

**POLSON CITY COMMISSION STRATEGIC MEETING MINUTES
CITY HALL – CITY COMMISSION CHAMBERS
FRIDAY, JANUARY 11, 2013**

ATTENDANCE: City Commissioners: Todd Erickson, John Campbell, Stephen Turner, Mike Lies, Dan Morrison, Fred Funke and Mayor Pat DeVries presiding. City Manager Crossett, Human Resource Director Ardrene Sarracino, NOT in attendance: City Attorney James Raymond. Water & Sewer Superintendent Tony Porrazzo, Street Superintendent Terry Gembala and Parks Director Karen Sargeant present.

Mayor Pat DeVries called the meeting to order.

APPROVAL OF PROPOSED AGENDA: Commissioner Campbell moved to accept the proposed agenda, seconded by Commissioner Lies. Commission discussion: None. Public discussion: None. Motion carried unanimously.

TWO HOUR STRATEGIC PLANNING WORKSHOP: City Manager Crossett conducted the strategic planning meeting, starting with the review of the Vision & Mission Statements. Mr. Crossett explained the process used to establish the statements, read them and explained the purpose and use for them. Next, he explained the use of strategic analysis. He explained that that they would be developing a SWOT (strengths, weaknesses, opportunities and threats) analysis. He then led those in attendance through a brainstorming process to identify Strengths, Weaknesses, Opportunities and Threats relevant to the community and the Vision and Mission statements. Please see attached spreadsheet for SWOT definition and breakdown list with discussion and input from Commissioners and the Public.

Session results will be documented and sent to all Commissioners as well as City of Polson Staff and a request sent to City Staff asking for them to identify a wide range of Needs, Opportunities and Projects for the purpose of setting context and prioritization. This data will come into play during the process. It was agreed that the next meeting will be scheduled in a couple of weeks on January 25, 2013 from 4:00PM to 6:00PM. The next meeting will focus on Goal Setting. Commissioner Campbell requested that City Manager Crossett also request that City Staff include funding sources in their submitted feedback.

The meeting adjourned at 5:50 p.m.

Mayor Pat DeVries

Attest: Ardrene Sarracino, Human Resource