



**TOWN OF DAVIDSON  
BOARD OF COMMISSIONERS  
2nd Tuesday Work Session  
Town Hall Board Room - 216 S. Main Street  
April 9, 2019  
6:00 PM**

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- I. CALL TO ORDER**
- II. ANNOUNCEMENTS**
- III. CHANGES TO AGENDA**
- IV. QUARTERLY COMMISSIONER REPORTS - Each board member provides an update on the outside board to which they have been appointed.**
- (a) **Centralina Council of Governments**  
Commissioner Autumn Rierson Michael
- Lake Norman Chamber of Commerce**  
Commissioner Matthew Fort
- Visit Lake Norman**  
Commissioner Jim Fuller
- Lake Norman Regional Economic Development Corporation**  
Commissioner David Sitton
- North Mecklenburg Alliance**  
Commissioner David Sitton
- Charlotte Regional Transportation Planning Organization**  
Commissioner Jane Campbell
- Lake Norman Transportation Commission**  
Commissioner Jane Campbell
- Metropolitan Transit Commission**  
Mayor Rusty Knox
- V. DISCUSSION - Items for discussion are typically when the board will engage on a topic and no vote is planned.**
- (a) **Citizen Survey 2019 Results**  
**Economic Development Manager Kim Fleming**  
**Summary:** The Town of Davidson contracted with the National Research Center to administer the 2019 National Citizen Survey to town residents. The Town has been surveying residents in this manner since 2007. The summary results will be presented while all of the supporting reports and documentation can be found on the Town's website.

- (b) **Options for Public Facilities Phase II for Police & Fire (existing town hall)**  
**Special Projects Manager Dawn Blobaum**  
**Summary:** Last May, Brent Green and Michael Supino from Creech and Associates presented to the board a re-design of the existing town hall for a 20-year growth scenario for the police and fire departments.
- The renovation of the first floor for the police department satisfies their needs for 20 years. The renovation of the lower level and addition of approximately 4,200 square feet to the building for the fire department presents operational issues.
- The board will discuss options to consider for Public Facilities Phase II for the police and fire departments.
- (c) **Non-Profit Grant Allocations Process Discussion**  
**Town Manager Jamie Justice and Parks & Recreation Director Kathryn Spatz**  
**Summary:** The Board of Commissioners has historically appropriated \$50,000 to be distributed among qualified, registered, town-based non-profits that apply for funding for activities the town does not provide and that serve town residents. The board and staff will discuss options for the process for 2019.
- (d) **Consider Approval of Critical Home Repairs and Preservation of Naturally Affordable Housing**  
**Affordable Housing Manager and Town Attorney Cindy Reid**  
**Summary:** At the December 11, 2018 meeting, the board of commissioners approved use of payment in lieu (PIL) funds for repair and rehabilitation to homes owned and occupied by lower income households.
- The Town is providing funding for the repairs from PIL funds, and Habitat, through its Critical Repair Program, is responsible for the repairs. The Board is being asked to approve the contract between the Town and Habitat. The contract specifies each parties' responsibilities and provides an indemnification for the Town.
- (e) **Consider Approval of Draft Resolution 2019-16 Requesting North Carolina Legislation to support Senate Bill 297**  
**Town Manager Jamie Justice**  
**Summary:** Senate Bill 297, an act to direct the North Carolina Policy Collaboratory at the University of North Carolina at Chapel Hill to assemble a research advisory panel to study and develop recommendations on strategies for implementation of a research program to determine whether any clusters of cancer incidents exists within the state. Senate Bill 297 could provide an opportunity for further study of the multiple cases of Ocular Melanoma in the Lake Norman area, as well as any other potential cancer clusters throughout the state.
- (f) **Miscellaneous/Open Discussion**  
**Summary:** This is an opportunity for Commissioners to present or discuss any topics not previously listed on the agenda.

**VI. SUMMARIZE MEETING ACTION ITEMS**

**VII. ADJOURN**



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**Agenda Title: Centralina Council of Governments**  
Commissioner Autumn Rierson Michael  
**Lake Norman Chamber of Commerce**  
Commissioner Matthew Fort  
**Visit Lake Norman**  
Commissioner Jim Fuller  
**Lake Norman Regional Economic Development Corporation**  
Commissioner David Sitton  
**North Mecklenburg Alliance**  
Commissioner David Sitton  
**Charlotte Regional Transportation Planning Organization**  
Commissioner Jane Campbell  
**Lake Norman Transportation Commission**  
Commissioner Jane Campbell  
**Metropolitan Transit Commission**  
Mayor Rusty Knox

**Summary:**

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**ATTACHMENTS:**

Description	Upload Date	Type
❏ Quarterly Commissioner Reports 04.09.2019 4/10/2019		Presentation

**Centralina Council of Governments**

**Lake Norman Chamber of Commerce**

**Visit Lake Norman**

**Lake Norman Regional Economic Development Corporation**

**North Mecklenburg Alliance**

**Metropolitan Transit Commission**

## Feb & March Meetings

- **Feb 13, 2019**
  - Public Comment Period – no comments
  - Consent Agenda - Approved
  - Draft 2020-2029 State Transportation Improvement Plan (FYI presentation)
  - CRTPO Draft Discretionary Policy (FYI presentation)
  - Draft 2020 Unified Planning Work Program (FYI presentation)
  - CATS Rapid Transit System Updates (FYI presentation)
- **March 20, 2019**
  - Education Session at 5 p.m. – State of Aviation in North Carolina
  - Public Comment Period – 2 speakers [Mayor of Indian Trail &
    - Topic of widening Monroe Road – NCDOT “Super Street” – town passed a \$10M bond for a 4-lane road, NCDOT came back with super street design
  - Consent Agenda - Approved
  - Draft Unified Planning Work Program (UPWP) – Adopted
  - CRTPO Self-Certification
  - Connected & Autonomous Vehicle Task Force – Centralina COG

