



Pedro "Pete" M. Sanchez, Mayor
Mike Hudson, Mayor Pro-Tem
Jane Day
Michael A. Segala
Lori Wilson

First and Third Tuesday
Every Month

A G E N D A

SPECIAL MEETING OF THE SUISUN CITY COUNCIL

TUESDAY, APRIL 16, 2013

5:45 P.M.

SUISUN CITY COUNCIL CHAMBERS -- 701 CIVIC CENTER BOULEVARD -- SUISUN CITY, CALIFORNIA

(Next City Council Res. No. 2013 – 16)

ROLL CALL

Council Members

PUBLIC COMMENT

(Requests by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3 allowing 3 minutes to each speaker).

CONFLICT OF INTEREST NOTIFICATION

(Any items on this agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time.)

CLOSED SESSION

Pursuant to California Government Code Section 54950 the Suisun City Council will hold a Closed Session for the purpose of:

1. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code Section 54956.9(b): One potential case.

CONVENE OPEN SESSION

Announcement of Actions Taken, if any, in Closed Session.

ADJOURNMENT

A complete packet of information containing staff reports and exhibits related to each item for the open session of this meeting, and provided to the City Council, are available for public review at least 72 hours prior to a Council /Agency/Authority Meeting at Suisun City Hall 701 Civic Center Blvd., Suisun City. Agenda related writings or documents provided to a majority of the Council/Board/Commissioners less than 72 hours prior to a Council/Agency/Authority meeting related to an agenda item for the open session of this meeting will be made available for public inspection during normal business hours. An agenda packet is also located at the entrance to the Council Chambers during the meeting for public review. The City may charge photocopying charges for requested copies of such documents. Assistive listening devices may be obtained at the meeting

PLEASE NOTE:

1. The City Council/Agency/Authority hopes to conclude its public business by 11:00 P.M. Ordinarily, no new items will be taken up after the 11:00 P.M. cutoff and any items remaining will be agendaized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.
2. Suisun City is committed to providing full access to these proceedings; individuals with special needs may call 421-7300.
3. Agendas are posted at least 72 hours in advance of regular meetings at Suisun City Hall, 701 Civic Center Boulevard, Suisun City, CA. Agendas may be posted at other Suisun City locations including the Suisun City Fire Station, 621 Pintail Drive, Suisun City, CA, and the Suisun City Senior Center, 318 Merganser Drive, Suisun City, CA.

DEPARTMENTS: AREA CODE (707)

ADMINISTRATION 421-7300 ■ PLANNING 421-7335 ■ BUILDING 421-7310 ■ FINANCE 421-7320
FIRE 425-9133 ■ RECREATION & COMMUNITY SERVICES 421-7200 ■ POLICE 421-7373 ■ PUBLIC WORKS 421-7340
SUCCESSOR AGENCY 421-7309 FAX 421-7366

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First and Third Tuesday
Every Month

A G E N D A

SPECIAL MEETING OF THE SUISUN CITY COUNCIL

TUESDAY, APRIL 16, 2013

6:00 P.M.

SUISUN CITY COUNCIL CHAMBERS -- 701 CIVIC CENTER BOULEVARD -- SUISUN CITY, CALIFORNIA

(Next City Council Res. No. 2013 - 16)

ROLL CALL

Council Members

PUBLIC COMMENT

(Requests by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3 allowing 3 minutes to each speaker).

CONFLICT OF INTEREST NOTIFICATION

(Any items on this agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time.)

CLOSED SESSION

Pursuant to California Government Code Section 54950 the Suisun City Council and Successor will hold a Closed Session for the purpose of:

1. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(b): Two potential cases.

2. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to California Government Code Section 54956.8., the Suisun City Council will hold a Closed Session for the purpose of Conference with Real Property Negotiator.

Property Under Negotiation: Assessor Parcel Numbers 0173-010-210 and 0173-010-220

Agency Negotiator: Suzanne Bragdon, City Manager, Ronald C. Anderson, Jr, Assistant City Manager/Administrative Services, Jason Garben, Economic Development Director

Negotiating Parties: Ted Caldwell

Under Negotiations: Terms and payment

DEPARTMENTS: AREA CODE (707)

ADMINISTRATION 421-7300 ■ PLANNING 421-7335 ■ BUILDING 421-7310 ■ FINANCE 421-7320
FIRE 425-9133 ■ RECREATION & COMMUNITY SERVICES 421-7200 ■ POLICE 421-7373 ■ PUBLIC WORKS 421-7340
SUCCESSOR AGENCY 421-7309 FAX 421-7366

3. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Name of Case: David Fong v. City of Suisun City Case #: # FCS038343

4. PERSONNEL MATTERS

Pursuant to California Government Code Section 54954.5 et seq. the Suisun City Council will hold a Closed Session for the purpose of Public Employee Performance Evaluation: City Manager/Executive Director.

CONVENE OPEN SESSION

Announcement of Actions Taken, if any, in Closed Session.

ADJOURNMENT

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CITY COUNCIL

Pedro "Pete" M. Sanchez, Mayor
Mike Hudson, Mayor Pro-Tem
Jane Day
Michael A. Segala
Lori Wilson



CITY COUNCIL MEETING

First and Third Tuesday
Every Month

A G E N D A

REGULAR MEETING OF THE SUISUN CITY COUNCIL

SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE
REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY,

AND HOUSING AUTHORITY

TUESDAY, APRIL 16, 2013

7:00 P.M.

SUISUN CITY COUNCIL CHAMBERS -- 701 CIVIC CENTER BOULEVARD -- SUISUN CITY, CALIFORNIA

(Next Ord. No. – 723)

(Next City Council Res. No. 2013 – 16)

Next Suisun City Council Acting as Successor Agency Res. No. SA2013 – 02)

(Next Housing Authority Res. No. HA2013 – 03)

ROLL CALL

Council / Board Members

Pledge of Allegiance

Invocation

PUBLIC COMMENT

(Requests by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3 allowing 3 minutes to each speaker).

REPORTS: (Informational items only.)

1. Mayor/Council -Chair/Boardmembers
2. City Manager/Executive Director/Staff
 - a. Report on the 2013 Insurance Services Office Fire Public Protection Classification Rating on Fire Department Classification – (O'Brien).
 - b. Report on Streetlight Repair – (Kasperson).

CONFLICT OF INTEREST NOTIFICATION

(Any items on this agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time.)

PRESENTATIONS/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

3. Presentation of Proclamation to former Suisun City Master Police Officer Michael Rowe Recognizing his years of service, 1985–2013.

DEPARTMENTS: AREA CODE (707)

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SUCCESSOR AGENCY 421-7309 FAX 421-7366

4. Presentation by Christina Arrostuto, Solano Safety Net Summits on Poverty Steering Committee, "Roadmap to Cut Poverty" and the Partner Pledge.

CONSENT CALENDAR

City Council

5. Council Adoption of Resolution No. 2013-___: Authorizing the City Manager to Recruit and Appoint Police Officer for an Anticipated Opening – (Dadisho).
6. Council Adoption of Resolution No. 2013-___: Accepting the Main Street Rehabilitation Federal Stimulus Project (Federal Project No. ESPL-4032(024) as Complete and Authorizing the City Manager to Record the Notice of Completion for the Project – (Kasperson).
7. Council Adoption of Resolution No. 2013-___: Adopting the Proposed Suisun City Safe Routes to School Plan Update and Approving the Inclusion of the Plan in the Solano County Transportation Authority's Countywide Safe Route to School Plan – (Kasperson).

Joint City Council / Suisun City Council Acting as Successor Agency / Housing Authority

8. Council/Agency Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on April 2, 2013 – (Hobson).

Joint City Council / Suisun City Council Acting as Successor Agency

9. Council/Agency Approval of the March 2013 Payroll Warrants in the amount of \$533,523.83. Council/Agency Approval of the March 2013 Payable Warrants in the amount of \$1,451,866.27 – (Finance).

GENERAL BUSINESS

PUBLIC HEARINGS:

City Council

10. Continental Apartments – (Wooden).
 - a Presentation on Coldbrook Foundation.
 - b PUBLIC HEARING: Council Adoption of Resolution No. 2013-___: Approving the Issuance of Multifamily Housing Revenue Bonds by the California Affordable Housing Agency ("CalAHA") for the Purpose of Financing the Acquisition and Rehabilitation of a Multifamily Residential Housing Facility Located in the City known as the Continental Apartments (the "Project") Located at 1101 Crystal Street.

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AGENDA TRANSMITTAL

MEETING DATE: April 16, 2013

INFORMATIONAL ITEM:

Report on the 2013 Insurance Services Office Fire Public Protection Classification Rating on Fire Department Classification.

FISCAL IMPACT:

No Fiscal Impact. Informational only.

BACKGROUND:

The ISO Insurance services Office) is an independent company that serves Insurance companies, communities, fire departments, insurance regulators, and others by providing information about risk.

The ISO Public Protection Classification (PPC) survey recognizes only fire protection capabilities as they relate to fire suppression for commercial properties. The rating given to a fire department becomes a factor that is used by insurance companies as they set fire insurance rates for commercial buildings. These rates also influence residential fire insurance rates.

STAFF REPORT:

The Suisun City Fire Department recently completed its latest Public Protection Classification (PPC) survey by the Insurance Services Office (ISO). The last survey was undertaken in 1999. Through this assessment, the Department improved its classification rating from a Class 4 to a Class 3 Fire Department (Class 3 is comparable to Fairfield, Benicia and Vallejo.)

The PPC survey evaluates community fire protection based on a uniform set of criteria, incorporating nationally recognized standards. The PPC Evaluation is based on:

- Needed Fire Flows – Theoretical amount of water needed for fire suppression purposes.
- Response/Resolution - Receiving and Handling Fire alarms.
- Fire Department Operations – Equipment, apparatus, staffing, training, and geographic distribution of fire companies.
- Water Supply – Hydrants and alternative water sources in a careful evaluation of the amount needed to suppress fires up to 3,500 gallons per minute.

PREPARED BY:

REVIEWED/APPROVED BY:

Michael O'Brien, Fire Chief 
Suzanne Bragdon, City Manager 

Data is collected and Maximum Points are assigned:

- Receiving and Handling Fire Alarms - 10 points
- Fire Department - 50 points
- Water Supply (SID) - 40 points
- A Divergence Factor based on ratio of FD score to Water Supply score is factored in.

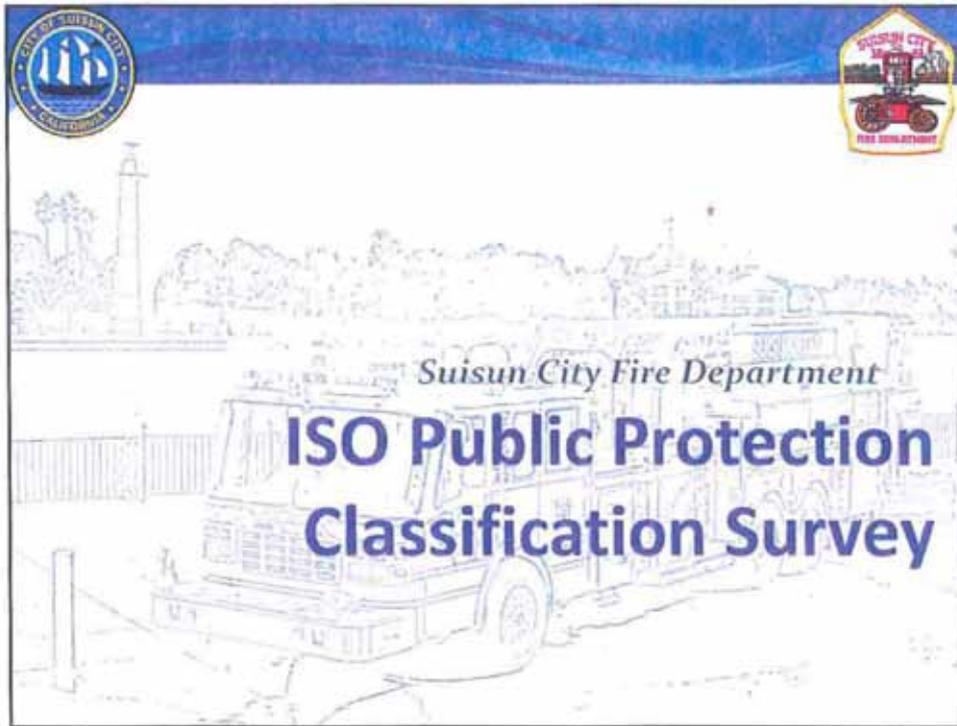
The Fire Department made improvements, as compared to the 1999 survey, in the number of engine companies arriving initially to a fire, the number of personnel, and the amount of training the volunteers accomplished. This was enough to move the department up to a Class 3 Fire Operation. We now have the same class rating as Benicia, Fairfield, and Vallejo. All other paid departments in Solano County, except for Dixon, have a Class 4 rating. The Vacaville City Fire Department is expected to be upgraded to a Class 3 rating after they complete their survey later this year.

STAFF RECOMMENDATION:

This is an informational item. No action is required by the Council.

ATTACHMENTS:

1. PowerPoint
2. ISO Public Protection Classification Survey Report



Fire Suppression Rating Schedule

- Iso is an independent company that serves
 - Insurance companies, communities, fire departments, insurance regulators, and others by providing information about risk.
- ISO Public Protection Classification surveys recognizes only fire protection capabilities as they relate to fire suppression for commercial properties.
- PPC surveys evaluate community fire protection based on a uniform set of criteria, incorporating nationally recognized standards.




PPC Evaluation

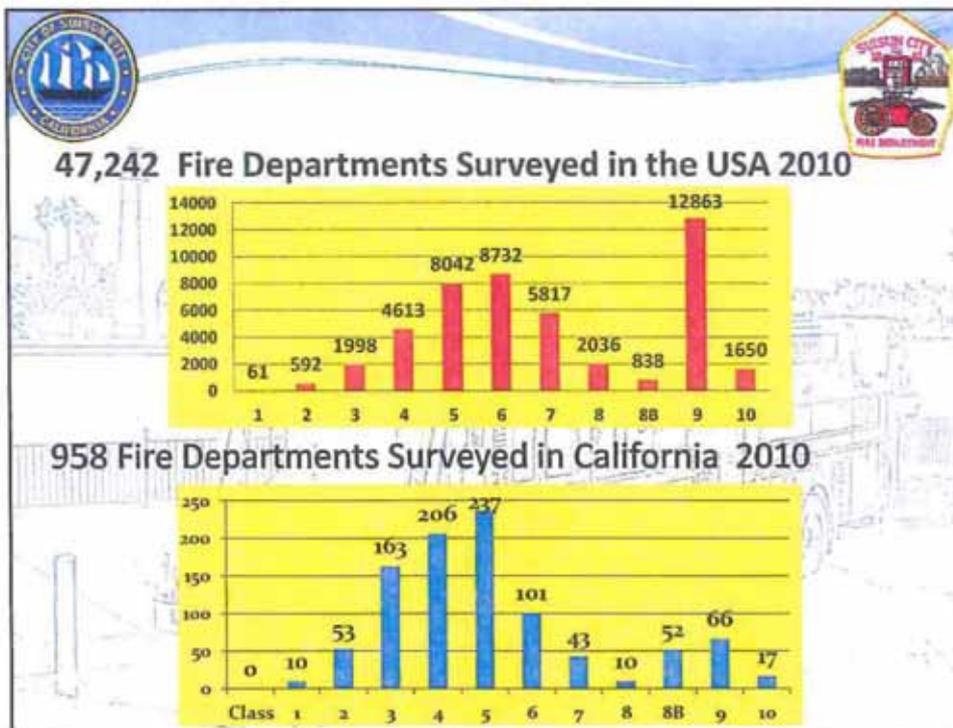
- Needed Fire Flows – theoretical amount of water needed for fire suppression purposes
- Receiving and Handling Fire alarms
- Fire Department – equipment, apparatus, staffing, training, and geographic distribution of fire companies.
- Water Supply – hydrants and alternative water sources in a careful evaluation of the amount needed to suppress fires up to 3,500 gallons per minute.




