

**Burien City Council Annual Retreat
January 12, 2013**

9:00 am Welcome/Introductions (15 minutes)

- Rules of the road
 - The facilitator runs the meeting.
 - Honor all points of view, find areas of shared agreement.
- Review objectives for the day: Agenda modifications?
- Warm Up: Review and rate Council implementation of Vision/Goals.

9:30 am Review of 2012 Accomplishments (2012 Summary will be available in the packet) (45 min)

- High level summary (Diane)
- Staff will add/comment
- Council will add/comment
- Review of revisions to summary (Diane)

10:15 am Workplan Overview: Staff will present the 2013 workplan, by department

- City Manager will introduce the workplan. Please ask only brief, clarifying questions as department directors introduce items. (Council will revisit specific topics, in depth, following presentation of the entire workplan).
 - Staff will include issues “flying under the radar” that they would also like to share, some of which may be opportunities and potential threats that are specific to their areas.
- Council comments and suggested revisions (take notes and at the end we will address all questions

11 am Break (15 min)

11:15 am Continued Council discussion on Workplan. Finalize plan, agree on explicit next steps and clarify council/staff expectations. *Items Council wishes to add to the workplan should be supported by consensus.*

Noon LUNCH

12:45 Department Directors depart after they have completed retreat evaluation

1:00 Councilmember Session

- Work Session (90 minutes)
 - Council Committee Appointments
 - Council Protocols: Working together in 2013
 - What I heard in the interviews- key themes- do you want to talk more about these?
 - Words to describe interactions
 - What are you willing to address with each other?
 - How to move the work forward
 - What else?

2:30 Wrap-up and evaluation

3:00 Adjourn

Revised 12/23/12