

March 30, 2009 Special Meeting
BENICIA CITY COUNCIL
SPECIAL MEETING AGENDA
Dona Benicia Room, Benicia Public Library
March 30, 2009
7:00 P.M.

*Times set forth for the agenda items are estimates.
Items may be heard before or after the times designated.*

I. CALL TO ORDER (7:00 P.M.):

II. CONVENE OPEN SESSION:

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. REFERENCE TO THE FUNDAMENTAL RIGHTS OF PUBLIC

III. OPPORTUNITY FOR PUBLIC COMMENT:

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

A. WRITTEN

B. PUBLIC COMMENT

IV. WORKSHOP ITEM:

A. Strategic Plan Workshop

The City of Benicia's Strategic Plan is comprehensively evaluated bi-annually. The current Strategic Plan was developed for the 2007-09 fiscal years, and now is in the process of being revisited. This Strategic Plan Workshop will provide an opportunity for the public to provide input to be used in preparing the City's Strategic Plan for fiscal years 2009-10 and 2010-11. Recommendation: To participate in an interactive workshop where the public will be asked to 1) share their views about the major problems and opportunities facing the community in the next 2-5 years and 2) draft a rough plan for addressing them.

For more information on the Strategic Plan Process, including suggestions for City Priorities, [click here](#).

V. ACTION ITEM:

A. Medical Marijuana Dispensary and Hookah Lounge Moratorium Ordinance

If the City Council would like to prohibit any medical marijuana dispensaries and hookah lounges, while appropriate regulations for such businesses are considered, a moratorium should be adopted.

Recommendation: If desired, by a 4/5ths vote adopt a moratorium to prevent the issuance of any permits or licenses for medical marijuana dispensaries and hookah lounges.

VI. ADJOURNMENT (10:00 P.M.):

Public Participation

The Benicia City Council welcomes public participation.

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. The City Council allows speakers to speak on non-agendized matters under public comment, and on agendized items at the time the agenda item is addressed at the meeting. Comments are limited to no more than 5 minutes per speaker. By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the City Council.

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

Disabled Access

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact Valerie Ruxton, the ADA Coordinator, at (707) 746-4211. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Meeting Procedures

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

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.

 [IV-A Strategic Plan Workshop.pdf](#)

 [V-A Medical Marijuana Dispensary Moratorium.pdf](#)

AGENDA ITEM
SPECIAL CITY COUNCIL MEETING: MARCH 30, 2009
INFORMATIONAL ITEM

DATE : March 20, 2009
TO : City Council
FROM : City Manager
SUBJECT : **STRATEGIC PLAN WORKSHOP**

RECOMMENDATION:

To participate in an interactive workshop where the public will be asked to 1) share their views about the major problems and opportunities facing the community in the next 2-5 years and 2) draft a rough plan for addressing them.

EXECUTIVE SUMMARY:

The City of Benicia's Strategic Plan is comprehensively evaluated bi-annually. The current Strategic Plan was developed for the 2007-09 fiscal years, and now is in the process of being revisited. This Strategic Plan Workshop will provide an opportunity for the public to provide input to be used in preparing the City's Strategic Plan for fiscal years 2009-10 and 2010-11.

BACKGROUND:

The current Strategic Plan was developed for the 2007-09 fiscal years and is now due to be revisited. An essential part of the Strategic Planning process is completion of an external and internal assessment. The external assessment is a review of the outside elements or forces that impact the environment in which the City functions, i.e., the opportunities and threats in the City's external environment. The internal assessment is a review of the organization's strengths and weaknesses.

As part of this comprehensive process, a bi-annual citizen survey was conducted last August in order to assess community opinions and needs regarding quality of life, City services, and community needs. In addition, input on the various components of the City's Strategic Plan was solicited from each of the City's boards and commissions. Information regarding the strategic planning process is also available on the City's website, including forms for providing input on the plan.

The City Manager's Office also worked closely with City departments and employees in order to evaluate the current Strategic Plan and identify priorities for the next fiscal period. For example, the City Manager's Office held two employee workshops devoted to evaluating the City's Strategic Plan. Employees from every department attended and various organizational levels attended these strategic planning sessions. The employees worked in small groups to review a

variety of resources, including the results of the citizen survey and the Organizational Culture Inventory (OCI) (i.e., employee survey), to provide input on the City's current Strategic Plan and propose modifications. The feedback gained from these workshops, along with departmental priorities, is incorporated into the resources provided for the March 30th public workshop.

The next step in the strategic planning process is to gather input from the community via the public workshop scheduled for March 30th, which will include the following:

- I. Planning: Overview of the purpose of the General Plan and the Strategic Plan
- II. Process: Summary of the Strategic Planning Process
- III. Setting the Context: City Fiscal Update and assessment of City conditions
- IV. Review of Resources: Summary of the input received to date
 - A. General Plan Goals – met and unmet
 - B. National Research Center 2008 Citizen Survey Results
 - C. Recommendations from Boards & Commissions
 - D. Input from City Departments
 - E. Feedback from City Team Strategic Planning Workshops
- V. Community Input: Identifying strategic issues, goals, strategies and priorities for 2009-2011
 - A. Small Group breakouts that will focus on identification of current challenges and opportunities, as well as an evaluation of the City's primary goals, strategies and priorities for 2009-10 & 2010-11
 - B Reports back from each group
- VI. Next Steps

Following the March 30th workshop, the feedback will then be compiled for submittal to the Council. The Council will be asked to approve a small number of Strategic Issues and Goals, Strategies and Actions to address them. Once the Strategic Plan is finalized and adopted by the City Council, the plan will be an integral part of the budget process. The Strategic Plan will provide a framework to guide and support resource allocation during the upcoming budget process.

Attachments:

Attached are a number of resource items to assist the public in providing input at the workshop.

- Summary of 2009-2011 Input on Strategic Plan by General Plan Goals
- City of Benicia Strategic Plan 2007-09
- Priority Project Status Report
- Priority Unimplemented General Plan Programs
- March 17, 2009 Budget Update Staff Report
- January 6, 2009 National Citizen Survey Staff Report
- National Citizen Survey – Gap Analysis
- National Citizen Survey – Where to Invest Additional Resources
- Memos from boards and commissions - 2009-11 Strategic Planning Process
- City Employee Strategic Planning Team Strategic Plan – FY 2009-11

**Summary of 2009-2011 Input on Strategic Plan
by General Plan Goals**

Guide to Summary of Strategic Plan Goals, Strategies & Priorities by General Plan Goals

- 2007-09 Top Priorities that were included in the input received for 2009-2011 are noted in **bold** under “Input on 2009-2011 Priorities”
- Input noted in the Goals and Strategies columns is from the City Employee Strategic Planning Team unless otherwise indicated.

Department Acronyms:

- CMO = City Manager’s Office
- CAO = City Attorney’s Office
- CDD = Community Development Department
- ED = Economic Development
- Finance = Finance Department
- Fire = Fire Department
- HR = Human Resources
- PC&S = Parks & Community Services Department
- Police = Police Department
- PW = Public Works

CESPT = City Employee Strategic Planning Team

Board & Commission Acronyms:

- BLT = Board of Library Trustees
- CSC = Civil Service Commission
- EDB = Economic Development Board
- HPRC = Historic Preservation Review Commission
- HSAB = Human Services & Arts Board
- PRCC = Parks, Recreation and Cemetery Commission
- PC = Planning Commission
- OGC = Open Government Commission
- TBSC = Traffic, Pedestrian & Bicycle Safety Committee

IV-A-4

**Priorities are listed next to their primary corresponding goals, although it should be noted that the majority of priorities can likely be aligned with a number of different Strategic Plan and General Plan goals. Climate Action Plan is an example where multiple alignments are noted.*

Summary of Strategic Plan Goals, Strategies & Priorities by General Plan Goals

General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>Land Use</p> <p>Preserve Benicia as a Small-size City.</p> <p>Maintain lands near Lake Herman and north of Lake Herman Road in permanent agriculture/open space use</p> <p>Ensure orderly and sensitive site planning and design for large undeveloped areas of the City</p>	<p>Preserve City Assets and Infrastructure</p> <p>Fiscal Sustainability</p>	<p>Facilitate and encourage sustainable economic development</p> <p>Forecast future community needs</p>	<p>Benicia Business Park (BBP)</p> <p>Ensure that the BBP is appropriately planned and environmentally mitigated (CDD, PC).</p> <p>Support the Specific Plan effort to arrive at a marketable project as called for by the adopted Economic Development Strategy (EDD).</p> <p>Finish BBP agreements (EDB).</p> <p>Participation in evaluation of financial issues related to BBP and developing financial forecasts to ensure long-term fiscal sustainability (Finance).</p>
<p>Ensure that development pays its own way</p>			

IV-A-5

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>Economic Development</p> <p>Facilitate and encourage new uses and development that provide substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety, and quality of life</p>	<p>Strengthen the Economy</p> <p>Fiscal Sustainability</p>	<p>Facilitate and encourage sustainable economic development</p> <p>Forecast future community needs</p>	<p>Adopt and implement the updated Housing Element (CDD).</p> <p>Utilizing City's real estate assets: Work on E Street Lot downtown, consider infill development on other City-owned parcels, and Commanding Officer's Quarters (COQ) (EDD).</p> <p>Privatize City assets, such as the COQ (EDB).</p> <p>Review Southampton open space policies – seek to intensify allowed uses (PC).</p>
<p>Attract and retain a balance of different kinds of industrial uses</p>			<p>Support business retention and attraction: Outreach, mini grants, education, partnerships, special focus on downtown and industrial park (EDD, EDB, CESPT).</p> <p>Implement a Buy Benicia first plan for govt. entities (EDB).</p> <p>Implement Benicia Industrial Park Needs Assessment Committee (EDB).</p>
<p>Attract and retain industrial facilities that provide fiscal and economic benefit to Benicia</p>			
<p>Maintain the viability of the Port</p>			
<p>Ensure adequate land for port activity</p>			
<p>Provide for carefully-defined visual and physical public access (at Port)</p>			
<p>Encourage retention and continued evolution of the lower Arsenal into historic/cultural/commercial/industrial center</p>			<p>Adopt and implement the Lower Arsenal Mixed-Use Specific Plan (CDD, PC).</p>

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>Downtown</p> <p>Strengthen the Downtown as the City's central commercial zone</p> <ul style="list-style-type: none"> -Mixed use one block east and west of First Street -Social, recreational, economic anchor at end of First Street waterfront -Permanent green south of B Street -West side Marina <p>Support the economic viability of existing commercial centers</p>	<p>Strengthen the Economy</p>	<p>Continuously evaluate needs of business community</p>	<p>Continue Downtown and gateway beautification -- Downtown streetscape and parking improvements (EDB).</p>
<p>Circulation</p> <p>Enhance Benicia's small-town atmosphere of pedestrian-friendly streets and neighborhoods</p>	<p>Preserve City Assets and Infrastructure</p>	<p>Maintain existing levels of services</p> <p>Balanced system for pedestrian, bikes, cars and transit</p>	<p>Traffic Calming Projects (TPBSC).</p> <p>Implement Traffic Unit Education Program (Police).</p> <p>Review opportunities for additional pedestrian amenities for First Street (PC).</p>
<p>Provide a comprehensive system of pedestrian and bicycle routes which link employment centers, residential areas, commercial areas, schools, parks, open space</p>			<p>Alternate Mode Projects (TPBSC)</p> <p>State Park Road Bike/ Pedestrian Bridge Pathway (PW, TPBSC).</p>
<p>Ensure access needs of individuals with disabilities</p>			

IV-A-7

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>Encourage convenient rail service to Benicia with a station near the Benicia Bridge</p> <p>Provide an efficient, reliable, and convenient transit system</p> <p>Promote a regional (San Francisco, Oakland, Alameda) and local (Martinez, Port Costa, Crockett) ferry service</p>	<p>Preserve City Assets and Infrastructure</p>	<p>Maintain existing levels of services</p> <p>Balanced system for pedestrian, bikes, cars and transit</p>	<p>Seek ways to fund and construct a train and/or transit station (PC).</p> <p>Improve transportation systems (Finance).</p> <p>Transit projects (TPBSC).</p> <p>Downtown Regional Transit/Ferry Service</p> <p>Develop plans and funding sources for the Downtown project (Finance).</p> <p>Contribute to efforts to research and advocate for Ferry Service (Finance).</p> <hr/> <p>Maintenance of citywide street network (PW).</p> <p>Local streets and roads projects (TPBSC).</p> <p>Intersections Improvement Projects (TPBSC).</p> <p>Seek grants, bonds, ballot measures (CESPT).</p> <p>Study Westside waterfront pathway system (PC).</p>
<p>Provide a balanced street system to serve automobiles, pedestrians, bicycles, and transit</p> <p>Encourage Benicia resident and employees to use alternatives to the single-occupant automobile</p> <p>Alleviate traffic congestion near school sites</p> <p style="text-align: center;">IV-A-8</p>			<p><u>Benicia High School Traffic Signal</u></p> <p>Begin construction of necessary improvements for traffic signal (PW).</p> <p>Monitor and record financial records to ensure grant compliance (Finance).</p>

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>Ensure adequate parking while maintaining aesthetic landscape features</p> <p>Continue to provide safe and direct access to the Industrial Park</p> <p>Improve auto and non-auto access into the Old Arsenal</p> <p>Ensure that scenic and environmental amenities of I-680 and I-780 are not compromised</p> <p>Ensure an active community deliberation process in response to Caltrans proposals</p> <p>Community Services</p> <p>Improve and maintain public facilities and services</p>	<p>Preserve City Assets and Infrastructure</p>	<p>Maintain existing levels of services</p> <p>Balanced system for pedestrian, bikes, cars and transit</p>	
	<p>Preserve City Assets and Infrastructure</p>	<p>Maintain existing levels of services</p> <p>Maintain facilities and infrastructure</p>	<p>Benicia Community Center (PRCC, HSAB, CESPT)</p> <p>Complete construction drawings (PC&S).</p> <p>-----</p> <p>Complete lighting design for James Lemos Pool (PC&S, PRCC).</p> <p>Civic Center Undeveloped Area (PRCC).</p> <p>Provide for continued water and wastewater facilities operation, maintenance and security, including capital improvements (PW).</p> <p>Secure funding and remodel Station 12 to include individual dormitories (Fire).</p>

IV-A-9

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>Improve and maintain public facilities and services. (Continued...)</p> <p>Fiscal Sustainability</p>	<p>Improve Customer Service Through Technology and Transparency</p> <p>Fiscal Sustainability</p>	<p>Upgrade technological capabilities</p> <p>Increase opportunities for public participation</p> <p>Pursue operation improvements and efficiencies</p> <p>Promote budget stability</p>	<p>Continue to improve customer service & the public image of the Department (P&CS).</p> <p>Implement online registration (P&CS).</p> <p>Use technology and management innovation to improve delivery of services (CAO).</p> <p>Improve electronic document storage, retrieval and public access (CAO).</p> <p>Continue to develop customer guides to help the public with City process (CAO).</p> <p>Assist HR with proactive training and measures (CAO).</p> <p>Improve access and use of the City's website – streaming video and other enhancements (Finance).</p> <p>Improve Information Technology Systems – email security, general ledger software, upgrade desktop software (Finance).</p> <p>Develop and implement a balanced budget (Finance).</p> <p>Enhance the Long Range Budget Model with the assistance of the FAB Committee (Finance).</p> <p>Pursue ARRA Funding (Finance, CESPT).</p>

