

CITY OF McMinnville  
SPECIAL CALLED MEETING – COUNCIL RETREAT MINUTES  
of the McMinnville City Council  
Held at the Police Department Training Room  
McMinnville, Oregon

Tuesday, January 25, 2019 at 8:30 a.m.

Presiding: Scott Hill, Mayor

Recording Secretary: Jensen Strategies, LLC

Councilors:	<u>Present</u>	<u>Excused Absence</u>
	Remy Drabkin	
	Adam Garvin	
	Zack Geary	
	Kellie Menke, Council President	
	Sal Peralta	
	Wendy Stassens	

Facilitators: Erik Jensen  
Jeff Aprati  
Emily Ramelb

1. **WELCOME**

Mayor Hill called the meeting to order at 8:40 a.m. He delivered welcoming remarks, explaining that the purpose of the retreat was to provide an opportunity for the Council to enhance their working relationships, connect with each other, and collaborate on important policy priorities.

2. **RETREAT OVERVIEW**

Facilitator Erik Jensen underlined the importance of team-building efforts. He explained that the retreat was split into two sections – one reserved for only the Council, and the other for both Council and staff. This approach would provide an opportunity for Council members to focus on their interpersonal dynamics while also preserving time to collaborate with staff leaders.

3. **COUNCIL INTRODUCTIONS**

To provide a chance to learn more about each other, Council members were asked to share with the group: (A) What are the values you hold as a Councilor? (B) What are your two biggest policy priorities? (*The Council also shared ‘fun facts’ about themselves.*)

A: Values:

- Civility\*
- Equity and inclusion\*
- Integrity\*
- Love for McMinnville and its history\*
- Accepting responsibility
- Accountability
- Apolitical approach
- Blue collar perspective
- Compassion
- Connectivity with residents
- Courage
- Energy
- Focus on success for the whole
- Genuine listening
- Giving credit to others
- Humanism
- Humble confidence
- Joy of public service
- 'Level 5' leadership
- Maintaining the Council's positive momentum
- Mutual respect
- Optimism
- Rational yet passionate policy approach
- Reluctance to increase revenue to maintain service levels
- Simplicity
- Trust
- Valuing diverse perspectives
- Work-life balance

### B. Policy Priorities:

- Housing / Homelessness\*
  - Increasing workforce housing
  - Addressing camping within the community's quality of life standards
  - Ensuring diverse and affordable housing options
- Economic development\*
  - Promoting economic diversity
- Public Safety\*
  - Staffing for Fire
  - Spearheading Fire District efforts
- Growth
  - Slow, internal growth
- Fiscal stewardship
  - Addressing the budget shortfall
  - Cost of services growing faster than revenue
  - Living within the budget and maintaining services
  - Securing adequate revenue for Strategic Plan goals
- Other
  - Developing the potential of the airport
  - Environmental protection
  - Parks and open space
  - Proactively addressing challenges
  - Protecting the City's assets

#### 4. **COUNCIL GROUP AGREEMENT**

The facilitator led the Council through a discussion of the "Council Group Agreement" document, which articulates a series of principles the Council agrees to uphold regarding their mutual interactions, behavior, and conduct of business. The McMinnville Council has for many years conducted itself with a high degree of civility and decorum, and the Group Agreement is reflective of this commitment.

The Council considered whether any elements of the document should be updated or edited.

Following the conversation, the Council determined that a *more in-depth discussion was necessary* regarding this document, as well as the “Roles and Responsibilities of Mayor, Council and City Manager” document, adopted in 1991. The Council will ask the City Manager to schedule a Council Work Session to consider and potentially revise these items.

Though the Council tabled these topics for a future Work Session, the following topics were discussed:

- The importance of decorum, including genuine mutual respect and consideration of language used in discussion, despite any potential attacks from outside the body. The Council agreed that they serve an important role in setting a positive example for the community.
  - Council members consider themselves to be “on the same team”. If one Councilor is unfairly criticized outside the City (e.g. a member of the public, an organization, etc.), the rest of the team agrees to support that individual.
- Regarding Group Agreement provisions #14 and #16 (related to sharing / soliciting points of view on policy matters and providing advance notice of impending legislative developments), the Council discussed the need to balance the expediencies of proactive conversation with the imperative to remain compliant with Oregon open meetings laws. Ideas offered included utilizing the City Manager to assist with disseminating information, and discussing policy issues during a designated Councilor comment period, perhaps at the beginning of Council meetings.

5. **ADJOURNMENT:** Mayor Hill adjourned the Special Called Meeting at 10:15 a.m.

s/s Melissa Bisset  
City Recorder