



**TOWN OF DAVIDSON  
BOARD OF COMMISSIONERS**

**5:30 PM Town Hall Board Room - 216 S. Main Street  
November 27, 2018**

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**I. 5:30PM - CALL TO ORDER**

**II. ANNOUNCEMENTS**

- (a) **Proclamation - Nannie Potts Day**
- (b) Davidson Police Department video with safety tips this holiday season: <https://vimeo.com/302922786>

**III. CHANGES TO AGENDA**

**IV. PUBLIC COMMENTS**

**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 October Meeting Minutes**  
**Summary:** Draft Meeting Minutes from October 2, October 9, and October 23
- (b) **Consider Approval of 2019 Citizens Advisory Boards Nominations**  
**Summary:** Members of the Nominating Committee met on October 15, 2018 and the following recommendations were made for the 2019 Citizen Advisory Boards. The recommendations were presented to the Davidson Board of Commissioners on Tuesday, November 6 and consideration for approval on Tuesday, November 27.
- (c) **Consider Approval of 2019 Design Review Board and Planning Board Chairs**  
**Summary:** The Design Review Board and Planning Board/Board of Adjustment are citizen advisory boards that serve at the pleasure of the Board of Commissioners. Respective board bylaws and the Davidson Planning Ordinance require the chair of each board to be appointed by the Board of Commissioners. Current chair Bruce Barteldt is recommended for the Design Review Board

and current chair Matthew Dellinger is recommended for Planning Board/Board of Adjustment.

- (d) **Consider Approval of Resolution 2018-28 for 251 South Street Operating Costs**  
**Summary:** Resolution 2018-28 appropriating funding for operating costs for 251 South Street from mid-December 2018 through June 30, 2019.
- (e) **Consider Approval of Resolution 2018-29 & Budget Amendment 2019-14 Financing Terms for 251 South Street**  
**Summary:** The Board of Commissioners will consider approving Resolution 2018-29 and Budget Amendment 2019-14 regarding the financing terms for 251 South Street.
- (f) **Consider Approval of Resolution 2018-30 for the purchase of 335 Sloan Street**  
**Summary:** The Town Board of Commissioners will consider approval of the purchase of 335 Sloan Street, Davidson, NC.
- (g) **Consider Approval for Budget Amendment 2019-15 for Duke Energy Grant**  
**Summary:** The Town of Davidson has received a grant from Duke Energy through the Federal Energy Regulatory Commission (FERC) relicensing process to build a fishing pier, kayak launch, and other improvements at the Lake Davidson Nature Preserve, located at 750 Jetton Street.

## **VI. OLD BUSINESS**

- (a) **Consider Approval of 2019 Legislative Agenda**  
**Town Manager Jamie Justice**  
**Summary:** The North Carolina General Assembly convenes January 9th for the biennial (long) session. The Town of Davidson has historically created a state legislative agenda to further the town's goals and advocate for what's in the best interest of Davidson. At the November 6th board meeting, the board provided feedback/changes on the draft 2019 legislative agenda.
- (b) **251 South Street Planning Process Options Update**  
**Assistant Town Manager Dawn Blobaum**  
**Summary:** On Tuesday, November 13 at the 2nd Tuesday Work Session, the Board discussed 251 South Street Planning Options. There was a motion to continue the discussion at the November 27 meeting.

## **VII. SUMMARIZE MEETING ACTION ITEMS**

## **VIII. ADJOURN**



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**Agenda Title: Proclamation - Nannie Potts Day**

**Summary:**

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**ATTACHMENTS:**

Description	Upload Date	Type
❏ Proclamation - Nannie Potts Day	11/27/2018	Cover Memo



## **PROCLAMATION Nannie Potts Day**

**WHEREAS**, Nannie Potts grew up on a farm near Hoke Lumber in Davidson; and

**WHEREAS**, she grew up a member of Davidson Presbyterian Church; and

**WHEREAS**, she was a resident of the Town of Cornelius; and

**WHEREAS**, she was a member of the Town of Cornelius Board of Commissioner and first female Mayor; and

**WHEREAS**, she led many summer reading programs along with Vertie Torrence to help children in the Davidson and Cornelius communities; and

**WHEREAS**, she was the Chair of the Board of Directors at the Ada Jenkins in 1996; and

**WHEREAS**, she faithfully served the North Mecklenburg community for decades;

**NOW THEREFORE**, I, Rusty Knox, Mayor of the Town of Davidson do hereby proclaim this day as Nannie Potts Day.

**Proclaimed** this the 17th day of November, 2018.

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Rusty Knox, Mayor



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**Agenda** Davidson Police Department video with safety tips this holiday season:  
**Title:** <https://vimeo.com/302922786>  
**Summary:**

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**ATTACHMENTS:**

Description	Upload Date	Type
No Attachments Available		



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

**Summary:** Draft Meeting Minutes from October 2, October 9, and October 23

**Summary:**

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
❏ Draft Meeting Minutes 10-02-18	11/19/2018	Backup Material
❏ Draft Meeting Minutes 10-09-18	11/19/2018	Backup Material
❏ Draft Meeting Minutes 10-23-18	11/19/2018	Backup Material



College Town. Lake Town. *Your Town.*

October 2, 2018

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

The Town of Davidson Board of Commissioners held its regularly scheduled meeting on Tuesday, October 2, 2018 in the Town Hall Board Room. Present were Mayor Rusty Knox and Commissioners Jane Campbell, Jim Fuller, Matthew Fort, Autumn Rierson Michael and David Sitton. Town Manager Jamie Justice, Assistant Town Manager Dawn Blobaum, Economic Development Manager Kim Fleming, Parks and Recreation Director Kathryn Spatz, Public Information Officer Cristina Shaul, Town Attorney Cindy Reid, and Town Clerk Betsy Shores were also present.

