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**City Council Work Session Minutes
Police Strategic Plan**

**Monday, September 25, 2017
5:30 p.m., Conference Room**

***Minutes are unofficial until approved by Council.
Council approved minutes as presented October 23, 2017.***

1. CALLED TO ORDER AND ROLL CALL:

Mayor Peter Truax called the Work Session to order at 5:30 p.m.

ROLL CALL: COUNCIL PRESENT: Thomas Johnston, Council President; Timothy Rippe; Ronald Thompson; Elena Uhing; Matthew Vandehey; Malynda Wenzl; and Mayor Peter Truax.

STAFF PRESENT: Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; J. F. Schutz, Police Chief; and Anna Ruggles, City Recorder.

2. WORK SESSION: POLICE STRATEGIC PLAN

Police Chief Schutz and VanderZanden facilitated the work session, noting the purpose of the work session was to address Council's Objective 1.10, identified in Fiscal Year 2017-18, to initiate and develop a Strategic Plan for police operations, including analysis of workload, community feedback, support services, staffing levels and operational focus. Chief Schutz reported the objective was partially in response to the Police Department having no strategic plan to help guide future service levels, noting staff is seeking feedback on what the Council would like addressed as part of the upcoming Police Department Strategic Plan. Chief Schutz presented a PowerPoint presentation overview, noting the City approved \$30,000 in Fiscal Year 2017-18 budget for a Request of Proposal to hire a consultant and begin the strategic planning process. Chief Schutz referenced PDF Page 14, which listed potential items that are typical of a strategic plan, noting staff is recommending each Councilor review the task list and choose 3-5 items that they would like reflected in the strategic plan, notwithstanding items that may not be on the list.

Council Discussion:

Mayor Truax opened the floor and roundtable discussion ensued pertaining to the analysis of workload and services, staffing levels, community feedback, support services, operational focus and expected outcomes of develop a Police Department Strategic Plan. Chief Schutz and VanderZanden addressed various Council inquiries pertaining to the overall scope and task list outlined in the presentation. Roundtable discussion ensued pertaining to defining a full service city; organizational review; community, stakeholder and employee input; strategic goals and objectives; records

data management; Public Safety Advisory Commission's role and involvement; succession planning; community safety, i.e., parks, sidewalks and streets; community trends; and operational focus. In conclusion of the above-noted Council discussion, Schutz advised staff will continue working on the Request for Proposal, noting staff will focus the strategic plan on priority areas. VanderZanden added once the strategic plan is completed, staff would schedule a follow-up work session with Council to present findings and/or recommendations.

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

3. ADJOURNMENT:

Mayor Truax adjourned the regular meeting at 6:10 p.m.

Respectfully submitted,



Anna D. Ruggles, CMC, City Recorder