

**DAYTON TOWN COUNCIL MINUTES
COUNCIL RETREAT
December 11, 2019
Shenandoah Valley Electric Cooperative**

COUNCIL MEMBERS PRESENT: Mayor Sam Lee, Jeff Daly, Todd Collier, Zachary Fletchall, Cary Jackson, Robert Ohgren, and Tara Worthy.

ALSO PRESENT: Angela Lawrence, Town Manager; Susan Smith, Acting Treasurer; Justin Trout, Chief of Police; Mike Betts, Marketing and Events Coordinator, and Russell Bailey, Public Works Supervisor.

CALL TO ORDER: After a luncheon, Mayor Lee officially called the retreat to order at 1:30 p.m. and welcomed everyone.

INTRODUCTIONS: Town Manager Lawrence introduced the facilitator, Terrie Glass, with Leadership Solutions.

OPENING EXERCISE: Ms. Glass facilitated an interactive exercise between Staff and Council allowing them to share their appreciation of Dayton, what is going well, what people need to know, what citizens tend to underappreciate, and what can be done to improve and ensure the future and success of Dayton.

ROLES AND RESPONSIBILITIES: Ms. Glass presented information which included an introduction to governance; roles in general: rationale and purpose in an organization; Town of Dayton roles and responsibilities: Council, Mayor, Manager, Staff, Council Committees; and roles in practice scenarios.

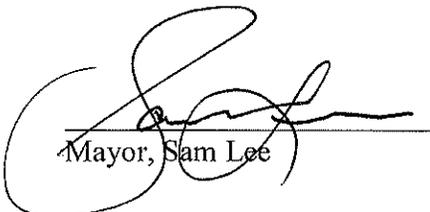
STAFF PRESENTATIONS: Each staff member briefly presented trends, issues, and priorities related to their respective department. After presentations, staff members excluding Town Manager Lawrence, were dismissed for the remainder of the retreat.

WORKING PRODUCTIVELY AS A COUNCIL: Ms. Glass presented the information including the concept of "one voice"; keeping the appropriate focus as a Council (i.e.: avoiding the operational details); and evaluating success: how Council will know if they are doing well.

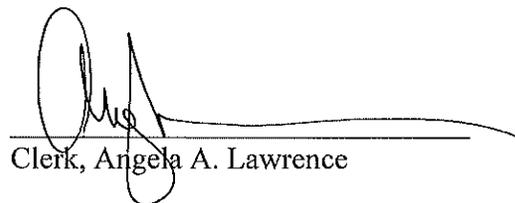
WRAP UP: Ms. Glass and Town Manager Lawrence led a discussion on moving forward.

ADJOURNMENT: The retreat adjourned at 5:30 p.m.

Respectfully Submitted,



Mayor, Sam Lee



Clerk, Angela A. Lawrence