- **CALL TO ORDER**

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

- **ANNOUNCEMENTS**

Mayor Knox announced the birth of his granddaughter, Parker Knox, born earlier that day.

Public Information Officer Cristina Shaul announced the following:

The Town of Davidson's Park at Beaty Street Task Force has two upcoming guided hikes on the Beaty property on Sunday, October 7 from 2:00 to 3:00 p.m. and Friday, October 19 from 1:00 to 2:00 p.m.

Davidson Connections will be on Thursday, October 4 at 9:00 a.m. at Davidson Town Hall and the topic is Mecklenburg County's Livable Meck Comprehensive Plan Exercises.

North-South Parkway Study Input Session on Thursday, October 4 at Huntersville Town Center in the 3rd floor Rotunda Conference room from 6:00 to 8:00 p.m. We are working on another input session to be scheduled at a location in Davidson.

Walk to School Day is Wednesday, October 10.

Reeves Temple AME Zion Church at 213 Watson Street is hosting a Fall Carnival on Saturday, October 13, from 11:00 a.m. to 4:00 p.m. to raise funds for Lingle Hut.

The Charlotte-Mecklenburg Landmarks Commission and the Town of Davidson want to preserve and protect historically significant structures in Davidson and its extra-territorial jurisdiction. A meeting will

be held on Monday, October 22 at Davidson Town Hall at 6:00 p.m. to learn about the historic designation process.

Grand opening of the new park near Bailey Springs will be held on November 10th from 11:00 a.m. to 1:00 p.m. There is a question on Open Town Hall to help name the new park.

Mayor Knox read a proclamation for Walk to School Day.

- **CHANGES TO THE AGENDA**

No changes to the agenda.

- **DISCUSSION**

(a) Economic Development Manager Kim Fleming and consultants Craig Lewis and David Amalong from Stantec led a discussion on the downtown community gathering space. Stantec presented material options for hardscapes, design, and placement of the tot lot. Commissioners will meet with the board of the Davidson Farmers' Market, and staff will meet with merchants and other stakeholders as part of a public input process to further discuss the overall concept and materials to use.

(b) Parks and Recreation Director Kathryn Spatz and Livability Board member Marty Metzker presented recommendations for FY 2019 nonprofit grant funding. Commissioners will consider a vote on fund allocations at the October 23 meeting.

(c) Town Manager Justice and the Board of Commissioners reviewed upcoming agenda items. The Commissioners discussed changing Commissioner Reports to quarterly reporting beginning in October, January, April, July.

(d) Commissioners discussed the Tree ordinance and the board's involvement early in planning processes. Commissioners decided to leave the Board of Adjustment members as is: a subset of planning board members that hears cases concerning ordinance interpretations, requests, or appeals for variances. There was also discussion about the Non Profit Grant Funding process.

- **SUMMARIZE ACTIONS ITEMS**

Town Manager Jamie Justice summarized the board requested action items for staff.

- **ADJOURN**

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

The meeting adjourned at 8:29 p.m.

**Attest:**

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

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





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October 9, 2018

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

The Town of Davidson Board of Commissioners held its regularly scheduled meeting on Tuesday, October 9, 2018 in the Town Hall Board Room. Present were Mayor Rusty Knox and Commissioners Jane Campbell, Jim Fuller, Matthew Fort, Autumn Rierson Michael and David Sitton. Town Manager Jamie Justice, Assistant Town Manager Dawn Blobaum, Economic Development Manager Kim Fleming, Finance Director Pieter Swart, Fire Chief Bo Fitzgerald, Human Resources Manager Megan White, Public Information Officer Cristina Shaul, Town Attorney Cindy Reid, and Town Clerk Betsy Shores were also present.

- **CALL TO ORDER**

Mayor Knox called the meeting to order at 6:01 p.m.

- **ANNOUNCEMENTS**

Public Information Officer Cristina Shaul announced the following:

Two new questions on the Open Town Hall portal about allowing board members to vote remotely via phone and naming of the new park near Bailey Springs.

An expansion project at The Pines at Davidson will minimally impact the greenway ending at Avinger Lane. The Pines project will extend Avinger Lane and slightly change the alignment of the greenway.

Walk to School Day is Wednesday, October 10.

The McGuire Nuclear Station Siren test is scheduled for 11:45 a.m. on Wednesday, October 10.

Reeves Temple AME Zion Church at 213 Watson Street is hosting a Fall Carnival on Saturday, October 13 from 11:00 a.m. to 4:00 p.m. to raise funds for Lingle Hut.

The Park at Beaty Street Task Force has a guided hike on the Beaty property on Friday, October 19 from 1:00 to 2:00 p.m.

The Charlotte-Mecklenburg Landmarks Commission and the Town of Davidson are hosting a meeting on Monday, October 22 at Davidson Town Hall at 6:00 p.m. so property owners can learn about the historic designation process.

