



Mayor
Ben White

City Manager
Glenn Brown

Council Members
James Massey
Ron Gay
Lynn McIlhane
Chris Scotti
David Ruesink

Agenda
College Station City Council
Workshop Meeting
Thursday, June 14, 2007 3:00 p.m.
City Hall Council Chambers, 1101 Texas Avenue
College Station, Texas

1. Presentation, possible action, and discussion on items listed on the consent agenda.
2. Presentation, possible action, and discussion relating to receiving the annual audit reports and Comprehensive Annual Financial Report (CAFR) for the fiscal year ended September 30, 2006.
3. Presentation, possible action, and discussion regarding a state legislative update.
4. Presentation, possible action, and discussion regarding the Public Communications Plan.
5. Presentation, discussion, and possible action regarding the process for review of animal related ordinances for all affected entities.
6. Presentation, possible action, and discussion on the proposed annual City Council Planning Retreat.
7. Council Calendars
 - a. June 15 Deadline for applications for mail ballot
 - b. June 15 Girls State Softball Tournament Opening Ceremony – Central Park – 6:00 – 7:30 p.m.
 - c. June 15 Olivia Burnside’s Farewell Reception – CS Conference Center Rm 127 – 3:00 – 5:00 p.m.
 - d. June 16 Texas Reds: Steak & Grape Festival – 10:00 a.m. – 10:30 p.m. – Historic Downtown Bryan
 - e. June 18-19 Early voting for Runoff Election for Council Place 1 – City Council Chambers 7:00 am – 7:00 pm and Utility Service Center, 7:00 am- 7:00 pm
 - f. June 18 Intergovernmental Committee Meeting – Noon – 1:30 p.m. – TAMU
 - g. June 19 Council Transportation Committee Meeting – 4:30 – 6:00 p.m. – Administrative Conference Room
 - h. June 20 Exploring History Lunch Lecture Series – CS Conference Center – 11:30 a.m. – 1:00 p.m.

- i. June 21 Business After Hours – Chamber and MSC Opas (Reed Arena Rm 301) – 5:30 – 7:30 p.m.
 - j. June 23 Election Day (Runoff for Place 1) – 7:00 a.m. – 7:00 p.m.
 - k. June 25 Citizens Fire Academy Graduation – Council Chambers – 6:30 – 9:00 p.m.
 - l. June 26 Tentative Internal Auditor Interviews – Council Chambers – 8:30 a.m. – 4:30 p.m.
 - m. June 26 Reception for PARD Accreditation Team Visit - Veterans Park – American Pavilion – 6:00 – 8:00 p.m.
 - n. June 28 City Council Workshop and Regular Meeting 3:00 pm and 7:00
8. Presentation, possible action, and discussion on future agenda items: A Council Member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.
9. Discussion, review and possible action regarding the following meetings: Audit Committee, Brazos County Health Dept., Brazos Valley Council of Governments, Cemetery Committee, City Center, CSISD/City Joint Meeting, Design Review Board, Fraternal Partnership, Historic Preservation Committee, Interfaith Dialogue Association, Intergovernmental Committee and School District, Joint Relief Funding Review Committee, Library Committee, Making Cities Livable Conference, Metropolitan Planning Organization, Outside Agency Funding Review, Parks and Recreation Board, Planning and Zoning Commission, Sister City Association, TAMU Student Senate, Research Valley Partnership, Regional Transportation Committee for Council of Governments, Transportation Committee, Wolf Pen Creek Oversight Committee, Wolf Pen Creek TIF Board, Zoning Board of Adjustments, YMCA Coordinating Board(see attached posted notices for subject matters).
10. Executive Session will immediately follow the workshop meeting in the Administrative Conference Room.

