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**City Council Work Session Minutes
Council Goal-Setting Retreat**

**Saturday, February 2, 2019
8:55 a.m., Pacific University, Berglund Hall**

***Minutes are unofficial until approved by Council.
Council approved minutes as presented February 25, 2019.***

1. CALLED TO ORDER AND ROLL CALL:

Mayor Peter Truax called the City Council Goal-Setting Retreat to order at 8:58 a.m.

- 2. ROLL CALL: COUNCIL PRESENT:** Thomas Johnston, Council President; Timothy Rippe; Ronald Thompson; Elena Uhing; Adolph “Val” Valfre; Malynda Wenzl; and Mayor Peter Truax.

STAFF PRESENT: Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; Tom Gamble, Parks and Recreation Director; Keith Hormann, Light and Power Director; Michael Kinkade, Fire Chief; Bryan Pohl, Community Development Director; Gregory Robertson, Public Works Director; J. F. Schutz, Police Chief; Colleen Winters, Library Director; Jeff King, Economic Development Manager; Elizabeth Stover, Program Coordinator; and Anna Ruggles, City Recorder.

3. COUNCIL GOALS FISCAL YEAR 2019-20:

Mayor Truax facilitated this exercise and VanderZanden presented a PowerPoint presentation overview. Mayor Truax opened the floor and roundtable discussion ensued as Councilmembers had an opportunity to review and discuss their existing goals. At conclusion of the above-noted exercise, Council collectively concurred to amend their key goals as noted below:

Goal 1: ~~Promote~~ Provide Safe, Livable, and Sustainable Neighborhoods and a Prosperous Dynamic, Green City

Goal 2: ~~Promote a Prudent~~ Implement an Effective Financial Plan to ~~Maintain~~ Effective Provide Effective Service Levels of a ~~Full-Service~~ to a Growing City

At conclusion of the above-noted discussion, Council collectively concurred instead to amend Goal 2 as noted below:

Goal 2: Manage an Effective Financial Plan to Provide Quality Services Levels

Goal 3: ~~Promote~~ Advance the Interests and Needs of Forest Grove in Local,

State, and National Affairs

Mayor Truax opened the floor and roundtable discussion ensued as Councilmembers had an opportunity to review and discuss the Mayor's proposed new Goal 4 as noted below.

Proposed Goal 4: Create a Culture of Compassion and Inclusion Where Everyone is Welcome

At conclusion of the above-noted discussion, Council collectively concurred instead to consider *Updating the City's Vision Statement and implementing Core Values*.

A Council work session is tentatively scheduled for Monday, February 11, 2019, at which time, Council will finalize the Goals and Objectives as part of their decision-making process.

Council recessed at 9:58 a.m. for a break and reconvened at 10:10 a.m.

4. GOAL 1 OBJECTIVES YEAR 2018 STATUS UPDATE:

Mayor Truax facilitated this exercise and VanderZanden presented a PowerPoint presentation overview. Mayor Truax opened the floor and roundtable discussion ensued as Councilmembers had an opportunity to discuss and review the statuses and comments pertaining to Goal 1 Objectives as outlined below. At conclusion of the above-noted exercise, Council collectively concurred with the following:

Goal 1 Existing Objectives (Removed/Retained/Modified):

~~1.1 Watershed Land Acquisition (new proposed Objective 8)~~

1) 1.2 Energy Reduction Programs

- *Retained/Modified; i.e., water conservation programs and alternative power.*

2) 1.3 Industrial Area Planning

- 1) *Retained/Modified; i.e., develop concept plan.*

3) 1.4 Parks, Recreation and Open Space Master Plan (new proposed Objectives 11 and 12).

- *Retained/Modified; i.e., East Side Park and Veteran Memorial/Peace Park and schedule meetings with Forest Grove School District Board of Directors on an annual basis.*

~~1.5 Residential High-density Incentives Removed/Completed.~~

4) 1.6 Town Center Concept Program (new proposed Objective 13)

- *Retained/Modified; i.e., festive space and pedestrian safety crossing (4-way stop) 21st Avenue/Main Street.*

5) 1.7 Staff Succession Planning (moved under Key Goal 2)

- *Retained/Modified; i.e., pre-retirement planning and complete executive summary.*

~~4.8 Latino Ethnic Outreach~~ Removed/Renamed (*new proposed Objective 1*); i.e., *Latinx, equity strategic plan and core values.*

6) 1.9 Police Strategic Plan

- *Retained/Modified; i.e., develop strategic plan.*

7) 1.10 Affordable Housing (Affordable Housing handout was distributed)

- *Retained/Modified; i.e., Metro Bond; collaboration with Washington County and other governmental agencies; and develop 5-Year Action Plan.*

8) 1.11 Homelessness

- *Retained/Modified; i.e., review zoning regulations and establish Ad-hoc Committee*

9) 1.12 Transportation (*moved under Key Goal 2*)

- *Retained/Modified; i.e., prioritize TDT projects.*

Council recessed at 11:28 p.m. for a break and reconvened at 11:47 a.m.

