



Council Retreat & Goal Setting Session Minutes

February 22nd, 2021

Members of Council met February 20th, 2021 in the Community Room for a retreat and goal setting discussion at City Hall, Brownsville, Oregon at 9:30 a.m. to 12:30 p.m. Goal setting, open to the general public, began at 11:30 a.m. The goal setting session was tabled and reconvened, with notice, on February 22nd, 2021. Council set the original meeting at their December 15th, 2020 Regular Session.

Present: Mayor Ware, Council President Hansen, Councilor Gerber, Councilor Neddeau, Councilor Thompson, Councilor Craven, Council Humphreys, Administrative Assistant Tammi Morrow & City Administrator Scott McDowell.

Public: No one was present.

McDowell provided Council review and some training elements on key concepts. McDowell presented the slides attached to these minutes as reference. Council received an agenda, staff professional profiles, staff job descriptions, FY 2021.2022 goals for consideration, Council values, and FY 2019.2020 Council goals. McDowell talked about the City's retirement system and why it is difficult for the City to recruit top positions. Brownsville is not a member of PERS and started retirement for employees about 17 years ago. The City offers health care benefits to employees who work 32 or more hours per week. McDowell explained how the organizational culture was transformed. Organizational development slides were shown, and McDowell explained the theory behind the management changes.

McDowell discussed continuity of leadership and showed the Council and Staff tenures with the City. Continuity has been a major factor in the success of the City over the last fifteen years. Building solid relationships, being committed to success, sharing organizational values and principles has built a lot of organizational and community pride. The City has used agreements to ensure that citizens and civic organizations are able to complete their missions and achieve their goals.

McDowell talked about the Council-Manager form of government. He shared risk models the City uses to make decisions. He talked about Councilor's roles in the organization as well as the community and highlighted a few ways to interact with others. McDowell reviewed the Process of Progress and talked about learning to work with others to accomplish shared goals. He talked about the nature of complaints versus concerns and knowing how to handle each appropriately and effectively. McDowell showed the time commitment made by Council members over a year.

McDowell talked about the bell curve and ways to think about progress on different levels from goals to staff improvement.

Council went through a development exercise. McDowell discussed the difficulties Council and Staff have experienced over the years with the development of McFarland Cascade, Dollar General and River's Edge Subdivision. McDowell also reviewed the basics of Oregon Drainage Law.

Council talked about meeting conduct and ways to improve. Council held a lengthy discussion about meeting in-person. The City has too many laws to follow to meet in person. Public Meetings Law coupled with the Pandemic restrictions make it too difficult mainly because the City has a lot of regular attendees. The City cannot prevent anyone from attending a public meeting. The requirements handed down by Governor Brown are too restrictive to work for any of the City's spaces. The gymnasiums in town have acoustical challenges that cannot be overcome and tying the Council Room and the Community Room together comes with a \$33,000 price tag.



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Council Gerber felt like she should do more research on issue brought before Council. Councilor Thompson and Hansen both felt the same way. Trying to be more informed on all the issues of Council would lead to better debates and conversations.

After lunch was served, the room was open to the public for discussion of goals for 2021 and 2022. McDowell discussed the plans that were already underway including the renovation of the Rec Center and the Pioneer Park Pavilion, the Downtown Sanitary Sewer line and the impending Water Treatment and Distribution improvements in 2024. McDowell talked about the River's Edge Sanitary Sewer line extension, the GR 12 waterline extension and the Calapooia riverbank erosion in the Park. McDowell shared some "creative" ways to finance all these improvements, however the cost to the citizens would be tremendous. McDowell reminded the group of the bonding limit imposed by the refinancing of \$2.4M until February 2024. McDowell said the Pandemic stalled many projects Council was working. Many of these projects should continue.

Councilor Gerber and Councilor Hansen went through the proposed goals item by item. Each member had an opportunity to talk about the item and ask questions. Discussion ensued with each Councilor participating on items that they asked to be included. Topics included the sidewalk program, Kirk Avenue, BMX track, equity & inclusion, and gatherings.

The meeting was tabled to reconvene on Monday, February 22nd, 2021 at 6:30 p.m.

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- Reconvene -

Councilors jumped into consolidating goals, discussing possible elimination of other items. Discussion ensued. Members discussed continuing priorities such as the Rec Center renovation, the Pavilion, GR 12 water line among others. The Land Inventory process was discussed. Several items were added to that project for consideration. Camping and recreational immunity were briefly discussed. No decisions were made. McDowell indicated that he would bring a few the slides for discussion and for final decision at the upcoming Council meeting tomorrow night.

The meeting adjourned at 7:50 p.m.

ATTEST:

Scott McDowell
City Administrator

APPROVED:

Don Ware
Mayor