



**CITY COUNCIL SPECIAL MEETING NOTICE FOR
PURPOSES OF HOLDING A COUNCIL RETREAT**

BLOOMINGTON CENTER FOR PERFORMANING ARTS

600 N. EAST STREET, BLOOMINGTON, IL 61701

THURSDAY, NOVEMBER 19, 2015, 5:30 P.M.

1. Call to Order
2. Roll Call
3. Public Comment
4. Retreat Activities: General discussion and communication exercises with City Council on City activities and matters; reconnection exercises on Council effectiveness; accountability reports and discussion, including performance measurements, objectives, recommendations and processes for elevating effectiveness; debriefing; and evaluation.
5. Adjourn (approximately 8:00 p.m.)

Bloomington City Council Fall Retreat
Bloomington Center for the Performing Arts, Room 266
Thursday, November 18, 2015, 5:30-8:00pm
Retreat Outline

The Retreat will take place Thursday, November 19, 5:30-8:00pm and Saturday, November 21, 8:00am-noon. Dinner will be available from 5:00pm Thursday, and breakfast will be available from 7:30am Saturday.

THURSDAY EVENING RETREAT OUTCOMES

1. Advance City Council, Mayor and City Manager effectiveness, decisiveness and accountability
 - a. Build on successes, note areas of challenge and make course corrections based on experience since the September Retreat
 - b. Maintain momentum by establishing actions that move Council consensus recommendations from concept to active consideration to decision in a timely manner
2. Maintain and elevate camaraderie and team spirit in the course of efficiently accomplishing the agenda.

Thursday

Time	Content
5:30	Call to Order and Welcome – Mayor Renner (10 minutes)
5:40	Check-in and Reconnect – Acknowledge progress and successes since the September Retreat (15 minutes)
5:55	<p>Accountability Check In: Creating Team and Reputation Task Teams (100 minutes total)</p> <ol style="list-style-type: none"> a. Engage Council in self-assessment with respect to behaviors, attitudes and actions over the two-month period (Advancing well – we’re on track; Stalled or underperformed; Needing mid-course correction; Reserve to a future time; Discontinue) b. Consider specific initiatives and implementation steps initially presented in September and recommended for action. Their intended purpose is to elevate overall effectiveness, decisiveness and accountability. Implementation steps indicate who, when and how each will be accomplished.

- 7:35** **Debrief** the session (**10** minutes)

 - 7:45** **Overview** of Saturday session (**10** minutes)

 - 7:55** **Evaluate** the session

 - 8:00** **Close**
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Creating Team

Progress Assessment and Proposals

City of Bloomington Fall 2015 Retreat

In September we asked...

What will it take to achieve decisive leadership, authentic teamwork and partnership within a spirited democratic process?

We offered these expectations and standards for decisive leadership, teamwork and partnership.

- Honor and cultivate collaboration and collective leadership within the democratic process
- Adopt clear expressions of mission, vision and core values
- Commit to specific goals and priorities
- Practice positive, respectful communication in all interactions
- Clearly define roles and responsibilities (Mayor/Council/City Manager/ Staff) that work for COB

How did we do?

Recommendation

- Take a stand for intentional, collaborative team relationships among all parties

Mixed Performance

- + Communicated better as a group, progressed, relaxed into relationships, managed ideological differences
- + Initiatives were offered to help us get better acquainted, build camaraderie
- Commitment to inclusion and information sharing is not uniform or universal
- In some cases, team relationships need considerable work to meet our standard of authentic, respectful and collaborative

How did we do? continued

Recommendation

- Efficiently advance initiatives from proposal through discernment to decision making

Strong Performance

- + Budget Task Force recommendations in process of being vetted
- + Definitive action on home rule sales tax
- + Focused economic development considerations
- + Endorsement of BN Advantage

Group Self-Assessment:

What other observations and evidence should be shared about Creating Team to help us advance our intention for effectiveness, decisiveness and accountability?

Consider:

- progress made
- areas needing and now ready for improvement
- revisiting performance expectations

As a result of the self-assessment,
are there specific ideas or solutions
the Council is ready to advance?

The Team proposes several ideas of benefit...

