

**TOWN OF WEDDINGTON
SPECIAL TOWN COUNCIL MEETING
2013 BOARD RETREAT
FRIDAY, FEBRUARY 22, 2013 – 9:00 A.M.
MINUTES**

The Town Council of the Town of Weddington, North Carolina, met in a Special Meeting/Retreat at the Firethorne Country Club, 1108 Firethorne Club Drive, Marvin, NC 28173 on February 22, 2013, with Mayor Walker F. Davidson presiding.

Present: Mayor Walker F. Davidson (Arrived at 9:15 a.m.), Mayor Pro Tem Daniel Barry, Councilmembers Werner Thomisser, Pamela Hadley and Barbara Harrison, Planning Board Chairman Dorine Sharp, Vice-Chairman Rob Dow and Jim Vivian, Town Attorney Anthony Fox, Finance Officer Leslie Gaylord, Town Planner Jordan Cook and Town Administrator Amy S. McCollum

Visitors: Lanny Openshaw, Keri Polowy, Paisley Gordon, Anthony Burman, Steven Carow, Jack Parks and Steve Bowers

Item No. 1. Open the Meeting. Mayor Pro Tem Daniel Barry called the February 22, 2013 Special Town Council Meeting/Retreat to order at 9:03 a.m. There was a quorum.

Item No. 2. Prioritize Agenda and Set Ground Rules. Attorney Anthony Fox discussed the agenda and asked the Council's guidance on setting ground rules. The Council due to the length of the agenda advised that public comments would not be taken at the retreat. It was advised that the Planning Board and staff were available resources to the Council during the retreat.

Item No. 3. Technology Update – Kevin Eves, VC3. Mr. Kevin Eves with VC3 gave the Council an update on the status of the Town going to their hosted environment. Mr. Eves advised that the Council and Finance Officer will need to decide if they want to be provided a thin client for their use or for the technical support to be given for another device of their choosing. The next step for the project is to plan the "Go Live" date and training for staff in the new environment. Mr. Eves also informed the Council that the version of GIS that the Town has is not compatible with the hosted environment. The cost for purchasing the upgrade is \$7,295.00 which includes one full year of support. Cost for support each year after that would be \$3,000. Finance Officer Gaylord advised that there may be money available in this year's budget for the purchase. Council asked that an item be added to the March Town Council Agenda to consider a GIS Upgrade and to receive an update from VC3 about the timeframe for getting this done.

Item No. 4. Building a Community Through a YMCA. The group received a document outlining the benefits of a YMCA. Mr. Steve Bowers gave a presentation to the group which included the YMCA's mission, vision, location of branches, who they are, how they serve, their focus, etc.

He shared the following items that they believe are impacts from the YMCA: Strengthens families, solves community problems, celebrates community successes, promotes healthy living, cares for the sick, supports those less fortunate, develops tomorrow's leaders and creates memories that last a lifetime.

Mayor Pro Tem Barry asked that Mr. Bowers discuss different themed YMCAs. Mr. Bowers spoke of a possible open space/equestrian themed YMCA for Union County. At the request of Councilmember Thomisser Mr. Bowers discussed how many volunteers they have serving at the YMCA.

Mayor Davidson advised that he loved the Morrison YMCA but did not like the commercial component of the Siskey YMCA. It was discussed that the commercial at the Siskey YMCA came after the Y was built.

Mr. Bowers discussed where they were in trying to build a YMCA in Union County. He advised that Tommy Hall had given a \$2 million gift for the naming of a YMCA in Union County. They are actively pursuing three different parcels at the present time. He stated, "If there was an opportunity for a gift of land we would be able to entertain that. We have set aside dollars to buy property."

Mr. Bowers advised that they typically look for 30 to 45 acres off of a major artery and road frontage would be great. They need at least 15 acres for the physical infrastructure and then natural space/woods for ropes courses and camp activities. Mayor Pro Tem Barry talked about why the Robicsek property would have been a good site for the Y because of the natural resources on the property. Mr. Bowers spoke of the Market Study that was done and that the highest demographic draw would be at New Town and Providence Road. He advised that Union County ranks being the 2nd best demographic area in the country for desire and likelihood of individuals to use the YMCA.

