

December 20, 2005

The Benicia City Council meets the 1st and 3rd Tuesday of each month at 7:30 p.m. in the Council Chambers. Copies of Council Agendas are available in the City Clerk's office on the Friday afternoon before the Council meeting.

**BENICIA CITY COUNCIL
CITY COUNCIL CHAMBERS**

SPECIAL MEETING AGENDA

December 20, 2005

6:30 PM

CALL TO ORDER:

ANNOUNCEMENT OF CLOSED SESSION

CLOSED SESSION: (To take place immediately following New Business)

Conference with Labor Negotiator (Government Code Section 54957.6 (a))

Agency negotiators: City Manager, Human Resources Director, Bill Avery of Avery & Associates

Employee organization: Benicia Firefighters Association

CONVENE OPEN SESSION:

ROLL CALL

PLEDGE OF ALLEGIANCE

REFERENCE TO THE FUNDAMENTAL RIGHTS OF PUBLIC

ADOPTION OF AGENDA:

COMMUNICATIONS:

WRITTEN

PUBLIC COMMENT

NEW BUSINESS:

Discussion of City Council Priority Projects

Overview of priority setting process

Financial condition update

Overview of existing priorities.

Click here for information associated with this item

Identification of additional priority suggestions received

Suggestions for changes by Council Members

Identification of top 10 priorities - preliminary

Opportunity for public comments on priorities

Identification of top ten priorities

ADJOURNMENT:

Public Participation

The Benicia City Council welcomes public participation.

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. The City Council allows speakers to speak on 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 City Council.

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 Diane O'Connell, 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 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.

Attached Document or FileVI-A-1_Priorities_Overview.pdf

Attached Document or FileVI-A-2_Financial_Condition.pdf

Attached Document or FileVI-A-3_Existing_Priorities.pdf

Attached Document or FileVI-A-3_Existing_Priorities-cat1-1.pdf

Attached Document or FileVI-A-3_Existing_Priorities-cat2-1.pdf

Attached Document or FileVI-A-3_Existing_Priorities-cat3-1.pdf

Attached Document or FileVI-A-3_Existing_Priorities-04-05.pdf

Attached Document or FileVI-A-3_Existing_Priorities-05-06.pdf

Attached Document or FileVI-A-3_Existing_Priorities-updatedreport.pdf

Attached Document or FileVI-A-4_Additional_Priorities.pdf

Attached Document or FileVI-A-6_Priorities_ID.pdf

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December 20, 2005

6:30 PM

- I. CALL TO ORDER:
 - A. ANNOUNCEMENT OF CLOSED SESSION
 - II. CLOSED SESSION: (To take place immediately following New Business)
 - A. Conference with Labor Negotiator (Government Code Section 54957.6 (a))
 - Agency negotiators: City Manager, Human Resources Director, Bill Avery of Avery & Associates
 - Employee organization: Benicia Firefighters Association
 - III. CONVENE OPEN SESSION:
 - A. ROLL CALL
 - B. PLEDGE OF ALLEGIANCE
 - C. REFERENCE TO THE FUNDAMENTAL RIGHTS OF PUBLIC
 - IV. ADOPTION OF AGENDA:
 - V. COMMUNICATIONS:
 - A. WRITTEN
 - B. PUBLIC COMMENT
 - VI. NEW BUSINESS:
 - A. Discussion of City Council Priority Projects
 1. [Overview of priority setting process](#)
 2. [Financial condition update](#)
 3. [Overview of existing priorities.](#)
 - Click [here](#) for information associated with this item
 - Click [here](#) for information associated with this item
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 4. [Identification of additional priority suggestions received](#)
 5. Suggestions for changes by Council Members
 6. [Identification of top 10 priorities - preliminary](#)
 7. Opportunity for public comments on priorities
 8. Identification of top ten priorities
 - VII. ADJOURNMENT:
-

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-  [VI-A-1 Priorities Overview.pdf](#)
-  [VI-A-2 Financial Condition.pdf](#)
-  [VI-A-3 Existing Priorities.pdf](#)
-  [VI-A-3 Existing Priorities-cat1-1.pdf](#)
-  [VI-A-3 Existing Priorities-cat2-1.pdf](#)
-  [VI-A-3 Existing Priorities-cat3-1.pdf](#)
-  [VI-A-3 Existing Priorities-04-05.pdf](#)
-  [VI-A-3 Existing Priorities-05-06.pdf](#)
-  [VI-A-3 Existing Priorities-updatedreport.pdf](#)
-  [VI-A-4 Additional Priorities.pdf](#)
-  [VI-A-6 Priorities ID.pdf](#)

**AGENDA ITEM
CITY COUNCIL MEETING: DECEMBER 20, 2005
NEW BUSINESS**

DATE : December 16, 2005
TO : Mayor and Council Members
FROM : City Manager
SUBJECT : **OVERVIEW OF PRIORITY SETTING PROCESS**

RECOMMENDATION:

Review the existing priorities work plan, discuss desirable amendments, if any, and set a date in January to complete the assessment and confirmation of priorities.

EXECUTIVE SUMMARY:

Priorities were established by the Council on April 6, 2005, for the period of the two-year budget beginning July 1, 2005 and ending June 30, 2007. Over 50 priorities were approved. The process for priority setting included two, well-advertised Council workshops in March and April preceded by meetings with every City Commission to gain their input. During the priorities workshops, there were extensive briefings on unmet operating and capital needs by all City Departments.

The priorities were completed in the context of a comprehensive review and assessment of the City's Mission and Strategic Issues. The context of the development of specific priority action items was the six overarching issues and goals for the City. The issues are these:

1. Fiscal Stability and Economic Vitality
2. Environmental Quality
3. Supportive Public Facilities and Infrastructure
4. Community Health and Safety
5. Building Community
6. Continuous Organizational Improvement

The priority planning process calls for updating the list of priorities prior to the mid-cycle budget review. The mid-cycle Budget update will occur between March and June. The priorities become keys for Budget development.

The December 20 Council Meeting can serve as the new Council's first opportunity to set the agenda for the City for the next two years. I say first opportunity because I recommend holding another meeting in January to take final action on the priorities. There are lots of priorities on the current list. You will likely want to take sufficient time to discuss many of the priorities, get answers from Staff on questions, and take public input. We have less than two hours to accomplish this activity on December 20. It is also advisable to make sure that the process for confirming priorities has plenty of public notice to give members of the public the opportunity to review and comment.

Attached are materials to help with the process. The current 50 plus priorities are broken into four categories to make decision-making easier. The first two categories are projects that either clearly do not have adequate funding, or lack policy direction. In other words, for any of these first two categories of projects to move forward, additional Council decision-making is required. The last two categories of projects are those for which no further action is required because they are completed, or because they are in progress with clear policy direction and adequate funding. So instead of have 50 priorities to assess, there are about half those to assess in addition to those that individual Council Members wish to bring up.

Staff has also attached a list of "additional projects" ideas that have come up since the priorities were adopted. Some of these have been suggested by one or more Council Member.

A worksheet is attached for Council Members to complete, if you will, prior to the meeting identifying the top ten priorities that you have. Completion of this worksheet prior to the meeting will make it easier to compile the Council's overall preliminary sense of priorities during the meeting. The top ten priorities do not need to be in order of importance, they can be, if you wish, just your top ten issues unprioritized.