Consultation with Attorney {Gov't Code Section 551.071}; possible action the City Council may seek advice from its attorney regarding a pending and contemplated litigation subject or settlement offer or attorney-client privileged information. Litigation is an ongoing process and questions may arise as to a litigation tactic or settlement offer, which needs to be discussed with the City Council. Upon occasion the City Council may need information from its attorney as to the status of a pending or contemplated litigation subject or settlement offer or attorney-client privileged information. After executive session discussion, any final action or vote taken will be in public. The following subject(s) may be discussed:

- a. Application with TCEQ in Westside/Highway 60 area, near Brushy Water Supply Corporation.
- b. Application for sewer package plant in Nantucket area.

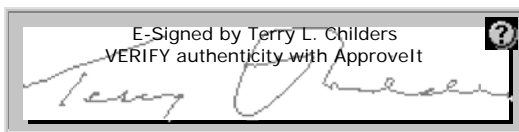
- c. Civil Action No. H-04-4558, U.S. District Court, Southern District of Texas, Houston Division, *College Station v. U.S. Dept. of Agriculture, etc., and Wellborn Special Utility District.*
- d. Cause No. GN-502012, Travis County, *TMPA v. PUC* (College Station filed Intervention 7/6/05)
- e. Sewer CCN request.
- f. Legal aspects of Lease Agreement for No. 4 Water Well and possible purchase of or lease of another water site.
- g. Civil Action No. H-04-3876, U.S. District Court, Southern District of Texas, Houston Division, *JK Development v. College Station.*
- h. Cause No. 06-002318-CV-272, 272nd Judicial District Court, Brazos County, Texas, *Taylor Kingsley v. City of College Station, Texas and Does 1 through 10, inclusive.*
- i. Cause No. 485, CC, County Court at Law No. 1, Brazos County, Texas, *City of College Station v. David Allen Weber, et al.*
- j. Bed & Banks Water Rights Discharge Permits for College Station and Bryan.

Economic Incentive Negotiations {Gov't Code Section 551.087}; possible action

The City Council may deliberate on commercial or financial information that the City Council has received from a business prospect that the City Council seeks to have locate, stay or expand in or near the city with which the City Council in conducting economic development negotiations may deliberate on an offer of financial or other incentives for a business prospect. After executive session discussion, any final action or vote taken will be in public. The following subject(s) may be discussed:

- 1. Spring Creek Business Park
 - 2. Game Day
11. Final action on executive session, or any workshop agenda item not completed or discussed in today's workshop meeting will be discussed in tonight's Regular Meeting if necessary.
12. Adjourn.

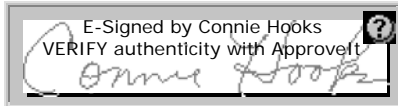
APPROVED:



Deputy City Manager

Notice is hereby given that a Workshop Meeting of the City Council of the City of College Station, Texas will be held on the 14th day of June, 2007 at 3:00 p.m. at the City Hall Council Chambers, 1101 Texas Avenue, College Station, Texas. The following subjects will be discussed, to wit: See Agenda
Posted this 11th day of June, at 2:30 p.m.

*Traditional Values, Progressive Thinking
In the Research Valley*



City Secretary

I, the undersigned, do hereby certify that the above Notice of Meeting of the Governing Body of the City of College Station, Texas, is a true and correct copy of said Notice and that I posted a true and correct copy of said notice on the bulletin board at City Hall, 1101 Texas Avenue, in College Station, Texas, and the City's website, www.cstx.gov . The Agenda and Notice are readily accessible to the general public at all times. Said Notice and Agenda were posted on June 11, 2007 at 2:30 p.m. and remained so posted continuously for at least 72 hours proceeding the scheduled time of said meeting.

This public notice was removed from the official board at the College Station City Hall on the following date and time: _____ by _____.

Dated this ____ day of _____, 2007.

CITY OF COLLEGE STATION, TEXAS

By _____

Subscribed and sworn to before me on this the ____ day of _____,
_____. Notary Public – Brazos County, Texas

My commission expires: _____

This building is wheelchair accessible. Handicap parking spaces are available. Any request for sign interpretive service must be made 48 hours before the meeting. To make arrangements call (979) 764-3517 or (TDD) 1-800-735-2989. Agendas may be viewed on www.cstx.gov. Council meetings are broadcast live on Cable Access Channel 19.

June 14, 2007
Workshop Agenda

Presentation of 2006 Audit Reports and Comprehensive Annual Financial Report

To: Glenn Brown, City Manager

From: Jeff Kersten, Chief Financial Officer

Agenda Caption: Presentation, possible action, and discussion relating to receiving the annual audit reports and Comprehensive Annual Financial Report (CAFR) for the fiscal year ended September 30, 2006.

Recommendation(s): Staff recommends that Council accept the 2006 audit reports and CAFR.

Summary: The City's Charter and Fiscal and Budgetary Policies along with State law require that not less than thirty (30) days prior to the end of each fiscal year, the City Council shall designate a qualified public accountant or accountants who, as of the end of the fiscal year, shall make an independent audit of accounts and other evidences of financial transactions of the City government and shall submit the report to the City Council. Also, the City's budgetary policies require that the auditor jointly review the management letter/audit results with the City Council within 30 days of receipt by the staff.

Mr. Tom Wallis of Ingram, Wallis & Associates will present the results of the fiscal year 2006 audit and present, along with staff, the 2006 CAFR. Mr. Wallis will also be available to answer any questions the City Council may have.

This was presented to the Audit Committee on May 31, 2007.

Budget & Financial Summary: The reports provide a summary of the City's financial position as of September 30, 2006.

Attachments:

1. Comprehensive Annual Financial Report for the Fiscal Year ended September 30, 2006 (Delivered to Council under separate cover)
2. Single Audit Reports (Delivered to Council under separate cover)
3. Management Letter (Delivered to Council under separate cover)
4. Staff response to Management Letter (Delivered to Council under separate cover)

**June 14, 2007
Workshop Agenda
Legislative Update**

To: Glenn Brown, City Manager

From: Kathy Merrill, Assistant City Manager

Agenda Caption: Presentation, possible action, and discussion regarding a state legislative update.

Recommendation(s): N/A

Summary: Dan Shelley was hired last year as the City's state legislative lobbyist. He and Jennifer Shelley Rodriguez came to College Station last December to meet with Council and discuss the City's state legislative priorities for the 80th Texas Legislative Session this past spring. Different legislative issues pertaining to the City were discussed at this meeting, and the consultant team has tracked these issues, notified staff of important hearings, and provided weekly updates on issues important to the City.

Mr. Shelley and Mrs. Rodriguez are present today in order to discuss the results of the recently completed legislative session.

Budget & Financial Summary: N/A

Attachments: N/A

**June 14, 2007
Workshop Agenda
Public Communications Plan**

To: Glenn Brown, City Manager

From: Kathy Merrill, Assistant City Manager

Agenda Caption: Presentation, possible action, and discussion regarding the Public Communications Plan.

Recommendation(s): N/A

Summary: Communications was discussed as one of the City's strategic issues at the Council's mini-retreat in February. One of the goals highlighted was the creation of an aggressive internal and external communications plan.

This proposed plan furthers the City's efforts to form a highly focused communications program and is based on three principles:

- 1) We will keep our citizens informed by providing timely and accurate information about their City government through many types of communication vehicles.
- 2) We will proactively manage our communication issues and plan for communication needs of various constituent groups within the community and organization.
- 3) Our communications and marketing efforts will focus on City services, activities, and programs. We will collaborate with other entities when requested; however, our primary thrust will center on the City of College Station.

The Public Communications Plan also includes a Marketing Plan that suggests basic parameters for the City's future marketing efforts based on needs and requirements.

Budget & Financial Summary: N/A

Attachments:

1. Public Communications Plan



Public Communications Plan

Program Principles

The creation of an effective public communications program for the City of College Station is based on three guiding principles. The three principles are the foundational guideposts for our efforts to form a highly focused communications program.

- 1) We will keep our citizens informed by providing timely and accurate information about their City government. We will use as many different types of communication vehicles as practical to ensure we are effective in communicating factual information.
- 2) We will proactively manage our communication issues and plan for communication needs of various constituent groups within the community.
- 3) Our communications and marketing efforts will focus on the City organization. We will collaborate with other entities when requested; however, our primary thrust will center on the City of College Station and its services, activities, programs, etc.