Data Collected and Points Assigned

Class	Points
1	90.00 or more
2	80.00-89.99
3	70.00-79.99
4	60.00-69.99
5	50.00-59.99
6	40.00-49.99
7	30.00-39.99
8	20.00-29.99
9	10.00-19.99
10	0.00-9.99

- Receiving and Handling Fire Alarms
 - 10 points
- Fire Department
 - 50 points
- Water Supply – SID
 - 40 points
- Divergence Factor – formula based on ratio of FD score to water supply



Local Ratings		Standard Points for Each Class	
City	Class	Class	Points
Benicia	3	1	90.00 or more
Cordelia	5-8b-9	2	80.00 - 89.99
Dixon	5-8b-10	3	70.00 - 79.99
Fairfield	3	4	60.00 - 69.99
Rio Vista	4	5	50.00 - 59.99
Suisun FPD	6-9	6	40.00 - 49.99
Suisun City	3	7	30.00 - 39.99
Vacaville City	4*	8	20.00 - 29.99
Vacaville FPD	5-8b	9	10.00 - 19.99
Vallejo	3	10	0.00 - 9.99

8b Indicates a better FD W/ Poor Water Supply

Summary Evaluation Analysis FSRS Feature	Earned Credit March 1999	Earned Credit March 2013	Credit Available
Receiving and Handling Fire Alarms			
414. Credit for Telephone Service	1.90	2.00	2
422. Credit for Operators	3.00	1.50	3
432. Credit for Dispatch Circuits	2.30	3.00	5
440. Credit for Receiving and Handling Fire Alarms	7.20	6.50	10
Fire Department			
513. Credit for Engine Companies	6.84	9.04	10
523. Credit for Reserve Pumpers	0.43	0.60	1
532. Credit for Pumper Capacity	5.00	5.00	5
549. Credit for Ladder Service	3.83	2.31	5
553. Credit for Reserve Ladder and Service Trucks	0.13	0.82	1
561. Credit for Distribution	2.47	2.88	4
571. Credit for Company Personnel	4.35	6.50	15
580. Credit for Training	2.97	6.13	9
590. Credit for Fire Department	26.02	33.28	50
Water Supply			
616. Credit for Supply System	34.30	35.00	35
621. Credit for Hydrants	2.00	2.00	2
631. Credit for Inspection and Condition	1.95	2.40	3
640. Credit for Water Supply	38.25	39.40	40
Divergence -Reduction credit ratio between FD and Water Supply	-8.72	-6.39	-
Total Credit	62.75	72.79	100




**Suisun City Fire Department is
now an ISO Class 3
Fire Department**

- Questions?



Suisun City Fire Department
ISO Public Protection Classification Survey

**Suisun City Fire Department is now an
ISO Class 3
Fire Department**

Public Protection Classification Program

The ISO Insurance services Office) is an independent company that serves Insurance companies, communities, fire departments, insurance regulators, and others by providing information about risk. The ISO Public Protection Classification surveys recognizes only fire protection capabilities as they relate to fire suppression for commercial properties.

The PPC survey evaluates community fire protection based on a uniform set of criteria, incorporating nationally recognized standards.

The PPC Evaluation is based on:

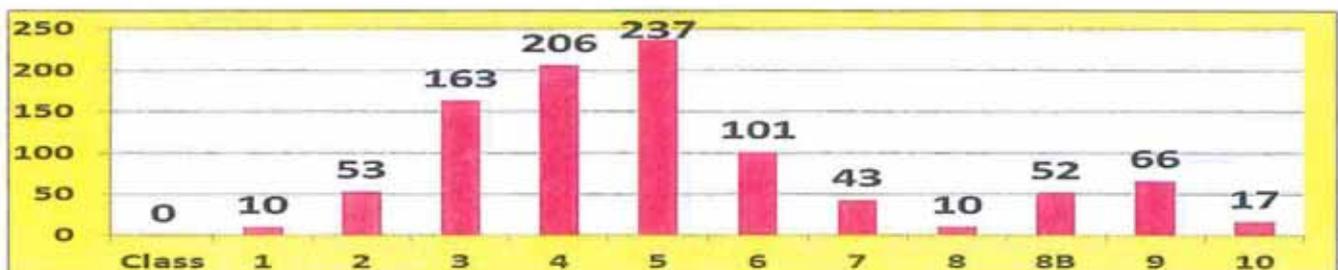
- Needed Fire Flows – theoretical amount of water needed for fire suppression purposes.
- Receiving and Handling Fire alarms.
- Fire Department – equipment, apparatus, staffing, training, and geographic distribution of fire companies.
- Water Supply – hydrants and alternative water sources in a careful evaluation of the amount needed to suppress fires up to 3,500 gallons per minute.

Data is collected and Maximum Points are assigned:

- Receiving and Handling Fire Alarms - 10 points
- Fire Department - 50 points
- Water Supply – SID - 40 points
- A Divergence Factor – formula based on ratio of FD score to Water Supply score is factored in.

47,242 Fire Departments Surveyed in the USA 2010 - 1998 Class 3 Departments

958 Fire Departments Surveyed in California 2010 - 163 Class 3 Departments



Class	Points
1	90.00 or more
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3	70.00-79.99
4	60.00-69.99
5	50.00-59.99
6	40.00-49.99
7	30.00-39.99
8	20.00-29.99
9	10.00-19.99
10	0.00-9.99

City	Class
Benicia	3
Cordelia	5-8b-9
Dixon	5-8b-10
Fairfield	3
Rio Vista	4
Suisun FPD	6-9
Suisun City	3
Vacaville FD	3
Vacaville FPD	5-8b
Vallejo	3

Summary Evaluation Analysis		March 2013		
The following points represent the analysis of the application of the criteria outlined in the FSRS of four topics- Receiving and Handling Fire Alarms, Fire Department, Water Supply, and the Divergence factor for Suisun City: For reference the March 1999 Score are included				
Summary Evaluation Analysis FSRS Feature		Earned Credit March 1999	Earned Credit March 2013	Credit Available
Receiving and Handling Fire Alarms				
414. Credit for Telephone Service		1.90	2.00	2
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640. Credit for Water Supply		38.25	39.40	40
Divergence -Reduction credit ratio between FD and Water Supply		-8.72	-6.39	-
Total Credit		62.75	72.79	100

Office of the Mayor
Suisun City, California
Proclamation



WHEREAS, Michael Rowe joined the Suisun City Police Department as a Police Officer in November 1984, promoting to Master Police Officer in January 2005, dutifully serving the citizens of Suisun City in that capacity; and

WHEREAS, Michael Rowe has been nominated and selected by his peers and supervisors for two Employee of the Quarter Awards; and received the Hazardous Action Medal, as part of the Department SWAT Team, for assisting with the removal of an armed and barricaded robbery suspect; received three Lifesaving Medals for assisting with the delivery of a baby, CPR in which the victim survived, and successfully performing a Heimlich technique on a 10-year old child; and was awarded the Distinguished Action Medal for disarming a suicidal individual, who during the course of a struggle, tried to stab the police officers; and

WHEREAS, Michael Rowe has served in almost every capacity in the Department -- as a Reserve Coordinator, Major Crimes Unit Investigator, Gang Crimes Investigator, Detective, Special Weapons and Tactics Team Member, Instructor for the Citizen and Teen Police Academy, Narcotics Detective, Range Supervisor, and Field Training Officer; and

WHEREAS, Mike's vision, dedicated commitment, knowledge of police procedures, and high standards of professionalism provided leadership and guidance for the Department at a time when it was critical to act decisively for the needs of our community, thereby ensuring a better quality of life to Suisun City residents for years to come; and

WHEREAS, the City Council of the City of Suisun City desires to honor Master Officer Michael Rowe for the service he has given to this Department and community.

NOW, THEREFORE, I, Pete Sanchez, by virtue of the authority vested in me as Mayor of the City of Suisun City on behalf of the City Council, am proud to honor

MASTER OFFICER MICHAEL ROWE

for his many accomplishments, and we extend our best wishes for continuous success in all future endeavors.

In witness whereof I have hereunto set my hand and caused this seal to be affixed.

Pete Sanchez, Mayor

ATTEST: _____

DATE: April 16, 2013

AGENDA TRANSMITTAL

MEETING DATE: April 16, 2013

CITY AGENDA ITEM: Council Adoption of Resolution No. 2013 - __: Authorizing the City Manager to Recruit and Appoint a Police Officer for an Anticipated Opening.

FISCAL IMPACT: One of our veteran Police Officers has committed to leave City service for a higher-paying job in the City of Concord Police Department. This officer would be replaced by an officer at entry level pay scales, which would result in salary savings of approximately \$3,300 for the balance of the current fiscal year (May 1, 2013 to June 30, 2013), as well as a savings of about \$20,000 on an annualized basis.

BACKGROUND: With the adoption of the FY 2011-12 Annual Budget, the City Council established a policy of having the Council review and approve any requests to fill vacant positions. The department is seeking the authority to fill this anticipated vacancy in the Police Officer job class as it occurs.

STAFF REPORT: Officer Dave O'Brien has completed all of his testing with the Concord Police Department and we are anticipating his departure the first week May.

The Police Chief has established minimum staffing levels in the General Orders which is one sergeant and two officers on every shift. With the Department already having frozen a total of three positions over the past two years, failure to approve the filling of any authorized Police Officer position would result in the need for significantly increased Overtime. Currently most of the Overtime needs are met on a voluntary basis; however, if all of these positions are not filled to meet basic patrol coverage, officers would be more likely to be assigned mandatory Overtime to ensure minimum staffing levels. The Department is currently working the 3/12 schedule. Any forced Overtime could have a negative impact on officer fatigue and morale. For all of these reasons, staff is requesting the authority to establish a Police Officer eligibility list, and to fill these three positions with the City Manager's approval.

RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 2013 - __: Authorizing the City Manager to Recruit and Appoint a Police Officer for an Anticipated Opening.

ATTACHMENTS:

1. Resolution No. 2013 - __: Authorizing the City Manager to Recruit and Appoint a Police Officer for an Anticipated Opening.

PREPARED BY:

REVIEWED/APPROVED BY:

Ed Dadisho, Police Chief
Suzanne Bragdon, City Manager

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RESOLUTION NO. 2013-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
AUTHORIZING THE CITY MANAGER TO RECRUIT AND
APPOINT A POLICE OFFICER FOR AN ANTICIPATED OPENING**

WHEREAS, with the expected resignation of Officer O'Brien, the Police Department will have a Police Officer vacancy effective on May 1, 2013; and

WHEREAS, the Police Department has established minimum staffing levels within its General Orders of one Police Sergeant and two Police Officers for each shift; and

WHEREAS, the Department will have to use Overtime to backfill the Police Officer vacancy if unfilled, increasing the potential for officer fatigue; and

WHEREAS, filling these vacancies permanently would enable the Department to continue to provide the current level of services to the community.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby authorizes the City Manager to recruit for and to fill an anticipated vacancy in Police Officer positions up to the level of staffing approved by the City Council in the currently adopted Annual Budget.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Suisun City duly held on Tuesday, the 16th day of April 2013, by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of said City this 16th day of April 2013.

Donna Pock, CMC
Deputy City Clerk

AGENDA TRANSMITTAL

MEETING DATE: April 16, 2013

CITY AGENDA ITEM: Adoption of Council Resolution No. 2013__ : Accepting the Main Street Rehabilitation Federal Stimulus Project (Federal Project No. ESPL-5032(024)) as Complete and Authorizing the City Manager to Record the Notice of Completion for the Project.

FISCAL IMPACT: This Project had no fiscal impact on the General Fund. A total of \$707,600 was budgeted for the Main Street Rehabilitation Project (Project). The City received federal American Recovery and Reinvestment Act of 2009 (ARRA) grant funding that covered 100% of the funding for the construction of the Project. The Project, including costs associated with design, construction, and construction management, was completed within budget and within the amount authorized by Council.

STAFF REPORT: On June 29, 2010, the City Council awarded a contract for the Main Street Project to Argonaut Construction Company. This Project provided for roadway rehabilitation of Main Street from Lotz Way to Solano Street. Work included repairing roadway base failures, grinding existing pavement, pavement reinforcing fabric, hot mix asphalt overlay, raising existing surface utility features to grade, traffic signs, speed hump, pavement markings, pedestrian ramps, sidewalk, curb & gutter, replacing streetlights, and other various items of work.

The completion of this Project was delayed primarily due to disputes with the Contractor over the quality of the concrete work. Recently the Contractor and the concrete subcontractor remediated various items with regard to the concrete work to the satisfaction of City staff. The Contractor has completed all the work specified in its contract with Suisun City and it is appropriate to accept the work as complete.

RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 2013-__ : Accepting the Main Street Rehabilitation Federal Stimulus Project (Federal Project No. ESPL-5032(024)) as Complete and Authorizing the City Manager to Record the Notice of Completion for the Project.

ATTACHMENTS: Resolution No. 2013-__ : Accepting the Main Street Rehabilitation Federal Stimulus Project (Federal Project No. ESPL-5032(024)) as Complete and Authorizing the City Manager to Record the Notice of Completion for the Project.

PREPARED BY:
REVIEWED BY:
APPROVED BY:

Amanda Dum, Management Analyst
 Daniel Kasperson, Building & Public Works Director
 Suzanne Bragdon, City Manager

[Handwritten initials and signature]
 S.B.

RESOLUTION NO. 2013- ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY
ACCEPTING THE MAIN STREET REHABILITATION PROJECT (FEDERAL
PROJECT NO. ESPL-5032(024) AS COMPLETE AND AUTHORIZING THE CITY
MANAGER TO RECORD THE NOTICE OF COMPLETION FOR THE PROJECT**

WHEREAS, on June 29, 2010, the Suisun City Council awarded Argonaut Constructors of Santa Rosa, California the contract for the Main Street Rehabilitation Project (Federal Project No ESPL-5032(024) ("Project"); and

WHEREAS, the contract rehabilitating Main Street from Solano Street to Lotz Way including repairing roadway base failures, grinding existing pavement, pavement reinforcing fabric, hot mix asphalt (HMA) overlay, raising existing surface utility features to grade, traffic signs, speed hump, pavement markings, pedestrian ramps, sidewalk, curb & gutter, replacing streetlights and other various items of work.

WHEREAS, Argonaut Constructors has completed all of the work under the contract for the Project.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Suisun City does hereby accept the improvements on Main Street Rehabilitation Project (Federal Project No ESPL-5032(024)) as complete and authorizes the City Manager to take such measures as necessary to execute the Notice of Completion.

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of Suisun City duly held on Tuesday, the 9th of April, 2013, by the following vote:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of the City of Suisun City this 9th of April, 2013.

Linda Hobson, CMC
City Clerk

AGENDA TRANSMITTAL

MEETING DATE: April 16, 2013

AGENDA ITEM: Approval of Resolution No. 2013-____: A Resolution of the City of Suisun City Council Adopting the Proposed Suisun City Safe Routes to School Plan Update and Approving the Inclusion of the Plan in the Solano County Transportation Authority's Countywide Safe Route to School Plan.

FISCAL IMPACT: There is no fiscal impact to the General Fund at this time. The report will be referenced when applying for grant funding in the future.

BACKGROUND: On February 13, 2008, the STA Board adopted STA's first Safe Routes to School Plan and authorized STA staff to create a Safe Routes to School Program in Solano County. The STA's SR2S Plan (Plan) process included over 100 committee members and over 450 parents, teachers, students, and neighbors at 29 schools across the county. Each city developed a local SR2S plan, developed in partnership with local SR2S task forces reviewing school plans within their community including their associated school district, which were adopted by each city's council and school board. These local plans were then incorporated into the STA's countywide SR2S plan. In Suisun City projects were selected in collaboration with the Fairfield-Suisun School District. At that time the schools reviewed were the Suisun Elementary School and the Dan O. Root Elementary School. This approval request is updating the 2008 Plan to reflect the current needs to the other schools located within Suisun City.

The City of Suisun City has been active in the SR2S program since the STA began its implementation in 2008. Through this program, the City of Suisun City has received grant funding for improvements such as 4 radar speed signs which were identified as a priority in the 2008 plan. State Route 12/Grizzly Island Trail project is a \$2.164M SR2S priority project funded with State/Federal grants and local dollars (\$814K MTC Regional Bike/Ped. Program, \$1.2M STA Federal/State MTC SR2S Program, \$150K Suisun City local funds). Suisun-Fairfield police was awarded \$100,000 STA SR2S enforcement grant in FY 2010-11; Suisun Police Department funded a School Resource Officer with a Federal SR2S grant.

