



**TOWN OF DAVIDSON  
BOARD OF COMMISSIONERS**

**Town Hall Board Room - 216 S. Main Street  
June 12, 2018**

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**I. CALL TO ORDER**

**II. ANNOUNCEMENTS**

- (a) **Resolution 2018-13 Recognition of Bob Lauer, Design Review Board Chair**

**III. CHANGES/ADOPT AGENDA**

**IV. PUBLIC COMMENTS - The Board shall provide at least one period for public comment per month at a regular meeting.**

**V. CONSENT - Consent items are non-controversial and routine items. Prior to the board's adoption of the meeting agenda the request of any member to have an item moved from the consent agenda to old business must be honored by the board. All items on the consent agenda must be voted on and adopted by a single motion.**

- (a) **Consider Approval of Draft May Meeting Minutes**  
**Summary:** Draft meeting minutes from May 1, May 8, and May 22
- (b) **Consider Approval of Changes to Board Meeting Schedule**  
**Summary:** July 3, August 7, December 25 meeting schedule conflicts.
- (c) **Consider Approval of Budget Amendments**  
**Finance Director Pieter Swart**  
**Summary:**  
Budget Amendment 2018-20 Parham Park Sign  
Budget Amendment 2018-21 Davidson Elementary School  
Stormwater Stream Restoration Project Grant Recognition  
Budget Amendment Davidson Fire Station #2 Anonymous Donor Revenue Recognition
- (d) **Consider Approval of Continuum Board of Directors**  
**Summary:** Approve Re-appointments for Continuum Board of Directors:

Steven Miller      July 1, 2018 - June 30, 2020  
Brad Davis         July 1, 2018 - June 30, 2020

- (e) **Consider Approval of Resolution 2018-17 to exempt Gran Fondo Bike Race on August 5 from Section 54-1 of the Municipal Code**  
**Summary:** Visit Lake Norman presented Davidson with the opportunity to host the Gran Fondo Series USA bike race in Davidson on August 4-5, 2018. This is a multi-city bike tour that features a 30, 50, and 75- mile bike race. The race will begin and end on Lorimer Street next to the Village Green. The post-race celebration will take place on the Village Green on August 5 from 10:00 a.m.- 4:00 p.m. and will feature live music, food, and craft beer. The applicant wishes to be exempt from Section 54-1 of the Davidson Municipal Code.
- (f) **Consider Approval of Resolution 2018-18 Annexation: Kenmare Subdivision - Set the Public Hearing Date**  
**Summary:** Requesting the Board to approve the public hearing date for the annexation on July 10, 2018.
- (g) **Approve Tax Levy Adjustments**  
**Finance Director Piet Swart**  
**SUMMARY:** The town received tax levy adjustment refund check requests from Mecklenburg County Assessor's Office (As approved by the Board of Equalization and Review (BER) and the Mecklenburg Board of County Commissioners (BOCC)) for \$87.02, on 1 parcel. Additionally, the town received refunds to be issued from the Solid Waste Fund totaling \$15,936.82, on 25 parcels (As approved by the Mecklenburg Board of County Commissioners (BOCC)). These refunds will be issued directly by the Town. Details regarding these refund requests are available in the Finance Office.

**VI. OLD BUSINESS - Items for old business have been previously presented and are for discussion and possible action.**

- (a) **Discussion of Proposed Main/Concord Intersection Project - (No Vote)**  
**Public Works Director Doug Wright**  
**Summary:** Main-Concord intersection has been identified by NC DOT staff as the highest priority opportunity to improve traffic congestion in Davidson. Public Works has evaluated extending a left-turn queue for southbound traffic on Main Street at the intersection with Concord Road. This item was discussed at the May 22 board work session and the board asked that it be placed on the June 12 agenda for further consideration.
- (b) **Discussion of Public Facilities Project Cost Estimates**  
**Assistant Town Manager Dawn Blobaum**  
**Summary:** Initial cost estimate for renovation of the former IB School, existing Town Hall and the gymnasium.
- (c) **Discussion of General Obligation (GO) Bond Process for Public Facilities Project, and consider approval of three(3) resolutions to initiate a General Obligation Bond Referendum**  
**Finance Director Pieter Swart**  
**Summary:** The Board will discuss the use of General Obligation

Bonds to fund public facilities. To initiate the General Obligation Bond referendum process three resolutions are necessary:  
Resolution 2018-14 - Authorizes the Finance Officer to submit an application to the LGC to issue General Obligation Bonds.  
Resolution 2018-15 - Certain findings of fact by the Board of Commissioners must be presented to enable the Local Government Commission of the State of North Carolina to make certain determinations as set forth in NCGS Section 159-52.  
Resolution 2018-16 - Directs the Town Clerk to publish the "Notice of Intention to Apply to the Local Government Commission for Approval of Bonds" in a newspaper of general circulation.

- (d) **Discussion and Consider Approval of Pedestrian Safety Flashing Beacons Project**  
**Public Works Director Doug Wright**  
**Summary:** Public Works has evaluated additional pedestrian crossings in town to receive similar flashing beacons that the town has installed in other locations. These flashing beacons are activated by pedestrians that want to enter the crosswalk and it provides the yellow flashing signals for vehicles to yield to the pedestrians.
- (e) **Consider Approval of FY2018-2019 Budget Ordinance and Fee Schedule**  
**Finance Director Pieter Swart**  
**Summary:** The Board will consider approval of the FY2019 Budget Ordinance and Fee Schedule.
- (f) **Consider Approval of Budget Amendment 2019-01 Service Agencies Funding**  
**Finance Director Pieter Swart**  
**Summary:** The Board will consider approval of \$50,000 in funding to service agencies in the FY2019 budget. The source of funds will be fund balance.

**VII. SUMMARIZE MEETING ACTION ITEMS - Town Manager will summarize items where the board has requested action items for staff.**

**VIII. CLOSED SESSION**

- (a) **Closed Session - Personnel NCGS 143-318.11. (a) (6)**

**IX. ADJOURN**



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**Agenda Title: Resolution 2018-13 Recognition of Bob Lauer, Design Review Board Chair**

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▢	Resolution 2018-13 Recognition of Bob Lauer, Design Review Board Member Chair	6/8/2018	Cover Memo



**RESOLUTION 2018-13**  
**Appreciation for Bob Lauer**  
**Davidson Design Review Board Member and Chair**  
**2001 - 2018**

WHEREAS, Bob Lauer was a member of the Davidson Design Review Board for over seventeen years and chair of the board for over nine; and

WHEREAS, he led the Design Review Board with veracity, courtesy, and overall distinction; and

WHEREAS, he guided the members of the board to excellence in creativity, design integrity, and diligence; and

WHEREAS, under his leadership, the Design Review Board demanded high standards in architectural design and safeguarded the beauty of our public realm; and

WHEREAS, he earned the undying respect of the staff of the Planning Department, Mayor, and Commissioners of the Town of Davidson;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and the Board of Commissioners thank Bob Lauer for his service to the Town of Davidson and name him Design Review Board Chair, emeritus.

Adopted on this 12<sup>th</sup> day of June 2018.

\_\_\_\_\_  
Rusty Knox, Mayor

Attest:

\_\_\_\_\_  
Elizabeth K. Shores, Town Clerk



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**Agenda Title: Consider Approval of Draft May Meeting Minutes**

**Summary:** Draft meeting minutes from May 1, May 8, and May 22

**Summary:**

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
❏ Draft Meeting Minutes 05-01-18	6/8/2018	Cover Memo
❏ Draft Meeting Minutes 05-08-18	6/8/2018	Cover Memo
❏ Draft Meeting Minutes 05-22-18	6/8/2018	Cover Memo



College Town. Lake Town. *Your Town.*

May 1, 2018

**INFORMAL MEETING  
TOWN OF DAVIDSON BOARD OF COMMISSIONERS**

The Town of Davidson Board of Commissioners held its regularly scheduled meeting on Tuesday, May 1, 2018 in the Town Hall Board Room. Present were Mayor Rusty Knox and Commissioners Jane Campbell, Jim Fuller, Matthew Fort and Autumn Rierson Michael. Commissioner David Sittton was absent. Staff present included: Town Manager Jamie Justice, Assistant Town Manager Dawn Blobaum, Economic Development Manager Kim Fleming, Finance Director Piet Swart, Fire Chief Bo Fitzgerald, Parks & Recreation Director Kathryn Spatz, Planning Director Jason Burdette, Police Chief Penny Dunn, Public Works Director Doug Wright, Public Information Officer Cristina Shaul and Town Attorney Cindy Reid.

The meeting began at 6:04 p.m.

The following topics were discussed: FY2018-2019 Budget, General Obligation Bonds strategy, changes to the 2018 meeting schedule, Town of Davidson expectations for Board and staff, and upcoming agenda items.

No actions were taken.

The meeting adjourned at 9:25 p.m.

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Rusty Knox  
Mayor

**Attest:**

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Elizabeth K. Shores  
Town Clerk



College Town. Lake Town. *Your Town.*

May 8, 2018

**REGULAR MEETING  
TOWN OF DAVIDSON BOARD OF COMMISSIONERS**

The Town of Davidson Board of Commissioners held its regularly scheduled meeting at 6:00 p.m. on Tuesday, May 8, 2018 at Davidson United Methodist Church. Present were Mayor Rusty Knox and Commissioners Jane Campbell, Matthew Fort, Jim Fuller, Autumn Rierson Michael and David Sitton. Commissioner Jim Fuller was absent. Town Manager Jamie Justice, Assistant Town Manager Dawn Blobaum, Town Attorney Cindy Reid, Finance Director Pieter Swart, Planning Director Jason Burdette, Fire Chief Bo Fitzgerald, Police Chief Penny Dunn, Public Works Director Doug Wright and Town Clerk Betsy Shores were also present.

- **CALL TO ORDER**

Mayor Knox called the meeting to order at 6:04 p.m.

Mayor Knox introduced and administered the oath of office to Betsy Shores as Town Clerk. Betsy is replacing Carmen Clemsic who took a position with the Parks and Recreation Department.

Mayor Knox recognized the Hough High School STEM Team for competing in the National Finals in Albany, NY.

Mayor Knox recognized Police Chief Penny Dunn and Davidson Police Officers present at the meeting. Mayor Knox proclaimed May 13 – May 19 as National Police Week.

Mayor Knox recognized the Davidson College Class of 2018 and proclaimed May 20 as Davidson College Class of 2018 Day.

- **CHANGES TO THE AGENDA**

There were no changes to the agenda.

- **PUBLIC COMMENTS**

The public comments period opened at 6:17 p.m. and was closed at 6:18 p.m. One (1) citizen spoke.



- **ANNOUNCEMENTS**

Public Information Officer Cristina Shaul announced Davidson is breaking ground on the new park near Bailey Springs and got a lot of very useful feedback from citizens during Town Day on what type of play feature they'd like to see installed there.

May is Bike Month and Wednesday, May 9 is Bike to School Day, the Lake Norman Bike Expo is Saturday, May 12 at our Parks & Recreation Office and May 14-18 is Bike to Work Week. All details are on the website under the Parks and Recreation tab.

In the Davidson Town Hall lobby, there is a collection box for items that will go to Safe Alliance, one of our community partners that provides assistance for victims of domestic violence. The upcoming Davidson Mobility Plan events and input opportunities. All of the details including locations and times are posted on [www.davidsonmobilityplan.com](http://www.davidsonmobilityplan.com).

The Town of Davidson is applying for Community Development Block Grant funding to replace the play feature and picnic shelter at Roosevelt Wilson Park and install sidewalks along Mock Road and Houston Street.

The grand opening for Fire Station 2 is scheduled for Saturday, June 9 from 10:00 a.m. to 1:00 p.m. with food, tours, and activities for kids.

If you haven't already done so, please install our new app on your mobile device. Information on how to do so is in the latest newsletter and on the homepage of our website.

If you'd like to share your opinions on the proposed FY 2018-2019 budget from the comfort of your own home, please visit our citizen engagement portal called Open Town Hall at [www.townofdavidson.org/OpenTownHall](http://www.townofdavidson.org/OpenTownHall).

- **PUBLIC COMMENTS**

The public comments period was reopened at 6:21 p.m. and was closed at 6:27 p.m. Two (2) citizens spoke.

- **PRESENTATIONS**

**Davidson Public Art Commission** Chair Sherry Nelson presented the annual update on current projects, upcoming projects, and Public Art Master Plan goals.

Mecklenburg County Assessor Ken Joyner provided an update on the status of the FY 2019 revaluation of all real property. Additional information is available at [www.meckreval.com](http://www.meckreval.com).