Communications Plan Elements

The Communication Plan has five elements that establish the focus and purpose of our communications program:

1. Purpose

The purpose of the City of College Station's public communications program is to provide clear and consistent public information and education to College Station citizens; to market our City's assets, programs and services as needed; and to assist with promoting internal communications throughout the City organization. The City government will be proactive in its management of public communications and issues to ensure factual and accurate information is provided at all times.

2. Authority

This plan is established under the authority of the City Manager as established by the City Charter and City Council direction. The City Manager will be responsible for establishing the necessary organizational strategies and recommend to Council required resources to support the implementation of this plan.

3. Annual Plan

An annual plan will be developed to focus on the communication and marketing efforts of the City. The annual plan will identify specific objectives to be accomplished and identify gaps which must be addressed in the coming year.

4. Public Communications Department

The Director of the Public Communications Department will serve as the City's main spokesperson, or Public Information Officer (PIO), and will be designated by the City Manager to speak on behalf of the City organization. We will support the spokesperson with subject matter experts and/or City management representatives when deemed necessary and appropriate to communicate most effectively with our citizens. Additional, subject expert Public Information Officers may be designated for Fire and Police departments to handle departmental issues when required. The Public Communications Director may select, on a case by case basis, various individuals within the City government to speak to technical issues and concerns and will alert management to situations/issues when it may be more appropriate or necessary for elected or appointed officials to speak to the community. In addition, the Public Communications Director and staff will manage public relations for the City government; support the Mayor, Council, City Manager and other organizational leaders in their vital communication functions and activities; support the media in their efforts to cover City government; provide leadership and coordination of City sponsored events and activities; and direct the City's marketing activities and other communications-related activities.

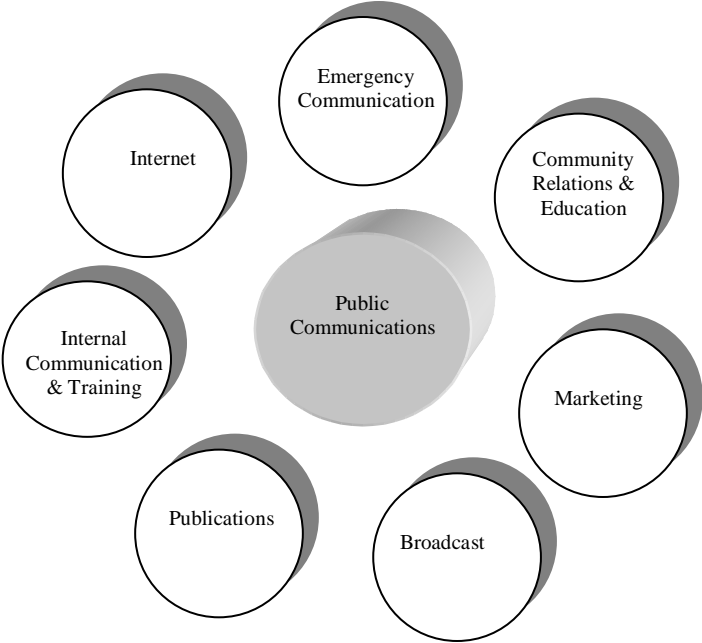
5. Communication Message(s) and Theme(s)

Communication with the public will be based around a set of common messages or themes that reflect the City's values and priorities. The establishment of agreed upon themes assists the organization in presenting a common image and message to our community and internally to the organization. Three broad message themes are established with this Plan:

- a. We are a responsive, customer focused organization.
- b. We are a high performance organization which focuses on results.
- c. We value citizen involvement and foster openness in our business.