STAFF REPORT: Below is a timeline of the process Suisun City SR2S Community Task Force took for the Suisun City 2012 Safe Route to School Plan Update:

Meeting/Event	Dates
First Community Task Force Meeting Introductions, Re-engaging Suisun City SR2S CTF, SR2S Process Overview	September 26, 2011
Second Community Task Force Meeting Preliminary discussion of SR2S issues and school site selection	November 21, 2011

PREPARED BY:

REVIEWED/APPROVED BY:

Amanda Dum, Management Analyst I
Daniel Kasperson, Building & Public Works Director
Suzanne Bragdon, City Manager

Walk Audit: Crescent Elementary School	January 18, 2012
Walk Audit: Crystal Middle School	March 28, 2012
Third Community Task Force Meeting Review of draft improvement plan for Crescent Elementary School and Crystal Middle School	April 24, 2012
Fourth Community Task Force Meeting Review draft school improvement plans/set priority projects for Suisun City and Plan Recommendation.	September 10, 2012

For the 2012 Plan Update, Crescent Elementary and Crystal Middle Schools were selected to be reviewed. The City of Suisun City's SR2S Ad Hoc Community Task Force conducted walk audits at the two schools, observing drop off and pick up activities at identified locations of interest and documented concerns. As a result of these walk audits, several recommendations for improvements were made to improve the traffic circulation, congestion and walk ability for children. The recommendations were reviewed and prioritized by Suisun City's Community Ad Hoc Task Force which included Councilmembers Jane Day and Mike Hudson. In addition to any infrastructure improvements recommended, the Plan Update also includes educational and encouragement programs to assist with awareness and travel safety.

Suisun City's SR2C Ad Hoc Community Task Force	
Name	Title
Jane Day	Councilmember
Mike Hudson	Councilmember
Daniel Kasperson	Suisun City Building & Public Works Director
Comm. Tim Mattos	Suisun City Police Department
Judi Honeychurch	Fairfield/Suisun School Board Member
Nick Lozano	Suisun City Associate Engineer
Natalie Dyudyuk	Fairfield/Suisun District Facilities Planner

Suisun City SR2S Ad Hoc Community Task Force and the Solano Transportation Authority request that the City Council adopt the Suisun City 2012 Safe Route to School Plan Update. This Plan is attached as Chapter 7 of the Draft Solano Transportation Authority Countywide Safe Route to School Plan which is scheduled to be considered by the STA board in May 2013.

The 2012 Safe Routes to School Plan Update will be used to establish a list of priority needs around Crescent Elementary and Crystal Middle School. It will also be used as a reference document when applying for grants.

RECOMMENDATION: Staff recommends approval of Resolution No. 2013-___: A Resolution of the City of Suisun City Council Adopting the Proposed Suisun City Safe Routes to School Plan Update and Approving the Inclusion of the Plan in the Solano County Transportation Authority's Countywide Safe Route to School Plan.

ATTACHMENTS:

- 1) Resolution No. 2013-____: A Resolution of the City of Suisun City Council Adopting the Proposed Suisun City Safe Routes to School Plan Update and Approving the Inclusion of the Plan in the Solano County Transportation Authority's Countywide Safe Route to School Plan.
- 2) Proposed Solano Transportation Authority Countywide Safe Route to School Plan – Chapter 7 – Fairfield-Suisun United (Suisun City) 2012 Safe Route to School Plan Update.

PREPARED BY:
REVIEWED/APPROVED BY:

Amanda Dum, Management Analyst I
Daniel Kasperson, Building & Public Works Director
Suzanne Bragdon, City Manager

RESOLUTION NO. 2013- _____

A RESOLUTION OF THE CITY OF SUISUN CITY COUNCIL ADOPTING THE PROPOSED SUISUN CITY SAFE ROUTES TO SCHOOL PLAN UPDATE AND APPROVING THE INCLUSION OF THE PLAN IN THE SOLANO TRANSPORTATION AUTHORITY'S COUNTYWIDE SAFE ROUTE TO SCHOOL PLAN.

WHEREAS, the Safe Routes to School Plan is intended to improve the safety of pedestrian and bicycle modes of student travel by enhancing related infrastructure and programs, and to provide safe passage to schools; and

WHEREAS, Suisun City's Safe Routes to School Ad Hoc Community Task Force included Fairfield-Suisun Unified School (FSUSD), Solano Transportation Authority and City representatives; and

WHEREAS, Solano Transportation Authority has implemented an update to the Countywide Safe Routes to School Plan; and

WHEREAS, Suisun City's SR2S Community Task Force Members held a walking audit at Crescent Elementary School on January 18, 2012, and at Crystal Middle School on March 28, 2012, to identify potential traffic circulation improvements and education programs to maintain and promote school pedestrian safety; and

WHEREAS, the Suisun City SR2S Community Task Force considered the Suisun City SR2S Plan Update at their meeting on September 10, 2012 and unanimously recommended the City Council adopt the proposed plan update; and

WHEREAS, the Countywide Safe Routes to School Plan will be accepted as the guiding document for future planning and implementation of SR2S projects; and

WHEREAS, the Suisun City SR2S Ad Hoc Community Task Force which includes representatives of the FSUSD will continue to steer SR2S related projects and programs for Suisun City; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Suisun City hereby adopts the Suisun City Safe Route to School Plan Update and approves inclusion of the Plan in the Solano Transportation Authority's Countywide Safe Route to School Plan.

PASSED AND ADOPTED by a Regular Meeting of said City Council of the City of Suisun City duly held on Tuesday, the 16th of April 2013, by the following vote:

AYES:	COUNCILMEMBERS	_____
NOES:	COUNCILMEMBERS	_____
ABSTAIN:	COUNCILMEMBERS	_____
ABSENT:	COUNCILMEMBERS	_____

WITNESS my hand and the seal of the City of Suisun City this 16th day of April 2013.

Linda Hobson, CMC
City Clerk

Fairfield-Suisun Unified (Suisun City)

The Suisun City Task Force selected two schools for walk audits as part of the 2012 STA SR2S Plan Update: Crescent Elementary and Crystal Middle School. The Task Force also provided feedback on project prioritization. The membership of the Suisun City Task Force is shown in **Table 1. Suisun City SR2S Task Force Membership**.



Table 1. Suisun City SR2S Task Force Membership

Name	Position
Mike Hudson	Council Member
Jane Day	Council Member
Tim Mattos	Commander, City of Suisun Police Department
Rodney Nelson	Facilities Planner, Fairfield-Suisun Unified
Kathy Marianno	Board Member, Fairfield-Suisun Unified
Judi Honeychurch	Board Member, Fairfield-Suisun Unified
Dan Kasperson	Public Works Director, City of Suisun City
Nick Lozano	Public Works Engineer, City of Suisun City

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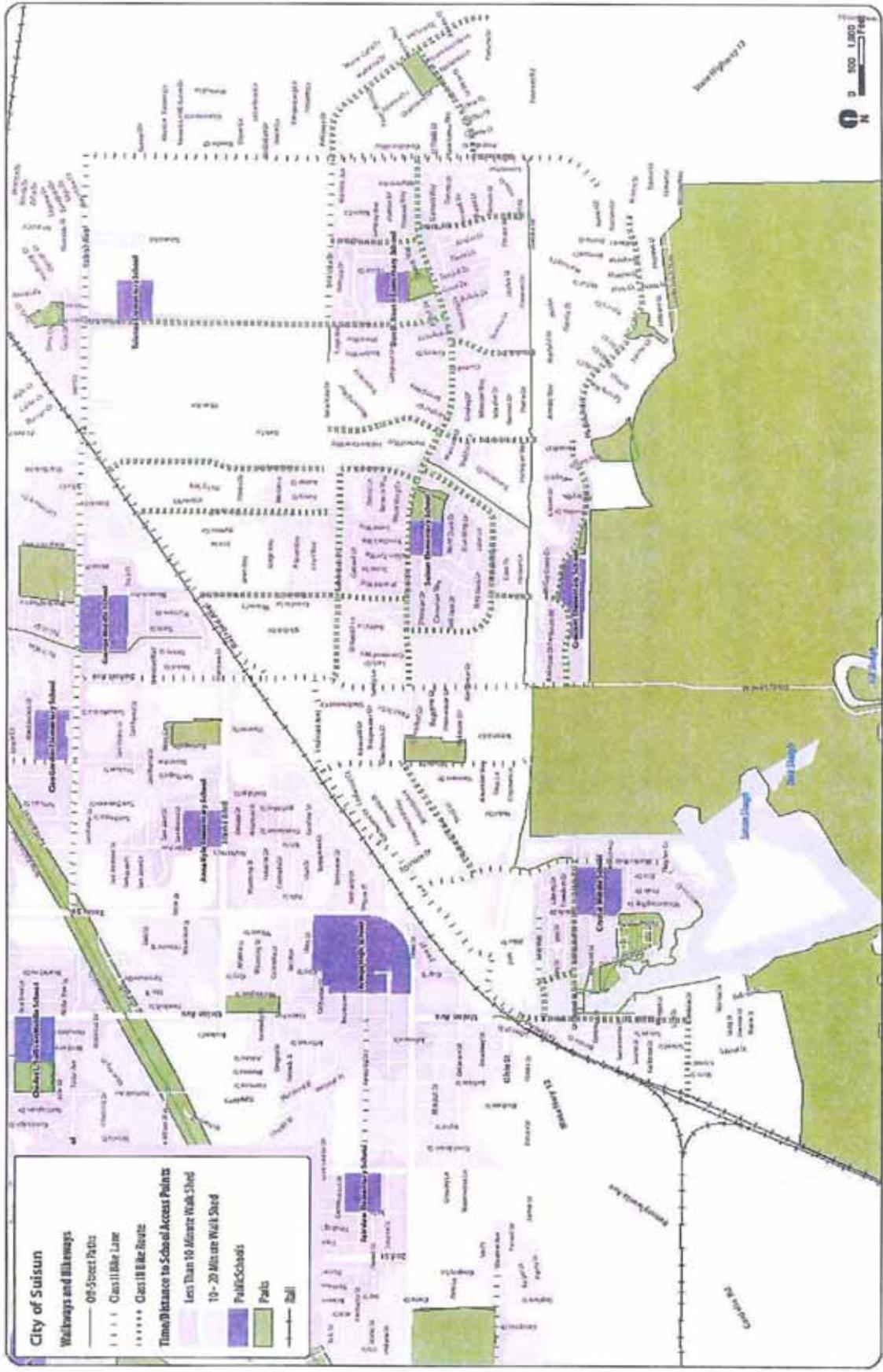


Figure 1. Suisun City Schools, Parks & Walksheds

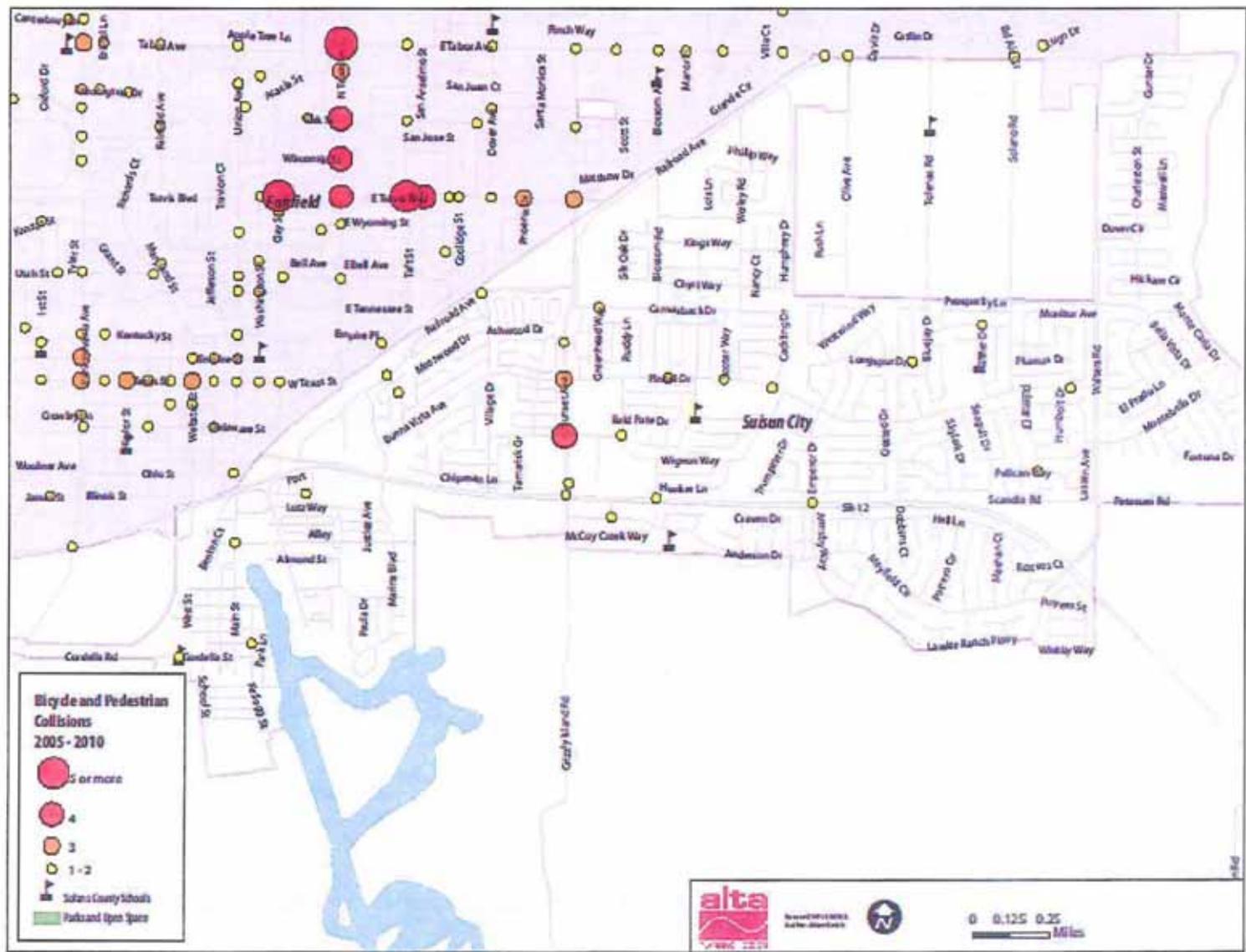


Figure 2: Suisun City Bicycle & Pedestrian Collisions, 2005-2010

2008 STA SR2S Plan

The 2008 STA SR2S Plan contains the results of a walk audit at Suisun Elementary as well as recommendations for Dan O Root Elementary. At Suisun Elementary, one project was completed: striping a crosswalk in the northern leg of the intersection of Golden Eye Way at Pintail Drive. The subsequent construction of the Suisun City Library (and its accompanying parking lot) on the eastern edge of school grounds may have impacted the feasibility of recommended projects for Pintail Drive.

Dan O Root Elementary

Many of the priority projects proposed for Dan O Root Elementary were implemented. Recommended crosswalks were striped on Harrier Drive at its intersections at both Pintail Drive and at Kimberly Court. The school also completed the priority project of installing a STOP sign at the exit of their school parking lot in order to reduce conflicts with pedestrians on the sidewalk.

Other Noteworthy Projects

Suisun City is in the midst of planning and building a network of Class I bicycle & pedestrian paths to connect different neighborhoods. Most of these paths parallel sections of State Route 12 (SR 12). The City recently completed the first stage of the Grizzly Island Path, which connects downtown Suisun City to eastern neighborhoods on the southern side of SR 12. Additional planned phases of the Grizzly Island Path will parallel SR 12 further east, connecting to McCoy Creek and the eastern edge of Suisun City. The Lawler Ranch Path is planned to run along the Suisun City waterfront from McCoy Creek to Walters Road. The Lotz Way Path is planned to connect the Suisun City Amtrak station to Marina Boulevard, and is identified as a priority project in the STA Safe Routes to Transit Plan.

Programmatic Achievements

Select schools in Suisun City created student safety patrols to assist crossing guards, as recommended in the 2008 STA SR2S Plan. The Suisun City Police Department also has a dedicated school safety traffic officer who among other duties, recently led development of a crossing guard training manual and accompanying DVD as funded through the STA SR2S safety enforcement grant.