The North-South Parkway Study Public Input Session is tentatively scheduled for Tuesday, October 30 from 6:00 to 8:00 p.m. at Hopewell Baptist Church located at 18841 Davidson-Concord Road.

The Davidson Cookie Crumb Trail event is scheduled for November 3 from 11:00 a.m. to 4:00 p.m. and tickets are \$20.

The grand opening of the new park at Bailey Spring will be held on Saturday, November 10 from 11:00 a.m. to 1:00 p.m. There will be family activities and TreesDavidson will plant 70 trees that day.

Mayor Rusty Knox read a proclamation in honor of Pediatric Autoimmune Neuropsychiatric Disorders Associated with Streptococcal Infections (PANDA) and Pediatric Acute-onset Neuropsychiatric Syndrome (PANS) Awareness Day.

Mayor Knox read a proclamation in honor of Rotary International Polio Day.

- **CHANGES TO THE AGENDA**

Town Manager Jamie Justice added an update to the planning work plan as item c) under discussion.

- **QUARTERLY COMMISSIONER REPORTS**

Commissioners gave reports on the following organizations:

Commissioner Autumn Rierson Michael - Centralina Council of Governments

Commissioner Matthew Fort - Lake Norman Chamber of Commerce

Commissioner Jim Fuller - Visit Lake Norman

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

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

Mayor Rusty Knox - Metropolitan Transit Commission

- **PRESENTATIONS**

Planning Board Chair Matt Dellinger provided the planning board's consistency statement regarding the proposed North Harbor Club Conditional Planning Area Map Amendment. The Planning Board also made additional suggestions for the developer regarding the sidewalk for improving connectivity to the Exit 30 bridge and additional landscaping below the proposed banquet hall for a vegetative swell.

Jason Lawrence, Senior Planner for Charlotte Area Transit System, presented a summary on the North Corridor Study. Jason gave an overview of the public engagement actions taken to date, identified transit alternatives, discussed system integration, and provided a timeline for next steps. This plan will not replace the red line (commuter rail) option, but will provide actionable alternatives, including bus-rapid transit. Commissioners discussed contacting local and state elected officials to engage in conversation with Norfolk Southern Railway to move forward with this project.

- **DISCUSSION**

(a) Planning Director Jason Burdette reviewed the North Harbor Club Conditional Planning Area amendment and consistency statement to allow for a building addition at 100 North Harbor Place and a building addition at 400 North Harbor Place.

***Commissioner Fort made a motion to approve Ordinance 2018-05, including the proposed changes from the Planning Board, and the consistency statement. The motion passed unanimously (5-0).***

(b) Human Resources Director Megan White and Town Manager Jamie Justice shared the results of the joint compensation study, recommendations for next steps, and cost projections for FY2018-2019. These recommendations include increases to some salary ranges and market adjustments for positions found to be below the current market level.

***Commissioner Fuller made a motion to approve the joint salary study recommendations with an implementation and budget as proposed for November. The motion passed unanimously (5-0).***

(c) Town Manager Jamie Justice provided updates to the Planning Department work plan. Based on the main initiatives prioritized by the Board of Commissioners, the planning department will focus on the tree ordinance, the tear down issue, and historic preservation. Assistant Town Manager Dawn Blobaum recommended Handbury Preservation Consulting to work on the local historic district expansion project.

***Commissioner Campbell made a motion to move forward with Handbury Preservation Consulting to take on the historic preservation effort. The motion passed unanimously (5-0).***

(d) Economic Development Director Kim Fleming provided an update on the Downtown Park Park/Farmers' Market site improvement project. The Board was asked to consider accepting the \$100,000 grant from the Department of Agriculture and amend the FY2019 budget to reflect the grant and authorize the Manager to move forward with up to \$45,000 for construction documents phase.

***Commissioner Fort made a motion to accept the grant for \$100,000 and appropriate \$45,000 for construction drawings. Commissioner Sitton requested a check in at the design development phase and a unified response from the board of the Davidson Farmers' Market. The motion passed unanimously (5-0).***

- **SUMMARIZE MEETING ACTION ITEMS**

Town Manager Jamie Justice summarized the board requested action items for staff.

- **ADJOURN**

***Commissioner Campbell made a motion to adjourn. The motion passed unanimously (5-0).***

The meeting adjourned at 7:51 p.m.

**Attest:**

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Rusty Knox  
Mayor

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Elizabeth K. Shores  
Town Clerk

DRAFT



College Town. Lake Town. *Your Town.*

October 23, 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, October 23, 2018 at Davidson Town Hall. Present were Mayor Rusty Knox, Mayor, Commissioners Jane Campbell, Matthew Fort, Jim Fuller, Autumn Rierson Michael and David Sitton. Town Manager Jamie Justice, Assistant Town Manager Dawn Blobaum, Economic Development Manager Kim Fleming, Finance Director Pieter Swart, Fire Chief Bo Fitzgerald, Human Resources Director Megan White, Parks and Recreation Director Kathryn Spatz, Planning Director Jason Burdette, Police Chief Penny Dunn, Communications Director Cristina Shaul, Public Works Director Doug Wright, Town Attorney Cindy Reid and Town Clerk Betsy Shores were also present.

- **CALL TO ORDER**

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

- **ANNOUNCEMENTS**

Communications Director Cristina Shaul shared the following announcements:

The November 6 Board of Commissioners Meeting will be held at The Hurt Hub since Town Hall is a polling location for the election.