IV-A-10

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>improve and maintain public facilities and services. (Continued...)</p>	<p>Fiscal Sustainability</p> <p>Enhance Customer Service Through Technology and Transparency</p>	<p>Promote budget stability</p> <p>Increased opportunities for public participation</p> <p>Employees as an asset</p> <p>Continuous education – match training to evolving community needs</p>	<p>Maintain balanced budget and adequate reserve (CMO). Implement Strategic Plan, including Council Priorities and quarterly reports of progress (CMO). Continue to improve consistency of responses, citywide, to requests for information from (CMO). Continue to explore and implement innovative methods to ensure the community is informed and involved (CMO, OGC). Pursue an integrated system through technology for agenda management, streaming video, improved recording/video equipment (CMO, OGC, CESPT). Continue to enhance Council/Manager team effectiveness (CMO). Utilize information from employee survey (OCI) to maximize the effectiveness of the City's organizational culture through training, performance management, and enhancement of employee programs; Re-survey in 2010 (CMO, HR, CSC).</p>

IV-A-11

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>improve and maintain public facilities and services. (Continued...)</p>	<p>Preserve City Assets and Infrastructure</p>	<p>Employees as an asset</p>	<p>Implement NeoGov – online application & data management system to improve recruitment process and information management systems (HR). Undertake aggressive recruitment processes to fill key positions at the policy-making level – cast a wide net (CSC). Refine departmental operating procedures and systems and identify long-term staffing needs for HR (HR). Benefits: Form an Employee Benefits Committee to analyze options & cost containment (HR). Evaluate and enhance current employee recognition programs (HR). Labor Relations: Maintain positive relations through communication at all levels and identification of shared interests (HR). Continue to promote openness and inclusiveness in strategic plan process by including employees as stakeholders (CSC).</p>

IV-A-12

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
Provide for churches to locate where conflicts with adjacent land uses will be minimized	Build Community Collaboration	Develop public and private partnerships	
Parks & Recreation Maintain and improve existing parks and recreation programs	Preserve City Assets and Infrastructure	Maintain existing levels of services Upgrade technological capabilities	Enhance the quality and instruction of the preschool program (P&CS). Evaluate fees for programs and services (P&CS). Actively pursue opportunities to fund projects within park sites (P&CS). Complete implementation of satellite watering system (P&CS). Benicia Community park access road and parking lots (PRCC). Fitzgerald Field Bleachers (PRCC). Creation of ADA Park Restroom Upgrade/ Replacement Fund (PRCC). Executive golf course design (PRCC).
Maintain safety at parks/open space	Protect Community and Environmental Health & Safety	Promote sustainable practices	Replace existing playground equipment located at Channing Circle Park and Jack London Park (P&CS). Continue Playground Equipment Replacement Fund (PRCC).
Expand the City's park system to accommodate future community needs	Preserve City Assets and Infrastructure	Maintain parks & recreation	Update the Parks, Trails and Open Space Master Plan (P&S, PRCC).
Assure long-term maintenance of the State Parks			

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
Schools	Build Community Collaboration	Develop public and private partnerships and maintain existing relationships	
Ensure adequate school facilities to serve all residential areas			Pursue opportunities with School District to provide facilities on campus for after-school/summer programs (P&CS).
Cooperate with the School District to provide opportunities for citizen use of the schools			Jt. Use Agreement –more use for City (CESPT).
Water	Protect Community and Environmental Health & Safety	Preserve environmental quality	Implement water conservation program (PW).
Ensure an adequate water supply for current and future residents and businesses	Preserve City Assets and Infrastructure	Promote sustainable practices	Determine feasibility of expanding Lake Herman and restoring Pine Lake to expand water storage capacity (PC).
Identify and preserve groundwater resources		Maintain facilities and infrastructure	WTP/WWTP meet regulatory requirements (CESPT).
Protect water quality			
Provide safe drinking water and improve its taste and odor			
Ensure adequate wastewater treatment capacity to serve all development shown in the General Plan			
Minimize WWTP operational upsets, potential discharge of inadequately treated wastewater, and the emission of odor & noise	Protect Community and Environmental Health & Safety	Promote sustainable practices	
Recycling			
Enhance the recycling of solid waste.	Protect Community and Environmental Health & Safety	Promote sustainable practices	
Utilities			
Allow installation of telecommunications equipment and distribution networks that maintain and protect health, safety, and quality of life and avoid visual clutter	Protect Community and Environmental Health & Safety	Preserve environmental quality	

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>Historic Preservation</p> <p>Maintain and enhance Benicia's historic character</p>	<p>Preserve Arts, Culture, Continuous Learning and Historic Preservation</p>	<p>Preserve historic character</p>	<p>Commanding Officer's Quarters</p> <p>Interior & landscape improv. (PC&S, PRCC, CESPT). Develop funding proposals (Finance).</p> <p>-----</p> <p>Repair asphalt road at City Cemetery (PC&S, PRCC). Cemetery Maintenance Fund (PRCC). Add a historic context section to the Downtown Historic Conservation Plan (DHCP) (CDD). Update the DHCP; design guidelines for non-historic buildings (CDD). Apply - historic context grant in 2009 (HPRC). Mills Act Program – training (HPRC). Staff level design review for specific projects that are consistent with Secretary of Interior's Standards for the Treatment of Historic Properties (HPRC). Information to Historic Property Owners/Realtors re: historic property designation status and eligibility for Mills Act (HPRC).</p>

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>Historic and Archeological Resources Protect archaeological (including underwater) sites and resources</p>	<p>Protect Community and Environmental Health & Safety</p>	<p>Preserve environmental quality</p>	
<p>Cultural Increase public awareness of cultural resources and activities</p>	<p>Preserve Arts, Culture, Continuous Learning and Historic Preservation</p>	<p>Maintain historic character</p>	<p>Implement Tourism Plan (EDD, EDB).</p>
<p>Support the library and the services it provides to the community</p>		<p>Support Library and services</p>	<p>Library Basement Completion Project Continue work on the Basement Improvement Project (Library, BLT, CESPT). Develop funding proposals (Finance). ----- Provide or maintain staffing for adult services, children's services, literacy services (Library, BLT). Improve bldg. maint. and custodial care (Library, BLT). Remodel upstairs to improve acoustics and reduce noise (Library). Monitor library trends and continue to improve to meet the changing/developing needs of our patrons (Library). Work with Friends, Foundation, residents and others to provide additional library funding (Library). Work with existing regional consortiums (Library). Improve patron catalog (Library).</p>

IV-A-16

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
Promote events with wide community attraction	Build Community Collaboration	Develop public an private partnerships and maintain existing	
Art Support and promote the arts as a major element in Benicia's community identity	Preserve Arts, Culture, Continuous Learning and Historic Preservation		Continue arts learning by offering classes, camps and incorporating arts into after school and summer camps (P&CS). Maintain or increase funding for arts (HSAB). Encourage coordination of arts organizations (HSAB).
Visual Character Maintain and reinforce Benicia's small-town visual characteristics	Preserve Arts, Culture, Continuous Learning and Historic Preservation	Maintain historic character	Enhance the appearance of city gateways (CDD, PC, EDB). Develop and implement a landscape maintenance plan for all districts (P&CS). Consistent operating policies for restaurants/bars (PC).
Preserve First Street as the community focal point of Benicia	Strengthen the Economy	Continuously evaluate needs of business community	
Protect and enhance scenic roads and highways	Preserve City Assets and Infrastructure	Maintain facilities and infrastructure	
Enhance the streetscape along Military East and West			
Enhance the East Side			
Improve the appearance of the Industrial Park			
Improve urban design qualities of the waterfront and public access to the shoreline			
Open Spaces & Trails			
Provide a buffer between Benicia and adjacent communities	Protect Community and Environmental Health & Safety	Preserve environmental quality	
Provide buffers throughout the community			

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
Preserve key land forms which separate Benicia physically and visually from adjacent communities Link regional and local open spaces Protect agricultural use	Protect Community and Environmental Health & Safety	Preserve environmental quality	
Biotic Resources Preserve and enhance habitat for special-status plants and animals	Protect Community and Environmental Health & Safety	Preserve environmental quality	Develop and implement a tree maintenance program (P&CS). Creation of Tree Maintenance Fund (P&CS).
Protect and enhance native vegetation and habitats Permanently protect and enhance wetlands so that there is not net loss of wetlands			
Water Resources Preserve water bodies Preserve Lake Herman as a municipal water resource Protect watersheds	Protect Community and Environmental Health & Safety	Preserve environmental quality	
Mineral Resources Conserve and develop the mineral resources of regional significance Minimize environmental impacts of mineral production	Protect Community and Environmental Health & Safety	Preserve environmental quality	

*Priorities are listed next to their primary corresponding goals, although it should be noted that the majority of priorities can likely be aligned with a number of different Strategic Plan and General Plan goals. Climate Action Plan is an example where multiple alignments are noted.

General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p><u>Energy Conservation</u></p> <p>Improve energy efficiency</p>	<p>Protect Community and Environmental Health & Safety</p>	<p>Preserve environmental quality</p> <p>Promote sustainable practices</p> <p>Reduce carbon footprint</p>	<p><u>Climate Action Plan</u></p> <p>Complete and implement the Climate Action Plan (CDD, PC, CESPT).</p> <p>Work with departments to arrange funding for projects to comply with priority (Finance).</p> <p>Monitor and record expenditures to comply with Valero Mitigation Funding (Finance).</p> <p>Renewable energy at the Water Treatment Plant and Wastewater Treatment Plan (PW).</p> <p>Expand green management practices to reduce carbon footprint (P&CS).</p>

**Priorities are listed next to their primary corresponding goals, although it should be noted that the majority of priorities can likely be aligned with a number of different Strategic Plan and General Plan goals. Climate Action Plan is an example where multiple alignments are noted.*

General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>Health & Safety</p> <p>Make community health and safety a high priority</p>	<p>Protect Community and Environmental Health & Safety</p>	<p>Maintain quality emergency services</p> <p>Maintain facilities and infrastructure</p>	<p>Develop a Citizen's Academy (Police).</p> <p>Institute Random Citizen's Survey (Police).</p> <p>Improve School Safety Programs/Preparation (Police).</p> <p>Pursue grants & collaborate with other agencies to enhance public safety services (CESPT).</p> <p>New police facility – bond (CESPT).</p> <p>Preserve Police & Fire service levels (CESPT)</p> <p>Workplace Safety: Enhance prevention and training programs (HR).</p> <p>Workers' Compensation: Continue to explore ways to administer efficiently, manage reporting and contain costs (HR).</p> <p>Promote a safe and health work environment (e.g., finding permanent housing for CAO and HR) – impacts ability to recruit and retain employees (CSC).</p> <p>See Climate Action Plan.</p>

**Priorities are listed next to their primary corresponding goals, although it should be noted that the majority of priorities can likely be aligned with a number of different Strategic Plan and General Plan goals. Climate Action Plan is an example where multiple alignments are noted.*

General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>Improve access to medical, mental health, and social services, for all including the elderly and low-income</p>	<p>Protect Community and Environmental Health and Safety</p>	<p>Improve community access to resources (e.g., health insurance)</p>	<p>Senior Center: Identify funding for equipment replacement and facility improvements (PC&S). Develop and implement opportunities for additional senior programming (P&CS). Maintain or increase funding for human services (HSAB). Encourage coordination among human services organizations (HSAB). Increase awareness of human services available to Benicians (HSAB).</p>
<p>Attract additional health services</p>		<p>Promote a sober drug free environment for Benicia's young people (PRCC)</p>	
<p>Reduce the incidence of substance abuse and strive for a drug-free community</p> <p>Establish after-school programs and other constructive activities for youth</p> <p>Prevent and reduce crime in the community</p>			<p>Expand technology - implement in-car video (Police). Pursue grant funding to add personnel and equipment (Police). Implement E911 (direct connection to cellular callers from 911) (Police). Continue facility and equipment improvements (Police). Complete Smartlink Radio Interoperability System (Police).</p>

IV-A-21

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General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>Community Hazards</p> <p>Ensure that existing and future neighborhoods are safe from risks to public health that could result from exposure to hazardous materials</p> <p>Protect sensitive receptors from hazards</p> <p>Ensure clean air for Benicia residents</p> <p>Support improved regional air quality</p> <p>Minimize harm from geologic hazards</p> <p>Accommodate runoff from existing and future development</p> <p>Prevent property damage caused by flooding</p> <p>Prevent ground and surface water contamination</p> <p>Reduce fire hazards</p> <p>Require hazardous materials and hazardous waste management handling and disposal procedures that are protective of human health and the environment</p>	<p>Protect Community and Environmental Health & Safety</p>	<p>Preserve environmental quality</p> <p>Promote sustainable practices</p> <p>Reduce carbon footprint</p>	<p>See Climate Action Plan.</p> <p>See Climate Action Plan.</p> <p>See Climate Action Plan.</p> <p>Implement a Fire Department Strategic Plan (Fire).</p> <p>Secure funding for manipulative skills training facility (Fire).</p> <p>Secure funding for the replacement of the existing aerial ladder truck (Fire).</p> <p>See Climate Action Plan.</p>

**Priorities are listed next to their primary corresponding goals, although it should be noted that the majority of priorities can likely be aligned with a number of different Strategic Plan and General Plan goals. Climate Action Plan is an example where multiple alignments are noted.*

General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
<p>Minimize hazardous waste generation</p> <p>Ensure the proper and thorough clean-up of hazardous waste sites including the Rose Drive/Braitto landfill area</p> <p>Ensure the best possible closure of IT, considering the long-term health effects upon sensitive receptors in the community</p>	<p>Protect Community and Environmental Health & Safety</p>	<p>Preserve environmental quality</p> <p>Promote sustainable practices</p> <p>Reduce carbon footprint</p>	
<p>Reduce health and safety hazards associated with hazardous materials users, hazardous waste generators, and hazardous waste disposal sites and toxic air contaminants</p>			
<p>Reduce significant hazards associated with pipelines, and high voltage transmission lines</p> <p>Update and maintain the City's Emergency Response Plan</p>		<p>Enhance Disaster Preparedness Program</p>	<p>Build on the citywide emergency management plan and prepare parks and facilities for citywide emergencies (P&CS). Emergency response preparation for PW employees' first responder roles as providers of immediate support services for disaster response and recovery operations (PW). Continue BERT and FEMA trainings; community exercises (CESPT).</p>

IV-A-23

**Priorities are listed next to their primary corresponding goals, although it should be noted that the majority of priorities can likely be aligned with a number of different Strategic Plan and General Plan goals. Climate Action Plan is an example where multiple alignments are noted.*

General Plan Goals	Input on 2009-11 Strategic Plan Goals	Input on 2009-11 Strategic Plan Strategies	Input on 2009-11 Strategic Plan Priorities
Noise Reduce or eliminate the effects of excessive noise	Protect Community and Environmental Health & Safety	Promote environmental quality	

IV-A-24

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**City of Benicia
Strategic Plan 2007-09**



Strategic Plan

FY 2007 - 2009

**City of Benicia
Strategic Plan
FY 2007-08 and 2008-09**

Background Statement:

The City Council adopted the City's second Strategic Plan on May 3, 2007, following nine months of review and assessment of the City's needs and opportunities. All City Commissions participated in the assessment and submitted recommendations to the Council. All City departments participated in the update process. Two public workshops were held to solicit community input.

