



## Memorandum

Date: November 29, 2018

To: Mayor Taylor and Members of the City Council  
Howard Lazarus, City Administrator

From: Julia D. Novak

Re: Retreat Preparation and Agenda

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I'm looking forward to our time together on December 10, 2018. The purpose of this memo is to share the agenda and help you prepare for the retreat. The retreat will be held at the Ann Arbor District Library from 4 PM to 9 PM.

### Preparation

A couple of agenda items will require some advance preparation by the Council. Thank you for spending a few minutes considering the following prompts. These exercises are designed to allow you to individually articulate your hopes and visions for the future so we have a base for developing a shared vision for Ann Arbor!

### Governing Together

Each member of the Governing Body is asked to share their thoughts on "Governing Together" in response to the following questions:

- What does good governance look like to you?
- What values are important to you in governing?
- What is important to remember when your position is the prevailing decision and what is important to remember when your position is not the prevailing decision?
- What expectations do you have for your colleagues on the City Council as you govern together?
- How do you distinguish between **Policy** (the role of the governing body) and **Administration** (the role of the staff)?
- What do you need from the City Administrator and his team in order for this Council be effective?

Please use the attached worksheet to draw out your thoughts.

Question	Thoughts
What does good governance look like to you?	
What values are important to you in governing?	
What is important to remember when your position is the prevailing decision and what is important to remember when your position is not the prevailing decision?	
What expectations do you have for your colleagues on the City Council as you govern together?	
How do you distinguish between policy (the role of the governing body) and administration, the role of the staff?	
What do you need from the City Administrator and his team in order for this Council be effective?	

## Strategic Priorities

The City Administrator has proposed that Council collaborate on the elements of a Strategic Plan focusing on the following goals:

- Enable a safe, welcoming, and engaged community.
- Ensure a financially stable City government.
- Promote responsible economic development.
- Protect the environment as responsible stewards of natural resources.
- Build and maintain sustainable infrastructure systems.
- Collaborate with community partners to enhance quality of life.

In preparation for the retreat, please consider what your three personal funding priorities are in each area – what investments do you want to see the City make in order to make progress in these areas? They could be major projects, a new program or service you are interested in, or perhaps a policy initiative that would support achievement of a long-term goal. The worksheet on the next page is for individual brainstorming purposes.

Strategic Policy Goal	Program and Project Initiatives – Funding Priorities
Ensuring an Inclusive Community – Equity and Affordable Housing	
Ensure a Financially Stable City Government	
Promote Responsible Economic Development	
Protect the Environment as Responsible Stewards of Natural Resources	
Build and Maintain Sustainable Infrastructure	
Collaborate with Community Partners to Enhance Quality of Life	

## Retreat Goals:

- Establish a foundation for effective governance.
- Develop a shared understanding of the current fiscal and operating context.
- Provide strategic focus for our City government.

## Norms:

- Listen with respect
  - Let others finish before you start talking
  - Be attentive to the speaker
  - Disagree agreeably
- Be:
  - **BOLD**
  - positive and realistic
  - candid and honest
  - patient and self-aware
  - engaged and fully present
- Strive for consensus
  - Look for opportunities to agree
  - Remember the power of “if” and “and”
- Have fun!

## Agenda

### Introductions

- Welcome and Introductions
- Agenda Review
- Norms and Expectations for the Council Retreat

**Agenda Item Outcome:** Create a safe environment for honest exchange of ideas.

### Governing Together

- We will explore a series of questions sharing your individual thoughts on what it means to govern well together.

**Agenda Item Outcome:** Develop an understanding of the various hopes of individual members for the success of the governing body.

### The Transition: From Campaigning to Governing

- The 2018 election returned the Mayor and brought four new Council members to the group. We will discuss the transition from campaigning to governing and share what you hope this governing body will be known for over the next two years.

**Agenda Item Outcome:** Come together as a body to govern the community.

## The Current Context

- The City Administrator will review the results of the recent citizen survey results.
- The Chief Financial Officer will review results of the recent budget survey and provide an overview of the current fiscal context.
- Receive an overview of the City's Capital Project Program.
- Receive an update on major initiatives:
  - Water Quality
  - Mobility

**Agenda Item Outcome:** Develop a shared understanding of the current fiscal and operating context.

## Individual Priorities

- Each member of the governing body will have an opportunity to share their top three priorities in each of these focus areas:
  - Ensuring an Inclusive Community – Equity and Affordable Housing
  - Promote Responsible Economic Development
  - Protect the Environment as Responsible Stewards of Natural Resources
  - Build and Maintain Sustainable Infrastructure

**Agenda Item Outcome:** Share and understand one another's individual priorities.

## Governing Body Priorities

- The group will consider the individual priorities of the eleven members of the governing body and identify where the collective energy of the group is for establishing funding priorities and directives for the City Administrator. The priorities of the Governing Body will be used to populate the 2019 Work Session Agenda Topics.

**Agenda Item Outcome:** Establish priorities to guide the efforts of the organization during the next two-year budget cycle and plan for work session topics for 2019.

## Parting Thoughts/Adjourn

- As the retreat comes to a close, each participant will be asked to share a parting thought on how they feel about the work done during the retreat.

**Agenda Item Outcome:** Closure for our time together.