Carried-Over Recommendations

One priority project from Dan O Root Elementary is being carried over from the 2008 STA SR2S Plan. This project calls for the installation of a pedestrian-activated flashing crosswalk at a mid-block crosswalk on Harrier Drive at the school's entrance.

2012 Walk Audit Recommendations

Crescent Elementary School

The recommended improvements at Crescent Elementary School focus on school access along Anderson Drive and providing greater access to school from the east and the west. The report recommends crosswalk improvements at the school entrance on Anderson Drive and re-striping parking controls east of the school entrance to reduce congestion and mid-block crossings. The report recommends sidewalk and crosswalk improvements to the west to provide better access to the recently completed Grizzly Island Path, and starting

Phase 2 of the Grizzly Island Path to provide better access from the west/north. The report also recommends upgrading the south side of Anderson Drive to a Class I trail (south of McCoy Creek) to link with the proposed Lawler Ranch Path. The latter is identified in the 2012 Countywide Bicycle Master Plan, which would provide greater access to the school from the east and also serve routes to Crystal Middle School

Crystal Middle School

The recommended improvements at Crystal Middle School focus on better safety and connectivity of key walking and biking routes both on and near campus. These recommendations include moving and enhancing the mid-block crosswalk on Whispering Bay Lane, and introducing a new access point and path at the rear of the school from Marina Boulevard and the recently constructed Grizzly Island Trail. For improved connections from the north, this report also recommends construction of a Class I multi-use path along Lotz Way, the relocation of bicycle facilities from Driftwood Drive to Josiah Way/Josiah Circle, and closing sidewalk gaps north of SR 12 on Marina Boulevard and Buena Vista Drive.

Citywide Recommendations

The Suisun City SR2S Task Force requested a citywide project to restripe faded curbs around schools, to replace faded crosswalks with high-visibility crosswalks, and to retrofit crosswalks with ADA compliant curb ramps and yellow tactile warning strips. Specifics for this citywide project will be determined on a school-by-school basis.

Table 2: Suisun City Priority Projects

Suisun City - Safe Routes to School Capital Project List (DRAFT)

Total Project Costs Identified	\$1,212,500	Total Priority Projects	\$875,000	Grants (Reasonable Anticipated, 5 years)	\$400,000
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School District	School Name	Project ID	Project Description	Funding Priority	Lead Agency	Cost Estimate
Fairfield-Suisun Unified	Crystal Middle	4	<ul style="list-style-type: none"> Open gate behind school at Marina Blvd and provide pathway on school ground around playfield to entrance Install bicycle parking on blacktop at western end of the pedestrian student pathway. Stripe high-visibility yellow crosswalks in all legs of the intersection of Driftwood Avenue at Marina Boulevard Construct curb extension and bi-directional curb ramps at the southwest corner of Driftwood Drive at Marina Boulevard 	High	FSUSD/ Suisun City	\$85,000
Fairfield-Suisun Unified	Crystal Middle	7	<ul style="list-style-type: none"> Construct Class I Path along the west side of Marina Boulevard and the north side of Lotz Way from State Route 12 to Main Street Stripe high-visibility yellow crosswalks in the south and east legs of the intersection of Lotz Way and Josiah Way Install sharrows on Josiah Circle and provide wayfinding signage at Lotz Way at Josiah Way, directing students to access the school via Josiah Circle 	High	STA/Suisun City	\$650,000
Fairfield-Suisun Unified	Crescent Elementary	5, 6 & 8	<ul style="list-style-type: none"> McCoy Creek Way bicycle lanes, sharrows, and high visibility crosswalks High visibility crosswalks across SR 12 	High/Medium	Suisun City / Caltrans	\$15,000

School District	School Name	Project ID	Project Description	Funding Priority	Lead Agency	Cost Estimate
Fairfield-Suisun Unified	Crystal Middle	6	<ul style="list-style-type: none"> Close sidewalk gaps on east side of Marina Blvd and south side of Buena Vista Ave Upgrade SR 12 crosswalks to high visibility with advance stop bars, ADA-compliant median island 	Medium/High	Suisun City	\$75,000
Fairfield-Suisun Unified	All Schools	Task Force	<ul style="list-style-type: none"> Re-stripe faded curbing at all schools Re-stripe select faded transverse crosswalks as high-visibility Construct ADA-compliant curb ramps and tactile domes 	Medium/High	Suisun City	\$25,000
Fairfield-Suisun Unified	Dan O Root Elementary	2008 Plan	<ul style="list-style-type: none"> RRFB flashing crossing across Harrier Drive across from school entrance Construct curb ramps and consider a curb extension on the east side to ensure accessibility and comfort 	Medium/High	Suisun City	\$25,000
Fairfield-Suisun Unified	Crescent Elementary	7	<ul style="list-style-type: none"> Grizzly Island Trail Phase 2: Construct Phase 2 of Grizzly Island Trail, east of Grizzly Island Road. Connect trail to Anderson Drive at intersection with McCoy Creek Way 	Medium	Suisun City	\$250,000
Fairfield-Suisun Unified	Crescent Elementary	3	<p>Anderson Drive , East of McCoy Creek Circle:</p> <ul style="list-style-type: none"> Stripe red curb approximately 200 feet on south side of Anderson Drive, from the east end of the creek to the school parking lot driveway Stripe red curb approximately 250 feet on north side of Anderson Drive, from east end of the creek to McCoy Creek Circle Expand "No Parking" signage to edges of red curb Reconfigure the east leg of the intersection with McCoy Creek Circle (east) by removing street parking and adding an additional westbound lane dedicated for left turns Expand sidewalk on southern side of Anderson Drive to act as Class I path east of the bridge; connect to planned Lawler Ranch Class I path 	Medium	Suisun City	\$50,000
Fairfield-Suisun Unified	Crescent Elementary	1, 2 & 4	<ul style="list-style-type: none"> Anderson Drive at parking lot entrance: high visibility crosswalks, signage and striping Upgrade crosswalks and retrofit curb ramps at Anderson Drive and McCoy Creek Way 	Medium/Low	Suisun City	\$15,000

Crescent Elementary School Travel Plan

Principal:	Stephanie Wheeler
Enrollment:	662
Arrival:	K-5, 8:10 Kindergarten PM, 10:55
Dismissal:	Kindergarten AM, 11:30 K-5, 2:10 K-5 Minimum Day, 11:30
Mode Share:	8% Walk/Bike (Oct. 2011) 5% Walk Bike (May 2011)
Walk Score ¹ :	66/100
Free/Reduced Lunch:	61% (2011-2012) 54% (2010-2011)



Crescent Elementary is located on the southern edge of Central Suisun City

Layout

Crescent Elementary School is located to the east of downtown Suisun City. The area surrounding Crescent Elementary is bounded on the north by State Route Highway 12 and bounded to the south & west by Duck Slough. The school is bounded on the north by Anderson Drive & McCoy Creek Way, on the east by McCoy Creek, on the south by an arm of Duck Slough, and on the west by an undeveloped field and a small housing development.

State Route Highway 12 in this area is a 4-lane median-divided highway with no grade separation, acting as a major barrier to north/south connectivity. Crossings of State Route Highway 12 are limited, with a signalized crossing at Grizzly Island Road less than half a mile to the west and a signalized crossing at Emperor Drive just over half a mile to the east. There is a Class I Bicycle/Pedestrian Path along the north side of State Route Highway 12, which extends from downtown Suisun City in the west to Walters Road in the east. This path also connects with the McCoy Creek Bicycle/Pedestrian Path, which travels northwards. State Route Highway 12 acts as the northern enrollment boundary east of Sunset Avenue. West of Sunset Avenue, the school enrollment boundary is the railroad right-of-way city limit between Fairfield and Suisun City.



State Route 12 acts as a wide barrier between Crescent Elementary and northern Suisun City

To the west of the school grounds is a partially-developed series of parcels, meant primarily to serve truck traffic on State Route Highway 12. Because Suisun City has tied sidewalk construction in this area to new development as it is built, there are many gaps in the sidewalk network between the school and Grizzly Island Road to the west. West of Grizzly Island Road, preserved open space abuts State Route Highway 12 for over a mile, creating a network gap between downtown Suisun City and the area where Crescent Elementary is located.

¹ See www.walkscore.com for more information.

To the north, and to the east of Crescent Elementary is the Lawler Ranch subdivision, which is entirely residential. McCoy Creek Park is located immediately on the other side of McCoy Creek from Crescent Elementary, and Lawler Ranch Park is located approximately half a mile east of Crescent Elementary.



The rear pedestrian gate fronts McCoy Creek Way

Crescent Elementary has two access points for pedestrians:

- The main school entrance and loading loop is accessed from Anderson Drive, at its eastern intersection with McCoy Creek Circle; and
- A pedestrian gate on McCoy Creek Way from the playing fields on the west side of the school grounds.

There are “wheel-bender” style bicycle racks for students near the school gate main entrance.

Site Visit

The project team conducted a walk audit at Crescent Elementary School in Suisun City on January 18, 2012 during the afternoon pick-up period. Conditions were sunny and brisk, with no indications that extraneous circumstances impacted traffic circulation. In addition to the project team, the walk audit was attended by the principal of Crescent Elementary, staff from STA, from Solano Public Health, from Suisun City, and from the Fairfield-Suisun City School District. The walk audit consisted of observations along the main entrance at Anderson Drive & McCoy Creek Circle, and along the rear entrance to the school on McCoy Creek Drive. Following the walk audit, the project team visited the future trailheads of the proposed Grizzly Island Path and visited a section of the enrollment area to the north of State Highway 12.

Loading Zones

The main entrance to the school has a formal loading loop where parents are allowed to wait in their cars before dismissal. At the school entrance, there is a large overhead covering for students and parents to wait under during pick-up and drop-off periods. Parents are also allowed to park in the staff parking lot adjacent to the main entrance. Both driveways exit out onto Anderson Drive. Just west of the loading loop driveway on Anderson Drive is a dedicated bus loading zone with painted red curb. A team of student and parent volunteers manage traffic in the loading zone as well as assist student into and out of vehicles. The volunteers are all outfitted with florescent vests

There is another staffed loading zone on McCoy Creek Way at a pedestrian gate in the fence along the Crescent Elementary playing fields. Parents were observed on the day of the walk audit parking along both sides of McCoy Creek Way nearby this gate to pick up students. The principal said that she instructs staff not to let a student leave if the parent is parked on the other side of the street or is double-parked in the travel lane.

In addition to these formal loading zones, parents utilize a number of off-site loading zones. Parents “park-and-walk” along McCoy Creek Park (though it is a currently underutilized site), they park in an unfinished parking lot at the intersection of McCoy Creek Drive and Anderson Drive, and they load along the length of Anderson Drive that fronts Crescent Elementary School.

Crossing Guard Locations

There are two formal crossing guards for Crescent Elementary School. One crossing guard manages the intersection of Anderson Drive and McCoy Creek Circle. The other crossing guard manages the entrance/exit to the staff parking lot, as the sidewalk experiences a high level of pedestrian traffic to and from McCoy Creek Park. Each crossing guard has two Student Patrol assistants.



Student Patrol volunteers assist the crossing guards

Completed Projects

Grizzly Island Path

STA, in the summer of 2012, built out a Class I multi-use path along the southern side of State Route Highway 12 from Grizzly Island Road to Marina Boulevard. The eastern end of the path has trailheads at Grizzly Island Road's intersections with State Route Highway 12 and at McCoy Creek Way. This pathway connects downtown Suisun City, and the area surrounding Crystal Middle School, with the community around Crescent Elementary School without needing to first cross State Route Highway 12.

Other Plans

Grizzly Island Path (Phase 2)

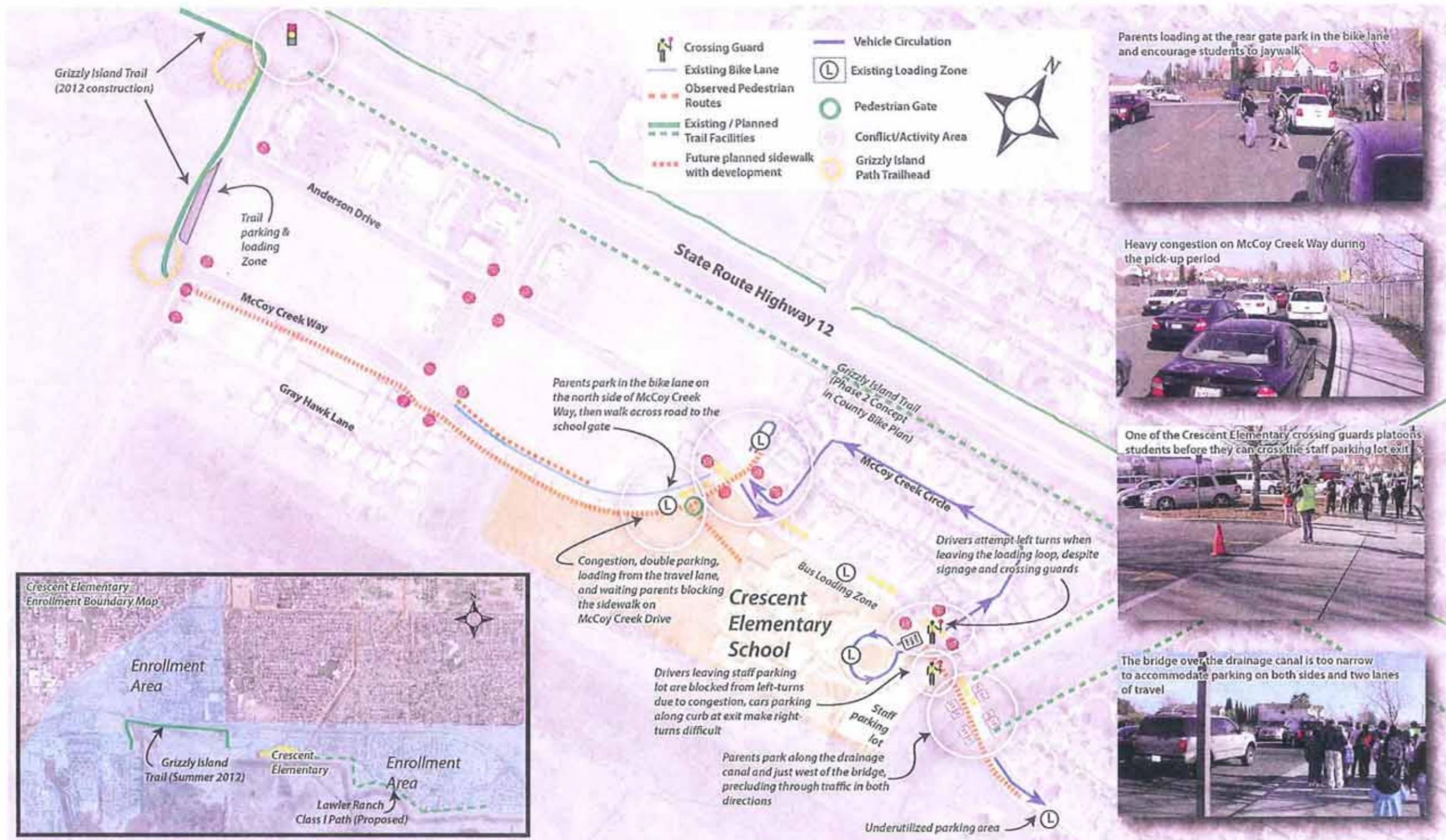
STA has preliminary plans to extend the Grizzly Island Path, once constructed, to McCoy Creek in the east. The route will travel along the southern side of State Route Highway 12 from Grizzly Island Road in the west to McCoy Creek in the east. The path will then travel along the western side of McCoy Creek south to Anderson Drive.

Grizzly Island Path (Phase 3)

STA has preliminary plans to extend the Grizzly Island Path from the Phase 2 terminus to Walters Road. The route will start on the east side of McCoy Creek at Anderson Drive, traveling northward to State Route Highway 12, and then traveling east along the south side of State Route Highway 12 to Walters Road.

Lawler Ranch Path

STA has plans to build a Class I multi-use path alongside Duck Slough for the length of the Lawler Ranch subdivision community. The proposed trail will travel from the intersection of Lawler Ranch Parkway and State Route Highway 12 in the east to McCoy Creek Park in the west.