**AGENDA ITEM
CITY COUNCIL MEETING: DECEMBER 20, 2005
NEW BUSINESS**

DATE : December 14, 2005
TO : City Manager
FROM : Finance Director
SUBJECT : **LONG RANGE BUDGET MODEL UPDATE**

RECOMMENDATION:

Informational Item. Review the Long Range Budget Model and provide comments.

EXECUTIVE SUMMARY:

The Long Range Budget Model has been updated with information from the Approved Budget for Fiscal Years 2005-2007. The positive increases in Property Taxes, Utility Users Tax, and Sales Tax, combined with several expenditure reductions, have improved the future outlook for the City. When coupled with a \$271,490 increase in the opening fund balance from the FY 2004-05 audited financial results, the city will only need to adjust an average of \$176,908 per year from budgeted revenues and expenditures from 2007-2012 in order to stay above the 20% reserve threshold. The previous scenario issued in June 2005 indicated average adjustments of \$1.2 million for the future five year time period. The model also shows a significant turnaround in the sixth year of the forecast, mainly due to forecasted reductions in retirement contributions, that leads to surplus conditions through the end of the ten-year model, leaving the City with a 27% reserve in FY 2014-15. The model does not include any hold-backs or reductions for the pending Valero Property Tax Appeal or possible intermediate payments to support the Landscape and Lighting Assessment Districts.

BUDGET INFORMATION:

There is no budget impact at this time.

BACKGROUND:

The Long Range Budget Model was developed over a period of years with the assistance of the City Council. The most recent version of the model includes financial forecasts of revenues and expenditures for a 10 year period, including two years contained in the City's current adopted budget which serves as the basis for projecting future financial conditions. The model is divided into five sections for easy reference:

1. Summary and Graphical Charts: Executive presentations of Budget Model.
2. Exhibit I: Major financial items subject to change or modification.
3. Exhibit II: Growth assumptions for selected financial items.
4. Exhibit III: Operational revenues and expenditures projections.
5. Exhibit IV: Non-Recurring projections, required adjustments, and resulting Fund Balance.

Major Changes.

There are several budget adjustments pending that are not included in the Budget Model. They will be addressed in a separate agenda item on January 17, 2005. The one budget adjustment that did make it in the model is the increase in the Valero Utility User Tax from \$1 million to \$1.2 million. There are also several large expenditure items that continue to affect the long range forecast. They are listed in Exhibits I and II and include:

Major Expenditure Items	
Item	Yearly Cost
1. Adding an additional employee every two years	\$75,000
2. Debt service on the Marina Storm Drain loan.	\$100,000
3. BUSD Field Maintenance beginning at.	\$444,770
4. Reinstating Water Charges for City facilities.	\$230,000
5. Reinstating Marina Dredging Transfer in FY 2007-08.	\$250,000
6. Reinstating Operating Cutbacks in FY 2007-08.	\$106,090
7. Increasing transfers to Equipment, Vehicle & Facility Maintenance.	\$650,000
8. Reduced Capital Improvement Projects (was \$450,000)	\$200,000

Trends.

The bottom line in Exhibit III shows the Operating Results for the General Fund. As is typical for the model, the third year shows a significant deficit when the most probable expenditure changes are included. However, the amount of the deficit, (\$255,790), is significantly below the Scenario 1 estimate of (\$1,437,199) from last spring and improves at an equal rate throughout the model. The change between the two scenarios resulted from revenue increases of approximately \$800,000 and expenditure reductions of \$400,000 in the FY 2007-08 estimates. The major contributing items are listed below.

Major Revenue and Expenditure Changes in Current Model	
Item	Amount
<u>Revenues</u>	
1. Property Taxes	\$248,601
2. Valero UUT Agreement	\$162,792
3. Vehicle License Fees	\$104,808
4. Retirement Stabilization	\$117,760
5. Other Revenue Increases	<u>\$166,039</u>
Subtotal	\$800,000
<u>Expenditures</u>	
1. Health Insurance Reduction	\$415,193
2. BUSD Field Maintenance "Estimate" Reduction	\$97,907
3. Capital Improvement Project Reductions	\$235,000
4. Other Expenditure Increases	<u>(\$348,100)</u>
Subtotal	\$400,000

Non-recurring expenditures have seen a decrease in Capital Improvement expenditures as the Internal Service Replacement Funds have picked up a major portion of the City’s facility maintenance costs. The model now registers \$215,000 to \$390,000 in CIP costs instead of \$450,000 that was previously reported. Keep in mind that \$650,000 is now reported under operational costs for equipment, vehicles and facility maintenance and replacement. The State reinstatement of Proposition 42 funding, \$140,000, also allowed us to remove the \$100,000 per year supplemental expenditure for Street and Road repairs.

Maintenance of the 20% Fund Balance Reserve will require average revenue and expenditure adjustments of \$176,908 per year for five years between FY 2007-2012. After this period, the Fund Balance will continue to benefit from surplus budgets and climb to 27% in the tenth year.

Balancing the Long Range Budget Model

In the past, we have used “what if” scenarios to envision methods of balancing projected deficits in the future. In the current model, there are three expenditure items that could be adjusted to cover much of the estimated (\$470,790) Combined Deficit in FY 2007-08. These include:

Major Budget Balancing Items	
Item	Savings in FY 07-08
1. Hold back new employee every two years	\$158,363
2. Hold back additional set-aside for Facility Maintenance	\$81,850
3. Hold back operational expenditures reinstatements	<u>\$106,090</u>
	\$346,303

The required adjustments are not offered as a course of action but, rather, as a starting point for future discussions as we begin the next budget cycle for FY 2007-09. In the meantime, staff will endeavor to update the model every six-months or following significant budget realignments.

Attachments:

- [Long Range Budget Model](#)

Long Range Budget Model

**City Council Priority Projects
Category 1**

Priority #	Project Name	Project Manager
#2	Police Department/Civic Center Restoration	Trimble
#8.1	Plan to Improve/Resolve Marina Enterprise Fund	Sousa
#10.2	Citywide Assessment District	Sousa
#14	Clock Tower Preservation and Improvement	Alvarez
#17.1	Development of Sustainable Criteria	Brown
#29	Update Zoning Ordinance	Brown
#32.1	Revise/Update Design Guidelines	Brown
#32.2	Functionally Appropriate Facility for HR, IS & CA	McLaughlin
#38	Continue Affordable Housing Development	ED
#40	Historic Preservation Investment – Annual Allocation	Brown
#42.1	Invest in Downtown	ED
#42.4	Revenue Enhancement Options	Erickson
#42.6	Yuba Arsenal Master Plan	Brown
#51.2	Mixed Use Dev. of E St. Parking Lot	ED

Category 1: Projects which may or may not be in progress, requiring significant new policy direction or significant new fiscal resources.

**City Council Priority Projects
Category 2**

Priority #	Project Name	Project Manager
#1	Completion and Implementation of Jt. Use Agreement with BUSD	Alvarez
#7	911 Communication Center Seismic Upgrade and Safety Improvements	Trimble
#12.2	Community Center Project	Alvarez
#15	Benicia Business Park	ED
#21	Commandant's Building Stabilization & Preservation	Alvarez
#27.2	State Park Road Bridge	Schiada
#35.2	Implement Downtown Historic Conservation Plan	Brown
#39	Dredged Material Disposal Master Plan	Schiada
#42.2	X-Park Skate Facility	Alvarez
#48	Tree Ordinance	Alvarez
#49	Downtown Asset Management	ED
#54	Water Reuse Project with Valero & City	Schiada

Category 2: Projects in progress for which policy direction and fiscal authority exists, but supplemental direction or authority is needed to complete the project.