Programmatic Design

The Public Communications Department program is integrated around basic functions and services offered by the City of College Station. The schematic presented below depicts the main functions that will be included in the overall program:



1. **Broadcast.** The Broadcast function includes Channel 19, creation of streaming video for the Internet, and the City’s low band radio station. This function is responsible for broadcast materials and information intended for consumption by the community. Broadcasts of City Council meetings, boards and committees, special issues oriented programming, and special events will be provided.
2. **Publications.** This function covers all printed materials disseminated by the City government. Publication standards will be adhered to and consistency with communication themes and marketing plans will be monitored.
3. **Internet Website.** The City Website functions as an open window for our citizens to view their government in action. The day-to-day design and maintenance of the Website will be the responsibility of each department, with departmental content provided by City departments/divisions. Emphasis will be placed on ensuring we are marketing the City effectively, providing up-to-date and accurate information about the City government, and ensuring that this information is easy to locate on the site. Since the Website is one of the City’s most important communication vehicles, the Public Communications Department will have final authority on overall Website content and design

and will work with Information Technology technicians to ensure implementation of any necessary and/or recommended updates and changes.

4. **Community Relations and Education.** College Station has a well developed community education program and a tradition of active citizen involvement and participation. We will continue to be proactive in delivering citizen education programs and community relations programs while identifying gaps where additional programs need to be developed. Program examples would include Citizens University, Heritage programs, programs designed to serve and promote neighborhoods, etc.
5. **Emergency Communication.** This is a preplanned and deliberate function which is triggered by the occurrence of a significant emergency event. This function ensures that vital information is disseminated in a timely fashion to Council, individuals, media and citizens. This function includes communication activities from normal business to full activation of the Emergency Operations Center. The Public Communications Director/City PIO should be the lead information conduit during a community emergency, coordinating closely with emergency first responders, City management and elected officials. Depending on the severity of the emergency, it may be important for elected and/or appointed officials, as well as emergency response and public safety representatives, to address the public directly. In these instances, the PIO's role will be to gather, coordinate and package information, assisting these presenters in delivering concise instructions and details to the public.
6. **Internal Communication.** The Public Communications Department will assist City Management with internal communications to ensure that all City employees are accurately informed about our organization's vision, activities and services so they can serve as informed ambassadors to the community as they go about their interactions with both internal (other employees) and external (citizens) customers. If our organization can keep our employees well informed, then the employees can help keep our customers informed. The Public Communications Department will also identify communications-related training needs for the organization on an annual basis. Specific communications-related training programs will be offered to public officials and the City workforce to improve the overall communication capacity of the organization.
7. **Marketing.** Our marketing efforts will integrate with other communication functions and focus on the City organization. We will collaborate with other entities when requested; however, our primary thrust will center on the City of College Station and its services, activities, programs, plans, etc. See detailed Marketing Plan information in the next section.

Marketing Plan

This section of the Communications Plan addresses the integrated marketing portion of the overall plan. The Marketing Plan presented here suggests basic parameters for the City to develop future marketing plans based on needs and requirements. Specific marketing plans should be developed to cover one- to three-year periods, depending upon what objectives are to be marketed, e.g., future Capital Improvement Plan (CIP) funding programs, City budget adoption, Comprehensive Plan adoption, etc.

Objectives

Our marketing efforts must focus on the City organization as its primary objective. This is not to say we cannot be supportive of our other community entities or collaborate with them on limited purpose marketing efforts. However, our marketing objectives should focus on two major pillars:

1. Focus on the City of College Station organization.
2. Focus on the services provided and our people who deliver the services.

Establish a Clear Brand for City Government

We will tie together all of our marketing efforts into a common brand that defines who we are and what we do on behalf of the citizens of College Station. Branding provides a clear promise to our citizens of what to expect and what we will deliver. We will stay on target with our message(s) and be consistent in our marketing efforts. We will sharpen our image as an organization through a deliberate effort to brand ourselves as a responsive, customer-oriented business. Our brand should be quickly identified and accepted by our citizens and employees.

Four potential branding slogans have been identified for possible use:

- *Simply Better ...*
- *College Station, the spirit is alive*
- *Uniquely, College Station*
- *We take care of business*

Branding mottos, slogans or tag lines can be changed from time to time to reflect the needs of the organization or to launch a new marketing initiative. When selected, they need to be used consistently throughout the organization on all printed and visual materials. They need to be simple and catchy.

