero recordable injuries
- Valero and contract employees worked 1,875,000 work hours associated with Turnaround, with 1,490,000 work hours completed during the T/A execution window which was Dec 14th, 2010 through February 18th, 2011. (2004 T/A contractors and Valero worked a total of 1,220,000 work hours)
- \$250 million spent on Turnaround; \$750 million spent on the new Flue Gas Scrubber.
- Next turnaround will be in 6-7 years.

### **Flue Gas Scrubber Update – Josh Cross**

- Discussed the purpose of the Flue Gas Scrubber, the overall process of how the scrubber works, and the layout of scrubber at the refinery. The project has met all expectations.

### **Benicia Community Air Monitoring Station [BCAMS] – Marilyn Bardet & Sue Fisher Jones**

- The public website is not yet available; Argos Scientific is still developing content and design. Progress on the website project has been slow; air monitoring equipment is operational and data is being collected.

### **Other**

- Topics for the next CAP meeting will be: VPP star sites with Terry Schulte, Benicia VPP coordinator, to speak; acronyms of refinery terms; and the air monitoring station.
- Next meeting will be held within the next two months.

### **Adjourn**

- The meeting adjourned at 8:40 p.m.



**Valero Benicia Refinery  
Community Advisory Panel (CAP)  
Valero East Conference Center  
610 Industrial Way, Benicia, CA**

**Tuesday, October 11, 2011  
6:30 PM**

**DRAFT AGENDA**

<b>Call to Order</b>	<b>5 minutes</b>
<ul style="list-style-type: none"><li>• Introductions of CAP members and Guests</li><li>• Approval of Agenda</li><li>• Approval of Summary Minutes from May 4, 2011</li></ul>	
<b>General Refinery Updates – Doug Comeau</b>	<b>30 minutes</b>
<b>Benicia Community Air Monitoring Station [BCAMS] and Website – Sue Fisher Jones &amp; Marilyn Bardet</b>	<b>60 minutes</b>
<ul style="list-style-type: none"><li>• Review of added information since May meeting</li><li>• Discuss date(s) for public launch presentation</li></ul>	
<b>Other</b>	<b>10 minutes</b>
<ul style="list-style-type: none"><li>• Future CAP topics</li><li>• Next CAP meeting</li></ul>	
<b>Adjourn</b>	



**AGENDA ITEM**  
**CITY COUNCIL MEETING: OCTOBER 18, 2011**  
**COUNCIL MEMBER COMMITTEE REPORT**

**DATE** : October 5, 2011

**TO** : Mayor Elizabeth Patterson  
Vice Mayor Alan Schwartzman  
Council Member Mike Ioakimedes

**FROM** : Youth Action Coalition

**SUBJECT** : **YOUTH ACTION COALITION**

The Benicia Youth Action Coalition met on September 28, 2011. The minutes of that meeting are not yet available. The next meeting will be held on Wednesday, October 26th, 3:30 p.m. in the Commission Room. The agenda is not yet available.



**AGENDA ITEM  
CITY COUNCIL MEETING: OCTOBER 18, 2011  
COUNCIL MEMBER COMMITTEE REPORTS**

**DATE** : October 11, 2011  
**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 October 18, 2011 City Council meeting.

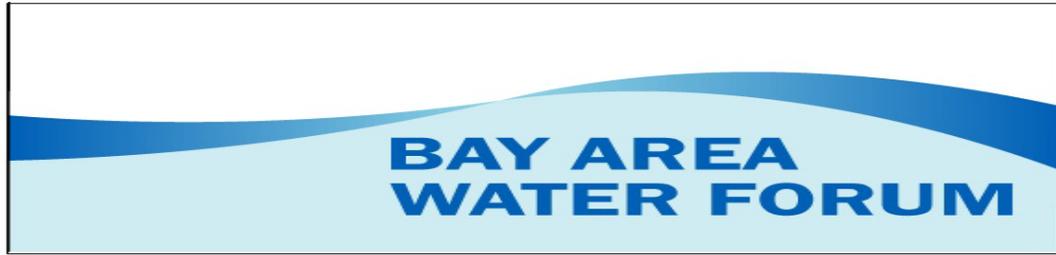
The agenda for the meeting held on Monday, September 26, 2011 is attached.