**City Council Priority Projects
Category 3**

Priority #	Project Name	Project Manager
#3	Reserve Policy Re: Maint., Equipment/Vehicle Repair	Sousa
#5	Replace Police & Fire Communication System	Trimble
#6	Water Treatment Plant Improvement Project	Schiada
#8.2	Training of Commissioners & Public on CEQA, Zoning & Historic Preservation	Brown
#10.1	Industrial Park Infrastructure Improvements	Schiada
#16	Storm Water Management Plan Implementation	Schiada
#19	Phase I – SP Depot Master Plan and Funding for Renovation of the Freight Room	Brown
#20	Drainage Projects at West 7 th /I St. & St. Augustine	Schiada
#22	Fire Station Upgrade/Expansion of Station #12	Hanley
#23.1	Tri City & County Open Space Cooperative Group	Brown
#23.2	Development and Implementation of Code Enforcement Program	Brown
#30	West 7 th Street at Military Sidewalk Safety Project	Schiada
#32.1	Water Distribution System Improvement Project	Schiada
#35.1	Implementation – Traffic Calming	Schiada
	Tennis Court Lights	Alvarez
#41	Marina Area Storm Drain Project	Schiada
#42.3	Funding for SF Bay Trail Project	Schiada
#42.5	Camel Barn Roof	

Priority #	Project Name	Project Manager
#50	Von Pfister Adobe Preservation	Alvarez
#51.1	Valero VIP Project	Erickson
#51.3	Fifth Street Hotel Facilitation	ED

Category 3: Projects that have adequate policy and fiscal direction and authority.

Completed Priority Projects - 2004-05

<i>Project</i>	<i>Department</i>	<i>Date Completed</i>
Affordable Housing Development	Economic Development	11/30/2004
Ball Field Lighting Project	P&CS	2/1/2005
Business License Tax Update	Economic Development/ACM	04/01/2005
Camel Barn Drainage Improvements	Public Works	6/30/2004
Employee Compensation Policy Review	Human Resources/IT	04/05/2005
St. Catherine's Wood Park	P&CS	09/07/2004
Sunshine Policies and Review	City Attorney	06/30/2005
Tourtelot Project Completion	City Attorney	06/30/2005
W. 9th Street Boat Launch Improvement	P&CS	06/30/2005

Completed Priority Projects - 2005-06

Project	Department	Date Completed
Fire Department Self Contained Breathing Apparatus	Fire	07/01/2005
Fire Department Vehicle Replacement System	Fire	07/01/2005
Creation of Playground Equipment Replacement Fund	P&CS	07/01/2005
Unfreeze & Fund 2 Police and 1 Firefighter Positions	Human Resources/IT	07/01/2005
Continued Support for Family Resource Center	Police	07/11/2005
Spit Accessibility and Attraction Improvements	P&CS	08/01/2005
Staff Assistance to BUSD to Revise Safe Routes to School	Public Works	08/31/2005
CAN System Improvements	Fire	08/31/2005
Fees: Master Fee Schedule Update	Finance	09/06/2005
Storm Water Management Plan Initiation	Public Works	09/15/2005

<i>Project</i>	<i>Department</i>	<i>Date Completed</i>
Short Range Transportation Plan		09/20/2005
Frozen Police Vehicles	Police	10/01/2005
Valero Third Party Reliability Evaluation	Fire	10/13/2005
I & I Improvements Project	Public Works	10/18/2005
Urban Water Management Plan Update	Public Works	12/31/2005

Council Priorities Report - November 2005

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
Completion and Implementation of Joint Use Agreement with BUSD	Alvarez	7/1/2003	Continued to review tentative agreements.	Present recommended JUA to Council and Board in December.	1/3/06	04/01/2006
Police Department/Civic Center Restoration Project	Trimble	10/01/2000	Report was provided to Council and awaiting further direction from Council on how to proceed.	Identify viable funding source. Defer to completion of seismic safety, jail improvements.	2008	12/31/2012
3 Reserve Policy Re: Maintenance, Equipment/Vehicle Repair	Sousa	3/2004	Develop further revisions to the Reserve Polices to include special designated reserves for the replacement of equipment, vehicles, facilities and infrastructure.	The policies were presented during the budget process but need to be reviewed by the Audit and Finance Committee prior to being readdressed by the City Council on January 17, 2005.	1/17/2005	12/06/2005
5 Replace Police & Fire Communication System	Trimble	7/1/05	Identify the need for emergency backup system for police/fire communication.	Conduct assessment to determine what variable options are available.	1/1/2006	06/30/2010

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
6	Water Treatment Plant Improvement Project	Schlada	6/2/2003	Construction started.	Construction progress details are provided in the monthly status report.	12/31/05 3/1/2007
7	911 Communication Center Seismic Upgrade and Safety Improvements	Trimble	12/1/2003	Council approves line item for budget.	Council authorization to accept construction bid.	1/3/06 06/01/2006
8.1	Plan to Improve/Resolve Marina Enterprise Fund	Sousa	3/2005	During the last several months, the Marina Enterprise Fund has undergone several reviews by City Staff to determine all of the essential elements.	Investigate individual elements of the Marina Enterprise Fund, including: Previous economic projections, loan requirements, surrounding condo lease assessments, BHC Agreement and maintenance requirements, analyze revenues and consider additional allocations, review proximity of other development opportunities, etc.	1/2006 01/31/2006
8.2	Training of Commissioners & Public on CEQA, Zoning & Historic Preservation	Brown	7/1/2005	3 PC Commissioners attended training in Riverside; 6 HPRC Commissioners attended training in Pasadena. All Commissioners were offered CEQA training. HPRC Study Session on appropriate windows in historic area.	Ongoing training opportunities.	Ongoing 06/30/2006

VI-A-3-9

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
10.1 Industrial Park Infrastructure Improvements	Schiada	07/01/2005	Preparing plans and specifications for Route 41 bus stop.	CIP presentation to EDB at their December meeting.	12/08/05	12/30/2006
10.2 Citywide Assessment District	Sousa	10/2005	During the Budget Workshops, several assessment district needs were discussed. These included: Addressing the shortfalls in the existing Assessment Districts; Analyzing the possibility of creating new districts for the Marina Area and/or for the BUSD Fields Maintenance.	Present Staff recommendations and possible timelines to the City Council at the January 3, 2006 City Council Meeting.	1/3/2006	06/30/2006
12.2 Community Center Project	Alvarez	9/1/2002	Drawings complete. Met with building tenants.	Review drawings and make changes as required. Prepare presentation to Design Review Board. Continue discussions with building tenants regarding their concerns about the building size.	1/06	12/1/2006
14 Clock Tower Preservation and Improvement	Alvarez	1/1/2002	Grant application available for public distribution in November.	Staff will review the grant application and work with consultant for preparation of submittal.	1/3/06	12/01/2006

VI-A-3-10

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
15 Benicia Business Park	ED	7/1/04	Completion of Scoping Meeting for EIR in July 2005.	Completion of admin. draft EIR in January 2006.	01/06	02/28/2006
16 Storm Water Management Plan Initiation	Schlada	01/31/2005	Completed draft ordinance, preparing for first reading on 1/3/06 City Council meeting.	Adopt storm water ordinance including enforcement response plan.	01/17/06	09/15/2005
17.1 Development of Sustainable Criteria	Brown	1/1/2006	Project is dependent upon staffing levels.	Pending filling of department vacancies. Consider consolidation of priorities #17.1, 29, 32.1 and 42.6; report to City Council on options in December.	12/20/06	6/30/2006
19 Phase I - SP Depot Master Plan and Funding for Renovation of the Freight Room	Brown	9/1/2005	Received and reviewed proposal for schematic site plan design from Carey & Co. Inc.	Recommend to CAO to proceed with Carey & Co. contract.	12/1/05	12/31/2006
20 Drainage Projects at West 7th/I St. and St. Augustine	Schlada	11/01/2005		Hire engineering firm to begin design contingent on low bids from Marina Area Storm Drain project and/or cost sharing agreement with property owner.	1/02/2006	12/31/2007