## Feb & March Meetings –

- **Feb Meeting – Feb 12, 2019**
  - **Did not attend, meeting moved to a Tuesday evening & it was in direct conflict to a Town Board Meeting**
  - ***Agenda items included:***
    - ✓ **Lynx System Update**
    - ✓ **Review of the 2020 Draft STIP – State Transportation Improvement Plan**
- **March Meeting – March 6, 2019**
  - **Meeting date changed, Jamie Justice attended**
  - ***Agenda items included:***
    - ✓ **NCDOT Division 12 Update**
    - ✓ **Review of North-South Parkway: Draft Conclusions**
    - ✓ **Spring Shortfall Call for Discretionary Projects**
    - ✓ **LNTC MOU & Budget Update**
- **NOTE: April meeting is tomorrow night**

## April 2019 Schedule

- **April 1, 2019**
  - Kickoff event was held on April 1st - no fooling
  - Mayor Vi Lyles & County Commission Chairman George Dunlap opened the event
  - The county effort is complementary to the statewide effort to ensure that we do a better job of ensuring that everyone gets counted in the 2020 census.
  - Panel discussion of local stakeholders followed the opening remarks.
- **April 25 – first meeting of the “Complete Count Committee”**
  - Thursday, April 25
  - Valerie C. Woodward Center
- ✓ **CENSUS 2010**
  - ✓ Only 75% of people living in Mecklenburg County participated in 2010
  - ✓ The participation rate was 76% statewide.
  - ✓ Failure to count everyone can result in the loss of federal funds – an estimated \$1600+/year per person.
  - ✓ Census data also inform many business and policy decisions, transportation and infrastructure projects, and projections for facility needs for public schools and healthcare.



- **CENSUS 2020**
  - ✓ **Getting a more accurate count of people living in Mecklenburg County is an imperative**
  - ✓ **Could result in changes in state representation in the House of Representatives**
  - ✓ **Could result in increased federal funding**
- ✓ **Census concerns / fears**
  - ✓ **Fear and misinformation about privacy and confidentiality**
  - ✓ **Language barriers**
  - ✓ **Not understanding the purpose of the census and who should be counted, and**
  - ✓ **Instability in living arrangements**
  - ✓ **TBD – citizenship questions [SCOTUS ruling?]**
  - ✓ **The 2020 Census will be online, so the ability to ensure that people have access to the internet**



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**Agenda Title: Citizen Survey 2019 Results  
Economic Development Manager Kim Fleming**

**Summary:** The Town of Davidson contracted with the National Research Center to administer the 2019 National Citizen Survey to town residents. The Town has been surveying residents in this manner since 2007. The summary results will be presented while all of the supporting reports and documentation can be found on the Town's website.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣	Agenda Memo - Citizen Survey 2019 Results 04-09-19	4/4/2019	Cover Memo
▣	Presentation - 2019 Citizen Survey Results 04.09.19	4/5/2019	Presentation



## 2019 Citizen Survey Results

Date: April 9, 2019  
To: Davidson Board of Commissioners  
From: Kim Fleming  
Re: 2019 Citizen Survey Results

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### 1. OVERVIEW

The Town of Davidson contracted with the National Research Center to administer the 2019 National Citizen Survey to town residents. The Town has been surveying residents in this manner since 2007. The summary results will be presented while all of the supporting reports and documentation can be found on the Town's website.

### 2. RELATED TOWN GOALS

Strategic Plan Item:  
Community Engagement

List core value(s):

Citizens are the heart of Davidson, so town government will treat all people fairly, with courtesy and respect.

Open communication is essential to an engaged citizenry, so town government will seek and provide accurate, timely information and promote public discussion of important issues.

### 3. OPTIONS/PROS & CONS

PROS: Share survey results with the public.

### 4. FYI or RECOMMENDED ACTION

FYI

### 5. NEXT STEPS

All reports and appendices will be posted on the Town's website.

# 2019 National Citizen Survey

Town Board Meeting

April 9, 2019



*The* Town *of*  
Davidson

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College Town. Lake Town. *Your Town.*

