

**FOREST GROVE CITY COUNCIL WORK SESSION
(COUNCIL RETREAT)
MARCH 1, 2014 – 8:30 A.M.
1910 MAIN STREET BISTRO - CONFERENCE ROOM
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***Minutes are unofficial until approved by the Council.
Council approved minutes as presented March 17, 2014.***

1. ROLL CALL

Mayor Peter Truax called the Council Retreat to order at 8:50 a.m. **ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Richard Kidd; Victoria Lowe; Camille Miller; Ronald Thompson; Elena Uhing, and Mayor Peter Truax. **STAFF PRESENT:** Michael Sykes, City Manager; Paul Downey, Administrative Services Director; Rob Foster, Public Works Director; Tom Gamble, Parks and Recreation Director; Jon Holan, Community Development Director; Michael Kinkade, Fire Chief; Janie Schutz, Police Chief; Colleen Winters, Library Director; Jeff King, Economic Development Coordinator; and Anna Ruggles, City Recorder.

Mayor Truax highlighted legislative action “grand bargain” urban and rural reserves and various legislative discussions.

2. 2013 COUNCIL GOALS/OBJECTIVES STATUS UPDATE/ACTION PLANS

Mayor Truax opened the floor and roundtable discussion ensued as Sykes reviewed and highlighted percentage completion status of each goal/objective identified in 2013 (total of 47 objectives). At the conclusion of the above-noted Council discussion and review, Council collectively concurred to carryover seven (7) active goal objectives and identified 20 goal objectives as long-term and/or ongoing and moved these goal objectives to a separate list, which will be carried over into Fiscal Year 2014-15.

3. ANNUAL TOWN MEETING RESULTS

Mayor Truax opened the floor and roundtable discussion ensued as Sykes reviewed and highlighted each of the survey questions and results conducted at the Annual Town Meeting, which was held February 1, 2014.

Council recessed at 10:35 a.m. for a break and reconvened at 10:45 a.m.

4. PRESENTATION OF 2014-15 DEPARTMENT KEY GOALS

Sykes reported this year, he asked Department Directors to meet with their key staff and respective boards, committees and commissions and identify at least five top department-related goals to present to Council as part of Council’s goal-setting exercise for Fiscal Year 2014-15. Mayor Truax opened the floor and

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roundtable discussion ensued as each Department Director reviewed and highlighted each of their department key goals, which were included in the packet.

Council recessed at 11:30 a.m. for a break and reconvened at 11:55 a.m.

Department Directors were excused after lunch.

5. SET COUNCIL KEY GOALS FOR FISCAL YEAR 2014-15

Mayor Truax opened the floor and roundtable discussion ensued as Councilmembers reviewed each of the existing Council Key Goals. At the conclusion of the above-noted Council discussion and review, Council concurred to keep the three existing Council Key Goals as follows:

Goal 1:

- Promote Safe, Livable and Sustainable Neighborhoods and a Prosperous Dynamic, Green City;

Goal 2:

- Promote a Prudent Financial Plan to Maintain Effective Service Levels of a Full-Service City; and

Goal 3:

- Promote the Interests and Needs of Forest Grove in Local, State, and National Affairs.

A resolution adopting the above-noted Council Key Goals will be presented for Council consideration at the Council Meeting scheduled for Monday, March 17, 2014.

6. IDENTIFY NEW COUNCIL GOALS/OBJECTIVES FOR FISCAL YEAR 2014-15

Due to the time, Sykes asked Council to think about their most important or significant Council goals/objectives to be added to Fiscal Year 2014-15 and to submit their list to Ruggles no later than Friday, March 7, 2014, for the Council Goal-Setting Work Session scheduled for Monday, March 17, 2014. Sykes explained Council will be asked at the work session to assess and rank their new goals/objectives, noting any goal/objective receiving less than 14 of the possible 28 points will be considered as “very low priority”. Sykes noted the intent of asking Council to prioritize its objectives for the coming fiscal year is to

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know if there are specific objectives that require budget resources in order to be accomplished.

Council recessed at 1:06 p.m. for a break and reconvened at 1:17 p.m.

7. COUNCIL TEAM AGREEMENT

Mayor Truax opened the floor and roundtable discussion ensued as Councilmembers had an opportunity to discuss, review, and/or amend their team agreement. At the conclusion of the above-noted Council discussion and review, Council collectively concurred to make minor language amendments to the Team Agreement, which will be presented for Council consideration at the Council Meeting scheduled for Monday, March 17, 2014.

8. OPEN DISCUSSION

Mayor Truax opened the floor and roundtable discussion ensued pertaining to Boards, Committees and Commissions (B&C) interview process, to which Council concurred to conduct B&C interviews in the fall during annual recruitment and interviews in the spring to fill vacancies. Council also discussed encouraging applicants to attend at least two or three meetings of the B&C of interest before they apply so applicants have a better understanding of the role of the B&C.

Mayor Truax opened the floor and roundtable discussion ensued pertaining to the status of the conversion of going to a paperless Council packet/iPads. Ruggles reported all Councilmembers have received their iPads and she is currently printing a total of five Council packets; three packets for Councilmembers, one for City Manager, and one for City record. At the conclusion of above-noted Council discussion, two Councilmembers advised they no longer needed a printed packet, to which Mayor Truax noted he would like all Councilmembers to eventually, within a reasonable time, go to a paperless Council packet.

Hearing no further discussion from the Council, Mayor Truax adjourned the Council Retreat.

Council took no formal action nor made any formal decisions during the Council Retreat.

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9. ADJOURNMENT

Mayor Truax adjourned the Council Retreat at 2:10 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder