

Town of Dallas
Agenda
December 10, 2019
6:00 PM
BOARD OF ALDERMEN
Rick Coleman, Mayor

Allen Huggins

Darlene Morrow

Stacey Thomas

Jerry Cearley, Mayor Pro-Tem

E. Hoyle Withers

| ITEM | SUBJECT | Page |
|-------------|--|-------------|
| 1. | Invocation and Pledge of Allegiance to the Flag | |
| 2. | Approval of Agenda with Additions Or Deletions | |
| 3. | Approval of Minutes | |
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| 4. | Recognition of Citizens: Time set by Mayor | |
| | A. Carr Elementary School Students of the Month | |
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**TOWN OF DALLAS
MINUTES FOR BOARD OF ALDERMEN MEETING
NOVEMBER 12, 2019
6:00 PM**

The following elected officials were present: Mayor Coleman, Alderwoman Thomas, Alderman Huggins, Alderman Withers, Alderwoman Morrow, and Alderman Cearley.

The following staff members were present: Maria Stroupe, Town Manager; Da’Sha Leach, Town Clerk; Tom Hunn, Town Attorney; Chris Burgess, Police Sgt. Detective; Tiffany Faro, Development Services Director; Jonathan Newton, Finance Director; Earl Withers III, Fire Chief and Bill Trudnak, Public Works Director. Allen Scott, Police Chief; Robert Walls, Police Captain; Garrett Lowery, Recreation Director and Doug Huffman, Electric Director were absent.

Mayor Coleman called the meeting to order at 6:00 pm. He opened with the Invocation and the Pledge of Allegiance to the Flag followed. He welcomed everyone to the meeting and read the meeting rules for the audience. He asked if there were any additions or deletions to amend the agenda. Alderwoman Morrow made a motion to approve the agenda as presented, seconded by Alderman Withers, and carried unanimously.

Alderwoman Thomas made a motion to approve the minutes from October 8th, 2019 Regular Meeting and October 22nd Work Session, seconded by Alderwoman Morrow, and carried unanimously.

Recognition of Citizens:

Carr School’s *Student of the Month* per Grade presented by the principal Dr. Duncan:

| | | |
|-------------------------------------|----------------------------|-----------------------------------|
| Kindergarten – Michael Tavilo Pablo | First Grade – Nate Mickle | Second Grade -Brian Melchor-Marin |
| Third Grade – Allie Luckey | Fourth Grade – Karter Long | Fifth Grade – Caitlyn Scrotsky |

All of the students were presented with a certificate. Everyone congratulated them on the accomplishment.

Ms. Debbie Lowery, the Town’s Safety Consultant introduced Cherie Berry, NCDOL Commissioner of Labor for the presentation of the Safety and Health Achievement and Recognition Program Awards (SHARP). Ms. Berry presented the OSHA Public Sector SHARP recertification to the Utility and Public Works Departments, Water Plant and Wastewater Plant. The SHARP Award is earned by employers who go above and beyond regarding employee safety. She was accompanied by Nelson Edwards and Mark Luneski of the OSHA Consultative Services Bureau. Kenny Roberts of Electricities also attended the meeting to offer their support and congratulations for receiving the prestigious awards. Ms. Berry announced that she will retire in 2020.

Curtis Wilson, 438 S. Gaston St., He prayed over the Town, Leadership, and Town Staff.

Mike Fields, 1333 Philadelphia Church Rd., He had a question regarding the utility billed and it was answered by Town Staff.

Pearl Burris Floyd, 518 E. Main St., She stated that she would be running for the office of NC Commissioner of Labor when Ms. Berry retires in 2020. Ms. Burris-Floyd has represented Dallas as a Gaston County Commissioner in the past.

Consent Agenda: None

Public Hearings:

Item 6A was a Public Hearing on Text Amendment-Adding an R-5 Zone. Alderman Withers made a motion to enter into a Public Hearing, seconded by Alderwoman Morrow, and carried unanimously. Multiple developers have recently approached the Town with interest in more densely developed communities. The request stemmed from current market demand, development costs, terrain challenges on remaining buildable sites, and projected population growth in our region. The Planning Board requested Staff to draft a text amendment that could allow for some development densities permitted by-right and additional densities to be permitted through a conditional approval process. On Oct. 17th, the Planning Board recommended approval of an R-5 zone by-right, and recommended approval of an R-4 zone through conditional approval only. Per the Board of Aldermen's direction at the Oct. 22nd Work Session, Staff eliminated the recommended R-4 zone, and revised the proposed text amendment language to clarify parking and other considerations within the R-5 development requirements. Additionally, Staff worked with the Town Engineer to propose typical street design standards for adoption that would apply to new developments throughout Town to address concerns with congestion, on-street parking, and emergency access for the next Work Session agenda. Staff read the consistency statement and recommended adoption of the text amendment as proposed with the inclusion of a consistency statement. Mayor Coleman asked if the audience members have any questions, concerns, or comments. There was no response from the audience. The Board asked about parking and Staff stated a Street Standards and Traffic Policy will be presented at a Work Session to address all parking concerns. Alderwoman Thomas made a motion to exit the public hearing, seconded by Alderman Cearley, and carried unanimously. Alderwoman Thomas made a motion to approve the Text Amendment for R-5 zone with the consistency statement, striking section F(e), seconded by Alderman Cearley, and carried unanimously. (Exhibit A)

