



Meeting Minutes

City Council

City Hall
601 4th Avenue E
Olympia, WA 98501

Information: 360.753.8244

Friday, January 10, 2020

9:30 AM

**LOTT Wet Science Center 500
Adams Street**

Annual Retreat

1. ROLL CALL

Present: 7 - Mayor Cheryl Selby, Mayor Pro Tem Jessica Bateman, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Dani Madrone, Councilmember Lisa Parshley and Councilmember Renata Rollins

2. BUSINESS ITEM

2.A [20-0036](#) 2020 City Council Retreat

Facilitator Nancy Campbell welcomed Councilmembers and began the day with an overview of the agenda.

Ms. Campbell discussed themes that emerged during interviews with Councilmembers and staff. The themes included desired retreat outcomes, solidifying the team, understanding how they go to where they are, and discussion to draw out creative ideas.

Councilmembers revisited principles and operating norms for how they want to work together.

They are committed to:

- Effective working relationships with each other, City staff, the public, the body and to the process
- Meeting people where they are and to sharing our process
- Modeling respectful engagement and being comfortable with healthy conflict
- Behaving with integrity

Operating Norms:

- Do not embarrass each other
- No surprises
- Respond not react
- Identify when representing self and not the City

Councilmembers and staff participated in several team building exercises in order to learn more about communication and working styles.

The group discussed operational processes:

Councilmembers agreed they want to keep their focus at the strategic and policy level and leave the tactical and/or implementation issues to staff. The Mayor was encouraged to remind members of this agreement if conversations begin to move to issues of how to implement policy.

The referral process was discussed and reaffirmed.

Councilmembers agreed having a third Councilmember at the agenda setting meeting has proven valuable and should be continued.

Councilmembers discussed goals for 2020 as follows:

Homelessness: More state and regional response; continue community conversations; continue and expand efforts to communicate actions taken; and complete Homeless Response Plan.

Affordable Housing: Examples of many ideas include but are not limited to impact fees; inclusionary zoning; tax exemptions; eco districts and block districts.

Improve Downtown Business Climate: downtown improvement district proposal and cultural access tax.

Climate Change Mitigation: continue to develop plan.

Continue Efforts to Improve Community Outreach Strategy: better marketing; build on participatory leadership efforts; and expand the toolbox of ways to inform/engage the public.

Councilmembers discussed roles and responsibilities as Mayor, Mayor Pro Tem, Council advisory committee liaisons, committee chairs, and inter-jurisdictional representatives, as well as the role of staff, and partners/stakeholders. It was noted for several committees a City staff member is the liaison, and in those cases a Councilmember should attend some committee meetings throughout the year.

The group decided the Mayor Pro Tem will be appointed in a non-election year for a two-year term. Councilmember Bateman will be put forward for approval as Mayor Pro Tem when the interjurisdictional assignments are approved at a future City Council meeting.

The discussion was completed.

3. ADJOURNMENT

The meeting adjourned at 4:30 p.m.