



# Bellevue Planning Commission

December 1, 2021

## **SUBJECT**

2021 Annual Commission Retreat

## **STAFF CONTACT**

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*Community Development Department*

## **PURPOSE**

The Planning Commission's 2021 retreat will occur virtually via Zoom, in order to comply with the Governor's Emergency Order concerning the Open Public Meetings Act, which prohibits in-person meetings due to the COVID-19 pandemic. Participants will include attending commissioners, core commission staff, and council liaison Councilmember Jeremy Barksdale. The three-fold purpose of the retreat is to provide:

- Time to gain collective insight on "bigger picture" issues outside the regular commission meetings;
- An opportunity for all participants to better understand each other's perspectives in a relaxed setting;
- Participate as a group in Jurassic Park Training; and
- Dedicated time to invest in the well-being of the City organization.

## **OVERVIEW**

The retreat agenda starts at 6:30 p.m. with:

- Welcoming Remarks/ Accomplishments: Commission Chair Malakoutian, Councilmember Barksdale and staff representatives
- Overview of the Agenda: Staff will provide an overview of the retreat's events
- Team Building Activity: Staff will facilitate an interactive set of activities for the Commission to share thoughts and perspectives and also provide an opportunity for interaction with each other
- Jurassic Parliament Training: The Commission and staff will receive training on Roberts Rules of Order and how to run effective public meetings
- Planning Commission Training Resource Book: Staff will provide an overview of the various resources compiled for the Planning Commission as an educational guide. This will provide an overview of the state planning framework, the City's role regionally and materials to better inform the Planning Commission on their role and how it relates to the City's vision and the Comprehensive Plan. A weblink to the resource book will be sent to the Commission via email

- Discussion of Commission/Staff Survey Results: Staff will provide an overview of the survey results completed by the Commission and staff which includes feedback on Commission and staff dynamics as well as opportunities for further improvement
- Looking Forward – Strategic Initiatives will review some of the significant planning efforts to occur over the next few years and how they fit together
- Summary of evening and closing remarks: Commission Chair Malakoutian, Councilmember Barksdale and staff representative will summarize retreat outcomes

#### **DOCUMENTATION**

An audio recording and minutes for the retreat will be captured and made available on the City web site per standard commission protocols.