



Changes to 2018 Meeting Schedule

To: Davidson Board of Commissioners
From: Jamie Justice, Town Manager
Date: May 8, 2018
Re: Changes to 2018 Meeting Schedule

1. OVERVIEW

In January 2018, the board of commissioners made changes to the 2018 meeting schedule to eliminate the 4:00 p.m. work sessions. With those changes, the board of commissioners wanted to re-evaluate the changes after 90 days to determine if any further changes are needed. At the May 1, 2018 informal board meeting, the mayor and commissioners discussed options for improving the meeting schedule based on the experience during the last 90 days. In addition, the location for the coffee chats is no longer an option necessitating a change regarding the coffee chats.

The changes proposed are as follows:

- The first Tuesday of the month will be a work session at 6:00 p.m. with an agenda starting in June.
- Starting in August, we will transition to the following monthly schedule:
 - Meet on the first Tuesday of the month at 6:00 p.m. for a work session with an agenda
 - Meet on the second Tuesday of the month at 6:00 p.m. for a work session with an agenda
 - Meet on the fourth Tuesday of the month at 6:00 p.m. for a regular meeting with an agenda
- Coffee chats: We will cancel the May 21 coffee chat. The board of commissioners will consider hosting coffee chats at Davidson Town Hall quarterly starting in September (two at 9:00 a.m. and one at 6:00 p.m.). We will use Open Town Hall to seek citizen input.
- The mayor and commissioners will meet with citizens on their own time.

Please note that starting in August, board action items may still be requested at the 1st and 2nd Tuesday work sessions but generally the action items will be planned for the regular meeting on the 4th Tuesday of the month.

2. RELATED TOWN GOALS

Strategic Plan: Community Engagement; Tactical Priority 1: Create new approach to board meetings.

Core Value(s): 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.

Constituents served: All people in the Town of Davidson and extra-territorial jurisdiction (ETJ).

3. OPTIONS/PROS & CONS

Option 1: Approve the meeting schedule changes as proposed.

Option 2: Keep the current meeting schedule as is.

4. FYI or RECOMMENDED ACTION

Recommend action:

Approval of the changes to the 2018 meeting schedule.

5. NEXT STEPS

If approved, the changes for the first Tuesday meeting will be implemented in June.

The schedule change to the first Tuesday meeting work session, second Tuesday meeting work session, and fourth Tuesday regular meeting will be implemented in August 2018.

The Public Information Officer will do the Open Town Hall citizen input regarding the coffee chats this spring/summer. Any changes to the coffee chats will be implemented after citizen input.