- **PUBLIC HEARING**

Senior Planner Trey Akers and Planning Technician Lindsay Laird presented the proposed Davidson Planning Ordinance text amendments to Watershed Ordinance. Over the past four months, staff has been working with the Planning Board Ordinance Committee (PBOC) to review the watershed ordinance and proposed changes, and to suggest/draft edits. Board members asked several questions about the

proposed text amendments. The public comments period was opened at 7:58 p.m. and was closed at 8:29 p.m. Eight (8) citizens spoke.

*{The Board took a five-minute recess.}*

Finance Director Pieter Swart presented the FY2018-2019 Budget and Economic Development Expenditures. Board members asked several questions about the proposed budget. Per NCGS § 159-12(b) and NCGS § 158-7.1 the public comments period was opened at 8:50 p.m. and closed at 8:58 p.m. Two (2) citizens spoke.

- **CONSENT AGENDA**

**Consider Approval of Draft Meeting Minutes from April 3, April 10, April 16 and April 24**

**Approve Tax Levy Adjustments**

**Consider Approval of Amended Vision and Core Value**

**Consider Approval to Direct Planning Board to make a recommendation within 30 days on the proposed Davidson Planning Ordinance Text Amendments**

**Consider Approval for Davidson East Amendment to Settlement Agreement**

**Consider Approval of Budget Amendment for Mary Beaty Tot Lot Renovation and Reimbursement Resolution, Engineering Phase of Park at Bradford Neighborhood**

**Consider Approval Paving Contract**

**Consider Approval for changes to 2018 Meeting Schedule**

**Consider Approval to Direct Clerk to Investigate a Voluntary Contiguous Annexation Petition of Kenmare Subdivision**

**Approve Noise Variance for Davidson College Senior Class Party, May 19, 2018**

***Commissioner Fort motioned to approve the consent agenda excluding item (c) Amended Vision and Core Value and item (i) Direct Clerk to Investigate a Voluntary Contiguous Annexation Petition of Kenmare Subdivision. The motion passed unanimously (5-0).***

- **OLD BUSINESS**

The first item discussed was the Amended Vision and Core Value. Commissioner Rierson Michael explained an edit to the term “historic resources” replaced with “historic properties and neighborhoods”.

***Commissioner Fort motioned to accept the Amended Vision and Core Value as written. The motion passed unanimously (5-0).***

The second item discussed was directing the Clerk to Investigate a Voluntary Contiguous Annexation Petition of Kenmare Subdivision. Manager Justice explained that this property has already been approved as vested rights and this is a step in the statutory requirements in the annexation process.

***Commissioner Fort motioned to approve. The motion passed unanimously (5-0).***

- **SUMMARIZE ACTIONS ITEMS**

Town Manager Jamie Justice summarized the board requested action items for staff. Commissioner Campbell summarized the public comment periods.

- **ADJOURN**

The meeting adjourned at 9:20 p.m.

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Rusty Knox, Mayor

**Attest:**

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Elizabeth K. Shores, Town Clerk

DRAFT



College Town. Lake Town. *Your Town.*

May 22, 2018

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

The Town of Davidson Board of Commissioners held its regularly scheduled meeting on Tuesday, May 22, 2018 in the Town Hall Board Room. Present were Mayor Rusty Knox and Commissioners Jane Campbell, Matthew Fort, Jim Fuller, Autumn Rierson Michael and David Sitton. Town Manager Jamie Justice, Assistant Town Manager Dawn Blobaum, Town Attorney Cindy Reid, Finance Director Pieter Swart, Planning Director Jason Burdette, Human Resources Manager Heather James, Fire Chief Bo Fitzgerald, Police Chief Penny Dunn, Public Works Director Doug Wright, Parks and Recreation Director Kathryn Spatz and Town Clerk Betsy Shores were also present.

- **Call to Order**

Mayor Knox called the meeting to order at 6:02pm.

- **Announcements**

Town Clerk Betsy Shores announced the following events:

On Friday, May 18 the Town of Davidson received an award from the Congress for the New Urbanism on our Rural Area Plan. Planning Director Jason Burdette, Senior Planner Trey Akers, and Stantec Consultant & Davidson resident Craig Lewis were present to accept the award on behalf of the town. We're proud of earning this recognition!

Join us for two more days of the Davidson Mobility Plan charrette on Wednesday, May 23 - Thursday, May 24, when citizens will be able to provide input to people working in the all-day design studio and then attend summary sessions each evening. All of the details including locations and times are posted on [www.davidsonmobilityplan.com](http://www.davidsonmobilityplan.com)

Town of Davidson offices will close on Monday, May 28 in observance of Memorial Day. Garbage collection will operate on a one-day delay.

We'll host a grand opening for Fire Station 2 on Davidson-Concord Road on Saturday, June 9 from 10:00 a.m. to 1:00 p.m. Please join us for food, tours, and activities for kids.

The Davidson Police Department will host a "Custard with a Cop" event on Saturday, June 16 from 11:00 a.m. to 12:30 p.m. at Whit's Frozen Custard located at 428 S. Main Street to talk about safety. Please join us!

Mayor Knox read a proclamation in observance of Memorial Day on May 28, 2018 and remembrance of Davidson citizens who lost their lives serving our country in the armed forces.

Mayor Knox proclaimed June 4, 2018 as Tourette Syndrome Awareness Day as a special day to promote understanding, compassion, and acceptance for all of our fellow citizens who deserve and need our support to break the stigma that is related to Tourette Syndrome.

Mayor Knox recognized the Lotta Foundation and proclaimed June 7, 2018 as Lotta Good Day encouraging people to volunteer and donate to organizations that help others in our community.

- **Changes/Adopt Agenda**

There were no changes to the agenda.

- **Commissioner Reports**

**Commissioners gave reports on the following organizations:**

Commissioner Autumn Rierson Michael - Centralina Council of Governments

Commissioner Matthew Fort - Lake Norman Chamber

Commissioner Jim Fuller - Visit Lake Norman

Commissioner David Sitton - Lake Norman Regional Economic Development Organization & North Mecklenburg Alliance

Commissioner Jane Campbell - Charlotte Regional Transportation Planning Organization & Lake Norman Transportation Commission

Mayor Rusty Knox - Metropolitan Transit Commission

Mayor Knox, Commissioners Campbell and Rierson Michael and Town Manager Justice attended the Mecklenburg County Legislative Breakfast. They expressed the need for a magistrate in the northern part of the county with the Mecklenburg delegation that was in attendance.

- **Advisory Board Report**

**Planning Board** Chair Mickey Pettus provided a bi-annual update to share the Planning Board's work over the last six months.

- **Discussion**

Assistant Town Manager and Project Manager Dawn Blobaum and Brent Green of Architect Creech & Associates presented a **Public Facilities Report**. Creech shared their findings regarding the former IB school buildings on South Street and information about their re-design process for the existing town hall. Mechanical and structural consultants have investigated both buildings on the school site. Staff is also looking at costs to re-design the existing town hall for a 20-year growth scenario for the police and fire departments

Public Works Director Doug Wright provided a **Main Street/Concord Road Intersection Update** including an evaluation of extending a left-turn queue for southbound traffic on Main Street at the intersection with Concord Road. Since this is a state road, the town will work with the North Carolina Department of Transportation and engineer Kimley Horn to continue to review the benefits of potentially removing 10

parking spaces along the northeast side of Main Street and adding a left-turn lane to improve traffic flow. The Board will continue the discussion and consider approval at the June 12 meeting.

Mayor Knox, Commissioner Fuller, and Commissioner Sitton reviewed twenty-six (26) applications for the Beaty Street Park Task Force and made their recommendations for membership. The board of commissioners voted to select Meredith Allen, Ellyn Baeszler, Denise Beall, John Burke, Leah Chester-Davis, Dave Cable, Heidi Dietrich, Gary Fagan, Peter Grisewood, Janet Makee, Bill Maloney, Karen Manfredi, Jason Parker, Gabriel Schoen, and Alice Sudduth. We are so pleased that numerous citizens applied, and that this group will soon meet to select a chairperson and get to work.

***Commissioner Fuller motioned to approve the recommended members of the Beaty Street Task Force. The motion passed unanimously (5-0).***

Finance Director Pieter Swart and Town Manager Justice discussed the proposed **FY 2018-2019 Budget**.

***Commissioner Campbell motioned to temporarily suspend the rules of procedure in order to hear public comments during the FY2018-2019 Budget agenda discussion item. The motion passed unanimously (5-0).***

The public comments period was opened at 8:08 p.m. and was closed at 8:11 p.m. Two (2) citizens spoke.

***Commissioner Campbell motioned to give authority to the Town Manager to execute the Solid Waste Contract. The motion passed unanimously (5-0).***

Manager Justice presented **House Bill 514** which has been introduced in the North Carolina legislature. The bill would permit the Towns of Matthews and Mint Hill to apply to open charter schools, grant priority enrollment to students living in those towns, and to use property tax revenue to support the charter schools. The Towns of Cornelius and Huntersville have both requested to be added to this legislation for the same authority.

***Commissioner Fuller motioned to temporarily suspend the rules of procedure in order to hear public comments during the House Bill 514 agenda discussion item. The motion passed unanimously (5-0).***

The public comments period was opened at 8:18 p.m. and was closed at 8:26 p.m. Four (4) citizens spoke. The Commissioners each discussed their view on House Bill 514.

***Commissioner Campbell motioned that there is no support from the Board for the Town of Davidson to join House Bill 514. The motion passed unanimously (5-0).***

Economic Development Manager Kim Fleming provided an update on the Davidson **Economic Development Strategic Plan (EDSP)** to provide guiding principles for economic development, demographic analyses, economic assessments, land use strategy, and an Economic Development Strategic Work Plan. The EDSP was updated in 2016 to provide an additional 5-year work plan that focuses on business attraction, business retention, small business & entrepreneurship, and tourism. Historic preservation activities were added to the work plan matrix in 2018 based on feedback from the current board of commissioners.

- **Summarize Actions Items**

Town Manager Jamie Justice summarized the meeting action items.

- **Closed Session**

*Commissioner Fort motioned to go into closed session per NCGS § 143-318.11 (a) (3) and NCGS § 143-318.11 (a) (6). The motion passed unanimously (5-0).*

- **Adjourn**

*Commissioner Fuller motioned to adjourn. The motion passed unanimously (5-0).*

The meeting adjourned at 11:45 p.m.

**Attest:**

\_\_\_\_\_  
Elizabeth K. Shores  
Town Clerk

\_\_\_\_\_  
Rusty Knox  
Mayor



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**Agenda Title: Consider Approval of Changes to Board Meeting Schedule**

**Summary:** July 3, August 7, December 25 meeting schedule conflicts.

**Summary:**

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**ATTACHMENTS:**

Description	Upload Date	Type
□ Board Meeting Schedule Changes - July 3, August 7, December 25	6/8/2018	Cover Memo



<b>Board of Commissioners Meeting Schedule June - December 2018</b>			
<b>Month</b>	<b>* Work Session - 6:00 P.M. (1st Tuesday of the month)</b>	<b>* Regular Meeting - 6:00 P.M. (2nd Tuesday of the month)</b>	<b>* Regular Meeting - 6:00 P.M. (4th Tuesday of the month)</b>
July	3	10	No Meeting
<b>Month</b>	<b>Work Session - 6:00 P.M. (1st Tuesday of the month)</b>	<b>Work Session - 6:00 P.M. (1st Tuesday of the month)</b>	<b>* Regular Meeting - 6:00 P.M. (4th Tuesday of the month)</b>
August	7	14	28
September	4	11	25
October	2	9	23
November	6	13	27
December	4	11	25
<b>Additional Meetings</b> <p>The Board of Commissioners will consider hosting Quarterly Coffee chats at Town Hall starting in September (two at 9:00 a.m. and one at 6:00 p.m.). The Mayor and Commissioners will meet with citizens on their own time.</p>			
*All Regular Meetings & Work Sessions are held at Town Hall, Meeting Room - 216 South Main St.			

