

**CITY OF DUNWOODY**  
**JANUARY 31, 2010**  
**CITY COUNCIL STRATEGIC PLANNING RETREAT MINUTES**

The Mayor and Council of the City of Dunwoody held a Strategic Planning Retreat Meeting on Sunday, January 31, 2010 at 8:00 a.m. The Planning Retreat was held at the Embassy Suites Perimeter Center, 1030 Crown Pointe Parkway, Dunwoody, Georgia 30338. Present for this meeting were the following:

Ken Wright, Mayor

District 1, Post 1	Denis Shortal, Council Member
District 2, Post 2	Adrian Bonser, Council Member
District 3, Post 3	Tom Taylor, Council Member
At Large, Post 4	Robert Wittenstein, Council Member
At Large, Post 5	Danny Ross, Council Member
At Large, Post 6	John Heneghan, Council Member

Staff Present:	Brian Anderson, City Attorney
	Warren Hutmacher, City Manager
	Sharon Lowery, City Clerk
	Kimberly Greer, Assistant to the City Manager
	Chris Pike, Director of Finance

Facilitator Walt McBride, of the Carl Vinson Institute of Government, the University of Georgia, welcomed Mayor, City Council and Staff to the Planning Retreat at 8:00 a.m.

**MINUTES:**

See attached Mayor and Council Strategic Planning Retreat Summary Report, provided by Facilitator Walt McBride.

**ADJOURN:**

The meeting was adjourned.

Approved by:

\_\_\_\_\_  
Ken Wright, Mayor

Attest:

\_\_\_\_\_  
Sharon Lowery, City Clerk



## 2010 Mayor and Council Planning Retreat Report

January 31, 2010  
Embassy Suites Perimeter

Prepared by Walt McBride



Carl Vinson **Institute of Government**

The University of Georgia

**CITY OF DUNWOODY, GA  
CITY COUNCIL**

**Ken Wright, Mayor**

Denis Shortal – District 1, Post 1  
Adrian Bonser - District 2, Post 2  
Tom Taylor – District 3, Post 3  
Robert Wittenstein – At Large, Post 4  
Danny Ross – At Large, Post 5  
John Heneghan – At Large, Post 6

**January 31, 2010  
City Council Planning Retreat  
Embassy Suites Perimeter  
1030 Crown Pointe Parkway– Dunwoody, GA 30338**

- A) Arrive
- B) Overview, Introductions
- C) Roles, Responsibilities, and Expectations
- D) Review of 2009 Retreat Results
- E) Listing and prioritizing of items identified by Mayor and Council
- F) Discussion of priority issues and goal setting
- G) Continue discussion of priority issues and goal setting
- H) Other pressing matters needing discussion
- I) Summarize agreements, wrap up and evaluation
- J) Adjourn

Potential items that may be discussed:

1. Five year financial forecast
2. 2010 budget discussion
3. City Hall Project fund
4. Business License discussion
5. Police Services discussion
6. DeKalb Fire
7. 911 Update
8. Council Meeting/Work Session discussion
9. Agenda packet review process
10. Contract services discussion
11. Domestic partner benefits
12. Road infrastructure planning
13. GPC discussion
14. Sustainability
15. Emergency sirens
16. Noise Ordinance
17. Community Service for litter control
18. Public Information Officer discussion
19. Council expense accounts
20. Residential parking discussion
21. Comprehensive Land Use Plan discussion

