



**CITY OF FLOWERY BRANCH  
Council Meeting Retreat Agenda  
Emerald Pointe Resort  
7000 Holiday Road  
Lake Lanier Islands, Georgia, 30518  
Saturday March 29, 2008  
8:00 am – 4:00 pm**



**MEETING BROUGHT TO ORDER:**

Facilitator Janice Saylors brought the meeting to order at 8:15 am.

**IN ATTENDANCE:**

Mayor Diane Hirling and Council Members Allen Bryans, Pat Zalewski, Mary Jones, Craig Lutz and Chris Fetterman. Also in attendance were City Manager Bill Andrew, City Clerk Melissa McCain, City Planner James Riker, City Attorney Ron Bennett and City Attorney Richard Carothers.

***Understanding Each Other's Communications Styles/Needs.***

The group participated in a questioner that assisted in determining the communication preferences and styles of each participant.

It was noted that the results yielded a diversity of styles that blend well together and assist each with understanding the preferred style of each team member.

***Development of Mission Statement***

The group was separated into two groups to formulate a Mission Statement for the City of Flowerly Branch. Once both groups had a Mission Statement the group worked to combine those statements and the result was the following Mission Statement;

“Provide with integrity, friendly, effective and efficient services to all; to preserve and improve the quality and the character of our community.”

The group discussed and reviewed S.W.O.T.

S=Strengths

W=Weaknesses

O=Opportunities

T= Threats

**Strengths**

Location

Stable and effective staff

Caring and competent staff

Accessible

Growth

Sewer  
Quality Water  
Proactive Council  
Mayor that is very active with community  
Council team  
Character of area  
Government is stable

### Weaknesses

Sewer capabilities  
Lack of variable rate  
Limited tax base  
Infrastructure (aging/aged)  
Limited City resources  
Untargeted developmental needs  
Thru traffic issues – does not flow  
Promoting downtown

### Opportunities

SPLOST  
Revitalize downtown  
Develop Forbes property  
Attract businesses  
Annexations  
Thurmond Tanner Business Park  
Sewer  
Council support development  
Grants  
Improve housing stock

### Threats

Border encroachment  
County purchase of sewer plant  
Drought  
Economy  
Unused allocated sewer  
T.A.D. uncertainty  
Lunch 11:45 a.m.  
Return 1:00 p.m.

### *Information from City Manager/City Planner*

City Manager Andrew and Planner Riker reviewed a handout with SPLOST and Tax Allocation requests and priorities. (Attached)

It was decided that the SPLOST request should remove the Widening of Spout Springs Road and construction of off-ramp upgrades for Spout Springs/I-985 Interchange.

Also discussed and decided was that the request for expanding the capacity of the WWTP and the installation of the pump station and force main from Cinnamon Cove subdivision to the plant should be combined into one request. The fees would be requested as follows:

Requested SPLOST contribution	\$6.1 Million
Flowery Branch contribution	\$4.7 Million
Oakwood	\$4.7 Million

There was some discussion regarding the differential rate possibilities and Manger Andrew advised that the City currently has a consultant working on the water and sewer rates as they currently are barely covering operating costs. It is anticipated that rates will be brought before the Council for review and executed by July 1, 2008.

City Manager Andrew updated the Council on the issuance of an RFP for the new valves and hydrants which includes approximately 560 backflow devices.

Manager Andrew reviewed staffing needs for the future. They include an engineer to address everyday issues and allow Infratec to concentrate on the WWTP expansion.

Also needed is the need to hire a certified financial officer. This position would handle all Human Resource activities as well as financials. This will allow the clerk time concentrate on larger City goals as well as working closer with the Council and City Manager.

It was decided that the City staff was aware of what goals the Council wanted to see met and the rest of the time was spent in a question and answer session.

**MEETING ADJOURNEMNT** 3:30 p.m.