### **Meeting Schedule Dates with Conflicts:**

Tuesday, July 3 – Conflict with Holiday

Tuesday, August 7 – Conflict with Davidson National Night Out 5pm-7pm, Ada Jenkins Center Field

Tuesday, December 25 – Conflict with Holiday



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**Agenda Title:** **Consider Approval of Budget Amendments**  
**Finance Director Pieter Swart**

**Summary:**

Budget Amendment 2018-20 Parham Park Sign

Budget Amendment 2018-21 Davidson Elementary School Stormwater Stream

Restoration Project Grant Recognition

Budget Amendment Davidson Fire Station #2 Anonymous Donor Revenue Recognition

**Summary:**

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**ATTACHMENTS:**

Description		Upload Date	Type
□	BA2018-20	6/8/2018	Cover Memo
□	BA2018-21	6/8/2018	Cover Memo
□	BA2018-22	6/8/2018	Cover Memo

AMENDMENT TO THE BUDGET ORDINANCE

**BE IT ORDAINED** by the Governing Board of the Town of Davidson, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

**Section 1:** To amend the General Fund, the appropriations are to be changed as follows:

<u>Acct. No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
10-80-6140-359	Maintenance and Repairs - Parks		\$ 4,500.00

Budgeted expenditures will fund a new sign for Parham Park

**Section 2:** To amend the General Fund, the estimated revenues are to be changed as follows:

<u>Acct. No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
10-00-3990-980	Fund Balance Appropriated		\$ 4,500.00

A \$20,000 developer conditional contribution was made in FY2015 for park improvements

**Section 3:** Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget Officer and the Finance Officer for their direction.

Adopted this 12th day of June, 2018

AMENDMENT TO THE BUDGET ORDINANCE

**BE IT ORDAINED** by the Governing Board of the Town of Davidson, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

**Section 1:** To amend the Storm Water Fund, the appropriations are to be changed as follows:

<u>Acct. No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
20-30-4710-440	Contract Services		\$ 91,817

Appropriation will fund the stream repair project at Davidson Elementary School.

**Section 2:** To amend the Storm Water Fund, the estimated revenues are to be changed as follows:

<u>Acct. No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
20-30-3500-315	Grant Proceeds		\$ 91,817

Recognizes the revenue received from a Duke Energy Water Resources Fund Grant to fund the stream repair project at Davidson Elementary School. The funds have already been received.

**Section 3:** Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget Officer and the Finance Officer for their direction.

Adopted this 12<sup>th</sup> day of June, 2018

AMENDMENT TO THE BUDGET ORDINANCE

**BE IT ORDAINED** by the Governing Board of the Town of Davidson, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

**Section 1:** To amend the General Fund, the appropriations are to be changed as follows:

<u>Acct. No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
10-10-4340-440	Contract Services		\$ 90,000.00

Budgeted expenditures will cover the expenses related to the construction of signaling on Davidson-Concord Road and other needs for Fire Station #2.

**Section 2:** To amend the General Fund, the estimated revenues are to be changed as follows:

<u>Acct. No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
10-10-3833-841	Contributions – Fire Department		\$ 90,000.00

These funds are a donation received from a donor who has requested to remain anonymous.

**Section 3:** Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget Officer and the Finance Officer for their direction.

Adopted this 12th day of June, 2018



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**Agenda Title: Consider Approval of Continuum Board of Directors**

**Summary:** Approve Re-appointments for Continuum Board of Directors:

Steven Miller	July 1, 2018 - June 30, 2020
Brad Davis	July 1, 2018 - June 30, 2020

**Summary:**

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
No Attachments Available		



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**Agenda Title: Consider Approval of Resolution 2018-17 to exempt Gran Fondo Bike Race on August 5 from Section 54-1 of the Municipal Code**

**Summary:** Visit Lake Norman presented Davidson with the opportunity to host the Gran Fondo Series USA bike race in Davidson on August 4-5, 2018. This is a multi-city bike tour that features a 30, 50, and 75- mile bike race. The race will begin and end on Lorimer Street next to the Village Green. The post-race celebration will take place on the Village Green on August 5 from 10:00 a.m.- 4:00 p.m. and will feature live music, food, and craft beer. The applicant wishes to be exempt from Section 54-1 of the Davidson Municipal Code.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▢	Agenda Memo Resolution 2018-17 Gran Fondo Bike Race on August 5	6/8/2018	Cover Memo
▢	Resolution 2018-17 Gran Fondo Bike Race on August 5	6/8/2018	Cover Memo



## Gran Fondo Post-Race Celebration

Date: June 12, 2018  
To: Davidson Board of Commissioners  
From: Kim Fleming  
Re: Gran Fondo Bike Race, Post-Race Celebration on the Village Green

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### 1. OVERVIEW

Visit Lake Norman presented Davidson with the opportunity to host the Gran Fondo Series USA bike race in Davidson on August 4-5, 2018. This is a multi-city bike tour that features a 30, 50, and 75- mile bike race. The race will begin and end on Lorimer Street next to the Village Green. The post-race celebration will take place on the Village Green on August 5 from 10:00 a.m.-4:00 p.m. and will feature live music, food, and craft beer. The applicant wishes to be exempt from Section 54-1 of the Davidson Municipal Code.

### 2. RELATED TOWN GOALS

Athletic tourism is a goal of the Economic Development Strategic Plan.

### 3. OPTIONS/PROS & CONS

#### Pros:

- The event help to increase traffic in our shops and restaurants providing additional tax dollars.
- The event won't require any road closures. It is a minimal impact event.
- Event organizers are partnering with Davidson Housing Coalition to provide local benefit to a Davidson non-profit.
- The event organizer will utilize local restaurants as food vendors.

#### Cons:

- The event is on a Sunday and may interfere with local church services.
- The event will attract between 300-500 participants which will be parking in the Downtown area. We will mark remote parking for the riders but attendees may park downtown.

### 4. FYI or RECOMMENDED ACTION

- Consider consent agenda

### 5. NEXT STEPS

- Inform VLN and race organizer of decision





**RESOLUTION 2018-17**  
**To Exempt the Gran Fondo Series USA post-race celebration**  
**from Section 54-1 of the Municipal Code on August 5, 2018**

**WHEREAS**, a request has been made to exempt the Gran Fondo Series USA post-race celebration on August 5, 2018 from Section 54-1 of the Davidson Municipal Code; and

**WHEREAS**, Section 54-1 (a) of the Town of Davidson Municipal Code states it shall be unlawful for any person to possess an open container of malt beverage or unfortified wine, or to possess or consume fortified wine, spirituous liquor or mixed beverages on property owned and operated by the town; and

**WHEREAS**, Section 54-1 (f) authorizes the town board of commissioners to exempt outdoor festivals or events of a national, state, or local significance if notice received at minimum of 30 days prior to the event; and

**WHEREAS**, Section 50-7 (d) authorizes the town board of commissioners to exempt events; and

**WHEREAS**, a request has been made within said notice requirement; and

**WHEREAS**, no public hearing is required to allow the use of the green for the consumption of alcohol until 6:00 p.m. on August 5, 2018; and

**WHEREAS**, staff have taken appropriate measures to ensure downtown business owners' support of the event:

**NOW, THEREFORE BE IT RESOLVED** that the Town of Davidson Board of Commissioners do hereby conditionally authorize the exemption of the Gran Fondo Series USA post-race celebration for distribution on August 5, 2018 from Section 54-1 of the Davidson Municipal Code in order to allow the consumption of alcohol on the town maintained green located in front of the Davidson Library.

**ADOPTED THIS 12<sup>th</sup> DAY OF June, 2018.**

---

Rusty Knox  
Mayor

Attest:

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Elizabeth K. Shores  
Town Clerk



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**Agenda Title:** **Consider Approval of Resolution 2018-18 Annexation: Kenmare Subdivision - Set the Public Hearing Date**

**Summary:** Requesting the Board to approve the public hearing date for the annexation on July 10, 2018.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
□	Certificate of Sufficiency Kenmare Subdivision	6/8/2018	Cover Memo
□	Resolution 2018-18 Fixing Date of Public Hearing	6/13/2018	Cover Memo



## **CERTIFICATE OF SUFFICIENCY**

### **Kenmare Subdivision**


To the Board of Commissioners of the Town of Davidson, North Carolina:

I, Elizabeth K. Shores, do hereby certify that I have investigated the attached petition and hereby make the following findings:

- a. The petition from CW-Washam Lawyers, LLC contains an adequate property description of the area proposed for annexation.
- b. The area described in the petition is contiguous to the Town of Davidson primary corporate limits, as defined by G.S. 160A-31.
- c. The petition is signed by and includes addresses of all owners of real property lying in the area described therein.
- d. The parcel subject to this Annexation Petition are already subject to the Town of Davidson's zoning jurisdiction. The owner claims all vested rights that attach to the site pursuant to all issued and valid permits including but not limited to the Master Plan, Project Name: Kenmare Subdivision

In witness, whereof, I have hereunto set my hand and affixed the seal of the Town of Davidson, this 12 day of June, 2018.



  
Elizabeth K. Shores, Town Clerk



## **RESOLUTION 2018-18**

### **FIXING DATE OF PUBLIC HEARING ON QUESTION OF ANNEXATION PURSUANT TO G.S. 160A-31 *Kenmare Subdivision***

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, the Board of Commissioners has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Davidson, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at Town Hall Board Room at 6:00 p.m. on July 10, 2018.

Section 2. The area proposed for annexation is described as follows:

(See page 2 for Mets and Bounds Description)

\*Section 3. Notice of the public hearing shall be published in Mecklenburg Times, a newspaper having general circulation in the Town of Davidson, at least ten (10) days prior to the date of the public hearing.

\_\_\_\_\_  
Rusty Knox, Mayor

ATTEST:

\_\_\_\_\_  
Elizabeth K. Shores, Town Clerk



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**Agenda Title: Approve Tax Levy Adjustments  
Finance Director Piet Swart**

**SUMMARY:** The town received tax levy adjustment refund check requests from Mecklenburg County Assessor's Office (As approved by the Board of Equalization and Review (BER) and the Mecklenburg Board of County Commissioners (BOCC)) for \$87.02, on 1 parcel. Additionally, the town received refunds to be issued from the Solid Waste Fund totaling \$15,936.82, on 25 parcels (As approved by the Mecklenburg Board of County Commissioners (BOCC)). These refunds will be issued directly by the Town. Details regarding these refund requests are available in the Finance Office.

**Summary:**

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**ATTACHMENTS:**

Description	Upload Date	Type
No Attachments Available		



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**Agenda Title: Discussion of Proposed Main/Concord Intersection Project - (No Vote)**  
**Public Works Director Doug Wright**

**Summary:** Main-Concord intersection has been identified by NC DOT staff as the highest priority opportunity to improve traffic congestion in Davidson. Public Works has evaluated extending a left-turn queue for southbound traffic on Main Street at the intersection with Concord Road. This item was discussed at the May 22 board work session and the board asked that it be placed on the June 12 agenda for further consideration.

**Summary:**

---

**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣	Agenda Memo Main-Concord Intersection Update	6/8/2018	Cover Memo
▣	Presentation Main-Concord Intersection 6-12-18	6/12/2018	Cover Memo



## Main-Concord Intersection Update

To: Davidson Board of Commissioners  
From: Doug Wright, Public Works Director  
Date: June 12, 2018  
Re: Main-Concord Intersection Update

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### 1. OVERVIEW

Main-Concord intersection has been identified by NC DOT staff as the highest priority opportunity to improve traffic congestion in Davidson. Southbound traffic on Main Street in the a.m. and p.m. peak periods backup significantly. The town has previously studied considering adding a southbound left turn lane from Main Street onto Concord Road but the town board elected not to move forward with the project at that time.

Public Works has evaluated extending a left-turn queue for southbound traffic on Main Street at the intersection with Concord Road. Since this is a state road, the town has worked with the NC Department of Transportation and engineer Kimley Horn to review the benefits of potentially removing 10 parking spaces along the northeast side of Main Street and adding a left-turn lane to improve traffic flow. The northbound right-hand turn lane from Main onto Concord Road would be removed in order to accommodate the correct angles for safety purposes with installing the southbound left turn lane. The projected total cost at this conceptual phase is approximately \$220,000. Both Main Street and Concord Road are state roads therefore NC DOT must approve any improvements considered for the intersection. NC DOT works collaboratively with the town on any changes.

The town board had identified this intersection improvement as an item to address in the early months of the town strategic plan. With the proposed FY19 budget, it had been planned to ask the board to allocate \$50,000 from fund balance to go towards this project.

This item was discussed at the May 22 board work session and the board asked that it be placed on the June 12 agenda for further consideration.

### 2. RELATED TOWN GOALS

#### Core values:

Davidson's historic mix of people in all income levels and ages is fundamental to our community, so town government will encourage opportunities, services, and infrastructure that allow people of all means to live and work here.

Citizens need to move easily throughout the town and region, so government will provide a variety of options, such as sidewalks, bike paths, greenways, connected streets, and transit.

Davidson exists in proximity to and is interdependent with other jurisdictions, so we strive for local, regional, state and federal cooperation.

**Strategic Plan:**

Goal 7 Mobility/Transportation - The Town of Davidson will enable citizens to move freely throughout town via transit, car, bicycle, and on foot.