The Halloween March on Main Street has been moved to Tuesday, October 30<sup>th</sup> at 5:00pm due to the weather forecast on October 26<sup>th</sup>.

The North-South Parkway Study Public Input Session is scheduled for Tuesday, October 30 from 6:00 to 8:00 p.m. at Hopewell Baptist Church located at 18841 Davidson-Concord Road.

The Davidson Cookie Crumb Trail event is scheduled for November 3 from 11:00 a.m. to 4:00 p.m. and tickets are \$20.

The grand opening of the new park at Bailey Spring will be held on Saturday, November 10 from 11:00 a.m. to 1:00 p.m. There will be family activities, food, and TreesDavidson will plant 70 trees that day.

The Town of Davidson Veteran's Day Celebration will take place on Monday, November 12 at 11:00 a.m. on the steps of Town Hall. The program will feature keynote speaker Robert Lutz, the Hough High School Wind Ensemble and Junior ROTC.

Town Manager Jamie Justice announced that the Town of Davidson has been awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association. This is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment for the town's government and its management. Town Manager Justice recognized Finance Director Piet Swart, Accountant Mary Jo Gardner, and Accounting Technician Katherine Faust. Mayor Knox presented Piet Swart with the plaque from the Government Finance Officers Association.

- **CHANGES TO THE AGENDA**

Town Manager Jamie Justice removed 335 Sloan Street from the closed session agenda.

- **PUBLIC COMMENTS**

The public comments period opened at 6:08 p.m. and was closed at 6:40 p.m. Ten (10) citizens spoke. The comments were summarized by Commissioner Fort.

- **PRESENTATIONS**

Planning Director Jason Burdette, Senior Planner Trey Akers, and Communications Director Cristina Shaul gave an update on the comprehensive plan and kicked off the "What's Next?" process to gather public input for a vision for Davidson. The "What's Next?" process will gather input from community members at events around town, special workshops scheduled for January 17 and March (dates TBD), and via surveys. This will be a multi-phased approach to gather public input over the next 12 months.

Warren Cooksey, Director of Outreach and Community Affairs with the Turnpike Authority and NC Department of Transportation, presented an overview of the NC Quick Pass and how it will work on the Monroe bypass and the I-77 Express lanes.

Jean Leier, Director of Corporate Affairs for I-77 Mobility Partners, provided an update on the I-77 Express lanes project.

- **PUBLIC HEARING**

***Commissioner Fuller made a motion to open the public hearing. The motion passed unanimously (5-0).***

Finance Director Pieter Swart presented the proposed financing for 251 South Street. The public hearing was held as required by NCGS § 160A-20.

The public hearing opened at 7:36 p.m. and closed at 7:38 p.m. One (1) citizen spoke.

***Commissioner Campbell made a motion to close the public hearing. The motion passed unanimously (5-0).***

- **CONSENT AGENDA**

*Commissioner Fort made a motion to remove Consent Agenda Item (a) Consider Approval of Amending Rules of Procedure for Remote Participation for further discussion and add the item to Old Business (d). The motion passed unanimously (5-0).*

**Consider Approval of Draft Meeting Minutes from September 4, September 11, September 25**  
**Consider Approval of Ordinance 2018-06 Floodplain Ordinance Amendments and Consistency Statement**  
**Consider Approval of Tax Levy Adjustments from the Solid Waste fund totaling \$3,895.98**

*Commissioner Campbell made a motion to approve consent items (b) through (d). The motion passed unanimously (5-0).*

- **OLD BUSINESS**

(a) Parks and Recreation Director Kathryn Spatz presented the Livability Board's recommendation for the FY2019 Non-Profit Grant Funding of \$45,500. During the Public Comment period earlier in the meeting, nine (9) speakers requested adding the Davidson Village Network's request for \$10,000, which was not included in the Livability Board's recommendation to the Board.

*Commissioner Fort made a motion to add \$10,000 for the Davidson Village Network. The Board discussed the Davidson Village Network and the Non-Profit Grant Funding process.*

*Commissioner Fuller made a motion to excuse Commissioner Rierson Michael from voting on the Non-Profit Grant Funding due to her position as Executive Director of Davidson Lands Conservancy, who is a recommended recipient of a grant. The motion passed unanimously (4-0).*

*Commissioner Fort made a motion to approve the Non-Profit Grant Funding as recommended with the amendment of adding \$10,000 for the Davidson Village Network. The motion passed unanimously (4-0).*

(b) Finance Director Pieter Swart presented **Resolution 2018-27** directing staff to apply to the Local Government Commission (LGC) for approval of financing for the purchase of 251 South Street for \$2.55 million, as well as make certain findings of fact as required by NCGS § 160A-20.

*Commissioner Rierson Michael made a motion to approve Resolution 2018-27. The motion passed unanimously (5-0).*

(c) The Board of Commissioners discussed the Rules of Procedure for Remote Participation.

*Commissioner Fuller made a motion to amend the Rules of Procedure to allow for voting by Remote Participation only if there is a physical quorum present at the meeting. Board members may only use this remote voting privilege once in a six-month period. The motion passed unanimously (5-0).*

- **SUMMARIZE ACTIONS ITEMS**

Town Manager Justice summarized the board requested action items.