VI-A-3-11

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>	
21	Commandant's Building Stabilization & Preservation	Alvarez	7/1/2003	Grant application available for public distribution in November. Completed Phase Land II construction drawings.	Review process with City and State to begin.	1/3/06	12/01/2006
22	Fire Station Upgrade/Expansion of Station #12	Hanley	7/1/06	Priority for 05-06	Complete construction plans.	03/01/06	10/01/2006
23.1	Tri-City & County Open Space Cooperative Group (ongoing)	Brown	1/1/1990	King Ranch purchased	Continue discussions on specific open space acquisitions, particularly Eastern Swett Ranch, formation of regional park district and development of Master Resources Park & Rec. Plan. Ongoing meetings for Regional Park District formation.	Ongoing	6/30/2006
23.2	Development and Implementation of Code Enforcement Program	Brown	9/1/2005	Recruitment for Community Preservation Officer closed on 11/28/05.	Coordinate formation of panel and set up date for interviews.	1/06	3/31/2006
27.2	State Park Road Bridge	Schiada	07/01/1997	City Council awarded final design and environmental contract. (No completion date established at this time due to construction funding uncertainty.)	Complete draft NEPA environmental document.	04/03/2006	6/30/2007

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
29 Update Zoning Ordinance	Brown	1/1/2008	Priority for 05-06.	Selective updates can be done with adequate planning staffing. Pending on filling of department vacancies. Consider consolidation of priorities #17.1, 29, 32.1, and 42.6 related to historic arsenal. Report to Council on options in December.	12/20/05	6/30/2006
30 West 7th St. at Military Sidewalk Safety Project	Schiada	07/01/2005	Environmental documents prepared and application submitted to Fish and Game for approval to proceed with immediate work.	Design scheduled for completion in December. Expect the Fish and Game permit to be approved by December.	12/15/05	12/31/2005
32.1 Water Distribution System Improvement Project	Schiada	6/2/2003	Final design complete.	Complete negotiations with Valero to acquire reservoir site. Advertise for construction bids.	12/31/05	03/01/2007
32.1 Revise/Update Design Guidelines	Brown	1/1/2006	Priority for 05-06	Dependent on staff resources and funding. Pending filling of department vacancies. Consider consolidation of priorities #17.1, 29, 32.1, and 42.6 - report on options to Council in December.	12/20/05	6/30/2006
32.2 Functionally Appropriate Facility for HR, IS and CA	McLaughlin	7/1/2005	Received Notification from School District that they are reevaluating declaring the trailers surplus. Plans on hold until we hear back from the District.	Design Review (staff level)	12/31/05	2/20/2006

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
35.1 Implementation - Traffic Calming Study & Pilot Project	Schiada	7/01/05	Reviewed submitted proposals and conducted consultant interviews on the citywide program.	Award of contract scheduled for approval by City Council in December.	12/20/05	06/30/2007
35.2 Implement Downtown Historic Conservation Plan	Brown	7/1/2003	Discussion of additions and deletions to list of resources at the HPRC meeting on November 17th.	Audit the draft survey information and conduct public workshops to discuss the draft survey.	2/1/06	06/30/2006
37 Tennis Court Lights	Alvarez		Began construction.	Construction progressing.	1/31/06	02/01/2006
38 Continue Affordable Housing Development	ED	1/1/05	Completion of Burgess Pt. Affordable Project.	Prepare list of alternative projects. Pending hire of Economic Development Manager.	1/31/06	01/01/2007
39 Dredged Material Disposal Master Plan	Schiada	12/01/2005	Priority for 05-06	Prepare request for proposals after completion of 2005 maintenance dredging project.	1/1/06	08/31/2006

VI-A-3-14

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
40	Historic Preservation Investment - Annual Allocation	Brown		Priority for 05-06.	Pending direction from City Manager/City Council.	TBD
41	Marina Area Storm Drain Project	Schiada	11/19/2003	PW Staff is working with the City Attorney's office related to eminent domain/inverse condemnation lawsuits. Final plans are complete. Permit applications to USACE, RWQCB, BCDC submitted 3/9/05.	Advertise for construction.	1/05/06 12/30/2006
42.1	Invest in Downtown	ED	11/1/05	Completion of Spit Improvements in August 2005.	Review ideas with Economic Development Board. Pending hiring of Economic Development Manager.	1/31/06 06/30/2005
42.2	X-Park Skate Facility	Alvarez	3/1/2001	Complete bid package.	Bid project as soon as X-Park proponents provide evidence of securing volunteer assistance and materials.	1/3/06 5/1/2006
42.3	Funding for SF Bay Trail Project	Schiada	07/01/2005	Hire engineering consultant to begin design. Bay Ridge Trail Dedication held on October 29, 2005.	Hire consultants to design East 5th Street project and Military East project.	1/15/06 06/30/2007

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
42.4 Revenue Enhancement Options	Erickson	9/1/05	Follow up calls to recipients of letter regarding formation of Revenue Options Committee.	Review as a priority with the council at special meeting.	12/20/05	06/30/2005
42.5 Camel Barn Roof	Alvarez	7/1/05	Develop scope of project. Met with Camel Barn Director to determine type of construction and scope of project.	Secure proposal to design project.	1/3/06	06/30/2006
42.6 Yuba Arsenal Master Plan	Brown	3/1/2006	Priority for 05-06	Need funding to implement planning program. Consider consolidation of priorities #17.1, 29, 32.1, and 42.6, report to Council on options in December.	12/20/05	06/30/2006
48 Tree Ordinance	Alvarez	5/1/2004	Council adopted policy to guide ordinance development.	Continue drafting ordinance with a recommendation to City Council by March '06.	3/1/06	7/1/2006
49 Downtown Asset Management	ED	5/3/04	Assistance of business owners with business planning.	Revisit downtown investment strategy - pending the hiring of an Economic Development Manager.	1/31/06	06/30/2006

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
50 Von Pfister Adobe Preservation	Alvarez	6/1/2004	Staff to meet with committee to finalize direction of nomination application.	Notify consultant on the direction of the application.	1/3/06	03/01/2006
51.1 Valero VIP Project	Erickson	6/22/04	Meeting with City staff and Valero staff on expectations for VIP and revenue to City.	Completion of new utility user tax agreement.	2/28/06	06/30/2006
51.2 Mixed Use Development of E Street Parking Lot	ED	5/1/04	Direction from Council to prepare action plan for project.	Preparation of action plan - pending hiring of the Economic Development Manager.	1/31/06	12/31/2007
51.3 Fifth Street Hotel Facilitation	ED	7/1/2002	Design review revision to improve project.	Obtaining building permit.	1/1/06	12/01/2006
54 Water Reuse Project with Valero & City	Schlada	07/01/2003	Third round of toxicity testing occurred the week of 11/14; interviewed single firm submitting proposal for CEQA compliance services on 11/9.	Next PURE meeting set for 12/13/05; award consultant contract for CEQA compliance services on 1/3/06.	01/03/06	7/1/2009