Following consideration of all input received, the City Council reaffirmed the City's Mission, Vision, Values and Statement of Core Businesses (without changes). Additionally, the Council adopted nine Strategic Goals and thirteen Strategic Priorities for fiscal years 2007-08 and 2008-09. These goals and priorities guided appropriation decisions in the FY 2007-08 and 2008-09 budgets.

The Strategic Planning process is a proven and thoughtful method for determining how an organization's resources can be most wisely allocated. Strategic Planning requires research and analysis before making resource allocation decisions; strategic planning decisions are not randomly made. Strategic Planning requires research and analysis that is:

1. **COMPREHENSIVE:** all of the organization's functions and responsibilities are reviewed prior to allocation decisions.
2. **LONG-TERM:** the organization's long-term needs and opportunities are reviewed prior to making allocation decisions.
3. **INCLUSIVE:** all stakeholders are invited and encouraged to participate in needs and opportunities assessment prior to allocation decisions.

Strategic Plan Elements:

1. **MISSION STATEMENT:** a statement of the City organization's ultimate purpose and the difference it wishes to make for the community.
2. **CORE BUSINESS STATEMENT:** the major functions, programs, and services the City organization is intended to provide based on legal mandates and the City's mission.
3. **VISION STATEMENT:** the character-defining elements of the ideal community Benician's would like to see. The General Plan is the foundation for this vision.
4. **VALUES STATEMENT:** the principles the organization believes are right and should guide the conduct of City employees in delivery of services.

5. **STRATEGIC ISSUES:** the major needs and opportunities facing the City organization over the next five to ten years that most impact achievement of the City's Mission and Vision. Numerous, perhaps endless, important issues face any organization. The City's adopted Strategic Issues, typically five to ten in number, are those most critical.
6. **STRATEGIC GOALS:** the desired, generalized outcomes for the five to ten adopted Strategic Issues.
7. **BUSINESS STRATEGIES:** the best overall approaches for addressing the five to ten Strategic Issues.
8. **ACTION ITEMS:** the specific projects and programs that will be pursued by the City organization in the budget period (two years) to achieve the City's Strategic Goals.
9. **CITY COUNCIL TOP TEN PRIORITIES:** the ten most important and urgent Actions the City should pursue.

Implementation Process:

The City's Strategic Plan is achieved by pursuit of the following activities:

1. **BUDGET APPROPRIATION:** allocating our discretionary budget dollars to projects and programs that will achieve Strategic Plan Goals.
2. **DEPARTMENT WORK PROGRAMS:** establishment of Work Programs by each department that include Action Items that achieve Strategic Plan Goals.
3. **EMPLOYEE PERFORMANCE PLANS:** including objectives in the Performance Plan of every employee that pursues Strategic Plan Goals.
4. **MONITORING PLANS:**
 - a. **Employee Performance Plans:** supervisors personally review and discuss the employee's performance plan on a quarterly basis.
 - b. **Strategic Action Plan:** City Manager and Department Heads review progress on Top Ten Council Priorities and high-impact Action Items once per month at staff meetings, and once per quarter at Council meetings.

City of Benicia
FY 2007-08 & 2008-09
Mission, Vision, Guiding Principles

Our Mission: To serve our community with care, commitment and pride.

Our Vision: To build a great community together by preserving and strengthening

- Our small town character
- Our history
- A safe and healthy environment
- A vibrant economy

Our Guiding Principles:

- Integrity: doing the right thing, not the easy thing
- Excellence: giving our best always, continuously improving
- Service: being accessible, caring and responsive
- Inclusiveness: seeking involvement of all stakeholders

City of Benicia Core Business Statement

What are the City of Benicia's major business activities?

- **Governance**
 - Legislation and Policy Making by City Council
 - Municipal Administration
 - Intergovernmental Cooperation
 - Public Involvement

- **Public Safety**
 - Police Services
 - Fire and Emergency Medical Services
 - Disaster Preparedness and Response
 - Hazardous Materials Response

- **Healthy and Sustainable Environment**
 - Water Treatment and Distribution
 - Wastewater Collection and Treatment
 - Storm Water Quality and Flood Control
 - Solid Waste Disposal and Recycling
 - Land Use Planning
 - Building Safety
 - Code Enforcement
 - Economic Development
 - Historic Preservation

- **Social and Recreational**
 - Recreation and Community Services
 - Parks and Open Space
 - Library Services
 - Literacy Program
 - Cable Television
 - Transit
 - Marina

- **Physical Infrastructure**
 - Roadways, Walkways, Bike Paths and Related Facilities
 - Municipal Buildings

City of Benicia Strategic Goals

- 1.00 – Protect Community and Environmental Health and Safety
- 2.00 – Strengthen the Economy
- 3.00 – Strengthen Downtown
- 4.00 – Preserve and Enhance City Assets and Infrastructure
- 5.00 – Enhance Community Appearance
- 6.00 – Expand Youth Activities and Services
- 7.00 – Build Community Collaboration
- 8.00 – Build Organization Quality and Capacity
- 9.00 – Promote Arts, Culture and Continuous Learning

City of Benicia

Strategic Goals and Strategies

1.00 PROTECT COMMUNITY AND ENVIRONMENTAL HEALTH AND SAFETY

- 1.10 Strategy: Maintain air quality (Top Ten Priority)
- 1.20 Strategy: Disaster preparedness
- 1.30 Strategy: Protect neighborhoods from risks to health and safety

2.00 STRENGTHEN THE ECONOMY

- 2.10 Strategy: Pursue comprehensive tourism plan (Top Ten Priority)
- 2.20 Strategy: Small business assistance (#3.7)
- 2.30 Strategy: Facilitate and encourage sustainable development (providing substantial economic benefits while preserving Benicia's environment) (G.P. Goal #2.5)

3.00 STRENGTHEN DOWNTOWN

- 3.10 Strategy: Comprehensive Tourism Plan (Top Ten Priority)

4.00 PRESERVE AND ENHANCE CITY ASSETS AND INFRASTRUCTURE

- 4.10 Strategy: Provide a balanced street system to serve automobiles, pedestrians, bicycles, and transit (G.P.Goal #2.20)
- 4.20 Strategy: Maintain and improve existing parks and recreation programs
- 4.30 Strategy: Maintain and enhance Benicia's historic character
- 4.40 Strategy: Improve and maintain facilities and infrastructures

5.00 ENHANCE COMMUNITY APPEARANCE

- 5.10 Strategy: Promote quality design in new construction and remodeling
- 5.20 Strategy: Enhance City gateways

6.00 EXPAND YOUTH ACTIVITIES AND SERVICES

- 6.10 Strategy: Provide healthy and enriching year-round programs for middle and high school students
- 6.20 Strategy: Establish alcohol and drug use prevention program for youth

7.00 BUILD COMMUNITY COLLABORATION

- 7.10 Strategy: Establish a neighborhood-serving community center

8.00 BUILD ORGANIZATIONAL QUALITY AND CAPACITY

- 8.10 Strategy: Upgrade communication and information technology for staff and public information
- 8.20 Strategy: Measure and track service performance

9.00 PROMOTE ARTS, CULTURE, CONTINUOUS LEARNING AND HISTORIC PRESERVATION

- 9.10 Strategy: Support the Library and its services (G.P. Goal #3.4)
- 9.20 Strategy: Maintain and enhance Benicia's historic character

City of Benicia Top Ten Priorities

Top Six:

- Benicia Business Park Development
- Commandant's Residence – Restoration
- Community Center – Convert Mills School
- First Street Pedestrian Friendly Improvements
- Police Building Remedial Improvements
- State Park Road Bike/Pedestrian Bridge Addition

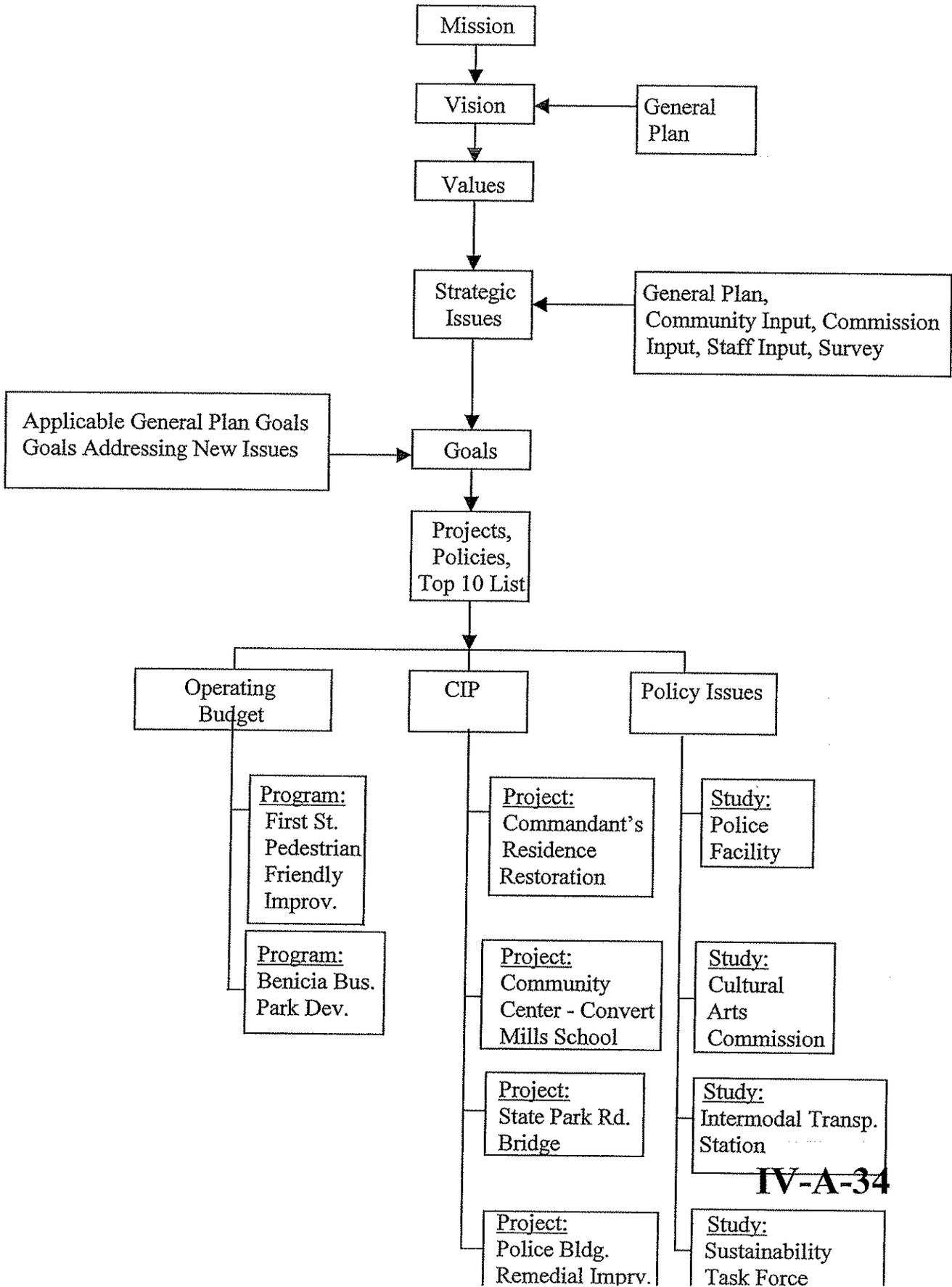
Next Six:

- Arsenal Specific Plan Adoption & Implementation
- Benicia High School Traffic Signal
- Energy Conservation/Air Quality/Reducing Carbon Footprint
- Downtown Regional Transit/Ferry Service Feasibility Report
- Library Basement Completion Project
- Comprehensive Tourism Plan

The first six priorities received the highest rankings from the City Council as part of the priority setting process on February 26, 2008.

Benicia Strategic Planning Process

April 1, 2008



Priority Project Status Report

Top Ten Priority Projects
 FY 2007-08 and 2008-09
 March 2009

Top Ten Priority	Goal/Strategy/Project	Budgeted? 07-08 08-09	Funding	Project Mgr.	Timeframe Start Date End Date	Status
1.00	GOAL: PROTECT COMMUNITY ENVIRONMENTAL HEALTH AND SAFETY					
Next 6	1.10 Strategy: Energy conservation, air quality, reducing carbon footprint					
4-14	Prepare options-report-of-feasible-options-for-reducing-carbon-footprint	✓	Staff Resources	Lorentz	7/4/2007 4/4/2007	COMPLETED - Council approved October 16, 2007.
1.12	Apply for BAAQMD CO ₂ Emissions Inventory & Action Plan Grant			Lorentz	FY 07/08 6/30/2008	\$40K grant approved on 05/08/08.
1.13	Prepare Climate Action Plan			Knox	9/1/2008 6/30/2009	Inventory completed and targets set 09/08. Cal Poly draft Plan due in April.
4-14	Implement \$15K lighting retrofit project			Alvarez	FY-07/08	COMPLETED 05/19/08.
4-16	Report on conversion of City vehicle fleet to air-friendly			Sehada	FY-07/08 2/28/2009	COMPLETED - Report submitted in February 2009 (see attached)
2.00	GOAL: STRENGTHEN THE ECONOMY					
Next 6	2.10 Strategy: Comprehensive tourism plan					
2-14	Prepare Branding Plan	✓	\$40,000/yr1	Lorentz	7/4/2007 6/4/2008	COMPLETED Branding plan approved by Council on 5/20/08.
2.12	Branding Advertising - Prepare and Conduct	✓	\$15,000/yr1	Lorentz	6/1/2008 6/30/2009	Underway.
2-13	Wayfinding Plan & Design	✓	\$40,000/yr2	Lorentz	6/4/2008 4/31/2008	COMPLETED 07/25/08.
2.14	Wayfinding Signage	✓	\$15,000/yr1	Lorentz	7/25/2008 2/28/2009	Phase I completed 09/30/08. Phase II to be completed by 02/28/09.
2.15	Storefront Sign Grants (\$600 each)	✓	-	Lorentz	7/1/2008 TBD	Sign grants issued: Lindsay, Chamber of Commerce, Main Street, Corner Station + 5 pending approval.
2.16	Tourism Website	✓	-	Lorentz	8/1/2008 6/30/2009	RFP issued, contracts issued. Website projected to be designed by 3/31/09.
Top 6	2.20 Commanding Officer's Quarter's restoration	✓	\$3,600,000	Alvarez	7/2007 4/2009	Construction is approximately 85% complete. Reuse Study is underway and projected to be complete by 4/09.
Next 6	2.30 Arsenal Specific Plan adoption & implementation	✓	Staff Resources	Knox	6/2006 TBD - likely April 2009	Facilitated workshop April 6 to inform Council regarding appropriateness of residential uses.
Top 6	2.40 Strategy: Facilitate and encourage sustainable development	✓	Staff Resources	Knox	8/2003 02/03/2009	Applicant has asked to delay specific plan process until January 2010.
	2.41 Benicia Business Park Development	✓	Staff Resources	Knox	8/2003 02/03/2009	Applicant has asked to delay specific plan process until January 2010.

