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February 4, 2014

**TOWN OF DAVIDSON WORK SESSION MEETING
OF THE TOWN OF DAVIDSON BOARD OF COMMISSIONERS**

The Town of Davidson Board of Commissioners held its regularly scheduled work session on Tuesday, February 4, 2014. Present were Mayor John Woods and Commissioners Anderson, Cashion, Fuller, Graham and Jenest. Town Manager Leamon Brice, Assistant Town Manager Dawn Blobaum, Planning Manager Ben McCrary, Project & Public Works Manager Doug Wright, Public Information Officer Cristina Shaul, Police Chief Jeanne Miller, Fire Chief Darin McIntosh, Community and Economic Development Manager Kim Fleming, and Town Clerk/HR Coordinator Heather James were also present.

Mayor Woods called the meeting to order at 4:37 p.m.

- **Commissioner Reports**

Commissioner Anderson reported that ASC just kicked off their annual fundraising campaign. They have also created a task force and are currently reviewing findings. Commissioner Anderson reported that LNECD currently is working on 22 projects in the Lake Norman area and one of those projects is in Davidson. Commissioner Anderson did not report on CCOG. Commissioner Cashion reported that LNC has increased membership to 964. LNC is also offering several events including: Womens' Conference at the Peninsula Yacht Club, Business Expo at Davidson College and Big Day at the Lake. Commissioner Jenest reported that LNTC Chair Bill Thundburg could update the board on transportation projects at the March 20 four towns' dinner.. Commissioner Graham said VLN met, but no news to report. Mayor Woods announced that he was elected as Vice Chair of MTO. Also, the Redline Task Force had a conference call with U.S. Representative on the Department of Transportation Committee. Commissioner Fuller reported that he has been made more aware of the number of services that Ada Jenkins offers to the community and its citizens during his orientation.

Mayor Woods also shared several announcements. Thursday, February 6 there will be a Davidson Connections meeting at GNC. There will also be a job fair hosted by Morrison Healthcare Food Service (vendor for Carolinas Healthcare) at Town Hall on Friday, February 7 from 11:00 a.m. – 3:00 p.m. Civics 101 class 2014 will start on Thursday, February 6. The town also became recertified in as Tree City USA.

The next item on the agenda under Presentation:

- **Duty to Vote**

Town Attorney Richard Kline presented information about the board's responsibility to vote. He shared the UNC School of Government opinions, along with NC General Statutes outlining the laws of voting. The board requested a phone-call-in policy specifically addressing voting.

- **Schedule and Process for Adoption of Planning Ordinance**

Planning Manager Ben McCrary briefly explained the upcoming schedule for the Planning Ordinance review process. Over the next six months several items will be discussed with the board at the pre-meeting sessions. The board requested that the schedule be amended to add a sign discussion.

- **Fire Orientation**

Fire Chief Darin McIntosh presented information to board regarding the Davidson and Northstar Fire Districts that included: Apparatus, fire department budget, call volume, organizational structure, staffing, training and ISO ratings.

The next item on the agenda under Old Business:

- **Consider Adoption of Revised Regular Meeting Schedule**

Commissioner Anderson made the motion to approve the 2014 Regular Meeting Schedule. The motion passed unanimously (5-0).

The next item on the agenda under Discussion:

- **FY 2014-2015 Annual Budget Discussion**

Finance Director Cindy Jones briefly explained the budget process including recurring expenses and base budget expenses. The board discussed and asked questions.

- **Plan for Conducting Fiscal Impact Analysis**

Community and Economic Development Manager Kim Fleming explained the need for conducting a fiscal impact analysis. She has looked at several firms to conduct this analysis but TischlerBise is the only firm that uses real data about the Town of Davidson. The town has asked if TischlerBise would be willing to break the study into three phases to make it easier to budget and they are willing. Fleming only has half of the amount needed for phase one in the budget and asked if the board would consider funding the entirety with an anonymous donation to the town. The anonymous donation totals \$40,000. The request will come to the board at their next regular meeting as a budget amendment.

- **Moving Payroll In-House**

Finance Director Cindy Jones explained how bringing payroll back in-house could provide cost savings to the town. It would require software updates and it could be implemented before the new fiscal year. She requested to use the remaining amount of the anonymous donation to make this change.

- **Creating Development Partnership**

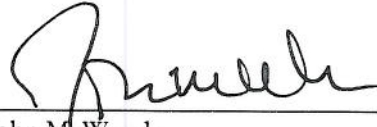
Assistant Town Manager informed the board that the UNC School of Government has offered to counsel the town on creating public/private partnerships for land development in town. UNC-SOG will help strategize how to best create relationships with developers along with what land would be the ideal for public/private development.

- **Summarize Meeting Action Items**

The following items will be reported back to the board: (1) renewal date of LNTC interlocal agreement, (2) adding a call-in policy for board meetings to their rules of procedure, (3) addition of the sign discussion to the planning ordinance rewrite schedule, (4) budget amendments for payroll and phase one of the fiscal impact analysis.

- **Adjourn**

Commissioner Fuller made the motion to adjourn the meeting at 8:36 p.m. The motion passed unanimously (5-0).



John M. Woods,
Mayor

Attest:



Heather B. James
Town Clerk