VI-A-3-17

**EXHIBIT I
Council Priorities
FY 2005-07**

CP #	Name	Funding/Status FY 2005-07	Description	Department(s) Assigned
1	Completion and Implementation of Joint Use Agreement w/BUSD	Funded	Development and implementation of proposed Joint Use Agreement with BUSD to take over improvement and maintenance of four fields	Parks & Community Services, Human Resources and City Attorney's Office
2	Police Department/Civic Center Restoration Project	Unfunded	Construction of a new police building, modifications to the Civic Center and renovation of the existing public building.	Police Department
3	Reserve Policy Re: Maintenance, Equipment/Vehicle Repair	Draft Recommendation Prepared	Develop Reserve Policy recommendations to establish separate reserve funds for the maintenance of City facilities and the replacement of Vehicles and Equipment.	Finance
4	Unfreeze & Fund 2 Police & 1 Firefighter Positions	1 of 2 Officers Funded	Fund previously frozen police officer (2) and firefighter/paramedic (1) positions.	Human Resources
5	Replace Police & Fire Communication System	Funded at \$121,600	Upgrade and/or replace the communication system.	Police
6	Water Treatment Plant Improvements Project	Funded at \$10,500,000	Construction of improvements and upgrade of water treatment plant pursuant to State and Federal regulations.	Public Works
7	911 Communication Center Seismic Upgrade and Safety Improvements	Funded at \$925,000	Construction necessary to make the existing Police Department 911 Communication Center consistent with seismic standards, and to upgrade other safety issues.	Police
8a	Plan to Improve/Resolve Marina Enterprise Fund	Funded Master Plan	Development of financial and other related options to resolve marina fund financial problems.	Finance/City Manager's Office
8b	Training of Commissioners & Public on CEQA, Zoning & Historic Preservation	Funded at \$20,000	Ongoing training to keep Commissioners and the public informed and up to date on related topics.	Community Development
10a	Industrial Park Infrastructure Improvements	Partially Funded	Continue to address infrastructure problems in the Industrial Park with specific projects from the CIP.	Public Works
10b	Citywide Assessment District to Support School Field Maintenance, L&L Districts and Waterfront Parks	Prepare Recommendation	The Finance Director will join the City Manager, two Council members and the staff of BUSD on a newly-established <i>Revenue Options Committee</i> to research possible solutions for funding the maintenance of the fields. (See project 42d)	Finance/City Manager's Office
12a	Creation of Playground Equipment Replacement Fund	Funded at \$40,000	Maintain the City's playground equipment at a compliant level.	Parks & Community Services
12b	Community Center Project (including branch library)	Unfunded	Construction of a community center and replacement scout facility in the Benicia Community Park. \$2.5 million project has only \$700,000 funding.	Parks and Community Services
14	Clocktower Preservation & Improvements	Unfunded; Stairway Safety Project Funded at \$140,000	Project includes fire/life safety, and ADA renovations as well as construction of approximately 10,000 square feet to enable utilization of the existing lower floor. Project is currently on hold until additional grants are received.	Parks & Community Services
15		Processing and Facilitation are Funded	Staff continues to work with Discovery Builders/Seeno to move this project thru the entitlement and related CEQA processes.	Economic Development/Community Development

EXHIBIT I
Council Priorities
FY 2005-07

CP #	Name	Funding/Status FY 2005-07	Description	Department(s) Assigned
16	Storm Water Management Plan Implementation	Partially Funded at \$30,000	Storm Water Management Plan (SWMP) is a federally mandated program to be implemented citywide to address storm water pollution before it is discharged into receiving waters.	Public Works
17a	Development of Sustainable Criteria	Partially Funded?	Priorities #17a (Sustainable Criteria), #29 (Zoning Ordinance), and #31 (Design Guidelines) could be addressed mostly with in-house resources, if the goal project can be done incrementally. The approach would be to establish sub-priorities within each of the council priorities. This could begin with council definition of key elements of the priorities, or specific areas of concern.	Community Development
17b	Fire Department Vehicle Replacement	Funded	Two of the Fire Department's "first out" engines plus a ladder truck are nearing the end of their service lives.	Fire
19	SP Depot Master Plan and Funding for Renovation of the Freight Room for Public Use	Master Plan Funded	Work with Benicia Main Street staff, Parks and Community Services, and Economic Development to implement a master plan for the SP Depot that will enable Main Street to raise funds for site enhancements and completion of the Freight Room for public use.	Community Development
20	Drainage Projects at West 7th/I St. and St. Augustine (200 block)	Undetermined	City funding and staff time is needed for the installation of storm drain pipeline to replace undersized systems.	Public Works
21	Commandant's Building Stabilization & Preservation Project & Reuse	Option #4 funded at \$920,000	Building stabilization and seismic safety repairs to enable public and/or private use of the building and development of options for reuse of the facility.	Parks & Community Services
22	Fire Station Upgrade/Expansion of Station #12	Funded at \$200,000	Expansion and upgrade of Fire Station #12 to improve restroom facilities and to expand existing dorm room.	Fire
23a	Tri-City & County Open Space Coop. Group including Additional Acquisitions & Public Access	Participation funded at \$5,000/year	Support a purchase of permanent open space. Actively seek ways to fund a regional park district and expand public access to Tri-City/County open space lands.	Community Development
23b	Development and Implementation of Code Enforcement Program	Unfunded	Entails the definition of a program along with adoption of new and revised ordinances that include administrative citations and minimum property standards; \$140,000 in ongoing costs.	Community Development
23c	Continued Support for Family Resource Center	Funded	Support for the newly created Family Resource Center division of the Police Department.	Police Department
26	Staff Assistance to BUSD to Revise Safe Routes to Schools	Funded at \$7,500	Requested by the Youth Action Task Force to insure that City Staff can support development of new safe routes to school based upon the elimination of one elementary school.	Public Works

EXHIBIT I
Council Priorities
FY 2005-07

CP #	Name	Funding/Status FY 2005-07	Description	Department(s) Assigned
27a	Fire Department Self Contained Breathing Apparatus	Funded at \$83,600	Acquisition of 8 new breathing apparatus, which are one of the most vital pieces of equipment, utilized by the Fire Department.	Fire
27b	State Park Road Bridge	Design only funded at \$209,195	The construction of a new Class 1 bicycle and pedestrian pathway bridge (including widened bridge over I-780 freeway) from the intersection of Rose Drive and Columbus Parkway to the entrance of Benicia State Park.	Public Works
29	Update Zoning Ordinance	Partially Funded?	Priorities #17a (Sustainable Criteria), #29 (Zoning Ordinance), and #31 (Design Guidelines) could be addressed mostly with in-house resources, if the goal project can be done incrementally. The approach would be to establish sub-priorities within each of the council priorities. This could begin with council definition of key elements of the priorities, or specific areas of concern.	Community Development
30	West 7th @ Military Sidewalk Safety Project	Funded	Repair sidewalk and erosion problem along West 7 th Street between Military West and Cheryl Drive.	Public Works
31	Revise/Update Design Guidelines	Partially Funded?	Priorities #17a (Sustainable Criteria), #29 (Zoning Ordinance), and #31 (Design Guidelines) could be addressed mostly with in-house resources, if the goal project can be done incrementally. The approach would be to establish sub-priorities within each of the council priorities. This could begin with council definition of key elements of the priorities, or specific areas of concern.	Community Development
32a	Water Distribution System Improvement Project	Funded at \$4,690,000	Restore reliability and redundancy to City's water distribution system pursuant to State and Federal regulations including installation of new Zone 1 Reservoir.	Public Works
32b	Functionally Appropriate Facility for Human Resources, Information Systems & City Attorney	Funded at \$30,000	Staff proposes that a used/refurbished portable building be purchased and placed adjacent to the City Attorney's/Human Resources building.	City Attorney/Human Resources
34	Frozen Police Vehicles	Funded at \$114,000 over two years	Return to City policy of replacing four new vehicles each year.	Police
35a	Implementation - Traffic Calming Study & Pilot Project	Funded at \$150,000	Development and implementation of a Citywide traffic calming program with the Rose Drive Corridor as a pilot project.	Public Works
35b	Implement Downtown Historic Conservation Plan	Funded	Update Downtown district boundaries and property historic designations in light of updated surveys, and any other appropriate changes to the Downtown Historic Conservation Plan; update historic preservation regulations to provide for protection of historic resources outside the Districts, to provide for listing and delisting, and demolition control; consider requiring design review for non-historic single family buildings and prepare appropriate guidelines.	Community Development

