



City of Hartford  
County of Van Buren, State of Michigan

## Special Commission Business Meeting Agenda

Monday, February 12, 2024 at 4:30 PM

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**CALL TO ORDER**

**ROLL CALL**

**ACTION ITEM**

1. Discuss & Consider – Expectations & Goals

**ADJOURNMENT**

## Expectations Workshop

**PURPOSE:** The purpose of an expectations workshop is to come to a general consensus of how we all work together in the most effective manner.

**DISCUSSION:** We will have specific discussions on the following questions:

1. What does Council expect of the City Manager?
2. What does the City Manager expect of Council?
3. What can we do as a team to be more effective?
4. What ground rules can we develop to ensure success?
  - a. When we disagree how do we work through it?
  - b. If we have concerns, how do we address them?

We will have our discussion and I'll make notes for all of us to be able to reference later. This should help us work together more effectively as well as lay the groundwork for the next City Manager's successful relationship with Council.

**Next steps:**

- Strengths, Weaknesses, Opportunities, and Threats Analysis for the City (SWOT).
- Development of goals for the City.
- City Manager to meet with Department heads to perform Expectations workshop, SWOT, goals, etc
- Workshop or Open house for City Residents to share their ideas and insight on the SWOT and goals.
- Council to evaluate their expectations, SWOT, and goals, with those of the City Departments and the residents.
- Completion of Strategic Plan