



**TOWN OF DAVIDSON  
BOARD OF COMMISSIONERS  
1st Tuesday Work Session  
Town Hall Board Room - 216 S. Main Street  
December 4, 2018**

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- I. CALL TO ORDER**
- II. ANNOUNCEMENTS**
- III. CHANGES TO AGENDA**
- IV. DISCUSSION - Items for discussion are typically when the board will engage on a topic and no vote is planned.**
- (a) **Consider Approval of 2019 Citizen Survey Questions**  
**Communications Director Cristina Shaul**  
**Summary:** About every two years, the Town of Davidson participates in the National Citizen Survey (NCS) to capture a data-based picture of our residents' needs and perspectives. We plan to participate in January, 2019. This survey allows us to ask Davidson-specific custom questions; we need the Davidson Board of Commissioners to finalize question themes on December 4.
- (b) **NC Grants for Police & Fire**  
**Town Manager Jamie Justice, Police Chief Penny Dunn, and Fire Chief Bo Fitzgerald**  
**Summary:** In the 2018 State legislative short session, legislation was passed that included the town of Davidson receiving two grants - \$100,000 for police equipment and \$100,000 for fire equipment. Police Chief Penny Dunn, Fire Chief Bo Fitzgerald, and Finance Director Pieter Swart developed the attached proposed equipment requests that meet the grant funding criteria.
- (c) **Small Cell Wireless**  
**Town Attorney Cindy Reid**  
**Summary:** The General Assembly passed House Bill 310, "An Act to Reform Collocation of Small Wireless Communications Infrastructure to Aid Deployment of New Technologies" in June 2017, and it became effective in July 2017. The legislation significantly limits municipal authority regarding the siting of small cell installations and opens up the public right of way for installation of these facilities.

An overview of the both federal and state legislation as well as a very general description of how the town may regulate small cell wireless use of town ROW will be presented at the December 4 meeting. The Municipal Code amendments will be presented at the December 11 meeting and the Board of Commissioners will be asked to approve the amendments at the January 8 meeting. Neither a planning board recommendation or public hearing are required for amendments to the Municipal Code.

- (d) **Upcoming Agenda Items**  
**Town Manager Jamie Justice**  
**Summary:** Overview of topics at upcoming meetings.

- (e) **Miscellaneous/Open Discussion**  
**Summary:** This is an opportunity for Commissioners to present or discuss any topics not previously listed on the agenda.

**V. SUMMARIZE MEETING ACTION ITEMS**

**VI. ADJOURN**



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**Agenda Title: Consider Approval of 2019 Citizen Survey Questions  
Communications Director Cristina Shaul**

**Summary:** About every two years, the Town of Davidson participates in the National Citizen Survey (NCS) to capture a data-based picture of our residents' needs and perspectives. We plan to participate in January, 2019. This survey allows us to ask Davidson-specific custom questions; we need the Davidson Board of Commissioners to finalize question themes on December 4.

**Summary:**

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**ATTACHMENTS:**

Description		Upload Date	Type
□	Agenda Memo - 2019 Citizen Survey 12-4-18	11/30/2018	Cover Memo
□	Presentation - 2019 Citizen Survey 12-4-18	11/30/2018	Presentation
□	Attachment - Draft 2019 Proposed Custom Questions 12-4-18	12/4/2018	Backup Material



## Finalize Citizen Survey Custom Question Themes

Date: December 4, 2018

To: Davidson Board of Commissioners

From: Communications Director Cristina Shaul

### 1. OVERVIEW

The [National Citizen Survey](#)™ (The NCS) is a product of National Research Center, Inc. (NRC). Many jurisdictions rely on The NCS for trustworthy, actionable survey results; the Town of Davidson has participated in 2007, 2012, 2014 and 2017. The total cost is \$15,885 and is included in the FY 2018-2019 budget.

The plan is to mail 1,600 geocoded surveys to a random selection of households within the Town of Davidson (we will survey the ETJ next fiscal year), with a 95% confidence interval, in mid-January. We should have results by the end of March to inform the FY2019-2020 budget process. **We have the opportunity to ask 4-5 custom questions. We seek your final input on custom question themes.**

Once you select the overall question themes, I will work with the NRC to write questions that will elicit actionable data.

#### Related documents:

PowerPoint Presentation

Proposed questions for 2019

[Link to survey template and past custom questions](#)

Results from past surveys are available at [www.townofdavidson.org/CitizenSurvey](http://www.townofdavidson.org/CitizenSurvey).

### 2. RELATED TOWN GOALS

2018-2019 Strategic Plan priority: “Community Engagement Strategy” (action item)

### 3. OPTIONS/PROS & CONS

N/A

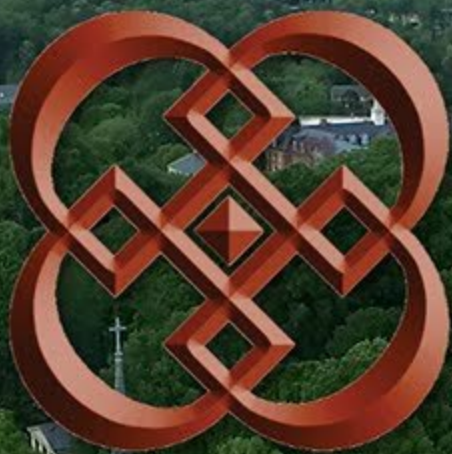
#### **4. FYI or RECOMMENDED ACTION**

We recommend that you discuss the proposed custom question themes and approve them, or make recommendations for alternatives. The general obligation bonds project prioritization questions will provide actionable data to help you decide which projects to pursue within each category. You also indicated that more information on public facilities and affordable housing would be helpful to provide direction in your decision making.

#### **5. NEXT STEPS**

Once the questions are approved, we will work to get the surveys out to a random sample of residents in January, and share draft results in late March.





# *The* Town *of* Davidson

*College Town, Lake Town, Your Town*



# Citizen Survey Custom Questions

- Opportunity to ask 4-5 custom questions
- Finalize themes tonight
- Work with NRC to write questions to elicit actionable data
- Mail surveys in mid-January 2019
- Receive draft responses in late March 2019



# Custom Question Themes

- Prioritization of G.O. bonds projects
  - Mobility
  - Greenways
  - Parks
- Public Facilities Master Planning
- Affordable Housing



## **DRAFT**

### **Proposed Custom Questions for 2019 Citizen Survey**

**Note: Once we determine the overall themes, we'll need to edit each question and determine if all of these will fit**

1. In 2017, voters approved the use of general obligation bonds for mobility projects; please prioritize. (We would include the list of proposed projects in a grid where responders will rate high, medium or low priority.)
2. In 2017, voters approved the use of general obligation bonds for greenways projects; please prioritize. (We would include the list of proposed projects in a grid where responders will rate high, medium or low priority.)
3. In 2017, voters approved the use of general obligation bonds for parks projects; please prioritize. (We would include the list of proposed projects in a grid where responders will rate high, medium or low priority.)
4. A question on public facilities – What would you like to see in the master plan for the 251 South Street property? We would list options from which to choose and ask “How important are these items – essential, very important, somewhat, not at all”
  - Town administrative offices
  - Community and classroom (programming) space
  - Active recreation (tennis courts, basketball courts, small fields, gaga pit. Pickleball)
  - Passive recreation (benches, picnic tables)
  - Affordable housing
  - Indoor active recreation space
  - Community theater space
  - Town of Davidson memorabilia/history
  - Small-scale music performance space
  - Parking
  - Pool
5. A question on affordable housing -- To what extent would you be willing to pay for the following measures related to affordable housing in Davidson? (support/oppose)
  - Repair and renovate existing homes owned by lower-income households
  - Purchase land and hold for future affordable housing development
  - Build a new multi-unit affordable housing project
  - Increase property taxes by \$.01 (“A penny for affordable housing” concept)
6. A question on vision: Town Government is currently updating its strategic plan and vision for the Town of Davidson for the next 10-20 years. Please rate how much of a priority, if any, each of the following aspects is to quality of life in the Town of Davidson
  - The historic character of Davidson
  - Having a rural area
  - Davidson as a college town
  - Having more and larger neighborhoods
  - Davidson as a small town

- Access to the college
- Access to parks and nature preserves
- Access to greenways
- Access to affordable housing
- Close sense of community
- Managing population growth
- Walkability
- Preserving its tree canopy.
- Restaurant/shopping, and dining/drinking options

DRAFT



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**Agenda Title: NC Grants for Police & Fire  
Town Manager Jamie Justice, Police Chief Penny Dunn, and Fire Chief Bo Fitzgerald**

**Summary:** In the 2018 State legislative short session, legislation was passed that included the town of Davidson receiving two grants - \$100,000 for police equipment and \$100,000 for fire equipment. Police Chief Penny Dunn, Fire Chief Bo Fitzgerald, and Finance Director Pieter Swart developed the attached proposed equipment requests that meet the grant funding criteria.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▢	Agenda Memo - State Grant for Police and Fire 12-4-18	11/30/2018	Cover Memo
▢	Attachment - NC Grant for requests Police & Fire 12-4-18	12/3/2018	Backup Material



## State Grants for Police and Fire

To: Davidson Board of Commissioners  
From: Jamie Justice, Town Manager  
Date: December 4, 2018

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### 1. OVERVIEW

In the 2018 State legislative short session, legislation was passed that included the town of Davidson receiving two grants - \$100,000 for police equipment and \$100,000 for fire equipment. Town staff has made contact with the state budget office to determine the process of receiving those funds. The state budget office advised that we submit the requested equipment needs to finalize the grant paperwork and then, after state budget office approval, we can begin moving forward with purchasing the equipment. Police Chief Penny Dunn, Fire Chief Bo Fitzgerald, and Finance Director Piet Swart developed the attached proposed equipment requests that meet the grant funding criteria.

### 2. RELATED TOWN GOALS

#### **Strategic plan:**

Operations Goal: Davidson will maintain organizational excellence through sound financial management, training and retention of quality employees, and superior service to the community.

Tactical priority 1: sound financial management

Tactical priority 2: capital and maintenance needs

#### **Core value(s):**

Davidson must be a safe place to live, work, and raise a family, so the town will work in partnership with the community to prevent crime and protect lives, property, and the public realm.

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

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

#### **Constituents served:**

All citizens.

### 3. OPTIONS/PROS & CONS

#### **Option 1: Approve the requested equipment needs and accept the grant.**

##### Pros:

Provides the police and fire departments with needed equipment for public safety purposes.  
Funds the needed equipment purchases now thereby freeing up town of Davidson taxpayer dollars for other much-needed purchases in next year's budget.  
Saves town of Davidson taxpayer funds by utilizing state grant funds for these purchases.

##### Cons:

None.

#### **Option 2: Reject the requested equipment needs and reject the grant.**

##### Pros:

None.

##### Cons:

These requested equipment purchases would be delayed and likely be considered for funding in the town of Davidson budget for the next budget cycle.  
Would require utilizing town funds for this equipment rather than state funds thereby not saving town of Davidson tax dollars.

### 4. FYI or RECOMMENDED ACTION

For discussion. Staff and Town Manager recommend approval of the requested equipment needs.

### 5. NEXT STEPS

If the board agrees with the equipment requests, we would ask that the board take action to approve the equipment requests/budget authorization at the December 11th board meeting.

# Proposed State Grant Usage Police and Fire Department FY 2019

## DAVIDSON POLICE - STATE GRANT

<u>Item</u>	<u>Use</u>	<u>Estimated Cost</u>
Evidence drying cabinet/Crime Scene Equipment	Dry wet/damp evidence to prevent mold contamination. Vehicle secure crime scene equipment storage boxes	\$ 24,000
LPR/Radar/Message Board	Mobile LPR/Radar/Message Board	\$ 16,000
Street safety barriers	Portable safety barriers to stop vehicles from penetrating conventional barriers on streets closed for public safety purposes.	\$ 23,000
Polaris Ranger Vehicle	Multi-terrain vehicle for patrolling greenways, trails, and for quick mobility in crowded event response. Includes equipment and radio.	\$ 35,000
Emergency Response Trail Markers	To assist in Fisher Farm Emergency response	\$ 2,000
		<b>TOTAL</b> \$ 100,000

## DAVIDSON FIRE - STATE GRANT

<u>Item</u>	<u>Use</u>	<u>Estimated Cost</u>
4x4 Incident Response Vehicle	Auxiliary emergency response and 4x4 with towing and off road capability	\$ 50,000
Quick Response Vehicle (QRV) Enhancement	Emergency lights and trailer	\$ 4,200
Sterling FCX Escape System	Firefighter bail-out / escape system for turnout gear	\$ 30,000
Station Equipment	Work benches, tool storage, flammable liquids cabinets	\$ 5,700
EMT Van Refurbishment	Radio and Lighting Upgrade/DC EMT Program	\$ 10,100
		<b>TOTAL</b> \$ 100,000





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**Agenda Title: Small Cell Wireless  
Town Attorney Cindy Reid**

**Summary:** The General Assembly passed House Bill 310, “An Act to Reform Collocation of Small Wireless Communications Infrastructure to Aid Deployment of New Technologies” in June 2017, and it became effective in July 2017. The legislation significantly limits municipal authority regarding the siting of small cell installations and opens up the public right of way for installation of these facilities.

An overview of the both federal and state legislation as well as a very general description of how the town may regulate small cell wireless use of town ROW will be presented at the December 4 meeting. The Municipal Code amendments will be presented at the December 11 meeting and the Board of Commissioners will be asked to approve the amendments at the January 8 meeting. Neither a planning board recommendation or public hearing are required for amendments to the Municipal Code.

**Summary:**

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**ATTACHMENTS:**

Description	Upload Date	Type
□ Agenda Memo - Small Cell Wireless 12-4-18	11/30/2018	Cover Memo



## Small Cell Wireless

Date: December 4, 2018

To: Davidson Board of Commissioners

From: Town Attorney Cindy Reid

### 1. OVERVIEW

Mobile data traffic is projected to increase six-fold between now and 2020. To address this increased demand for service, wireless telecommunications providers across the country and North Carolina are increasingly looking to supplement their traditional cell tower antenna sites (located on monopoles, lattice towers, or structures like water tanks) with “small wireless facilities” or “small cell” installations. Small cell installations are intended to supply additional capacity (data speeds) and additional coverage (better signals) for cell phone users.

Small cell antenna can be attached to existing (or new) streetlight poles, utility poles, traffic signal pole and buildings or placed inside buildings or venues. Equipment housed in boxes to power the sites and provide connection back to the wireless network must also be installed near the antenna (either on the poles or in separate ground level boxes).

The General Assembly passed House Bill 310, “An Act to Reform Collocation of Small Wireless Communications Infrastructure to Aid Deployment of New Technologies” in June 2017, and it became effective in July 2017. The legislation significantly limits municipal authority regarding the siting of small cell installations and opens up the public right of way for installation of these facilities.

The regulations that Davidson is permitted to enact and enforce for installations in town ROW or on private property are limited by the legislation. Therefore, amendments to the Municipal Code are required. Approval of these amendments, which include aesthetic guidelines, prior to January 13, 2019, is critical. Federal rules require aesthetic guidelines to be in place by January 13 in order to enforce compliance.

### 2. RELATED TOWN GOALS

N/A

### 3. OPTIONS/PROS & CONS

N/A

### 4. FYI or RECOMMENDED ACTION

An overview of the both federal and state legislation as well as a very general description of how the town may regulate small cell wireless use of town ROW will be presented at the December 4 meeting.

### 5. NEXT STEPS

The Municipal Code amendments will be presented at the December 11 meeting and the Board of Commissioners will be asked to approve the amendments at the January 8 meeting. Neither a planning board recommendation or public hearing are required for amendments to the Municipal Code.



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**Agenda Title: Upcoming Agenda Items**  
**Town Manager Jamie Justice**  
**Summary:** Overview of topics at upcoming meetings.

**Summary:**

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**ATTACHMENTS:**

<b>Description</b>		<b>Upload Date</b>	<b>Type</b>
□	Upcoming Agenda Items December 2018	11/30/2018	Backup Material

Upcoming agenda items for December 2018  
11-30-2018\*

\*items subject to change

December 4<sup>th</sup> work session 6PM

State grants for police and fire  
2019 Citizen survey questions - action  
Small cell wireless  
Upcoming Agenda items  
Miscellaneous/Open Discussion

December 11<sup>th</sup> regular meeting 5PM\*

Closed session 5PM  
Consult with Attorney – Davidson acquisition company et. al. v. Town of Davidson et. al.

Regular meeting 6PM

Main Street Grant awards  
Audit report  
2019 Board meeting schedule - action  
State grants for Police and Fire - action  
Affordable housing action items - action  
What's Next Davidson (Comp plan) update  
Small cell wireless – action  
Year in review (strategic plan goals)

On horizon (not exhaustive list)

- Planning work plan items – Tree in Q3; exempt subdivision/tear-downs in Jan; working on force multiplier/accelerator options
- Comp plan underway
- Downtown gathering space update
- Mobility Plan update (Jan)
- Public Facilities/251 South St. property – close in December; master planning underway
- Highway 73 planning input to include Davidson-Concord Road, June Washam Road, & Hwy 73 intersection (Dec/Jan)
- Asbestos update (Jan/Feb)
- Historic preservation ordinance changes (late winter)

- PSB: surveying and engineering phase results back to board and public for input (likely spring/summer)
- Exit 30: finish construction; engage DOT for additional landscaping (spring)
- Consider E-scooters/bike share programs & regulations (Jan)
- Budget process underway
- Board Strategic Retreat March 2019
- Lakes Davidson & Cornelius water quality initiative
- Beaty Street park task force final report (spring)





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**Agenda      Miscellaneous/Open Discussion**

**Title:**      **Summary:** This is an opportunity for Commissioners to present or discuss any topics not previously listed on the agenda.

**Summary:**

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**ATTACHMENTS:**

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