**EXHIBIT I
Council Priorities
FY 2005-07**

CP #	Name	Funding/Status FY 2005-07	Description	Department(s) Assigned
37	Tennis Court Lights	Funded FY 2004-05 at \$60,000	The installation of lights at the Civic Center tennis courts.	Parks and Community Services
38	Continue Affordable Housing Development	Funded	To develop additional affordable housing for low and moderate income families and individuals.	Economic Development
39	Marina Dredging Master Plan	Funded	Explore alternatives to reduce annual dredging costs. Dredging Master Plan recommended.	Public Works/Economic Development
40	Historic Preservation Investment - Annual Allocation	Annual set aside not funded	Development of annual set aside for historic preservation projects not funded yet. Clocktower and Commandant's improvements funded, as well as update of Historic Conservation Plan.	Parks & Community Services/Community Development
41	Marina Storm Drain	Funded at \$1,031,000	Replacement of corroded and plugged storm drain.	Public Works
42a	Invest in Downtown	Partially Funded	The Economic Development Board (EDB) recommends that a comprehensive downtown strategy be implemented and an annual allocation of funds be appropriated each year, for example, \$100,000 year. Staff working with Main Street, Chamber and EDB on formulating a plan.	Economic Development
42b	Complete X Park	Funded at \$380,000	Construction of 20,000 square foot skateboard and BMX complex.	Parks & Community Services
42c	Funding for SF Bay Trail Project	Pending	City funding and staff time is requested to support outside agencies' grant funding requests.	Public Works
42d	Revenue Enhancement Options (includes Determine Port Tax Viability)	Funded	Develop list and analysis of options to increase revenues. Joint City/BUSD Committee to be formed.	Finance/City Manager's Office
42e	Camel Barn Roof	Funded at \$50,000	New roof is needed in order to insulate the camel barn roof. Funded if Department can complete floor project in-house.	Parks & Community Services
42f	Yuba Arsenal Master Plan	Unfunded \$180,000 - \$200,000	Development of a Master Plan for the Yuba and Arsenal Areas. Economic Development Director will be exploring options.	Community Development/Economic Development
Carry-Over Priority Projects from 2004				
48	Tree Ordinance	Funded	To revise and update current City ordinance based on the Resolution developed by the Tree Subcommittee. Development of policy is funded; implementation is unfunded.	Parks & Community Services
49	Downtown Asset Management Program	Funded at \$50,000/year	Business attraction and retention program	Economic Development
50	Von Pfister Adobe Registry	Funded at \$15,000	Carey & Co. hired to write application for a nomination to the National Register of Historic Places.	Parks & Community Services
51a	Valero VIP Project - Monitoring and Facilitation	Funded	Valero planning in excess of \$3 million in improvements - additional property taxes.	Finance/City Manager's Office
51b	Mixed Use Development of the E Street Parking Lot	Partially Funded	Begin community process to facilitate disposition of the City's property at East 2nd and East E Street (parking lot) for development of public parking and residential, and/or office uses. Staff time to explore start-up options is funded.	Economic Development

EXHIBIT I
Council Priorities
FY 2005-07

CP #	Name	Funding/Status FY 2005-07	Description	Department(s) Assigned
51c	Fifth Street Hotel Facilitation	Funded	Applicant of future 44 room hotel has received all entitlements and is currently doing final design and securing financing.	Economic Development/Community Development
54	Water Reuse Project/Valero & City	Funded at \$15 million by Valero	Treatment and conveyance system to supply recycled water from the City's Wastewater Plant to Valero for industrial operations. When implemented, there will be less demand by Valero for potable water.	Public Works
55	Urban Water Management Plan Update	Funded at \$90,000 - Non General Fund	In compliance with State law, update the City's UWMP for submittal to the Department of Water Resources by the December 31, 2005 deadline.	Public Works

**City Council Priority Projects
Category 1**

Priority #	Project Name	Project Manager
#2	Police Department/Civic Center Restoration	Trimble
#8.1	Plan to Improve/Resolve Marina Enterprise Fund	Sousa
#10.2	Citywide Assessment District	Sousa
#14	Clock Tower Preservation and Improvement	Alvarez
#17.1	Development of Sustainable Criteria	Brown
#29	Update Zoning Ordinance	Brown
#32.1	Revise/Update Design Guidelines	Brown
#32.2	Functionally Appropriate Facility for HR, IS & CA	McLaughlin
#38	Continue Affordable Housing Development	ED
#40	Historic Preservation Investment – Annual Allocation	Brown
#42.1	Invest in Downtown	ED
#42.4	Revenue Enhancement Options	Erickson
#42.6	Yuba Arsenal Master Plan	Brown
#51.2	Mixed Use Dev. of E St. Parking Lot	ED

Category 1: Projects which may or may not be in progress, requiring significant new policy direction or significant new fiscal resources.

**City Council Priority Projects
Category 2**

Priority #	Project Name	Project Manager
#1	Completion and Implementation of Jt. Use Agreement with BUSD	Alvarez
#7	911 Communication Center Seismic Upgrade and Safety Improvements	Trimble
#12.2	Community Center Project	Alvarez
#15	Benicia Business Park	ED
#21	Commandant's Building Stabilization & Preservation	Alvarez
#27.2	State Park Road Bridge	Schiada
#35.2	Implement Downtown Historic Conservation Plan	Brown
#39	Dredged Material Disposal Master Plan	Schiada
#42.2	X-Park Skate Facility	Alvarez
#48	Tree Ordinance	Alvarez
#49	Downtown Asset Management	ED
#54	Water Reuse Project with Valero & City	Schiada

Category 2: Projects in progress for which policy direction and fiscal authority exists, but supplemental direction or authority is needed to complete the project.