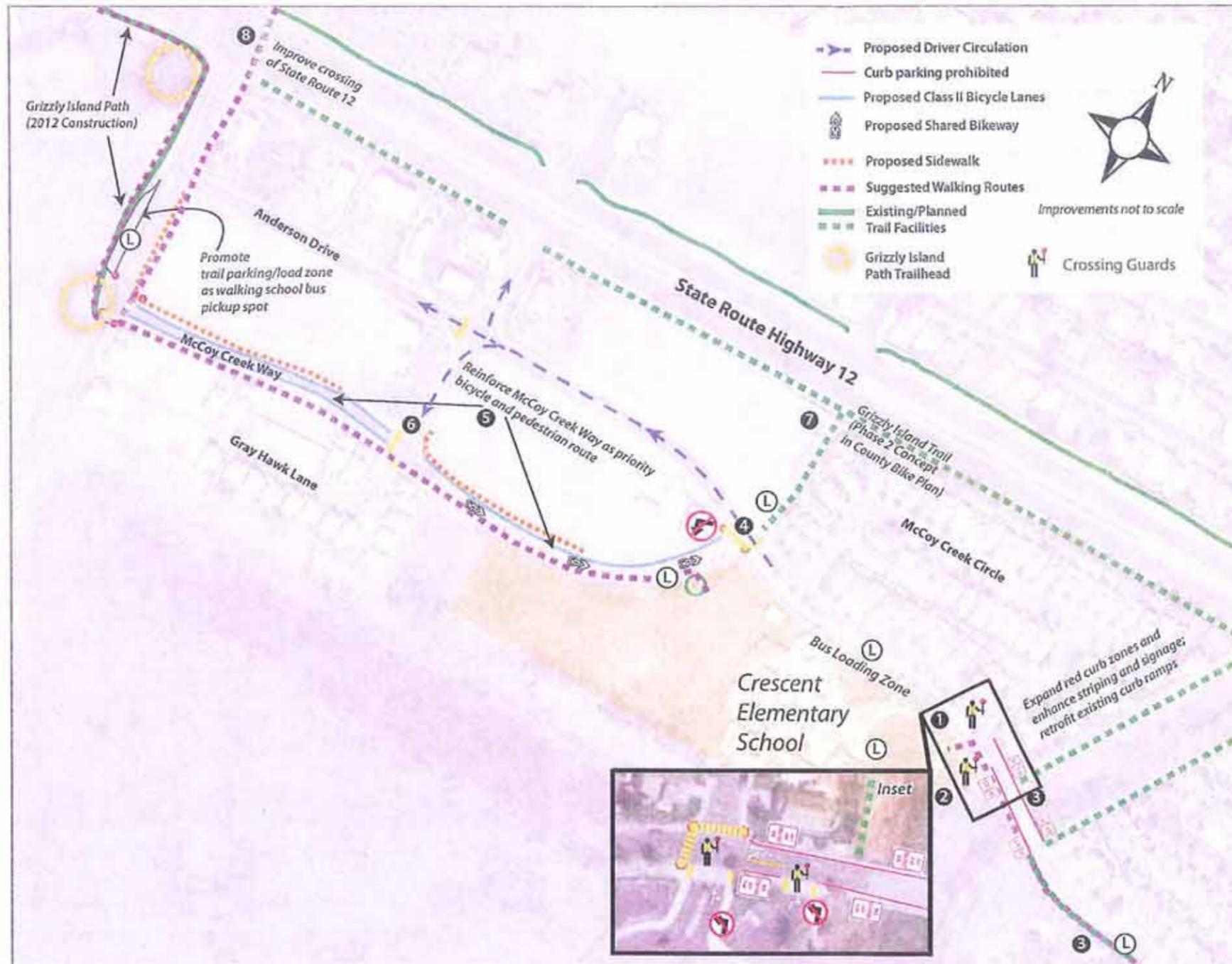


Crescent Elementary School Existing Conditions

Solano County Transportation Authority SR2S
www.solanoSR2S.ca.gov



Figure 3: Crescent Elementary Existing Conditions



- 1 **Anderson Drive at McCoy Creek Circle**
 - Replace existing transverse yellow crosswalks with high-visibility yellow crosswalks
 - Replace existing arrow stencil in parking lot exit with straight-ahead and right-turn arrow stencil
 - Outfit curb ramps with yellow truncated domes
- 2 **Staff Parking Lot**
 - Replace existing arrow stencil in staff parking lot exit with right-turn arrow stencil
 - Install "No Left Turn" signage at staff parking lot exit.
 - Install yellow truncated domes at the driveways for the loading loop & staff parking lot
- 3 **Anderson Drive, East of McCoy Creek Circle**
 - Stripe red curb approximately 200 feet on south side of Anderson Drive, from the east end of the creek to the school parking lot driveway
 - Stripe red curb approx. 250' on north side of Anderson Drive, from east end of the creek to McCoy Creek Circle
 - Expand "No Parking" signage to edges of red curb
 - Reconfigure the east leg of the intersection with McCoy Creek Circle (east) by removing street parking & adding an additional westbound lane dedicated for left turns
 - Expand sidewalk on southern side of Anderson Drive to act as Class I path east of the bridge; connect to planned Lawler Ranch Class I Path
- 4 **Anderson Drive at McCoy Creek Way**
 - Replace existing yellow transverse crosswalks with high-visibility yellow crosswalks, outfit southern and western curb ramps with yellow truncated domes
 - Install "No Left Turn" signage for westbound drivers on Anderson Drive
- 5 **McCoy Creek Way Roadway Cross Section**
 - Stripe EB bike lanes and WB sharrow on McCoy Creek Way between Anderson Dr & Lawler Center Drive; stripe bike lanes on both sides of McCoy Creek Way between Lawler Center Dr & Grizzly Island Road.
 - Prohibit additional future curb cuts and encourage sidewalks with planting strips with new development
- 6 **Gray Hawk Lane**
 - Replace existing white transverse crosswalks with high-visibility yellow crosswalks; prioritize legs shown based on existing sidewalk gaps
- 7 **Grizzly Island Trail Phase 2**
 - Construct Phase 2 of Grizzly Island Trail, east of Grizzly Island Road; connect trail to Anderson Drive just west of McCoy Creek Circle
- 8 **State Route 12 / Sunset Boulevard**
 - Construct high-visibility crosswalks with advance stop bars at the north and east legs.
 - Work with California Highway Patrol (CHP) to consider targeted enforcement during school commute periods

Crescent Elementary School Recommended Improvements*

*Funding for recommended improvements is limited. The improvements listed are only recommendations, and will need funding for construction and maintenance before implementation can be considered.

Solano County Transportation Authority SR2S
www.solanoSR2S.ca.gov



Figure 4: Crescent Elementary Recommended Improvements

Crescent Elementary Existing Conditions and Recommendations

Loading Zone at the School Entrance

Participants observed drivers attempting to make left turns at the parking lot entrance, despite a “no left turn” sign. Significant backups were observed on the day of the walk audit when drivers attempted left turns.

The intersection of Anderson Drive and McCoy Creek Circle (east), where the driveway from the loading loop lets out, has yellow transverse crosswalks in the northern and eastern legs. There are curb ramps present at each of these crosswalks, but none are outfitted with yellow truncated domes. A crossing guard and two student School Patrol volunteers manage this intersection.

Recommendation (ID #1)

In addition to the “no left turn” signage in the exit from the loading zone, the school should replace the existing arrow stencil on the pavement with a straight-ahead and right-turn directional-arrow stencil. The stencil should be increased in size and set further back from the intersection to increase the likelihood that queuing cars will not cover it over when waiting to exit the parking lot.

The existing transverse yellow crosswalks at the intersection of Anderson Drive and McCoy Creek Circle should be replaced with high-visibility yellow crosswalks and the curb ramps should be outfitted with yellow truncated domes.



Parents traveling through the loading loop during pick-up

Staff Parking Lot

The staff parking lot driveway is overseen by a crossing guard and two student School Patrol volunteers, with high volumes of pedestrian traveling east on the sidewalk. Participants noted that parents attempt left turns onto Anderson Drive when traffic is light. The principal was emphatic about discouraging left turns from this driveway.

Recommendation (ID #2)

The school should install a “no left turn” sign on school property at the staff parking lot exit. The school should also replace the existing straight-ahead arrow stencil on the pavement with a right-turn arrow stencil to reinforce the “no left turn” directions. The stencil should be increased in size and set further back from the intersection to increase the likelihood that queuing cars will not cover it over when waiting to exit the parking lot. The City should install yellow truncated domes on the sidewalk at both sides of the driveway exit for both the staff parking lot and for the loading loop.



A crossing guard and Student Patrol managing the staff parking lot exit



Drivers exiting the staff parking lot are blocked by the bottleneck of parked cars on the McCoy Creek bridge

Anderson Drive, East of McCoy Creek Circle

Anderson Drive narrows to 31 feet when crossing over McCoy Creek, immediately east of school grounds, with “no parking” signs posted near the center of the bridge. On the day of the walk audit, parents parked in the “no parking” zones, as well as along Anderson Drive up to its intersection with McCoy Creek circle. Participants observed a bottleneck caused by parked cars preclude through traffic in both directions, creating a large backup in the staff parking lot during loading periods. Both parents and students were observed crossing Anderson Drive mid-block in this location to access cars parked on the far side of the street.

East of the bridge over McCoy Creek is McCoy Creek Park, where Suisun City plans the western end of the Lawler Ranch Path. This path will extend along the waterfront to Lawler Ranch Parkway at State Route Highway 12 in the east.

Recommendation (ID #3)

The City should supplement the “no parking” signage on the bridge by striping red curb, extending on the north side west to the intersection at McCoy Creek Circle. Removing parking on the northern side of Anderson Drive will reduce instances of undesirable mid-block crossings. The red curb on the south side of Anderson Drive should extend west to the staff parking lot driveway. The “no parking signage” should be moved out to the edges of the newly painted red curb zones.

The City should reconfigure the east leg of the intersection of McCoy Creek Circle (east) at Anderson Drive, removing parking on both sides of the street and stripe two lanes of travel in the westbound direction. The left lane in the westbound direction will be dedicated for left turns into the loading loop, while the right lane will allow through traffic and right turns onto McCoy Creek Circle.

The City should begin construction on the Lawler Ranch Path by expanding the sidewalk on the south side of Anderson Drive, east of McCoy Creek, to at least 12 feet wide. The City should re-designate this sidewalk as a Class I facility and apply signage and striping as appropriate.

McCoy Creek Way at Anderson Drive

The intersection of McCoy Creek Way and Anderson Drive is STOP controlled in all directions, with yellow transverse crosswalks in the southern and eastern legs. The northern curb ramp is outfitted with yellow truncated domes, but the other two curb ramps are not. There is a sidewalk gap on the south side of Anderson Drive for approximately 150 feet directly west of this intersection.

On the day of the walk audit, participants observed drivers making U-turns in this intersection after picking up students at the pedestrian gate on McCoy Creek Way. McCoy Creek Way has a bike lane and no street parking on its northern side from this intersection to Lawler Center Drive to the west, but no bike lane on the southern side. On the day of the walk audit, drivers were observed parking in the bike lane and making mid-block crossings on McCoy Creek Way to pick up students at the pedestrian gate.

Recommendation (ID #4)

The City should replace the two yellow transverse crosswalks in this intersection with high-visibility yellow crosswalks, as well as outfit the southeast and southwest curb ramps with yellow truncated domes.

The City should discourage parents from parking on the northern side of McCoy Creek Way where bike lanes currently run. This should be accomplished by the installation of a “No Left Turn” sign for drivers traveling westbound on Anderson Drive, as well as distribution of suggested circulation routes and parent education.

McCoy Creek Way Roadway Cross Section

McCoy Creek Way, a two-block stretch from Grizzly Island Road to Anderson Drive, could function as a primarily route for student bicyclists and pedestrians. The street currently has sidewalk gaps on the northern side of the street; the southern side of the street has a fully built-out sidewalk network.

Recommendation (ID #5)

The City, when approving construction projects for undeveloped parcels on the northern side of McCoy Creek Way, should attempt to limit the number and size of curb cuts for vehicles, prioritizing sidewalk continuity. Developers should be encouraged to build wide sidewalks with planting strips during construction.

The City should stripe sharrows eastbound on McCoy Creek Way from Lawler Center Drive to Anderson Drive, complementing the existing westbound bike lane and directing bicyclists out of the path of loading vehicles on the south side of the street. West of Lawler Center Drive, the City should stripe bike lanes on both sides of the street to Grizzly Island Road.

McCoy Creek Way at Lawler Center Drive/Gray Hawk Lane

There are white transverse crosswalks in all four legs of this intersection. The northwestern, southeastern, and southwestern corners of this intersection have curb ramps outfitted with truncated domes. The northeastern corner has no curb ramp and no sidewalk.

Recommendation (ID #6)

The City should replace the white transverse crosswalks in the southern and western legs of this intersection with high-visibility yellow crosswalks. These two crosswalks are the most connected to the sidewalk network, and thus should be prioritized for student walking routes. If the sidewalk network is completed in this area, the crosswalks in the other intersection legs should be considered for similar treatment. The City should also replace the white transverse crosswalk in the western leg of the Anderson Drive at Lawler Center Drive intersection with a high-visibility yellow crosswalk.

Grizzly Island Path Phase 2



Parents and students were observed making mid-block crossings, from the pedestrian gate, in the midst of oncoming traffic



Drivers parking in the bike lane on the north side of McCoy Creek Way (right side of the photograph)

Phase 2 of the Grizzly Island Path project calls for a Class I path to be built along the southern side of State Route Highway 12 from Grizzly Island Road in the west to McCoy Creek.

Recommendation (ID #7)

The City should begin construction on phase 2 of the Grizzly Island Path. The initial construction should reach east to at least the housing development around McCoy Creek Circle. The path should then travel south to meet the intersection of Anderson Drive at McCoy Creek Way.

State Route Highway 12 at Grizzly Island Road

This intersection is very broad, with 5 lanes of traffic in the eastbound direction and 4 lanes westbound. There are white transverse crosswalks in the southern, eastern, and northern legs of the intersection. On the day of the walk audit, participants observed many students from both Crescent Elementary and Crystal Middle School crossing at this intersection to get to and from the Class I path on the northern side of State Route Highway 12.

Recommendation (ID #8)

The City should improve crossing conditions at this intersection by replacing the white transverse crosswalks in the eastern and northern legs of the intersection with white high-visibility crosswalks. Additionally, advance stop bars should be striped in the roadway for westbound and southbound drivers to reduce crosswalk encroachment.

Summary of Recommendations

Table 3 lists the recommended improvements to address safety and circulation issues around Crescent Elementary; Figure 3 maps existing conditions and Figure 4 presents an improvement plan of these recommendations. The project IDs in Table 3 correspond to those in Figure 4. The table identifies the agency likely to lead the improvement, recommended priority for implementation and a planning level cost estimate. The priority level is based upon the predicted safety improvement of the recommendation, the projected cost of the improvement, and the improvement feasibility.

Cost estimates do not include additional engineering or design work required for some of the recommendations.

