

2026 Council Informational Retreat
Tuesday, February 17, 2026

AGENDA

COUNCIL OFFICE UPDATES (approx. 75 min.) 9:30 a.m. -10:45 a.m.

1. Open Public Meetings Act
2. Public Records Act
3. Hearing Examiner
4. Communications
 - a. Councilmember Handbook
 - b. List of services available to assist councilmembers
 - c. Newsletters, Newsflashes, Social Media
 - d. Community Conversations
 - e. Accessibility updates
5. Agenda Management
6. Accounting
 - a. Travel Reimbursement
7. Board of Equalization
 - a. BOE general information
 - b. Flood revaluations
8. Legislative Team
 - a. Research Requests
 - b. Policy project best practices
 - c. Council Authority in Emergencies
 - d. Emergency Council Office Operations Plan
 - e. Internship program
9. Advisory Groups
10. Agenda deadlines

COMPREHENSIVE PLAN PROCESS (approx. 25 min.) 10:45 a.m. – 11:10 a.m.

11. Council process to date and next steps
12. Other items related to process (not content)

LEGAL UPDATES (approx. 20 min.) 11:10 a.m. – 11:30 a.m.

13. Scope of representation
14. Attorney client privilege
15. Procedures for legal review

MEETING PROCEDURES (approx. 30 min.) 11:30 a.m. – 12:00 p.m.

16. Meeting Procedures

- a. 7-member committees
- b. Discussion of an ordinance on the day of introduction.
- c. Open Session
- d. Other items

17. Expectations

- a. All councilmembers
 - i. Rules of decorum
 - ii. Respectful workplace environment
 - iii. Sexual harassment prevention training
- b. Committee Chairs
 - i. Role of Vice Chairs
- c. Board/Committee Assignments
 - i. Role of Alternates (copied on all information, attend when assigned councilmember not available, proxy vote in place of assigned councilmember)

LUNCH BREAK (60 min.) 12:00 -1:00 p.m.

EXECUTIVE OFFICE UPDATES (approx. 30 min.) 1:00 p.m. – 1:30 p.m.

18. Executive Office updates

- a. Communications with Executive office and dept. heads
- b. Budget schedule
- c. Overview of department goals for 2026
- d. Strategic Planning as per Charter

COUNCIL PRIORITIES (approx. 180 min.) 1:30 p.m.– 4:30 p.m.

19. Council Strategic Planning

ADJOURN BY 4:30 p.m.