Item 6B was a Public Hearing the Annexation Request-Ollie Way. This Public Hearing was continued at the October 8th Regular Board Meeting at the request of the annexation petitioner due to anticipation of the Board's consideration of an R-5 zone, which they approved today. NVR, Inc. and Katie Summey, owner PID#170057 (no address assigned), petitioned for annexation into the Town of Dallas for the development of a single family residential subdivision. The parcel is considered contiguous. The parcel is currently located outside of Town of Dallas zoning, but is adjacent to R-10 single family residential. The 2003 Future Land Use Plan highlights this specific parcel for Neighborhood and Community Business, but adjacent parcels are marked for new residential development. The Planning Board recommended the property be annexed into the new R-5 zone. The developer, if successful with this annexation, intends to pursue a phased development plan to extend beyond this parcel – some of which is already located within Town limits. . The developer was present at the meeting for questions from the Board or audience. Mayor Coleman asked if the audience members have any questions, concerns, or comments. The Planning Board met regarding this request and recommended the R-5 zone per the consistency statement. Staff read the consistency statement. There was no response from the audience. Alderman Cearly made a motion to exit the public hearing, seconded by Alderman Withers, and carried unanimously. Alderwoman Thomas made a motion approve per the Planning Board recommendation to annex the property and apply R-5 zoning to the parcel, seconded by Alderman Withers, and carried unanimously. (Exhibit B)

Item 6C was a Public Hearing for a Petition for Text Amendment-EVM Signage. Alderman Huggins made a motion to enter into the public hearing, seconded by Alderwoman Morrow, and carried unanimously. Wade and Wendi McLamb applied for a sign permit for an EVM sign located within Town limits. After review of the application for consistency with our adopted requirements, it was determined that many of the churches in Town would not qualify with the ordinance as written; as it requires that electronic messaging signs be 150' from any residential zone (several churches are contained within these zones).

Continued on the Next Page

Public Hearing Item 6C continued.....

In addition, the calculations currently required for computing minimum slide time is challenging to calculate and verify. The McLamb requested that the EVM sign ordinance be updated to remove a distance from residential areas and to set a flat minimum slide time of 10 seconds (which is the current minimum of the Town electronic sign). The Planning Board is recommended AGAINST this change. Staff would like to request consideration of reduced brightness settings and/or restricted hours for electronic signage located within a certain distance of residential properties (instead of by zone). The Planning Board is recommended FOR this change. The Board did discuss concerns on the distance from residential properties and the brightness of the sign. Mr. McLamb and the church members were present to answer questions and concerns. Mayor Coleman asked if the audience members have any questions, concerns, or comments. Mr. McLamb addressed the Board to consider the distance of the sign allowed Audience members from the church discussed their desire to keep the sign up and how it has improved their visibility to invite people to their church. They have made attempts to dim the brightness of the sign after 6:30 pm. Alderman Withers made a motion to exit the public hearing, seconded by Alderwoman Morrow, and carried unanimously. Staff read the consistency statement. Alderman Withers made a motion to approve as presented including the consistency statement, seconded by Alderwoman Thomas, and carried unanimously. (Exhibit C)

Old Business:

Item 7A was Funding Request-Venture Church for the Boys & Girls Club. Mayor Coleman received a request from Venture Church for funding on behalf of the Boys and Girls Club operating out of the church facility in May. At the June 11th Board of Aldermen meeting, the Board voted to table the request until audited financial statements for the Fiscal Year ending June 30, 2019 for the Club could be completed and supplied to the Town for review. Those statements have been received and are attached for review. Although statements are for the Boys & Girls Clubs of Greater Gaston and not specifically for the Dallas Club, there is a Profit & Loss Statement for FY 2019 showing numbers for the Dallas Club included at the end of the audit. This statement shows Income of \$125,494.02 and Expenses of \$69,570.58 for FY 2019, leaving a Net Income of \$55,923.44. Also attached is a Profit & Loss Statement for July through September of the current fiscal year. Last year, the Board of Aldermen approved \$5,000 toward the startup of the Boys and Girls Club as the Club would provide care for children attending Carr Elementary School, which is in the Town limits of Dallas. Based on NC General Statute §160A-456(a)(2), a municipality is able to expend funds for community development programs *concerned with child care needs of persons of low and moderate income*. After some discussion with staff regarding the financials, the Board decided they would donate to the club. Alderwoman Thomas made a motion to approve a \$5000 donation, seconded by Alderman Cearley, and carried unanimously. (Exhibit D)

