

CITY COUNCIL RETREAT & GOAL SETTING MINUTES

February 25, 2023 at 9:00 AM

Wilsonville City Hall

A Retreat and Goal Setting of the Wilsonville City Council was held at the Wilsonville City Hall beginning at 9:00 a.m. on Saturday, February 25, 2023.

PRESENT

Mayor Fitzgerald Council President Akervall Councilor Linville **Councilor Berry** Councilor Dunwell

STAFF PRESENT

Amanda Guile-Hinman, City Attorney Andy Stone, IT Director Bryan Cosgrove, City Manager Chris Neamtzu, Community Development Director Delora Kerber, Public Works Director Dwight Brashear, Transit Director Jeanna Troha, Assistant City Manager Keith Katko, Finance Director Kimberly Veliz, City Recorder Kris Ammerman, Parks and Recreation Director Matt Lorenzen, Economic Development Manager Robert Wurpes, Chief of Police Shasta Sasser, Library Director

Consultant Sara Singer Wilson of SSW Consulting supported by Ashley Sonoff facilitated the Retreat and Goal Setting.

CALL PUBLIC MEETING TO ORDER

The Mayor called to order the Retreat and Goal Setting at 9:01 p.m.

WELCOME + AGENDA OVERVIEW: center on purpose and intention

The Consultant provided an overview of the agenda and expected outcomes.

Next, Council and staff competed in the Team Warm-up Marshmallow Challenge.

The group then discussed ground rules necessary to make the Retreat and Goal Setting successful.

Next, the Mayor shared some welcoming comments.

The Consultant shared a review the Goal Setting process.

ENVIRONMENTAL SCAN: build a shared understanding of the current environment

Councilors and City staff acknowledged 2021 -2022 accomplishments. This was followed by a City of Wilsonville environmental scan that reviewed work underway or in the pipeline, input from boards/commissions, and other context considerations.

CITY COUNCIL GOAL DISCUSSION: Goal Review + Idea Mapping

Discussion ensued on the current vision and goals of Council.

Council and staff were separated into groups to brainstorm refinements and new goals for the next two years. The groups the reported back to the larger group on the ideas they came up with during the brainstorming exercise.

CITY COUNCIL GOAL DISCUSSION: GOAL REFINEMENT

Council and staff discussion ensued in order to refine and clarify proposed goals.

REVIEW

There then was a review 2023-2025 Council Goals.

REFLECTION + WRAP-UP

Due to a lack of time the team agreement discussion was skipped.

The Consultants shared the next steps in the Goal Setting process.

Reflection on the goals and the day occurred before the adjournment of the Retreat and Goal Setting.

Attached are the Retreat and Goal Setting graphic notes with additional details of items discussed and the draft Council Goals.

ADJOURN

The Retreat and Goal Setting adjourned after 3:00 p.m.

Respectfully submitted,

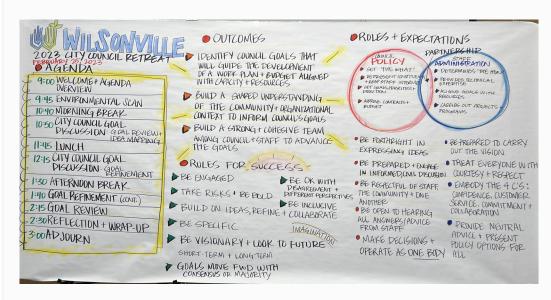
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Kimberly Veliz

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Kimberly Veliz, City Recorder

WELCOME + AGENDA OVERVIEW



AGENDA 9:00 AM Welcome + Agenda Overview 9:45 AM Environmental Scan 10:40 AM BREAK 10:50 AM City Council Goal Piscussion: Goal Review + Idea Mapping 11:45 AM LUNCH 12:15 PM City Council Goal Discussion: Goal Refinement AFTERNOON BREAK 1:40 PM Goal Refinement, con't

Marshmallow Challenge Warm-up Activity

How did it feel in the beginning? Chaos, lots of ideas going around

Goal Review

2:30 PM Reflection and Wrap-up

Adjourn

2:15 PM

3:00 PM

How did you get started? Did you assign roles? Did you check in on skill sets?