5. GOAL 2 OBJECTIVES YEAR 2018 STATUS UPDATE:

Mayor Truax facilitated this exercise and VanderZanden presented a PowerPoint presentation overview. Mayor Truax opened the floor and roundtable discussion ensued as Councilmembers had an opportunity to discuss and review the statuses and comments pertaining to Goal 2 Objectives as outlined below. At conclusion of the above-noted exercise, Council collectively concurred with the following:

Goal 2 Existing Objectives (Removed/Retained/Modified):

10) 2.13 Pre-Planning for Local Option Levy

- *Retained/Modified; i.e., plan for local levy.*

11) 2.14 Fire Authority IGA

- *Retained/Modified; governance options.*

~~2.15 Forest Grove Senior and Community Center~~ – *Removed/Completed.*

12) 2.16 Police Facility

- *Retained/Modified; i.e., finalize scope and budget; consider hiring a capital campaign consultant; and create an aggressive public outreach and engagement strategy.*

Council recessed at 1:21 p.m. for a break and reconvened at 1:31 p.m.

6. GOAL 3 OBJECTIVES YEAR 2018 STATUS UPDATE:

Mayor Truax facilitated this exercise and VanderZanden presented a PowerPoint presentation overview. Mayor Truax opened the floor and roundtable discussion ensued as Councilmembers had an opportunity to discuss and review the statuses and comments pertaining to Goal 3 Objectives as outlined below. At conclusion of the above-noted exercise, Council collectively with the following:

Goal 3 Existing Objectives (Removed/Retained/Modified):

13) 3.17 Communications Plan

- *Retained/Modified; develop communication plan, i.e., identify duties and responsibilities for social media platforms and policies for Council, boards/commissions, and staff.*

~~3.18 Legislative Priorities: Local, State, Regional and National~~ *Removed as it is already identified as a key goal.*

14) 3.19 Tourism

- *Retained/Modified; formalize process for evaluating Request for Proposals.*

3.20 Economic Development (City/Chamber Roles and Responsibilities handout was distributed) *(related to new proposed Objective 15)*

- *Pending Review*

3.21 Youth Advisory Council

- *Pending Review*

3.22 Boards/Commissions

- *Pending Review*

Due to time limitation, VanderZanden postponed the above-noted Goal 3 Objectives (pending review) to the Council work session tentatively scheduled for Monday, February 11, 2019, at which time, Council will finalize the Goals and Objectives as part of their decision-making process.

7. A. COUNCIL NEW OBJECTIVES PROPOSED YEAR 2019-20 (in no specific order):

- 1) Equity Assessment and Education *(renamed/related to existing Objective 1.8)*
- 2) Increase Training Budget
- 3) Develop a City Vision as a part of the 150th Anniversary/Sesquicentennial
- 4) Create Urban Renewal Strategic Plan
- 5) Create City Public Arts Program
- 6) Grant Assistance (Federal grant funding handout was distributed)
- 7) Consultants
- 8) Review City Charter (LOC Model Charter for Oregon Cities handout was distributed)
- 9) Watershed
- 10) Review Zoning Affecting Historic Districts
- 11) Develop Policy and/or Priorities to Promote Public Safety
- 12) Establish East Side Park *(related to existing Objective 1.4)*
- 13) Create Forest Grove Veterans Memorial Park *(related to existing Objective 1.4)*
- 14) Establish Town Center Flexible Plaza Concept *(related to existing Objective 1.6)*
- 15) Develop Policy and/or Priorities to Promote Economic Development *(related to existing Objective 3.20)*
- 16) Police Strategic Community Engagement Plan
- 17) Watershed Land Acquisition 5-Year Strategy *(related to existing Objective 1.1)*

Due to time limitation, VanderZanden postponed the above-noted new proposed

Objectives to the Council work session tentatively scheduled for Monday, February 11, 2019, at which time, Council will finalize the Goals and Objectives as part of their decision-making process.

7. B. DEPARTMENT ACCOMPLISHMENTS 2018 AND DRAFT PRIORITIES 2019:

VanderZanden referenced the PowerPoint presentation highlighting the significant department accomplishments for 2018 and draft Department Priorities for 2019, noting Department Directors were asked to identify their top department-related priorities to present to Council as part of Council's goal-setting exercise for FY2019-20 as referenced in the packet. No discussion occurred.

8. COUNCIL TEAM AGREEMENT:

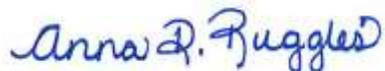
Due to time limitation, Mayor Truax postponed the above-noted agenda item to the Council work session tentatively scheduled for Monday, February 11, 2019, at which time, Council will finalize their team agreement.

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

9. ADJOURNMENT:

Hearing no further discussion from the Council, Mayor Truax adjourned the Council Retreat at 2:40 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder