



2023 Strategic Planning Work Session Agenda

February 16, 2023 (8am to 5pm)

Session One (8:00am to 9:30am) – Discuss Financial and Operational Results

1. 2022 Citizen Survey – City Manager Jeff Downes
2. Action Center Review of Data and Trends – City Manager Jeff Downes
3. Financial Review – Finance Director Melvin Turner and Deputy Finance Director Zach Clifton
 - a. FY 22 End-of-Year Results
 - b. FY 23 First Quarter Results
 - c. Cash Management
 - d. Surplus Utilization
 - e. Financial Policies and Current Status
4. Summary of Findings – City Manager Jeff Downes

BREAK

Session Two (9:45am to 10:30am) – The Goal to Become a Government Utilizing Less Paper

5. Achievements from Open Gov
 - a. Building Safety and City Clerk – Building Official Keith Blanton and City Clerk Rebecca Leavings
 - b. Transparency and Reporting Module – City Manager Jeff Downes
 - c. Budgeting and Planning Module – Deputy Finance Director Zach Clifton
6. New Agenda Software (Civic Select) – City Clerk Rebecca Leavings
7. E-Tickets and a More Paperless Municipal Court – Court Director Umang Patel
8. Proposed Public Records Request Protocols and Ordinance – City Clerk Rebecca Leavings

Session Three (10:30am to 12:00pm) – Infrastructure and Parks Improvements

9. Engineering and Public Works Improvements and Plans – Engineering and Public Works Director Brian Davis
 - a. Ongoing Operational Plans
 - b. Sidewalk Planning
 - c. Stormwater Planning
 - d. Third Party Consultant Reports
 - i. Schoel Engineering – Upper 31 Stormwater Plan and Implementation
 - ii. Sain Associates – Blue Lake/Sicard Hollow Roundabout
 - iii. EDG Engineering – Rocky Ridge Rd/Dolly Ridge Intersection/Poe-Fairhaven
10. Parks and Leisure Services – Parks and Leisure Services Director Jamie Lee
 - a. Mission and Goals
 - b. Park Improvement Projects
 - c. Enhanced Programming

- d. Demand for Services

LUNCH

Session Four (12:45pm to 3:30pm) – Tour of City

- 11. Site Visits via Bus Transportation
 - a. Tour of Renovated Fire Station #1 – Fire Chief Marvin Green
 - b. Tour of New Public Works Facility – Engineering and Public Works Director Brian Davis
 - c. Tour of Cahaba Heights Sidewalk Connector and Future Entertainment Area – City Manager Jeff Downes
 - d. Tour of Altadena Valley Park – Parks and Leisure Services Director Jamie Lee
 - e. On- Site Briefing of Future Library Plans – Library Director Taneisha Tucker

Session Five (3:30pm to 5:00pm) – Miscellaneous City Functions

- 12. Information Technology – IT Director Darrin Estes
 - a. Review of Achievements and Future Plans
 - 13. Communication and Collaboration Efforts – Assistant City Manager Cinnamon McCulley
 - 14. Economic Development Opportunities
 - a. General Discussion – City Manager Jeff Downes
 - b. Redevelopment of Old Days Inn Property – Planning Charrette, March 14-16, 2023
 - 15. Executive Session: Purchase and Sale of Real Estate/ Matters of Commerce – City Manager and Council
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February 17, 2023 (8am to 12pm)

Session Six (8:00am to 10:00am) – Public Safety Operations and Support

- 1. Vestavia Hills Police Department Strategic Planning Results and Future Opportunities – Police Chief Dan Rary
 - a. Past Year Accomplishments
 - b. Current Projects (including manpower assessment)
 - c. Future Projects
 - i. Opioid Settlement Money Proposal with VHFD
 - ii. Training
 - iii. Enhanced Code Enforcement
- 2. Vestavia Hills Fire Department – Fire Chief Marvin Green
 - a. Manpower Assessment
 - b. Training and Future Drill Field
 - c. Fire Inspection Activities
 - d. Evolving Service Demands
 - e. Capital Planning
- 3. Municipal Court – Court Director Umang Patel
 - a. Visit Upgraded Court Facility with Court Operational Improvements

BREAK

Session Seven (10:15am to 12:00pm) – External Opportunities

4. St. Stephen' Episcopal Church Memorial Project – Leslie Carlisle, Project Leader
5. Annexation/De-Annexation for Office Site in Liberty Park
6. Legislative Session – Vestavia Hills Priorities
7. Executive Session: Review of Legal Matters – Bent Owens

LUNCH

8. City Hall Historical and Special Achievement Project – Method 1
9. Wrap-up Issues
10. Open Conversation
11. Council Priority Determination