Strategic Plan action item 1C. Turn lane from Main to Concord.

**Constituent served:**

All citizens.

Visitors passing through town.

Downtown merchants.

Davidson College and Davidson College Presbyterian Church.

### 3. OPTIONS/PROS & CONS

**There are 3 options:**

**Option 1:**

Do nothing.

**Option 2:**

Approve the proposed changes.

**Option 3:**

Consider further study of the improvements and evaluate any other options.

**Here are the pros and cons of option 2 as previously communicated:**

**Pros:**

Would improve downtown congestion for southbound traffic on Main Street back to the north.

“Low Hanging Fruit” for improving downtown congestion.

Utilizes the existing right away available.

Does not lengthen the pedestrian crossings at the Main and Concord intersection.

**Cons:**

Loss of 10 parking spaces at that location.

Impact on Davidson College Presbyterian Church operations.

Lengthens the pedestrian crossing on Main Street at Depot Street.

Loss of northbound right-hand turn lane on Main Street onto Concord Road.

Would not fully alleviate downtown congestion for southbound traffic on Main Street back to the north.

### 4. FYI or RECOMMENDED ACTION

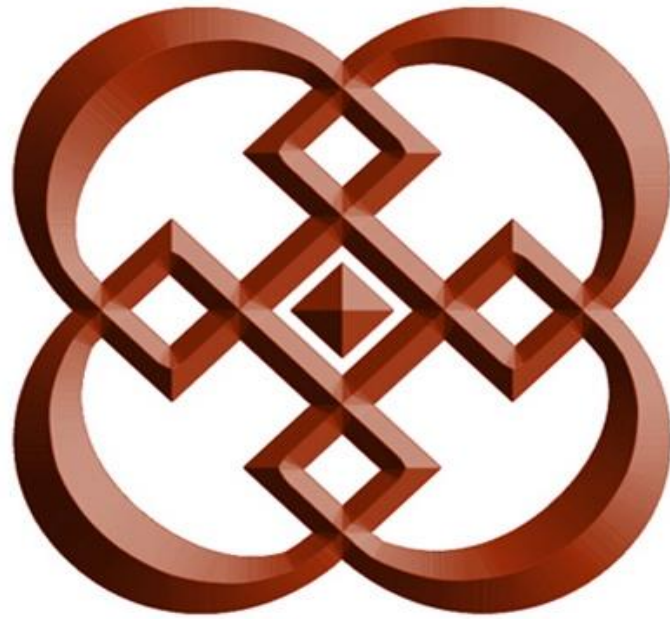
Consider selecting one of the 3 options listed above.



## 5. NEXT STEPS

Next steps for option 2 would include continued engineering and planning for the project along with developing final cost estimates. A budget amendment would be needed for any town funds to expend towards the project.

Next steps for option 3 could be engaging NC DOT and the engineers on a scope of work to provide further study. A budget amendment would be needed for any town funds to spend towards study work.



# *The* Town *of* Davidson

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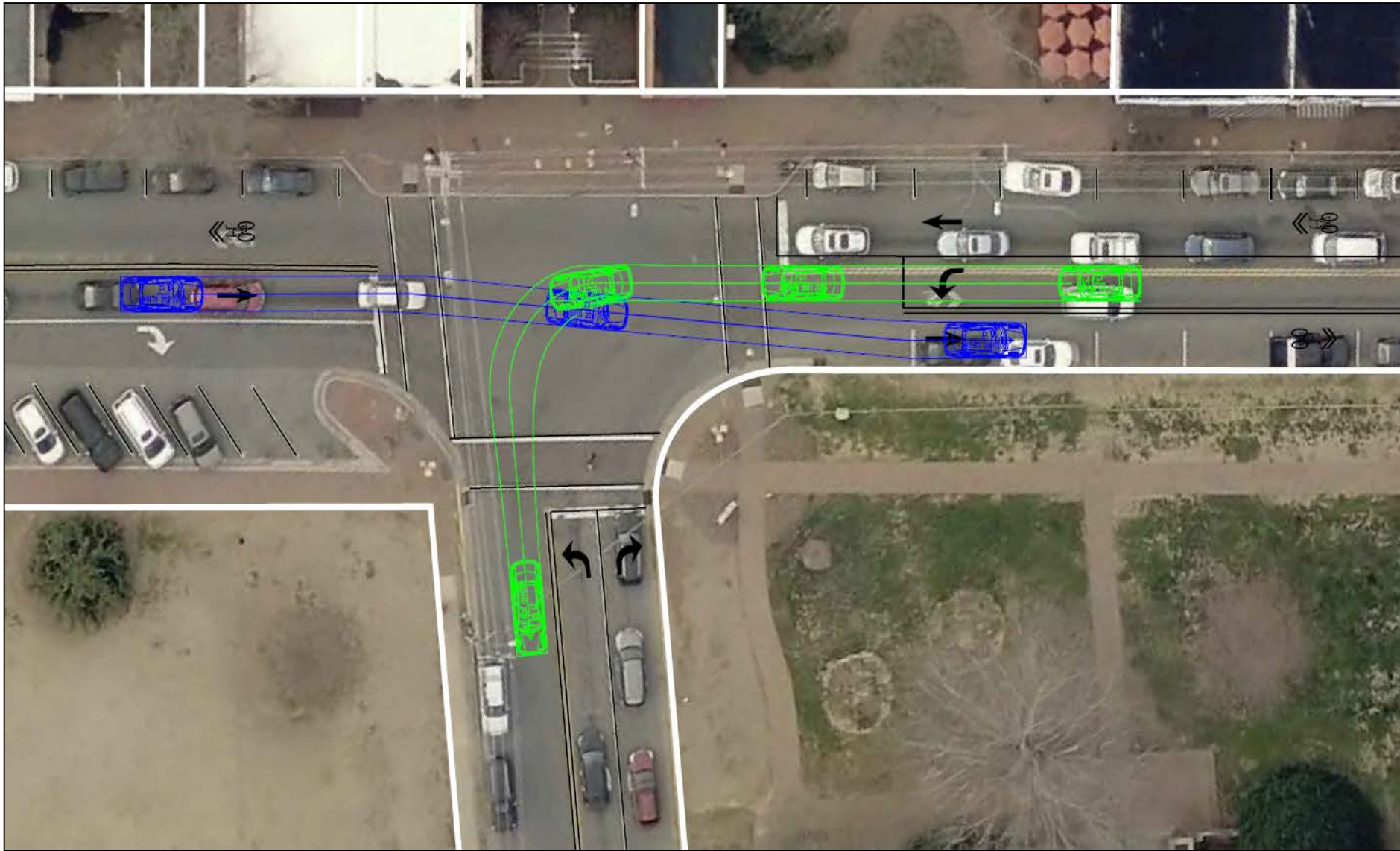
College Town. Lake Town. *Your Town.*



College Town. Lake Town. *Your Town.*

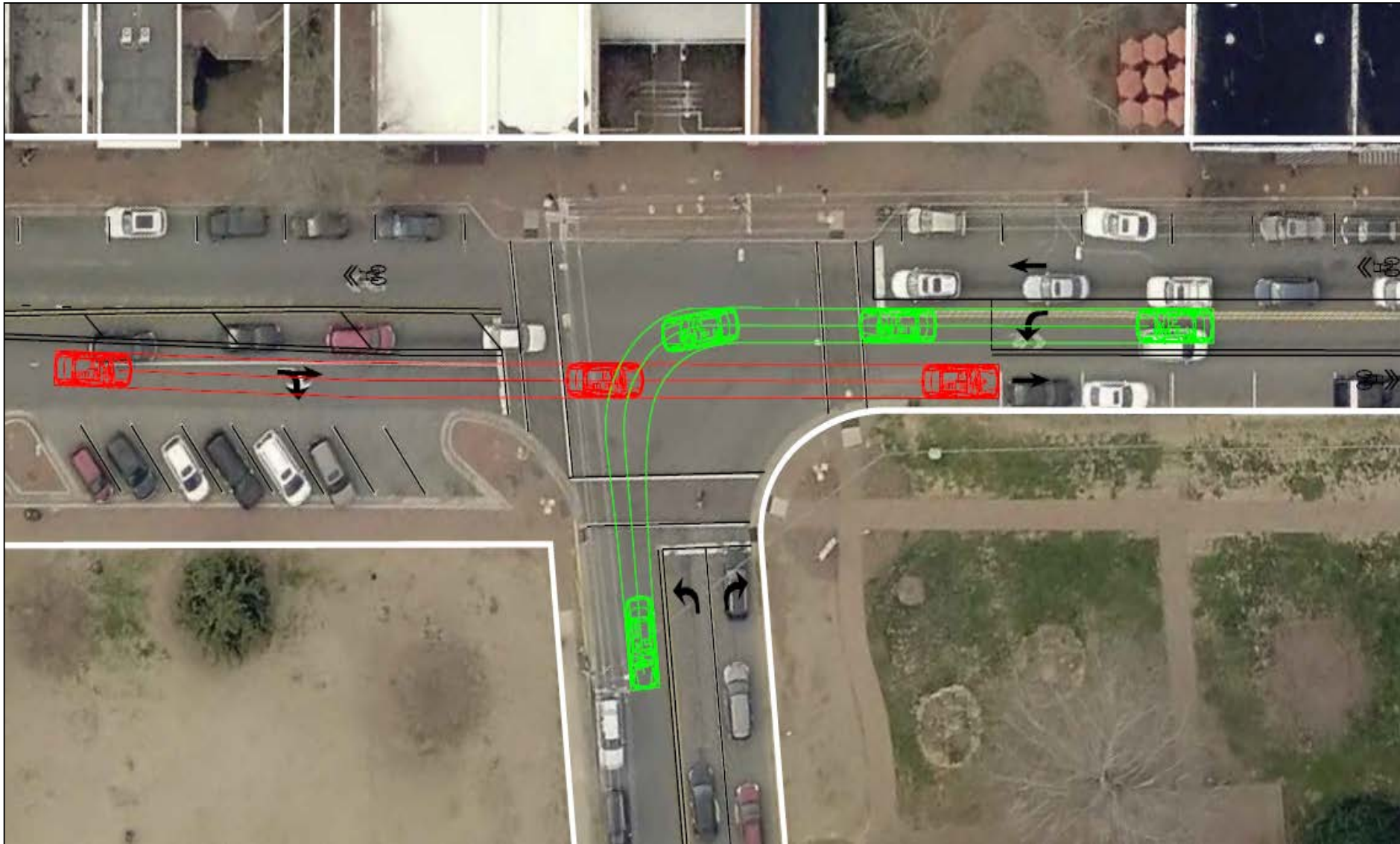
Main-Concord Intersection  
June 12, 2018



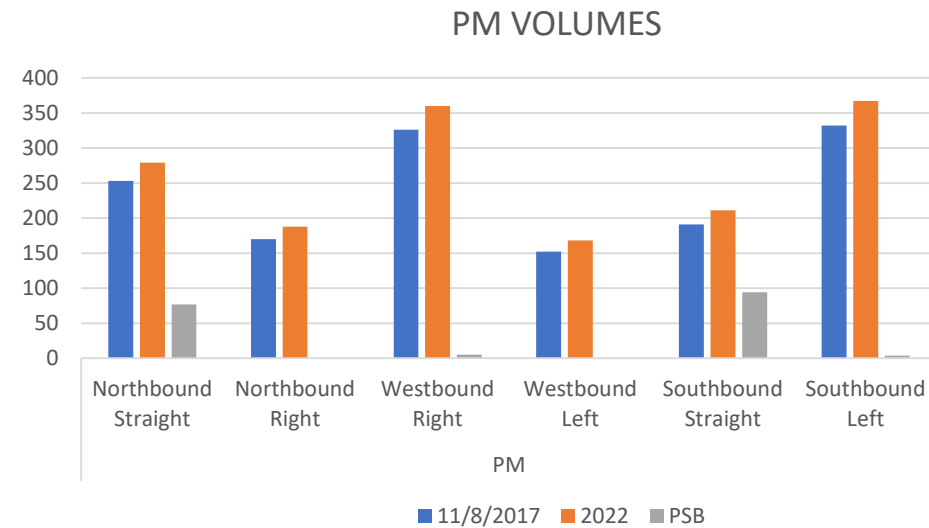
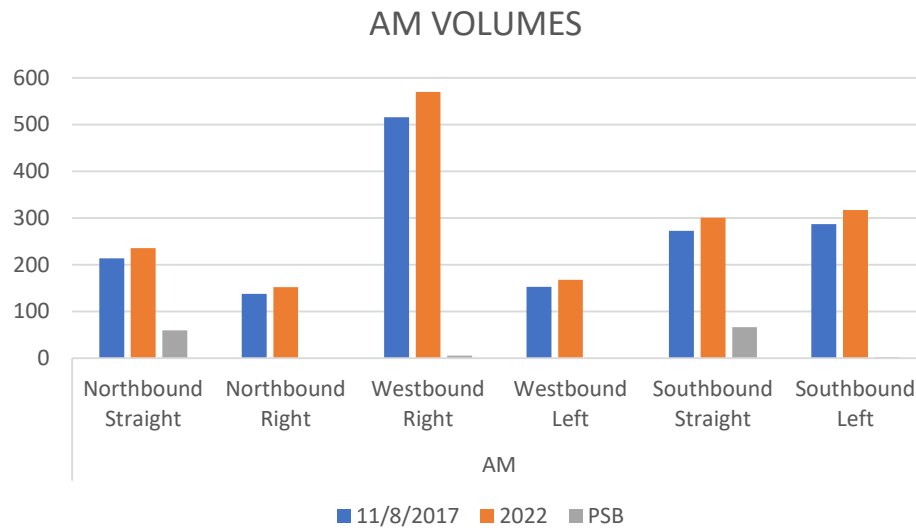


College Town. Lake Town. *Your Town.*

Main-Concord Intersection  
June 12, 2018



# Peak Hour Traffic Volumes





# Modeling data summary

2022 Alternatives Comparison							
		LOS (Delay) Southbound Approach		LOS (Delay) Overall Intersection		Southbound Queueing Longest Q (Synchro/SIM)	
		AM	PM	AM	PM	AM	PM
2022 Alternatives							
Saturation Flow Rate = 1,500; PHF = Existing							
1. Existing Laneage	Sat FR - 1,500 PHF - Existing	E (61.1)	D (53.8)	D (48.0)	D (43.8)	#500'/244'	#373'/350'
3. SBL Turn Lane w/ Shared NBT/R	Sat FR - 1,500 PHF - Existing	C (23.6)	D (51.6)	D (35.5)	D (54.9)	#253'/156'	#409'/431'

- Note that the 2022 analysis reflects traffic reductions to account for U-5907 (Potts/Sloan Connector)
- PHF (Peak-hour factor) - measures the relationship between the peak 15-minute interval of traffic compared to the total vehicle volume over the entire peak hour. It represents how constant vehicle volumes are during the peak hour
- Saturation Flow Rate - At a signalized intersection, the saturation flow is defined as the number of vehicles per hour that could cross a stop line if a signal remained green all of the time. The accuracy of saturation flow rates determines the capacity of signalized intersections.



# Options

- 1) Do nothing.
- 2) Approve the proposed changes.
- 3) Consider further study of improvements and evaluate any other options.

## Next Steps

Option 2 – Continued engineering and planning, final cost estimates. Budget Amendment would be needed for any town funds to expend towards the project.

Option 3 – Engage NC DOT and engineers on a scope of work to provide further study. Budget Amendment would be needed for any town funds to expend towards study work.







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**Agenda Title:** **Discussion of Public Facilities Project Cost Estimates**  
**Assistant Town Manager Dawn Blobaum**  
**Summary:** Initial cost estimate for renovation of the former IB School, existing Town Hall and the gymnasium.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣	Agenda Memo Public Facilities Project Cost Estimates	6/8/2018	Cover Memo
▣	Presentation Public Facilities Project Cost Estimates	6/11/2018	Cover Memo
▣	IB School Schedule 06-08-18	6/8/2018	Cover Memo



## Public Facilities Update

Date: June 12, 2018  
To: Davidson Board of Commissioners  
From: Dawn Blobaum, Assistant Town Manager  
Re: Public Facilities Update

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### 1. OVERVIEW

Andy Aldridge from Edifice (our construction manager) will present their initial cost estimate for renovation of the former IB School, existing town hall and the gymnasium. This is a high-level cost analysis, completed using Creech and Associates' preliminary sketches and figuring per square foot costs for each building element, system, and finish. New costs for the existing town hall will reflect the re-design for a 20-year growth scenario for the police and fire departments.

### 2. RELATED TOWN GOALS

**Strategic Plan:** Operations, Tactical Priority 2. Capital and maintenance needs.

**Core values:** Citizens entrust town government with the stewardship of public funds, so government will provide high quality services at a reasonable cost.

**Constituents:** All Davidson residents.

### 3. OPTIONS/PROS & CONS

We have discussed three options:

- 1) reuse of the former IB School on South Street,
- 2) construction of a new police facility on town-owned land near town hall and renovation of the existing building
- 3) continuation of the first design.

### 4. FYI or RECOMMENDED ACTION

This presentation and discussion is for information only. No action is required.

### 5. NEXT STEPS

We will continue working on the lease agreement with CMS.

A schedule for the former IB School site is attached to the agenda with the powerpoint presentation.



## Davidson IB School Preservation/Adaptive Reuse Study: Phase 2 Pricing Exercise

June 12, 2018

CREECH & ASSOCIATES



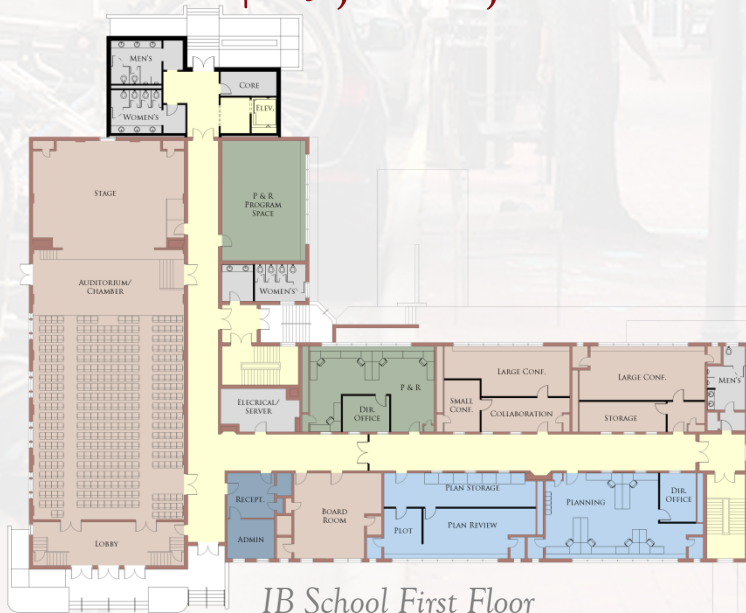
**EDIFICE**  
GENERAL CONTRACTORS  
The Art and Science of Construction



## IB School project Current Cost Estimate

- Renovation at IB School
- Restroom and elevator additions
- Includes site work
- Does not include gymnasium

\$ 7,956, 912



## New Town Hall project Original Cost Estimate

- New Town Hall building
- Includes site work and plaza

\$8,071,750



IB School Front Facade





# Existing Town Hall Renovation: Police and Fire

## Current Cost Estimate

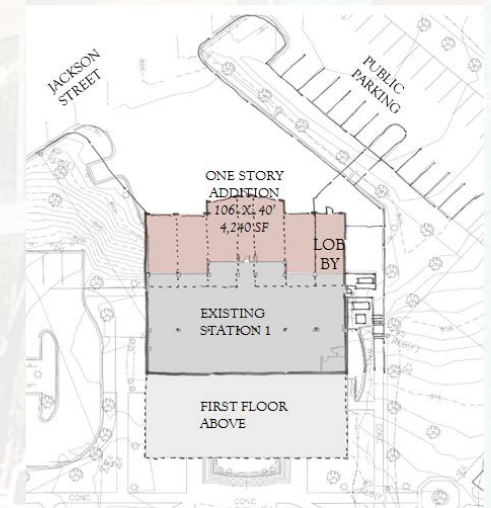
- 20-year plan
- Police department renovation at existing town hall
- Sally port addition, and covered area
- Fire department renovation at existing town hall
- Fire department 20 year addition

\$3,870,000

## Original Cost Estimate

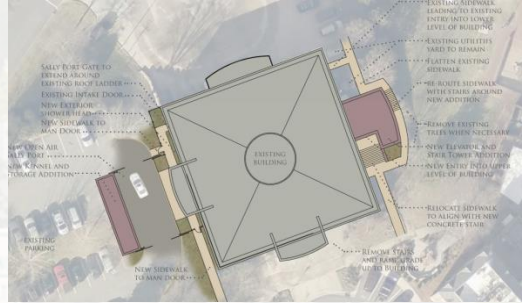
- 10-year plan
- Police department renovation at existing town hall
- Smaller sally port addition
- Fire department renovation at existing town hall
- Small addition

\$2,100,000



*The PD and FD feel comfortable they can function well for 20 years in this space*





# Total Construction

## Soft Costs (30%)

\$3,650,674

\$15,819,586

\$10,171,750

\$3,051,525

\$13,223,275

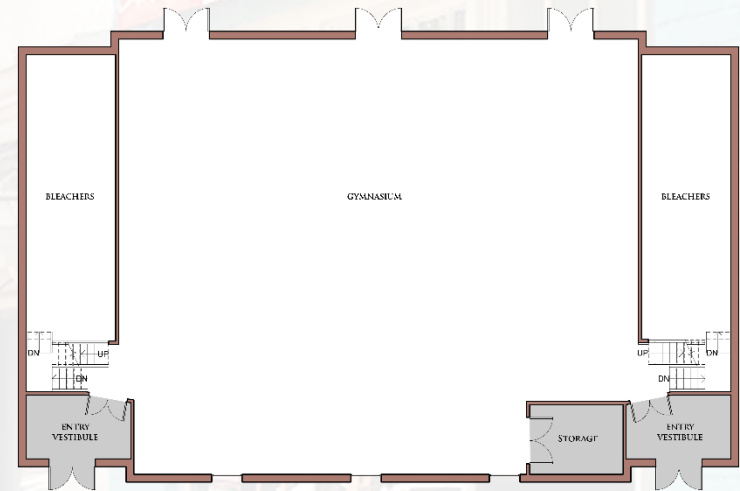
\* Includes \$342,000 for security, cabling, and AV



## Gymnasium Renovation Cost Estimate

- Gym renovation
- Restroom addition at gym
- Site work at gym

Gym Construction	\$1,755,627
Soft Costs (30%)	\$ 526,688
Gym Total:	\$2,282,901



Gymnasium Front Facade



# SUMMARY #2

	20-year	10-year
• Police and Fire Depts	\$ 3,870,000 (\$193,500/yr)	\$ 2,100,000 (\$210,000/yr)
• Town Hall	IB School	New building
• Soft Costs	\$ 7,956,912	\$ 8,071,750
• Security, cabling, AV	\$ 3,650,674	\$ 3,051,525
• 24 parking spaces*	\$ 342,000	\$ 342,000
• Project Total Cost	\$ 279,000	\$ 279,000
	<b>\$16,098,586</b>	<b>\$13,844,275</b>

\*Additional 96 spaces available at average \$7,400/space. \$50,000 for engineering to be appropriated from fund balance FY19.



## **IB School and town hall renovation schedule**

### **PLAN A: Meet deadline for November 2018 bond referendum**

April 24, 2018	Creech and Associates/Edifice present results of Phase I: "test-fit" sketches. Board approves funding for Phase II.
May 22, 2018	Creech/Edifice present results of Phase II: mechanical assessments.
June 12, 2018	Creech/Edifice present preliminary cost estimate for renovation of IB School, gym, and enlarged renovation of existing town hall. Board adopts three resolutions for GO Bond referendum: 1) to publish notice of intent, 2) to apply to LGC, and 3) to accept findings of fact.
July 10, 2018	Introduce specific bond order language and approve resolution to set public hearing for July 24 special meeting.
July 17, 2018	Board of Education meeting to approve lease.
July 24, 2018	Special meeting for public hearing.
August 8, 2018	Board of County Commissioners meeting to approve lease. (Alternate: August 8)
August 14, 2018	Board adopts bond order and adopts resolution for referendum.
November 6, 2018	Referendum
November 2018 through October 2019	12 month process for schematic design, design development, construction documents, and trade bids (with committee and/or board approvals and cost estimates each phase).
November, 2019	Construction start.
October, 2020	Construction complete on IB School. Begin renovation of existing town hall.
July, 2021	Construction complete on existing town hall.

### **PLAN B: Miss the deadline for GO Bond referendum in November 2018**

Option 1	Plan referendum for November 2019. (Move all dates back one year.)
Option 2	Garner public input via another venue and proceed with project. (Move all dates forward four months.)



