



MINUTES
City Council Annual Retreat
February 10, 2024 at 9:00
Coburg City Hall
91136 N Willamette Street

MEMBERS PRESENT: Nancy Bell; Mayor, John Fox, Cathy Engebretson, Claire Smith, John Lehmann, Alan Wells

MEMBERS ABSENT: None

STAFF PRESENT: Adam Hanks; City Administrator

WELCOME

RETREAT SUMMARY

Mayor Bell opened the meeting with a thank you to Council for dedicating an almost full day of a weekend to working on future Council planning and goalsetting for the community.

Hanks then welcomed and thanked everyone for attending and went through the planned agenda for the day stating that the structure is open to changes in order and topic time limits are only approximate to help keep the process on track and completed by the agreed upon finish time of 3:00.

Hanks went through the agenda packet briefly describing each of the documents, stating that the overarching objective is to ensure that the draft "Framework" document adequately contains the broad objectives that Council is interesting in having staff work on and present to Council over the next 18-24 months.

Hanks provided a summary of the current year (FY23-24) Council adopted workplan indicating that there were 88 individual tasks/actions sorted within seven categories/headings. Hanks urged Council to consider elevating the discussion towards more policy level goals and objectives that then allow staff to develop action plans and individual tasks that support and implement the objectives at a later date. Hanks also noted that many of the current tasks/actions have been worked on and many more accomplished as displayed in the FY23-24 Workplan spreadsheet in the packet that is sorted by category and also by status.

Hanks noted that most of the tasks/actions that have not yet been completed fit within the draft Framework in one way or another and staff will continue to move forward and update Council on these items as time goes by.

To test the adequacy of the draft Framework, Council was asked to individually develop their top three issues in three timeframes; 1-2 years (short term), 5-7 year (mid-term), 7 + years (long-term). Council then placed their issues on the wall board and Hanks went through each asking questions, sorting the issues into groups and verifying with Council where each best fits within the draft Framework document.

Hanks and Council also discussed Commission and Committee goals and workplans and the Council's role in shaping the work of these advisory bodies. Hanks noted that the majority of the Framework objectives connected with Commissions and Committees, some fundamentally and some at least ancillary.

Council agreed that, with the understanding that resolution to the prior issue of use/closures of alley rights of ways would fall within the Code Compliance Review and Strategy Framework objective, all issues raised in the "Three Big Things" exercise fit within the draft Framework document and it was ready for formal review, deliberation and approval at the next regular Council meeting.

Council then discussed a number of current project details, along with general questions and answers on items of interest. A question was raised regarding local historic districts and how preservation related regulations are enforced. Hanks committed to providing follow up information to Council at a future meeting.

RETREAT ENDED at 2:40 PM

APPROVED by the City Council of the City of Coburg on this 9th day of April, 2024.

Nancy Bell, mayor of Coburg

ATTEST: _____
Sammy L. Egbert, City Recorder