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December 11, 2018

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

The Town of Davidson Board of Commissioners held its regularly scheduled meeting at 5:00 p.m. on Tuesday, December 12, 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, Communications Director Cristina Shaul, Economic Development Manager Kim Fleming, Finance Director Pieter Swart, Human Resources Director Megan White, Parks and Recreation Director Kathryn Spatz, Planning Director Jason Burdette, Police Chief Penny Dunn, 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 5:00 p.m.

- **CLOSED SESSION** – Consult with Attorney NCGS § 143-318.11 (a) (3) – Davidson Acquisition Company, et. al v. Town of Davidson, et. al.

Commissioner Fuller made a motion to move to closed session. The motion passed unanimously (5-0).

At 5:58pm, Commissioner Campbell made a motion to end the closes session. The motion passed unanimously (5-0).

- **ANNOUNCEMENTS**

Communications Director Cristina Shaul shared the following announcements:

Spots still available for the upcoming Civics 101 class. All of the information is available on our website at www.townofdavidson.org/Civics101.

The developer for the Mayes Hall project is hosting a public input session on Thursday, December 13, 2018, 5:00-7:00 p.m. in the Davidson Town Hall Board Room.

Community members are invited to learn about and provide input on our current public facilities proposal to master plan the property at 251 South Street for public facilities and other uses, and

renovate our existing town hall for the police and fire departments, on Monday, December 17 from 6:00 to 8:00 p.m. at Davidson Town Hall Board Room or Hopewell Baptist Church Fellowship Hall. This session will be an open house drop-in format where we'll share:

- Renovation plans for the school building at 251 South Street,
- Previous plans to construct a new town hall in front of the existing town hall, and
- Renovation plans for our existing town hall to house our police and fire departments.

Attendees will have the opportunity to speak with town staff to share feedback or fill out a comment card. Applications for the 251 South Street Task Force will be available on December 14.

News Flash from the North Pole: Santa contacted the Davidson Fire Department to help him scope out his delivery route for Christmas Eve. They will take him all around town on two nights – Tuesday, December 18 from about 6:00 to 8:00 p.m. (for Town of Davidson locations EAST of the East Rocky River roundabout) and Wednesday, December 19 from about 6:00 to 8:00 p.m. (for Town of Davidson locations WEST of the East Rocky River roundabout).

What's Next survey deadline is December 14 and community-wide kick-off workshop on January 17th from 6:30 to 8:30 p.m. in the Lilly Family Gallery on Davidson College's campus. Please visit www.whatsnextdavidson.com for more information.

The Park at Beaty Street Task Force has rescheduled its next public input meeting to allow for the plan to include crucial hydrology information. Instead of seeking feedback on January 14, the task force now will be seeking final public input on Tuesday, February 19, 2019, in the Davidson Town Hall Board Room, from 5:30 - 7:30 p.m.

On Christmas Day at 5:45 p.m., Officers from the Davidson Police Department will gather for a moment of silence at the Davidson Town Hall flag pole and memorial to remember Officer Mark Swaney. Anyone is welcome to join the officers in honoring Officer Swaney on the anniversary of his death in the line of duty occurring on December 25, 1997.

Economic Development Manager Kim Fleming announced the winners of the **Davidson Main Street Business Grant**. The Board of Commissioners allocated \$15,000 in this year's budget to fund the grant to further their strategic goal of historic preservation. The goals of the program are to provide direct financial benefit to small businesses; retain and create jobs in association with small businesses; and spur private investment in association with small businesses located in our local historic district. The three recipients were Moxie Mercantile (202 South Main Street), Davidson Wine Shop (121 Depot Street), and Summit Coffee (128 S. Main Street).

- **CHANGES TO THE AGENDA**

No changes to the agenda.

- **PUBLIC COMMENTS**

The public comments period opened at 6:09 p.m. and was closed at 6:09 p.m. No citizens spoke.