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**Agenda Title: Discussion of General Obligation (GO) Bond Process for Public Facilities Project, and consider approval of three(3) resolutions to initiate a General Obligation Bond Referendum**

**Finance Director Pieter Swart**

**Summary:** The Board will discuss the use of General Obligation Bonds to fund public facilities. To initiate the General Obligation Bond referendum process three resolutions are necessary:

Resolution 2018-14 - Authorizes the Finance Officer to submit an application to the LGC to issue General Obligation Bonds.

Resolution 2018-15 - Certain findings of fact by the Board of Commissioners must be presented to enable the Local Government Commission of the State of North Carolina to make certain determinations as set forth in NCGS Section 159-52.

Resolution 2018-16 - Directs the Town Clerk to publish the "Notice of Intention to Apply to the Local Government Commission for Approval of Bonds" in a newspaper of general circulation.

**Summary:**

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
❑ GO Bond Presentation Template	6/8/2018	Cover Memo
❑ R2018-14	6/12/2018	Cover Memo
❑ R2018-15	6/12/2018	Cover Memo
❑ R2018-16	6/12/2018	Cover Memo



## 2018 General Obligation Bond Referendum

Date: June 8, 2018  
To: Davidson Board of Commissioners  
From: Piet Swart, Finance Director  
Re: GO Bond Referendum

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### 1. OVERVIEW

The Board will consider using GO Bonds for public facilities. If approved the GO Bond Referendum will be on the November, 2018 general election ballot for consideration by the voters of Davidson.

### 2. RELATED TOWN GOALS

### 3. OPTIONS/PROS & CONS

GO Bonds are cost efficient and require the approval of the voters

### 4. FYI or RECOMMENDED ACTION

The Board must decide if GO Bonds are the appropriate financing of the required public facilities and determine the dollar amount of the GO Bond referendum.

Resolution 2018-14 - Authorizes the Finance Officer to submit an application to the LGC to issue General Obligation Bonds.

Resolution 2018-15 - Certain findings of fact by the Board of Commissioners must be presented to enable the Local Government Commission of the State of North Carolina to make certain determinations as set forth in NCGS Section 159-52.

Resolution 2018-16 - Directs the Town Clerk to publish the "Notice of Intention to Apply to the Local Government Commission for Approval of Bonds" in a newspaper of general circulation.

**To move forward with a GO bond referendum, a motion should be made to approve Resolution 2018-14, 15, and 16 as amended with the total GO Bond amount of \$XX,xxx,xxx.**

### 5. NEXT STEPS

**A GO Bond Schedule and a GO Bond Process Sheet follows as prepared by our bond attorneys:**

**TOWN OF DAVIDSON  
SCHEDULE FOR GENERAL OBLIGATION BOND REFERENDUM  
NOVEMBER 2018**

6/12/18	Board adopts (1) Resolution directing publication of notice of intent to apply to the Local Government Commission (the “LGC”); (2) Resolution authorizing the Finance Officer to apply to the LGC; and (3) Resolution making certain findings of fact
6/15/18	Publish Notice of Intent in <i>Newspaper of General Circulation</i> [have to wait 10 days after publication of Notice of Intent before applying to the LGC]
6/25/18	File Application with LGC and prepare Sworn Statement of Debt [receive letter from LGC confirming receipt of Application which must occur before the Bond Order is introduced]
7/10/18	File Statement of Estimated Interest
7/10/18	Board (1) Introduces the Bond Order at the Board Meeting; (2) adopts the Resolution setting a public hearing on the Bond Order on 7/24/18
7/16/18	File Notice with Joint Legislative Commission
7/16/18	Publish Notice of Public Hearing on the Bond Order in <i>Newspaper of General Circulation</i> [at least 6 days before public hearing]
7/16/18	File Sworn Statement of Debt with the City Clerk [before public hearing]
7/24/18	Board (1) holds public hearings on adoption of the Bond Order; (2) adopts the Bond Order at the conclusion of the public hearing and (3) adopts the Resolution setting a Special Bond Referendum
7/25/18	City Clerk delivers certified copy of the Resolution setting a Special Bond Referendum to the County Board of Elections (Mecklenburg and Iredell)
7/27/18	Town publishes Bond Order as adopted in <i>Newspaper of General Circulation</i>
by 9/28/18	Publish first Notice of Special Bond Referendum in <i>Newspaper of General Circulation</i> [Not less than fourteen days before last day to register to vote for Bond Referendum]
by 10/5/18	Publish second Notice of Special Bond Referendum in <i>Newspaper of General Circulation</i> [Not less than seven days before last day to register to vote for Bond Referendum]
11/06/18	Referendum
After 11/06/18	Adoption of Certificate of Canvass by the County Board of Elections (Mecklenburg and Iredell)  Board adopts Resolution Certifying and Declaring Results of Special Bond Referendum  Publish Statement of Result in <i>Newspaper of General Circulation</i>

Prepared by:  
Scott Leo, Esq.  
Partner  
Parker Poe Adams & Bernstein LLP

## **GENERAL OBLIGATION BOND REFERENDUM INSTRUCTIONS (NORTH CAROLINA)**

### **Before 1<sup>st</sup> action by Governing Board**

If School Bonds, need resolution from School Board requesting referendum be held. (Counties only)

Bond Counsel needs to know how much the bond referendum will be for and for what purposes. Each purpose, per categories listed in NCGS 159-48, will need to be a separate ballot question (unless the purposes are “not unrelated” in which case they can be combined). Bond Counsel will draft all of the required actions based on this information.

Contact LGC and Board of Elections to let them know intention to go through referendum process. Let Bond Counsel know if jurisdiction is in two counties.

### **1<sup>st</sup> actions by Governing Board**

The following 3 items need to be adopted:

- 1) Resolution Directing the Publication of Notice of Intention to Apply to the Local Government Commission for Approval of Bonds
- 2) Resolution Authorizing the Finance Officer to Apply to the Local Government Commission for Approval of the Proposed General Obligation Bonds and to Submit Such Application to the Local Government Commission
- 3) Resolution Making Certain Statements of Fact Concerning Proposed Bond Issue

*Explanation of board actions:* These 3 items collectively are intended to direct staff to take the actions necessary to get the process started to put the bond question(s) on the ballot. The first item that the NC Statutes require is the publication of the notice of intention to apply to the LGC for approval of the bonds to be put on the ballot. These actions direct staff to do that and also directs the finance officer to make application to the LGC. The final item is intended to have the Board make the same findings that the LGC has to make in order to approve the bonds and, per LGC policy is being done to support the application that is being made to the LGC.

### **Between 1<sup>st</sup> actions and 2<sup>nd</sup> actions by Governing Board**

Notice of Intent to Apply to the LGC needs to be published in newspaper

Prepare LGC application; Submit LGC application 10 days after the Notice of Intent to Apply is published in newspaper – the application needs to be submitted and accepted by the LGC before the next set of actions can be taken by the governing board

Prepare Statement of Estimated Interest Amount; Statement of Estimated Interest Amount should be put on file with the Clerk on the day of the 2<sup>nd</sup> actions to be taken by the Governing Board and also sent to the LGC as part of the application

## **2nd actions by Governing Board**

The following 2 actions need to be taken by the Governing Board:

- 1) Introduction of the Bond Order(s) – note that the bond order(s) are only introduced and should be done so by a board member and reflected in the minutes that way. Usually they get read by title by the board member introducing them, but however that makes sense for your way of doing things.
- 2) Adopt the Resolution calling the public hearing

*Explanation of board actions:* The first action is to simply introduce the bond order or bond orders that will be submitted to a vote. The contents of the bond order are as required by the NC General Statutes. It sets forth what the governing board will hold a public hearing on and, presumably, approve at the next meeting after the public hearing is held. The second action is to call the public hearing and direct that the notice of the public hearing be advertised in the newspaper.

## **Between 2nd actions and 3rd actions by Governing Board**

You would have filled out the Sworn Statement of Debt as part of the LGC application – that needs to get filed with the Clerk and certified that it was filed by the Clerk.

Publish the Notice(s) of Public Hearing at least 6 days before the date for the public hearing; there is a public hearing notice for each bond order; there is information from the Sworn Statement of Debt and the Statement of Estimated Interest that needs to be filled in to the bottom paragraph of the notice

Send in the Notice to the Joint Legislative Commission. Bond Counsel prepares that for you. Needs to be signed and sent to the 3 addressees. Keep a copy for you and scan one to us. This needs to be done 45 days before the LGC will approve the application for the bonds.

## **3rd actions by Governing Board**

The following actions need to be taken by the Governing Board:

- 1) Hold public hearing(s), one for each bond order
- 2) Adopt both order(s);
- 3) Adopt the resolution setting the bond referendum.

*Explanation of board actions:* Holding a public hearing on each bond order is required by NC Statutes. After the public hearings are held, the governing board will be asked to adopt each bond order, without change, as introduced at the prior meeting. The governing board can reduce the amount of bonds or insubstantially change the purpose, but other than that any change will require restarting the process. After the bond order(s) are adopted, they adopt the resolution which directs the Board of Elections to put the bond order(s) on the ballot. The bond questions that are being requested are not in exactly the same form as the bond order(s), but instead are in the form that is set forth in the NC Statutes which incorporates the amount and the purpose of the bonds as set forth in the bond order(s).

Bond Counsel will provide you with an Extract of Minutes which basically lays out the script for holding the public hearing(s) and adopting the bond order(s). The Clerk completing these minutes and certifying them becomes our documentation that those actions were taken. We are not wed to the format of this, so if the Clerk has something else in mind, that is fine but we just need evidence that those actions were taken. .

### **After the 3rd actions by Governing Board**

1) The day after, the Clerk should send a certified copy of the Resolution setting the bond referendum to the County Board of Elections. You should coordinate beforehand who that should go to so that you can confirm receipt and that they have what they need to get you on the ballot. Request that they send you a Sample Ballot when it is available so that you can check to make sure it is on there and done correctly.

2) Publish the Notice of Adoption of the Bond Order(s). Note that the date of publication is in the bottom paragraph of the notices, so needs to be filled in for that date. This is important because this notice starts the 30 day clock ticking for anyone to challenge the validity of the proceedings to get the referendum on the ballot.

3) Publish the Notice of Referendum. The same notice needs to be published twice, once at least 14 days before the last day to register to vote and once at least 7 days before the last day to register to vote. The last day to register to vote is 25 days before the election, so the notices need to be published two weeks ahead of that and one week ahead of that.

That will be the end of the formal legal process leading up to the vote.

### **After the Referendum**

1) The Board of Elections has to canvass the vote. They certify to that 10 days after the election. We will provide you with a Certificate of Canvass to have the Board of Elections give to us that shows will our official notice of the results.

2) At the next meeting after you receive that Certificate of Canvass, the governing board will adopt a Resolution that certifies the results of the election and directs the publication of notice(s) in the newspaper that declares the results.

3) Publish the notice(s) of the results of the election. Note that the date of publication is in the bottom paragraph of the notices, so needs to be filled in for that date. This is important because this notice starts the 30 day clock ticking for anyone to challenge the validity of the referendum.

If the voters authorized the bonds, once that 30 day period runs after the final publication, the bonds are eligible to be issued!



## RESOLUTION 2018-14

### RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWN OF DAVIDSON, NORTH CAROLINA AUTHORIZING THE APPLICATION TO THE LOCAL GOVERNMENT COMMISSION FOR APPROVAL OF THE TOWN'S PROPOSED GENERAL OBLIGATION BONDS AND TO SUBMIT SUCH APPLICATION TO THE LOCAL GOVERNMENT COMMISSION

**WHEREAS**, the Board of Commissioners (the "*Board of Commissioners*") of the Town of Davidson, North Carolina (the "*Town*") proposes to set a public hearing on the following Bond Order entitled:

"BOND ORDER AUTHORIZING THE ISSUANCE OF \$\_\_\_\_\_ GENERAL OBLIGATION PUBLIC FACILITIES BONDS OF THE TOWN OF DAVIDSON, NORTH CAROLINA;"

**WHEREAS**, it is necessary, as a condition to the consideration and adoption of the Bond Order, to submit an Application to the Local Government Commission for Approval of the Bonds, all in the manner required by The Local Government Bond Act.

**NOW, THEREFORE**, be it resolved by the Board of Commissioners that the Finance Director of the Town is hereby directed to file with the Local Government Commission an application for its approval of the General Obligation Public Facilities Bonds hereinbefore described, on a form prescribed by said Commission, and (1) to request in such application that said Commission approve the Town's use of Parker Poe Adams & Bernstein LLP of Charlotte, North Carolina, as bond counsel for the Town and (2) to state in such application such facts and to attach thereto such exhibits in regard to such General Obligation Public Facilities Bonds and to the Town and its financial condition, as may be required by said Commission.

