

City of Decatur Commission Retreat

Brasstown Valley

January 7-8, 2016

In Attendance

Patricia Garrett
Fred Boykin
Scott Drake
Tony Powers

Brian Smith
Peggy Merriss
Andrea Arnold
Hugh Saxon

David Junger
Linda Harris
Lyn Menne
Bryan Downs

The key objectives of this retreat were to:

- Get to know each other by understanding each person's working style, strengths and areas of interest.
- Identify the vision that will serve as the underpinning of this team's success.
- Establish an understanding of how the Commission and the City of Decatur staff can best work together to ensure progress.
- Identify current City of Decatur opportunities that this commission will address in 2016.

The retreat began with all members getting to know each other better through the Workplace Big Five Profile Survey.

2020 Vision for City of Decatur

The team brainstormed what success would look like for the City of Decatur in 2020

- More affordable housing
- A new city park
- System of bike lanes
- Connected network of pedestrians
- Balance construction mix
- More public art
- Reputation of tackling hard issues, of coming together
- More downtown grocery options
- City of Decatur and City Schools of Decatur working well
- together – improved relationship
- Taxes (86%/14%)
- Thriving East Decatur mixed use community
- A strong Dekalb County – good relationships with elected delegates
- More engagement from wider cross section of the community
- Achievement of annexation goals

How will the team have to show up to achieve this vision...

- Stretch outside of comfort zone
- Be active communicators
- Give to get
- Prioritize
- Be deliberate
- Take the long term view
- Create alliance with new or different partners

Best Practices for Working Together as a Team

The team established working norms for greater effectiveness

- Establish monthly standing meetings with City Manager to keep everyone updated.
- When staff presents Commissioners with a document, the expectations of actions to be taken should be clearly communicated (i.e. FYI, upcoming vote, acceptance requested, render a decision...etc).
- Commissioners contact City Manager and Senior Leadership Team with requests.
- Recognize that the Mayor is the spokesperson for the commission. If Commissioners are contacted by the media, refer to City Manager or Communications Director before responding.
- City Manager will make every effort to inform Commissioners before anything appears in the media
- Preference to schedule annual Commission retreat in early January during the week.

2016 Priorities

The team identified priorities and areas of interest to pursue in 2016

Priorities/Next Steps	Timing
Homestead Exemption	Q1 - 2016
Annexation <ul style="list-style-type: none">Continue to pursue annexation efforts	Part 1 – Q1-Q2 2016 Part 2 – Q3-Q4 2016
Traffic Calming Efforts <ul style="list-style-type: none">Commissioner members to meet with GDOT on January 21stDavid will provide list of accomplishments in preparation for this meeting	Q1- Q3 2016
Better Together <ul style="list-style-type: none">Better Together has been accepted, needs to be acknowledged.Need to schedule a work session for Commission to determine next course of action	Q1 - 2016
Impact Fees <ul style="list-style-type: none">Lyn will coordinate research and provide a follow-up to Commission.	Q1- Q2 2016
Budgeting for Green Space <ul style="list-style-type: none">As part of budget process Peggy will develop options for Commission review.	Q1- Q2 2016
Tree Ordinance Review <ul style="list-style-type: none">Follow up on canopy assessment to be complete by January 31, 2016. Assess if it is meeting the desired goals and potential action neededEducate community on ordinance	Q1-2016
RS-17 Zoning Districts <ul style="list-style-type: none">Refer to Planning Commission for review.	Q2 - 2016
Comprehensive Plan <ul style="list-style-type: none">There will be no additional effort towards the Decatur Downtown Master plan outside of efforts on the Comprehensive Master Plan.Lyn Menne will provide a response regarding how issues of downtown master plan will be addressed.	Q2 -Q3 2016
Working with City Schools of Decatur <ul style="list-style-type: none">Patti Garrett to invite board chair and Superintendent Dr. Dude to State of the City address.The DBA to invite Dr. Dude to speak at later time. Brain Smith will follow up on this.Peggy Merriss to arrange formal joint work session with Board of Education Commission.	On-going