IV-A-36

Top Ten Priority Projects
 FY 2007-08 and 2008-09
 March 2009

Top Ten Priority	Goal/Strategy/Project	Budgeted? 07-08	Funding 08-09	Project Mgr.	Timeframe		Status
					Start Date	End Date	
	3.00 GOAL: STRENGTHEN DOWNTOWN						
	3.10 Strategy: Comprehensive tourism plan						
Next 6	3.11 Downtown Regional Transit/Ferry Service Feasibility Report	✓	Staff Resources	Sousa Schiada Lorentz	2/1/2006	12/31/2009	STAMTC approved \$92,000 of the \$3M in RM2 funding earmarked for regional bus stop/park-n-ride facilities at 1st/Military and Southampton Rd./Military. Preliminary design and public input process to begin in April 2009. Ferry & Intermodal Station remain as long term goals. Painting of parking fees and crosswalks are completed. Continue with ongoing joint sidewalk and bench/trash can installation programs.
Top 6	3.12 First Street pedestrian friendly improvements	✓	\$10,000	Schiada	3/2008	Ongoing	Olson Co. held first community workshop 01/21/09. Next workshop scheduled for this spring.
	3.13 E Street Parking Lot Mixed-Use Project	✓	-	Dearborn	3/2008	06/30/2009	
	4.00 GOAL: PRESERVE AND ENHANCE CITY ASSETS AND INFRASTRUCTURE						
	4.10 Strategy: Provide a balanced street system						
Top 6	4.11 State Park Road Bike/Ped. Bridge	✓	\$4,395,000	Schiada	FY 05/06	02/2010	Full funding approved by Council in July 2008. Design set for completion in March 2009, construction to begin in June 2009. Caltrans is reviewing completed portion (66%) of the plans. Final design has commenced with construction set for summer 2009.
Next 6	4.14 BHS traffic signal project	✓	\$400,000	Schiada	FY 07/08	11/2009	Remodeling project complete. Needs assessment /study session to be held on additional facility needs and/or consideration of a new building. COMPLETED -Remedial upgrades/maintenance complete-addressing safety issues. Future ongoing maintenance/ repairs need funding.
Top 6	4.20 Strategy: Improve and maintain public buildings						
	4.21 Police building remedial improvements	✓	\$200,000	Spagnoli	7/1/2007	TBD	
	4-22 Range-improvements	✓	\$20,000	Spagnoli	7/4/2007	6/30/2008	
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	37						
	7.00 GOAL: BUILD COMMUNITY COLLABORATION						
	7.10 Strategy: Establish a neighborhood-serving community center						
Top 6	7.11 Community Center - Convert Mills School	✓	\$4,600,000	Alvarez	7/2007	09/30/10	City to review costs to proceed with LEED certification. Once the determination is made, construction drawings will start.

Top Ten Priority Projects
 FY 2007-08 and 2008-09
 March 2009

Top Ten Priority	Goal/Strategy/Project	Budgeted? 07-08	Funding 08-09	Project Mgr.	Start Date	Timeframe End Date	Status
Next 6	9.00 GOAL: PROMOTE ARTS, CULTURE AND CONTINUOUS LEARNING 9.10 Strategy: Support the Library and its services 9.11 Library basement completion project	√	\$853,000	Smikahl	5/1/2007	12/31/2009	Council was provided with an update on March 3. The project is insufficient in scope to qualify for LEED certification. Staff is working with the Capital Improvement Committee to identify potential funding sources. Project is on hold until additional funding is located.

Priority Unimplemented General Plan Programs

PRIORITY UNIMPLEMENTED GENERAL PLAN PROGRAMS – December 2008

S*	GENERAL PLAN PROGRAM	COMMENTS
N	2.5.J, p. 42: Expand the City's economic development strategy to address the potential for eco-tourism (e.g., related to marshlands), recreation, artists, cultural, and historic elements. Conduct a study of the relative merits and strengths of each of these assets in Benicia.	May require outside assistance.
N	2.6.E, p. 44: Develop Industrial Park infrastructure and public services standards, as approved by the City Council.	Street resurfacing of selected streets to be included in 09-11 budget.
N	2.12.A, p. 48: Consider improvements to Solano Square to make it more pedestrian friendly.	Could help link the square and civic center areas.
N	2.12.D, p. 49: Develop public/private partnerships to implement financing mechanisms such as a Business Improvement District to fund capital improvements and repairs to Downtown.	
N	2.12.F, p. 49: Promote additional civic and compatible public and private uses in the Civic Center area.	Involves coordination with Main Street and Chamber.
N	2.12.M, p. 50: Investigate the feasibility of a multi-use Community Center.	Mills Community Center in progress.
	2.12.O, p. 50: Establish a permanent public green on the waterfront south of B Street at Second Street.	Citizen committee in initial stages of planning.
N	2.12.P, p. 50: Investigate the possibility of developing a west side marina.	
N	2.17.H, p. 70: Provide transit shelters with good visibility and benches, thus enhancing the pedestrian-transit interface.	May require outside assistance for design and construction.
N	2.18.A, p. 70: Consider mixed use, commercial and industrial uses that complement the train station.	Seeno development could increase viability of train stop.
N	2.19.A, p. 71: Identify ferry service market potential and terminal location options.	Would involve coordination with Vallejo and Baylink.
N	2.22.F, p. 73: Study the need for and feasibility of a pedestrian bridge linking the middle school and high school.	Involves coordination with Caltrans. Proposed to be included in FY 2009/11 budget.
N	2.23.B, p. 73: Preserve and improve the East Second and "E" Street parking lot. Consider double-deck parking if need warrants.	In progress. May affect mixed-use potential.
N	2.23.E, p. 73: Allow future parking to be divided into smaller lots with generous internal and perimeter landscaping.	
N	2.25.A, p. 74: Improve access into the Arsenal from I-680.	May result in part from Arsenal Specific Plan implementation.
N	2.25.B, p. 74: Depending on City's determination of need and impacts, decide whether to connect the Lower Arsenal with the Downtown, such as through East "H" Street, including bike, pedestrian, and emergency access.	May result in part from Arsenal Specific Plan implementation.
N	2.36.A, p. 92: Pursue use of reclaimed wastewater – especially for major industrial users – where feasible.	Funding not available to proceed with Water Reuse Project with Valero.

*N = Not yet budgeted P = Proposed for 09-11 budget

\$*	GENERAL PLAN PROGRAM	COMMENTS
N	3.7.B, p. 118: Prepare a citywide urban design plan that addresses landscaping, street trees, landmarks, gateway definitions, vista preservation/enhancement, and protection of shoreline and hillsides.	Could complement Downtown and Arsenal efforts in progress. May require outside resources. Council discussions in 2004 indicated East Second Street and East Fifth Street as priorities.
N	3.9.B, p. 120: Investigate and apply for State Scenic highway designation of Interstate Highways I-780 and I-680.	Would involve coordination with Caltrans.
N	3.9.C, p. 120: Develop a sign enforcement program along the freeways.	Would involve coordination with Caltrans.
N	3.9.E, p. 120: Prepare land use and design guidelines to direct the nature and character of development at the City's five gateways.	See comments for 3.7B above.
N	3.20.E, p. 134: Require preservation of open space corridors between Lake Herman, Sulphur Springs Mountain, the Northern Area, the northeast hills, the Benicia State Recreation Area, and the marshlands east of I-680.	In progress (Sky Valley Open Space Committee) May require outside assistance, including legal counsel.
N	3.21.D, p. 134: Prepare a Local Protection Program (LPP) for the portion of the Suisun Marsh Secondary Management Area within the Benicia General Plan Planning Area.	May require outside assistance.
N	4.2.A, p. 143: Work with existing health care providers, neighboring cities, and the county, State and federal governments.	Program intended to improve access to medical, mental health, and social services.
N	4.10.A, p. 163: Coordinate air quality planning efforts with other local, regional, and State agencies.	
P	4.11.B, p. 163: Develop guidelines for site-specific geologic and geotechnical reports.	May require outside assistance.
N	4.11.G, p. 163: Continue and expand the Unreinforced Masonry building program (URM).	In progress.
N	4.12.A, p. 164: Prepare a new citywide storm drain master plan.	Funding not available
N	4.12.B, p. 164: Adopt a combination of drainage improvement fees and other mechanisms to fund drainage improvements.	Inspection fees adopted July 2007.
N	4.22.E, p. 169: Provide an evacuation route from the Arsenal in addition to Military East.	

IV-A-41

March 17, 2009 Budget Update Staff Report

AGENDA ITEM
SPECIAL CITY COUNCIL MEETING: MARCH 17, 2009
INFORMATIONAL ITEMS

DATE : March 10, 2009
TO : City Manager
FROM : Finance Director
SUBJECT : **REVIEW OF CURRENT ECONOMIC CONDITIONS AND THE
IMPACT ON THE FY 2008-09 MUNICIPAL BUDGETS**

RECOMMENDATION:

Receive budget report.

EXECUTIVE SUMMARY:

In December 2008, the City Council directed staff to return each month with an update on the Economic Recession and the impact on the City of Benicia's FY 2008-09 Budget. This month's report provides an overview of the state and regional economy and the expected impact on cities in Solano County. While the economic situation continues to deteriorate, no additional adjustments are required at this time due to the extensive budget adjustments implemented in August and December 2008.

STRATEGIC PLAN:

Relevant Strategic Plan Goals and Strategies:

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

BUDGET INFORMATION:

There is no budget impact at this time.

BACKGROUND:

Overview. This is the third presentation in as many months regarding the budget impacts of the national, regional and local economic recession. The economic downturn has been escalating in the past four months and is expected to continue into the future. Since the beginning of March, several articles in regional newspapers have focused on rising unemployment rates due to mass layoffs and falling home prices leading to negative-equity positions. The local impacts of these two situations have yet to be realized in Benicia but staff feels that it is important to advise the City Council of the possible negative impacts in the future.

IV-A-43

Employment Figures. As stated for the past three months, the national and regional economy has continued to suffer major setbacks, especially in the financial, retail and homebuilding sectors. During the month of January 2009, 650,000 jobs were lost nationwide, which spiked the rate to 7.6%. While the numbers are not official for February 2009, early predictions show a similar number of job losses and an unemployment rate of 8.1% nationwide.

In January, the California figures showed a loss of 79,300 nonfarm jobs and an unemployment rate of 10.1%. News just in for February, shows the unemployment rate is expected to jump to 11.1% or another 79,300 jobs as employers sliced payrolls to deal with the slowing economy.

In January, Solano County lost 1,200 jobs and ended the month with a 10.1% unemployment rate. Unfortunately, Vallejo and Fairfield are above the California average with 12.4% and 11.0% respectively. *Table 1.* below provides a brief glimpse of selected cities in the surrounding areas and shows the wide disparity between each and the positive results for Benicia.

Table 1.
January Unemployment Rates

Area	Labor Force	No.of Employed	No.of Unemployed	Unemployed Rate %
Benicia city	17,000	15,900	1,100	6.3%
Vacaville city	45,800	42,400	3,400	7.5%
Dixon city	9,000	8,300	700	8.0%
Fairfield city	49,600	44,100	5,500	11.0%
Vallejo city	65,800	57,700	8,100	12.4%
Napa city	44,200	40,300	3,900	8.8%
American Canyon city	5,600	4,900	800	13.8%
Dublin city	15,600	14,800	900	5.6%
Pinole city	10,700	10,100	600	5.8%
Oakley city	13,900	13,000	900	6.5%
Martinez city	22,200	20,600	1,600	7.2%
Pleasant Hill city	20,600	19,100	1,500	7.3%
Concord city	71,000	64,100	6,900	9.7%
Antioch city	49,800	44,800	5,100	10.2%
Pittsburg city	30,900	26,500	4,400	14.2%
Richmond City	53,800	45,900	7,800	14.5%
San Pablo city	14,200	11,600	2,500	18.0%
All Above	539,700	484,100	55,700	10.3%

Table 1. lists Benicia in third place in our region, behind Dublin and Pinole in Contra Costa County. This partially explains why the Industrial Park continues to show signs of positive health, even in the midst of the economic slowdown. One of the explanations that has surfaced recently, is the retooling efforts by the petroleum refiners beginning in December. Both Conoco-Phillips and Tesoro chose the downturn in gas prices as an opportune time to shut down the retooling efforts. During this time, the Industrial Park businesses serving the oil industry have

kept busy providing the necessary manpower, equipment and supplies that resulted in jobs and sales tax. This surge in business has offset other losses due to the slack economy.

Tables 2 and 3 on the following page show the California and Solano rates for the past 24 months. The rates for each have more than doubled during this period and are continuing to increase at an escalating rate. As mentioned in the above, the rates are causing severe hardships for California and certain cities but Benicia has managed to avoid the financial hardships that others are facing through the diversity of businesses represented in the Industrial Park.

The tables also show the predictions for the month of February, which parallel the nationwide trends. The February results, due out March 11, 2009, show a duplication of the January job losses of approximately 3,000 countywide. This compares to the loss of 650,000 nationwide. If the unemployment trend continues, the Solano County unemployment rate will soon be above 12.0%.

Table 2.

California Employment Figures						
Year	Month	Labor Force	Employed	Unemployed	California Rate	
2007	Apr	18,137,910	17,192,632	945,278	5.2%	
	May	18,159,313	17,203,645	955,668	5.3%	
	Jun	18,182,148	17,213,990	968,158	5.3%	
	Jul	18,212,649	17,234,622	978,027	5.4%	
	Aug	18,237,052	17,232,919	1,004,133	5.5%	
	Sep	18,243,759	17,216,541	1,027,218	5.6%	
	Oct	18,253,532	17,214,883	1,038,649	5.7%	
	Nov	18,287,808	17,238,302	1,049,506	5.7%	
	Dec	18,319,567	17,240,212	1,079,355	5.9%	
	2008	Jan	18,302,584	17,218,527	1,084,057	5.9%
		Feb	18,265,472	17,216,583	1,048,889	5.7%
		Mar	18,332,051	17,193,661	1,138,390	6.2%
Apr		18,386,553	17,246,035	1,140,518	6.2%	
May		18,446,229	17,186,845	1,259,384	6.8%	
Jun		18,431,325	17,149,481	1,281,844	7.0%	
Jul		18,409,115	17,052,967	1,356,148	7.4%	
Aug		18,415,159	16,993,840	1,421,319	7.7%	
Sep		18,497,504	17,066,579	1,430,925	7.7%	
Oct		18,581,769	17,051,451	1,530,318	8.2%	
Nov		18,579,279	17,017,072	1,562,207	8.4%	
Dec		18,557,231	16,951,474	1,605,757	8.7%	
2009	Jan	18,477,931	16,611,660	1,866,271	10.1%	
	Feb '09 Est	18,398,631	16,271,846	2,126,785	11.6%	

Table 3.