**BE IT FURTHER RESOLVED** that this Resolution will become effective on the date of its adoption.

Read, approved and adopted this 12th day of June, 2018.

\_\_\_\_\_  
Rusty Knox, Mayor

**Attest:**

\_\_\_\_\_  
Elizabeth K. Shores, Town Clerk





## **RESOLUTION 2018-15**

### **RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWN OF DAVIDSON, NORTH CAROLINA MAKING CERTAIN STATEMENTS OF FACT CONCERNING PROPOSED BOND ISSUE**

**WHEREAS**, the Board of Commissioners (the “*Board of Commissioners*”) of the Town of Davidson, North Carolina (the “*Town*”) is considering the issuance of bonds of the Town which will be for the following purposes and in the following maximum amount:

\$\_\_\_\_\_ of bonds to provide funds to pay the capital costs of acquiring, constructing, expanding, renovating, equipping and furnishing public facilities to be used for municipal services, including town hall, police, firefighting and other administrative services, and the acquisition of land, rights-of-way and easements therefor.

**WHEREAS**, certain findings of fact by the Board of Commissioners must be presented to enable the Local Government Commission of the State of North Carolina to make certain determinations as set forth in Section 159-52 the North Carolina General Statutes, as amended.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners, meeting in open session on the 12th day of June, 2018, has made the following factual findings in regard to this matter:

A. ***Facts Regarding Necessity of Proposed Financing.*** The proposed bonds are necessary and expedient to pay the capital costs of acquiring, constructing, expanding, renovating, equipping and furnishing public facilities to be used for municipal services, including town hall, police, firefighting and other administrative services, and the acquisition of land, rights-of-way and easements therefor.

B. ***Facts Supporting the Amount of Bonds Proposed.*** The sums estimated for these bonds are adequate and not excessive for the proposed purposes. Estimates for the proposed construction and improvements have been carefully analyzed and determined by persons knowledgeable about the construction and improvements.

C. ***Past Debt Management Procedures and Policies.*** The Town’s debt management procedures and policies are good and have been carried out in compliance with law. The Town employs a Finance Director to oversee compliance with applicable laws relating to debt management. The Board of Commissioners requires annual audits of Town finances. In connection with these audits, compliance with laws is reviewed. The Town is not in default in any of its debt service obligations. The Town Attorney reviews all debt-related documents for compliance with laws.

D. ***Past Budgetary and Fiscal Management Policies.*** The Town’s budgetary and fiscal management policies have been carried out in compliance with laws. Annual budgets are closely reviewed

by the Board of Commissioners before final approval of budget ordinances. Budget amendments changing a function total or between functions are presented to the Board of Commissioners at regular Board of Commissioners meetings. The Finance Director presents financial information to the Board of Commissioners which shows budget to actual comparisons annually and otherwise as the Town Manager deems necessary or as a member of the Board of Commissioners may request.

E.       ***Increase in Taxes; Retirement of Debt.*** The increase in taxes, if any, necessary to service the proposed debt will not be excessive. The schedule for issuance anticipates issuing all of the bonds in one or more series during the seven years following the adoption of the bond order.

F.       ***Marketing of Bonds.*** The proposed bonds can be marketed at reasonable rates of interest.

G.       ***Effective Date.*** This Resolution is effective immediately on its adoption.

Read, approved and adopted this 12th day of June, 2018.

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Rusty Knox, Mayor

**Attest:**

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Elizabeth K. Shores, Town Clerk



## RESOLUTION 2018-16

### RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWN OF DAVIDSON, NORTH CAROLINA DIRECTING THE PUBLICATION OF NOTICE OF INTENTION TO APPLY TO THE LOCAL GOVERNMENT COMMISSION FOR APPROVAL OF BONDS

**WHEREAS**, the Board of Commissioners (the “*Board of Commissioners*”) of the Town of Davidson, North Carolina (the “*Town*”) is considering the issuance of general obligation bonds of the Town which will be for the following purposes and in the following maximum amount:

\$\_\_\_\_\_ of bonds to provide funds to pay the capital costs of acquiring, constructing, expanding, renovating, equipping and furnishing public facilities to be used for municipal services, including town hall, police, firefighting and other administrative services, and the acquisition of land, rights-of-way and easements therefor.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners that the Town Clerk is hereby directed to cause a copy of the “**NOTICE OF INTENTION TO APPLY TO THE LOCAL GOVERNMENT COMMISSION FOR APPROVAL OF BONDS**” to be published in a newspaper of general circulation in the Town on or about June 15, 2018.

Read, approved and adopted this 12th day of June, 2018.

\_\_\_\_\_  
Rusty Knox, Mayor

**Attest:**

\_\_\_\_\_  
Elizabeth K. Shores, Town Clerk



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**Agenda Title: Discussion and Consider Approval of Pedestrian Safety Flashing Beacons Project  
Public Works Director Doug Wright**

**Summary:** Public Works has evaluated additional pedestrian crossings in town to receive similar flashing beacons that the town has installed in other locations. These flashing beacons are activated by pedestrians that want to enter the crosswalk and it provides the yellow flashing signals for vehicles to yield to the pedestrians.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣	Agenda Memo Pedestrian Safety Flashing Beacons Project	6/8/2018	Cover Memo
▣	Presentation Pedestrian Safety Flashing Beacons Project	6/8/2018	Cover Memo



## Pedestrian Safety Flashing Beacons Project

To: Davidson Board of Commissioners  
From: Doug Wright, Public Works Director  
Date: June 12, 2018  
Re: Pedestrian Safety Flashing Beacons Project

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### 1. OVERVIEW

Public Works has evaluated additional pedestrian crossings in town to receive similar flashing beacons that the town has installed in other locations. These flashing beacons are activated by pedestrians that want to enter the crosswalk and it provides the yellow flashing signals for vehicles to yield to the pedestrians.

The crossings identified are Beaty/Magnolia, Concord/Baker, Main/Eugenia, and Main/Glasgow. The town has worked with NC DOT and design engineers to evaluate these options for feasibility. The project has been delayed due to NC DOT approval of the equipment used and access to power sources. Those issues have been resolved. \$75,000 has been set aside for this project. Bids have been received with the low bid coming in at \$113,420.

We have had citizen interest in seeing these crossings improved. Staff feels this is an important project to implement.

### 2. RELATED TOWN GOALS

#### **Core values:**

Davidson's historic mix of people in all income levels and ages is fundamental to our community, so town government will encourage opportunities, services, and infrastructure that allow people of all means to live and work here.

Citizens need to move easily throughout the town and region, so government will provide a variety of options, such as sidewalks, bike paths, greenways, connected streets, and transit.

#### **Strategic Plan:**

Goal 7 Mobility/Transportation - The Town of Davidson will enable citizens to move freely throughout town via transit, car, bicycle, and on foot.

#### **Constituent served:**

All citizens.  
Visitors passing through town.  
Downtown merchants.

### 3. OPTIONS/PROS & CONS

#### **There are 3 options:**

##### **Option 1:**

Do nothing.

##### **Option 2:**

Approve the proposed project and appropriate the funds from fund balance of \$113,420.

##### **Option 3:**

Consider selecting some but not all of the locations and appropriate any fund balance needed, if applicable.

#### **Here are the pros and cons of option 2:**

##### **Pros:**

Would improve the pedestrian crossings in these four locations for pedestrian safety as well as alerting motorists.

Addresses citizen interest in improving these pedestrian crossings.

##### **Cons:**

The costs are higher than planned for the project.

### 4. FYI or RECOMMENDED ACTION

Consider selecting one of the 3 options listed above. For option 2, the action required would be to approve the project as proposed and appropriate \$113,420 from fund balance.

### 5. NEXT STEPS

Next steps for options 2 or 3 would involve staff executing the contract and begin the implementation.

Crosswalk	Materials	Labor	Boring	Total Cost
Beatty/Magnolia	\$ 20,830	\$ 5,950	\$ 6,250	\$ 33,030
Concord/Baker	\$ 19,800	\$ 5,440	\$ 6,250	\$ 31,490
Eugenia/Main	\$ 15,600	\$ 4,590	\$ 4,200	\$ 24,390
Glasgow/Main	\$ 16,200	\$ 3,910	\$ 4,400	\$ 24,510
Total				<u>\$ 113,420</u>



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**Agenda Title:** **Consider Approval of FY2018-2019 Budget Ordinance and Fee Schedule**  
**Finance Director Pieter Swart**

**Summary:** The Board will consider approval of the FY2019 Budget Ordinance and Fee Schedule.

**Summary:**

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
□ Budget Ordinance FY2019	6/12/2018	Cover Memo
□ FY 2019 Fee Schedule	6/8/2018	Cover Memo



**ORDINANCE 2018-01**  
**TOWN OF DAVIDSON, NORTH CAROLINA**

**BUDGET ORDINANCE FISCAL YEAR 2018-2019**

**BE IT ORDAINED** by the Board of Commissioners of the Town of Davidson, North Carolina meeting in regular session on June 12, 2018, that the following Fund Revenues and Department Expenditures together with certain restrictions and authorizations are adopted:

<b><u>SUMMARY</u></b>	<b>Total Budget Appropriations</b>
General Fund	\$ 11,893,988
Powell Bill Fund	335,000
Stormwater Fund	245,000
Solid Waste Fund	867,974
Affordable Housing Fund	85,220
<b>TOTAL</b>	<b>\$ 13,427,182</b>

**Section 1:** The following amounts are hereby appropriated in the General Fund for the operation of the town government and its activities for the fiscal year beginning July 1, 2018, and ending June 30, 2019, in accordance with the chart of accounts heretofore established for the Town:

Governing Body	\$ 99,440
Administration	1,000,045
Legal	153,040
Buildings and Grounds	281,000
Police Department	2,603,171
Fire Department	1,763,477
Public Works	1,697,649
Planning	479,305
Economic Development	255,378
Travel and Tourism	419,024
Recreation	419,390
Parks	911,417
Non Departmental Expenses	411,652
Non Dept - Contribution to Capital Projects	1,400,000
<b>Total Appropriations</b>	<b>\$ 11,893,988</b>

**Section 2:** It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019:

Property taxes	\$ 6,592,385
Sales Tax Revenue	1,917,000
Prepared foods & occupancy taxes	470,000
Utility franchise taxes	890,667
Motor vehicle taxes & fees	709,162
Charges for services	617,000
Intergovernmental	558,474
Investment Earnings/Miscellaneous	125,200
Fund balance appropriated	14,100
Total Budgeted Revenues	<u>\$ 11,893,988</u>

**Section 3:** The following amounts are hereby appropriated in the Powell Bill Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019, in accordance with the chart of accounts heretofore established for the Town:

Street Repair/Resurfacing	\$ 335,000
Total Appropriation	<u>\$ 335,000</u>

**Section 4:** It is estimated that the following revenues will be available in the Powell Bill Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019:

Powell Bill Revenue	\$ 335,000
Total Budgeted Revenues	<u>\$ 335,000</u>

**Section 5:** The following amounts are hereby appropriated in the Storm Water Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019, in accordance with the chart of accounts heretofore established for the Town:

Storm Water Contract	\$ 62,000
Contract Services	146,670
Debt Service	33,830
Equipment Not Capitalized	2,500
Total Appropriation	<u>\$ 245,000</u>

**Section 6:** It is estimated that the following revenues will be available in the Storm Water Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019:

Storm Water Fees	\$ 245,000
Total Budgeted Revenues	<u>\$ 245,000</u>

**Section 7:** The following amounts are hereby appropriated in the Solid Waste Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019, in accordance with the chart of accounts heretofore established for the Town:

Contract - Solid waste collection	\$ 734,281
Contract - Recyclables	133,693
Total Appropriation	<u>\$ 867,974</u>

**Section 8:** It is estimated that the following revenues will be available in the Solid Waste Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019:

Solid Waste Fees	\$ 777,150
Fund Balance Appropriated	90,824
Total Budgeted Revenues	<u>\$ 867,974</u>

**Section 9:** The following amounts are hereby appropriated in the Affordable Housing Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019, in accordance with the chart of accounts heretofore established for the Town:

Personnel	\$ 33,970
Operating	51,250
Total Appropriation	<u>\$ 85,220</u>

**Section 10:** It is estimated that the following revenues will be available in the Affordable Housing Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019:

Fund Balance Appropriated	\$ 85,220
Total Budgeted Revenues	<u>\$ 85,220</u>

**Section 11:** There is hereby levied a tax at a rate of thirty-five cents (\$.35) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2018, for the purpose of raising the revenue listed 'Property Taxes' in the General Fund in Section 2 of this ordinance.

