



City Council Priority Setting Retreat

Friday, January 28, 2011
5:00 p.m.
Pacific West Bank

1. **Welcome & Introduction**
 - Dinner of pizza, salad and drinks
 2. **Agenda & Plans for Retreat**
 3. **Creating a Legacy**
 - “When You Leave Office...” dialogue
 4. **Becoming a Leader**
 - “Leadership/Management” exercise
 - Small town/small city discussion
 - ✓ *DELIVERABLE: Tab #1: priorities & projects slide*
 5. **Framing Priorities**
 - “Outcome/Problem Orientation” exercise
 - ✓ *DELIVERABLE: Tab #2: Handout on outcome statements*
 6. **5-Step Planning Process**
 - ✓ *DELIVERABLE: Tab #3: Communication plan using 5-step planning process*
 7. **Adjournment Target is 8:30 p.m.**
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Saturday, January 29, 2011
9:00 a.m.
Pacific West Bank

1. **Welcome & Introduction**
 - Breakfast of bagels, fruit and coffee
2. **Operational Agreements: How Shall We Work Together?**
 - Operational Agreements and Underlying Principles
 - ✓ *DELIVERABLE: Tab #4: Draft operational agreement*
3. **Council Priorities**
 - Present Draft of Summary of Council Priorities
 - ✓ **COUNCIL ACTION: Create “outcome” statements for all priorities**
 - ✓ *DELIVERABLE: Tab #5: Priorities detail document*

4. Executive Session

- ORS 192.660 (2e) – property transactions

5. Council Processes Dialogue

- Lunch discussion on how the Council will conduct routine business
✓ *DELIVERABLE: Tab #6: Council process items*

6. Summary of Retreat and Council Priorities

7. Adjournment Target is 1:30 p.m.

Binder Contents:

Detailed Agenda

Tab #1: Priorities & projects slide

Tab #2: Handout on outcome statements

Tab #3: Communications & outreach presentation

Tab #4: Draft operational agreement

Tab #5: Priorities detail document

Tab #6: Council process items

Tab #7: Tentative Council calendar for next six months

Tab #8: Prior year goals & accomplishments; aquatic center survey; police station recommendations