- **CLOSED SESSION**

*Commissioner Campbell made a motion to move to closed session pursuant to NCGS § 143-318.11 (a) (5) for land acquisition of 615 Walnut Street and NCGS § 143-318.11 (a) (6) for personnel. The motion passed unanimously (5-0).*

*Commissioner Fort made a motion to end closed session. The motion passed unanimously (5-0).*

- **ADJOURN**

The meeting adjourned at 10:15 p.m.

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Rusty Knox  
Mayor

**Attest:**

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Elizabeth K. Shores  
Town Clerk





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**Agenda Title:** **Consider Approval of 2019 Citizens Advisory Boards Nominations**  
**Summary:** Members of the Nominating Committee met on October 15, 2018 and the following recommendations were made for the 2019 Citizen Advisory Boards. The recommendations were presented to the Davidson Board of Commissioners on Tuesday, November 6 and consideration for approval on Tuesday, November 27.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▢	Attachment- Approval of 2019 Advisory Board Nominations	11/19/2018	Backup Material



Members of the Nominating Committee met on October 15, 2018 and the following recommendations were made for the 2019 Citizen Advisory Boards. The recommendations were presented to the Davidson Board of Commissioners on Tuesday, November 6 and consideration for approval on Tuesday, November 27.

**DESIGN REVIEW BOARD: January 2019 – December 2021/3 year term**

Mike Kessler - Reappointment  
Jeff Osman – New Appointment

**LIVABILITY BOARD: January 2019 – December 2021/3 year term**

George Berger – Reappointment  
Jim Dumser – Reappointment  
Amy Hartz – Reappointment  
Resai Bengur – New Appointment  
Patrick Hawkins – New Appointment

**PLANNING BOARD: January 2019 – December 2021/3 year term**

Susan Cooke – Reappointment  
Ellen Donaldson – Reappointment  
Kelly Ross – Reappointment  
Nora Barger – New Appointment & Extraterritorial Jurisdiction (ETJ) Representative  
Kate Barr – Mid-term Appointment of January 2019-December 2020 to replace Mickey Pettus

**PUBLIC ART COMMISSION: January 2019 – December 2021/3 year term**

Jane Avinger – Reappointment  
Sherry Nelson – Reappointment  
Donna VanVleet – New Appointment



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**Agenda Title:** **Consider Approval of 2019 Design Review Board and Planning Board Chairs**  
**Summary:** The Design Review Board and Planning Board/Board of Adjustment are citizen advisory boards that serve at the pleasure of the Board of Commissioners. Respective board bylaws and the Davidson Planning Ordinance require the chair of each board to be appointed by the Board of Commissioners. Current chair Bruce Barteldt is recommended for the Design Review Board and current chair Matthew Dellinger is recommended for Planning Board/Board of Adjustment.

**Summary:**

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**ATTACHMENTS:**

Description	Upload Date	Type
□ Agenda Memo - 2019 Design Review Board and Planning Board Chairs	11/21/2018	Cover Memo



## Consider Approval of Chairs for the Design Review Board and Planning Board

To: Davidson Board of Commissioners  
From: Jason Burdette, Planning Director  
Date: November 27, 2018  
Re: Advisory Board Chair Appointments

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### 1. OVERVIEW

The Design Review Board, Planning Board/Board of Adjustment are citizen advisory boards that serve at the pleasure of the Board of Commissioners. Respective board bylaws and the Davidson Planning Ordinance require the chair of each board to be appointed by the Board of Commissioners. Current chair Bruce Barteldt is recommended for the Design Review Board and current chair Matthew Dellinger is recommended for Planning Board/Board of Adjustment.

### 2. RELATED TOWN GOALS

- **Strategic Plan:** The Town of Davidson will have inclusive engagement with the community to encourage substantive, respectful, and open dialogue, increase participation, and foster a sense of belonging.
- **Core Value:** Citizens are the heart of Davidson, so town government will treat all people fairly, with courtesy and respect
- **Citizens served:** All citizens

### 3. OPTIONS/PROS & CONS

- **Pros:** Both potential chairs have experience serving in leadership capacities on their respective boards.
- **Cons:** Not naming a chair inhibits the boards ability to do operate efficiently.

### 4. FYI or RECOMMENDED ACTION

- **Recommended Action:** Approve the appointment of Bruce Barteldt as chair of the Design Review Board and Matthew Dellinger as chair of the Planning Board/Board of Adjustment.

### 5. NEXT STEPS

N/A



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**Agenda Title:** **Consider Approval of Resolution 2018-28 for 251 South Street Operating Costs**  
**Summary:** Resolution 2018-28 appropriating funding for operating costs for 251 South Street from mid-December 2018 through June 30, 2019.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
□	Draft - Resolution 2018-28 for 251 South Street Operating Costs	11/19/2018	Resolution Letter



**Resolution 2018-28**  
**Authorization to appropriate funds**  
**for the operating costs of 251 South Street**

**WHEREAS**, the Board of Commissioners for the Town of Davidson approved the purchase of 251 South Street; and

**WHEREAS**, there will be some costs to maintain the 251 South Street property from the time of purchase in mid-December 2018 to the end of the 2019 fiscal year.; and

**WHEREAS**, at the November 6<sup>th</sup> work session, the Board of Commissioners discussed appropriating funds for FY19 maintenance from the Public Facilities Capital Projects fund;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Town of Davidson that approximately \$17,500 from the Public Facilities Capital Projects Fund may be spent on the operating costs for 251 South Street from mid-December 2018 through June 30, 2019.

