

**City of South Portland**  
**City Council Workshop Minutes**  
*June 7, 2017*

**Councilors Present:** Maxine Beecher, Linda Cohen, Brad Fox, Susan Henderson, Claude Morgan, Eben Rose, and Patti Smith (Mayor)

**Other Present:** Pam Plumb (Facilitator) and Scott Morelli (City Manager)

Workshop called to order at 5:40 p.m. at the McKernan Center on the Southern Maine Community College campus in South Portland, Maine.

Ms. Plumb introduced herself and asked those present to briefly say why they ran for City Council and what issues were important to them.

Ms. Plumb reviewed the purpose of the meeting: to establish three-year goals through 2020 for the City Council. She reviewed the ground rules and asked for a list of key accomplishments over the last few years. Members of Council each offered examples of such accomplishments.

Ms. Plumb assigned members to small groups to come up with specific goals. The groups were:

- Councilor Cohen and Mayor Smith
- Councilors Beecher and Fox
- Councilors Henderson, Morgan, and Rose

After lengthy discussion, Ms. Plumb called everyone back together and asked each group to bring forth the items that brought about the most discussion. Councilors spent a good deal of time on this and wound up with ten different items.

Ms. Plumb asked each councilor to place a dot next to the top four items on the list. Councilors could only vote for an item once, they could not use all four dots on one item, for example.

Councilors took a break at 8:51 p.m. and resumed their workshop at 9:03 p.m.

Ms. Plumb reviewed the rankings and the group trimmed the list from ten items to nine. She then asked for volunteers to be champions for each of these items to ensure that progress was being made. Each councilor volunteered for at least one item.

Ms. Plumb outlined the next steps in the goal-setting process:

- Ms. Plumb would provide notes on the goals by week's end
- City Manager Morelli would be tasked with determining the financial reality of each goal
- Council would hold a workshop – likely in July – on these nine goals to discuss the financial reality of each and gather input from the public
- Council will then add the goals to a meeting agenda and vote to adopt them
- Individual councilors who were assigned to each goal will ensure that there are future workshops on their topic(s) so that work can begin and progress on each is made

- Shortly after a new Council is seated in November, another goal-setting workshop will be held to update the list, discuss progress made, add new goals, and assign new champions if there are new members elected to the Council

Workshop adjourned at 9:32 p.m.

Respectfully Submitted,

Scott Morelli, City Manager