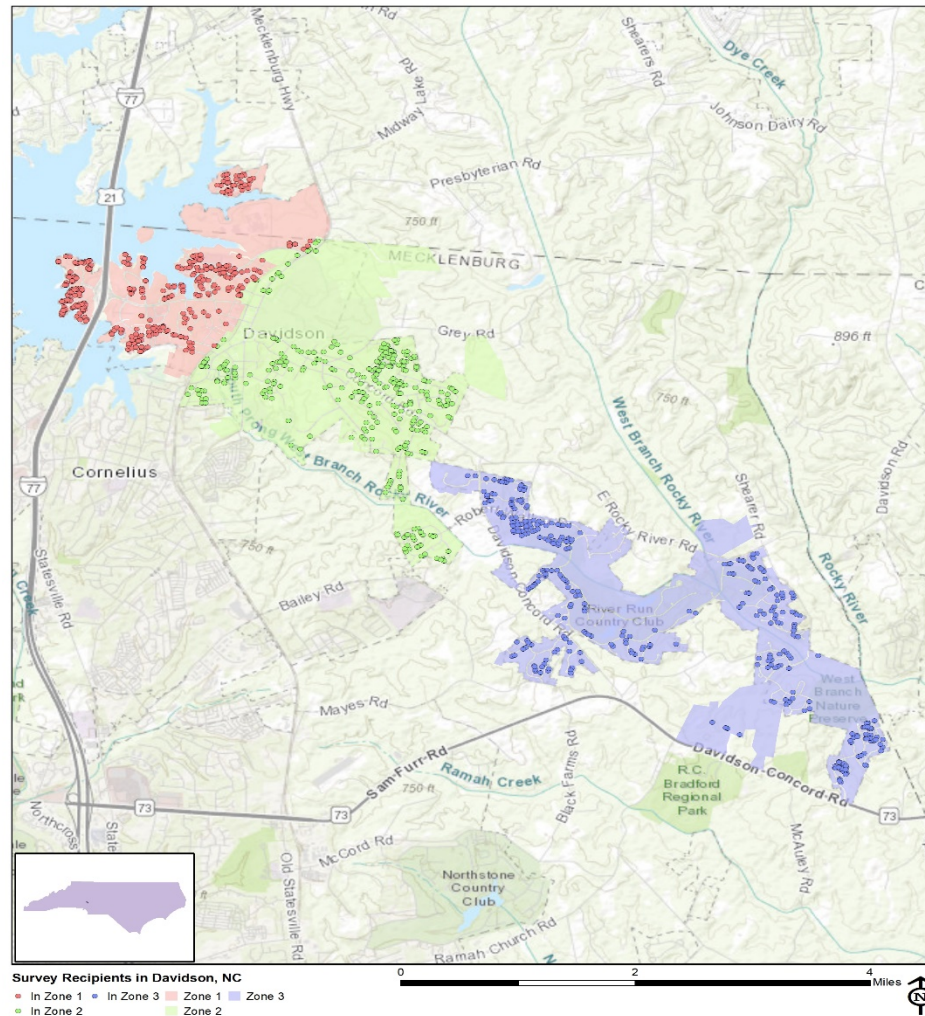
# What does the NCS Measure?

- Measures a community's "livability"
- **The sum of factors that add up to a community's quality of life**
- Safety, Mobility, Natural Environment, Built Environment, Economy, Recreation and Wellness, Education and Enrichment, Community Engagement
- **Citizens' opinions about a topic**

# How is it measured?

- Systematic sampling – complete list of all eligible addresses is culled, selecting every Nth one
- **Surveys mailed to 1,600 households**
- Geographic subgroups (West, Central, East, P.O. Boxes)
- **Received 525 responses (32.8% response rate)**
- West-135, Central-164, East-137, P.O.B.- 89

# Geographic Sampling



# Geographic Sampling

- While the opinions of residents varied by geographic location, a clear pattern of how geographic location impacted opinion did not emerge.



# Summary Results

- Overall ratings for 2019 remained stable from 2017
- 98 items rated similarly
- 18 items showed an increase
- 8 items showed a decrease

# Summary Results - Similar

- Davidson residents continue to enjoy an exceptional quality of life. 98% rated as excellent or good place to live.
- **Customer service provided by Town employees rated positively with nearly 9 in 10 residents identifying it as excellent or good.**

# Summary Results – Similar

- Mobility
  - Auto-centric: declined slightly
    - Travel by car
    - Traffic flow
  - Pedestrian-oriented: improved significantly
    - Travel by bicycle
    - Ease of walking
    - Paths and walking trails
    - Travel by public transportation

# Summary Results – Significant Increases (more than 6%)

- Overall direction the Town is taking
- Confidence in Town government
- Acting in the best interest of Davidson
- Being honest
- Welcoming citizen involvement
- Treating all residents fairly

# Summary Results – Significant Increases (more than 6%)

- Emergency preparedness
- Special events
- Watched a local public meeting
- Made home more energy efficient
- Used Davidson recreation centers
- Quality of recreation centers

# Summary Results – Significant Decreases (more than 6%)

- Street cleaning
- Garbage collection
- Recycling
- Storm drainage

# Davidson Custom Questions

- Survey asked 4 custom questions
- Reviewed for bias
- Geographic results

Please rate how much of a priority, if any, each of the following aspects is to quality of life in Davidson over the next 5 years:  
(% rating as high or medium)

	WEST	CENTRAL	EAST	P.O. BOX	OVERALL
Preserving Historic Character	98%	95%	94%	92%	95%
Close sense of community	97%	99%	93%	100%	97%
Davidson as a "small town"	93%	90%	94%	89%	92%
Davidson as a "college town"	83%	88%	86%	84%	85%
Access to college campus & events	84%	86%	92%	95%	88%
Creating more neighbor-hoods	34%	19%	20%	34%	27%
Creating larger neighbor-hoods	14%	4%	12%	12%	11%
Managing population growth	91%	95%	97%	91%	93%



Please rate how much of a priority, if any, each of the following aspects is to quality of life in Davidson over the next 5 years:  
(% rating as high or medium)

	WEST	CENTRAL	EAST	P.O. BOX	OVERALL
Access to affordable housing	75%	74%	59%	91%	74%
Dining, drinking, and shopping options	87%	89%	89%	87%	88%
Walkability	98%	99%	85%	98%	95%
Protecting open space in the Rural area	91%	91%	90%	93%	91%
Increasing access to parks	95%	94%	88%	95%	93%
Increasing access to greenways	92%	90%	86%	97%	91%
Preserving the tree canopy	97%	95%	93%	91%	94%

If property taxes were to increase, what is the maximum amount you would be willing to pay to fund these new facilities?