1. Develop a shared understanding and clearly define the roles and responsibilities of Mayor, City Council and City Manager
2. Adopt our Mission-Vision-Values
3. Review Rules of Procedure, including possible additions to improve functioning and decision making

Roles and Responsibilities

Proposed Process

1. Develop a shared understanding and clearly define the roles and responsibilities of Mayor, City Council and City Manager
 - *How* – a preliminary conversation now, and a future designed dialogue based on NLC/ICMA *Leading Your Community A Guide for Local Elected Leaders*
 - *When* – within the next three months
 - *Who* – Council/ Council with the assistance of a facilitator

Mission-Vision-Values

Proposed Process

2. Adopt a City Mission, Vision and Values

- *How* – COTW review of proposed M-V-V with opportunity for amendments; adoption at the next Council Meeting
- *When* – next COTW opportunity
- *Who* – City Council

Rules of Procedure

Proposed Process

3. Review Rules of Procedure

- *How* – update the materials to a 2016 edition; invite Council suggestions and prepare for review and consideration at a COTW meeting
- *When* – mid-January
- *Who* – 3-person Council team (1 each-seasoned, middle experience, new) City Council with review by City Attorney

Discussion and Consideration

The Creating Team Task Team

- recommends these proposals for Council consideration
- requests discussion and feedback
- seeks an indication of support

Reputation Team Progress Assessment and Proposals

City of Bloomington Fall 2015 Retreat

In September we asked...

What will it take to
to shift Bloomington's political
identity – both the reality
and the perception?

We identified these characteristics of a desired political identity and reputation.

- Visionary
- Decisive
- Effective
- Thoughtful
- Inclusive
- Collaborative
- Efficient
- Team Culture

How did we do?

Recommendation

- Believe in ourselves individually and collectively

Mixed Performance

- + Some pride in achievement and decision making was evident
- A significant amount of doubt has crept in as challenges/difficult choices have arisen and reticence to act has been observed

How did we do? continued

Recommendation

- Take personal ownership of behavior and performance

Good Performance

- + Improvement noticed; individuals distinguishing their own views

How did we do? continued

Recommendation

- Elevate the quality of our discourse

Mixed Performance

- + More respectful of current and past officials
- Instances of criticism, negative talk and body language

Group Self-Assessment:

What other observations and evidence should be shared about Reputation to help us advance our intention for effectiveness, decisiveness and accountability?

Consider:

- progress made
- areas needing and now ready for improvement
- revisiting performance expectations

As a result of the self-assessment,
are there specific ideas
or solutions the Council
is ready to advance?

The Reputation Team proposes ...

1. Be intentional about our good news
2. Clearly frame policy matters to inform quality deliberations and decision making
3. Improve the draft Council calendar
4. Bring budget proposals forward to obtain collective Council guidance in advance of City Manager budget
5. Establish realistic expectations for having COB presence in regional affairs/events
6. Host a recognition event and/or open house and invite community partners

Good News Proposal and Process

1. Be intentional about our good news
 - *How* – Design and convey the message and celebrate the many meaningful good news stories that otherwise go unnoticed.
 - *When* – weekly
 - *Who* - Staff

Policy Framing Proposal and Process

2. Clearly frame policy matters for quality deliberation, decision making and public information
 - *How* – Develop strategic messages and talking points early on to inform, educate and facilitate decision making
 - *When* – routinely
 - *Who* - Staff

Council Calendar Proposal and Process

3. Improve the draft Council calendar
 - *How* – provide feedback and guidance to staff
 - *When* – mid-December
 - *Who* – City Council

Budget Proposals Proposal and Process

4. Bring budget proposals forward to Council which collectively provides guidance in advance of City Manager budget
 - *How* – prepare and present budget proposals and receive guidance from Council
 - *When* – during the budget development cycle
 - *Who* – City Manager, Dept. Directors and Council

Regional Presence Proposal and Process

5. Establish realistic expectations for having COB presence in regional affairs and at events
 - *How* – Formalize and coordinate an approach to ensure presence and ownership
 - *When* – by mid-January
 - *Who* – Council and Staff

Recognition Event Proposal and Process

6. Host a recognition event and/or open house and invite community partners
 - *How* – design and host an event to honor boards, commissions and others and share the occasion with community partners
 - *When* – annually
 - *Who* - Staff

Discussion and Consideration

The Reputation Task Team

- recommends these proposals for Council consideration
- requests discussion and feedback
- seeks an indication of support