Solano Employment Figures						
Year	Month	Labor Force	Employed	Unemployed	Solano Rate	
2007	Apr	210,421	200,059	10,362	4.9%	
	May	210,425	200,240	10,185	4.8%	
	Jun	211,477	200,241	11,236	5.3%	
	Jul	213,639	201,377	12,262	5.7%	
	Aug	212,716	200,887	11,829	5.6%	
	Sep	212,955	201,396	11,559	5.4%	
	Oct	212,267	200,720	11,547	5.4%	
	Nov	212,347	200,480	11,867	5.6%	
	Dec	213,525	200,912	12,613	5.9%	
	2008	Jan	211,384	197,981	13,403	6.3%
		Feb	210,530	197,662	12,868	6.1%
		Mar	211,909	198,294	13,615	6.4%
Apr		211,875	199,113	12,762	6.0%	
May		212,647	198,959	13,688	6.4%	
Jun		214,065	199,331	14,734	6.9%	
Jul		215,316	199,631	15,685	7.3%	
Aug		215,570	199,626	15,944	7.4%	
Sep		215,037	199,361	15,676	7.3%	
Oct		216,791	200,013	16,778	7.7%	
Nov		216,644	199,428	17,216	7.9%	
Dec		217,844	199,176	18,668	8.6%	
2009	Jan	215,400	193,800	21,700	10.1%	
	Feb '09 Est	212,956	188,224	24,732	11.6%	

Property Tax Considerations. Staff reviewed property tax estimates at the December 2nd January 27th Council Meetings and indicated that secured property taxes have actually increased by 2.7% or \$340,965 above last year's receipts. The combined property tax receipts are expected to be 3% greater than the previous year or \$415,285.

Unfortunately, the property tax estimates for next year, fiscal year 2009-10, are heading towards a 3% or \$380,000 drop, according to the Solano County Assessor. This amount should be partially offset by the Valero Improvement Projects placed in service through March 31, 2009. This will include 2 crude storage tanks staff estimates will be valued at \$50 million, yielding property taxes of \$500,000, of which the City's 28% share will be approximately \$140,000. The net impact for the year should be down only 2% or \$240,000.

There is, however, a serious trend that has been developing in the area of "Negative Equity" amongst homeowners. This is a situation where the value of the home is less than the secured loans against the property. For example, a home valued at \$400,000 that has outstanding mortgages of \$450,000 would have Negative Equity of \$50,000.

Several recent studies throughout the nation show that California and Florida lead the states in the sheer number of negative equity homes. *Table 4.* below shows the results of a poll taken by Core Logic in December. As you can see from the table, California and Florida are the leaders in the volume area and have ratios at 33.7% and 34.8%, respectively.

Table 4.
December 2008 Negative Equity by State*

State	Mortgages	Negative Equity Mortgages	Near** Negative Equity Mortgages	Negative Equity Share	Near** Negative Share
California	6,452,766	1,901,066	2,174,955	29.5%	33.7%
Florida	4,245,623	1,284,679	1,479,234	30.3%	34.8%
Texas	2,776,017	497,361	677,397	17.9%	24.4%
Illinois	2,075,097	236,936	332,261	11.4%	16.0%
Ohio	1,888,878	435,107	567,344	23.0%	30.0%
Georgia	1,458,185	335,668	470,216	23.0%	32.2%
Massachusetts	1,393,027	151,750	205,524	10.9%	14.8%
Maryland	1,308,860	170,849	228,615	13.1%	17.5%
Arizona	1,283,174	407,604	477,244	31.8%	37.2%
Washington	1,280,834	125,992	173,891	9.8%	13.6%
North Carolina	1,197,288	134,508	218,655	11.2%	18.3%
Michigan	1,149,588	459,385	549,672	40.0%	47.8%
Virginia	1,118,334	219,282	280,759	19.6%	25.1%
Colorado	1,048,437	225,074	292,840	21.5%	27.9%
Tennessee	728,981	119,442	174,487	16.4%	23.9%
Missouri	664,563	100,507	135,161	15.1%	20.3%
Nevada	608,374	335,340	359,117	55.1%	59.0%
South Carolina	459,705	53,770	83,745	11.7%	18.2%
Minnesota	442,040	64,643	87,183	14.6%	19.7%
Wisconsin	428,027	69,414	94,991	16.2%	22.2%
Utah	418,176	56,763	74,770	13.6%	17.9%
Indiana	408,062	55,004	77,353	13.5%	19.0%
Oklahoma	308,095	33,779	62,323	11.0%	20.2%
Iowa	210,620	39,194	60,385	18.6%	28.7%
Rhode Island	205,881	32,357	41,192	15.7%	20.0%
Kentucky	205,813	31,393	49,734	15.3%	24.2%
Kansas	200,728	35,212	47,941	17.5%	23.9%
Idaho	191,050	26,993	35,292	14.1%	18.5%
Nebraska	181,129	30,116	45,079	16.6%	24.9%
Arkansas	171,577	28,685	45,496	16.7%	26.5%
New Hampshire	164,082	33,536	44,700	20.4%	27.2%
Delaware	147,900	16,700	23,617	11.3%	16.0%
Louisiana	124,980	16,186	21,849	13.0%	17.5%
Washington, DC	99,973	14,915	19,216	14.9%	19.2%
Alaska	72,987	9,730	13,379	13.3%	18.3%
Nation	41,958,989	8,311,496	10,471,519	19.8%	25.0%

* This data only includes properties with a mortgage as of December 2008.

** Defined as properties within 5% of being in a negative equity position.

According to a San Jose Mercury News, an estimated 27% of East Bay homeowners owe more on their loans than their property is worth, compared with 19.8% of U.S. homes that are underwater due to negative equity, according to a report released on March 4, 2009. In San Joaquin County, 54.5%, in Solano County, 42.7%, in the San Francisco-San Mateo-Marin region, 5.8% of the homes were underwater.

According to Core Logic, more than 8.3 million U.S. mortgage holders owed more on their loans in the fourth quarter than their property was worth as the recession cut home values by \$2.4 trillion last year. An additional 2.2 million borrowers will be underwater if home prices decline another 5%, First American, a Santa Ana-based seller of mortgage and economic data, said in a report Wednesday. Households with negative equity or near it account for a quarter of all mortgage holders.

What does this mean for Benicia? Today, it means that we keep an eye on this developing trend and continue to communicate with local Realtors and the County Assessor to determine the outcome of Benicia-specific real estate information. There are many determinants of home value and Benicia has stable economic indicators in each of these areas.

For example, our low unemployment figures in Benicia and northern Contra Costa County place our residents in a healthier household income range that can support continued mortgage payments. Secondly, the lack of major subdivision development through the years has reduced the number of homes sold, in comparison with other nearby cities, which means the average Benicia homeowner has been in their home longer than others and has a smaller home loan.

Of course, the values in Benicia will also be impacted by our nearby cities, such as Vallejo, American Canyon and Napa to the North and Martinez, Concord and Pleasant Hill to the South, just to name a few. Even in this situation, the strong demand and more stable home prices in northern Contra Costa County help to offset the negative trends developing in Vallejo and American Canyon.

As stated above, this new statistic will be researched thoroughly and compared to all of the other developing information as we proceed through the next few months. Staff's goal in presenting this information to the City Council now is to add to your understanding of local and regional fiscal trends, should immediate action relating to any of these be required in the near future.

Due to the recent publication of this information, staff will continue to analyze the data and present further results during the City Council meeting.

Contingency Planning. Staff is nearing completion of a balanced 10% expenditure reduction plan, referred to as the Contingency Plan, for FY 2008-09. The need to have the Contingency Plan assembled earlier was relaxed by the State's avoidance of City takeaways when they passed their budget last month. By balanced, we mean a plan that does not rely on across the board cuts, but is a reflection of the needs of the community. Departments have prepared reduction plans for each of the departments to give us choices from which to prepare the balanced plan.

January 6, 2009 National Citizen Survey Staff Report

AGENDA ITEM
CITY COUNCIL MEETING: JANUARY 6, 2009
INFORMATIONAL ITEMS

DATE : December 29, 2008
TO : City Manager
FROM : Administrative Services Director
SUBJECT : **RESULTS OF THE 2008 NATIONAL CITIZEN SURVEY**

RECOMMENDATION:

Informational item; no action necessary.

EXECUTIVE SUMMARY:

In the fall of 2008, the City of Benicia worked with National Research Center to conduct a survey of Benicia residents. This was the second time the City had utilized the National Citizen Survey and so, in addition to a compilation of the results for 2008, the Report of Results also provides a comparison to 2006 survey results. The results also provide benchmark comparisons, which compare Benicia's results with approximately 500 other jurisdictions in the United States.

STRATEGIC PLAN:

Relevant Strategic Plan Goals and Strategies:

- Goal 8.00: Build Organizational Quality and Capacity
 - Strategy 8.20: Measure and track service performance

BACKGROUND:

The National Citizen Survey (NCS) is a collaborative effort between the National Research Center, Inc. (NRC) and the International City/County Management Association (ICMA). The NCS was developed by NRC to provide a statistically valid survey of resident opinions about the community and services provided by local government. The City of Benicia first conducted this survey in August 2006, and recently completed it again in September 2008.

In general, the results of the 2008 National Citizen Survey for Benicia were very favorable, with most ratings remaining consistent with those received in the 2006 survey. Some highlights from the 2008 survey results are noted below.

- The overall quality of life in the City of Benicia was rated as “excellent” or “good” by 95% of respondents.

- ❑ Almost all respondents report they plan on staying in Benicia for the next five years.
- ❑ Characteristics evaluated by participants that received the highest ratings include:
 - Cleanliness of Benicia
 - Overall image or reputation of Benicia
 - Overall appearance of Benicia
 - Sense of community
- ❑ In comparing the ratings of various community characteristics to the benchmark database utilized by the National Research Center, out of 29 characteristics, 17 were above the benchmark, seven were similar and only five were rated below.
- ❑ The survey also asked respondents to rate City services and, again, of the 33 services compared to the benchmark database, the majority were rated above (22), 10 were similar to the benchmark and only one was rated below.
- ❑ In general, those respondents who had contact with a City employee within the last year rated their interactions with the City very favorably; 93% indicated their overall impression was either excellent or good. Specifically:
 - 91% rated City employee knowledge as excellent or good
 - 90% rated City employee responsiveness as excellent or good
 - 95% rated City employee courteousness as excellent or good
 All of the City employee ratings ranked above the benchmark as compared with other surveyed jurisdictions.

Areas that did not receive particularly favorable ratings included:

- ❑ Ease of rail or subway travel in Benicia
- ❑ Shopping opportunities
- ❑ Employment opportunities
- ❑ Availability of quality affordable housing

Comparison to 2006 NCS Results

The Report of Results contains comparisons with 2006 survey results. Differences between years can be considered “statistically significant” if they are greater than six percentage points. Overall, the survey results remained fairly stable as compared with the 2006 results. Noted below are few areas that showed a notable variation as compared with 2006 results.

There was at least a 6% decline in respondents who rated the following as excellent or good:

- ❑ Availability of affordable quality health care
- ❑ Cable television
- ❑ Degree of participation in recreation centers

There was at least a 6% increase in respondents who rated the following as excellent or good:

- ❑ Ease of bus travel in Benicia
- ❑ Services to youth
- ❑ Ratings of City employees (knowledge, responsiveness, courtesy and overall impression)

Key Driver Analysis

A new analysis offered as part of the 2008 NCS is the Key Driver Analysis. This analysis examines the relationships between ratings of each service and ratings of the City of Benicia's services overall. As a result, key driver services that correlate most strongly with residents' perceptions about overall City service quality can be identified.

Services found to be the most influential in ratings of overall service quality from Benicia's Key Driver Analysis were:

- Recreation centers or facilities
- Services to seniors
- Ambulance or emergency medical services

Of these three services, recreation centers or facilities and services to seniors all rated above the benchmark, while ambulance or emergency medical services rated as similar to the benchmark.

Policy Questions

The National Citizen Survey is a standardized instrument that allows for comparison across other surveyed jurisdictions. In order to allow organizations to have some flexibility to address local policy issues, the survey also provides an opportunity at the end of the survey to add a few tailored questions.

The City of Benicia asked respondents to indicate how important, if at all, is it for the City to direct additional resources to a number of areas. Summarized below are the results of the responses to this question.

	Essential or Very Important
Protecting the environment such as air and water quality	78%
Adequate resources for public safety	76%
Downtown	65%
Street Maintenance	65%
Open Space	62%
Recreation programs and services	59%
Local access to rail and/or BART service	56%
Community beautification and appearance	56%
Preservation and restoration of public historical structures	54%
Affordable housing	52%
Local access to ferry service	47%
Resources and facilities for the arts	41%
Traffic reduction measures	33%

An additional policy question was asked regarding what degree respondents agreed or disagreed with several statements about their use of leisure time and, specifically to what extent respondents utilize entertainment, dining and shopping options in Benicia. Seventy-one percent indicated agreement to a statement regarding spending most of one's leisure time in Benicia, and 77% indicated they regularly visit downtown Benicia for entertainment, dining out and/or shopping.

Again, overall the survey results for 2008 are quite good. Almost all of the city services, from sewer services to recreation programs to public library services, were rated above the benchmark. Police services and fire services were rated very highly. Indeed, on average, residents of Benicia gave the highest evaluations to their own local government, as compared with ratings of services provided by county, state and federal government, and the City of Benicia's rating was well above the benchmark when compared with other communities in the nation. Further, ratings of overall City services have remained stable over the last two years.

Attachment:

- Report of Results – National Citizen Survey 2008

**REPORT OF RESULTS
2008 NATIONAL CITIZEN SURVEY**

National Citizen Survey – Gap Analysis

NRC Gap Analysis
02/22/09

	<u>2006</u>	<u>2008</u>	<u>v. 2008 Benchmark</u>
Below standard:			
Ease of Rail or Subway Travel	51	57	Below
Ridden a Local Bus in Benicia	20	19	Below
Overall Quality of New Development	70	61	Below
Shopping Opportunities in Benicia	45	42	Below
Retail Growth Too Fast	55	57	Below
Impact of Economy on Family Next 6-months	29	21	Below
Safety from Environmental Hazards	NA	78	Below
Reporting Victimization of Crime to Police	77	70	Below
Used Benicia Recreation Center Last 12-months	54	46	Below
Availability of Affordable, Quality Health Care	54	49	Below
Availability of Preventative Health Care	NA	44	Below
Health Services Rating	61	60	Below
Had contact with City Employee	61	56	Below
Drop of <u>More than 5%</u> points:			
Quality of New Development	70	61	Below
Impact of Economy on Family Next 6-months	29	17	Below
Reporting Victimization of Crime to Police	77	70	Below
Used Benicia Recreation Center last 12-months	54	46	Below
Opportunities to attend Cultural Activities	70	64	Similar
Value of Services for Taxes Paid	78	72	Similar

NCR Most Influential Services

Ambulance or Emergency Medical Services
 Services to Seniors
 Recreation Centers or Facilities

**National Citizen Survey –
Where to Invest Additional Resources**

2008 Citizen Survey
Where to Invest Additional Resources
Essential or Very Important

Above 60%

Protecting the Environment	78%
Adequate Resources for Public Safety	76%
Downtown	65%
Street Maintenance	65%
Open Space	62%

Below 50%

Local Access to Ferry Service	47%
Resources and Facilities for the Arts	41%
Traffic Reduction Measures	33%

**Memos from Boards and Commissions –
2009-2011 Strategic Planning Process**



Human Resources Department
MEMORANDUM

DATE: March 18, 2009
TO: Jim Erickson, City Manager
FROM: Valerie Ruxton, Human Resources Manager
RE: Civil Service Commission: Strategic Plan Recommendations

In conjunction with the City's Strategic Plan Update and invitation for Commissions to participate in the process, the Civil Service Commission is submitting the following recommendations of importance for the employees of the City.

