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

**Monday, February 8, 2021
6:00 p.m., Zoom Community Auditorium**

***Minutes are unofficial until approved by Council.
Council approved minutes as presented March 15, 2021.***

1. ROLL CALL:

Mayor Peter Truax called the work session to order at 6:05 p.m. via Zoom Webinar Video Conference.

COVID-19: Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the Work Session was conducted in a “hybrid” format allowing the public to attend virtually via **Zoom Webinar** and in-person in the Community Auditorium. Members of the public could observe the work session **LIVE** on **Zoom Webinar** or on television on Tualatin Valley Community Television (TVCTV) Government Access Programming Channel 30.

ROLL CALL: COUNCIL PRESENT ATTENDED BY ZOOM WEBINAR: Donna Gustafson; Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Malynda Wenzl, Council President; and Mayor Peter Truax.

STAFF PRESENT ATTENDED BY ZOOM WEBINAR: Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; Colleen Winters, Library Director; Anna Ruggles, City Recorder (in the Community Auditorium).

ZOOM ATTENDEES: 2

2. WORK SESSION: COUNCIL GOAL-SETTING RETREAT UPDATE

VanderZanden reported the purpose of the work session was to brief Council on the upcoming Council Goal-Setting Retreat, which is scheduled via Zoom Webinar, Saturday, February 20, 2020, 9am to 3pm. VanderZanden introduced Sara Wilson, SSW Consulting, who is facilitating the Council Retreat. VanderZanden referenced Attachment 1, City Council Goals (7) and Objectives (34) Adopted for Fiscal Year 2020-21. VanderZanden briefed Council on the status of each of the Council Objectives as outlined in the attachment. VanderZanden referenced Attachment 2, City Departments' Top Accomplishments, and briefed Council on each of the 2020 accomplishments as outlined in the attachment. In addition, VanderZanden reported with the exception of closures resulting from statewide executive orders, the City has remained fully operational and open to serve the ongoing needs of the public. The City declared a State of Emergency, effective March 13, 2020, which remains in effect.

Council Discussion:

Mayor Truax opened the floor and roundtable discussion ensued as Council reviewed the statuses of each Council Objectives (34) Adopted for Fiscal Year 2020-21 and Departments' Top Accomplishments for 2020. The Council had a robust discussion pertaining to the status of each Objective. The following outcomes emerged:

1. Review and orient the team to the goal-setting process.
2. Identify goals and objectives for 2021 with a focus on building on the goals from 2020 and identifying ways to support the community in COVID recovery efforts.
3. Review the roles of Council and Administration and build a unified team moving forward on the goals established for 2021.

In conclusion of the above-noted discussion, VanderZanden advised that Wilson will reach out to each Councilor and Department Director to inform common themes, retreat agenda, structure and expected outcomes of the retreat.

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

3. ADJOURNMENT:

Mayor Truax adjourned the work session at 6:47 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder