

Town of Troutman

Council Retreat Agenda

February 28, 2020



Lake Norman State Park
759 State Park Road, Troutman, NC

Friday, February 28th – Morning Session

<u>Esti. Time</u>	<u>Topics</u>	<u>Discussion Participants</u>
8:00 – 8:20 am	Welcome & Opening Remarks:	
	<p>Mayor Teross Young will welcome those present and call the meeting to order. Then, a motion and second is sought from Council as to any changes in proceeding with the presented agenda. After Council's vote, Mayor Teross Young shall direct the Interim Manager and staff to introduce and present the Planning Retreat's agenda topics.</p>	<p>Mayor Teross Young Interim Manager Jim Freeman</p>
8:20 am	Item 1: FY Budgetary Overview	
	<p>In the next few months, the Governing Body will be engaged in the FY 2020-21 Budget process and per NCGS 159-13, required to adopt a budget and set a tax rate no later than July 1st. Prior to those upcoming budget activities, it may be helpful for Council to fully assess their present budget. Granted, Council receives monthly budget status reports. Based upon those reports, Finance Director Steve Shealy is scheduled this morning to present June 30th revenue and expenditure projections along with potential <u>non-budgeted impacts that may need watching</u>. In closing an FY 2020-21 Budget Activity Calendar will be provided as information.</p> <ul style="list-style-type: none"> ▪ No formal Council action requested. 	<p>Finance Director Steve Shealy Council</p>
8:50 am	Item 2: Town & Chartered Fire Department Consolidation Planning	
	<p>As aware, Troutman's Chartered Fire Department desires to become a municipal funded fire department for the Town of Troutman. Prior to considering such request, Council's November 19, 2019 and January 6, 2020 discussions concurred that the Town should initially conduct a financial evaluation along with having an understanding of the process. Therefore, this session's format is scheduled to be presented as follows:</p> <ul style="list-style-type: none"> ▪ Briefly "Setting the Process Stage" <i>Harrisburg, NC experience.</i> ▪ Financial Scope of Work Assessment.... <i>Davenport Lawrance Financial Assessment Proposal</i> ▪ Fire Chief Wesley Morris Closing Thoughts 	<p>Harrisburg Fire Chief Byron Dunn Chris Goodwin, Operations Manager Davenport Lawrence Troutman Fire Chief Wesley Morris Council</p>

	<ul style="list-style-type: none"> • Questions/Discussion • Council Direction is sought as to moving forward with the presented financial assessment proposal. 	
10:00 am	...15 Minute Break...	
10:15 am	Item 3: School Resource Officer Challenges	
	<p>Having an opportunity to provide a Troutman School Resource Officer in each County School located within our Town is a positive/great service for the community and School System. However, such comes with a need to seek answers on cost, task responsibilities and fairness.</p> <p>Following up on Council's January 6, 2020 meeting discussion along with Council Planning Retreat Topic survey, Police Chief Tina Fleming and Finance Director Steve Shealy researched a number of SRO questions/issues raised. Generally, their presentation will focus on cost sharing, town's agreement compared to others and non-funded SRO task questions. Also, Police Chief Tina Fleming invited Iredell County Board of Education Chairman Martin Page who will be available to respond to questions.</p> <p>After presentation:</p> <ul style="list-style-type: none"> ▪ Open Discussion and Questions ▪ Council Direction to pursue renegotiation/discussion meetings with appropriate parties? If so, elected and/or staff initiate? 	<p>Police Chief Tina Fleming Finance Director Steve Shealy Bd. of Education Chairman Martin Page Council</p>
11:05 am	...5 Minute Break...	
11:10 am	Item 4: Water/Sewer System Matters	
	<p>The Town of Troutman is experiencing development growth that could challenge future water and sewer system capacities. It may be beneficial to understand existing/projected capacities, inflow/infiltration issues and related agreement limitations. Thereby having information to better plan for growth. West Consultants Engineer Benjie Thomas, P.E. will present these water/sewer matters along with any related matters.</p> <ul style="list-style-type: none"> ▪ Open Discussion and Questions. ▪ Council Direction/Input on how best to address presented challenges. 	<p>West Consultants Inc. Engineer Benjie Thomas, P.E. Council</p>
LUNCH: 12:10 PM.....	

