

LGMF Work Plan– City of Decatur, GA



LGMF



Introduction

Thank you for considering Decatur, Georgia for the Local Government Management Fellowship (LGMF) program. We have a long history of working with interns, and have been officially participating with LGMF since 2008. Decatur has a strong sense of place, in which the residents and staff take great pride. We take our commitment to providing high quality municipal services very seriously, but we have fun doing it. Having innovative, knowledgeable, and passionate staff is an important part of our strategy for a sustainable community. This presentation will provide some background on this community, and outline some potential projects that the 2015 Fellow will be exploring. We hope you will consider working with us.

-Peggy Merriss, City Manager



Decatur by the numbers



- Established in 1823, before Atlanta
- Covers 4 square miles, with about 20,000 population
- 9 parks totaling 57 acres (and 3 especially for dogs!)
- 3 MARTA stations
- More than 200 shops, restaurants and businesses
- Year round special events including the largest independent book festival in the country!



LGMF



Our staff

- Approx. 200 full time staff & 175 part time staff
- Engaged and passionate in their work
- Low turn-over
- Titles don't matter as much as the quality of the work
- Opportunities for professional development and training
- Team based work environment



An award winning city also needs...

ICMA
awards

5 LEED
certified
facilities

Green
Communities
Certification

AIA
Architects
award

 Downtown
Decatur
A Great American
Neighborhood 2013

APA
GREAT
PLACES IN
AMERICA

...A legacy of award-winning employees

LGMF



The Decatur Strategic Plan

Our work plans are based on the 2010 Decatur Strategic Plan which outlines goals and tasks identified by the community.



A

Manage growth while retaining character

B

Encourage a diverse and engaged community

C

Serve as good stewards of the environment and community resources

D

Support a safe, healthy, lifelong community

E

Provide support within government to achieve these goals

LGMF



2015 LGMF Project List

New Fellows are generally presented with a wide variety of projects to explore. Some areas are identified as high priority, but our goal is to be flexible and work within the skills and interests of each employee as much as possible. Projects may be under the direction of the City Managers Office, but all departments and divisions are invited to submit ideas.



LGMF



2015 LGMF Project List

City Manager's Office

- Assist with potential annexation efforts- communication, data gathering, research, etc.
- Complete recommendation for "Animals" section of the Code of Ordinances
- Craft an employee "Code of Ethics"
- Financial transparency – research on what would normally be included, what other local governments are doing, pro's/con's, etc.
- Assess DecaturFreeWiFi network coverage areas, recommend areas for improvement and/or expansion, and develop a wifi network marketing plan

LGMF



2015 LGMF Project List

Administrative Services

- Complete and implement high-performance evaluation system
- Research and identify comparable tax collection offices in order to create a consortium of tax offices for information sharing



2015 LGMF Project List

Fire Department

- Develop a fire prevention video
- Craft communications material for the Fire Department
- Review and edit Fire Department Standard Operating Procedures

Community and Economic Development

- Facilitate the Community Action Plan project. We'll be doing a series of public input meetings in August/September. Support is needed to update the assets map as well as for other details of the project.

LGMF



2015 LGMF Project List

Public Works

- Study the costs and benefits of requiring commercial property owners to use municipal sanitation services.
- Help the department to assess, organize, and bid a variety of small capital projects.
- Work with the staff in public works and planning to prepare a greenspace maintenance plan.

Active Living

- Assist with organizing, documenting, and displaying all of the great things that have taken place in the department since 1994. We have many newspaper clippings and pictures that we want to share with the public.



LGMF



2015 LGMF Project List

Children & Youth Services

- Develop marketing materials for our award winning afterschool programs
- Assist the department in maximizing web presence as a marketing and information tool
- Explore options for transporting students between school and afterschool programs



LGMF