**Adopted on the 27th day of November, 2018.**

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

**Attest:**

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



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**Agenda Title:** **Consider Approval of Resolution 2018-29 & Budget Amendment 2019-14 Financing Terms for 251 South Street**  
**Summary:** The Board of Commissioners will consider approving Resolution 2018-29 and Budget Amendment 2019-14 regarding the financing terms for 251 South Street.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
□	DRAFT - Resolution 2018-29 for 251 South Street Financing	11/21/2018	Resolution Letter
□	Budget Amendment 2019-14 for 251 South Street Financing	11/19/2018	Budget Amendment



**Resolution 2018-29**  
**Approving Financing Terms for 251 South Street**

**WHEREAS**, The Town of Davidson (the “Town”) has previously determined to undertake a project for the purchase and improvement of facilities and related real property located at 251 South Street (the “Project”), and the Finance Officer has now presented a proposal for the financing of such Project.

**NOW, THEREFORE, BE IT RESOLVED:**

1. The Town hereby determines to finance the Project through Sterling National Bank (“SNB”), in accordance with the proposal dated November 6, 2018. The amount financed shall not exceed \$2,550,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 3.89%, and the financing term shall not exceed May 1, 2039, approximately 20 years from closing.
2. All financing contracts and all related documents for the closing of the financing, including an Installment Financing Contract and a Deed of Trust, Security Agreement and Fixture Filing (the “Financing Documents”) shall be consistent with the foregoing terms. The Mayor, the Town Manager and the Finance Director of the Town are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.
3. The Finance Director is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Director is authorized to approve changes to any Financing Documents previously signed by Town officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Director shall approve, with the Finance Director's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.
4. The Town shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owner of the interest payment obligations. The Town hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).



5. The Town intends that the adoption of this resolution will be a declaration of the Town's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the SNB financing described above. The Town intends that funds that have been advanced, or that may be advanced, from the Town's general fund, or any other Town fund related to the project, for project costs may be reimbursed from the financing proceeds.
6. All prior actions of Town officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

**Adopted on the 27th day of November, 2018.**

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Rusty Knox, Mayor

**Attest:**

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Elizabeth K. Shores, Town Clerk

(SEAL)

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>
10-00-4190-580	C/O Building		\$ 2,550,000

The Town will purchase 251 South Street

**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>
10-60-3493-910	Loan Proceeds		\$ 2,550,000

The Town will finance the purchase of a 251 South Street.

**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 27<sup>th</sup> day of November, 2018



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**Agenda Title:** **Consider Approval of Resolution 2018-30 for the purchase of 335 Sloan Street**  
**Summary:** The Town Board of Commissioners will consider approval of the purchase of 335 Sloan Street, Davidson, NC.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
□	DRAFT - Resolution 2018-30 for the purchase of 335 Sloan Street	11/21/2018	Resolution Letter



**RESOLUTION 2018-30**  
**APPROVING THE PURCHASE OF 335 SLOAN STREET**

**WHEREAS**, on October 23, 2018, the Board approved a motion to proceed with the purchase of 335 Sloan Street; and

**WHEREAS**, the Town Board of Commissioners desires to approve the contract to purchase 335 Sloan Street, Davidson, NC, for the purchase price of \$206,000.

**NOW, THEREFORE, BE IT RESOLVED, as follows:**

1. The purchase of 335 Sloan Street is approved for the price of \$206,000 plus closing costs associated with the purchase of the property.
2. The Town Manager is hereby authorized to execute the instruments necessary to purchase the property.

Adopted this 27<sup>h</sup> day of November, 2018.

Attest:

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Rusty Knox  
Mayor

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Elizabeth K. Shores  
Town Clerk



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**Agenda Title:** **Consider Approval for Budget Amendment 2019-15 for Duke Energy Grant**  
**Summary:** The Town of Davidson has received a grant from Duke Energy through the Federal Energy Regulatory Commission (FERC) relicensing process to build a fishing pier, kayak launch, and other improvements at the Lake Davidson Nature Preserve, located at 750 Jetton Street.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣	Budget Amendment 2019-15 for Duke Energy Grant	11/19/2018	Budget Amendment

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>
10-80-6140-555	C/O Nature Preserve		\$ 148,100

The Town will build a fishing pier and kayak launch at the nature preserve, funded by a grant from Duke Energy.

**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>
10-00-3431-315	Grants		\$ 148,100

The Town will receive a grant from Duke Energy to build a fishing pier and kayak launch at the nature preserve.