Communication Themes

Communication themes offer a clear and simple means to integrate and focus both our communication and marketing efforts. The three broad communication themes identified in the Communications Plan objectives are also incorporated into the marketing plan:

- a. We are a responsive, customer focused organization.
- b. We are a high performance organization which focuses on results.

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- c. We value citizen involvement and foster openness in our business.

Marketing Plan Elements

The integrated marketing plan must address at least five elements:

1. Promote the quality of life in College Station, as enhanced by City services.
2. Establish satisfaction levels and understanding of City services.
3. Establish an understanding of how tax dollars, fees and charges are used.
4. Increase key constituents' (see below) awareness and perception of the City organization.
5. Fully support the Communications Plan.

Key Constituencies

We must serve several constituent groups. The Marketing Plan should be tailored to address key constituent groups together with their needs and understanding of City government. Key constituent groups include:

- Residents of College Station (including students) who use our services
- Taxpayers (both ad valorem and sales tax)
- Voters
- Business owners
- Visitors
- Outside raters (Bond rating agencies, "best" poll raters, etc.)

Values and Strengths

College Station has a number of strengths and strong values. As our Marketing Plan develops, our strengths and values form a cornerstone for our efforts.

- We are the home of Texas A&M University.
- Our employees and City services are committed to enhancing the quality of life in the community.
- Our citizens and employees are helpful and supportive.

Marketing Vehicles

The selection of marketing vehicles to deliver the message(s) developed during the marketing plan should be done in a way to ensure success. Several vehicles are most appropriate for the City organization.

- **Personal contact.** This is a highly viable vehicle for the Mayor, Council, City Manager, key organizational leaders and City employees.
- **Limited purpose advertising.** On a limited basis we can use advertisement to promote the Electric Utility or other proprietary functions to increase awareness of our services.
- **Publications.** Publications can be used to provide factual information, identify benefits, identify service offerings or explain issues. Newspaper opinion/editorial pieces can also be effective in explaining complex issues.

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- **Broadcasts.** Channel 19 is a significant information dissemination and issue development tool. The low band radio station is an additional communication tool at its disposal.
 - **Single spokesperson.** The designation of a single spokesperson to present a common face and coordinated public relations efforts on behalf of the City organization.
 - **Website.** The City Website is a major information resource that can and should be used as a City marketing vehicle.

Single Manager for Marketing

The Public Communications Department is designated to coordinate all marketing activities throughout the organization based on the established marketing plan. While the cross-departmental Marketing Team and individual departmental units will be expected to contribute to the overall marketing plan, the City's Public Communications Department will be responsible for insuring the plan is fully implemented.

Evaluation

The results of our marketing efforts will be evaluated at least annually. Our marketing efforts will be evaluated based on:

- 1) Annual customer satisfaction surveys conducted on City services
- 2) Objectives established in our marketing plans

New Initiatives for Public Communications Plan

The implementation of the Public Communications Strategy will require the implementation of several new initiatives:

New broadcast programs

New broadcast programs designed to assist the City to fill in current gaps in information dissemination.

City Talk (The City Show)

- Interviews with College Station elected and appointed officials on timely topics and issues.
- Highlights of special projects, issues and concerns.
- Special guests to the community.
- TAMU Officials.

City Showcase (Highlight City services and programs)

- Present programs, activities and information about the many services provided by College Station. In addition, consider adding selected nonprofits which the City funds and supports, such as the Boys & Girls Club.
- New and planned services, such as capital improvement projects, new offerings and activities.

Parks and Recreation Review (The Beachy Show). Because PARD is such an integral part of the community, provide a seasonal program to highlight PARD activities.

CSTV News broadcast. News report on upcoming events and services. Create new edition every other week. Repeat daily at consistent, designated times. Should include a preview of upcoming City Council, Planning Commission, Comp Plan and PARD meeting agenda highlights in a news format, among other items.