	WEST	CENTRAL	EAST	P.O. BOX	OVERALL
No increase	19%	11%	35%	21%	22%
1 penny increase	16%	25%	17%	16%	19%
2 pennies increase	16%	13%	15%	19%	16%
3 pennies increase	19%	12%	9%	7%	12%
4 pennies increase	1%	0%	3%	8%	3%
5 pennies increase	12%	18%	18%	19%	17%
Don't know	19%	11%	3%	10%	11%

# Affordable Housing in Davidson:

## Percent rating positively (strongly support/somewhat support)

	WEST	CENTRAL	EAST	P.O. BOX	OVERALL
Funding repairs to existing homes owned by lower-income households	84%	75%	68%	88%	79%
Purchase land and hold for future income-qualified affordable housing development	63%	63%	34%	81%	60%
Build a new multi-unit income-qualified affordable housing project	42%	53%	18%	63%	44%

# Please indicate your preference for funding affordable housing measures:

	WEST	CENTRAL	EAST	P.O. BOX	OVERALL
Allocate funds from Town budget w/o a tax increase	35%	26%	38%	48%	37%
Increase property taxes by \$.01/\$100 valuation to support	27%	32%	17%	34%	28%
Do not fund these projects	23%	24%	38%	10%	23%
Don't know	15%	18%	7%	8%	12%



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**Agenda Title: Options for Public Facilities Phase II for Police & Fire (existing town hall)  
Special Projects Manager Dawn Blobaum**

**Summary:** Last May, Brent Green and Michael Supino from Creech and Associates presented to the board a re-design of the existing town hall for a 20-year growth scenario for the police and fire departments.

The renovation of the first floor for the police department satisfies their needs for 20 years. The renovation of the lower level and addition of approximately 4,200 square feet to the building for the fire department presents operational issues.

The board will discuss options to consider for Public Facilities Phase II for the police and fire departments.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣	Agenda Memo - Options for Public Facilities Phase II existing town hall 04.09.19	4/5/2019	Cover Memo
▣	Presentation - Options for Public Facilities Phase II existing town hall 04.09.19	4/9/2019	Presentation



## **Options for Public Facilities Phase II for Police & Fire (existing town hall)**

Date: April 9, 2019

To: Davidson Board of Commissioners

From: Dawn Blobaum, Special Projects Manager

Re: Options for Public Facilities Phase II for Police & Fire (existing town hall)

### **1. OVERVIEW**

Last May, Brent Green and Michael Supino from Creech and Associates presented to the board a re-design of the existing town hall for a 20-year growth scenario for the police and fire departments.

The renovation of the first floor for the police department satisfies their needs for 20 years. The renovation of the lower level and addition of approximately 4,200 square feet to the building for the fire department presents operational issues.

Mayor Knox has been working on an alternative. It includes renovating only a portion of the lower level (2500 square feet) and planning a new Fire Station # 1 in a different location in the future. This plan can move us from a 20-year solution to a 50-year solution for both 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**

Pros and cons are listed on the powerpoint slides.

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

To keep the consultants on track for the June 11 deadline to approve a cost for the November 5 referendum, a decision on one of the options for the fire department is needed as soon as possible.

## 5. NEXT STEPS

Once a decision is made for the fire department, the consultants can design, and then price, the chosen option. They can work on this while we work through the vision for 251 South Street. That will allow them to complete the design and pricing of both facilities by the June deadline.