**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 27<sup>th</sup> day of November, 2018



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**Agenda Title: Consider Approval of 2019 Legislative Agenda  
Town Manager Jamie Justice**

**Summary:** The North Carolina General Assembly convenes January 9th for the biennial (long) session. The Town of Davidson has historically created a state legislative agenda to further the town's goals and advocate for what's in the best interest of Davidson. At the November 6th board meeting, the board provided feedback/changes on the draft 2019 legislative agenda.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣	Agenda Memo - 2019 Legislative Agenda 11-27-18	11/20/2018	Cover Memo
▣	DRAFT Resolution 2019 Legislative Agenda 11-27-18	11/21/2018	Resolution Letter
▣	Attachment - 2018 Legislative Agenda	11/20/2018	Backup Material



## 2019 State Legislative Agenda

To: Davidson Board of Commissioners  
From: Jamie Justice, Town Manager  
Date: November 27, 2018  
Re: 2019 State Legislative Agenda

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### 1. OVERVIEW

The North Carolina General Assembly convenes January 9th for the biennial (long) session. The Town of Davidson has historically created a state legislative agenda to further the town's goals and advocate for what's in the best interest of Davidson. The long session provides for local bills to be introduced with the help of our legislators that could potentially address issues specific to Davidson. As a part of the state legislative agenda, the town also has historically endorsed the North Carolina League of Municipalities (NCLM) municipal advocacy goals that address statewide issues that help all towns in North Carolina.

Attached is the 2018 state legislative agenda for reference. 2018 was the short session for the General Assembly which has limitations on legislation that can be introduced and business conducted.

The board reviewed the draft at the November 6<sup>th</sup> board meeting. The board asked staff to add two sections (d and e) that are highlighted that address preservation of trees and teardowns/exempt subdivisions.

### 2. RELATED TOWN GOALS

#### **List core value(s):**

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

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

#### **List which constituents are served:**

All citizens of Davidson.



### 3. OPTIONS/PROS & CONS

#### **Option 1: Create and approve a 2019 State legislative agenda.**

##### Pros:

Creating a state legislative agenda for the town communicates the priorities to our citizens and our state legislators.

Creating a state legislative agenda provides the priorities for the mayor and commissioners to advocate for with the legislature.

##### Cons:

None.

#### **Option 2: Do not create a 2019 State legislative agenda.**

##### Pros:

None.

##### Cons:

Not creating a state legislative agenda for the town that communicates the priorities to our state legislators leaves the town's voice unheard.

Not creating a state legislative agenda that the Mayor and Board of commissioners are unified on could result in mixed messages and communication issues with our legislators.

### 4. FYI or RECOMMENDED ACTION

Recommend approval of the 2019 State Legislative Agenda.

### 5. NEXT STEPS

If the board approves the 2019 State Legislative Agenda, the Mayor will send it to the state legislators representing Davidson and to the NC League of Municipalities. Board members can use this agenda with legislators for discussion and advocacy purposes during the long session.



**DRAFT Resolution 2018-XX**  
**ADOPTING THE TOWN OF DAVIDSON**  
**2019 STATE LEGISLATIVE AGENDA**

**WHEREAS**, the Town of Davidson Mayor and Board of Commissioners offer the following specific priorities for consideration in the 2019 State Legislative Agenda:

1. The Town of Davidson Mayor and Board of Commissioners support the 2019-20 North Carolina League of Municipalities (NCLM) Biennium Advocacy Goals.
2. The Town of Davidson Mayor and Board of Commissioners offer the following specific priorities for consideration:
  - a) Support adequate resources and funding allocation for a magistrate to serve the north Mecklenburg area.
  - b) Support legislation that provides state grant funding to Davidson for pedestrian crossing safety improvements, sidewalks, park improvements, and other infrastructure needs.
  - c) Seek legislation to allow the Town of Davidson special local authority to expand the “delay” provision to include contributing structures in National Register Historic Districts (NRHD) or designated historic landmarks, or to include denial of demolition in local historic districts.
  - d) Seek legislation authorizing the Town of Davidson to adopt regulations, including mitigation measures that help preserve heritage trees on single family and duplex lots. Heritage designation is conferred on the large trees that are a major distinguishing feature of Davidson’s urban forest. Native tree species are designated as heritage trees when they reach the size of thirty (30) inches in diameter at breast height (DBH).
  - e) Seek legislation that would exempt the Town of Davidson’s National Historic District from the “two-into-three” exception as described in NC GS 160A-376.
  - f) Pursue a solution through the State of North Carolina that allows Norfolk Southern Railway Company to support the implementation of the LYNX Red Line project.
  - g) Seek legislation to modify SB25 to allow for regulation of structures located on the NCDOT highway connecting the historic downtowns of Davidson, Cornelius, and Huntersville.

- h) Support efforts to make sure North Carolina has revenue to support the schedule for Davidson and CRTPO (Charlotte Regional Transportation Planning Organization) transportation improvements outlined in the STIP and to add critical projects as proposed.
- i) Seek legislation that allows for municipal traffic code enforcement in public vehicle areas (PVAs).

**Adopted on the XXth day of XXXX, 2018.**

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

**Attest:**

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



**Resolution 2018-05**  
**ADOPTING THE TOWN OF DAVIDSON 2018 STATE LEGISLATIVE AGENDA**

1. The Town of Davidson Mayor and Board of Commissioners support the 2017-18 North Carolina League of Municipalities (NCLM) Municipal Advocacy Goals.
2. The Town of Davidson Mayor and Board of Commissioners offer the following specific priorities for consideration:
  - a) Support adequate resource and funding allocation for a magistrate to serve the north Mecklenburg area.
  - b) Support legislation that provides state grant funding to Davidson for downtown parking capacity, pedestrian safety, and other infrastructure needs.
  - c) Seek legislation supporting appropriate design controls for single family attached units within development adjoining state-maintained strategic commercial corridors in Davidson.
  - d) Seek legislation that allows for municipal traffic code enforcement in public vehicle areas (PVAs).
  - e) Seek legislation authorizing the use of electronic media to meet public notice requirements.
  - f) Support efforts to make sure North Carolina has revenue to support the schedule for Davidson and CRTPO (Charlotte Regional Transportation Planning Organization) transportation improvements outlined in the STIP and to add critical projects as proposed.

