

## MINUTES

Special Meeting: Pre-planning Session for Council Retreat      January 14, 2008  
George W. Clay, Jr. Utility Operations Center      Monday, 12:00 Noon

**Present:** Mayor W. Ted Alexander, presiding; Council Members Christopher H. (Chris) Mabry, Larry G. Ware, Michael R. (Mike) Royster, Joel R. Shores, Jr., City Manager Rick Howell, City Clerk Bernadette A. Parduski, CMC, Director of Finance Theodore B. (Ted) Phillips, Director of Human Resources Charles L. Webber, Benefits Coordinator Tracy Barrett, Director of Utilities Brad R. Cornwell, PLS, EI, Assistant Director of Utilities Julie R. McMurry, Police Chief Tandy P. Carter, Police Captain Jeffrey (Jeff) H. Ledford, Fire Chief William P. Hunt, Director of Public Works Daniel C. (Danny) Darst, Jr., Director of Parks and Recreation Charlie Holtzclaw, Director of Housing Bryan T. Howell, Director of Development Services Brian L. Pruet, and Director of Planning Services Walter (Walt) Scharer

**Absent:** Council Members Jeanette D. Patterson and Andrew L. Hopper, Sr. City Attorney Sam B. Craig

Mayor Alexander called the meeting to order at 12:02 p.m. and welcomed all who were in attendance. Mayor Alexander gave the invocation and led the *Pledge of Allegiance*.

### A. Approval of Agenda:

**ACTION TAKEN:** Upon a motion by Mr. Shores, second by Mr. Ware, City Council voted unanimously to approve the agenda as presented.

Mr. Hopper arrived at 12:03 p.m.

### B. New Business:

#### 1) Discussion to set the 2008 Annual City Council Retreat Agenda

Mr. Howell introduced the single agenda topic and called for an informal discussion with the purpose of soliciting input from Council members on the topics and issues for inclusion at the annual retreat. With Council's perspective and endorsement prior to the retreat, Mr. Howell said that he and City staff can properly prepare and plan to provide the governing body with information to assist them in setting the goals for the upcoming fiscal year. Mr. Howell explained that although the retreat and the budget process go

hand in hand to some extent, the retreat allows Council an opportunity to express priorities without the revenue limitations of the budget process.

Mr. Howell requested each staff member to introduce herself/himself and to state his/her years of service with the City.

Mr. Howell reviewed and received Council consensus on the retreat dates of Friday, February 29, 2008, for an afternoon session and Saturday, March 1, 2008, for a morning session to conclude at 12:00 noon. The location and the facilitator role are yet to be determined. Council also agreed by consensus to the general agenda format, citing last year's retreat as an example, to include staff presentations, discussions, and brainstorming sessions.

Mr. Howell recapped the 2007 retreat agenda topics as follows: Economic development through strategic infrastructure investments, crime reduction strategies/initiatives, neighborhood improvement plans, and Center City Master Plan implementation.

Next, Mr. Howell sought the specific issues of importance and areas of concern from each Council member, including staff, and received the following comments:

#### **ACCOMPLISHMENTS AND STATE OF CITY**

Mr. Mabry – review check list of accomplishments

Mr. Hopper – a simple, user-friendly snapshot of City finances; a standardized request process for external funding requests

Mayor – review all adopted planning documents

Mr. Mabry – flow chart and executive summaries from responsible parties in the various planning documents

Mr. Hopper – implement the plans

Mrs. Patterson – “Going Green”

Mr. Royster and Mr. Shores – County's 2008 property revaluation

Mr. Hopper and Mr. Royster – user fees allocation

Mr. Shores – gains and losses of City services

Mr. Phillips – set targets to supplement City services

Mr. Howell – set percentages to subsidize City services

#### **HUMAN RESOURCES**

Mr. Shores – efficiencies related to health insurance costs; retention report

Mr. Royster – update on new pay plan

Mr. Hopper – place a high priority on City employees regarding benefits and compensation; a good Citywide pay plan providing just compensation

**Mayor and Mr. Hopper – consider a philosophy to make funding resources a priority for employee increases**

### **ECONOMIC DEVELOPMENT**

**Mr. Shores – Shelby needs a product to market and grow; County industrial park**

**Mr. Royster – develop City and County buildings to get properties back on tax roll**

**Mr. Hopper – proactive approach toward business and marketing the City; joint effort with the Cleveland County Chamber**

**Mr. Mabry – update on Land Use Development Plan**

### **NEIGHBORHOODS**

**Mr. Ware – additional information on nuisances and demolitions**

**Mr. Hopper – proactive approach to neighborhood restoration with a unified Council response to dilapidated structures**

**Mayor – encourage homeownership to promote pride**

### **POLICE DEPARTMENT**

**Mr. Royster – update on Officer Residency Program**

**Mayor – Crime Summit**

**Mr. Shores – reconsider the Career Development Plan and associated costs**

**Chief Carter – officer retention; salary compression; stability of the force; benefits i.e. tuition reimbursement; department may be suffering from a “crisis in confidence”**

**Mr. Webber – Police officer recruitment is a regional, multi-faceted problem with no simple answer; employee loyalties have changed**

### **PARKS AND RECREATION**

**Mayor – update on the Parks and Recreation Master Plan**

**Mr. Hopper and Mrs. Patterson – develop cemeteries, especially Webb**

**Mr. Holtzclaw – the park system represents quality of life; this is a sports oriented County**

**Mayor Alexander acknowledged that Mrs. Patterson’s comments were provided via electronic mail prior to the meeting.**

**Mr. Howell encouraged Council to share additional retreat suggestions with him. He will proceed with developing the retreat agenda and making staff assignments accordingly. Mr. Howell expressed appreciation to Heather**

Black, Tracy Barrett, and Bernadette Parduski for their efforts in preparing this meeting.

**C. Adjournment:**

**1) Motion to adjourn**

**ACTION TAKEN:** Upon a motion by Mr. Royster, second by Mr. Ware, City Council voted unanimously to adjourn the meeting at 1:16 p.m.

**Respectfully submitted,**

**Bernadette A. Parduski, CMC  
City Clerk**

**W. Ted Alexander  
Mayor**

**Minutes of January 14, A. D. 2008**