



City Council

City Council's Mid-Year Retreat - June 20, 2015

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Title

City Council's Mid-Year Retreat - June 20, 2015

Recommended Action

General Government Committee Recommendation:

Discuss and finalize recommendations for the upcoming Mid-Year Retreat. Recommendation includes a proposed location, agenda, and a facilitator.

City Manager Recommendation:

Discuss and finalize the General Government Committee's recommendations for the upcoming Mid-Year Retreat.

Report

Issue:

Consider the General Government Committee's recommendations for the location, agenda, and facilitator.

Staff Contact:

Steve Hall, City Manager, 360-753-8447

Presenter(s):

Steve Hall, City Manager
Jeannine Roe, Councilmember

Background and Analysis:

The Council holds a mid-year retreat to review its goal and/or focus on other items of interest. The LOTT Board Room has been used the past three years and is available on Saturday, June 20, 2015 (the date selected by the City Council). Agendas and minutes from the 2012, 2013, and 2014 mid-year retreats are attached for review.

The Mid-Year Retreat is normally four to five hours, usually Saturday morning. The City used a facilitator in 2012 and 2013, but not in 2014. A facilitator generally costs \$3,000 - \$7,000 for the retreat, depending on prep work and follow-up.

At its April 20, 2015 meeting, members of the General Government Committee discussed and

recommended the following for the upcoming Mid-Year City Council Retreat.

The main purpose of the retreat is to allow the Councilmembers to engage in policy level conversation about a few strategic priorities for the City. To achieve this, Committee members felt a concise agenda with firm facilitation was needed. The Committee's proposal is as follows:

Location: LOTT Board Room (it is available and reserved)

Time: 9:00 a.m. - 1:00 p.m. (working lunch included)

Facilitator: Kendra Dahlen (General Government Committee recommends Kendra because she is familiar with Councilmembers, City issues, and City processes. Because a retreat agenda is proposed, General Government Committee members did not see the need for pre-retreat interviews or a final report from the consultant. Staff will produce summary minutes for the retreat. These parameters will help keep costs low.)

Proposed Agenda:

1. New City Council Meeting Format - Review and adjust as needed
2. City Council Reports - Review and discuss General Government Committee Recommendations
3. 2015 City Goals -- Brief progress report
 -- Discussion of most important targets for remainder of 2015
4. Reflections of Service - Comments from outgoing Councilmembers concerning highlights, advice, and goals for the City moving forward
5. Adjourn

Neighborhood/Community Interests (if known):

N/A

Options:

Consider other options regarding the agenda, location, and facilitator.

Financial Impact:

Funding to cover the costs is in the City Council 2015 budget.