

January 19, 2018

The Chehalis city council met in special session on Friday, January 19, 2018, in the Chehalis city hall. Mayor Dennis Dawes called the meeting to order at 8:30 am with the following council members present: Terry Harris, Daryl Lund, Dr. Isaac Pope, and Chad Taylor. Councilors Tony Ketchum and Bob Spahr were absent (excused). Staff present included: Jill Anderson, City Manager; Ken Cardinale, Fire Chief; Caryn Foley, City Clerk; Melody Guenther, Court Administrator; Bill Hillier, City Attorney; Trent Lougheed, Community Development Director; Brandon Rakes, Airport Office Manager; Rick Sahlin, Public Works Director; Chun Saul, Finance Director, Judy Schave, HR/Risk Manager; Glenn Schaffer, Police Chief; Don Schmitt, Street Superintendent; Dave Vasilauskas, Water Superintendent; Lilly Wall, Recreation Manager; and Patrick Wiltzius, Wastewater Superintendent. No members of the media or public were present.

1. **Strategic Planning Session.** Mayor Dawes welcomed everyone and stated the purpose of the special meeting was to hold a strategic planning session.

City Manager Anderson stated the purpose of the meeting was to develop a strategic plan so that limited resources continue to be directed toward the city's highest priorities consistent with its mission and responsibility as a municipal government. She welcomed Marilyn Snider, a strategic planning facilitator with Snider and Associates, and Gail Tsuboi, a graphic recorder with Tsuboi Design.

A SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis was conducted. From that, participants developed a mission statement and three-year goals and six-month objectives. Monthly updates will be provided to the council and new objectives will be set every six months.

There being no further business to come before the council, the meeting was adjourned at 3:30 pm.

Dennis L. Dawes, Mayor

Caryn Foley, City Clerk

Approved: 2/12/2018
Initials: cf