- ◆ Promote a safe and healthy environment, which has a direct impact on the City's ability to recruit, retain and promote employees. (For example, finding permanent housing for the City Attorney's office and Human Resources, including additional space for training and testing.)
- ◆ Continue to promote openness and inclusiveness in the Strategic Plan process by inviting employees, as stakeholders, to participate in the Strategic Plan process.
- ◆ Undertake aggressive recruitment processes to fill key positions at the policy-making level in the organization. Cast a "wide-net" in an effort to identify and attract the best and the brightest at this level.
- ◆ Develop and implement programs to address culture gaps identified through the recent employee survey process; re-survey to measure the success of these efforts no less frequently than every two years.

Cc: Anne Cardwell, Administrative Services Director
Kim Imboden, Sr. HR Analyst (Civil Service Commission Secretary)

IV-A-60



Economic Development Division
City Manager's Office

MEMORANDUM

Date: February 27, 2009
To: Mayor and City Council
Jim Erickson, City Manager
From: Darrell Dearborn, Interim Economic Development Manager
Re: Economic Development Board Priorities for The 2009-11 Strategic Plan

On Feb. 25, 2009, the EDB voted on the following priorities to forward to the Mayor and City Council for inclusion in the 2009-11 Strategic Plan. Background information for these priorities can be provided as Council moves forward through the budgeting processes for each of the next two fiscal years.

Top Five

1. Implement Tourism Plan, including interim and permanent funding.
2. Implement Benicia Industrial Park Needs Assessment Committee (BIPNAC) improvements plan.
3. Establish incentives program to support new and existing businesses
4. Continue Downtown and Gateway beautification, Downtown streetscape and parking improvements
5. Develop and fund a business recruitment and retention program

Next Three

1. Finish Benicia Business Park agreements
2. Implement a *Buy Benicia First* plan for government entities
3. Privatize City assets, such as the Commanding Officer's Quarters

**HPRC 2009-11
Priority List**

Priority	Item	Status
1	<p>Historic Context</p> <p>Includes:</p> <ol style="list-style-type: none"> 1. Portuguese Influence 	<p>2008 – Applied for grant. Did not receive. Will apply for 2009 grant</p>
2	<p>Downtown Historic Conservation Plan Update</p> <p>Includes:</p> <ol style="list-style-type: none"> 1. Window Standards – Review existing resolution establishing window standards 2. Craftsman Cottages 3. Paint Standards for the H overlay district 4. Design Guidelines for non-historic homes 	<p>Pending update to Historic Resource Inventory</p>
3	<p>Mills Act Program – Training, discussion of overall program and recommendation to City Council for amendments</p>	<p>Completed November 2008 - Additional discussion on program eligibility. Minimal changes recommended.</p> <p>SHPO training early Spring 2008 Program overview 7-24-08</p>
4	<p>Staff level Design Review (Administrative Certificates of Appropriateness) for specific projects that are consistent with Secretary of Interior's Standards for the Treatment of Historic Properties</p>	
5	<p>Secretary of the Interior Standards for Treatment of Historic Properties</p>	<p>SHPO training (Mark Huck) February 2008 Additional discussion requested by Chair Mang</p>
6	<p>Information to Historic Property Owners and Realtors (Notification of historic property designation status & eligibility for Mills Act)</p>	<p>Complete until further direction. Staff report 1-25-07. Staff to draft language to be included on deed. Will cost City approximately \$15,000 to implement</p>



City Manager's Office
MEMORANDUM

Date: March 17, 2009
To: Jim Erickson, City Manager
From: Anne Cardwell, Administrative Services Director
Re: Human Services and Arts Board Priorities – FY 2009-2011

On March 9, 2009, the Human Services and Arts Board agreed on the following priorities to forward to the Mayor and City Council for inclusion in the 2009-2011 Strategic Plan.

- Maintain or increase funding for human services and arts
- Encourage coordination among human services organizations
- Encourage coordination among arts organizations
- Complete improvements necessary to open the Benicia Community Center
- Increase awareness of human services available to Benicians

Case



Memo

To: Jim Erickson
City Manager

Anne Cardwell,
Administrative Services Director

From: Diane Smikahl
Library Director

Date: February 18, 2009

Re: Board of Library Trustees' priorities

The Board of Library Trustees met on February 9, 2007 to discuss priority items for the City of Benicia Library's Strategic Plan. Although a number of items have been included in the longer Strategic Plan document, the following are the Board's top three priorities.

- Providing or maintaining staffing at sufficient levels for
 - Adult Services (programs, concerts, author talks, book clubs, etc.)
 - Children's Services (story times, summer reading, and other events for kids)
 - Literacy Services (tutoring, assisting with computer skills, etc.)
- Continuing to work on the Basement Improvement Project
- Improving building maintenance and custodial care.

These items are consistent with the Board's approved Long Range Plan of Service.

Thank you for your consideration.

Attachments:

- Long-range plan 2006-2010
- DRAFT Strategic Plan

IV-A-64



Open Government Commission
MEMORANDUM

Date: February 23, 2009
To: Anne Cardwell, Administrative Services Director
From: Lois Requist, Chair of Open Government Commission *LR*
Re: Priorities to be Considered for the Strategic Plan Update

The Open Government Commission reviewed the strategic plan update and recommends that the Council consider the following items when it meets to set priorities for the city:

1. Web streaming with archiving and agenda management for Council meetings at a minimum.
2. Explore ways for more public outreach.

In addition to those priorities, the Open Government Commission will be working on the following additional items:

1. Look at what other cities/organizations that have open government commissions do to see if there are ideas that the City of Benicia could incorporate.
2. Develop standards for special meetings/workshop locations and noticing when meetings will be televised, and also making sure all meetings are recorded.
3. Standardize agenda format for council, boards and commissions.

cc: Open Government Commission Members
City Attorney



Parks and Community Services

MEMORANDUM

Date: February 3, 2009

To: Anne Cardwell, Director Administrative Service

From: Mario Giuliani, Office of the Director

Re: Parks Commission Strategic Planning Comments & Priorities

Below is a table outlining the top 14 priorities of the Parks, Recreation and Cemetery Commission as voted on at their Special January 27, 2009 meeting:

Project Name	<u>Approx. Funding Requirements</u>	<u>Strategic Plan Goals & Strategies</u>
Benicia Community Center	\$4,600,000	1.20, 1.30, 4.20, 4.40, 5.10, 6.10, 6.20, 7.10
Benicia Community Park Access Road & Parking Lots	\$986,000	4.10, 4.20, 4.40
Cemetery Asphalt Road	\$2,150,000	4.10, 4.20, 4.30, 4.40, 9.20
Cemetery Perimeter Fence & Entry Gate	\$400,000	4.20, 4.30, 4.40, 9.20
Civic Center Underdeveloped Area	\$100,000	4.20, 4.40, 5.10, 6.10
Commanding Officer's Quarter's Phase II: Interior Improvements & Landscaping	\$1,400,000	2.10, 2.30, 3.10, 4.30, 4.40, 5.10, 5.20, 9.20
Fitzgerald Field Bleachers	\$750,000	1.20, 1.30, 4.20, 4.40, 6.10, 6.20
Creation of A.D.A. Park Restroom Upgrade / Replacement Fund	\$300,000/yr	1.30, 4.20, 4.40, 5.10
Creation of Cemetery Maintenance Fund	\$50,000/yr	4.20, 4.30, 4.40, 9.20
Creation of Tree Maintenance Fund	\$50,000/yr	1.10, 1.30, 4.20, 5.20, 9.20
Continue Playground Equipment Replacement Fund	\$20,000/yr	1.30, 4.20, 4.40, 5.10, 6.10
Parks Master Plan Update	\$75,000	2.30, 4.20, 4.40, 5.10, 5.20, 6.10, 6.20, 7.10, 8.20
Pool Lighting Design	To be determined	4.20, 4.40, 5.10, 6.10, 6.20
Executive Golf Course Design	To be determined	2.10, 2.30, 4.20, 6.10

In addition the Commission's 14 recommended priorities, the Commission is suggesting that the current language of Strategy 6.20 of the Strategic Goals and Strategies be struck and exchanged for the following:

- 6.20 Strategy: Promote sober, drug free environment for Benicia's young people.

Please let me know if you need additional information.



Community Development Department
MEMORANDUM

Date: February 26, 2009
To: Charlie Knox, Community Development Director
From: Damon Golubics, Principal Planner
Re: 2009-2011 Budget Planning Strategic Project Rankings

At the February 11, 2009 Planning Commission meeting, the Commission finalized their top strategic planning project priorities. Listed below is a final priorities list as assembled by the Planning Commission:

1. Adopt and implement the Lower Arsenal Specific Plan and provide necessary funding **(in progress)**
2. Ensure that the Benicia Business Park is appropriately planned and environmentally mitigated **(in progress)**
3. Complete and implement the Climate Action Plan, adopt standards for green building and energy efficiency, and develop funding for energy efficiency projects (such as solar installation)**(in progress)**
4. Enhance the appearance of City gateways
5. Update and/or develop consistent operating policies for restaurants/bars (e.g., entertainment, sidewalk access, alcohol restrictions, etc.)
6. Review opportunities for additional pedestrian amenities for First Street
7. Seek ways to fund and construct a train and/or transit station
8. Study westside waterfront pathway system
9. Review Southhampton open space policies (seek to intensify allowed uses in the open space areas)
10. Determine the feasibility of expanding Lake Herman and restoring Pine Lake (to expand water storage and capacity)

**City Employee Strategic Planning Team
Strategic Plan - FY 2009-2011**



**City Employee
Strategic Planning Team
Strategic Plan
FY 2009 – 2011**

Strategic Planning

The Strategic Planning process is a proven and thoughtful method for determining how an organization's resources can be most wisely allocated. Strategic Planning requires research and analysis before making resource allocation decisions; strategic planning decisions are not randomly made. Strategic Planning requires research and analysis that is:

1. **COMPREHENSIVE:** all of the City's functions and responsibilities are reviewed prior to allocation decisions.
2. **LONG-TERM:** the City's long-term needs and opportunities are reviewed prior to making allocation decisions.
3. **INCLUSIVE:** all stakeholders are invited and encouraged to participate in needs and opportunities assessment prior to allocation decisions.

Strategic Plan Elements

1. **MISSION STATEMENT:** a statement of the City's ultimate purpose and the difference it wishes to make for the community.
2. **VISION STATEMENT:** the character-defining elements of the ideal organization.
3. **VALUES STATEMENT:** the guiding principles the organization believes are right and should guide the conduct of employees in delivery of services.
4. **STRATEGIC ISSUES:** the major needs and opportunities facing the organization over the next two to five years that most impact achievement of the Mission and Vision. Numerous, important issues face any organization. The identified Strategic Issues, typically five to ten in number, are those that are perceived to be most critical.
5. **STRATEGIC GOALS:** the desired, generalized outcomes for the five to ten Strategic Issues.
6. **STRATEGIES:** one or more approaches to take in order to achieve the Strategic Goals.
7. **ACTION ITEMS OR PRIORITIES:** the specific projects and programs that will be pursued by the organization in the budget period (two years) to achieve the Strategic Goals.

**Proposed
City Mission, Vision, Values**

City Mission:

- **Excellent Service**

City Vision:

- **To build a great community together**

City Values or Guiding Principles:

- **Integrity**
- **Inclusiveness**
- **Respect**
- **Responsiveness**
- **Teamwork**

Proposed Strategic Goals & Strategies

Strategic Issues are the major needs and opportunities facing the organization over the next two to five years that most impact achievement of the organization's Mission and Vision. The City's Strategic Goals should represent the desired, generalized outcomes for those issues, and the Strategies describe a general approach for achieving the Goals.

1.0 – Protect Community and Environmental Health and Safety

- 1.10 Strategy: Maintain quality emergency services – police, fire, emergency/medical
- 1.20 Strategy: Ensure disaster preparedness
- 1.30 Strategy: Reduce carbon footprint
- 1.40 Strategy: Promote sustainable practices

2.00 – Maintain Fiscal Sustainability

- 2.10 Strategy: Promote budget stability
- 2.20 Strategy: Forecast future community needs

3.00 - Strengthen the Economy

- 3.10 Strategy: Continuously evaluate needs of business community
- 3.20 Strategy: Facilitate and encourage sustainable economic development

4.00 – Preserve and Enhance City Assets and Infrastructure

- 4.10 Strategy: Maintain existing level of services
- 4.20 Strategy: Employees as an asset – continuous education - match training with evolving community needs
- 4.30 Strategy: Maintain Parks and Recreation
- 4.40 Strategy: Balanced system for pedestrian, bikes, cars, transit

5.00 – Build Community Collaboration

- 5.10 Strategy: Develop public and private partnerships and maintain existing relationships

6.00 – Improve Customer Service through Technology and Transparency

- 6.10 Strategy: Upgrade technological capabilities
- 6.20 Strategy: Increase opportunities for public participation

7.00 – Promote Arts, Culture and Continuous Learning

- 7.10 Strategy: Support the Library and its services (G.P. Goal #3.4)
- 7.20 Strategy: Maintain Benicia's historic character

**Proposed
*City Top Priorities**

- Implement Climate Action Plan
- Pursue grants for public safety and collaborate with other agencies to extent possible
- Preserve police department and fire department service levels
- Enhance disaster preparedness program (BERT & FEMA trainings, community exercises)
- Pursue stimulus funds
- Promote tourism
- Institute an enhanced level of evaluation for new programs/services
- Seek funding for the Community Center (e.g., bond measure)
- Seek funding for the Commanding Officer's Quarters (e.g., bonds)
- Seek funding for the Library Basement Completion Project (e.g., bonds)
- Joint Use Agreement with BUSD – Seek more use

**Priorities are not listed in any particular order of priority.*

IV-A-74

**AGENDA ITEM
SPECIAL CITY COUNCIL MEETING: MARCH 30, 2009
ACTION ITEM**

DATE : March 23, 2009
TO : City Council
FROM : City Attorney 
SUBJECT : **MEDICAL MARIJUANA DISPENSARY AND HOOKAH LOUNGE
MORATORIUM ORDINANCE**

RECOMMENDATION:

If desired, by a 4/5ths vote adopt a moratorium to prevent the issuance of any permits or licenses for medical marijuana dispensaries and hookah lounges.

EXECUTIVE SUMMARY:

The City has received an inquiring on opening a medical marijuana dispensary. The Benicia Municipal Code does not specifically regulate such dispensaries. Drafting a medical marijuana dispensary ordinance as well as an ordinance to regulate hookah lounges is on the City Attorney's work plan for the summer. The moratorium will allow the necessary research to be completed.