What about when you hit some frustration or roadblocks?

Humor, reinforcements, helping each other

When you're faced with challenges, how do you face them?

Group 1 Kristin Katie Bryan Kris Shasta

Group 2 Julie Amanda Dwiaht Andy

Group 3 Joann Chris Rob Kim Jeanna

ROLES Sara Wilson SSW Consulting Facilitate, guide the process Participate and engage City Staff (P) (P) **RULES**

OUTCOMES Identify City Council goals that will plan and budget that aligns with staff capacity and resources Build a shared understanding of the community and organizational context to inform the Council's goal discussion Build a strong and cohesive team among the Council and with staff to advance the Council's goals

Be engaged Take risks + be hold Build on ideas, refine + collaborate together Be specific - clearly defined goals Be visionary and future-focused: short-term and long-term

Be okay with disagreement + different perspectives

Be inclusive and collaborate

Goals will move forward with consensus or majority

POLITICS + ADMINISTRATION

HOW THE POLES EVOLVED

GOVERNANCE 101: · MAYOR- COUNCIL · COUNCIL MANAGER

THE POLITICS ADMINISTRATION DICHOTOMY
THE THEORY THAT CONSTRUCTS THE BOUNDARIES OF PUBLIC ADMINISTRATION

HAGEPTS THE NORMATINE PELATIONSHIPS

BETWEEN ELECTED OFFICIALS + ADMINISTRATIC

IN A PEMOCRATIC SOCIETY

B

PARTNERSHIP!

SET'THE WHAT DETERMINES'THE PEPPEGENT CONSTITUENTS KEEP STAFF INFORM

SET GOALS, PRIORITIES + DIRECTION APPROVE LONTE BUDGET

PROVIDES TECHNICAL EXPERTISE ALIGNS GOALS WITH PESOURCES CAPPLES OUT PROJECTS + PR

EXPECTATIONS:

Be forthright in expressing

Be prepared and engage in informed, civil discussions

 Be respectful of staff, the community, and one another Be open to hearing al

answers/advice from staff

 Make decisions and operate as ONE BODY

Be prepared to carry out the

Treat everyone with courtesy and

Embody the 4 C's: Confidence, Customer Service, Commitment, and Collaboration

 Provide neutral advice and present policy options for all

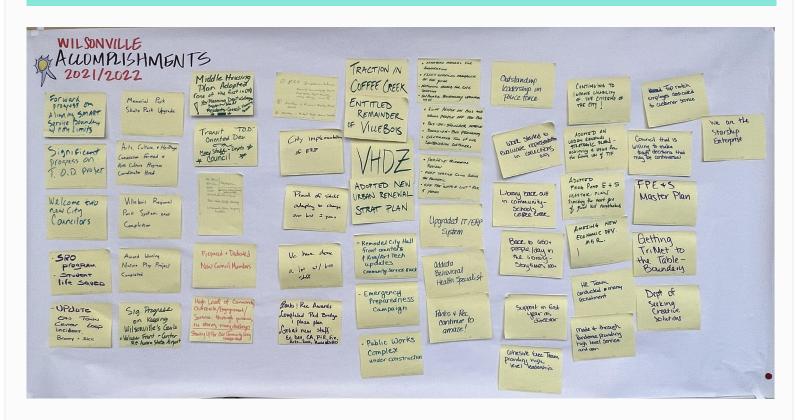








2021-2022 ACCOMPLISHMENTS



SRO Program - life saving of student	Update on town center	Memorial Park Skate Park update completed	New Arts Culture program and hired Arts Coordinator	Nature Park project completed and won some awards	Forward progress aligning SMART service boundary with city limits	Transit celebrated Centenarian community members	Perfect triennial review with	Added behavioral health specialist	Parks and Rec
Significant progress keeping goals moving forward on airport	Middle housing update completed	Transit- oriented development	City response to natural disasters, pandemic	Libraries staying open during COVID	Welcome new Council members	Shout out to being welcoming and supportive	Library back to pre- pandemic levels	Library community events back up	Work started to evaluate representation in collections
Smart shoulder program	Prepared and dedicated new Council members	High level of community outreach, engagement, service	ERP implementation- huge lift	Excellence in Finance Reporting award - 25 years going strong	GFOA award for budget	New and wonderful ED Manager	HR conducted many successful recruitments	Remained open and provided high-level service during pandemic	Proud of executive team and leadership
Proud of staff for adapting to a lot of change recently	Proud of IT staff work with limited staff	Parks and Rec awards	Completed pedestrian bridge and plaza plan	Wonderful new staff members	Significant progress on TOD project	Adopted Frog Pond E + S plans	Getting TriMet to the table on Boundary	Dept of seeking creative solutions	We are the starship enterprise where people want to be!
Traction with Coffee Creek project	Entitlement remainder of Villebois	Vertical housing zone	New Urban Renewal Strategic Plan adopted	Remodeled City Hall front counters for better community service	Welcome two new City Councilors	Outstanding leadership in police force	Urban renewal strategic plan	Amazing staff	Great Council willing to make tough decisions
Emergency preparedness campaign	Public works complex under construction	Fleet Services Manager of the Year award	Transit national awards	Free wi-fi on all buses	Bus on shoulder service to operate on Interstate	Improving livability	Adopted Frog Pond E + S master plans		



