

**BENICIA CITY COUNCIL SPECIAL GOAL-SETTING MEETING
CITY COUNCIL MEETING AGENDA**

**City Of Benicia Community Center
350 East L Street
Benicia, CA 94510
March 09, 2018
12:00 PM**

CALL TO ORDER

1. CONVENE OPEN SESSION (12:00 Noon)

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. REFERENCE TO THE FUNDAMENTAL RIGHTS OF THE PUBLIC

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

5. OPPORTUNITY FOR PUBLIC COMMENTS

This portion of the meeting is reserved for persons wishing to address the Council on any matter not on the agenda that is within the subject matter jurisdiction of the City Council. State law prohibits the City Council from responding to or acting upon matters not listed on the agenda. Each speaker has a maximum of five minutes for public comment. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of your entire group. Speakers may not make personal attacks on council members, staff or members of the public, or make comments which are slanderous or which may invade an individual's personal privacy.

WRITTEN COMMENT

6. BUSINESS ITEMS

6.A - CITY COUNCIL GOAL-SETTING 2-DAY WORKSHOP 2018 - DAY ONE

Holding annual opportunities for the City Council to discuss and set its priorities for the next fiscal year is a best practice. It's been some time since the Benicia City Council held such a workshop and as such this one restarts the practice in a new way. During Day One, the Council and I will engage in exercises designed to strengthen our working relationships and get to know each other better. On Day Two, the Executive Management Team (comprised of me, department directors, and the City Attorney) will join us in participating in a process designed to develop into a work plan of projects and initiatives for the next fiscal year, 2018-19. The Council will review and approve the work plan before July 1 and quarterly progress reports will be provided by the staff. The process will be repeated annually.

Recommendation:

Engage in the process and end Day Two with a list of high priority projects and initiatives, ranked in order of importance by the Council, that will be developed into a work plan for Fiscal Year 2018-19.

[Staff Report - Goal Setting](#)

7. ADJOURNMENT (8:00 P.M.)

Public Participation

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

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

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

Disabled Access or Special Needs

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

Meeting Procedures

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

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

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

Public Records

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

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

Contact Your Council Members

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

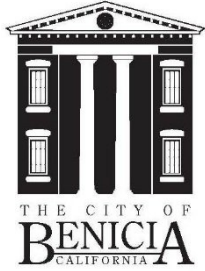
Mayor Patterson: 746-4212

Vice Mayor Young: 746-4213

Council Member Campbell: 746-4213

Council Member Hughes: 746-4213

Council Member Schwartzman: 746-4213



**AGENDA ITEM
CITY COUNCIL MEETING DATE – MARCH 9, 2018
BUSINESS ITEM**

TO : City Council

FROM : City Manager

SUBJECT : **City Council Goal-Setting 2-Day Workshop 2018**

EXECUTIVE SUMMARY:

Holding annual opportunities for the City Council to discuss and set its priorities for the next fiscal year is a best practice. It's been some time since the Benicia City Council held such a workshop and as such this one restarts the practice in a new way. During Day One, the Council and I will engage in exercises designed to strengthen our working relationships and get to know each other better. On Day Two, the Executive Management Team (comprised of me, department directors, and the City Attorney) will join us in participating in a process designed to develop into a work plan of projects and initiatives for the next fiscal year, 2018-19. The Council will review and approve the work plan before July 1 and quarterly progress reports will be provided by the staff. The process will be repeated annually.

RECOMMENDATION:

Engage in the process and end Day Two with a list of high priority projects and initiatives, ranked in order of importance by the Council, that will be developed into a work plan for Fiscal Year 2018-19.

BUDGET INFORMATION:

There is no impact on the budget at this time. Any budget impact associated with the projects and initiatives included in the work plan will be described at the time the work plan is approved by the City Council at a separate meeting.

BACKGROUND:

Holding annual opportunities for the City Council to discuss and set its priorities for the next fiscal year is a best practice. It's been some time since the Benicia City Council held such a workshop and as such this one restarts the practice in a new way. During Day One, the Council and I will engage in exercises designed to strengthen our working relationships and get to know each other better. On Day Two, the Executive Management Team will join us in participating in a process designed to develop into a work plan of projects and initiatives for the next fiscal year, 2018-19. The Council will review and approve the work plan before July 1 and quarterly progress reports will be provided by the staff.

Day One – March 9

Teamwork is important for any City Council to function and serve the community to the best of its ability. One part of the City Manager's role is to support the Council's ability to work as a team. We will spend Day One of the workshop engaging in exercises with a professional facilitator designed to strengthen our sense of teamwork.

Day Two – March 10

The structure of Day Two includes the Executive Management Team with the City Council—the two groups together form yet another team. The professional facilitator will lead team-building exercises in the morning to help us get to know each other better.

As a second part of the day, the staff will work with Council to develop a set of high priority projects and initiatives that will become a written work plan for Fiscal Year 2018-19. The process will include each Council member reviewing a master list of projects and initiatives that are already underway or are new. Examples include things such as:

- Finishing the cannabis business permitting process including preparing a tax measure for voter consideration;
- Completing the update of the historical preservation guidelines;
- Continuing the Park Road Pedestrian and Bicycle Improvement Project;
- Raising the Pavement Condition Index;
- Developing an Industrial Safety Ordinance;
- Conducting a Citizen’s Survey;
- Creating an implementation plan for the Climate Action Plan;
- Pursuing a port tax; and
- Making progress with conditioning the lower level of the Benicia Library.

It’s an eclectic list designed to represent the broad range of activities that we could be engaged in.

In choosing their top priorities, each Council member will be asked to consider how each project and initiative helps achieve the five results included previously in the Strategic Plan and recently confirmed by Council for use in the Priority-Based Budgeting process; they are:

1. Maintain and Enhance a High Quality of Life
2. Preserving and Enhancing Infrastructure
3. Protecting and Enhancing the Environment
4. Protecting Community Health and Safety
5. Strengthening Economic and Fiscal Conditions

Other criteria will also be offered for Council consideration in question form such as “what portion of the community does the project/initiative benefit?”, “is funding available for it?”, “will it enhance safety?”, etc. After deciding on the top ten highest priority projects and initiatives as individual Council members, the Council as a whole will be asked to combine the individual preferences into a single, ranked by importance, list.

NEXT STEPS:

The work completed by the City Council at the end of Day Two will be reformatted and brought back to the Council at a regular Council meeting for approval as the work plan for Fiscal Year 2018-19.

General Plan	The overarching goal of the General Plan is sustainability.
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Strategic Plan	Strategic Issue #1: Protecting Community Health and Safety Strategic Issue #2: Protecting and Enhancing the Environment Strategic Issue #3: Strengthening Economic and Fiscal Conditions Strategic Issue #4: Preserving and Enhancing Infrastructure Strategic Issue #5: Maintain and Enhance Quality of Life
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CEQA Analysis	This report is exempt from CEQA under Section 15061(b)(3) the “general rule” exemption, which states that where it can be seen with certainty that there is no environment, the activity is exempt from CEQA.
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For more information contact: Lorie Tinfow, City Manager
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E-mail: ltinfow@ci.benicia.ca.us