Council expressed that they would like Mr. Bowers to give a presentation to the Weddington citizens and asked that an agenda item be added to the March agenda to determine how to proceed with scheduling that meeting.

Item No. 5. Public Safety.

A. Discussion of Objectives for the Public Safety Committee for the Next 12 Months. Council worked with Public Safety Chairman Michael Smith on giving direction for their committee for the next 12 months. Items discussed are listed below:

- Mayor Pro Tem Barry asked that the Committee work with Providence VFD Chief Josh Dye on examining and getting dry hydrants installed in free standing ponds. Councilwoman Hadley advised that the bodies of water would need to be certified and letters of permission would be needed from HOAs if applicable, along with signage at the dry hydrants. Council felt that they should be identified and certified by October 1, 2013. Chairman Smith will work with Councilwoman Hadley on this item.
- Councilmember Thomisser asked that they work with all three fire departments to schedule adult and infant CPR classes and also if one of the fire departments could be available to provide infant/child seat installation training.
- Councilwoman Harrison asked that they study the feasibility of putting a street light at Weddington-Matthews Road and Tilley Morris Road and whether an easement would be needed from Stratford Hall.
- Email alerts to the citizens similar to what was done by former Deputy Ron Honeycutt. Determine the best way to give this information out to the public and see whether this is something that the Town deputies would take on. The public could voluntarily sign up for the public safety notices. Attorney Fox cautioned possible exposure from incomplete or erroneous information. Committee to determine if information will come from the Committee or Deputies.
- Committee to determine how to communicate monthly with the Council on public safety issues.
- Committee to work with deputies on being more visible in the Town and doing more community policing and to encourage them to be more relationship based in the neighborhoods. Committee to possibly do an annual review with the deputies on issues that may need to be addressed.
- Establish schedule for radar trailer.
- Mayor Pro Tem Barry asked that the deputies enforce traffic laws for bicyclists.
- Informing the public of the Map Nimbus program and possibly add some type of link from the Town's website.

It was reported that Union County is studying EMS service. There was discussion on whether the Town needed to do anything regarding EMS until that study was completed. Mayor Pro Tem Barry felt that it was a very long process for the County to complete the fire study and questioned whether this would be the same situation and that the Commissioners had been less than responsive on public safety issues. Mayor Davidson suggested that the Committee reach out to the County and inform them that the Town would like to participate in the study. Councilmember Thomisser questioned whether another ambulance needed to be strategically placed at either the Providence VFD or Stallings VFD. Council agreed to allow the Committee to develop a report on the quality of EMS in Weddington and to provide to Council over the next year.

Item No. 6. Land Use Plan. The group received a copy of Chapters 1 – 3 of the Land Use Plan. Members went page by page of the Land Use Plan and gave amendments to Town Planner Cook and Ms. Sharp. Council agreed that the ending date for the LUP would be December 31, 2018. Council discussed that they needed to address higher density housing as it related to age based/active adult housing. Mayor Davidson questioned whether the Town could approve an age based development or is that done through the development's restrictive covenants and what would protect the Town if that development went bankrupt and was used for all ages and not just senior adults. There was discussion on whether an age based community could be done within the R-CD requirements. Mayor Davidson advised that he would prefer that the one house per acre stay true for the entire project if it is age based. Mayor Davidson asked that Council give their view on higher density and state where they are getting their information to make that determination and then the Council should write up language or show proposals on a map to get feedback from Weddington citizens.

Town Administrator McCollum will provide the Council with a copy of the Urban Land Institute Project that was done in 2005.

Item No. 7. Budget Discussions.

A. Budget Schedule. The group received the following:

- FY2014 Budget Preparation Timeline
- FY2014 Preliminary Budget
- List of Non-Operating Expenditures
- Trend Analysis Expenditures
- 5 Year Budget Projections FY2014-2018

Finance Officer Gaylord reviewed the budget timeline with the Council. She advised that she had prepared a 5 cents and a 5.2 cents budget for the Council's review. Ms. Gaylord reviewed the proposed budget and 5-year budget projection worksheet.