ENVIRONMENTAL SCAN

WILSONVILLE ENVIRONMENTAL SCAN OTHER CONTEXT CONSIDERATIONS ECONOMIC CLIMATE POUTICAL FACTORS O WOPL UNDERWAY + IN THE PIPELINE OBOARDS + COMMISSIONS INPUT ECONOMIC CLIMATE: COMMUNITY NEEDS - DRY TRANDS/NEEDS · STAFFING, IN FLATION, UNCERTAINTY OCD: PLANNING - HOUSING, CLIMATE, EQUITABLE COMMUNITIES, HOUSING NEEDS ANALYSIS TOP, TOWN CENTED IMPLEMENTATION, EQUITABLE HOUSING SPATEGIC PLAN, TRANCE SYSTEM RUAN 1 PARKS + RECREATION PMORTGAGE PATES UP · DELESSION PLANNING · PERMIT FEE UNCERTAINTY @ ECONOMY DEVELOPER PENVANDS PLAN AHEAD-THINK OF '08 · PISING INTEREST DATES BOULD INFO STRUCTURE PROJECTS CHURCHINGE CLUT CAPITAL PROJECTS - THE BADD PROJ. NOSTRICERES, REGIONAL TRAIL FOR PROJ. ALL NEATHER DRONES THEALTH SMFF SECESSION PLANNING OF DIVISION CAPITAL OF STRUCTURE OF OSUPPLY LHAIN ISSUES • WE GET LUMPED INTO PERCEPTIONS TIED TO MULTINDWAY CO. PORG. TRENDS. WOOR PLAN CONCERNS FOR CD/PLANNING HIPINA/WOPEPFECE CHAUCAGES - HOW CAN USE - CHURCHES W SECTION WARRENT - WRITTEN - WEETER TO BE CONFERTING WARRENT - WASHINGTON - SERVING THE STRUCKLE - SERVING THE SERVING THE STRUCKLE - SERVING THE STRUCKLE - SERVING THE O FINANCE: BUDGET FIVE+ IS-YEAR FLAN, WASTE-WATER+ WATER TREATMENT UPGRADE PINANCIAL PLANNING, TECH @ EDUCATION 6 COMMUNITY ENGAGEMENT WHADOUS FRANKING • AUTH: IMPREMENTATION OF INSERTS OVER NEXT 2 VEADS, EVHANCE CITY FIRES IMPRESTRUCTURE - REPLIEUX (1) VEADS, EVHANCE CITY FIRES IMPRESTRUCTURE - REPLIEUX (1) VEADS, EVHANCE TYPERIA STOLL, OFFICE SECURITY, IT STRATEGY DEAN TRANSPORTATION + O LIBRARY: BEGIN IMPLEMENTATION OF STRATEGIC PLAN, ENHAULING DUTREACH, INCREME TECH @ UB, SEED LIBRARY MOBILITY PUBLIC SAFETY RISING HOMELESINESS EFFECTS OF ITM 11A1/2 OUTDOOR PERFORMANCE VEHICLE PERMISHIT PUBLIC WORKS: MAINTAIN WHER TREATMENT, WASTER PLANS, 8 PUBLIC DIDEKS: MINIMAN WINTER TRATINGED, INFORMATION IN NEUTORN NEW WINK TO NAINTAW INFORMACTURE, LEAD SERVICE LINE INVENTORY LEGAL: CAMPINA (PD., OPTIOD-SETTE-NEUTLIGA: AURORA AIRPORT, SUID WASTE ROCK). EFFECTS OF TOWNY ENERGENCY WATER SUPPLY (SUITH OF RIVER) POLICE: GUIDANCE ON PUTURE OF POLICEFACILITY FOUCE: GUIDANCE ON PUTURE OF POUCEFACIUTY FRAYS: CS BUCK, VILLEDIS PARKS COMPLETION, FROG POND RESIDENTS, CHILDRANGE - NF DOL CAMINICA RESPECTABLE OF PARKS COMPLETION, FROG POND RESIDENTS, CHILDRANGE - NF DOL CAMINICA RESPECTABLE OF PARKS COMPLETION, FROG POND RESIDENTS, CHILDRANGE - NF DOL CAMINICA RESPECTABLE OF PARKS COMPLETION, FROG POND RESIDENTS, CHILDRANGE - NF DOL COMPLETION - COMPLETION POUTICAL FACTORS COMING NEXT (UNFINED) PARES BOND? PARK MP IMPREMENTATION UPDATE PARK SDC MERHODOLOGY, OUTDRAL COMMISSION, PUBLIC ARE POWED · UNFUNDED MANDATES UNFUNDED MANDATES PHAND WEIKKING AROUND UGB CHIP RET PREMIUTES PROTECTION OF THE PROPERTY + RISK. PREMIUTES O MART IS DU INTERNAL GOALS, BUNDAGE UNITED TO THE THAT IS DUT INTERNAL GOALS, BUNDAGE IS IS DUT HIGH INTERNAL FOR CONTRACT IS DUT HIGH INTERNAL PROPERTY OF THE PROPERTY OF T

CONTEXT MAP IN THE PIPELINE

Planning - housing, climate, equitable communities, housing needs and analysis, TOD, town center implementation, equitable housing strategic plan, need economic needs analysis, transportation system plan

Engineering - infrastructure projects to support Coffee Creek, difficulty finding civil engineers, upcoming project completions - road expansion, trails,

Building - increased use of drones for building inspections, 50% of staff division will be retiring in next three years (need succession planning)

Budget (5-year plan and 15-year plan), wastewater and water treatment upgrade financial planning, trying to stay on top of future growth of community, use of technlogy

Provide support internally, Microsoft 365 implementation to support hybrid and Cloud, looking for ways to enhance City fiber infrastructure, partner with Sherwood to increase fiber resiliency, cyber security threats evolving and adding additional layers of security/training, new IT strategic plan work to lay out vision/work for next 5-years

Beginning to implement strategic plan, reduce barriers to service, reducing fines, focus on outreach to bring services to people who can't come to library, adding more technology to library, implementing a seed library fo

