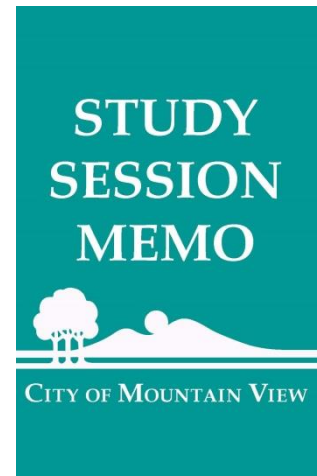


DATE: February 7, 2017

TO: Honorable Mayor and City Council

FROM: Daniel H. Rich, City Manager

TITLE: **Facilitated Workshop for Council Team Building**



In November 2016, the Council Goal-Setting Committee (Mayor Showalter, Vice Mayor Rosenberg, and Councilmember McAlister) met and recommended the Council have a facilitated work session in early 2017 focused on how the Council works together and with staff, as was done with the new Council in 2015. As a result of that, staff prepared a simple RFP for consultants and the Committee interviewed the top two candidates in December. After the interviews, Shawn Spano was selected to facilitate the 2017 session, as he did in 2015.

The purpose of the session is to provide a venue for informal and sustained dialogue between Councilmembers, focused on enabling the Council to better understand each other, discuss how the Councilmembers hope to work together to maximize effectiveness, and to discuss how to interact with staff and other stakeholders. Mr. Spano interviewed all seven Councilmembers on these topics as part of his work to build an agenda for the meeting. The summary notes from those meetings can be found in Attachment 1 and the proposed agenda is Attachment 2.

The meeting will be on Tuesday, February 7, 2017, at 2:30 p.m. in Community Room at the Library and is expected to conclude around 5:30 p.m. The City Manager, City Attorney, City Clerk, and department heads will be in attendance, but the primary intent is for Council to have a discussion amongst the members and to develop a tangible work product around "How We Work Together."

Attachment 3 to this memo is the full Council Code of Conduct, including the five-page summary which each Councilmember is asked to sign upon taking office. The Code outlines many of the standards the City has for working together. This is provided as additional context for the meeting and also in case any changes to it are desired.

DHR/ASR/7/CAM
614-02-07-16SS-E

Attachments: 1. Council Interview Summary Notes
2. Proposed Agenda
3. [Council Code of Conduct](#)