Friday, February 28th – Afternoon Session

<u>Esti. Time</u>	<u>Topics</u>	<u>Discussion Participants</u>
1:10 pm	Item 5: Water/Sewer Proposed Development Fees	
	<p>As with all NC local governments, NCGS 160A, Article 8 requires water/sewer development fees to be based upon supporting analysis by financial professionals or professional engineers. It is questionable if the present Town’s similar fee schedule complies. Consultant Engineer Benjie Thomas, P.E. will be discussing/proposing a development fee schedule for consideration.</p> <ul style="list-style-type: none"> ▪ Open Discussion and Questions. ▪ Council concurrence to pursue a revised development fee schedule. 	<p>West Consultants Inc. Engineer Benjie Thomas, P.E. Finance Director Steve Shealy Council</p>
2:00 pm	<i>...15 Minute Break...</i>	
2:15 pm	Item 6: ESC Park & Activity Challenges	
	<p>Troutman’s recreational facilities and increasing related activities/programs are greatly utilized by Town citizens and surrounding community. Recreation Director Emily Watson will overview how this one full-time person department came to be, discuss master plan phased development and financial challenges to grow.</p> <ul style="list-style-type: none"> ▪ Open Discussion and Questions. ▪ Council input/direction is sought as how best to finance additional capital recreational growth challenges along with increased recurring operation/maintenance cost related to development? 	<p>Recreation Director Emily Watson Finance Director Steve Shealy Jan Comer, Recreation Committee Council</p>
3:20 pm	<i>...5 Minute Break...</i>	
3:25 pm	Item 7: Brief “Later” Topics – Input Discussion	
	<p>As aware, there were other highly rated Council surveyed topics to present at this Planning Retreat session. However, considering the lateness in the afternoon and lack of sufficient time to fully deliberate, <u>it is recommended that Council consider taking these up at another near future retreat day or called meeting.</u> Generally, these topics are identified as:</p> <ol style="list-style-type: none"> a. Town’s Wagner Street Building Plan...<i>consider staff working with appointed elected?</i> b. Lytton St. Concept (Long Term) <i>continue efforts to secure street opening/connection property, staff/mgr. develop an activity action plan, seek project assistance, other?</i> 	<p>Interim Manager Jim Freeman Staff Council</p>

	<ul style="list-style-type: none"> c. Local Government Electronic Meeting Policy...<i>copy of county adopted section in retreat packet, at town agenda meeting, have Town Attorney draft similar for Council review?</i> d. Statesville/Troutman Boundary & Wastewater Agreement matters...<i>when appropriate schedule a full Council member work session/meeting on? Preferably prior to mid-March....tentative date schedule for both municipal elected committees to meet.</i> e. ETJ Planning Jurisdiction Expansion...<i>pursue a feasibility need to expand?</i> f. Organizational Staffing Needs & Town Hall Facility Expansion ...<i>consider an outside consultant/COG to assess much needed organizational staffing prior to or in conjunction with Town Hall Expansion planning? Or assign such organizational staffing assessment for handling by the new Town Manager?</i> <p>Others (i.e. priority setting and/or selected activity action planning)?</p>	
3:45 pm	...10 Minute Break...	
3:50 pm	Wrap Up ...while fresh on minds, quick around the table brief from all on how today's retreat session could be improved.	
4:20 pm	Closed SessionMayor Teross Young entertains a motion and second to go into a closed personnel session per NCGS 143-318.11(6).	
	...Adjourn...	
	(Note: Staff needs to pick up and clean utilized rooms prior to 6:00 pm State Park Closing)	