



## General Government Committee

### Preparation for Council's Mid-Year Retreat on June 11, 2016

**Agenda Date:** 5/18/2016  
**Agenda Item Number:** 4.E  
**File Number:** 16-0531

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**Type:** recommendation   **Version:** 1   **Status:** Filed

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#### **Title**

Preparation for Council's Mid-Year Retreat on June 11, 2016

#### **City Manager Recommendation:**

Move to forward to the full Council recommendations for the upcoming Mid-Year Retreat. Recommend to full Council the location, agenda, and if a facilitator is needed.

#### **Report**

##### **Issue:**

Determine options and recommendations for the agenda, location, and possible use of a facilitator for the mid-year retreat.

#### **Staff Contact:**

Steve Hall, City Manager, 360.753.8447  
Jay Burney, Assistant City Manager, 360.753.8740

#### **Presenter(s):**

Jay Burney, Assistant City Manager

#### **Background and Analysis:**

The Council holds a mid-year retreat to review its goals and/or focus on other items of interest. The LOTT Board Room has been used in the past and is available on Saturday, June 11, 2016. Agendas and minutes from the 2013, 2014, and 2015 mid-year retreats are attached for review.

The Mid-Year Retreat is normally four to five hours, usually Saturday morning. Sometimes the City Council uses a facilitator. Sometimes they have not used a facilitator. If a facilitator is recommended, the cost is generally \$3,000 - \$7,000 for the retreat, depending on prep work and follow-up.

The Council typically discusses progress toward its annual goals. In 2015, the City Council adopted a new Comprehensive Plan, which establishes five goal areas and performance indicators.

A possible agenda for the 2016 Mid-Year Retreat might be:

1. Welcome - Retreat Goals, Agenda Review

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2. Check in on Council working relationships, meeting management
3. Progress Report on Comprehensive Plan Performance Indicators
4. Check in on Citywide Major Planning Projects
5. Priorities for the Remainder of 2016

**Neighborhood/Community Interests (if known):**

N/A

**Options:**

Consider agenda items, locations, and whether a facilitator should be used.

**Financial Impact:**

Funding to cover the costs depend on use of a facilitator.

**Attachments:**

2013 Mid-Year Retreat Agenda  
2013 Mid-Year Retreat Minutes  
2014 Mid-Year Retreat Agenda  
2014 Mid-Year Retreat Minutes  
2015 Mid-Year Retreat Agenda  
2015 Mid-Year Retreat Minutes  
January 2016 Council Retreat Summary Report  
Comp Plan Overview