ENVIRONMENTAL REVIEW:

A moratorium ordinance would be categorically exempt from environmental review by California Environmental Quality Act Guidelines Section 15308, which excludes actions by regulatory agencies to protect the environment.

GENERAL PLAN:

Goal 2.1 states "Preserve Benicia as a small-sized city"; and

Goal 2.3 states "Ensure orderly and sensitive site planning and design for large undeveloped areas of the City, consistent with the land use designations and other policies in this General Plan"; and

Goal 2.5 states "Facilitate and encourage new uses and development which provides substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety, and quality of life"; and

POLICY 2.1.1: "Ensure that new development is compatible with adjacent existing development and does not detract from Benicia's small town qualities and historic heritage, (and to the extent possible, contributes to the applicable quality of life factors noted above.)"

POLICY 2.1.2: "Make efficient use of land in new development areas consistent with the surrounding neighborhood."; and

STRATEGIC PLAN:

Relevant Strategic Plan Goals and Strategies:

None.

BUDGET INFORMATION:

None.

BACKGROUND:

Medical marijuana dispensaries are not uses defined in the Benicia Municipal Code. The passage of Proposition 215, "The Compassionate Use Act of 1996" and the adoption of SB 420 in 2003 has increased the interest in opening medical marijuana dispensaries. Proposition 215 allows a person to use marijuana for medicinal purposes as long as a doctor so recommends. SB 420 established regulations related to medical marijuana. The regulations include a voluntary program for identification cards for qualified patients and primary care givers, limits on the amount of marijuana per qualified patient, and confidentiality and privacy restrictions.

Under federal law the cultivation, possession and/or use of marijuana is illegal. It is still unlawful to possess, transfer, or use marijuana under California law, unless one can prove that he or she is a qualified patient or caregiver, under California's Compassionate Use Act of 1996. The Compassionate Use Act conflicts with Federal law which clearly states that possession, use and sale of marijuana is illegal.

Since a medical marijuana dispensary is not specifically defined in the Benicia Municipal Code, people may claim the use is similar to a pharmacy, medical office, or miscellaneous retail use. This would allow operation of a medical marijuana dispensary in a variety of zoning locations including near schools or day care facilities. In addition to the undesirability of having marijuana near schools and day care facilities, other bay area cities that have medical marijuana dispensaries have reported increases in illegal drug activity and sales, robberies of patrons of the dispensaries, loitering, and other criminal activity. Because of these activities, it is expected that a medical marijuana dispensary will increase the calls for police services as well as public works services for clean up of the streets and sidewalks.

Staff had planned on researching and drafting a medical marijuana ordinance this summer with the help of summer law clerks. Because of the inquiry received by the planning division, it is appropriate to adopt a moratorium to allow staff to do the research necessary to draft appropriate regulations. Research will include reviewing best practices from other cities to address questions such as:

1. Should medical marijuana dispensaries be restricted to certain zones;
2. Should a medical marijuana dispensary be a permitted use, prohibited use, conditional use and if conditional who should approve the use (Zoning Administrator, Planning Commission);

3. Should medical marijuana dispensaries have minimum distances separating them from other medical marijuana dispensaries or sensitive uses;
4. What sort of operational regulations should be required (i.e. hours, security etc.);
5. Should the city adopt its own identification program or use another agency's program;
6. Should licensing and criminal background check for operators and employees be required; and
7. If licensing is required, should it be an annual license.

A hookah is a water pipe used for smoking tobacco and other products. According to newspaper reports, the hookah comes from the Middle East, where it is often used at social gatherings. Hookah lounges have grown in popularity in America and several cities have adopted moratoriums to study the use. At a minimum, a hookah lounge may not be compatible with the City and state's anti-smoking regulations. In addition, while a hookah can be used for smoking tobacco, a legal drug, it is also associated with marijuana and illegal drugs according to brief internet research. Thus, it deserves study and possible regulation.

Government Code Section 65858 allows the city to adopt a zoning ordinance without following the usual procedures if it is necessary to protect the public safety, health, and welfare. An urgency ordinance is allowed to bypass the usual notice and planning commission procedures to prohibit any uses that may be in conflict with a contemplated general plan, specific plan, or zoning proposal that the city is considering or intends to study. The proposed ordinance prohibits the issuance of permits or licenses for medical marijuana dispensaries for a period of 45 days. The proposed ordinance requires a 4/5 vote to enact. The 45-day period may later be extended in accordance with Government Code 65858. It is anticipated that an extension will be required to allow completion of the necessary work.

Attachments:

- Proposed Ordinance
- Newspaper Article on American Canyon Moratorium on Medical Marijuana Dispensaries

PROPOSED ORDINANCE

CITY OF BENICIA ORDINANCE NO. 09-___
URGENCY INTERIM ORDINANCE

AN URGENCY INTERIM ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING AN INTERIM ZONING MORATORIUM ON THE ESTABLISHMENT OF MEDICAL MARIJUANA DISPENSARIES AND HOOKAH LOUNGES IN THE CITY OF BENICIA AND ADOPTING FINDINGS INCLUDING ENVIRONMENTAL FINDINGS AND FINDINGS OF CONSISTENCY WITH THE GENERAL PLAN

WHEREAS, the City Council finds that this ordinance will serve the public necessity, convenience and welfare for the reasons set forth below; and

WHEREAS, Goal 2.1 of the General Plan states "Preserve Benicia as a small-sized city;" and

WHEREAS, Goal 2.3 of the General Plan states "Ensure orderly and sensitive site planning and design for large undeveloped areas of the City, consistent with the land use designations and other policies in this General Plan;" and

WHEREAS, Goal 2.5 of the General Plan states "Facilitate and encourage new uses and development which provides substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety, and quality of life;" and

WHEREAS, the General Plan also includes the following policies:

"POLICY 2.1.1: Ensure that new development is compatible with adjacent existing development and does not detract from Benicia's small town qualities and historic heritage, (and to the extent possible, contributes to the applicable quality of life factors noted above.)"

"POLICY 2.1.2: Make efficient use of land in new development areas consistent with the surrounding neighborhood;" and

WHEREAS, the City Council finds that establishment of medical marijuana dispensaries or hookah lounges under the City's current zoning ordinance will conflict with these Goals and Policies of the General Plan; and

WHEREAS, the City Council finds and determines that the City has no regulations for medical marijuana dispensaries or hookah lounges; and

WHEREAS, this temporary zoning moratorium on medical marijuana dispensaries and hookah lounges will allow the status quo to be maintained while the

regulations and permanent controls are debated and adopted; and

WHEREAS, medical marijuana dispensaries have been established in locations throughout California and the Bay Area and cities have reported increased illegal activities and calls for police services; and

WHEREAS, the potential for increased crime and violence presents a clear and immediate danger to the public hearth, safety and welfare of residents and businesses; and

WHEREAS, hookahs may be used to smoke legal tobacco as well as marijuana and other illegal drugs; and

WHEREAS, the lack of regulations for medical marijuana dispensaries and hookah lounges may create conflicts with the General Plan, Zoning Ordinance and other city regulations; and

WHEREAS, the Community Development Department has reviewed this ordinance pursuant to the California Environmental Quality Act ("CEQA"), the CEQA Guidelines, and found it categorically exempt from environmental review by California Environmental Quality Act Guidelines Section 15308, which excludes actions by regulatory agencies to protect the environment.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BENICIA DOES ORDAIN AS FOLLOWS:

Section 1.

Findings and Intent. The City Council incorporates the findings set forth above and further finds that issuing permits, business licenses and other applicable entitlements for the establishment of medical marijuana dispensaries or hookah lounges prior to the completion of the City's study of the potential impacts of such facilities, poses a current and immediate threat to the public health, safety and welfare and that a temporary moratorium is necessary on the issuance of such permits, business licenses and other applicable entitlements is necessary. Adopting a moratorium will allow the City staff to study medical marijuana dispensaries and hookah lounges; to consider and adopt appropriate recommendations and policies; and to maintain the status quo by suspending the issuance of permits, approvals, or other entitlements for use which would have as their result the establishment, development or construction of medical marijuana dispensaries and hookah lounges.

Section 2.

To the extent that any other ordinance or city regulation is inconsistent with this ordinance, this ordinance shall govern.

Section 3.

Interim Suspension of Permits, Approvals, or Other Entitlements for Use.

A. Notwithstanding any other ordinance, regulation, policy or rule of the City of Benicia, no use permit, building permit, site and design approval, or any other permit, license, including a business license, or applicable entitlement for use which has as its result the approval or allowance of medical marijuana dispensaries or hookah lounges or the establishment, development, or construction of such medical marijuana dispensaries or hookah lounges within the City shall be processed, issued, granted or approved by any employee, department or commission of the City.

B. This prohibition shall continue for a period of forty-five (45) days, commencing on the date of adoption of this Interim Ordinance, or until such time as this Interim Ordinance may otherwise expire pursuant to any extension that the City Council may adopt and approve pursuant to Government Code Section 65858.

Section 4.

The City, on a case-by-case basis, shall have the authority upon a showing of good cause by an applicant to waive the moratorium imposed by this ordinance. Good cause shall mean a factual and evidentiary showing by the applicant that the moratorium, if not waived will deprive the applicant of substantially all reasonable use of his or her property. Such applications for waiver shall be filed with the City's Community Development Director. The decision of the Community Development Director may be appealed to the City Council.

Within ten (10) calendar days of a decision by the Community Development Director, an appeal from said decision may be filed by the applicant, the permit holder, or any other interested party. In the event the last date of appeal falls on a weekend or holiday when City offices are closed, the next day such offices are open for business shall be the last date for appeal. Such appeal shall be filed with the Community Development Department and shall state specifically wherein it is claimed there was an error or abuse of discretion by the Community Development Director or wherein the decision is not supported by the evidence in the record. Upon receipt of the appeal, the matter shall be set for hearing before the City Council. Notice shall be given in writing to the applicant, the applicant in those cases where the applicant is not the appellant, adverse party or parties, the attorney, spokespersons and other interested groups and neighborhood associations who have requested notification. The City Council shall vote on the appeal within 30 days after its hearing of the appeal.

Section 5.

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

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

Section 6.

Effective Date. This ordinance is an urgency ordinance for the immediate preservation of the public health and safety; therefore it shall be passed immediately upon its introduction and shall become effective immediately upon its introduction pursuant to Government Code Section 36937.

Section 7.

Expiration. This Interim Ordinance shall be of no further force or effect upon the expiration of forty-five (45) days from the date of adoption, unless extended in accordance with Government Code Section 65858.

Section 8.

Certification. The City Clerk shall certify to the passage of this ordinance and shall cause the same to be published according to law.

On motion of Council Member _____, seconded by Council Member _____, the foregoing Ordinance was introduced and adopted at a meeting of the Council held on the 30th day of March, 2009, by the following vote:

Ayes:
Noes:
Absent:

Elizabeth Patterson, Mayor

ATTEST:

Lisa Wolfe, City Clerk

NEWSPAPER ARTICLE

Times-Herald

Battle of wills over AmCan pot club

By Rachel Raskin-Zrihen/ Times-Herald staff writer

Posted: 03/23/2009 01:00:50 AM PDT



Kim Pullham hopes to open a medical marijuana dispensary off Highway 29 in American Canyon. (Chris Riley/Times-Herald)

AMERICAN CANYON – Kim Pelham says she can outlast the city's recently extended moratorium on medical marijuana dispensaries if she must, but she

is determined to open one here eventually.

The moratorium would have lapsed April 4.

The space Pelham has in mind is on Broadway near the Broadway Market.

While several city residents and officials say they

favor the concept of medical marijuana for those needing it, few seem to think American Canyon is the best place to open a dispensary. It's one reason Pelham, 42, said she thinks city officials have been using the moratorium "as a temporary ban."

"A year seems to be enough time to study the issue and craft an ordinance," she said. "I don't think they can ban it completely. Several cities have tried and failed."

And those cities might now be in a weaker position to halt such businesses than previously. That's because last week U.S. Attorney

General Eric Holder told reporters that federal law enforcement officials will

no longer go after medical marijuana providers in the 13 states in which medical marijuana is legal, unless the service is just a front for unlawful activities. California is one of those states.

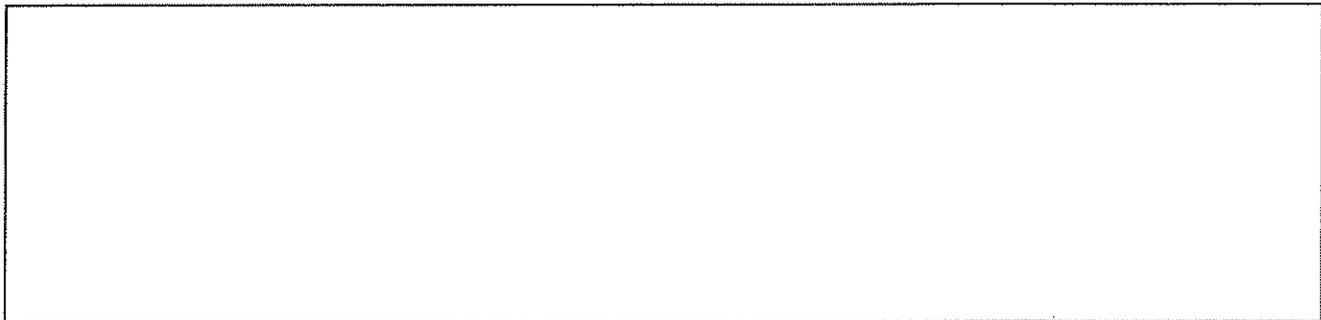
At the last City Council meeting, City Attorney Bill Ross said the laws about medical marijuana are changing and that the moratorium allows time to craft an ordinance regulating this type of business, not to ban it.

Mayor Leon Garcia, a nurse, said marijuana's medical benefits are controversial and he feels city staff needs to study all the ramifications before crafting regulations.

Other council members said they realize an ordinance regulating such a business is likely the most control they're going to have, although several oppose the concept.

"We have to be very clear on what we expect of it and what effect it will have on the area around it," said Council member Don Callison. "Personally, I

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V-A-10

Times-Herald

don't believe in medical marijuana, but that won't impact my ultimate decision."

Council member Ed West said he also disagrees with the medical marijuana idea, but realizes the law supports the practice.

Council member Joan Bennett said she favors having cannabis available for those in medical need, but isn't sure American Canyon is the best place to make it available.

"Whatever we do, we're going to follow the law," Bennett said. "I think there are a lot of ways marijuana is less destructive than, say, alcohol. But for American Canyon, I don't think we need to see a dispensary here. We're a small community and we don't need to be known for that."

Pelham said Napa County needs a pot dispensary, and that it would bring employment, tax revenues and provide a needed service for those suffering from cancer and other ailments.

"My mother-in-law is a hospice nurse, and has been a nurse for many years, and she says there is insufficient access to medicinal marijuana in Napa County," Pelham said. "It's a hardship having to travel more than an hour to the nearest dispensary in Santa Rosa with an ill client."

Pelham, a real estate and mortgage broker, said she knows about the dispensary on Tennessee Street in Vallejo, since it's in a building she owns, but even she moved her office from there in January as crime problems have increased.

"We were broken into five times in the past year," she said. "It was fine for the first four years, but the past year..."

"Some patients don't feel particularly safe going

there."

