

City of Cambridge

The Government Operations Committee held a public meeting on August 14, 1998, beginning at 1:00 p.m. in the Ackerman Room for the purpose of discussing the City Council's FY 2000 goal setting training with the trainer/facilitator Roberta Miller.

Present at the hearing were Councillor Sheila T. Russell, Chair of the Committee, Councillor Kathleen Leahy Born, Councillor Henrietta Davis, and City Clerk D. Margaret Drury.

Councillor Russell convened the hearing and explained the purpose. Mayor Francis H. Duehay requested permission to raise an issue relevant to government operations. He stated that he had spoken recently to a man who fitted out the new Hotel Doubletree conference rooms for audio visual technology. This person offered to look at the Sullivan Chamber and make a recommendation on how to improve its audio visual technology. Mayor Duehay suggested that he be invited to a future government operations committee meeting.

Councillor Russell then moved the meeting to the topic of public comment in the goal setting session.

Roberta Miller, trainer, outlined the range of possibilities. Ms. Miller also stated that in previous sessions the City Council has been able to come up with "guiding principles." Ideally the City Council would like to take the next step, to get a little more specific as to what the goals mean and what are the measurable objectives. This requires interaction between the Manager's staff and the Council; it also provides an evaluation tool.

Ms. Miller said that the goal is to integrate the staff so the City Council can utilize staff knowledge and thinking about the goals. The plan is for a one-day session to establish the goals; then to have a half-day session after the staff has an opportunity to do work on thinking through and developing steps and strategies to meet these goals.

Mayor Duehay stated that perhaps the order should be changed. He stated that the City Council has now developed an ability to make general statements, but it is very hard for the City Council to agree on particulars. He gave the example of zoning.

Councillor Davis stated that the end of the process of amending the Zoning Ordinance is problematic, it might be preferable for the City Council to be in a more deliberative discussion mode.

Councillor Born stated that zoning is one of the most difficult areas for her because the process is so different from what she expected. She had expected it to be more policy-based, more deliberative. The reactive mode is a problem. Proportional representation also complicates zoning.

Councillor Russell stated that she would find it helpful to do the one day goal-setting and then get staff input on how these goals can be accomplished.

Ms. Miller stated that she is sensing that zoning and growth issues will be an important part of this.

Mayor Duehay stated that is very important that all members of the City Council attend. Ms. Miller stated that at the beginning of trying to establish a more deliberative process it is important to remember that there are already well-established rewards to not participating; it is only over time that the political rewards of participation become apparent to all. It was agreed that there would be a months' notice for the meeting.

Councillor Born asked for more specifics on the goal setting sessions. Ms. Miller explained that in setting goals the legislative body needs to hear about the major issues from the community that it is representing and from the professional staff that it is paying. Then the legislative body sets its general goals. The next step is for the City Manager to take this and work with the staff to come up with measurable implementation steps.

Ms. Miller cautioned about too-elaborate planning because the environment can change quickly. The best cities are the ones that can survive the big changes in the environment that are inevitable.

Ms. Miller stated that out of the first session the product will be quite similar to that of past years. The staff needs to communicate to the City Council what they are working on and what approaches are making sense with respect to addressing these issues, what are some of their big challenges, and what are their hopes for the city.

Councillor Davis noted the Kennedy School triangle model.

Councillor Born stated that she would like to get to the point of making priorities in terms of the budget, really looking at financial implications.

Councillor Russell then moved to the question of the public input portion of the goal setting. Ms. Miller distributed a copy of the public participation in the Chelsea Charter development process. She emphasized that setting priorities needs to be a part of any public discussion. In Chelsea, there was outreach to social clubs that wouldn't think of coming to a formal meeting on this process. There are many ways to get this informal input. It is not going to be "scientifically correct."

Ms. Miller listed possible ways to get this input. The following were mentioned:

1. Have each City Council member access a couple of different places and get input there. the City Council would still have to hold the regular meeting to receive public input; it is an expected part of the political discussion.
2. Public signs.
3. Internet.
4. Call in Cable T.V. shows.
5. Newspaper survey.
6. Hotline.

7. Interview key community members.
8. Informal coffees.

Councillor Russell stated that she likes the T.V. call-in idea.

Councillor Davis stated that the City Council should use the internet.

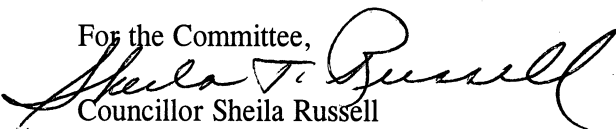
Councillor Russell stated that the City could set up a phone-a-thon system. Ms. Miller suggested that she call each member of the City Council to get their input and report back. The Committee agreed.

