



*A place where families and businesses thrive.*

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

**Saturday, February 15, 2020  
Light and Power Conference Room**

***Minutes are unofficial until approved by Council.  
Council approved minutes as presented March 16, 2020.***

**1. CALLED TO ORDER AND ROLL CALL:**

Mayor Peter Truax called the City Council Goal-Setting Retreat to order at 8:28 a.m.

- 2. ROLL CALL: COUNCIL PRESENT:** Timothy Rippe; Elena Uhing; Mariana Valenzuela; Adolph “Val” Valfre; Malynda Wenzl, Council President (dismissed at 2:15 pm); and Mayor Peter Truax. **COUNCIL VACANCY:** 1.

Mayor Truax announced the unexpected death of Councilor Ronald Thompson, noting Thompson died in the morning hours of Wednesday, February 12, 2020. Thompson was elected as a City Councilor in 2002 and was re-elected in 2006, 2010, 2014 and 2018.

**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; Henry Reimann, Interim Police Chief; Gregory Robertson, Public Works Director; Colleen Winters, Library Director (dismissed at 9:50 am and returned 11:02 am); Jeff King, Economic Development Manager; and Anna Ruggles, City Recorder.

**3. WELCOME AND AGENDA OVERVIEW:**

VanderZanden introduced Sara Wilson, SSW Consulting, who facilitated the Council and Management Team Retreat, noting to prepare for the retreat, Wilson spoke with each Councilor and all the Directors, which conversations formed the agenda, structure and expected outcomes of the Retreat with the intent of making the Retreat as productive and meaningful as possible. VanderZanden referenced the following attachments:

- Retreat Agenda
- City Council Goals and Objectives (updated with status)
- Urban Renewal Agency Goals and Objectives (updated with status)
- Top 2019 Accomplishments
- 2020 Community Profile Snapshot (to aid in Vision/Values discussion)
- 2019 Council Team Agreement

Agenda Overview:

Wilson facilitated the following roundtable group exercises:

**9:30 AM – Context Review**

- Debrief the discussion from the City Council Work Session

**9:45 AM – Idea Mapping (9:59am to 11:02am)**

- Working in small groups, map goals, objectives, initiatives during a brainstorming exercise

10:30 AM – Break

**10:40 AM – Small Group Idea Mapping Presentations**

**11:10 AM – Goal Refinement**

12:00 PM – Lunch (12:07pm to 12:35pm)

**12:30 PM – Finalize Goals and Priorities (12:35pm to 12:45pm)**

**1:30 PM – Community Vision Discussion (12:45pm to 2:35pm)**

- Vision Process Overview
- Forest Grove Community Profile
- Community Engagement Goals
- Stakeholder Map

**2:30 PM – Wrap-up and Reflection (2:40pm)**

- Team Commitment

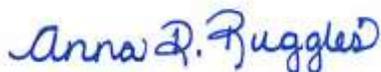
In conclusion the above-noted roundtable group exercises, VanderZanden advised Sara Wilson, SSW Consulting, will prepare a compilation of results for the Council Goals and Objectives Refinement Work Session scheduled on March 16, 2020.

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

**4. ADJOURNMENT:**

Hearing no further discussion from the Council, Mayor Truax adjourned the Council Retreat at 2:53 p.m.

Respectfully submitted,



---

Anna D. Ruggles, CMC, City Recorder