



**BENICIA CITY COUNCIL
CITY COUNCIL MEETING AGENDA**

**Benicia City Hall, 250 East L Street, Council Chamber
Benicia, CA 94510
April 5, 2022
6:00 PM**

Accessing The Meeting

How to Participate in the Meeting:

- 1) Attend in person at Council Chambers
- 2) Cable T.V. Broadcast - Check with your cable provider for your local government broadcast channel.
- 3) Livestream online at www.ci.benicia.ca.us/agendas.
- 4) Zoom Meeting (link below)

The public may view and participate (via computer or phone) link:

<https://us02web.zoom.us/j/83813823062?pwd=SEZSaEtjYndNYIRkVWliR0JSQldlZz09>

- If prompted for a password, enter 244987.
- Use participant option to “raise hand” during the public comment period for the item you wish to speak on. Please note, your electronic device must have microphone capability. Once unmuted, you will have up to 5 minutes to speak.

Dial in with phone:

Before the start of the item you wish to comment on, call any of the numbers below. If one is busy, try the next one.

1 669 900 9128
1 346 248 7799
1 253 215 8782
1 646 558 8656
1 301 715 8592
1 312 626 6799

- Enter the meeting ID number: 838 1382 3062 *please note this is an updated ID number*.

- Enter password: 244987
- When prompted for a Participant ID, press #.
- Press *9 on your phone to “raise your hand” when the Mayor calls for public comment during the item you wish to speak on. Once unmuted, you will have up to 5 minutes to speak.

Any member of the public who needs accommodations should email City Clerk Lisa Wolfe at lwolfe@ci.benicia.ca.us, who will use her best efforts to provide as much accessibility as possible while also maintaining public safety.

1. Call To Order (6:00 P.M.)

2. Convene Open Session

3. Roll Call

4. Pledge Of Allegiance

5. Reference To The Fundamental Rights Of The Public

The fundamental rights of each member of the public can be found in the municipal code posted on the City’s website and on a plaque that is posted at the entrance to this meeting per section 4.04.030 of the City of Benicia’s Open Government Ordinance.

6. Announcements

6.A - MAYOR'S OFFICE HOURS

Mayor Young is maintaining an open office on the first and third Mondays of the month (except holidays) in the Mayor's office of City Hall from 4:30 to 6:00 p.m. No appointment is necessary. Other meeting times may be scheduled through City Hall by calling 707-746-4200.

6.B - OPENINGS ON BOARDS AND COMMISSIONS

- Building Code Board of Appeals
1 Full Term, Expiring July 31, 2025
- Historic Preservation Review Commission
1 Partial Term, Expiring January 31, 2024
- Housing Authority Board
1 Tenant Term, Expiring January 31, 2024
- Library Board of Trustees

1 Partial Term, Expiring July 31, 2022

- Open Government Commission

2 Full Terms, Expiring January 31, 2026

- Sky Valley Open Space Committee

1 Full Term, Expiring January 31, 2023

7. Proclamations

7.A - PROCLAMATION IN RECOGNITION OF NATIONAL LIBRARY WEEK APRIL 3-9, 2022 (Library and Cultural Services)

[Proclamation National Library Week, April 3-9, 2022.pdf](#)

7.B - PROCLAMATION - EARTH DAY - APRIL 22, 2022 (Public Works)

[Proclamation - Earth Day - April 22 2022](#)

7.C - PROCLAMATION - NATIONAL PUBLIC SAFETY TELECOMMUNICATOR'S WEEK APRIL 10-16, 2022 (Police Department)

[Proclamation - National Public Safety Telecommunicators Week 2022](#)

8. Adoption Of Agenda

9. Opportunity For Public Comments

How to Submit Public Comments for this City Council meeting:

Besides appearing in person and offering public comments, members of the public may provide public comment via Zoom, or to the City Clerk by email at lwolfe@ci.benicia.ca.us. Any comment submitted to the City Clerk should indicate to which item of the agenda the comment relates. Specific information follows:

- Comments received by 2:00 pm on the day of the meeting will be electronically forwarded to the City Council and posted on the City's website.

- Comments received after 2:00 pm, but before the start time of the meeting will be electronically forwarded to the City Council, but will not be posted on the City's website.

10. Written Comment

11. Public Comment

12. Consent Calendar

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.

12.A - APPROVAL OF CITY COUNCIL MINUTES FROM THE MARCH 15, 2022 AND MARCH 22, 2022 REGULAR MEETINGS (City Clerk)

[March 15 2022 City Council Meeting Minutes](#)

[March 22 2022 City Council Meeting Minutes](#)

12.B - RESOLUTION OPPOSING TAXPAYER PROTECTION AND GOVERNMENT ACCOUNTABILITY ACT INITIATIVE (City Manager)

The City of Benicia is a member of the League of California Cities (CalCities). CalCities and its broad coalition of partners oppose the Taxpayer Protection and Government Accountability Act, and are calling on cities to oppose the measure, because it limits voters' authority, adopts new and stricter rules creating intentional and unrealistic hurdles to efforts to raise local funds through taxes and fees, and makes it more difficult to hold violators of state and local laws accountable.

Recommendation:

Adopt a resolution opposing the Taxpayer Protection and Government Accountability Act Initiative (AG 21-0042A1) (Attachment 1), a proposed California Business Roundtable ballot measure, aimed for the November 2022 statewide ballot.

[Staff Report - Resolution Opposing Taxpayer Protection and Government Accountability Act Initiative](#)

[1. Resolution - Opposing Taxpayer Protection and Government Accountability Act Initiative](#)

[2. Tax Fairness, Transparency and Accountability Act](#)

[3. Taxpayer Protection and Government Accountability Act](#)

[4. California City Finance's Fiscal Analysis](#)

[5. California Business Roundtable Measure Opposition Fact Sheet](#)

12.C - AUTHORIZING THE ACCEPTANCE OF BOOK TO ACTION GRANT AND BUDGET AMENDMENT (Director of Library and Cultural Services)

The Benicia Public Library has received a grant for \$6,000 to fund a Book to Action project. Funds will be received and must be expended by June 30, 2022.

Recommendation:

Move to adopt a resolution (Attachment 1) authorizing the acceptance of the grant and approving a budget amendment to the Library's Grant Fund (2707000) so funds may be expended this fiscal year.

[Staff Report - Authorizing the Acceptance of Book to Action Grant and Budget Amendment](#)

[1. Resolution - Authorizing the Acceptance of Book to Action Grant and Budget Amendment](#)

12.D - AUTHORIZING BUDGET AMENDMENTS TO MAKE ACCOUNTING ADJUSTMENTS RELATED TO THE LITERACY PROGRAM (Director of Library and Cultural Services)

The Benicia Public Library is currently working with the Finance Department to make necessary corrections in revenue and appropriations in various funds with the intent of streamlining and simplifying internal processes and enabling staff to more easily illustrate the true cost of programs and services.

Recommendation:

Move to adopt a resolution (Attachment 1) authorizing Budget Amendments necessary to make the budget process improvements related to the Literacy program.

[Staff Report - Budget Amendment to Make Accounting Adjustments Related to the Literacy Program](#)

[1. Resolution - Authorizing Budget Amendment to Make Accounting Adjustments Related to the Literacy Program](#)

12.E - APPROVE POSITION ALLOCATION CHANGES FOR CITY MANAGER'S OFFICE (HR AND IT DIVISIONS) AND FIRE DEPARTMENT, SALARY SCHEDULES, AND NECESSARY BUDGET ADJUSTMENTS (Human Resources Director)

The Fire Department, Human Resources Division, and Information Technology Division are going through a review of operations, processes and policy. It is important to align the structure of the departments with the planned changes in operation and policy.

- Delete allocation for 1 Full Time Employee (FTE) - Fire Inspector I position
- Add allocation for 1 FTE - Fire Inspector I/II position
- Delete allocation for 1 FTE - Information Technology (I.T.) Analyst I/II position
- Add allocation for 1 FTE - I.T. Analyst I/II/Sr. I.T. Analyst position
- Increase allocation of .75 FTE – I.T. Assistant to 1-FTE – I.T. Assistant
- Delete allocation for 1 FTE - Human Resources Technician position
- Add allocation for 1 FTE - Human Resources Technician/Sr. HR Technician position

The recommended changes provide the Fire Department, Human Resources Division, and the Information Technology Division the appropriate structure to continue to move forward with the imperative changes to operations and citywide policies. This report outlines the specific position class increases, new salary schedules required, and the necessary budget amendments.

Recommendation:

Move to adopt a resolution (Attachment 1), approving position allocation changes, amendments to the City's Classification Plan and accompanying salary ranges for the positions as described, and budget amendments increasing appropriations in the amount of \$67,000.

[Staff Report - Position Allocation Changes, Salary Schedules, and Budget Adjustments](#)

[1. Resolution – Position Allocation Staffing Authorization and Budget Amendment](#)

12.F - ACCEPTANCE OF THE LAKE HERMAN ROAD STORM DAMAGE REPAIR PROJECT AND APPROVAL OF NECESSARY CAPITAL PROJECT BUDGET AMENDMENT (Public Works Director)

The Lake Herman Road Storm Drain Repair Project consisted of regrading the existing slope, installing storm drain pipes and erosion control matting, and repaving the full width of Lake Herman Road from a length of approximately 700 feet and is ready to be accepted as complete.

Recommendation:

Adopt a resolution (Attachment 1)

- 1) accepting change orders, accepting the Lake Herman Road Storm Drain Repair Project as complete, authorizing the City Manager to sign the Notice of Completion (Attachment 2), and authorizing the City Clerk to file said notice with the Solano County Recorder
- 2) approving the necessary budget amendments to close out the project.