The Committee then agreed on a 2-day goal-setting session.

The City Clerk then distributed a memorandum regarding study session meetings held by other City Councils for the Committee's perusal. A copy of that memorandum is attached.

The meeting was adjourned at 11:50 a.m.

For the Committee,



Councillor Sheila Russell

Chair



OFFICE OF THE CITY CLERK

CITY OF CAMBRIDGE

(617) 349-4260

FAX (617) 349-4307

tty/TDD (617) 492-0235

D. MARGARET DRURY
CITY CLERK

DONNA P. LOPEZ
DEPUTY CITY CLERK

TO: Councillor Sheila Russell, Chair
Councillor Henrietta Davis
Councillor Michael Sullivan

FROM: ^{DMD} D. Margaret Drury, City Clerk

DATE: August 12, 1998

RE: Study Session Meetings Held by Other City Councils

The City Councils of Tacoma, Washington and Lakewood, Washington hold regularly scheduled informal meetings which they call study sessions.

Lakewood is a city of 62,000 residents with a seven-member city council, including the mayor, and a city manager. The Lakewood City Council meets every Monday. The second and fourth Mondays of the month are study sessions.

No votes are taken at study sessions. There is no public comment at these meetings. According to City Clerk Alice Bush, the study sessions are good opportunities for the members to have in-depth discussions about items that will be on the agenda for action the following week. Unlike Lakewood, the Tacoma City Council does not hold its study sessions in place of a regular meeting, at the same time.

In Tacoma, which has a population of 185,000, a city council comprised of nine members, and council/city manager governance, the City Council holds its regular meeting every Tuesday starting at 5 p.m. A study session takes place every Tuesday at noon. The regular meetings are televised; the study sessions are not. The study session is used for discussion and representations by the City Manager's staff on issues that are coming up, either that night's Council meeting or in the near future.

2.

The City Manager decides on the agenda and he and his staff sit at the table with the Council members. Not all Council members always attend, but there are usually between six and eight present. There is no public comment, and no votes are taken. Few citizens choose to attend these study sessions. Originally the meetings were planned as one-hour meetings, but now they sometimes go as long as two hours. According to City Clerk Rick Rosenblatt, the study sessions, which have been happening for 20 years, work well and expedite the regular meetings.



LAKEWOOD CITY COUNCIL STUDY SESSION AGENDA

Monday, August 10, 1998

7:00 p.m.

City of Lakewood

City Council Chambers

10510 Gravelly Lake Drive SW

Lakewood, WA 98499

Page No.

Call to Order

Roll Call

Flag Salute

Reports by the City Manager

Proclamations and Presentations

- () Briefing on the Acorn Meadows Mobile Home Park property. - *Ms. Nedda Turner, Tacoma-Pierce County Health Department and Mr. Gary Aden, Pierce County Department of Community Services Housing Programs*

Items for Discussion:

- () 1. Amending the City of Lakewood's Interim Comprehensive Plan and Urban Growth Area maps, and amending Sections 18.25.100 and 18.25.270 of the Lakewood Municipal Code regarding a "Military Lands" land use designations, zoning district and use categories and rezoning property to such zone. - (Ordinance - Consent Agenda)
- () 2. Briefing on Lake City Boulevard access to American Lake. - (Memorandum)
- () 3. Status report on Suss Apartments on Boston Avenue in the McChord Gate neighborhood. - (Memorandum)

The Council Chambers is accessible to persons with disabilities. Equipment is available for the hearing impaired. Persons requesting special accommodations or language interpreters should contact the City Clerk's Office, 589-2489, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.

Items Tentatively Scheduled for the August 17, 1998, Regular City Council Meeting:

1. Item No. 1 above.
- () 2. This is the date for a public hearing by the City Council to consider the extension of the moratorium on the filing of applications for licenses, permits and approvals for adult entertainment businesses for six months.
- () 3. Extending the moratorium on the filing of applications for licenses, permits and approvals for adult entertainment businesses from August 28, 1998 to February 28, 1999. - (Resolution)
- () 4. Amending the official meeting time of the City Council Study Sessions to 6:30 p.m., and amending Section 2.2 of the City Council Rules of Procedure to reflect said change. - (Resolution - Consent Agenda)

Briefing by the City Manager**City Council Comments****Adjournment**

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Committee Report #

S545

A report from Councilor Russell
Chair of the Government Operations Committee,
for a meeting held on August 14, 1998 for the
purpose of discussing the City Council's
FY 2000 goal setting training
with the trainer/facilitator Roberta Miller.

In City Council September 14, 1998

*Report Accepted.
Recommendations Approved.
Placed on file.*