This rate is based on a total valuation of property for the purposes of taxation of \$2,032,268,210 (real and personal property \$1,883,709,239/vehicles \$148,558,971) and an estimated rate of collection of 99.68% on real and personal property, and 99.86 on vehicles. The estimated rate of collection is based on the fiscal 2017-2018 collection rate.

**Section 12:** The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. Transfers between line item expenditures within a department without limitation and without a report being required.
- b. Transfers between departments in the same fund, including contingency appropriations, not to exceed 10% of the appropriated monies for the department whose allocation is reduced. Notice of all such transfers shall be made to the Board at the next regular meeting of the Board.

**Section 13:** The Budget Officer is hereby authorized to carry-over appropriations in the fiscal year any previously approved purchase orders and accompanying budget authority from the prior fiscal year.

**Section 14:** The Town Manager or a designee may make cash advances between funds for period not to exceed 60 days without reporting to the Board of Commissioners. Any advances that extend beyond 60 days must be approved by the Board.

**Section 15:** Copies of this budget ordinance shall be furnished to the Clerk to the Board of Commissioners and to the Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 12<sup>th</sup> day of June, 2018

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Rusty Knox, Mayor

ATTEST:

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Elizabeth K. Shores, Clerk

# TOWN OF DAVIDSON FEE SCHEDULE FY 2019

Effective July 1, 2018

ADMINISTRATION		Fee
Cemetery Plot In-town Resident	\$	1,500.00
Cemetery Plot Non-resident	\$	3,000.00
Columbarium Niches In-town Resident	\$	1,000.00
Columbarium Niches Non-resident	\$	2,000.00
Filing Fee for Municipal Office (determined by MCBOE and adopted by Town Board)	\$5 Comm./ \$10 Mayor	
Returned Check Charge	\$	30.00
ECONOMIC DEVELOPMENT		Fee
Christmas in Davidson - For-profit vendor	\$	250.00
Christmas in Davidson - Non-profit vendor	\$	100.00
Event sponsorships for all events:		
Level I sponsorship	\$	2,500.00
Level II sponsorship	\$	1,500.00
Level III sponsorship	\$	1,000.00
Level IV sponsorship	\$	500.00
Level V sponsorship	\$	250.00
Vendor fees vary by event		\$50 - \$250
Street Vendor Application - annual fee	\$	150.00
Business Registration - one time fee	\$	40.00
Film Production Permit - fee (one-day)	\$	150.00
- each additional day	\$	300.00
PARKS AND RECREATION		Fee
Fees for Special Events at the following locations: Village Green, McEver Fields, Roosevelt Wilson, Ada Jenkins, Fisher Farm, Town maintained roads, Town parking lots		
Event application, required for all	\$	20.00
Road race route review - Review for routes not currently approved	\$	500.00
Reservation for Town Sites (see application) - Resident*		\$10.00 - \$200.00
Reservation for Town Sites (see application) - Non-profit, Resident*		\$0 - \$150.00
Reservation for Town Sites (see application) - Non-resident*		\$30.00 - \$150.00
Reservation for Town Sites (see application) - Non-profit, Non-resident*		\$15.00 - \$265.00
<i>*Dependent upon impact to grounds and required Town staff involvement</i>		
See PD Fee Schedule for Off Duty Police Officers for events		
See FD Fee Schedule for Firefighters and apparatus for events		
Meeting room use at Parks & Rec facilities	\$	20.00
(Non-profit organizations - no charge during regular business hours)		
Overnight camping at Fisher Farm		\$0.50/camper
Rental of Kayak/Canoe Space at Nature Preserve/Parham Park		
Resident		\$100 per year
Non-resident		\$150 per year
Athletic Field use		
Light usage (resident)		\$10.00/hour
Light usage (non-resident)		\$20.00/hour
Youth Sports		

Practice	\$5.00/hour
Games	\$25.00/hour
<b>Adult Sports</b>	
Practice without lights	\$10.00/hour
Practice with lights	\$20.00/hour
Games plus lights	\$ 35.00
<b>Tournament rentals</b>	\$100.00/tournament
Each team entered on the tournament bracket	\$ 25.00
Cost per field for lights	\$20.00/hour
Field preparation	\$ 35.00
<b>PLANNING</b>	<b>Fee</b>
<b>Permits - residential</b>	
Detached (Single-family)	\$ 30.00
Accessory structure, addition, or alteration	\$ 30.00
Attached (multi-family per dwelling unit)	\$ 50.00
Site/building foundation	\$ 50.00
<b>Permits - non-residential</b>	
Minor (less than 5,000 sq. ft.)	\$ 100.00
Major (5,000 sq.ft.or greater)	\$ 200.00
Site/building foundation	\$ 50.00
Accessory structure, addition, or alteration (less than 5,000 sq ft)	\$ 100.00
Accessory structure, addition, or alteration (5,000 sq ft or greater)	\$ 200.00
<b>Permits - other</b>	
Sign permit per sign (fee waived if submitted with an approved Certificate of Appropriateness)	\$ 50.00
Sign package permit	\$ 150.00
Zoning use permit	\$ 30.00
Demolition permit	\$ 30.00
Temporary use permit	\$ 75.00
Temporary use permit - construction trailer/sales office/tent	\$ 30.00
<b>Plan review</b>	
Master plan	\$ 750.00
Conditional master plan ( <u>plus costs</u> )	\$ 1,000.00
Individual building	\$ 350.00
Conditional planning area single family residential on an individual lot ( <u>plus costs</u> )	\$ 500.00
Minor subdivision plan	\$ 200.00
Master plan or conditional amendment not substantial (as defined by Planning Ordinance) ( <u>plus costs</u> )	\$ 200.00
Master plan or conditional amendment substantial (as defined by Planning Ordinance) ( <u>plus costs</u> )	\$ 375.00
<b>Plat Review</b>	
Exempt subdivision	No Fee
Minor subdivision	\$ 100.00
Preliminary plat	\$ 750.00
Final plat	\$ 300.00
Site plan review	\$ 200.00
Plat amendment/re-combo	\$ 50.00
<b>Application to boards and commissions</b>	
Design Review Board	\$ 400.00

Design Review sign package within a traditional neighborhood development or historic district	\$ 225.00
Design Review Board consent item or minor alteration or addition	\$ 100.00
Certificate of Appropriateness in an historic district, including sign or vendor cart	\$ 50.00
Board of Adjustments variance	\$ 400.00
Board of Adjustments appeal	\$ 400.00
<b>Other</b>	
Required parking space: Payment-in-Lieu for each space in the Village Parking Overlay District (per DPO Section 2.3.3 & 8.3.3)	\$ 3,000.00
Required multi-use path: Payment-in-lieu for each linear foot of a property's frontage in Scenic Byway Overlay District (per DPO Section 2.3.10)	\$ 47.50
Required open space: Payment-in-lieu for each acre in Rural Planning Area (per DPO Section 2.2.15.D)	
Tier 1: Acreage Balance Owed: First 10 Acres	\$ 49,303.75
Tier 2: Acreage Balance Owed: Next 40 Acres	\$ 42,815.00
Tier 3: Acreage Balance Owed: Next 50 Acres	\$ 34,573.75
Tier 4: Acreage Balance Owed: Over 100 Acres	\$ 28,111.25
Zoning verification	\$ 30.00
Text or map amendment	\$ 400.00
Vested rights	\$ 300.00
Any permit, application, or submittal after the fact	Double the fee
Annexations	\$ 150.00
<b>Affordable Housing (Per Unit)</b>	
Payment in Lieu - developments approved 2001 - June 2007	\$ 26,550.00
Payment in Lieu - developments approved June 2007 - 2008	\$ 30,475.00
Payment in Lieu - developments approved 2008 - May 26, 2015	\$ 34,700.00
Payment in Lieu - developments approved after May 26, 2015	\$ 26,550.00
<b>POLICE</b>	<b>Fee</b>
Abandoned vehicle removal	cost of towing and storage
Animal license (citizens over 62 years of age are exempt from the fee)	\$ 10.00
Parking Ticket	\$ 30.00
Parking Ticket Convenience Fee (Applicable to all Parking Tickets)	\$ 3.00
Parking Ticket Late Fee (Charged to all tickets not paid within 30 days)	\$ 30.00
Alarm registration	No Fee
<b>False alarm incident schedule:</b>	
1 & 2 false alarms	No Fee
3, 4 & 5 false alarms	\$ 50 each
6 & 7 false alarms	\$ 100 each
8 & 9 false alarms	\$ 250 each
10 + false alarms	\$ 500 each
Privilege tax for motor vehicles	\$ 20.00
Taxicab Permit per Taxicab	\$ 50.00
Fingerprinting	\$ 10.00
Use of Off Duty Police Officers for events, if requested by applicant - minimum of 4 hours	\$25.00/hour
Use of Police Cruiser when Off Duty Police Officers are used for events	\$16.25/hour
Peddler's & Hawker's Application Fee	\$25.00 per day
Police records request	See reproduction costs



<b>FIRE DEPARTMENT</b>	<b>Fee</b>
Use of Off Duty Officers and Firefighters for events, if requested by applicant	<b>\$26.00/hour</b>
Use of apparatus for events, if requested by applicant:	
Fire truck	<b>\$90.00/hour</b>
Ladder truck	<b>\$150.00/hour</b>
Vehicle	<b>\$13.00/hour</b>
ATV and Trailer	<b>\$10.25/hour</b>
Boat	<b>\$14.00/hour</b>
<b>PUBLIC WORKS</b>	<b>Fee</b>
Solid waste fee - single family home - billed annually	<b>\$ 201.00</b>
Solid waste fee - multi-family home - individual billed annually	<b>\$ 60.00</b>
Oakhill Apartments	<b>\$ 4,320.00</b>
Lakeside Apartments	<b>\$ 3,000.00</b>
Abatement of public health nuisances	<b>cost of removal</b>
Storm Water Fee (below fees are billed semi-annually)*	
Tier 1	<b>\$21.06 / year</b>
Tier 2	<b>\$31.32 / year</b>
Tier 3	<b>\$44.46 / year</b>
Tier 4	<b>\$87.84 / year</b>
Commercial (per impervious acre) - billed monthly	<b>\$522 / year</b>
<i>*Tier: Single-family homes are in 1 of 4 billing tiers based on the property's total amount of impervious surface.</i>	
<b>REPRODUCTION COST</b>	<b>Fee</b>
8 1/2" x 11" (Black & White) per page	<b>\$ 0.25</b>
8 1/2" x 11" (Color) per page	<b>\$ 0.50</b>
11" x 17" (Black & White) per page	<b>\$ 0.75</b>
11" x 17" (Color) per page	<b>\$ 1.00</b>
18" x 24" (Black & White) per page	<b>\$ 2.00</b>
18" x 24" (Color) per page	<b>\$ 10.00</b>
24" x 36" (Black & White) per page	<b>\$ 5.00</b>
24" x 36" (Color) per page	<b>\$ 15.00</b>
36" x 48" (Black & White) per page	<b>\$ 10.00</b>
36" x 48" (Color) per page	<b>\$ 20.00</b>
CD or Electronic Media	<b>\$ 10.00</b>
Planning Ordinance	<b>\$ 75.00</b>



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**Agenda Title:** **Consider Approval of Budget Amendment 2019-01 Service Agencies Funding**  
**Finance Director Pieter Swart**  
**Summary:** The Board will consider approval of \$50,000 in funding to service agencies in the FY2019 budget. The source of funds will be fund balance.

**Summary:**

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
BA2019-01	6/8/2018	Cover Memo

AMENDMENT TO THE BUDGET ORDINANCE

**BE IT ORDAINED** by the Governing Board of the Town of Davidson, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2019:

**Section 1:** To amend the General Fund, the appropriations are to be changed as follows:

<u>Acct. No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
10-40-9900-631	Service Agencies		\$ 50,000.00

Budgeted expenditures will be distributed to service agencies per Board review

**Section 2:** To amend the General Fund, the estimated revenues are to be changed as follows:

<u>Acct. No.</u>	<u>Account</u>	<u>Decrease</u>	<u>Increase</u>
10-00-3990-980	Fund Balance Appropriated		\$ 50,000.00

These funds are from Unassigned Fund Balance

**Section 3:** Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget Officer and the Finance Officer for their direction.

Adopted this 12th day of June, 2018



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**Agenda Title: Closed Session - Personnel NCGS 143-318.11. (a) (6)**

**Summary:**

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**ATTACHMENTS:**

Description	Upload Date	Type
No Attachments Available		