# Phase II Public Facilities

Police and Fire Department Options





# Police Department: Renovation of existing town hall first floor

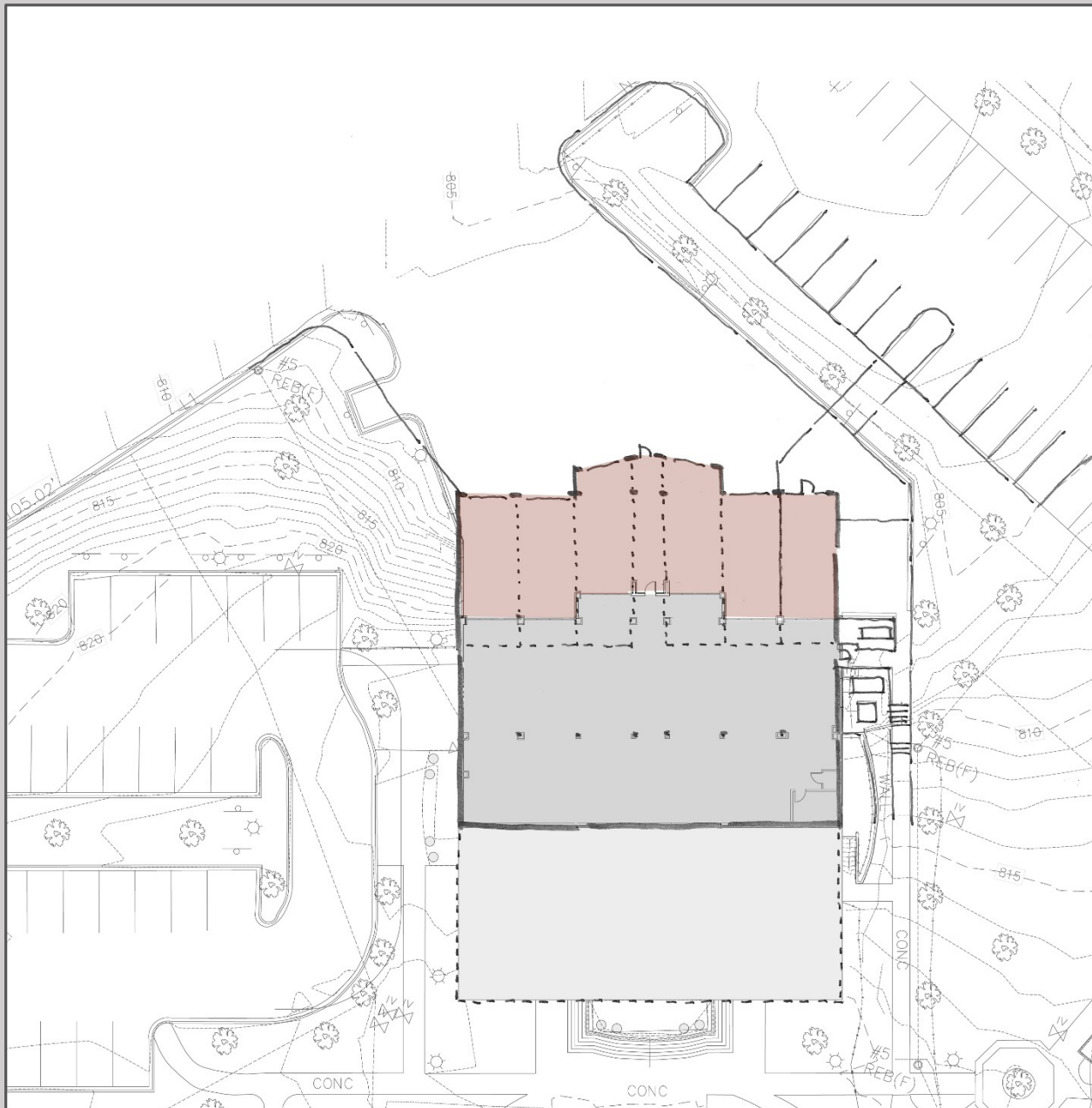
- 10,000 square feet renovated interior space
- Sally port addition

# Police Department at existing town hall

- First floor renovation: New EOC and training area; enlarged evidence, processing, and intake areas; offices for sworn and civilian personnel; fitness room with showers and lockers; conference rooms and collaboration areas.
- Sally port for prisoner transfer with storage for large/volatile evidence and bicycles plus kennel.
- 10,000 sq ft renovation = \$1.65 million
- Sally port addition = \$450,000

Total: \$2.1 million

\*All costs are approximate and exclusive of soft costs

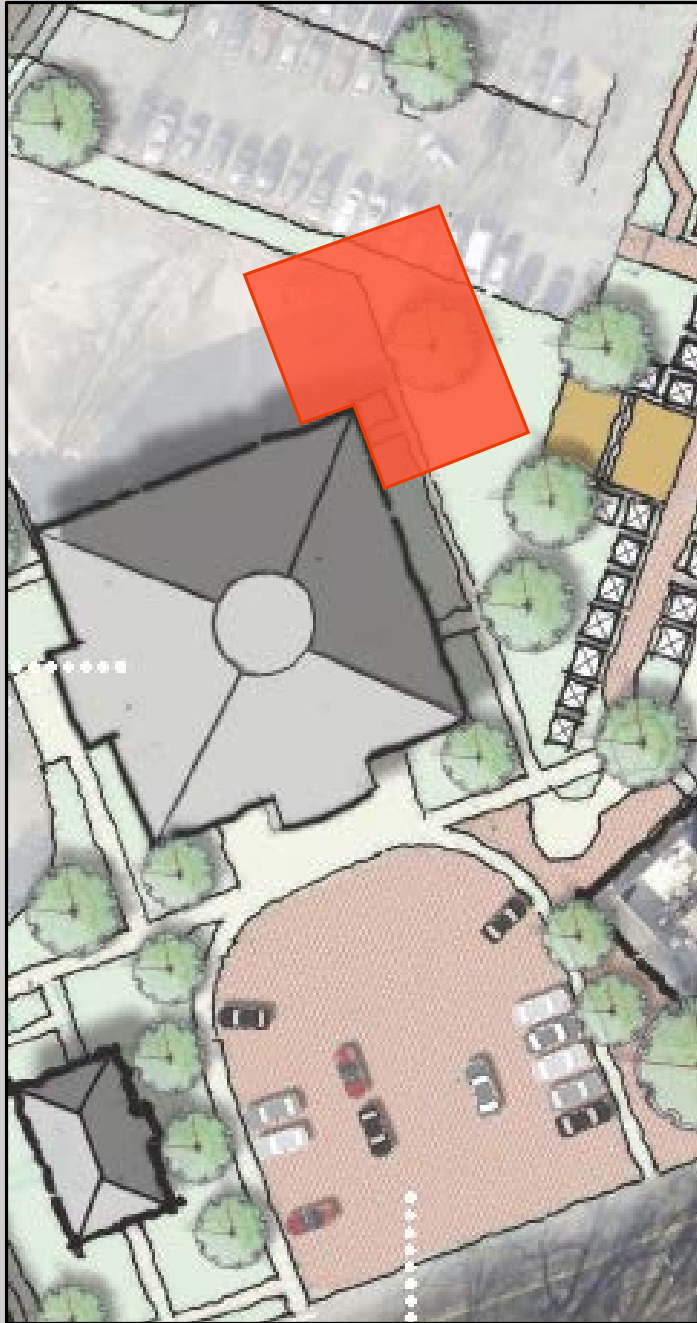


# Fire Department Option 1

**Renovation and addition  
to existing fire station:**

**6,000 square feet renovated  
lower level**

**One story 4,240 square feet  
addition**



# Fire Department Option 1

Renovation and addition  
to existing fire station:

