CITY OF DONALD

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Goal Setting & Training
City Council & Planning Commission Joint Meeting
Action Agenda Summary
Saturday, July 27, 2019 from 10:00am to 2:00pm at City Hall

OPEN MEETING: Mayor Oxenford opened the Goal Setting Meeting and Training on July 27, 2019 at 10:00am

PLEDGE OF ALLEGIANCE

ROLL CALL

Council: Mayor Brad Oxenford, Council President Gloria Nicholson and Councilors: Sheryl Glenn, Katie Gonzalez, Troy Hellickson, Rod Scott and Gerry Waller

Planning Commission: Chair Cammi Hungate, Vice Chair Neil Strathdee, and Commissioners: Jack (John) Crawford, Mike Mader and Jim Peters

Absent: Planning Commissioners Daniel Afonin and Donald Saxton

Staff Present: City Manager Heidi Bell

BUSINESS ITEMS

Emergency Management Discussion: Manager Bell presented on the topic of "Chain of Command". She reviewed slides that were included in the packets. She led discussion and answered questions regarding how city officials should respond to various incidents. The group requested that she provide them with a paper list of important phone numbers. (Presentation included in City's Record)

Set 2019 City of Donald Goals: Mayor Oxenford provided two PowerPoints. One called "Strategic Planning and Goal Setting" and it was delivered in the packets for prior review and at the July Council Meeting. The other PowerPoint was called "City of Donald Goal Setting Session" and it was delivered and utilized at the meeting. The topics included: understanding the purpose of a goal setting and vision, mission and values statements, he gave a review of the previous goals, led the group in a brainstorming session to draft goals and activities. He asked the group to list the City's achievements, strengths and weaknesses or risks. Then the group used these as a catalyst to create goals and activities for the City's leadership. There was discussion of how the goals and activities relate to Focus Group work. The group was running low on time so they decided that Mayor Oxenford will use the notes from Manager Bell to compile the group's responses to generate goals, objectives and activities. He will get them together and they will be sent out to the Council and the Planning Commission and then discussed at the September Work Session. Finally, they will be formally approved by the Council via a resolution. (Presentations included in City's Record)

Discussion of City Events and Activities: The CERT Program is coming up in October there are two weekends with classes, total of four classes. There was mention of the Donald Beautification Group's recent work.

COUNCIL/COMMISSION DISCUSSION

There was a discussion about how to setup a Google account on the City tablets. There was discussion of setting up a shared calendar for events and meetings.

ADJOURN

Mayor Oxenford expressed his appreciation for everyone giving their time on a Saturday to meet and adjourned the meeting at 1:20pm.

Date: September 10, 2019

Signed: _____
Brad Oxenford, Mayor

ATTEST:

Date: September 10, 2019

Signed: _____
Heidi Bell, City Manager