[Staff Report - Acceptance of Lake Herman Road Storm Damage Repair Project](#)

[1. Resolution - Acceptance of Lake Herman Road Storm Damage Repair Project](#)

[2. Notice of Completion – Acceptance of Lake Herman Road Storm Drain Repair Project](#)

12.G - APPROVE LIST OF STREETS FOR FY22/23 PAVEMENT REHABILITATION PROJECT TO RECEIVE ROAD MAINTENANCE AND REHABILITATION ACCOUNT FUNDING (Public Works Director)

Senate Bill 1 requires each local agency to submit a list of proposed street maintenance and rehabilitation projects to the California Transportation Commission (CTC) annually as a prerequisite to receive Road Maintenance and Rehabilitation Account funding.

Recommendation:

Move to adopt a resolution (Attachment 1) approving the list of streets for FY22/23 pavement rehabilitation project (Exhibit A).

[Staff Report - Approval of List of Streets for SB 1 Funding](#)

[1. Resolution - List of Streets to Receive RMRA Funding](#)

12.H - CLOSEOUT OF COMMUNITY DEVELOPMENT BLOCK GRANT FOR CASA DE VILARRASA I & II (Community Development Director)

The City of Benicia was approved to spend \$592,951 of Community Development Block Grant (CDBG) Program Income on rehabilitation activities at Casa de Vilarrasa I & II on September 9, 2020. These funds were administered by the Benicia Housing Authority, and they were specifically used for replacement of a failing roof. Roof replacement was inspected and approved by the Benicia Building Safety Division on June 17, 2021. The City now intends to complete closeout of the CDBG-funded project, administered by the California Department of Housing and Community Development (HCD).

Recommendation:

Provide opportunity for public comment to be received regarding the administration of a CDBG grant for rehabilitation activities at Casa de Vilarrasa. No action is required at this time.

[Staff Report - CDBG Closeout](#)

[1. Resolution 20-95 – Approving an Application for Funding and the Execution of a Grant Agreement and any Amendments](#)

12.I - FY 2021-22 SECOND QUARTER INVESTMENT REPORT (Finance Director)

The investment report for the quarter ended December 31, 2021, follows the City's Investment Policy and California Law. Additionally, the City has adequate investments to meet its expenditure needs for the next six months. This report has been reviewed by the City Treasurer.

Recommendation:

Move to accept the December 31, 2021, Investment Report (Attachment 1).

[Staff Report - FY 2021-22 Second Quarter Investment Report](#)

[1. FY 2021-22 Investment Report Quarter Ending December 31](#)

13. Business Items

13.A - CONSIDERATION AND APPROVAL OF RESOLUTION AUTHORIZING THE CITY MANAGER TO IMPLEMENT A RECRUITMENT INCENTIVE PILOT PROGRAM TO ATTRACT AND RETAIN HIGHLY QUALIFIED PERSONNEL FOR HARD-TO-FILL POSITIONS (Human Resources Manager)

The City of Benicia is experiencing a diminished pool of well-qualified candidates for many of our hard-to-fill positions. Benicia is not unique in that agencies around the state are contending with this same shortage of candidates. Many agencies are implementing new benefits, policies, and hiring incentives to attract and retain qualified applicants. To effectively compete for these limited candidate pools and, in turn, fill vacancies more quickly and efficiently, a recruitment incentive program is recommended.

Recommendation:

Move to adopt a resolution (Attachment 1) authorizing the City Manager and Human Resources Manager to implement a pilot recruitment incentive program (Exhibit A) to attract and retain highly qualified personnel for hard-to-fill positions.

[Staff Report Recruitment and Hiring Incentive](#)

[1. Resolution – Recruitment Incentive Pilot Program](#)

14. Adjournment (8:00 P.M.)

Public Participation

The Benicia City Council and its Boards and Commissions welcome public participation.

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

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

Disabled Access or Special Needs

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

Meeting Procedures

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

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

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

Public Records

The agenda packet for this meeting is available at the City Manager's Office and the Benicia Public Library during regular working hours. To the extent feasible, the packet is also available on the City's web page at www.ci.benicia.ca.us under the heading "Agendas and Minutes." Public records related to an open session agenda item that are distributed after the agenda packet is prepared are available before the meeting at the

City Manager's Office located at 250 East L Street, Benicia, or at the meeting held in the Council Chambers. If you wish to submit written information on an agenda item, please submit to the City Clerk as soon as possible so that it may be distributed to the City Council. A complete proceeding of each meeting is also recorded and available through the City Clerk's Office.

Contact Your Council Members

If you would like to contact the Mayor or a Council Member, please call the number listed below to leave a voicemail message.

Mayor Young: 707-746-4213

Vice Mayor Campbell: 707-746-4213

Council Member Strawbridge: 707-746-4213

Council Member Largaespada: 707-746-4213

Council Member Macenski: 707-746-4213