



# Council and Senior Staff Planning Retreat

February 22 - 23, 2018

Magnolia House and Gardens  
Jonesboro, Georgia



Carl Vinson  
Institute of Government  
UNIVERSITY OF GEORGIA

Facilitated by Gordon Maner

## **Roles and Expectations**

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### **Mayor and Council**

#### **What do we need or expect from each other?**

- Good communications – emails, text or phone calls – be responsive
- Fully discuss issues – good and bad
- Remember when people want something they don't tell the whole story
- Work as a team towards common goals without personal agendas or hidden agendas - Cooperation; working together and supporting each other - Iron sharpens iron – share and learn from each other
- Tell the truth – be honest -
- Be willing to tell why
- RESPECT different opinions and each other
- Commitment to the position and the city / city events
- Do your homework – materials, emails and ask questions in advance
- Accountability – your word is your bond – represent the city well
- Progressive thinking – keep moving forward
- Keep an open mind – be open to new things
- Present a positive attitude to the public – keep our dirty laundry in-house

#### **What do we need or expect from our City Manager and Department Heads?**

- Work closely together as a team and support each other - Cooperation and working together
- Keep us informed
- Due diligence – follow up and follow through and be thorough
- Listen and if you think something won't work tell me why
- Keep your eyes open and never say that's someone else's job
- Good communications with us
- Present a positive image/attitude of our city to the public
- Dedication to the position and the city
- Be respectful to us and the public
- Be a good example and lead by example
- Tell our story better
- Stay informed professionally – keep up with your profession
- Do teambuilding within departments
- Be conservative fiscally

## **The City Manager and Department heads need or expect from Mayor and Council Members?**

- Be fully informed – do your homework, continue learning
- Base decision on facts not emotion, innuendo, rumors, hearsay
- Patience and understand we are under limitations and things are not as easy as it looks – we have to follow protocols
- Allow me to manage – don't interfere – go through the manager
- Anticipate and foster growth – with growth comes expense
- Be willing to hear something you don't agree with – don't kill the messenger – try to be more understanding – be open minded
- Respect that we are colleagues and don't criticize me or department heads
- Promotion of training and education for employees
- Be open for the journey – open to change
- Stay in your lane

## **Council Items for Discussion and Action**

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### **Day and Clark**

- Consider hiring an in-house hybrid community/economic development professional at city hall (investigate costs and where to house)(start looking now and hire asap) (Clark lead)
- Town Center development (Council and staff)
- Complete phase 1 of Broad street and fire station redevelopment (Underway) (TSW and Council)
- Identify new revenue sources during 2018 (Clark and Consultant)
- Increase city engagement in city and other city agencies (Everyone and Clark lead)

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- Improve adequate housing and mixed use development (Promote diversifying housing stock) (Clark lead)

### **Dixon**

- Continue enrichment of businesses in downtown – advocacy for downtown businesses – ambassador program – strategies for retaining and growing downtown businesses (Staff, council and businesses)
- Look into establishing internship program for high school, veterans and college kids in partnership with businesses (identify costs and personnel costs) (long term objective)

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- Look into the establishment a Youth Council and a Summer Youth Employment Program (Dixon with staff assistance)
- Create a space for housing recreation programming like the YMCA/Boys and Girls Club – look at partnering with existing i.e. First Baptists and others (look into this) (Dixon and community)
- Look into create co-working space – gathering place – identify costs and potential space (Alfred and private sector take lead)

**Lester**

- Lee Street curbing from library to the entrance of the school – Consider doing away with curbing to create an additional lane or other options  
(Clark and Lester work with public works to determine feasibility, options and costs)

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- Battleground park – develop a nature trail around (Lake Wallace Continue discussions and study)  
(Mayor and Manager)

**Sebo**

- Continue development of the old Cooper House for B&B/restaurant (work with a developer) grant funding  
(Clark and Day)
- Continue pursuing free Wi-Fi in the city (Lester has friend at AT&T)  
(Clark lead)

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- Utilize the old Rosenwald School building for civil rights museum or other tourist attraction use (City work with BOE, civic clubs and others)  
(City willing to promote if others lead)  
(Sebo with involvement of BOE and others)

**Powell**

- Improve police relations by having officers say hello, wave or toot horn at citizens in greeting  
(Clark and Chief)
- Do something to recognize veterans and first responders at a prominent site. Work it into the town center project  
(Billy and Council)

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- Continue looking into creating pocket parks and entrances into residential areas  
(Public Works)
- Diversify and improve the events to be more inclusive to the citizens who live in Jonesboro  
(Billy lead)

## **Boak**

- Continue working on downtown parking; explore one-hour parking signs and downtown or meters (to address business owners and employees who park in front of buildings) (DDA)
- Improve streetscape downtown – need to replace lighting where street lights were removed during construction (Burnside to South Ave) (Clark and Public Works)

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- Look at one-way streets and create a truck route to remedy traffic issues (Public Works and Clark)

## **Wise**

- Continuation of the municipal building (underway)
- Once the Broad Street underway proceed with Lake Wallace (tie with trail)
- Explore feasibility of a soccer field and skate park at Battleground Park (start with just a soccer goal) (Staff work with county to have county develop recreation facilities in the park)

## **Agenda Item Discussion**

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### **Department Update & Future Planning – Franklin Allen, Chief of Police**

Update presentation only

Challenge of getting qualified applicants and retaining existing officers in a competitive environment

### **Department Update & Future Planning – Joe Nettleton, Public Works Dir.**

Update presentation only

Do a better job of promoting all parks on newsletter and social media

### **Broad Street Plaza - Update**

Formally present the concept to council and public at March 12<sup>th</sup> 6:00 PM meeting

### **Discussion of Municipal Facility**

Presentation and update by city manager and discussion only

### **Department Update & Future Planning – Ricky Clark, City Manager**

Presentation and update

## **Next Steps**

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- Hold semiannual half day retreat follow up (August 17, 2018 from 8:30 to Noon)
- Continue holding annual retreat (Clark get with Gordon to book dates)

## ABOUT YOUR FACILITATOR



Carl Vinson  
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### **GORDON MANER**

**Senior Public Service Associate**  
**Carl Vinson Institute of Government**



Mr. Maner has a distinguished career in the local and state government training and development arena, and he currently serves as a facilitator, presenter, and special projects manager for the Institute. Mr. Maner is a recipient of the University of Georgia's Public Service and Outreach Walter B. Hill Award for Distinguished Achievement in Public Service and he is the recipient of the Georgia City-County Management Association's Pillar of Excellence Award for services to Georgia's cities and counties. In addition to his work in Georgia, he provides training, facilitation, and consulting regionally, nationally, and internationally.

Prior to joining the Institute, Mr. Maner spent more than 20 years in various management roles in Georgia local governments. He holds graduate degrees in psychology and in public administration from West Georgia University, and he is a skilled facilitator and presenter. His areas of expertise include facilitation (strategic planning, problem solving, relationship building), performance measurement, process improvement, management and leadership development, organization development, learning needs assessment and developing learning interventions.

**Contact:** [gmaner@uga.edu](mailto:gmaner@uga.edu) 706.831.7917

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