Water treatment expansion plant, wastewater and storm water master plan for maintenance and plans for future growth, looking for new ways to maintain infrastructure lead service line inventory Federal mandate, community service block master plan - looking at needs and gap assessment for police and parks

Community service block master plan to give guidance on future of police department

12 internal goals for the year, Boundary issue - getting Tri-Met to the table is a big step, TOD teamwork with CD, customer service center and community food bank, working on new service opportunities (Wilsonville-Clackamas Town Center, Wilsonville-New Amazon Center in Woodburn), goal to be off gas/diesel by 2028, RFP for facility expansion to add bus parking, washing/fueling, new regional website coming (grant-funded- Ride Clackamas), 21 new readers - big city technology to a small city, hope to bring first battery trolley in Oregon, off the watchlist for financial security

Camping ordinance project complete for July 1 effective date, anticipate opioid settlement agreement with Clackamas County, pending court appeals case with Aurora Airport, new regulations re: solid waste (could be impactful for our contracted system)

POLITICAL FACTORS

- Unfunded mandates
- Disconnect of local financial realities and State Legislature
- Hand wringing around UGB
- · Opportunity and risk

TECHNOLOGY FACTORS

ECONOMIC CLIMATE

· Staffing, inflation uncertainty

- Rising interest rates
 Supply chain issues for projects
- Pending recession how do we prepare? Developer demands (plan ahead, think of '08)
- We get lumped into perceptions of Multnomah County and tax infrastructure although we are in a different place

(P) 111

ORG. TRENDS

- Work plan concerns for CD/Planning
- Hiring/workforce challenges how can we market? challenges with specific positions, collective bargaining - need to be competitive with salary + benefits

CUSTOMER NEEDS

- Increase in homelessness
- Impact of 110
- Public safety
 Effects of tolling
- Impact of traffic on I-5 (heightened sensitivity to traffic)
 Emergency preparedness communication between
- Outdoor performance venue permanent
 Adequate safe walking areas for Charbonneau
- DEI in physical environment
- Emergency water supply (south of river)
- · Concern/interest in mental health consider
- opportunities and support for human connection Childcare six top Google searches for our zip code

UNCERTAINTIES

BOARDS AND COMMISSIONS

- Parks and Recreation
- Economy
 Mental and behavioral health
- Education
- · Community engagement
- Housing and development
 Transportation and mobility

Economic Development

Land aggregation strategy for Coffee Creek needed, looking at housing affordability and opportunity for residents, childcare as a workforce development issue

Good timing for goal setting because we are in budget development now Concerned about economy re: infrastructure and development

Staffing, inflation uncertainties

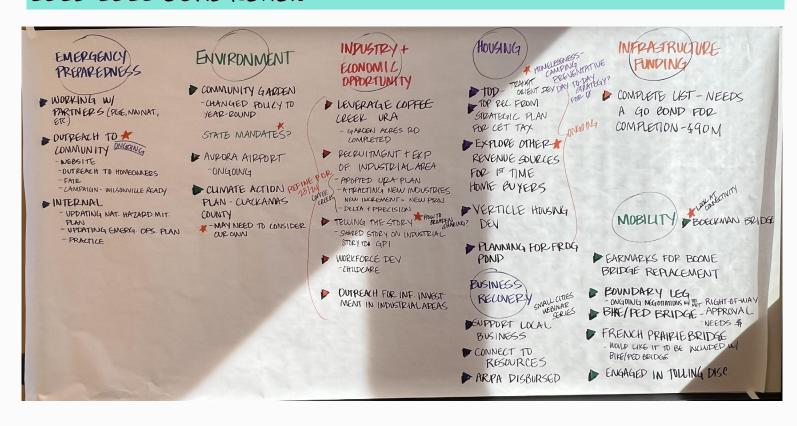
Concerned about workload for planning staff with so many State mandates they're working on

Parks and Recreation:

Villebois parks construction, frog pond neighborhood park development - multiple projects, many unfunded projects from 2018 Parks Master Plan - looking for funding, Parks bond project was put on pause during pandemic, implementing parks master plan projects (many), updating parks SDC methodology, arts and culture commission recently formed, hired FT program coordinator for arts, culture, heritage, transition tourism grant program, developing public art policy with potential



2021-2023 GOAL REVIEW





Emergency Preparedness

Working with partners (PGE, etc.)