Table 3: Crescent Elementary Recommended Improvements

ID	Location	Recommendations	Lead Agency	Priority Level	Cost
1 & 2	Anderson Drive around the School Entrance	<ul style="list-style-type: none"> Replace existing transverse yellow crosswalks with high-visibility yellow crosswalks Replace existing arrow stencils in loading loop and staff parking lot exits Outfit curb ramps with yellow truncated domes Install "no left turn" signage at staff parking lot exit. Install yellow truncated domes at the driveways for the loading loop & staff parking lot 	Suisun City	Middle/Low	\$15,000

Suisun City SR25 Plan

ID	Location	Recommendations	Lead Agency	Priority Level	Cost
3	Lawler Ranch Path	<ul style="list-style-type: none"> • Stripe red curb approximately 200 feet on south side of Anderson Drive, from the east end of the creek to the school parking lot driveway • Stripe red curb approx. 250' on north side of Anderson Drive, from east end of the creek to McCoy Creek Circle • Expand "No Parking" signage to edges of red curb • Reconfigure the east leg of the intersection with McCoy Creek Circle (east) by removing street parking & adding an additional westbound lane dedicated for left turns • Widen sidewalk on Anderson Drive east of McCoy Creek; convert to Class I path, western terminus of Lawler Ranch Path 	Suisun City	Middle	\$50,000
4, 5, 6, & 8	Gray Hawk Lane, McCoy Creek Way, State Route 12	<ul style="list-style-type: none"> • Stripe EB sharrows on McCoy Creek Way between Anderson Dr & Lawler Center Drive; stripe bike lanes on both sides of McCoy Creek Way between Lawler Center Dr & Grizzly Island Road. • Replace existing yellow transverse crosswalks at Anderson Dr at McCoy Creek Way with high-visibility yellow crosswalks and outfit curb ramps with truncated domes • Install "No Left Turn" sign for westbound drivers at Anderson Dr at McCoy Creek Way • Replace existing white transverse crosswalks at Gray Hawk Lane at Lawler Center Drive with high-visibility yellow crosswalks; prioritize legs shown based on existing sidewalk gaps • Construct high-visibility crosswalks with advance stop bars at the north and east legs of State Route 12 at Grizzly Island Road 	Suisun City	Middle/Low	\$15,000
7	Grizzly Island Path, Phase 2	<ul style="list-style-type: none"> • Construct Class I path along SR Highway 12 from Grizzly Island Road in the west, turning south to connect to Anderson Drive at McCoy Creek Way 	Suisun City	Middle/High	\$250,000\$
Total Cost					\$330,000

Crystal Middle School Travel Plan

Principal:	Kristen Witt
Enrollment:	6-8, 929
Arrival:	9:00 AM
Dismissal:	3:05 PM;
	Minimum Day, 1:30 PM
Mode Share:	25% Walk/Bike (Oct 2011), 33% Walk/Bike (May 2011)
Walk Score ² :	62/100
Free/Reduced Lunch:	62% in 2011-2012, 58% in 2010-2011

Layout

Crystal Middle School is located in central Suisun City, just east of the city's downtown district. The school is bounded on the west by Whispering Bay Lane, on the north by Driftwood Drive, on the south by single family homes that front onto Francisco Drive and on the east by homes that front onto Marina Boulevard. The neighborhood surrounding the school grounds is primarily residential.

There are some commercial uses to the north of Lotz Way, and several municipal buildings front the Suisun City marina to the west. The Suisun City Marina to the west, and Duck Slough to the south and east, hems in the land area where Crystal Middle is located. To the north of school grounds is State Route 12 (SR 12), which runs east/west. SR 12 acts as a major barrier in Suisun City, with limited crossings. Marina Boulevard offers a crossing of SR 12 for this community. The majority of students at Crystal Middle must cross State Route 12 on their way to and from school.

Students access the school from Whispering Bay Lane. There are multiple entrances along Whispering Bay Lane, including a separate bus loading zone.

Site Visit

The project team conducted a walk audit at Crystal Middle School on the afternoon of Wednesday, March 28th. Due to scheduling conflicts, only staff from STA and the Principal Witt were able to attend the walk audit. Participants observed students at the parking lot and main entrance on the southern side of the school on Whispering Bay Lane, on Whispering Bay Lane itself, at the roundabout where Whispering Bay Lane intersects with Driftwood Drive, and at the intersection of Driftwood Drive at Josiah Circle. After the walk audit, Principal Witt expressed her greatest concern for the safety of students crossing SR 12.

Loading Zones

The primary loading zone for the school is in the school parking lot. There is no street parking on Whispering Bay Lane in the northbound direction, so parents would have to enter the parking lot to pick up students. The curbside area of the parking lot is striped off for loading, and most parents were observed using this location.

Further to the north on Whispering Bay Lane is a bus loading loop with a separate entrance and exit, with signage prohibiting drivers from using the loop.

Many parents also use Driftwood Drive for pick up and drop off. As there is limited room on this street, participants observed drivers double parking in the bike lane on the southern side of the street.

² See www.walkscore.com for more information.

Crossing Guard Location

There are no crossing guards for Crystal Middle School, although there are two campus monitors. Participants were told that the custodian also helps students across the school parking lot to the sidewalk on Whispering Bay Lane.

Completed Projects

Grizzly Island Path

In 2012, STA in coordination with other jurisdictions (including Caltrans) built a Class I multi-use path along the southern side of State Route 12 from Grizzly Island Road to Marina Boulevard. The western end of the path has trailheads at SR 12, Lotz Way, and Driftwood Drive. This pathway connects downtown Suisun City and the area surrounding Crystal Middle School with the communities near Crescent Elementary School and Lawler Ranch without the need to cross SR 12.

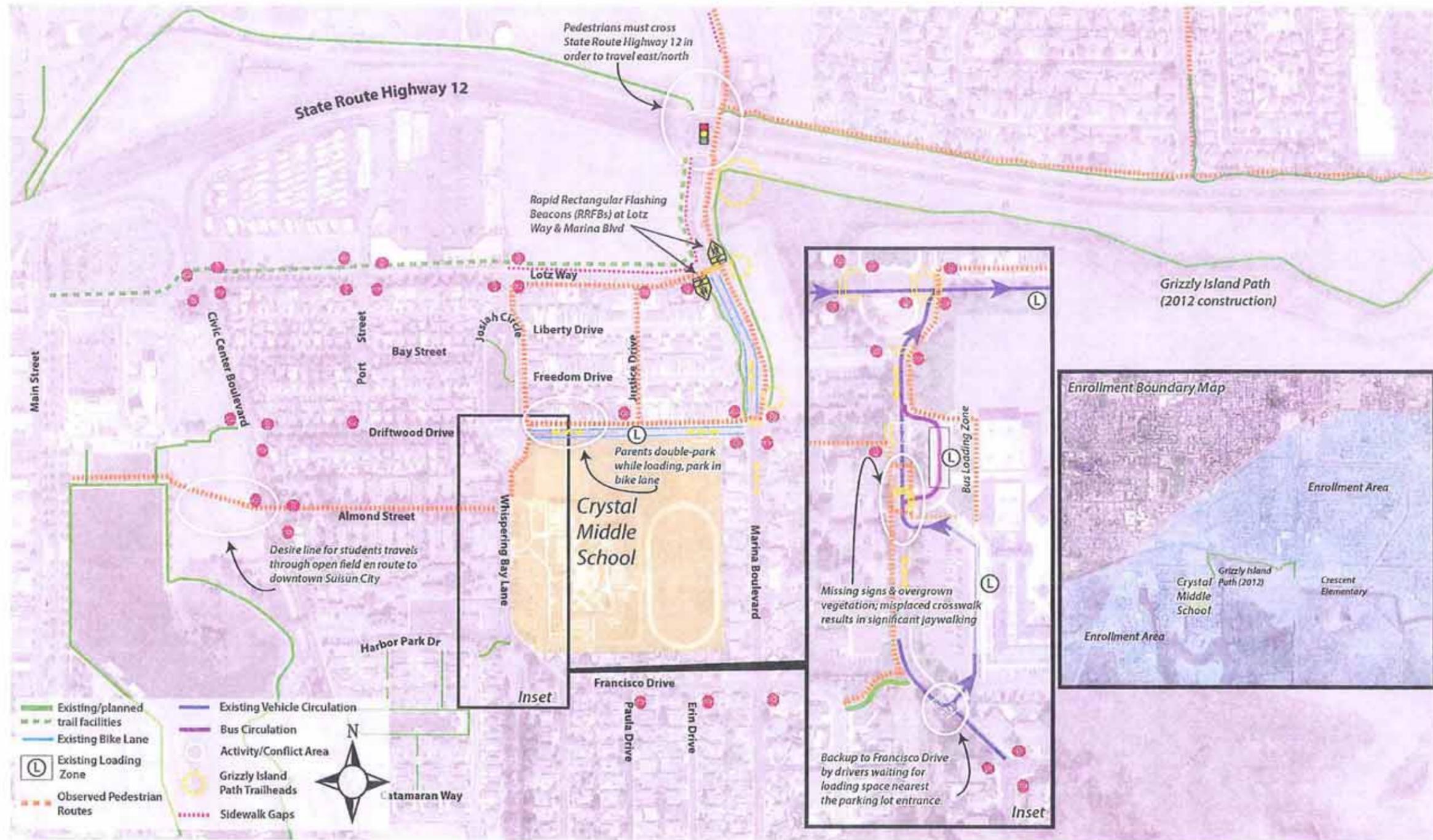
Marina Boulevard at Lotz Way

As part of the Grizzly Island Path construction, a high visibility yellow crosswalk was installed in the southern leg of the intersection of Lotz Way at Marina Boulevard. This crosswalk provides access to one of the trailheads to the Grizzly Island Path. The crosswalk is uncontrolled and has Assembly B signage with pedestrian-activated rapid-rectangular flashing beacons (RRFBs).

Other Plans

Lotz Way Path

STA has plans to build a Class I multi-use path from the intersection of State Route 12 at Marina Boulevard in the east to downtown Suisun City in the west, via Lotz Way. This path will replace a non-standard pathway created by the placement of concrete wheel-stop curbing alongside the roadway.

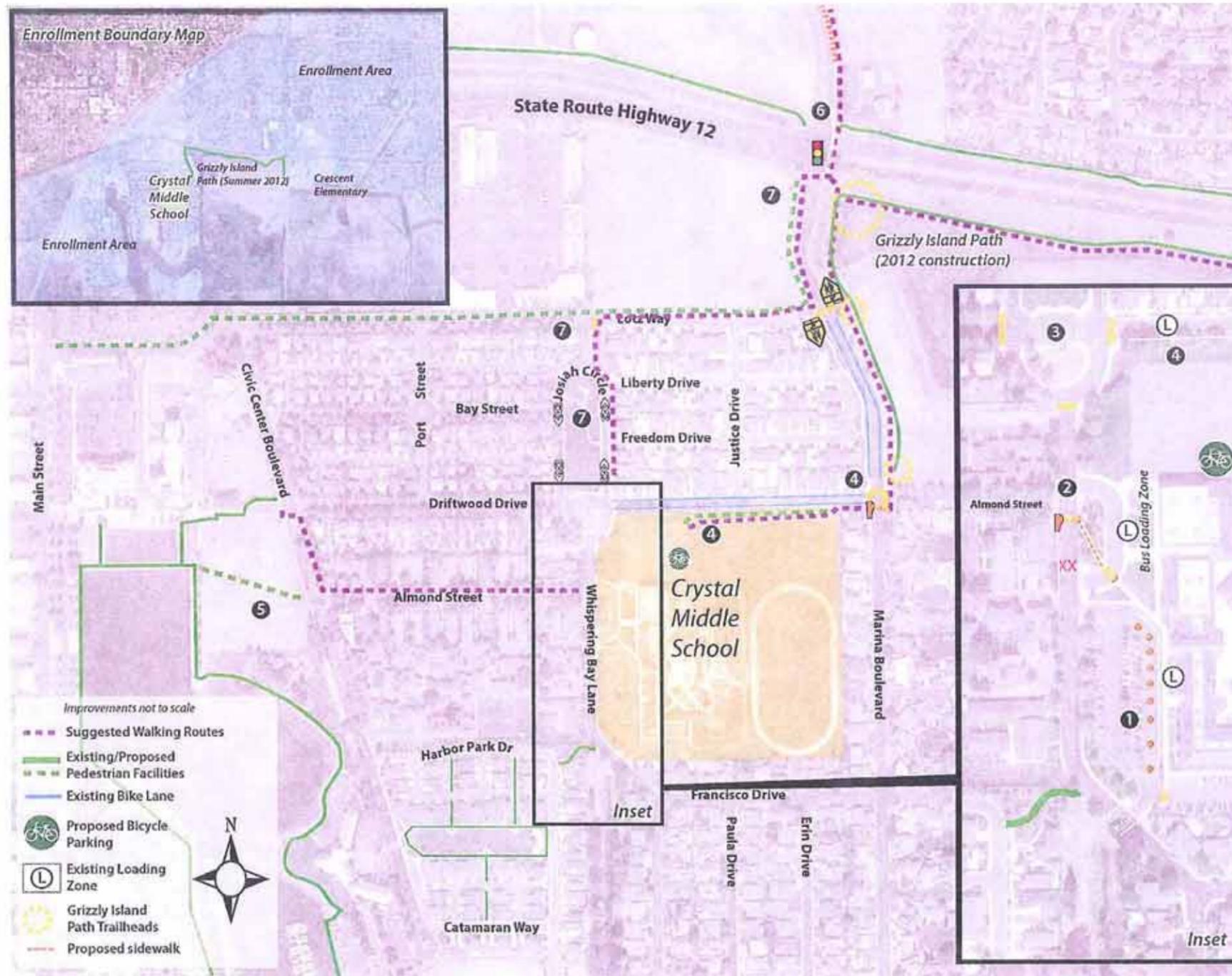


Crystal Middle School Existing Conditions

Solano County Transportation Authority SR2S
www.solanoSR2S.ca.gov



Figure 5: Crystal Middle Existing Conditions



- 1 School Parking Lot**
 - Organize parent and student volunteers to manage loading and traffic within the school parking lot.
 - Outfit volunteers with florescent vests.
 - Consider coning-off the loading area alongside the school and instituting a platoon system of pick-up and drop-off to maximize the available space in the loading area and reduce congestion on Whispering Bay Lane.
- 2 Whispering Bay Lane Crosswalks**

Short-Term

 - Trim vegetation to increase visibility of existing signage and crossing pedestrians.
 - Upgrade the northernmost crosswalk near Josiah Circle to high-visibility yellow

Longer-Term

 - Relocate crosswalk to Almond Street and construct a curb extension with bi-directional curb ramps.
 - Construct new sidewalk in bus load zone island, connecting to campus; stripe high-visibility crosswalk in driveway loop.
- 3 Driftwood Drive at Josiah Circle**
 - Upgrade yellow transverse crosswalks at both Josiah Circle intersections to high-visibility yellow along key routes.
- 4 Driftwood Drive**
 - Remove bike lanes; stripe curb white for loading.
 - Install a pedestrian path through the adjacent playing fields, with a gate at the northeast corner of school grounds.
 - Install bicycle parking on blacktop at the western end of the pedestrian student pathway.
 - Stripe high-visibility yellow crosswalks in all legs of the intersection of Driftwood Drive at Marina Boulevard.
 - Install bulb-out at the southwest corner of Driftwood Drive at Marina Boulevard.
- 5 Route to Downtown Suisun City**
 - Seek to incorporate Class I pathway when private property is developed, connecting downtown to Almond Street.
- 6 SR12 / Marina Boulevard / Buena Vista Avenue**
 - Install high visibility crosswalk with advance stop bars along the east leg of the SR 12 / Marina Boulevard Intersection
 - Close sidewalk gap along east side of Marina Boulevard and south side of Buena Vista Avenue
- 7 Lotz Way/Marina Boulevard Pedestrian Path**
 - Construct Class I Path along the west side of Marina Boulevard & the north side of Lotz Way from SR 12 to Main Street.
 - Remove the existing curbs on the north side of Lotz Way from Josiah Way to Civic Center Boulevard in order to accommodate the new Class I Path.
 - Stripe high-visibility yellow crosswalk in the east leg of the intersection of Lotz Way at Josiah Way.
 - Install sharrows on Josiah Circle and provide wayfinding signage at Lotz Way at Josiah Way, directing students to access the school via Josiah Circle.

Crystal Middle School Recommended Improvements*

*Funding for recommended improvements is limited. The improvements listed are only recommendations, and will need funding for construction and maintenance before implementation can be considered.

Solano County Transportation Authority SR2S
www.solanoSR2S.ca.gov



Figure 6: Crystal Middle Recommended Improvements

Crystal Middle Existing Conditions and Recommendations

School Parking Lot

The school parking lot for Crystal Middle School also functions as the primary loading zone for students. The entrance to the parking lot is located in the southwestern corner of school grounds, just north of the intersection of Whispering Bay Lane at Francisco Drive. There is a loading zone north of the entrance. The exit is at the northern end of the parking lot, onto Whispering Bay Lane, just south of the bus loading zone.

Participants observed parents parking in the curbside loading zone and leaving their vehicles, causing undue congestion. Drivers were also observed waiting to pull into the first spot in the loading zone when spaces were available further to the north. This caused enough backup that cars backed out to Francisco Drive in the south. Southbound drivers waiting to turn left into the parking lot blocked southbound traffic.