New Business:

Item 8A was on the purchase of 208 N. Holland St. The Town made an offer to purchase the property at 208 N. Holland St. for the sum of \$65,000. The property is a small building located beside the current Town of Dallas Town Hall building on N. Holland St. In order to proceed with the purchase, the Board must approve the accompanying budget amendment in order to complete the sale. Upon approval of the budget amendment, a closing date of November 19th has been set. A budget amendment will be made to provide funds for the purchase, as well as Title Insurance. Mayor Coleman stated to the audience that the owner of the property approached the Town to purchase it. If purchased, the current tenant will be allowed to operate on at least one year's notice before vacating. The current owner has notified the tenant per Staff. Alderman Withers made a motion to approve the budget amendment to purchase 208 N. Holland St., seconded by Alderwoman Morrow, and carried unanimously. (Exhibit E)

Item 8B was an Annexation Request- Dallas High Shoals Rd. Wilson Family Rentals LLC, owner of PID#169183 (no address assigned), is petitioning for annexation into the Town of Dallas for the development of an apartment community. This parcel is considered non-contiguous. The parcel is currently located outside of Town of Dallas zoning, but the 2003 Future Land Use Plan highlights this specific parcel for new residential development. In order to move forward with the request, the Board must direct Staff to investigate the sufficiency of the petition to determine if it meets the standards of G.S. §160A-31. Alderman Withers made a motion to direct staff to investigate the sufficiency of the annexation request, seconded by Alderwoman Thomas, and carried unanimously. (Exhibit F)

Item 8C was a Lee Nuclear Cost Budget Amendment. In March 2006, Duke Energy Corporation (DEC) announced it had selected Cherokee, South Carolina as a site for possible nuclear expansion, based on projections of need for significant capacity additions by Summer 2016. In December 2007, DEC submitted an application for a Combined Construction and Operating License to the Nuclear Regulatory Commission. The license was approved and issued to allow DEC to construct and operate at the Cherokee site for 40 years. During the following years, DEC states that a variety of circumstances out of their control led them to determine that it would not be beneficial to construct and operate what would have been Lee Nuclear Plant. On August 23, 2017, DEC filed a request to cancel the Lee Nuclear Project. On June 22, 2018, the North Carolina Utilities Commission found that the North Carolina retail portion of the costs DEC incurred for the development of the project could amortize and recover those costs over a twelve-year period. On May 21, 2019, the Public Service Commission of South Carolina made a similar finding to the NC Utilities Commission. Duke Energy gave the Wholesale Customers (which included Dallas) an option of a one-time payment, or payments over a twelve-year amortization schedule. After much deliberation and consultation, it has been determined that a one-time payment is in the best interest of Dallas long-term. The current contract with DEC for wholesale power will expire in approximately nine years. At that time, Dallas can determine whether to continue with DEC for its wholesale power needs, or pursue other providers. A twelve-year amortization plan exceeds the current purchase contract with DEC by approximately three years. The one-time payment for Dallas is \$175,213.40 and will be included in the DEC invoice to be received in November. Documentation outlining the Lee Nuclear case and a budget amendment to provide for making the one-time payment to DEC was provided. Alderman Withers made a motion to approve the budget amendment to pay the Lee Nuclear cost share for Dallas, seconded by Alderwoman Morrow, and carried unanimously. (Exhibit G)

Item 8D was a Planning Board Re-Appointment. Curtis Wilson's current three year term on the Planning Board will be expiring in December of 2019. If Mr. Wilson would like to serve another term, the Board of Aldermen may reappoint him to the Planning board for another 3 year term (December 2019 to December 2022). Curtis Wilson has been, and continues to be, an asset to the Town's Planning Board, and Staff would like to use this opportunity to thank him for his continued commitment and dedication to the Town of Dallas and our residents. Mr. Wilson was present at the meeting and welcomed the opportunity to be re-appointed to the Planning Board by the Board of Aldermen. Alderwoman Thomas made a motion to re-appoint Mr. Wilson to the Planning Board, seconded by Alderman Withers, and carried unanimously.