**City Council Priority Projects
Category 3**

Priority #	Project Name	Project Manager
#3	Reserve Policy Re: Maint., Equipment/Vehicle Repair	Sousa
#5	Replace Police & Fire Communication System	Trimble
#6	Water Treatment Plant Improvement Project	Schiada
#8.2	Training of Commissioners & Public on CEQA, Zoning & Historic Preservation	Brown
#10.1	Industrial Park Infrastructure Improvements	Schiada
#16	Storm Water Management Plan Implementation	Schiada
#19	Phase I – SP Depot Master Plan and Funding for Renovation of the Freight Room	Brown
#20	Drainage Projects at West 7 th /I St. & St. Augustine	Schiada
#22	Fire Station Upgrade/Expansion of Station #12	Hanley
#23.1	Tri City & County Open Space Cooperative Group	Brown
#23.2	Development and Implementation of Code Enforcement Program	Brown
#30	West 7 th Street at Military Sidewalk Safety Project	Schiada
#32.1	Water Distribution System Improvement Project	Schiada
#35.1	Implementation – Traffic Calming	Schiada
#37	Tennis Court Lights	Alvarez
#41	Marina Area Storm Drain Project	Schiada
#42.3	Funding for SF Bay Trail Project	Schiada
#42.5	Camel Barn Roof	Alvarez

Priority #	Project Name	Project Manager
#50	Von Pfister Adobe Preservation	Alvarez
#51.1	Valero VIP Project	Erickson
#51.3	Fifth Street Hotel Facilitation	ED

Category 3: Projects that have adequate policy and fiscal direction and authority.

Completed Priority Projects - 2004-05

<i>Project</i>	<i>Department</i>	<i>Date Completed</i>
Affordable Housing Development	Economic Development	11/30/2004
Ball Field Lighting Project	P&CS	2/1/2005
Business License Tax Update	Economic Development/ACM	04/01/2005
Camel Barn Drainage Improvements	Public Works	6/30/2004
Employee Compensation Policy Review	Human Resources/IT	04/05/2005
St. Catherine's Wood Park	P&CS	09/07/2004
Sunshine Policies and Review	City Attorney	06/30/2005
Tourtlot Project Completion	City Attorney	06/30/2005
W. 9th Street Boat Launch Improvement	P&CS	06/30/2005

Completed Priority Projects - 2005-06

<i>Project</i>	<i>Department</i>	<i>Date Completed</i>
Fire Department Self Contained Breathing Apparatus	Fire	07/01/2005
Fire Department Vehicle Replacement System	Fire	07/01/2005
Creation of Playground Equipment Replacement Fund	P&CS	07/01/2005
Unfreeze & Fund 2 Police and 1 Firefighter Positions	Human Resources/IT	07/01/2005
Continued Support for Family Resource Center	Police	07/11/2005
Spit Accessibility and Attraction Improvements	P&CS	08/01/2005
Staff Assistance to BUSD to Revise Safe Routes to School	Public Works	08/31/2005
CAN System Improvements	Fire	08/31/2005
Fees: Master Fee Schedule Update	Finance	09/06/2005
Storm Water Management Plan Initiation	Public Works	09/15/2005

<i>Project</i>	<i>Department</i>	<i>Date Completed</i>
Short Range Transportation Plan	Public Works	09/20/2005
Frozen Police Vehicles	Police	10/01/2005
Valero Third Party Reliability Evaluation	Fire	10/13/2005
I & I Improvements Project	Public Works	10/18/2005
Urban Water Management Plan Update	Public Works	12/31/2005

Council Priorities Report - November 2005

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>	
1	Completion and Implementation of Joint Use Agreement with BUSD	Alvarez	7/1/2003	Continued to review tentative agreements.	Present recommended JUA to Council and Board in December.	1/3/06	04/01/2006
2	Police Department/Civic Center Restoration Project	Trimble	10/01/2000	Report was provided to Council and awaiting further direction from Council on how to proceed.	Identify viable funding source. Defer to completion of seismic safety, jail improvements.	2008	12/31/2012
3	Reserve Policy Re: Maintenance, Equipment/Vehicle Repair	Sousa	3/2004	Develop further revisions to the Reserve Polices to include special designated reserves for the replacement of equipment, vehicles, facilities and infrastructure.	The policies were presented during the budget process but need to be reviewed by the Audit and Finance Committee prior to being readdressed by the City Council on January 17, 2005.	1/17/2005	12/06/2005
5	Replace Police & Fire Communication System	Trimble	7/1/05	Identify the need for emergency backup system for police/fire communication.	Conduct assessment to determine what variable options are available.	1/1/2006	06/30/2010

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>	
6	Water Treatment Plant Improvement Project	Schiada	6/2/2003	Construction started.	Construction progress details are provided in the monthly status report.	12/31/05	3/1/2007
7	911 Communication Center Seismic Upgrade and Safety Improvements	Trimble	12/1/2003	Council approves line item for budget.	Council authorization to accept construction bid.	1/3/06	06/01/2006
8.1	Plan to Improve/Resolve Marina Enterprise Fund	Sousa	3/2005	During the last several months, the Marina Enterprise Fund has undergone several reviews by City Staff to determine all of the essential elements.	Investigate individual elements of the Marina Enterprise Fund, including: Previous economic projections, loan requirements, surrounding condo lease assessments, BHC Agreement and maintenance requirements, analyze revenues and consider additional allocations, review proximity of other development opportunities, etc.	1/2006	01/31/2006
8.2	Training of Commissioners & Public on CEQA, Zoning & Historic Preservation	Brown	7/1/2005	3 PC Commissioners attended training in Riverside; 6 HPRC Commissioners attended training in Pasadena. All Commissioners were offered CEQA training. HPRC Study Session on appropriate windows in historic area.	Ongoing training opportunities.	Ongoing	06/30/2006

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
10.1 Industrial Park Infrastructure Improvements	Schiada	07/01/2005	Preparing plans and specifications for Route 41 bus stop.	CIP presentation to EDB at their December meeting.	12/08/05	12/30/2006
10.2 Citywide Assessment District	Sousa	10/2005	During the Budget Workshops, several assessment district needs were discussed. These included: Addressing the shortfalls in the existing Assessment Districts; Analyzing the possibility of creating new districts for the Marina Area and/or for the BUSD Fields Maintenance.	Present Staff recommendations and possible timelines to the City Council at the January 3, 2006 City Council Meeting.	1/3/2006	06/30/2006
12.2 Community Center Project	Alvarez	9/1/2002	Drawings complete. Met with building tenants.	Review drawings and make changes as required. Prepare presentation to Design Review Board. Continue discussions with building tenants regarding their concerns about the building size.	1/06	12/1/2006
14 Clock Tower Preservation and Improvement	Alvarez	1/1/2002	Grant application available for public distribution in November.	Staff will review the grant application and work with consultant for preparation of submittal.	1/3/06	12/01/2006

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
15 Benicia Business Park	ED	7/1/04	Completion of Scoping Meeting for EIR in July 2005.	Completion of admin. draft EIR in January 2006.	01/06	02/28/2006
16 Storm Water Management Plan Initiation	Schiada	01/31/2005	Completed draft ordinance, preparing for first reading on 1/3/06 City Council meeting.	Adopt storm water ordinance including enforcement response plan.	01/17/06	09/15/2005
17.1 Development of Sustainable Criteria	Brown	1/1/2006	Project is dependent upon staffing levels.	Pending filling of department vacancies. Consider consolidation of priorities #17.1, 29, 32.1 and 42.6; report to City Council on options in December.	12/20/06	6/30/2006
19 Phase I - SP Depot Master Plan and Funding for Renovation of the Freight Room	Brown	9/1/2005	Received and reviewed proposal for schematic site plan design from Carey & Co. Inc.	Recommend to CAO to proceed with Carey & Co. contract.	12/1/05	12/31/2006
20 Drainage Projects at West 7th/I St. and St. Augustine	Schiada	11/01/2005		Hire engineering firm to begin design contingent on low bids from Marina Area Storm Drain project and/or cost sharing agreement with property owner.	1/02/2006	12/31/2007