1. 2010 Budget Discussion
  - Attached as Appendix A
  - Consensus to leave the budget as approved
2. DeKalb Fire Discussion
  - Need for accountability
  - Invited Fire Chief to address Mayor and Council
  - Review Police SOP – is contact with citizen at incident location required?
  - Addresses – do we have an ordinance requiring address identification?
  - Encourage residents to participate in Police Explorers program to paint numbers on curb
  - February at the 1<sup>st</sup> Voting Meeting
3. 911 Update
  - Committee investigating options for 911 services
  - Add citizen to committee for insight and input
  - Update Council at April Work Session
4. Road Infrastructure Planning Discussion
  - Strategy – focus on biggest impact by spending 80-90% of allotted funding on heavy traffic roads that will have the biggest impact based on their condition. 10-20% on local and neighborhoods roads based on “worst to first”
  - Create the rolling five year plan (segment of road, condition, order)
  - Council will approve five year plan, list for each year, and approve bid for each year
  - Wait on the bond issue until after HOST settled, not ready to allocate or float additional funding
5. GPC Discussion
  - Form a Town & Gown
  - Draft a Resolution
    - Promote cooperative spirit
    - Encouraging long term expansion outside of present location
    - Encourage school to promote its resources and benefits to community
  - Work to keep traffic moving
  - Present options for changes to dual left turn lanes and intersections (to include landscaped median, restriping)
  - Town and Gown Resolution at February Work Session
6. Comprehensive Land Use Plan Discussion
  - Consultant developing a survey to capture additional comments
  - Draft CLUP goes to Steering Committee this spring
  - Draft CLUP goes to Community Council, Planning Commission
  - April Work Session

#### 7. Five Year Financial Forecast Discussion

- Attached as Appendix A
- Give additional emphasis to grant research, particularly Community Development Block Grants

#### 8. Business License Collection Discussion

- Continue the tiered system but inform with research into market-based approach based on competitors' rates for FY 2011
- April Work Session

#### 9. Council Meeting/Work Session Discussion

- Recommendation that Mayor & Council attend another city's work session
- Moving to two meetings
  - 2nd Monday - 7PM Work Session (at large conference table, in front of dais)
  - 4th Monday - 6PM abbreviated Work Session (in side room at conference table) 7PM Voting Meeting (at the dais)
- Posting to website Thursday prior to each meeting
- Sending to Mayor and Council one week prior to posting
- February Work Session – recommended calendar for FY 2010
- March – begin two meeting system

#### 10. Public Information Officer Discussion

- Current Communications
  - Two spokespersons – Chief Grogan and Warren Hutmacher
  - Two media points of contact - Sergeant Carlson and Edie Damman
  - Council would like to be copied on Media Releases and Media Advisories
- Crisis Communications
- Establish formal EOC with work stations for police, public works, city manager
- Using Police Roll Call Room as control room
- NIMS – verify all personnel have training needed
- Suggestion of practice scenarios to be better prepared

#### 11. Police Services Discussion

- Plans for FY11 include budgeting for accreditation, restoring alarm ordinance, considering K9 unit, researching motorcycle unit
- March – Mayor to discuss police services partnership with PCIDs
- Check status of cases with District Attorney's Office
- June Work Session to discuss accreditation process

#### 12. Litter Control Discussion

- Explore developing a Community Service Program to collect litter and beautify our local roads
- Investigate options with Phillips Correctional for routine maintenance work citywide
- Potential improvements to Georgetown exit (to mirror PCIDs work with Ashford Dunwoody exit) – to discuss with PCIDs and contact GDOT

- July Work Session
13. Agenda Packet Review Process Discussion
    - Increase Mayor and Council review time with packet – send one week prior to posting (see item # 9)
  14. Noise Ordinance Discussion
    - Work Hours – prepare ordinance change to starting at 8 am on weekdays and 9 am for Saturday
    - February Work Session
  15. Contract Services Discussion
    - Discussion only
  16. Residential Parking Discussion
    - Concerns regarding (1) vehicles visible to street and (2) street parking
    - Investigate other cities:
      - Roswell limits to three vehicles visible to street
      - Norcross, sec. 115-157, with a waiver if you have additional drivers
    - March Work Session
  17. Emergency Notification Discussion
    - Early warning siren system
    - Research grants (FEMA and GEMA)
    - Research system requirements and costs
    - June Work Session
  18. Sustainability Discussion
    - City bike routes – working with Bicycle Task Force, to begin marking bike routes in Dunwoody
  19. City Hall Project Fund Discussion
    - Setting aside funding for capital projects – City Hall or other property
    - Can begin gradually in FY 2011 budget, but not specified for City Hall property
  20. Council Expense Accounts Discussion
    - Chris Pike discussed memo he distributed prior to session
    - Council requested copy of annual total
  21. Domestic Partner Benefits Discussion
    - Discussion only
  22. Street Sweeping Discussion
    - Research costs for street sweeping by contract
    - Research if stormwater funds can be used for this purpose
    - March Work Session