



COBURG CITY COUNCIL

ACTION ITEM

Adoption of 2024-25 Council Goals (Framework for Continued Progress)

Meeting Date	Staff Contact	Email
March 12, 2024	Adam Hanks, City Administrator	Adam.Hanks@ci.coburg.or.us

REQUESTED COUNCIL ACTION

Staff requests Council approval to formally adopt its Council Goals for Fiscal Year 2024-25 titled “City of Coburg Framework for Continued Progress. The framework contains five categories and 20 objectives (four for each category) that will guide the work of Council and staff over the next fiscal year and likely well beyond.

Suggested Motion

I move to adopt the City of Coburg Framework for Continued Progress as the common Goals and Objectives to be utilized as the basis for future Council, staff and financial planning over the course of the upcoming 2024-25 fiscal year.

BACKGROUND

At its February 10, 2024 full day retreat, Council spent considerable time reviewing the proposed framework document alongside the current year, adopted Council Goals and workplan. The staff recommendation was to “elevate” the Council goals process and document to function as a stepping stone to a more robust strategic plan process for 2025.

The framework is intended to provide Council, staff and the community with an understanding of the full scope of the work necessary to move forward the policy and project directives and desires of the Council, as informed by staff and the community.

The document differs from prior years in that the categories have been reduced from seven to five and the objectives have been drafted to enable individual tasks and actions to be better organized under more comprehensive and strategic plans, strategies and projects.

As part of the Council retreat, Councilors were asked to list their top three issues/projects/concerns in each of three categories: Urgent/Current (1-2 years), Mid Term (3-5 years and Long Term (7 + years). In reviewing the board, discussing the items to ensure group clarity of the individual comment, Council and staff sorted and group the responses and compared them against the proposed Framework Objectives and collectively determined that all of the issues/projects/concerns were able to fit or be somehow nested within the framework

objectives. The exercise and resulting discussion solidified the collective agreement to move the draft framework forward to a Council business meeting for final review and adoption.

RECOMMENDATION

Staff recommends adoption of the framework and objectives as the initial broad basis for future work planning at both the Council and staff levels.

BUDGET / FINANCIAL IMPACT

Adoption of the Framework does not, in of itself, have budget impacts aside from staff time in the document preparation and facilitation of the Council discussion of the document. The framework does provide a roadmap for a number of initiatives that will have significant budgetary and financial impacts for the upcoming fiscal year and beyond.

PUBLIC INVOLVEMENT

The initial framework concept was provided to Council and briefly discussed at the January 9, 2024 Council meeting. The complete Framework with objectives was provided to Council in advance of the February 10, 2024 Full day retreat. Both meeting packets were posted to the City website and available to the community. Additional public involvement is a critical component to the success of the Framework and will be developed in coordination with Council as the Framework further evolves to a Strategic Plan. See below for specific Framework Objectives that will further public involvement in shaping and supporting future planning for the City of Coburg as an organization and as a community.

- I Our Community - #2 Community Communication and Engagement Plan
- III Our Government - #4 Strategic Planning

NEXT STEPS

Upon adoption, staff will incorporate the framework into its work planning efforts and will expand the document by adding objective tasks/actions, priority/timelines, costs as applicable, etc with a longer term goal of evolving the document and process into a formal Strategic Plan.

ATTACHMENTS

1. City of Coburg Framework for Continued Progress - Draft