The next meeting is scheduled for Monday, December 5, 2011. The agenda is not currently available. The topic of the meeting will be Sea Level Rise and the Bay Area.

Attachment:

- Agenda for Monday, September 26, 2011





## **Delta Planning & Instream Flow Issues: Potential Impacts to the Bay Area**

**Monday, September 26, 2011, 10 AM – 12:30 PM**

Meeting Location: State Coastal Conservancy, 11<sup>th</sup> floor conference room, 1330  
Broadway at 13<sup>th</sup> Street, Oakland

### ***Conference Call / Webinar Information:***

- To participate remotely, you must call in AND you can join the online webinar to observe
- Dial 1-888-422-7120, Access Code: 555450# - **Please mute and do not put us on hold**
- Online Presentation Viewing link: <https://www1.gotomeeting.com/register/294621136>
- Webinar registration can take 10 minutes - please register in advance

### **AGENDA**

#### **10:00 Welcome and Introductions**

#### **10:10 Forum Business**

- Updates from Co-Chairs Cynthia Murray, North Bay Leadership Council; Elizabeth Patterson, City of Benicia; David Nesmith, Environmental Water Caucus; and Katy Foulkes, EBMUD
- Updates: Legislative, Committee Reports, IRWMP, DWR
- BAWF Budget Update; BAWF in 2012

#### **10:30 Where to View Salmon in the Bay Area**

- **Peter Vorster**, Hydrogeographer, The Bay Institute

#### **10:50 Delta Planning & Instream Flow Issues: Potential Impacts to the Bay Area**

- **Doug Wallace**, Environmental Affairs Officer, East Bay Municipal Utility District, will discuss the Bay Delta Conservation Plan – how it will affect interests that do not intend to take water from it, as well as interests that do
- **Peter Vorster**, Hydrogeographer, The Bay Institute, will speak on regulatory processes on instream flows upstream of the Delta that may affect Bay Area water supplies

#### **12:25 Wrap Up and Adjourn**

[www.baywaterforum.org](http://www.baywaterforum.org)

## Directions to the Meeting

The State Coastal Conservancy offices are roughly three blocks from our previous meeting location and close to numerous parking lots. The meeting site is across Broadway from the Oakland City Center 12th Street BART Station. From the **south**, take I-880 to the Broadway/Downtown exit, merge onto 6<sup>th</sup> Street, and turn right on Broadway. From the **Bay Bridge** or **north**, take I-580 E towards Hayward/Stockton, merge onto I-980 W, take the 18<sup>th</sup> Street exit towards 14<sup>th</sup> Street, turn left on 14<sup>th</sup> Street, then right on Broadway.

[Get directions](#)

[See map of parking lots](#)



## Webinar Instructions

To participate in the webinar, you must call in using a regular telephone line. If you'd like to view the session and ask questions via the web, you must also log-in online.

### Asking Questions?

There are several ways to ask questions if you are participating remotely:

- 1) Ask the facilitator, via the telephone, to be put in the queue
- 2) Put you "hand up" through the webinar function and the facilitator will call on you to speak
- 3) Type a question on the webinar "questions" segment. The facilitator will then raise your question with the presenter.

### Problems?

- You can type questions to the facilitator
- You can also call the Center for Collaborative Policy, 916-445-2079, and seek assistance with someone at the front desk.

### Working Agreements

- One person speaks at a time.
- **Do not put the conference on hold, as music will then prevent other participants from hearing the speakers.** Please hang up/call back later or put us on mute instead.
- Please **mute your phones** unless using them to speak.
- Participants are encouraged to use the Webinar "raise your hand" function to alert the Facilitator when they have a specific comment.
- For those participants on the phone and NOT on the Webinar, the Facilitator will invite comments from those on the phone.

<b>NEXT MEETING</b>	<b>December 5, 2011</b>
<b>TOPIC</b>	<b>Sea Level Rise and the Bay Area</b>

[www.baywaterforum.org](http://www.baywaterforum.org)

*The Bay Area Water Forum serves as a venue for encouraging regional cooperation, education and exchange of ideas on critical Bay area water issues. Monthly meetings are open to all interested parties. The Forum is sponsored by numerous Bay area water agencies and consulting firms along with the State Coastal Conservancy.*