- Outreach to community Website
- Outreach to
- homeowners
- Fair
- · Campaign -
- Wilsonville Ready)

Internal

- Updating natural hazard mitigation plan
- Updating emergency operations plan

GOAL 7

Environment

Community garden · Policy change to

vear-round garden

State mandates?

Aurora Airport

- Ongoing
- Climate Action Plan Clackamas County
- May need to consider our own

GOAL 4

Economic Development

Leverage Coffee Creek Urban

Renewal Area · Garden Acres RD completed

Recruitment and exp

- of industrial areas Adopted URA
- · Attracting new industries (new increment = new projects)
- Delta and Precision

plan

Telling the story

• Shared story for industrial development + **Greater Portland** Index (GPI)

Workforce development • Childcare

Outreach for infrastructure investment in industrial areas GOAL 3

Housing

Top recommendation from strategic plan for CET construction excise

TOD - transitoriented

tax

development

Explore other funding revenue sources for first-time home buyers

Vertical housing development zones to incentivize market-rate and affordable housing

Planning for Frog Pond

GOAL 5

Infrastructure Funding

Complete list - needs G.O. bond for completion - \$90m

GOAL 1

Mobility

Earmarks for Boone **Bridge Replacement**

Boundary legislation Ongoing negotiations with Tri-Met

Bike/Pedestrian

- Bridge • Right of way
- Approval
- · Shovel-ready
- Needs funding

French Prairie Bridge

· Would like to be included with bike/ped bridge

Engage in tolling dicussion

Beckman Bridge Look at connectivity

GOAL Z

Business Recovery

Support local business

 small cities webinar series

Connect to resources

ARPA disbursed

= Needs refinement



GOAL REFINEMENT





EMERGENCY PREPAREDNESS + PUBLIC SAFETY

- Safety
 Confidence of community response for a big
- Individual preparation/responsibility

Create emergency operations plan

Create infrastructure resiliency plan, re-prioritize and fund projects

Individual preparation - Use new technology, sustained attention, continue current effort

Explore new technologies, increase outreach to individuals (opt-in),

Police facility and staffing planning - short-term and long-term

Police Department staffing study

Emergency preparedness and in-person presentations	Gamify emergency preparedness to encourage community participation	Cybersecurity protocols
	participation	
Develop database for neighbors to help neighbors	New police facility	Don't de- prioritize seismic upgrade of PD
Community service block - public safety facility	Proactive growth of public safety staff	Inventory and report back to Council on above-ground utilities and plan to get them under ground



ENVIRONMENT

Build community awareness of City efforts Have baseline data about City practices and operations

Create an inventory and gap analysis of current City practices and operations (consideration of County and State direction, mandates)

Community education campaign

market climate action community

Consider distinct climate action plan



ECONOMIC DEVELOPMENT

Outcomes:
 Economic opportunity for all
 Increase investment in industrial areas

Develop strategy to capitalize a strike-fund for high value properties aligned with community vision

Prioritize and implement recommendations of Urban Renewal Strategic Plan (funding allocated

- Feasibility analysis in town center
 Some administrative stuff to clean up

Convene childcare partner consortium

Understand barriers, challenges, opportunities

Consider potential actions by the City

URA land aggregation acquisition and disposition (revolving fund)

Continue to invest in plans projects that result in

Coffee Creek and Town Center

Facilitate connections between industry and education partners

Childcare



HOUSING + HOMELESSNESS

- Equitable housing opportunities for all Prioritize City efforts to get to functional ze
- homelessness More people exiting homelessness than

