



500 West Big Beaver
Troy, MI 48084
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CITY COUNCIL AGENDA ITEM

Date: January 13, 2020

To: Honorable Mayor and Troy City Council



From: Mark F. Miller, City Manager
Robert J. Bruner, Assistant City Manager
Drew Benson, Assistant to the City Manager

Subject: City of Troy 2020 Strategy Development Process (Presented by Mark F. Miller, City Manager)

Background

In February of 2019, City Management implemented a revised method for strategic planning for the City of Troy. This revised process simplified the City Strategy development process, and decreased the necessary time from multiple days, down to 3-4 hours, and produced more desirable outcomes.

This process involves taking a large list of strategy ideas submitted by City Department Directors and City Council Members, and then through a series of voting processes, the strategy ideas that garner the most consensus are sorted into a final list of approximately 10 that are later considered and approved for adoption by City Council. The consensus-gathering process is as follows:

1. Master list of strategies is compiled (Approximately 60 in 2019).
2. Event begins with introduction and discussion regarding progress of 2019 - 2020 Strategies, potential carryover items, and overarching topics that decision makers should be aware of.
3. Four small groups of approximately seven people break off, discuss, and vote to determine preferred strategies. Each group submits top 7- 10 strategy ideas.
4. Group as a whole discusses the condensed list of preferred options & refines to final list
 - a. Incorporate any carryover strategies from 2019-2020 to 2020-2021.
 - b. Expect many duplicate suggestions between groups - these are given extra emphasis.
 - c. Preferred strategy lists from individual groups are compiled and voted upon by members of the group as a whole.
5. The final goal is to have 8-12 agreed upon, measurable, and implementable strategies for the 2020-2021 fiscal year.



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Incorporation of 2019-2020 City Strategies

Each year, there are strategies from previous years that take more than one fiscal year to complete. The strategies are incorporated into the new fiscal year's strategic planning process in order to evaluate the progress of that specific initiative, and any challenges that may have come along, in order to determine if that should stay on the list or not. Below are the strategies from 2019-2020 that will need to be considered or built upon for 2020-2021.

1. Re-evaluate the Trails & Pathways program with a focus on public participation and creative problem-solving to build community support.
2. Gather community input, reassess the most recent Town Center initiative, and develop a plan for the future of the Civic Center property.
3. Determine the customer service needs of City Hall and incorporate the findings of the Facilities Condition Assessment into the maintenance plan of the facilities.
4. Establish a comprehensive Capital Improvement Program and planning process that is reviewed and implemented on an annual basis.
5. Convene the Charter Revision Committee to evaluate charter language and millage limitations, and develop a strategy to fund the Library past 2021.
10. Develop a plan to effectively engage residents and businesses through community conversations.

All of these strategies are in the process of being implemented, and additional discussions will be needed between staff and City Council regarding the current progress, and the next steps for these. In addition to the carryover items from the previous year, there has historically been 5-7 new strategies that are incorporated into the strategy list for the year.

Time & Date of Strategic Planning Meeting

City Council has already approved a date and time for the Strategic Planning session – Monday, February 3rd starting at 6:00 PM in the Council Boardroom. Since Council adopted this date and time, City Council has also scheduled a joint meeting with the Planning Commission for Tuesday, February 4th.

Because of this, City Management believes it would be in the best interest of the City to reschedule the strategic planning meeting from Monday, February 3rd to Thursday, February 13th. In addition, City Management is recommending to move the meeting from 6:00 in the Council Boardroom, to 5:00 PM in room 303 at the Troy Community Center, located at 3179 Livernois. This will allow for a larger space for discussion and collaboration, as well as more time to discuss and develop a strategic plan for the fiscal year.



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Below is an outline of City Management's proposed process.

- **January 20 - February 7, 2020** - City Staff and City Council members requested to prepare strategy ideas and submit to the City Manager's office.
- **February 10-14, 2020** – City Management compiles all the submitted strategy ideas, combines alike ones, and develops a master list of strategies to be considered for the 2020-2021 fiscal year.
- **Thursday, February 13, 2020** – City Council and City Staff meet to develop list of strategies through the aforementioned process.
- **February 14-19, 2020** – City Management assembles final list, and submits to City Council for consideration at the February 24, 2020 City Council Meeting
- **February 24, 2020** – City Council considers, amends, and/or approves the proposed City Strategies for fiscal year 2020-2021.

This schedule is not set in stone, and if there is a need for additional meetings and/or consideration by City Council, that can be accommodated.

Recommendation

The proposed format above is City Management's recommendation, should Council want to continue with the annual strategy development process. City Council has previously approved a meeting schedule that includes Strategic Planning – scheduled for Monday, February 3, 2020 at 6:00 PM in the City Council Board Room. As stated, City Management's recommendation is to reschedule the time, date, and location of that meeting.

City Management is recommending that City Council approve the attached resolution to reschedule the strategic planning meeting to Thursday, February 13, 2020 at 5:00 PM in room 303 at the Troy Community Center, located at 3179 Livernois Rd, Troy, MI 48083

2019 Strategies

- 1 Re-evaluate the Trails & Pathways program with a focus on public participation and creative problem-solving to build community support.
- 2 Gather community input, reassess the most recent Town Center initiative, and develop a plan for the future of the Civic Center property.
- 3 Determine the customer service needs of City Hall and incorporate the findings of the Facilities Condition Assessment into the maintenance plan of the facilities.
- 4 Establish a comprehensive Capital Improvement Program and planning process that is reviewed and implemented on an annual basis.
- 5 Convene the Charter Revision Committee to evaluate charter language and millage limitations, and develop a strategy to fund the Library past 2021.
- 6 Determine public transportation service needs, and implement a revised plan for the Big Beaver Shuttle and Medi-Go.
- 7 Update the Parks and Recreation Plan and incorporate the Green Space Subcommittee recommendations to protect and invest in the City's parks.
- 8 Evaluate the Volunteer Firefighters Incentive Plan to ensure the policy is reasonable and sustainable.
- 9 Study the feasibility of a Rochester Road Improvement District.
- 10 Develop a plan to effectively engage residents and businesses through community conversations.