6,000 square feet renovated  
lower level

Two story 4,700 square foot  
addition

# Fire Department options

## Option 1

- Includes new sleeping quarters upstairs, day room, kitchen, dining area, training area, gear lockers, restrooms, laundry, offices, decontamination room, IT room, tool shop, public lobby, storage, stairwell and elevator.
- 6,000 square foot renovation = \$950,000
- 4,700 square foot addition = \$1.3 million

Total: \$2.25 million

\*All costs are approximate and exclusive of soft costs

# Fire Department options

## Option 1

### Pros:

- Construction can proceed while 251 South Street is also under construction – completion by end of second quarter 2021
- Solves critical kitchen, dayroom, sleeping quarters, office, and restroom issues

### Cons:

- Not optimal location of main fire station
- May lose some parking

# Total construction cost for FD and PD

## Option 1:

- First floor renovation for PD: \$2.1 million
- Lower level renovation and addition for FD: \$2.25 million

Total: \$4.35 million

Future costs undetermined

\*All costs are approximate and exclusive of soft costs



# Fire Department Option 2

Partial renovation  
of existing fire  
station:

2500 square feet  
renovated space



# Fire Department options

## Option 2

- Renovation of dayroom/kitchen and restrooms
  - Create one additional bunk room from existing office
  - Chief and deputy offices off-site
- 
- 2,500 square foot renovation = \$400,000

\*All costs are approximate and exclusive of soft costs

# Fire Department options

## Option 2

### Pros:

- Potential initial savings of up to \$1.85 million
- Funds for land purchase can be ear-marked
- Can be completed by end of 2020
- Fire department growth for 50 years
- Police department growth for 50 years

### Cons:

- Time frame for construction of new fire station #1 is undetermined
- Construction will presumably be more expensive later

# Total construction cost for FD and PD

## Option 2:

- First floor renovation for PD: \$2.1 million
- Lower level renovation for FD: \$400,000

Total: \$2.5 million

## Future costs:

- New Fire Station #1:
  - Purchase land (\$1.2 million) and construct building (\$4 million)
- Expansion of PD:
  - 6,000 square foot renovation (\$1.2 million)

\*All costs are approximate and exclusive of soft costs

# Total construction cost for FD and PD

## Option 1:

- First floor renovation for PD: \$2.1 million
- Lower level renovation and addition for FD: \$2.25 million

Total: \$4.35 million

## Option 2:

- First floor renovation for PD: \$2.1 million
- Lower level renovation for FD: \$400,000

Total: \$2.5 million

\*All costs are approximate and exclusive of soft costs

# Next Steps

- Decision on fire department option
- Creech and Associates will begin designing Option 1 or 2
- Edifice will price entire town hall renovation for PD and FD
- Consultants will present first pass at costs in May
- Decision on total cost of public facilities for November referendum on June 11

- For information about the public facilities project, please see: <http://townofdavidson.org/1081/Public-Facilities>
- If you have comments or questions, please email: [publicfacilities@townofdavidson.org](mailto:publicfacilities@townofdavidson.org)



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**Agenda**      **Non-Profit Grant Allocations Process Discussion**  
**Title:**        **Town Manager Jamie Justice and Parks & Recreation Director Kathryn Spatz**  
**Summary:** The Board of Commissioners has historically appropriated \$50,000 to be distributed among qualified, registered, town-based non-profits that apply for funding for activities the town does not provide and that serve town residents. The board and staff will discuss options for the process for 2019.

**Summary:**

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**ATTACHMENTS:**

<b>Description</b>		<b>Upload Date</b>	<b>Type</b>
▣	Non-Profit Grant Allocations Process Discussion 04.09.19	4/4/2019	Cover Memo



## Non-Profit Grant Allocations Process Discussion

Date: April 9, 2019

To: Davidson Board of Commissioners

From: Jamie Justice, Town Manager and Kathryn Spatz, Parks & Recreation Director

Re: Non-Profit Grant Allocations Process Discussion

### 1. OVERVIEW

The Board of Commissioners has historically appropriated \$50,000 to be distributed among qualified, registered, town-based non-profits that apply for funding for activities the town does not provide and that serve town residents.

In late spring, 2016, the Livability Board was asked to become a part of this annual process. In 2017, the Livability Board updated the application for the non-profits to complete to include more information, particularly to ensure that funding was used for activities beyond basic operations; rather funding was to be requested for specific programs.

In September, 2018, the Livability Board presented process recommendations for 2018 and 2019, with the following changes for 2019:

- The organizations that receive funding will be required to provide a “testimonial” regarding how the funds were used and the community benefit by 6/30/2019, in order to be considered for future funding.
- The Livability Board will begin the process of simplifying the Non-Profit Grant Application for 2019.

At its October 23rd 2018 meeting, the BOC discussed multiple issues regarding future allocations for the non-profit funding. Staff recommends Davidson Housing Coalition (DHC) and North Mecklenburg Crime Stoppers (NMCS) requests for funding be considered separately from the non-profit grant process. DHC and NMCS provide specific services for certain town departments on an annual basis, therefore we recommend that these non-profits be migrated to annual service agreements and be included in the budgets for those departments.