B. Providence VFD Capital Improvement Plan. The group received the following:

- Providence VFD Proposed Budget for FY 2013-2014
- Renovation Plans for the Fire Department

Mr. Jack Parks gave a presentation to the Council on Providence VFD's budget needs. He talked about the partnership between the Town and Providence VFD for public safety and advised that they could not exist without the Town and hoped that the Town felt the same as well about them. PVFD plans for 2013/2014 are to renovate the department's rear building, renovate the main station and strengthen their volunteer program. The rear building after renovated will serve as temporary living quarters and future physical fitness area for the department. He advised that they would still have to operate while the main building is being renovated. Renovating the main station will bring the facility up to current building codes and provide adequate sleeping quarters for night staff and will hopefully serve as an attraction for new members. Mr. Parks spoke regarding their plan to strengthen their volunteer program by implementing a

tiered bonus program to attract and retain volunteers. He stated, "We plan to bring in certified and rookie volunteers to fortify our night staffing and build a strong base for future leadership."

Mr. Parks reviewed the following financial information:

Recent/pending capital expenditures

Purchased and outfitted reserve engine - \$85,000

Invoiced for initial payment for architectural and engineering services - \$37,650

Recent/pending capital expenditures

Architectural and engineering services for rear building - \$5,638

Rear building renovation estimate - \$60,000 to \$120,000

Previous Reserves - \$179,136

Current Financial Situation - \$135,848

Mr. Parks felt that their existing reserves were uncomfortably low and that there are neighboring fire departments that have \$1,000,000 in the bank. He advised that their most recent and pending capital expenditure and obligations have created a need for the \$50,000 budgeted this year by Weddington for fire department capital improvements.

New Budget Needs – Proposed Additional New Needs - \$100,000

Amortization of Renovation Loan - \$70,000

Additional Maintenance for third engine - \$10,000

Volunteer Bonus Program - \$20,000

Adjustments in Current Budget Items - \$9,500

2012/2013 Budget - \$664,923

Proposed 2013/2014 - \$774,431

Additional needs next year - \$109,508

Mr. Parks showed the proposed renovations of the fire station.

Councilmember Thomisser gave the percentages from the survey showing that public safety to the citizens of Weddington as very important. Councilmember Thomisser commended Mr. Parks on the work he is and has done at the Providence VFD. He said that he would support their financial request because of the importance of public safety and the professionalism of the Providence VFD. He asked Council to see if there were any needs from Wesley Chapel VFD or Stallings VFD and that he would support a smaller amount for those two fire departments as well because they are serving parts of the Town.

Mayor Pro Tem Barry also commended Providence VFD on a great job and asked that an agenda item be added to the March Town Council Meeting to consider releasing the \$50,000 to Providence.

Mayor Davidson talked about working out a swap of assets to protect the Town's balance sheet for giving Providence VFD money for their loan and operating expenses. He stated, "Providence VFD is going to have a loan for 15 to 20 years and we are proposing to give them \$70,000 a year and I want the Town to own the assets. I want to prevent what has happened in other departments in the County."

Council asked that Finance Officer Gaylord and Attorney Fox work with Mr. Parks on three or four scenarios on how this arrangement could be developed and report back at the March Town Council Meeting. Council advised that they were okay with the principle as discussed. Mr. Parks informed the

Council that they did not feel that they would need to add any large equipment or apparatus over the next five years.

C. Maintenance Items. The group received the following:

- Pictures of Council Chairs
- Estimate for repairing Town Hall hardwood flooring
- Estimate for Town Hall carpet

Councilwoman Hadley advised that she has received pricing to have an electrical inspection done of the Town Hall. The costs range from \$550 to \$700. Council instructed Ms. Hadley to proceed with the electrical inspection of the Town Hall.