Recommendation (ID #1)

The school should recruit parent and student volunteers to act as valets assisting students into and out of cars. These volunteers should be outfitted with fluorescent vests to increase visibility. The school might also consider setting up a lane of cones along the loading zone in the parking lot and instituting a platoon-style loading system in order to maximize the use of the entire loading zone.

Whispering Bay Lane

Whispering Bay Lane is the primary roadway used to access Crystal Middle School. There is no street parking in the northbound direction. There is a yellow high-visibility crosswalk across Whispering Bay Lane in a mid-block location immediately north of the entrance to the bus loading zone loop. This crosswalk has Assembly B signage posted at the crossing, but overgrown tree-cover currently blocks visibility.

During the walk audit, participants observed 13 students using this crosswalk to cross Whispering Bay Lane, and observed 60 students who crossed the street outside of the crosswalk. Most students crossing the street traveled westward via Almond Street, which is to the north of the crosswalk.

Recommendation (ID #2)

The City should work with the school district to improve the safety and utility of the crossing of Whispering Bay Lane. In the short term, the City should trim back the trees at the crossing to improve pedestrian visibility and visibility of the crossing signage. The crosswalk further north should be improved to encourage greater use.

In the long-term, the City should work with the district to relocate the crosswalk to a more advantageous location. The City should relocate the crosswalk to align with the southern sidewalk on Almond Street and construct a curb extension on the southern corner of the intersection of Whispering Bay Lane. This relocation would place the crosswalk in the middle of the landscaped island around which the bus loading zone loop travels. The district could build a walkway across this island, with a crosswalk across the bus lane, connecting to the existing pedestrian path on school grounds to the southeast.

Driftwood Drive

Driftwood Drive intersects with Whispering Bay Lane at an elongated roundabout called Josiah Circle. Where Driftwood Drive crosses Josiah Circle, there are dedicated bus bays on the northern and southern side of the street. At the eastern crossing of this circle, there are yellow transverse crosswalks in all four legs of the

intersection. At the western crossing of this circle, there are yellow transverse crosswalks in the northern, western, and southern legs of the intersection.

East of Josiah Circle, there are bike lanes on both sides of the street on Driftwood Drive, with street parking officially prohibited. Walk audit participants observed many parents picking up their students from this area of Driftwood Drive, often parking in the bike lane and sometimes double-parking in the travel lane.

The playing fields for Crystal Middle School run alongside this stretch of Driftwood Drive. A fence separates the fields from the sidewalk, and though there are gates in the fence, they remain locked.

The southernmost trailhead for the Grizzly Island Path is located in the northeastern quadrant of the intersection of Driftwood Drive at Marina Boulevard. This intersection is STOP controlled in all directions and has a yellow transverse crosswalk in the northern leg.

Recommendations (IDs #3 & #4)

The City should replace yellow transverse crosswalks in both intersections of Driftwood Drive at Josiah Circle with high-visibility yellow crosswalks to support key routes to school. (ID #3)

There are two options to address parents parking in the bike lane on Driftwood Drive. The first option is to work with Suisun City PD to ensure that parents stay clear of the bike lanes, with appropriate NO PARKING signage erected. The other option is for the City to stripe the curb on Driftwood Drive white for loading, creating a new loading zone, and remove the bike lanes. If the latter is chosen, alternative bicycle facilities should be provided as described in recommendation #7.

The District and City should work together to design and construct a path from the school grounds, traveling along the playing fields to a new gate in the northeastern corner of the playing fields. To facilitate better pedestrian connectivity from this proposed path to the Grizzly Island Path, the City should stripe high-visibility crosswalks in all legs of the intersection of Driftwood Drive at Marina Boulevard and construct a bulb-out in the southwest corner of the intersection to accommodate high pedestrian volumes. This will allow students traveling to Marina Boulevard, and across State Route 12, to avoid walking or biking on Driftwood Drive and Whispering Bay Lane. (ID #4)

Route to Downtown Suisun City

Students traveling west to downtown Suisun City were observed using Almond Street. At the terminus of Almond Street in the west at Civic Center Boulevard, students were observed traveling across a private open field, the most direct path to downtown Suisun City.

Recommendation (ID #5)

The City should coordinate with the private property owner to construct a temporary multi-use pathway where this informal pathway currently exists. As an alternative, the City should work to incorporate a Class I trail or interior pathway to provide useful access to Almond Street when the property is ultimately developed.

Marina Boulevard & Buena Vista Avenue

To the north of State Route 12, Marina Boulevard connects with Buena Vista Avenue, a key east/west connection to Pintail Avenue and Village Drive. On the pedestrian approach to and from SR 12, both Marina Boulevard and Buena Vista Avenue lack sidewalks. As many students currently and potentially could use this route to/from the north, and Buena Vista Avenue includes transit service, this presents a significant gap in the pedestrian network.

Recommendation (ID #6)

The City should work with Caltrans to replace the white transverse crosswalk across State Route Highway 12 with a high-visibility white crosswalk. This crosswalk ideally would be accompanied by advance stop bars for westbound drivers. The City should also construct sidewalks along the eastern side of Marina Boulevard and south side of Buena Vista Avenue, as is recommended in the STA Safe Routes to Transit Plan.

Lotz Way

There is a non-standard pathway along the northern side of Lotz Way, created with a wheel-stop installed continuously along the northern side of the street from Josiah Way to Civic Center Boulevard. The City and STA plans to convert this pathway into a standard Class I path, which would extend from the intersection of State Route Highway 12 at Marina Boulevard in the east to the intersection of Lotz Way at Main Street in the west.

Recommendations (ID #7)

The City should continue with the construction of a Class I pathway along Lotz Way. The City should also stripe high-visibility a crosswalk in the eastern leg of the intersection of Lotz Way at Josiah Circle. This improved crossing at Josiah Way would better facilitate bicycle and pedestrian traffic between Crystal Middle, the Lotz Way Class I path, and the Grizzly Island path. Either with pathway construction or in response to the loss of bike lanes on Driftwood Drive as recommended in #4, the City should install sharrows on Josiah Circle and provide wayfinding signage at the intersection of Lotz Way at Josiah Way to connect the Lotz Way Class I path to the school.

Summary of Recommendations

Table 4 lists the recommended improvements to address safety and circulation issues around Crystal Middle; **Figure 5** maps existing conditions and **Figure 6** presents an improvement plan of these recommendations. The project IDs in

Table 4 corresponds to those in **Figure 6**. The table identifies the agency likely to lead the improvement, recommended priority for implementation and a planning level cost estimate. The priority level is based upon the predicted safety improvement of the recommendation, the projected cost of the improvement, and the improvement feasibility.

Cost estimates may not include additional engineering study or design required for implementation.

Table 4: Crystal Middle Recommended Improvements

ID	Location	Recommendations	Lead Agency	Priority Level	Cost
1	School Parking Lot	<ul style="list-style-type: none"> Organize parent and student volunteers to manage loading and traffic within the school parking lot. Outfit volunteers with florescent vests. Consider coning-off the loading area alongside the school and instituting a platoon system of pick-up and drop-off to maximize the available space in the loading area and reduce congestion on Whispering Bay Lane. 	FSUSD	Middle	N/A

ID	Location	Recommendations	Lead Agency	Priority Level	Cost
2	Whispering Bay Lane Crosswalk	<p>Short Term</p> <ul style="list-style-type: none"> Trim vegetation surrounding the crossing to increase visibility of existing signage and of crossing pedestrians. Upgrade northernmost crosswalk near Driftwood Drive to high visibility yellow <p>Long Term</p> <ul style="list-style-type: none"> Relocate crosswalk to Almond Street and construct a curb extension with bi-directional curb ramps. 	Suisun City	Middle	\$36,000
2	Whispering Bay Lane Crosswalk	<ul style="list-style-type: none"> Construct new sidewalk in bus load zone island, connecting to campus; stripe high-visibility crosswalk in driveway loop. 	FSUSD	Middle	\$15,000
3	Driftwood Drive at Josiah Circle	<ul style="list-style-type: none"> Upgrade existing yellow transverse crosswalks at both Josiah Circle intersections with high-visibility yellow crosswalks. 	Suisun City	Middle/Low	\$1,500
4	Driftwood Drive	<ul style="list-style-type: none"> Remove bicycle lanes and paint curb for loading Install a pedestrian path through the adjacent playing fields, with a gate at the northeast corner of school grounds. Stripe high-visibility crosswalks in all legs of Driftwood Drive at Marina Boulevard Install bulb-out and bi-directional curb ramp in southwest corner of Driftwood Drive at Marina Blvd 	FSUSD/Suisun City	High	\$85,000
5	Route to Downtown Suisun City	<ul style="list-style-type: none"> Work with private developers to pave informal pathway through park to Almond Street 	Suisun City	Middle/Low	\$20,000 (or \$0)
6	SR 12/Marina Boulevard/Buena Vista Avenue	<ul style="list-style-type: none"> Install high visibility crosswalk with advance stop bars along the east leg of the SR 12 / Marina Boulevard intersection Close sidewalk gap along east side of Marina Boulevard and south side of Buena Vista Avenue 	Suisun City / Caltrans	Middle/High	\$75,000
7	Lotz Way/Marina Boulevard Pedestrian Path	<ul style="list-style-type: none"> Construct a Class I Path along the west side of Marina Boulevard & the north side of Lotz Way from SR 12 to Main Street Stripe high-visibility yellow crosswalks in the east leg of the intersection of Lotz Way at Josiah Way. Install sharrows on Josiah Circle and wayfinding signage at Lotz Way at Josiah Way 	Suisun City	High	\$650,000
Total Cost					\$882,500

MINUTES

REGULAR MEETING OF THE SUISUN CITY COUNCIL

SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY, AND HOUSING AUTHORITY

TUESDAY, APRIL 2, 2013

7:00 P.M.

SUISUN CITY COUNCIL CHAMBERS -- 701 CIVIC CENTER BOULEVARD -- SUISUN CITY, CALIFORNIA

ROLL CALL

Mayor / Chairman Sanchez called the Meeting to order at 7:10 PM with Council / Board Members Hudson, Segala, Wilson and Mayor Sanchez present. Council / Board Member Day was absent.

Pledge of Allegiance was led by Council / Board Member Segala.

Invocation was given by City Manager Bragdon.

PUBLIC COMMENT

(Requests by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3 allowing 3 minutes to each speaker).

Gerry Raycraft asked if the Council had considered a facility that would support waterfront activities such as the kayak business.

Billy Gaither, Jr. expressed concern about the settings of the traffic light next to the railroad tracks at Sunset, pothole on Railroad in front of Birchwood intersection, and discussed fluoride comments from last meeting.

Nancy Lee Liebscher stated she had never heard any negative comments about the business, expressed concern about the lack of watering plants and hedges in plaza and on Main Street; and referred interested persons to fluoridealert.org.

Laura Calderone commented on owner of Kayak business stating she promotes other businesses in town and is willing to donate her kayaks for fundraisers; and suggested the business have a nicer structure.

George Guynn expressed concern about fluoride not being on agenda and suggested council reconsider the item.

Mr. and Mrs. Guy Fortsen expressed concern about their status on the Housing Authority's waiting list, why their number goes forward and then backwards, and Housing Manager Lawton's attitude. Mayor Sanchez referred her to City Manager Bragdon.

REPORTS: (Informational items only.)

1. Mayor/Council -Chair/Boardmembers

Council / Board Member Segala reported a lot of street lights are out around town, and wanted to know what the process is to get them repaired and to ensure the street lights services the streets; also expressed concern that the traffic lights at Sunset and Railroad were not working right.

Council / Board Member Hudson agreed the lights at Railroad and Sunset are broke, commented on PG&E project on Denverton curve was causing a lot of damage to the road and sidewalks, stated Denverton curve lights are back on, and reported there has been more graffiti and grocery carts around town.

Mayor / Chairman Sanchez reported attending the following:

- 3/6 Ethics Training in City Hall along with the other council members;
- 3/14 Solano County Water Agency meeting in Vacaville;
- 3/16 Processional send off for retiring Officer Gary Rowe;
- 3/19 Soroptomist Awards Luncheon, honoring Suisun City resident who runs the Princess House Shelter;
- 3/20 Served meals at Joe Nelson Community Center and delivered meals to seniors;
- 3/20 Solano County Mayor's quarterly meeting in Vallejo;
- 3/21 Solano Transit board meeting in Benicia;
- 3/25 FF/SS Sewer Board meeting approving \$2.25 increase beginning 7/1;
- 3/26 Chamber of Commerce board of directors meeting;
- 3/28 Ribbon cutting at TAFB for new runway

Council / Board Member Wilson had a follow up question about the housing list and whether it ever closed.

2. City Manager/Executive Director/Staff March - None

CONFLICT OF INTEREST NOTIFICATION - None

(Any items on this agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time.)

PRESENTATIONS/APPOINTMENTS

(Presentations, Awards, Proclamations, Appointments).

3. Presentation of a Proclamation to Rosemary Kennedy, Child Abuse Prevention Coordinator of the Fairfield-Suisun Family Resource Centers, Recognizing the Month of April 2013 as Child Abuse Prevention Awareness Month and Supporting the Child Abuse Prevention Council's Blue Ribbon Campaign.

Mayor Sanchez read and Council Member Hudson presented the Proclamation to Maria Hernandez.

4. Presentation on Veteran's Hall Remodel Project by Solano County Architectural Engineer, James Bezek.

Thanked Solano County and the City of Suisun City for supporting the project and invited everyone the ribbon cutting on Thursday, April 4, 2013 at 10:30 AM.

5. Presentation by Christina Arrostituto, Solano Safety Net Summits on Poverty Steering Committee, "Roadmap to Cut Poverty" and the Partner Pledge.

Mayor Sanchez stated a representative could not attend the meeting.

CONSENT CALENDAR

City Council

6. Council Adoption of Resolution No. 2013-14: Authorizing the City Manager to Recruit and Appoint Police Officers for Anticipated Openings – (Dadisho).

Joint City Council / Suisun City Council Acting as Successor Agency / Housing Authority

7. Council/Agency Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority held on February 26, 2013, March 5, 2013, and March 19, 2013– (Hobson).

Joint City Council / Suisun City Council Acting as Successor Agency

8. Assignment of Bay Conservation and Development Commission (BCDC) Permit – (Wooden).
 - a Agency Adoption of Resolution No. SA 2013-01: Assigning Bay Conservation and Development Commission (BCDC) Permit No. 20-91 to the City of Suisun City.
 - b Council Adoption of Resolution No. 2013-15: Accepting the Assignment of Bay Conservation and Development Commission (BCDC) Permit No. 20-91 from the Successor Agency.
9. Council/Agency Approval of the February 2013 Payroll Warrants in the amount of \$518,783.02. Council/Agency Approval of the February 2013 Payable Warrants in the amount of \$856,763.57– (Finance).

Motioned by Council Member Hudson and seconded by Council Member Segala to approve Consent Calendar. Motion carried unanimously by members present.

GENERAL BUSINESS

Housing Authority

10. Housing Authority Adoption of Resolution No. HA 2013-01: Authorizing the Reduction in Housing Authority Subsidy Standards Effective May 2013 in Response to the 2013 Federal Budget Sequestration – (Wooden).

Motioned by Board Member Hudson and seconded by Board Member Segala to adopt Resolution No. HA 2013-01. Motion carried unanimously by members present.

Hudson left

11. Housing Authority Adoption of Resolution No. HA 2013-02: Authorizing the Execution of a Cooperative Agreement with the California Affordable Housing Agency for the Purpose of Exploring Financing the Acquisition and Rehabilitation of a Multifamily Residential Housing Facility Located in the City known as the Continental Apartments Located at 1101 Crystal Street – (Wooden)

Motioned by Chairman Sanchez and seconded by Board Member Wilson to adopt Resolution No. HA 2013-02. Motion carried by the following vote:

AYES: Board Members Sanchez, Wilson, and Segala

NOES: Board Member Hudson

ABSENT: Board Member Day

PUBLIC HEARINGS- None

ADJOURNMENT

There being no further business, Mayor Sanchez adjourned the meeting at 9:10 PM.