### 2. RELATED TOWN GOALS

Partnerships: The Town of Davidson will build on existing relationships to strengthen partnerships with strategic organizations and institutions.

### 3. OPTIONS/PROS & CONS

Options:

- 1) Keep Livability Board involved as primary reviewer of applications.
- 2) BOC directly review applications

### 4. FYI or RECOMMENDED ACTION

### 5. NEXT STEPS





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**Agenda Title: Consider Approval of Critical Home Repairs and Preservation of Naturally Affordable Housing**

**Affordable Housing Manager and Town Attorney Cindy Reid**

**Summary:** At the December 11, 2018 meeting, the board of commissioners approved use of payment in lieu (PIL) funds for repair and rehabilitation to homes owned and occupied by lower income households.

The Town is providing funding for the repairs from PIL funds, and Habitat, through its Critical Repair Program, is responsible for the repairs. The Board is being asked to approve the contract between the Town and Habitat. The contract specifies each parties' responsibilities and provides an indemnification for the Town.

**Summary:**

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**ATTACHMENTS:**

Description		Upload Date	Type
□	Agenda Memo - Critical Home Repairs and Preservation of Naturally Affordable Housing	4/5/2019	Cover Memo
	04.09.19		
□	DRAFT - Agreement between Town of Davidson and Our Towns Habitat for Humanity	4/5/2019	Backup Material



## Critical Home Repairs and Preservation of Naturally Affordable Housing

To: Davidson Board of Commissioners  
From: Cindy Reid  
Date: April 5, 2019  
Re: Critical Home Repairs and Preservation of Naturally Affordable Housing

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### 1. OVERVIEW

At the December 11, 2018 meeting, the board of commissioners approved use of payment in lieu (PIL) funds for repair and rehabilitation to homes owned and occupied by lower income households. At that time 4 homes had been identified for repairs. Subsequently, the proposed repairs to the 4 homes were narrowed down to repairs that are unquestionably critical and 2 additional homes have been found as needing critical repairs. Examples of critical repairs are replacing rotted windows that do not open, replacing inoperable or dangerous heating systems, fixing buckling floors that are fall hazards, and replacing a gas water heater that doesn't work. These homes are occupied by households earning less than 60% of the area median income, as verified by Our Towns Habitat for Humanity.

The Town is providing funding for the repairs from PIL funds, and Habitat, through its Critical Repair Program, is responsible for the repairs. The Board is being asked to approve the contract between the Town and Habitat. The contract specifies each parties' responsibilities and provides an indemnification for the Town.

### 2. RELATED TOWN GOALS

#### Strategic Plan:

Affordable Housing Goal: The Town of Davidson will preserve existing affordable housing,\* and other indicia of inclusion, and work with a variety of partners to create new available, affordable workforce and elderly housing.

\*Affordable housing for the Town of Davidson is defined as incomes between 50% and 120% AMI

Historic preservation goal: the Town of Davidson will preserve our historically significant structures to retain our authenticity as a historic, small college town.

Partnerships Goal: the Town of Davidson will build on existing relationships to strengthen partnerships with strategic organizations and institutions.

Core Value: 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.

Serve: Households that earn less than 60%.

### 3. OPTIONS/PROS & CONS

The town board can choose to approve the critical repairs or not approve critical repairs.

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

Recommended action: approve the contract with Habitat. This allows Habitat to move forward with repairs to the 6 homes that have been identified.

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

Repairs will begin on the homes. This action meets at least two board goals. Critical repairs to these homes help preserve existing naturally affordable homes and help elderly westside residents safely remain in their homes. It is also a small step toward slowing down gentrification and a means of reaching out to a community group that has, in the past, expressed feelings of being excluded.

## **DRAFT Agreement between The Town of Davidson and Our Towns North Mecklenburg South Iredell Habitat for Humanity**

This Agreement made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2019, by and between the Town of Davidson ("Town"), a municipal corporation, and Our Towns North Mecklenburg South Iredell Habitat for Humanity ("Habitat"), a non-profit corporation organized under the laws of the State of North Carolina.

### **Recitals:**

**Whereas**, the Town of Davidson lacks affordable housing, as documented in the UNCC Housing Needs Assessment; and

**Whereas**, by entering into this Agreement, the Town desires to help preserve existing affordable housing by providing funds which enable Habitat to perform critical repairs to eligible, owner occupied, single family housing units in the Town of Davidson; and

**Whereas**, Habitat, as a qualified non-profit organization is an ideal partner for the Town in that the organization has a proven track record of providing critical repairs to affordable, owner-occupied housing in Mecklenburg and Iredell counties. Further, Habitat will enter into a critical repair agreement with the applicant/homeowner and the Town and Habitat will place restrictive language in the deed of trust that is records against the property requiring repayment if the property is not owner occupied for a specified period of time; and

**Whereas**, Habitat further possesses the organizational capacity to perform all necessary project management for the critical repairs; and

**Whereas**, by offering assistance with critical repairs to low income homeowners, the Town and Habitat are helping preserve and ensure safe, decent, and affordable housing in our community and which, in many cases, will allow seniors to age in place longer.

**Whereas**, Habitat's goal is to carry out critical repairs to six (6) owner or more occupied units over the two-year term of this Agreement.