Councilwoman Hadley advised that the Council chairs are at least 30 years old and that she has gotten pricing to get seven leather chairs at a cost of \$900 to \$1,100. Council expressed concern that they felt the cost of the chairs was too expensive. Councilwoman Hadley also reviewed pricing that she received for painting of certain areas inside the Town Hall (\$4,650), carpeting (\$5,035.13) and refinishing of the hardwood floors (\$14,352.). Council felt that once they received information from the electrical inspection then they could determine whether to proceed with any of the other items listed by Ms. Hadley. Councilmember Thomisser asked that Ms. Hadley prioritize the items that she presented to Council.

D. Sidewalk Maintenance. The group received a copy of the Transportation Improvement Project – Municipal Agreement for TIP#: U-2510A dated October 28, 2011. Councilwoman Harrison asked if the Town owns the sidewalks on Providence Road would the Town be responsible for the maintenance and does the Town need to put money aside for maintenance in the budget? Attorney Fox spoke regarding the statutory provisions regarding this item. Council discussed next time that the Town reviews the contract for the mowing of the medians to put the responsibility on the contractor to notice any defects in the sidewalks and to notify the Town.

E. Town Events. Councilwoman Harrison spoke of future Town events and requested an additional \$3,000 for the tree lighting and \$5,000 for the festival because it is the Town's 30th anniversary. It was advised that Councilwoman Harrison had to spend some of her own personal money for some of the events because there was not enough money budgeted. Councilmembers talked about reimbursing Ms. Harrison. Council asked that she prepare her proposed budget for each event and submit to the Town Council for review.

F. Town Banners. Councilmember Thomisser spoke about the Council's prior discussion of purchasing new banners and having the local school art department get involved with designing the banner. Council advised that they did not want to pursue this item at this time.

G. Discussion of Council Raises. The group received a copy of the Mayor and Council salaries in other municipalities with a population of 5,000 to 9,999 and 10,000 to 24,999. Councilwoman Harrison advised that she would like the Council to consider a raise for the Councilmembers from \$250 a month to \$300 a month starting in December of this year. She spoke that there was a big range between what the Mayor made versus the Council's salary. Mayor Pro Tem Barry questioned whether \$300 was enough. Councilwoman Harrison spoke of the number of meetings that the Council is having and the amount of work that each Councilmember is performing. Councilmember Thomisser appreciated Ms. Harrison bringing this forward but felt like we were still in a recession and it did not look good. Mayor Pro Tem Barry asked that Ms. Harrison research what other towns' salaries to find the correct amount to bring forward.

Item No. 8. Planning Items.

A. Annexation Agreement. The group received a copy of the Annexation Agreement between Weddington, Stallings, Marvin and Charlotte and the agreement between Weddington and Marvin, Annexation Agreement FAQs, and the Annexation Agreement Checklist for the City of Charlotte. Town Planner Cook advised that the Town's annexation agreement with Charlotte, Marvin and Stallings expires in 2014. He informed the Council that he and Attorney Fox would be meeting with the Charlotte Planner and Attorney over the next few weeks to start working on a document. Council asked that this item be placed on the March agenda for Town Planner Cook to give an update.

B. Temporary Use Permit Procedures. The group received a copy of Section 58-13 (Temporary structures and uses), Temporary Use Permit Application and Checklist. Council discussed events that would need to get a Temporary Use Permit from the Town. It was advised that many events occur and they do not receive a permit. The Council discussed what the Town is trying to accomplish by requiring a Temporary Use Permit. Town Planner Cook informed the group that if the Council requires a mass gathering permit then that would trigger the need for a Temporary Use Permit from the Town. The group discussed that the festival held at the High School and the 5K that was held recently did not come in for a permit. Planning Board members advised that if the event is not a normal function or use of the property then a permit is required. Whether the event leaves the property, how many people are impacted, traffic and safety issues and the size of the event also are factors of whether a permit is needed. The group discussed how is Crossfit at the Shopping Center different than a school 5K? Crossfit does their events as part of their business and fitness. Town Planner Cook will contact NCDOT to see what their process is for 5Ks and parades. The group questioned what happens if you do not get a permit and look at possibly increasing the violation amount for not getting a permit. Council asked that Town Planner Cook work on language to allow him to issue a permit for certain events and to have the lead way to determine whether the Planning Board needs to approve an event through their process.

