



## City Council

### Approval of Location, Time, Facilitator, and Agenda for the City Council's Mid-Year Retreat - June 11, 2016

**Agenda Date:** 6/7/2016  
**Agenda Item Number:** 4.D  
**File Number:** 16-0723

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**Type:** decision **Version:** 1 **Status:** Passed

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#### **Title**

Approval of Location, Time, Facilitator, and Agenda for the City Council's Mid-Year Retreat - June 11, 2016

#### **Recommended Action**

##### **General Government Committee Recommendation:**

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

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

Approve the mid-year retreat recommendations for location, time, facilitator, and agenda.

#### **Report**

##### **Issue:**

Approve the details for the June 11 Mid-Year Retreat.

##### **Staff Contact:**

Steve Hall, City Manager, 360-753-8447

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

Steve Hall, 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 (the date selected by the City Council). The General Government Committee asked staff to explore several other locations for the retreat. Unfortunately, those locations were either unavailable or not workable for the event.

The Mid-Year Retreat is normally four to five hours, usually Saturday morning. The City used a facilitator for past retreats. And the General Government Committee expressed an interest in using a facilitator this retreat as well. A facilitator generally costs \$3,000 - \$7,000 for the retreat, depending on prep work and follow-up.

At its May 18, 2016 meeting, members of the General Government Committee discussed and recommended a location, time, facilitator, and agenda for the upcoming City Council Mid-Year Retreat. 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, the Athena Group (General Government Committee recommends Kendra because she is familiar with Councilmembers, City issues, and City processes.)

Proposed Agenda Topics:

- Follow-up on Council's Annual Retreat in January
  - Core Values
  - Ground Rules
  - Application of Gracious Space
    - What is needed to support the success of the Council and fellow Councilmembers
- Mid-Year Councilmember Check in
  - How it is going so far for the Council
  - Committee Reports
  - Committee Assignments
- Considerations for Council Public Engagement
- Update on Major Projects, Programs or Issues

**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 2016 budget.

**Attachments:**

Kendra Dahlen's Proposed Agenda