- **PRESENTATION**

Finance Director Pieter Swart and Lead Auditor Ann Craven of Rowell, Craven and Short, PA presented the **FY2018 Audited Financial Statements** for the Town of Davidson. The NC Local Government Commission has also approved the financials. The auditor shared that the Town of Davidson finances are stable, monitored closely, and well-run, and operations are compliant with policies and statutes.

- **CONSENT AGENDA**

Consider Approval of Draft Meeting Minutes from November 6, November 13, and November 27

Consider Approval of 2019 Meeting Schedule

Consider Approval of Budget Amendment 2019-16 Affordable Housing Contribution to 335 Sloan Street and Budget Amendment 2019-17 Purchase of 335 Sloan Street

Consider Approval of NC Grant requests for Police and Fire and Budget Amendment 2019-18

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

- **OLD BUSINESS**

(a) Town Attorney Cindy Reid provided additional information about the **Affordable Housing Action Plan**. The Affordable Housing Steering Committee recommends allocating \$60,000 to continue the down payment assistance program to help those earning 80-120% of the area median income, allocating \$200,000 for proposed repairs and renovations to four identified homes owned and occupied by lower income households, and a partnership between the town and the Ada Jenkins Center to lease the town-owned home located at 825 Shearer St. as a teaching house for their clients. The Commissioners would like to have additional conversations with the Ada Jenkins Center regarding the terms of the lease. Cindy Reid recommended inviting Janice Hinton with Ada Jenkins to attend the January 8 work session to provide a presentation on the program.

Commissioner Campbell made a motion to approve the fund allocations as identified. The motion passed unanimously (5-0).

(b) Planning Director Jason Burdette and Communications Director Cristina Shaul provided an update on the **What's Next Davidson? Comprehensive Plan**. There are two key groups to help with the What's Next? process. The Plan Advisory Group, a sounding board to guide the development of the plan and the Publicity & Outreach Committee, to help encourage participation in the process. Over 480 survey responses have been completed to date and they encourage community members to complete it at www.WhatsNextDavidson.com by the December 14 deadline. Hard copies are available at Davidson Town Hall. All community members are invited to attend the community-wide kick-off workshop entitled "Conversation on What's Next" on Thursday, January 17 from 6:30 to 8:30 p.m. in the Lilly Family Gallery on Davidson College's campus.

- **NEW BUSINESS**

(a) Town Attorney Cindy Reid and Public Works Director Doug Wright presented an overview on **Small Cell Wireless Facilities Ordinance**. The NC 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. Although the legislation is restrictive, the Town may still adopt and enforce reasonable design guidelines, spacing and safety requirements, additional protections for rights of way in the historic district, and requirements that the providers collocate on existing poles rather than install new poles. Because most of the small cell facilities will now be located in town or NCDOT ROW, a new Article (also referred to as ordinance) should be added to Chapter 66 the Municipal Code followed by amendments to Planning Ordinance. The new regulations will permit small cell facilities to be located in the public right of way but will require that small cell antenna be “stealth” or and that associated equipment boxes blend in with the natural surroundings to lessen their visual impact. The amendments will include height limits that are the most restrictive permitted by the legislation. Installation of new poles will be prohibited in areas where other utilities are required to be underground. Utility poles may only be modified or replaced to accommodate the small cell facilities. A new utility pole will require a variance due to the Town’s undergrounding requirement for new utilities. The Board of Commissioners will be asked to approve municipal code amendments at a future meeting, likely in February or March. The deadline to adopt aesthetic guidelines is April 15.

(b) Town Manager Jamie Justice provided a report on the **2018 Strategic Plan Accomplishments** and the progress made toward accomplishing the goals in the strategic plan. The 2018-2019 strategic plan adopted in March 2018 focuses on land use, community engagement, affordable housing, economic development, historic preservation, greenways, open space and parks, mobility/transportation, operations, and partnerships.

- **SUMMARIZE ACTIONS ITEMS**

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

- **ADJOURN**

Commissioner Fort made a motion to adjourn. The motion passed unanimously (4-0).

The meeting adjourned at 7:56p.m.

Rusty Knox
Mayor

Attest:

Elizabeth K. Shores
Town Clerk