It is hereby agreed by and between the parties for and in consideration of the mutual promises hereafter stated, as follows:

1. Recitals. The recitals in this Agreement are set forth above and repeated herein.

2. Purpose. This Agreement describes the respective responsibilities of each party in providing for the rehabilitation and repair of owner-occupied, affordable housing with the Town of Davidson.
3. Term. This Agreement shall be effective on the date it is signed by all parties. Unless extended in writing by all parties, the term of this Agreement shall be two years.
4. Affordable or Eligible Housing. For the purpose of this Agreement affordable or eligible housing is defined as housing owned and occupied by an individual of family making less than 60% of the median family income for the Charlotte Metro Area as published annually by the U.S. Department of Housing and Urban Development (HUD).
5. Critical Repairs. For the purpose of this Agreement, critical repairs are defined as those repairs which are identified on the critical needs assessment and which are necessary for health and safety reasons, such as unsafe roofing or flooring, lack of heat or air, inoperable heat and air, electrical or plumbing hazards. Critical repairs do not include cosmetic repairs or painting, replacing carpeting or flooring (except for structural reasons), window replacement (unless current windows are rotted, contain lead, or present a fire hazard) or bathroom renovations (unless for accessibility issues or as needed for plumbing repairs).
6. Habitat Responsibilities. Habitat will assign staff with knowledge and training in rehabilitation and repair of affordable housing units to perform the following general duties:  
Administrative:
  - Manage the application process for critical repairs
  - Work with individual homeowners to determine eligibility
  - Educate the homeowner about the critical repair program
  - Develop a critical needs assessment
  - Provide an estimated cost for each repair
  - After the estimate of repairs is approved by the Town, provide the homeowner with the list of repairs that have been approved as critical
  - Determine that the homeowner has property insurance
  - Ensure that the homeowner has executed a deed of trust and recapture agreement prior to the start of repairsConstruction:
  - Prepare all necessary contracting documents
  - Oversee volunteer work crews and private contractors
  - Manage repairs
  - Meet quarterly with the Town in order to provide updates
  - If repairs require ongoing maintenance, educate the owner on how to maintain
7. Town Responsibilities. The Town of Davidson agrees to provide the following resources to Habitat to facilitate repairs to eligible homes: Town will prepare the promissory note and deed

of trust, advance one-half of the estimated repair amount prior to construction and reimburse Habitat the remainder of the estimated amount upon completion of repairs. Unless agreed upon in advance in writing, the Town will not be responsible for the costs of repairs that exceed the estimated amount. The Town will determine that the homeowner does not have any liens against the property, taxes are current, and the Town will record the deed of trust upon completion of the repairs.

8. Indemnity. Habitat shall hold harmless, indemnify, and defend the Town from any and all liability, actions, claims, losses, damages, or other costs that may be asserted by any person or entity arising from, during, or in connection with the performance of duties described in this Agreement.
9. Amendments. No amendments to this Agreement shall be effective unless made in writing and signed by all parties.
10. Entire Agreement. This Agreement constitutes the entire agreement between the parties.

In WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates shown hereunder.

TOWN OF DAVIDSON

OUR TOWNS NORTH MECKLENBURG SOUTH  
IREDELL HABITAT FOR HUMANITY

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to form:

\_\_\_\_\_

Cindy Reid, Town Attorney



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**Agenda Title: Consider Approval of Draft Resolution 2019-16 Requesting North Carolina Legislation to support Senate Bill 297  
Town Manager Jamie Justice**

**Summary:** Senate Bill 297, an act to direct the North Carolina Policy Collaboratory at the University of North Carolina at Chapel Hill to assemble a research advisory panel to study and develop recommendations on strategies for implementation of a research program to determine whether any clusters of cancer incidents exists within the state. Senate Bill 297 could provide an opportunity for further study of the multiple cases of Ocular Melanoma in the Lake Norman area, as well as any other potential cancer clusters throughout the state.

**Summary:**

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**ATTACHMENTS:**

	<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
□	DRAFT - Resolution 2019-16 Supporting Senate Bill 297	4/9/2019	Resolution Letter



**Resolution 2019-16**  
**REQUESTING NORTH CAROLINA LEGISLATION TO SUPPORT**  
**SENATE BILL 297**

**WHEREAS**, there have been multiple cases of Ocular Melanoma, a rare form of eye cancer, in the Lake Norman area; and

**WHEREAS**, the 2016 Session of the General Assembly appropriated \$100,000 to the Department of Health and Human Services, Division of Public Health, for the Town of Huntersville to study the Ocular Melanoma Cluster; and

**WHEREAS**, a GeoSpatial Investigation and other testing performed to date have not provided any clarity on specific associations related to the Ocular Melanoma cases; and

**WHEREAS**, the town believes that Senate Bill 297, AN ACT TO DIRECT THE NORTH CAROLINA POLICY COLLABORATORY AT THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL TO ASSEMBLE A RESEARCH ADVISORY PANEL TO STUDY AND DEVELOP RECOMMENDATIONS ON STRATEGIES FOR IMPLEMENTATION OF A RESEARCH PROGRAM TO DETERMINE WHETHER ANY CLUSTERS OF CANCER INCIDENTS EXIST WITHIN THE STATE, hereinafter "Senate Bill 297," could provide an opportunity for further study of the multiple cases of Ocular Melanoma in the Lake Norman area, as well as any other potential cancer clusters throughout the state, by a collaborative of experts;

**NOW THEREFORE BE IT RESOLVED**, the Town of Davidson Mayor and Board of Commissioners does hereby express its support for Senate Bill 297, and requests that a copy of this Resolution be sent to our local legislators.

**Adopted on the XX day of \_\_\_\_\_, 2019**

**Attest:**

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

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





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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:**

**Description**

**Upload Date**

**Type**

No Attachments Available