

**City of Apalachicola**  
**City Commission Retreat**  
**March 23, 2019: 9:00 a.m. – 4:00 p.m.**  
**Apalachicola Community Center**  
**1 Bay Avenue, Apalachicola, Florida**

**Agenda**

**I. CALL TO ORDER**

- Welcome
- Invocation

**II. ADOPTION OF THE AGENDA**

**III. THE FOUNDATION – 9:05 a.m.**

The Commission will review effective group process ground rules and discuss the accomplishments of the 2018-2019 fiscal year along with any goals and objectives not accomplished in previous years.

1. Meeting Format
2. Suggested Ground Rules for Effective Group Process
3. City Commission Areas of Responsibility
4. Review of Previously Adopted Goals and Objectives for 2018-2019
5. City Commission Rules of Procedure Review

**IV. THE FRAMEWORK – 9:35 a.m.**

The Commission will briefly review each broad topic and specifically discuss each of the bulleted points. This allows the Commission to receive additional information on the topic and concentrate discussion on specific needs or issues that are important to the Commission members and when appropriate, provide direction for staff.

1. Finance
  - 2019-2024 Capital Improvements Plan
  - 2019-2020 Annual Budget Highlights
  - General Fund – Tax Base and Revenue Sources
  - Enterprise Funds – Rates and Fees
  - Financial Management Policy Development

**Break – 10:30 a.m.**

2. Planning and Zoning
  - Comprehensive Plan Update and Review
  - Land Development Code

- Housing Initiative

3. Services and Infrastructure

- Police Services
- Fire Services
- Library Services
- Water, Sewer and Street Services
- Sanitation and Recycling Services
- Building Inspections and Zoning Services
- Community Redevelopment Agency
- Administration Services

**Lunch – 12:30 p.m.**

4. Environment and Recreation

5. Personnel and Employee Benefits

- Pay and Classification Plan
- Personnel Policy Update

6. Communication Efforts

- Website Update
- Social Media Policy

7. Update on Current Projects/Services/Issues

- City Hall Relocation
- Water Quality – TTHM
- Apalachicola Environmental Stewardship Bill
- Port Authority and Marinas
- Triumph Grants
- Facilities Master Plan

**Break – 3:00 p.m.**

**V. THE FINALE**

The Commission will discuss establishing both city-wide and departmental goals for the next fiscal year. For each goal, the Commission could choose to incorporate one or more action items or objectives to help in the accomplishment of that goal.

1. Putting it all Together

Establishing Goals and Objectives for 2019-2020

**VI. ADJOURNMENT – 4:00 p.m.**