Linda Hobson, CMC
City Clerk

AGENDA TRANSMITTAL

MEETING DATE: April 16, 2013

CITY AGENDA ITEM: Presentation by the Coldbrook Foundation and Public Hearing for the purposes of Tax Equity and Fiscal Responsibility Act (TEFRA):

a. Presentation by the Coldbrook Foundation, a 501(c)(3) nonprofit charitable organization, located at 5865 Alhambra Valley Road, Martinez, California 94553

b. Council Adoption of Resolution No. 2013-___: Authorizing the issuance of multifamily housing revenue bonds by the California Affordable Housing Agency ("CalAHA") for the purpose of financing the acquisition and rehabilitation of a multifamily residential housing facility located in the City known as the Continental Apartments (the "Project") located at 1101 Crystal Street.

FISCAL IMPACT: None.

BACKGROUND: On April 2, 2013 the Housing Authority of the City of Suisun City (SCHA) entered into a Cooperative Agreement with California Affordable Housing Agency (CalAHA) which authorizes CalAHA to issue bonds for the purposes of acquisition and rehabilitation of affordable housing within the jurisdiction of the SCHA. The Project is a 76-unit multifamily housing development located at 1101 Crystal Street, Suisun City which was built in 1966. The facility has not undergone any substantial rehabilitation since it initially began to lease units. At the April 2nd meeting, the Housing Authority had additional questions regarding the Coldbrook Foundation, the anticipated owner of the Project.

CalAHA intends to issue bonds to finance the acquisition and rehabilitation of the project by the Coldbrook Foundation, a 501(c)(3) non-profit public benefit corporation.

The Internal Revenue Code of 1986 (the "Code") requires that the "applicable elected representatives" of the jurisdiction in which a project to be financed with "private activity bonds" is located adopt a resolution approving the issuance of such "private activity bonds" after holding a public hearing which has been noticed in a newspaper of general circulation in such jurisdiction.

The Bonds will not constitute an indebtedness or obligation, or a pledge of the faith and credit of, the City. The Bonds will be special, limited obligations of CalAHA, payable solely from the revenues of the Project and other amounts pledged therefor.

The City would not be a party to the financing documents. The Bonds will not be secured by any form of taxation, or by any obligation of either the City or CalAHA. Neither would the debt represent or constitute a general obligation of either the City or CalAHA. The debt would be

PREPARED BY:

REVIEWED BY:

REVIEWED/APPROVED BY:

Kathy Lawton, Housing Manager
April Wooden, Community Development Director
Suzanne Bragdon, City Manager

payable solely from amounts received pursuant to the terms and provisions of financing agreements to be executed by the Owner of the proposed facility.

STAFF REPORT: Coldbrook has been asked and will be making a presentation regarding the nonprofit organization, the nature of the properties they have acquired, the improvements made, the average amount paid in rehabilitation cost per unit, what is anticipated for Continental, management track-record, and whether they have a practice of buying and reselling properties. Coldbrook has also been asked to provide a pro forma which among other things may shed light on ongoing maintenance plans and management fees.

Among the benefits which the Coldbrook Foundation has already agreed to provide is participation in the City's Crime Free Multi-housing Program and execution of a Crime Free Multi-housing Operating Agreement for the project. According to the International Crime Free Association, the benefits of this program include a stable, more satisfied tenant base; increased demand for rental units with a reputation for active management; lower maintenance and repair costs; increased property values; and improved personal safety for tenants, landlords, and managers.

In addition, a portion of the bond proceeds would be used to create reserve for repairs of \$225,000 (which includes the immediate repairs) to be held by the bond trustee. The Property Needs Assessment (PNA) recently completed on the property identified approximately \$91,000 in immediate repairs on the property. None of these items are considered health and safety or habitability code violations.

The recommended immediate repairs are as follows:

- Asphalt repaving of street and parking stalls along Crystal Street. Area needs to be resloped and new subgrade installed and compacted. Parking stalls will be restriped.
- Repair pedestrian walkways throughout the site as needed to repair cracking and settling.
- Repair and improve all exterior stairs on the property.
- Repair some stair landings in need of repair.
- Install water heater seismic restraints for one of the water heaters on the property.
- Install smoke and carbon monoxide detectors in the bedrooms of all units.
- Perform detailed wood destroying pest survey to locate any areas for needed repair.

The exterior stairs entries project would include installing infill blocks at open risers to prevent trip hazard, installing code conforming handrails and picket spacing, installing contrasting nosings (visual warnings) at bottom tread and top riser at all exterior stairs, estimated at \$ 27,600.

The City Council is being asked to hold a public hearing for the purposes of TEFRA and adopt a resolution approving the issuance of multifamily housing revenue bonds by CalAHA for the purpose of financing the acquisition and rehabilitation of a multifamily residential housing facility located in the City known as the Continental Apartments (the "Project") located at 1101 Crystal Street. The purpose of the resolution is to allow the financing to meet a requirement of the Internal Revenue Code of 1986. The adoption of this resolution is the first step in the process of financing the proposed Project. Prior to the issuance of bonds, CalAHA will be required to

adopt a resolution approving the bond issuance and approving the execution and delivery of certain bond documents reflecting the terms of the bonds.

It is the intent of CalAHA to issue bond funds to Coldbrook Foundation for the purposes of acquisition and rehabilitation of the Project. The owner of the Project will be The Coldbrook Foundation. A portion of the units in the Project will be restricted for occupancy by persons or families of low or very low income, i.e. household income less than or equal to 60% of the Area Median Income (AMI). For example, for a family of four, the AMI is \$78,800. These affordability restrictions would run for a 30-year term on 40% of the units (31 units).

In the near future, the Coldbrook Foundation will be applying for Tax Credits for Project rehabilitation and intends to utilize the tax credits for the rehabilitation costs not funded through the bond issuance.

RECOMMENDATION:

1. Staff recommends that the City Council hold a public hearing for the purposes of TEFRA.
2. Staff recommends that the City Council adopt Resolution No. 2013__ : Authorizing the issuance of multifamily housing revenue bonds by the California Affordable Housing Agency ("CalAHA") for the purpose of financing the acquisition and rehabilitation of a multifamily residential housing facility located in the City known as the Continental Apartments (the "Project") located at 1101 Crystal Street.

ATTACHMENTS:

1. Resolution No. 2013-__ : Authorizing the issuance of multifamily housing revenue bonds by the California Affordable Housing Agency ("CalAHA") for the purpose of financing the acquisition of a multifamily residential housing facility located in the City known as the Continental Apartments (the "Project") located at 1101 Crystal Street.
2. Staff Report from the April 2, 2013 meeting of the Housing Authority of the City of Suisun City.

RESOLUTION NO. 2013-__

A RESOLUTION APPROVING THE ISSUANCE BY THE CALIFORNIA AFFORDABLE HOUSING AGENCY OF MULTIFAMILY HOUSING REVENUE OBLIGATIONS FOR THE PURPOSE OF LOANING THE PROCEEDS THEREOF TO THE COLDBROOK FOUNDATION TO FINANCE THE ACQUISITION AND REHABILITATION OF THE CONTINENTAL APARTMENTS

WHEREAS, the California Affordable Housing Agency ("CalAHA") is authorized by the laws of the State of California (the "Law") to execute and deliver multifamily housing revenue obligations for the purpose of financing the acquisition, construction and rehabilitation of multifamily residential rental facilities located within the area of operation of CalAHA which are to be occupied, in part, by very low and low-income tenants; and

WHEREAS, The Coldbrook Foundation, a 501(c)(3) non-profit public benefit corporation (the "Borrower") has requested CalAHA to issue and deliver multifamily housing revenue obligations in the anticipated principal amount of \$5,300,000 (the "Obligations"), the proceeds of which may only be used for the purpose of financing the acquisition and rehabilitation of a 76-unit multifamily housing development commonly known as Continental Apartments which is located at 1100 Crystal Street, Suisun City, California (the "Project"); and

WHEREAS, the Obligations which are expected to be issued and delivered to finance the acquisition and rehabilitation of the Project would be considered "qualified exempt facility Obligations" under Section 142 (a) of the Internal revenue Code of 1986, as amended (the "Code"), and Section 147(f) of the Code requires that the "applicable elected representative" with respect to the Project hold a public hearing on the issuance and delivery of the Obligations; and

WHEREAS, CalAHA has requested that the City Council of the City of Suisun City (the "City") approve the issuance of the Obligations by CalAHA in order to satisfy the public approval requirement of Section 147(f) of the Code; and

WHEREAS, a public hearing was held by the Council on the 16th day of April, 2013, at its regularly scheduled meeting which commenced at the hour of 7:00 p.m., in the City Council Chambers, at 701 Civic Center Boulevard, Suisun City, California, following duly published notice thereof, and all persons desiring to be heard have been heard; and

WHEREAS, it is in the public interest and for the public benefit that the City Council, as the elected representative of the City, the host jurisdiction of such facilities, approve the issuance and delivery by CalAHA of the Obligations.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Suisun City hereby finds and determines, as follows:

1. The issuance of the Obligations for the Project by CalAHA in the maximum principal amount of \$5,500,000 for the purposes described above is hereby approved.
2. The issuance and delivery of the Obligations shall be subject to the approval of and execution by CalAHA of all financing documents relating thereto to which CalAHA is a party and subject to the sale of the Obligations by CalAHA.

3. It is the purpose and intent of this Council that this resolution constitute approval of the issuance of the Obligations by CalAHA only for the purposes of Section 147(f) of the Code by the applicable elected representative of the governmental unit having jurisdiction over the area in which the Project will be located, in accordance with said Section 147(f).

4. The Borrower shall be responsible for the payment of all present and future costs in connection with the issuance of the Obligations. The payment of the principal, prepayment premium, if any, and purchase price of and interest on the Obligations shall be solely the responsibility of the Borrower. The Obligations shall not constitute a debt or obligation of the City.

I, the undersigned Clerk of the City Council of the City of Suisun City, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted by the City Council of the City of Suisun City at a meeting thereof on the 16th day of April, 2013 by the following vote of the members thereof:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSENT:	Councilmembers:	_____
ABSTAIN:	Councilmembers:	_____

WITNESS my hand and the seal of said City this 16th day of April, 2013.

City Clerk

AGENDA TRANSMITTAL

MEETING DATE: April 2, 2013

AUTHORITY AGENDA ITEM: Housing Authority Adoption of Resolution No. HA 2013-____: Authorizing the Execution of a Cooperative Agreement with the California Affordable Housing Agency for the Purpose of Exploring Financing for the Acquisition and Rehabilitation of a Multifamily Residential Housing Facility Located in the City Known as the Continental Apartments Located at 1101 Crystal Street.

FISCAL IMPACT: None.

BACKGROUND: Continental Apartments is a 76-unit multifamily housing development located at 1101 Crystal Street, Suisun City, built in 1966. The facility has not undergone any substantial rehabilitation since its construction.

The Internal Revenue Code of 1986 requires that the "applicable elected representatives" of the jurisdiction in which a project to be financed with "private activity bonds" is located adopt a resolution approving the issuance of such "private activity bonds" after holding a public hearing which has been noticed in a newspaper of general circulation in such jurisdiction.

Chapter 1, Part 2, Section 34324 of Division 24 of the Health and Safety Code of the State of California provides that any two or more housing authorities may join or cooperate with one another in the exercise of any or all of their powers for the purpose of financing the issuance of bonds. One authority may provide by resolution that another authority with which it is cooperating is authorized to act on its behalf.

STAFF REPORT: The Authority is being asked to execute a Cooperative Agreement with the California Affordable Housing Agency ("CalAHA") and to set a date for a hearing pursuant to the Tax Equity and Fiscal Responsibility Act of 1982 (TEFRA) regarding potential approval of the issuance of multifamily housing revenue bonds by CalAHA for the purpose of financing the acquisition and rehabilitation of a multifamily residential housing facility located in the City known as the Continental Apartments (the "Project") located at 1101 Crystal Street.

The Cooperative Agreement would authorize CalAHA to issue and sell revenue bonds for the purpose of financing multifamily rental housing facilities located within an area of operation of CalAHA, subject to action by the City Council.

The actions needed would include:

- The first step would be execution of the proposed Cooperative Agreement.
- The second step would be the City Council's conducting a TEFRA hearing.

PREPARED BY:
REVIEWED BY:
APPROVED BY:

Kathy Lawton, Housing Manager
April Wooden, Community Development Director
Suzanne Bragdon, Executive Director

Bond Issuance

CalAHA is interested in issuing bonds to Coldbrook Foundation, a 501(c)(3) non-profit public benefit corporation, for the purposes of acquisition and rehabilitation of the multifamily residential rental facility. The bond proceeds would be used as follows:

- Acquisition funding of \$4,000,000.
- A reserve for repairs of \$ 225,000 (which includes the immediate repairs) to be held by the bond trustee.
- Original bond issuance discount and bond underwriter's discount of \$170,000.
- Debt service reserve to be held by the bond trustee of \$190,000.
- The balance is for the various costs of issuance of the bonds.

The Bonds would not constitute an indebtedness, obligation, or a pledge of the faith and credit of the City or the Housing Authority of the City of Suisun City. The Bonds would be special, limited obligations of CalAHA, payable solely from the revenues of the Project and other amounts pledged therefor.

The City would not be a party to the financing documents. The Bonds would not be secured by any form of taxation, or by any obligation of the City, the Housing Authority of the City of Suisun City, or CalAHA. The debt would not represent or constitute a general obligation of either the City, Housing Authority or CalAHA. The debt would be payable solely from amounts received pursuant to the terms and provisions of financing agreements to be executed by the Owner of the proposed facility.

Short-Term Property Improvements

The Property Needs Assessment (PNA) recently completed on the property identified approximately \$91,000 in immediate repairs on the property. None of these items are considered health and safety or habitability code violations.

The recommended immediate repairs are as follows:

- Asphalt repaving of street and parking stalls along Crystal Street. Area needs to be resloped and new subgrade installed and compacted. Parking stalls will be restriped.
- Repair pedestrian walkways throughout the site as needed to repair cracking and settling.
- Repair and improve all exterior stairs on the property.
- Repair some stair landings in need of repair.
- Install water heater seismic restraints for one of the water heaters on the property.
- Install smoke and carbon monoxide detectors in the bedrooms of all units.
- Perform detailed wood destroying pest survey to locate any areas for needed repair.

The exterior stairs entries project would include installing infill blocks at open risers to prevent trip hazard, installing code conforming handrails and picket spacing, installing contrasting nosings (visual warnings) at bottom tread and top riser at all exterior stairs, estimated at \$ 27,600.

Evidence of rotted framing, cracking topping or recent repairs was noted at several stair landings and elevated walkways. This project would involve surveying all structures and replacing damaged concrete toppings as needed, replacing damaged wood framing as needed, sealing gaps

at elevated walkways to prevent water intrusion, and installing an elastomeric waterproofing membrane at landings and walkways to prevent future rot and damage, estimated at \$ 17, 600.

These repairs would be funded from the bond proceeds.

Longer-Term Property Improvements

The Property Needs Assessment also identifies additional work (approximately \$ 301,120) that will be done as part of the tax credit financing for the property:

- Additional asphalt paving.
- Replace damaged concrete paved entrance drive aprons.
- Remove and replace damaged concrete wheel stops
- Tree trimming and possible removal of trees affecting concrete walkways on the property.
- Replace dry rot or damaged siding and trim where needed.
- Repair and/or replace windows as needed.
- Repair or replace damaged roof shingles as needed.
- Install new signage throughout the property.
- Reconfigure laundry room to provide wheel chair access.
- Install strobe lighting/alarms in office and laundry rooms.
- Replace office and laundry room thresholds for better accessibility.

The above-indicated property improvements would be funded through tax credit financing at a later date.

RECOMMENDATION: It is recommended that the Authority adopt Resolution No. HA 2013-___: Authorizing the Execution of a Cooperative Agreement with the California Affordable Housing Agency for the Purpose of Exploring Financing for the Acquisition and Rehabilitation of a Multifamily Residential Housing Facility Located in the City Known as the Continental Apartments Located at 1101 Crystal Street.

ATTACHMENTS:

1. Resolution No. HA 2013-___: Authorizing the Execution of a Cooperative Agreement with the California Affordable Housing Agency for the Purpose of Exploring Financing for the Acquisition and Rehabilitation of a Multifamily Residential Housing Facility Located in the City Known as the Continental Apartments Located at 1101 Crystal Street.
2. Cooperative Agreement between California Affordable Housing Agency and the Housing Authority of the City of Suisun City.