

Memorandum



TO: Mayor Manier and City Council
FROM: Ray Forsythe, City Administrator RFF
DATE: July 12, 2019
SUBJECT: Council Goal Setting

As I mentioned during the interview process and in several Friday Briefings, I believe the City Council would benefit from a Goal Setting process. I participated in a conference call with staff from the Northern Illinois University Center for Governmental Studies this week to discuss their facilitation of the process for the City of Washington. We discussed a full range of options. My goal would be to not only include the Elected Officials and Senior Staff but also get feedback from others within the community such as the Planning and Zoning Commission, Business Leaders, the School District(s), Library and Park Boards and other groups we identify collectively. I think this is a good approach as having input from other entities is important. There will also be an opportunity for residents to participate. The process will take a few months to complete.

While the current budget does not specifically have a line item for Council Goals/Strategic Planning, we have Professional Fees budgeted throughout the organization's cost centers as well as Contingency. Once a formal proposal is received, I will work with the Controller and make a recommendation to the Council on the proposal which will come before the City Council for approval. My goal would be to negotiate a contract with NIU in the next few weeks and bring a formal request to the City Council at the August 12th Committee of the Whole and then the following Council Meeting.

I am seeking approval from the City Council to continue to work with NIU on a contract and the commitment from the City Council to participate in the process.