C. Agritourism/Agricultural Use Text Amendments. The group received a copy of the proposed text amendment. Town Planner Cook reviewed the proposed text amendment. He advised that according to the Town Attorney if this text amendment is adopted it would likely violate the commerce clause of the United States Constitution and that agricultural uses are allowed on each property in the Town of Weddington. It was discussed that the Town does receive numerous complaints on how certain properties look but the Town cannot regulate aesthetics and that the Town has studied the issue and there is nothing that can be done.

Item No. 9. Miscellaneous Items.

A. Develop Procedures for Town Expenditures (Contracts, Certificates of Insurance, Town Council Approval). Town Administrator Amy McCollum discussed with the Council that she would like a definitive process on what approval is needed to make expenditures that are budgeted and when the item needs to come to the Council for approval, whether a contract is needed, etc. Councilwoman Hadley advised that she would like for the next Facilities Manager a manual detailing when past maintenance items were done, history, pricing, etc. Ms. McCollum will work with Attorney Fox and Finance Officer Gaylord on a policy for the Council review.

B. Allowing the Use of Credit/Debit Cards. Councilwoman Harrison discussed this item and advised that she would like the ability to allow people to use credit or debit cards at Town events. Town Planner Cook also mentioned that he has a lot of people request to use a card while receiving a zoning permit. Finance Officer Gaylord discussed new legislation that has changed regarding transaction fees relative to this issue and Council asked that she look into the Town using cards and have this information prior to the next festival.

C. Neighborhood Solicitation Ordinance. The group received a copy of the solicitation ordinances from the City of Charlotte and from the City of Monroe. Councilmember Thomisser spoke regarding this

item and discussed the number of solicitors that citizens in his district experience due to their proximity to 485. He advised that it was not illegal to solicit but asked the council to consider an ordinance similar to Monroe or Charlotte's solicitation ordinance and to require that a permit be obtained at the Town Hall to solicit. He felt that the ordinance could limit the times that people solicit and by obtaining a permit at Town Hall that the Town and deputies would have a record of who is soliciting and a mechanism to have enforcement powers if someone is not following the ordinance. Council discussed that Girl Scouts and kids from the local schools are always soliciting trying to raise money for different events. Councilmember Thomisser mentioned that a fee for the permit maybe would not be needed to accommodate the local groups. Councilwoman Harrison talked about issues in her neighborhood regarding solicitors and that she was already able to call 911 to have the issue handled. There was no support from Council on this issue.

D. Weddington Heritage Tree Ordinance. The group received a document outlining the benefits of Heritage Trees, the Davidson, NC Tree Ordinance and Past Council and Arborist's Comments and an article entitled Invest in your city, your future. Councilmember Thomisser reviewed this item with the Council and stated that once you cut a tree down you cannot put it back up. Council discussed the pros and cons of having a tree ordinance. Mr. Rob Dow stated, "Having tried this several times, I don't know how you do this without hurting property rights. We could look at making a positive impact by looking at our buffering requirements and think about planting some bigger specimens and see what we can accomplish on that end."

E. Grants. The group received an article entitled Nature preserve to open at Lake Norman. Councilmember Thomisser discussed this with the Council and felt that the Town did not have a mechanism to know when what grants are available. He felt that the Town may be leaving money on the table because we are not aware that it is out there. Ms. McCollum discussed that the School of Government offers training to assist towns on grant writing and how to find grants for the Town. It was advised that Kim Woods in the office would be willing to work on getting the necessary training for grant writing and would sign up to receive notifications when grants are available.

Item No. 10. Adjournment. Mayor Pro Tem Barry moved to adjourn the February 22, 2013 Town Council Meeting/Retreat. All were in favor, with votes recorded as follows:

AYES:	Councilmembers Thomisser, Hadley, Harrison and Mayor Pro Tem Barry
NAYS:	None

The meeting adjourned at 5:21 p.m.

Walker F. Davidson, Mayor

Amy S. McCollum, Town Clerk