



## NOTICE OF COUNCIL RETREAT

Notice is hereby given that the North Bend City Council has scheduled a Council Retreat on Saturday, October 21, 2023 at the Iron Duck Restaurant, 101 W North Bend Way, North Bend, WA at 9:00 a.m.

For additional information please contact the City Clerk at (425) 888-7627.

Posted October 16, 2023

### COUNCIL RETREAT

**Saturday, October 21, 2023 – AGENDA**

**9:00 a.m. – 4:30 p.m.**

Iron Duck Restaurant, 101 W North Bend Way, North Bend, WA 98045

*Breakfast 8:30 a.m.*

*Call to Order, Roll Call (Mayor Pro Tem Koellen)*

**9:00 a.m.**

**1. Welcome and Introduction**

**9:00 a.m.\***

- 1.1. Ground Rules
- 1.2. Overview of Agenda and Expected Outcomes

**2. City Council On-boarding program: What type of program do we want?**

**9:10 a.m.**

- 2.1. Objectives of a good program?
- 2.2. Review of existing program
- 2.3. Design of “our program”
- 2.4. Other

**3. City Council Committee System: Should we change our committee system?**

**10:15 a.m.**

- 3.1. Do we need a committee system and the role of Study Sessions?
- 3.2. If committees: Current committee structure strengths and weaknesses.
- 3.3. Committee chair selection and tenure
- 3.4. Annual committee workplans?
- 3.5. Agenda setting process
- 3.6. Role of Mayor Pro-Tem
- 3.7. Role of Staff
- 3.8. Other



*Morning Break - 10:45 a.m.*

**3. Continuation of above** **11:00 a.m.**

**4. The Position and Role of the Mayor Pro-Tem** **11:30 a.m.**

- 4.1. Selection process and tenure
- 4.2. On-boarding and coaching process
- 4.3. Role Expectations:
  - 4.3.1. Working with Committees
  - 4.3.2. Working with Mayor
  - 4.3.3. Working with Staff
  - 4.3.4. Other

*Lunch Break – noon*

**4. Continuation of above session if needed** **1:00 p.m.**

**5. City Council, Boards, and Commissions: What are our roles and responsibilities?** **1:30 p.m.**

- 5.1. Appointments
- 5.2. Setting and approving work plans
- 5.3. Other

*Afternoon Break – 2:15 p.m.*

**6. Tracking System: How to track issues, decisions, and work plan accomplishment?** **2:30 p.m.**

**7. City Council and Staff Working Collaboration: Elements of a Strong Working Relationship** **3:00 p.m.**

- 7.1. Current Working Relationship and Processes
- 7.2. What do we need from staff to be successful?
- 7.3. How can we help the staff be successful?
- 7.4. What are the elements of a “Model Working Relationship with a Mayor”?
- 7.5. Other

**8. Next steps and adjourn**

*Adjourn 4:30 p.m.*

**\*Times are approximate. Once the discussion is completed the next topic will be discussed.**