**Adopted on the 13th day of March, 2018.**

**Attest:**

Carmen Clemsic, Town Clerk

Rusty Knox, Mayor



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**Agenda Title: 251 South Street Planning Process Options Update  
Assistant Town Manager Dawn Blobaum**

**Summary:** On Tuesday, November 13 at the 2nd Tuesday Work Session, the Board discussed 251 South Street Planning Options. There was a motion to continue the discussion at the November 27 meeting.

**Summary:**

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**ATTACHMENTS:**

Description	Upload Date	Type
▢ Agenda Memo - 251 South Street Planning Process Options Update 11-27-18	11/21/2018	Cover Memo



## 251 South Street Planning Process Options Update

Date: 11-27-2018  
To: Davidson Board of Commissioners  
From: Dawn Blobaum, Assistant Town Manager  
Re: 251 South Street Planning Process Options Update

### 1. OVERVIEW

***On Tuesday, November 13 at the 2<sup>nd</sup> Tuesday Work Session, the following proposal for 251 South Street Planning Options was presented to the Board of Commissioners.***

***At the end of the discussion, Commissioner Campbell made a motion to Master Plan the entire site; carve out the IB School and Master Plan the rest of the property at 251 South Street with three (3) public meetings between now and February.***

***Commissioner Fuller made a motion to table the motion until the November 27 meeting. The motion passed unanimously (5-0).***

A citizen-led task force for master planning the South Street property could have a charge to:

- A. Produce a conceptual master plan for the 5-acre site with the IB School building and its parking component carved out, or
- B. Produce a conceptual master plan for the entire 5-acre parcel (a “blank slate” approach).

The schedule for Option A would be approximately 12 months. Additional time would be required for Option B to bring the task force up to speed and gather their input on the process to date for the public facilities project, i.e. the space needs assessment, proposed uses and layout for the IB School building, historic landmark parameters for the building and site, etc. Depending on the task force, that could be several additional months.

An option for creation of the task force would be to include the following:

- One member of the Livability Board
- One member of the Planning Board
- One member of the Affordable Housing Committee
- One member of the DRB/Historic Preservation Commission

- One member of the Public Art Commission
- One staff person of the Charlotte-Mecklenburg Historic Landmarks Commission
- Three representatives of the neighborhood
- Four citizens at-large

#### **Approximate timeline for 251 South Street Task Force (Option A above)**

- Applications for task force online and at town hall: after decision by BoC - end of November through end of December
- BoC or several commissioners determine appropriate number of task force members, several commissioners choose members from applications received, and present to entire BoC for approval: January
- Citizen Survey question about use of property: included in January mailing, preliminary/draft results March 25
- Task force meetings:
  1. January: Choose chair(s), discuss overall process, timeline, and ideas for public input sessions and online surveys
  2. February: Task force finalizes questions for online survey #1, discusses public input session, and vets RFP for consultant
    - RFP sent to consultants: end of February
    - Receipt of responses: mid- to late March
- Online survey #1 to all citizens: March (available for three weeks)
  3. April: Task force interviews and chooses consultant (or BoC choice?), determines process for public input sessions
- Approve contract for consultant: April/beginning of May
  4. Mid-May: Task force meets with consultant to discuss ideas for use of property and participation in public input process
  5. Late May: Public input session #1 with consultant on site
- Staff documents citizen survey responses, online survey #1 information, and public input session #1 results, and summarizes for task force and consultant: June
  6. June: Task force analyzes public input, gives direction to consultant for preliminary design
- Consultant begins preliminary sketch concepts from task force ideas and public input: June
- Task force reports to BoC on public input, their ideas for property: late June/beginning of July
- Online survey #2 to all citizens: July (available for three weeks)
  8. July: Public input session #2 with consultant and preliminary sketch concepts on site
  9. August: Task force meets with consultant to determine direction of conceptual master plan

- Consultant begins first draft of conceptual master plan: August
- Staff amalgamates survey #2 information, public input session #2 results, and summarizes for task force and consultant: August
  - 10. September: Task force meeting with consultant to discuss public input and refine conceptual master plan
- Task force reports to BoC with first draft of conceptual design for input: late September
- Consultant finalizes conceptual design, including BoC input: October
  - 11. Late October: Consultant presents final conceptual master plan to task force
- Task force reports to BoC with final conceptual master plan: November
- Charlotte-Mecklenburg Historic Landmarks Commission review of conceptual master plan: December

We estimate that the cost for Option A would be \$50,000 to \$80,000 and the cost of Option B would be \$75,000 to \$95,000.

## 2. RELATED TOWN GOALS

**Strategic Plan:** Community Engagement; Historic Preservation; 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. FYI or RECOMMENDED ACTION

**Requested actions:** Select a planning scope

## 4. OPTIONS/PROS & CONS

Option A allows us to continue with the public facilities project while master planning the remainder of the South Street site. Option B allows citizens to choose their preferred use of the IB School building.

## 5. NEXT STEP

Either option: Proceed with the application process for the citizen task force. Option B: Design schedule and timeline for task force.