Pelham attributes any resistance to a dispensary to ignorance.

"I think they see it as an illicit drug and maybe aren't aware of the benefits of marijuana for cancer patients."

At the last City Council meeting, Council member Cindy Coffey said she fears a dispensary would increase crime and suggested Pelham look to a larger city like Napa.

Vallejo Police Department spokesman Abel Tenorio said that Vallejo's dispensary has been served with search warrants but isn't aware of its being a major crime magnet.

American Canyon Police Chief Brian Banducci couldn't be reached for comment Friday.

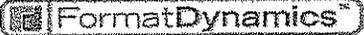
Several residents said they're concerned.

"I'm not sure it's the type of entity that would serve a good purpose here. It might be better in a more established community," said La Toya Ward, 45. "I believe in the treatment, and if this helps people who are suffering, I'm all for it. It's just that we're an up-and-coming city, trying to establish an image for ourselves, and I'm not sure this type of entity would serve us positively."

Not everyone agrees, however.

"I have mixed emotions about it," said Betty Gardner, 79. "People with cancer are suffering and if this helps, than I have no problem with it. And I'm not really worried about it hurting the neighborhood. People who want marijuana seem to find a way of getting it."

Contact staff writer Rachel Raskin-Zrihen at (707) 553-6824 or RachelZ@thnewsnet.com.

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V-A-11

**AGENDA ITEM
SPECIAL CITY COUNCIL MEETING: MARCH 30, 2009
ACTION ITEM**

DATE : March 23, 2009
TO : City Council
FROM : City Attorney 
SUBJECT : **MEDICAL MARIJUANA DISPENSARY AND HOOKAH LOUNGE
MORATORIUM ORDINANCE**

RECOMMENDATION:

If desired, by a 4/5ths vote adopt a moratorium to prevent the issuance of any permits or licenses for medical marijuana dispensaries and hookah lounges.

EXECUTIVE SUMMARY:

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ENVIRONMENTAL REVIEW:

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GENERAL PLAN:

Goal 2.1 states "Preserve Benicia as a small-sized city"; and

Goal 2.3 states "Ensure orderly and sensitive site planning and design for large undeveloped areas of the City, consistent with the land use designations and other policies in this General Plan"; and

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POLICY 2.1.2: "Make efficient use of land in new development areas consistent with the surrounding neighborhood."; and

STRATEGIC PLAN:

Relevant Strategic Plan Goals and Strategies:

None.

BUDGET INFORMATION:

None.

BACKGROUND:

Medical marijuana dispensaries are not uses defined in the Benicia Municipal Code. The passage of Proposition 215, "The Compassionate Use Act of 1996" and the adoption of SB 420 in 2003 has increased the interest in opening medical marijuana dispensaries. Proposition 215 allows a person to use marijuana for medicinal purposes as long as a doctor so recommends. SB 420 established regulations related to medical marijuana. The regulations include a voluntary program for identification cards for qualified patients and primary care givers, limits on the amount of marijuana per qualified patient, and confidentiality and privacy restrictions.

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Attachments:

- Proposed Ordinance
- Newspaper Article on American Canyon Moratorium on Medical Marijuana Dispensaries

PROPOSED ORDINANCE

CITY OF BENICIA ORDINANCE NO. 09-___
URGENCY INTERIM ORDINANCE

AN URGENCY INTERIM ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BENICIA APPROVING AN INTERIM ZONING MORATORIUM ON THE ESTABLISHMENT OF MEDICAL MARIJUANA DISPENSARIES AND HOOKAH LOUNGES IN THE CITY OF BENICIA AND ADOPTING FINDINGS INCLUDING ENVIRONMENTAL FINDINGS AND FINDINGS OF CONSISTENCY WITH THE GENERAL PLAN

WHEREAS, the City Council finds that this ordinance will serve the public necessity, convenience and welfare for the reasons set forth below; and

WHEREAS, Goal 2.1 of the General Plan states "Preserve Benicia as a small-sized city;" and

WHEREAS, Goal 2.3 of the General Plan states "Ensure orderly and sensitive site planning and design for large undeveloped areas of the City, consistent with the land use designations and other policies in this General Plan;" and

WHEREAS, Goal 2.5 of the General Plan states "Facilitate and encourage new uses and development which provides substantial and sustainable fiscal and economic benefits to the City and the community while maintaining health, safety, and quality of life;" and

WHEREAS, the General Plan also includes the following policies:

"POLICY 2.1.1: Ensure that new development is compatible with adjacent existing development and does not detract from Benicia's small town qualities and historic heritage, (and to the extent possible, contributes to the applicable quality of life factors noted above.)"

"POLICY 2.1.2: Make efficient use of land in new development areas consistent with the surrounding neighborhood;" and

WHEREAS, the City Council finds that establishment of medical marijuana dispensaries or hookah lounges under the City's current zoning ordinance will conflict with these Goals and Policies of the General Plan; and

WHEREAS, the City Council finds and determines that the City has no regulations for medical marijuana dispensaries or hookah lounges; and

WHEREAS, this temporary zoning moratorium on medical marijuana dispensaries and hookah lounges will allow the status quo to be maintained while the

regulations and permanent controls are debated and adopted; and

WHEREAS, medical marijuana dispensaries have been established in locations throughout California and the Bay Area and cities have reported increased illegal activities and calls for police services; and

WHEREAS, the potential for increased crime and violence presents a clear and immediate danger to the public hearth, safety and welfare of residents and businesses; and

WHEREAS, hookahs may be used to smoke legal tobacco as well as marijuana and other illegal drugs; and

WHEREAS, the lack of regulations for medical marijuana dispensaries and hookah lounges may create conflicts with the General Plan, Zoning Ordinance and other city regulations; and

WHEREAS, the Community Development Department has reviewed this ordinance pursuant to the California Environmental Quality Act ("CEQA"), the CEQA Guidelines, and found it categorically exempt from environmental review by California Environmental Quality Act Guidelines Section 15308, which excludes actions by regulatory agencies to protect the environment.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BENICIA DOES ORDAIN AS FOLLOWS:

Section 1.

Findings and Intent. The City Council incorporates the findings set forth above and further finds that issuing permits, business licenses and other applicable entitlements for the establishment of medical marijuana dispensaries or hookah lounges prior to the completion of the City's study of the potential impacts of such facilities, poses a current and immediate threat to the public health, safety and welfare and that a temporary moratorium is necessary on the issuance of such permits, business licenses and other applicable entitlements is necessary. Adopting a moratorium will allow the City staff to study medical marijuana dispensaries and hookah lounges; to consider and adopt appropriate recommendations and policies; and to maintain the status quo by suspending the issuance of permits, approvals, or other entitlements for use which would have as their result the establishment, development or construction of medical marijuana dispensaries and hookah lounges.

Section 2.

To the extent that any other ordinance or city regulation is inconsistent with this ordinance, this ordinance shall govern.

Section 3.

Interim Suspension of Permits, Approvals, or Other Entitlements for Use.

A. Notwithstanding any other ordinance, regulation, policy or rule of the City of Benicia, no use permit, building permit, site and design approval, or any other permit, license, including a business license, or applicable entitlement for use which has as its result the approval or allowance of medical marijuana dispensaries or hookah lounges or the establishment, development, or construction of such medical marijuana dispensaries or hookah lounges within the City shall be processed, issued, granted or approved by any employee, department or commission of the City.

B. This prohibition shall continue for a period of forty-five (45) days, commencing on the date of adoption of this Interim Ordinance, or until such time as this Interim Ordinance may otherwise expire pursuant to any extension that the City Council may adopt and approve pursuant to Government Code Section 65858.

Section 4.

The City, on a case-by-case basis, shall have the authority upon a showing of good cause by an applicant to waive the moratorium imposed by this ordinance. Good cause shall mean a factual and evidentiary showing by the applicant that the moratorium, if not waived will deprive the applicant of substantially all reasonable use of his or her property. Such applications for waiver shall be filed with the City's Community Development Director. The decision of the Community Development Director may be appealed to the City Council.

Within ten (10) calendar days of a decision by the Community Development Director, an appeal from said decision may be filed by the applicant, the permit holder, or any other interested party. In the event the last date of appeal falls on a weekend or holiday when City offices are closed, the next day such offices are open for business shall be the last date for appeal. Such appeal shall be filed with the Community Development Department and shall state specifically wherein it is claimed there was an error or abuse of discretion by the Community Development Director or wherein the decision is not supported by the evidence in the record. Upon receipt of the appeal, the matter shall be set for hearing before the City Council. Notice shall be given in writing to the applicant, the applicant in those cases where the applicant is not the appellant, adverse party or parties, the attorney, spokespersons and other interested groups and neighborhood associations who have requested notification. The City Council shall vote on the appeal within 30 days after its hearing of the appeal.

Section 5.

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

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

Section 6.

Effective Date. This ordinance is an urgency ordinance for the immediate preservation of the public health and safety; therefore it shall be passed immediately upon its introduction and shall become effective immediately upon its introduction pursuant to Government Code Section 36937.

Section 7.

Expiration. This Interim Ordinance shall be of no further force or effect upon the expiration of forty-five (45) days from the date of adoption, unless extended in accordance with Government Code Section 65858.

Section 8.

Certification. The City Clerk shall certify to the passage of this ordinance and shall cause the same to be published according to law.

On motion of Council Member _____, seconded by Council Member _____, the foregoing Ordinance was introduced and adopted at a meeting of the Council held on the 30th day of March, 2009, by the following vote:

Ayes:
Noes:
Absent:

Elizabeth Patterson, Mayor

ATTEST:

Lisa Wolfe, City Clerk

NEWSPAPER ARTICLE

Times-Herald

Battle of wills over AmCan pot club

By Rachel Raskin-Zrihen/ Times-Herald staff writer

Posted: 03/23/2009 01:00:50 AM PDT



Kim Pullham hopes to open a medical marijuana dispensary off Highway 29 in American Canyon. (Chris Riley/Times-Herald)

AMERICAN CANYON – Kim Pelham says she can outlast the city's recently extended moratorium on medical marijuana dispensaries if she must, but she

is determined to open one here eventually.

The moratorium would have lapsed April 4.

The space Pelham has in mind is on Broadway near the Broadway Market.

While several city residents and officials say they

favor the concept of medical marijuana for those needing it, few seem to think American Canyon is the best place to open a dispensary. It's one reason Pelham, 42, said she thinks city officials have been using the moratorium "as a temporary ban."

"A year seems to be enough time to study the issue and craft an ordinance," she said. "I don't think they can ban it completely. Several cities have tried and failed."

And those cities might now be in a weaker position to halt such businesses than previously. That's because last week U.S. Attorney

General Eric Holder told reporters that federal law enforcement officials will

no longer go after medical marijuana providers in the 13 states in which medical marijuana is legal, unless the service is just a front for unlawful activities. California is one of those states.

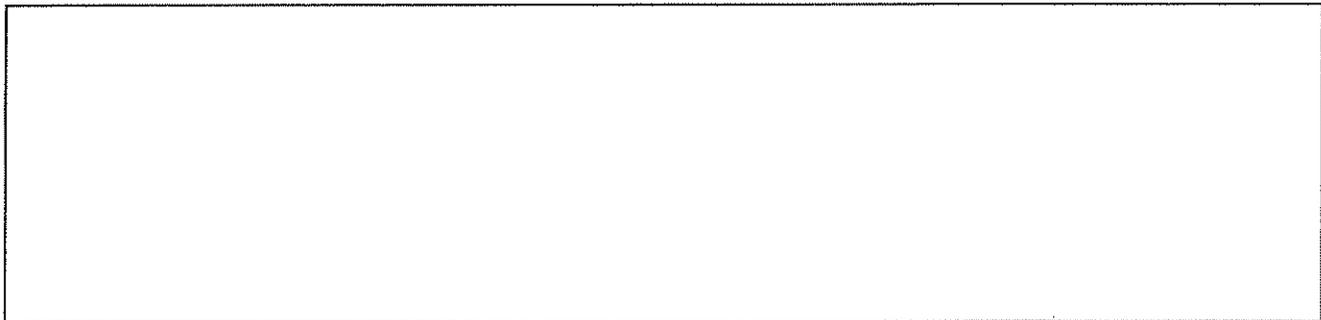
At the last City Council meeting, City Attorney Bill Ross said the laws about medical marijuana are changing and that the moratorium allows time to craft an ordinance regulating this type of business, not to ban it.

Mayor Leon Garcia, a nurse, said marijuana's medical benefits are controversial and he feels city staff needs to study all the ramifications before crafting regulations.

Other council members said they realize an ordinance regulating such a business is likely the most control they're going to have, although several oppose the concept.

"We have to be very clear on what we expect of it and what effect it will have on the area around it," said Council member Don Callison. "Personally, I

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don't believe in medical marijuana, but that won't impact my ultimate decision."

Council member Ed West said he also disagrees with the medical marijuana idea, but realizes the law supports the practice.

Council member Joan Bennett said she favors having cannabis available for those in medical need, but isn't sure American Canyon is the best place to make it available.

"Whatever we do, we're going to follow the law," Bennett said. "I think there are a lot of ways marijuana is less destructive than, say, alcohol. But for American Canyon, I don't think we need to see a dispensary here. We're a small community and we don't need to be known for that."

Pelham said Napa County needs a pot dispensary, and that it would bring employment, tax revenues and provide a needed service for those suffering from cancer and other ailments.

"My mother-in-law is a hospice nurse, and has been a nurse for many years, and she says there is insufficient access to medicinal marijuana in Napa County," Pelham said. "It's a hardship having to travel more than an hour to the nearest dispensary in Santa Rosa with an ill client."

Pelham, a real estate and mortgage broker, said she knows about the dispensary on Tennessee Street in Vallejo, since it's in a building she owns, but even she moved her office from there in January as crime problems have increased.

"We were broken into five times in the past year," she said. "It was fine for the first four years, but the past year..."

"Some patients don't feel particularly safe going

there."

Pelham attributes any resistance to a dispensary to ignorance.

"I think they see it as an illicit drug and maybe aren't aware of the benefits of marijuana for cancer patients."

At the last City Council meeting, Council member Cindy Coffey said she fears a dispensary would increase crime and suggested Pelham look to a larger city like Napa.

Vallejo Police Department spokesman Abel Tenorio said that Vallejo's dispensary has been served with search warrants but isn't aware of its being a major crime magnet.

American Canyon Police Chief Brian Banducci couldn't be reached for comment Friday.

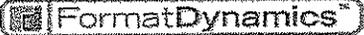
Several residents said they're concerned.

"I'm not sure it's the type of entity that would serve a good purpose here. It might be better in a more established community," said La Toya Ward, 45. "I believe in the treatment, and if this helps people who are suffering, I'm all for it. It's just that we're an up-and-coming city, trying to establish an image for ourselves, and I'm not sure this type of entity would serve us positively."

Not everyone agrees, however.

"I have mixed emotions about it," said Betty Gardner, 79. "People with cancer are suffering and if this helps, than I have no problem with it. And I'm not really worried about it hurting the neighborhood. People who want marijuana seem to find a way of getting it."

Contact staff writer Rachel Raskin-Zrihen at (707) 553-6824 or RachelZ@thnewsnet.com.

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V-A-11