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>	
21	Commandant's Building Stabilization & Preservation	Alvarez	7/1/2003	Grant application available for public distribution in November. Completed Phase Land II construction drawings.	Review process with City and State to begin.	1/3/06	12/01/2006
22	Fire Station Upgrade/Expansion of Station #12	Hanley	7/1/06	Priority for 05-06	Complete construction plans.	03/01/06	10/01/2006
23.1	Tri-City & County Open Space Cooperative Group (ongoing)	Brown	1/1/1990	King Ranch purchased	Continue discussions on specific open space acquisitions, particularly Eastern Swett Ranch, formation of regional park district and development of Master Resources Park & Rec. Plan. Ongoing meetings for Regional Park District formation.	Ongoing	6/30/2006
23.2	Development and Implementation of Code Enforcement Program	Brown	9/1/2005	Recruitment for Community Preservation Officer closed on 11/28/05.	Coordinate formation of panel and set up date for interviews.	1/06	3/31/2006
27.2	State Park Road Bridge	Schiada	07/01/1997	City Council awarded final design and environmental contract. (No completion date established at this time due to construction funding uncertainty.)	Complete draft NEPA environmental document.	04/03/2006	6/30/2007

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>	
29	Update Zoning Ordinance	Brown	1/1/2006	Priority for 05-06.	Selective updates can be done with adequate planning staffing. Pending on filling of department vacancies. Consider consolidation of priorities #17.1, 29, 32.1, and 42.6 related to historic arsenal. Report to Council on options in December.	12/20/05	6/30/2006
30	West 7th St. at Military Sidewalk Safety Project	Schiada	07/01/2005	Environmental documents prepared and application submitted to Fish and Game for approval to proceed with immediate work.	Design scheduled for completion in December. Expect the Fish and Game permit to be approved by December.	12/15/05	12/31/2005
32.1	Water Distribution System Improvement Project	Schiada	6/2/2003	Final design complete.	Complete negotiations with Valero to acquire reservoir site. Advertise for construction bids.	12/31/05	03/01/2007
32.1	Revise/Update Design Guidelines	Brown	1/1/2006	Priority for 05-06	Dependent on staff resources and funding. Pending filling of department vacancies. Consider consolidation of priorities #17.1, 29, 32.1, and 42.6 - report on options to Council in December.	12/20/05	6/30/2006
32.2	Functionally Appropriate Facility for HR, IS and CA	McLaughlin	7/1/2005	Received Notification from School District that they are reevaluating declaring the trailers surplus. Plans on hold until we hear back from the District.	Design Review (staff level)	12/31/05	2/20/2006

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>	
35.1	Implementation - Traffic Calming Study & Pilot Project	Schiada	7/01/05	Reviewed submitted proposals and conducted consultant interviews on the citywide program.	Award of contract scheduled for approval by City Council in December.	12/20/05	06/30/2007
35.2	Implement Downtown Historic Conservation Plan	Brown	7/1/2003	Discussion of additions and deletions to list of resources at the HPRC meeting on November 17th.	Audit the draft survey information and conduct public workshops to discuss the draft survey.	2/1/06	06/30/2006
37	Tennis Court Lights	Alvarez		Began construction.	Construction progressing.	1/31/06	02/01/2006
38	Continue Affordable Housing Development	ED	1/1/05	Completion of Burgess Pt. Affordable Project.	Prepare list of alternative projects. Pending hire of Economic Development Manager.	1/31/06	01/01/2007
39	Dredged Material Disposal Master Plan	Schiada	12/01/2005	Priority for 05-06	Prepare request for proposals after completion of 2005 maintenance dredging project.	1/1/06	08/31/2006

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>	
40	Historic Preservation Investment - Annual Allocation	Brown		Priority for 05-06.	Pending direction from City Manager/City Council.	TBD	
41	Marina Area Storm Drain Project	Schiada	11/19/2003	PW Staff is working with the City Attorney's office related to eminent domain/inverse condemnation lawsuits. Final plans are complete. Permit applications to USACE, RWQCB, BCDC submitted 3/9/05.	Advertise for construction.	1/05/06	12/30/2006
42.1	Invest in Downtown	ED	11/1/05	Completion of Spit Improvements in August 2005.	Review ideas with Economic Development Board. Pending hiring of Economic Development Manager.	1/31/06	06/30/2005
42.2	X-Park Skate Facility	Alvarez	3/1/2001	Complete bid package.	Bid project as soon as X-Park proponents provide evidence of securing volunteer assistance and materials.	1/3/06	5/1/2006
42.3	Funding for SF Bay Trail Project	Schiada	07/01/2005	Hire engineering consultant to begin design. Bay Ridge Trail Dedication held on October 29, 2005.	Hire consultants to design East 5th Street project and Military East project.	1/15/06	06/30/2007

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
42.4 Revenue Enhancement Options	Erickson	9/1/05	Follow up calls to recipients of letter regarding formation of Revenue Options Committee.	Review as a priority with the council at special meeting.	12/20/05	06/30/2005
42.5 Camel Barn Roof	Alvarez	7/1/05	Develop scope of project. Met with Camel Barn Director to determine type of construction and scope of project.	Secure proposal to design project.	1/3/06	06/30/2006
42.6 Yuba Arsenal Master Plan	Brown	3/1/2006	Priority for 05-06	Need funding to implement planning program. Consider consolidation of priorities #17.1, 29, 32.1, and 42.6, report to Council on options in December.	12/20/05	06/30/2006
48 Tree Ordinance	Alvarez	5/1/2004	Council adopted policy to guide ordinance development.	Continue drafting ordinance with a recommendation to City Council by March '06.	3/1/06	7/1/2006
49 Downtown Asset Management	ED	5/3/04	Assistance of business owners with business planning.	Revisit downtown investment strategy - pending the hiring of an Economic Development Manager.	1/31/06	06/30/2006

<i>Priority #/Project</i>	<i>Project Manager</i>	<i>Start Date</i>	<i>Last Action</i>	<i>Next Step</i>	<i>Next Date</i>	<i>End Date</i>
50 Von Pfister Adobe Preservation	Alvarez	6/1/2004	Staff to meet with committee to finalize direction of nomination application.	Notify consultant on the direction of the application.	1/3/06	03/01/2006
51.1 Valero VIP Project	Erickson	6/22/04	Meeting with City staff and Valero staff on expectations for VIP and revenue to City.	Completion of new utility user tax agreement.	2/28/06	06/30/2006
51.2 Mixed Use Development of E Street Parking Lot	ED	5/1/04	Direction from Council to prepare action plan for project.	Preparation of action plan - pending hiring of the Economic Development Manager.	1/31/06	12/31/2007
51.3 Fifth Street Hotel Facilitation	ED	7/1/2002	Design review revision to improve project.	Obtaining building permit.	1/1/06	12/01/2006
54 Water Reuse Project with Valero & City	Schiada	07/01/2003	Third round of toxicity testing occurred the week of 11/14; interviewed single firm submitting proposal for CEQA compliance services on 11/9.	Next PURE meeting set for 12/13/05; award consultant contract for CEQA compliance services on 1/3/06.	01/03/06	7/1/2009

**Additional Priorities
Suggested by Council Member(s)
12/14/05**

1. Sign code enforcement
2. Planning and building permit notices
3. Grading ordinance revisions
4. West 7th Street creek restoration
5. Firefighter contract resolution
6. Adoption of Ahwahnee Principle
7. Community Development Department staffing
8. Sky Valley water shed protection

**City Council Priority Projects
Top 10**

Name: _____

	Priority Project Name
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