Prioritize and implement the equitable housing strategic plan

Training City staff + work with partners to serve the houseless population - create internal task

Creative strategies to build affordable housing

housing incentives/land acquisition strategy

strategy to address homelessness



PARKS + FACILITIES

projects

Council prioritize park and facility projects with a recommended funding plan and timeline by July 30 2023

Mobility - continue to expand bike/ ped opportunities with focus in undeserved areas	Gap inventory	DEI - heritage and history signage
Explore funding opportunities for unfunded projects	Consider parks bond	Strategize GO bond
Finance parks and police community	Expand outdoor performance	

venues



To be determined

Increase capacity to support communications +

- engagement

 Marketing (website)

 Social media

 Bilingual outreach

 Increase youth outreach/School District
 Partner

Citizen + neighborhood engagement for community safety

Resources for community outreach, bilingual

Children's outreach partnerships



REFLECTIONS + PARKING LOT

HOW DOES COUNCIL FEEL ABOUT THESE GOALS SO FAR?



TEAM RFLECTIONS ON THE DAY



PARKING LOT



Council direction to check if Council goals align with values and vision for environment

Emerald ash boar - urban forestry resiliency Explore/Test various funding mechanisms (GO bond scenarios, etc.) and determine whether or not to submit measure (public outreach, polling, etc.)

Creative employee benefits incentives to attract City staff

> City already offers voucher for gym, flex spending for childcare

Could have Jeanna present to Council information on current efforts and things they're looking at for the future



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Wilsonville 2021-2023 Council Goals

Council Goal	Outcomes	Strategies	Team Refinement Notes	Sponsor	Project Lead Tir	Timeline
Improve the City's Emergency Preparedness + Public Safety	Increased safety Improved confidence for readiness in the event of a significant disaster Increased individual preparedness and responsibility	Develop an emergency operations plan Develop an infrastructure resiliency plan and reprioritize and fund Expanomended projects Expand support for individual emergency preparedness through increased outreach and the exploration of new technologies to engage and connect people in emergencies Conduct short-term and long-term planning for a police facility aligned with community growth and needs Complete a police department staffing study				
Protect and preserve Wilsonville's environment	Build community awareness of City efforts Develop baseline data about City climate friendly practices and efforts	Develop a climate inventory and gap analysis of city practices and operations Conduct a community education campaign to build awareness of climate friendly practices	Consider the County direction and state mandates			
Attract high-quality industry and support economic opportunity for all in Wilsonville	• Economic opportunity for all • Increase investment in industrial areas	Develop a strike fund to pursue development opportunities for high value properties aligned with the City's economic development goals Prioritize and implement recommendations of the Urban Renewal Strategic Plan Facilitate connections between industry and education partners Convene a childcare partner consortium to understand the barriers, challenges, and opportunities for increasing childcare opportunities in Wilsonnille. Consider the City's role and potential actions for supporting the outcomes.				
Increase housing opportunities for all and reach functional zero homelessness	Equitable housing opportunities for all Prioritize City efforts to reach functional zero homelessness More people extiring homelessness than entering homelessness	Prioritize and implement the equitable housing strategic plan Train city staff and work with partners to better serve the houseless population through the creation of an internal task force Adopt ordinances to bring the city into compliance with state and circuit court rules				
Parks + Facilities	- TBD	Review and prioritize park and facility projects and recommend a funding plan and timeline	By July 30, 2023			
• Increase the City's reach through dispension of the City's reach through dispension of the City's reach through dispension of the Community of the Community of the Community of the Community of the City's reach through dispension of the City's reach dispension of t	Increase the City's reach through diverse engagement tools Foster a safer and more connected community	Increase capacity to support communications and engagement through tools including marketing, social media, bilingual outreach, youth outreach/parternships, and others Conduct increased citizen and neighborhood engagement for community safety				