Additional meeting broadcasts

In addition to City Council and Planning Commission meetings, add PARD board meetings to live broadcasts. Add other important board and commission meetings to the mix based on timeliness, studio and broadcast staffing availability, i.e. Comprehensive Plan Committee.

Other initiatives

1. Increase community awareness of current City information by publicizing the opportunity citizens have to receive all City news releases by e-mail.
2. Produce a quarterly column by the City Manager to be published in the local newspaper, in the City employee newsletter and on the City Website.
3. Broadcast and publish an annual *State of the City* report.
4. Develop a comprehensive marketing program to guide decisions and actions of the Public Communications Department and Marketing Team.
5. The Public Communications Department will review all written material, video programs/public service announcements and other advertising/marketing vehicles planned for public distribution to ensure they are consistent with the City's communications and marketing plans and policies.
6. The Public Communications Department will assist City public officials in being connected to the community and effective in helping the City accomplish its communications and marketing strategies.
7. Create public relations profiles for each City public official by interviewing them to determine their priorities, communication styles, issues that are important to them, etc.
8. Create a Speaker's Bureau to handle requests for City speakers, including staff members and public officials. Speakers may request that the Public Communications Department research topics/issues and/or create or assist with talking points and/or presentations (PowerPoint, printed handouts, etc.) for public speaking engagements.

Communications Plan Objectives

This plan suggests five specific objectives to be accomplished:

1. Establish a single spokesperson (Public Communications Department Director) to communicate on behalf of City government.
2. Integrate the following communication themes throughout the organization:

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- We are a responsive, customer focused organization.
 - We are a high performance organization which focuses on results.
 - We value and encourage citizen involvement and openness in our business.
3. We will complete a survey of City officials, including the Mayor, City Council members and City Manager's office, to identify what they need to be more effective in communications.
 4. We will develop the required organizational structure to support the implementation of this Communications Plan.
 5. Develop an integrated Marketing Plan which supports the Communications Plan.

Evaluation

At least annually, an evaluation will be conducted on the effectiveness of the Communications Plan. The evaluation will be based on the implementation of the annual plan, consistency with this plan, and specific results achieved during the evaluation period.

Financial Impact

Launching an expanded Public Communications program will require additional resources.

June 14, 2007
Workshop Agenda Item
Animal Ordinance Review

To: Glenn Brown, City Manager

From: Michael Clancey, Chief of Police

Agenda Caption: Presentation, discussion, and possible action regarding the process for review of animal related ordinances for all affected entities.

Recommendation(s): Staff recommends the Intergovernmental Committee (IGC) evaluate the process for review of animal control ordinances at the policy making level.

Summary: In August 2004, the Inter-Governmental Committee (IGC) directed representatives of Brazos County, Brazos Animal Shelter, Bryan and College Station to review current animal related ordinances. For various reasons, this review became inactive but was reactivated once a new director for the Brazos Animal Shelter was named. Currently, the committee is anticipating completion of a rough draft of the new ordinances in the fall of 2007.

Budget & Financial Summary: None at this time.

Attachments: None

**June 14, 2007
Workshop Agenda
2007 Council Retreat Planning**

To: Glenn Brown, City Manager

From: Jeff Kersten, Chief Financial Officer

Agenda Caption: Presentation, possible action, and discussion on the proposed annual City Council Planning Retreat.

Recommendation(s): Staff recommends Council provide any direction on the planning of the retreat.

Summary: Each year after the May municipal election the City Council holds a planning retreat. Due to the fact that there will be a runoff election this year, the planning retreat will not be able to take place until after the June 23rd runoff election. The retreat is currently planned for July 16th and 17th.

The purpose of the retreat will be to provide the City Council an opportunity to provide direction on the Strategic Plan for next year. It is also proposed that the City Council consider having a teambuilding component to the retreat.

This item is an opportunity for the City Council to provide any direction regarding the planning and content of the retreat.

Budget & Financial Summary: N/A

Attachments:
N/A