**City of Blaine**

Winter Retreat agenda for: BO, MLS, MJ, SC, LT

Monday, March 2, 4:30-8:30 PM

Blaine Harbor Boat House

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| **Time** | **Activity** |
| 4:30 | **Welcome / Introductions / Agenda (Michael, Bonnie, Laura)**   * Message from Michael Jones * Message from Mayor Bonnie Onyon * Retreat format, all participating as equals, Laura facilitating |
| 4:35 | **Opening of Retreat/Objectives/Norms (Laura)**  **Objectives of Retreat**   * Review Council Priorities as guide for 2020/2021 Strategic Plan * Presentations of current workplans from staff * Discuss working norms and ways to improve communication   **What is the vision of council and staff working successfully together?**  **Flip Chart** (Input from staff and council as they arrive)  **Icebreaker –** Step in / Step out |
| 4:55 | **Communication (Laura)**  What are the core values underneath the **vision of success**?  **In one group, start with pair share.**  *With the vision of a successful council working together… what shall we*  *Continue doing?*  *Start doing?*  *Stop doing?*  *What are our non-negotiables?*  **Two Groups (Council and Staff Separate)**  *What can the council ask and offer the staff/what can the staff ask and offer the council? Can use specific items like:*  Council Packet/Requests for Council Action  Study Sessions   * Analysis of recommendations – effectively communicated with appropriate level of detail * Feedback and Direction – ways to facilitate more feedback   **Communication Commitments** |
| 5:40 | **Dinner Break** |
| 6:00 | **Working dinner - Staff report out – 2020 work plans (Staff)**  Leading with Michael |
| 7:30 | **Dessert Break** |
| 7:40 | **Council Priorities (Mayor Onyon)**  As council we are creating policy level directions and set the bigger pictures.  Lots of priorities – if everything a priority there are no priorities (tier one or tier two) Can we trim this list  **Review Council Priorities and identify edits** (Economic Development?)   * What are the main priorities? * How does this fit into the 20-year plan?   **What else about your Council Priorities would be important for Michael and staff to know to be successful with their Strategic Plan?**  **High-level outline of 2020/2021 Strategic Plan Includes (Michael)**   * Council Priorities * 20-year vision * Executive summaries of city planning documents |
| 8:15 | **What is still needing time and attention?** |
| 8:20 | **Collective achievement from today activity**  Last reflections, next steps, recognition |
| 8:30 | **Adjourn** |

**Laura Brings**

All Facilitation Materials (Flip Charts, Pens, Post its, Dots)

**Sam Brings**

Participant Agenda

Handouts - as determined

Meal planning