Manager's Report and General Notices:

- The manager gave a few notices on upcoming events and the lawsuit initiated by Mr. J. Ratchford against the Town. Alderman Huggins made a motion to adjourn, seconded by Alderwoman Morrow, and carried unanimously. **(7:57)**

Rick Coleman, Mayor

Da'Sha Leach, Town Clerk

**TOWN OF DALLAS
MINUTES FOR BOARD OF ALDERMEN MEETING
NOVEMBER 26, 2019
5:00 PM**

The following elected officials were present: Mayor Pro-Tem Cearley, Alderwoman Thomas, Alderman Withers, Alderman Huggins, and Alderwoman Morrow. Mayor Coleman was absent.

The following staff members were present: Maria Stroupe, Town Manager; Da'Sha Leach, Town Clerk; Tiffany Faro, Development Services Director; Jonathan Newton, Finance Director; Garrett Lowery, Recreation Director; Robert Walls, Police Captain; Bill Trudnak, Public Works Director and Earl Withers III, Fire Chief. Doug Huffman, Electric Director; Allen Scott, Police Chief and Tom Hunn, Town Attorney were absent.

Mayor Pro-Tem Cearley called the meeting to order at 5:00 pm. He opened with the Pledge of Allegiance to the Flag. He asked if there were any additions or deletions to amend the agenda. Alderman Huggins made a motion to approve the agenda, seconded by Alderwoman Thomas, and carried unanimously.

New Business:

Item 3A was discussion on Transition to Conditional Zoning. In zoning, situations are considered, but they many not be allowable strictly "by right". The current ordinance allows for property owners to apply for a Conditional Use Permit. Conditional Use permits are only allowed within a Parallel Conditional Use district, which requires the applicant to pursue both a rezoning (legislative decision) and then a Conditional Use Permit (quasi-judicial decision). The process can be complicated for applicants, and a complex challenge for both the Planning Board and the Board of Aldermen. Generally, with rezoning decisions, it is allowable to discuss or offer opinions on whether or not an area should be able to be used for a certain type of development, but in these cases, any discussion related to the proposed use has to be evidence-based and part of a hearing. To simplify the process, and allow more discretion & control over zoning decisions within Town limits, Staff requested the Board's consideration of a transition to a newer allowable option: Conditional Zoning. Across the state, conditional zoning is proving to be very popular with elected officials, landowners, and many neighbors because it allows zoning to be tailored more carefully to a particular situation. In some of the state's larger cities, 80 to 90 percent of the rezoning's use conditional zoning. Gaston County's Planning Director, Mr. David Williams, shared the benefits of Conditional Zoning from the County's perspective, as well as the reasoning behind the County's recent shift solely toward this option instead of allowing both. He answered questions and concerns from the Board. Town Staff provided a First Draft of a proposed text amendment to incorporate this change- which is currently under review by the Planning Board and will be brought back to the Board at a work session for further discussion. The Board gave concensus to bring this item back on the December 10th, 2019 Meeting. (Exhibit A)

Item 3B was a discussion on Story Walk-Dallas Branch Library. The Dallas Library Branch Manager, Christine McGovern, contacted the Town to determine the possibility of conducting Story Walks on the Court Square. Story Walks would be conducted seasonally in the spring, summer, and fall of the year. In a Story Walk, each page in a children's book would be posted in order around the perimeter of the Court Square and potentially along the interior walkways. A family would start the walk at the first page and walk around the Court Square reading each subsequent page. At the end of the walk around the Square, the family would have read a book together. This activity would promote literacy, as well as health, in the community. Library Staff would work in conjunction with Town utility personnel to place the posts so as not to interfere with existing Town infrastructure, such as water, irrigation, and electric lines. The Library would generate, maintain, and change the posts as desired. The Board gave consensus to bring this item back on the December 10th, 2019 Meeting.

Item 3C was a discussion on Board Compensation. Alderwoman Thomas requested a discussion of the current Board of Aldermen compensation. N.C.G.S. §160A-64 states "The council may fix its own compensation and the compensation of the mayor and any other elected officers of the city by adoption of the annual budget ordinance". An email outlining her concerns and a breakdown of Board compensation of the other municipalities in Gaston County was reviewed. Alderwoman Thomas clarified that she intended the request for the Board to be included in the yearly bonus checks and the yearly raises that the Town Staff receives. Some Board members stated that they didn't see a need to change anything based on their current salary in respect to the other municipalities receive for their compensation. The Board consensus was to discuss this item as a topic during the Budget discussion that will be coming up in early 2020. (Exhibit B)

Item 3D was a discussion on a Citizen Committees Policy Template. The Town Manager discussed a proposed template that can be utilized in setting up Citizen Advisory Committees. The template can be modified to apply to a variety of committees that the Town may desire to form. A policy, designed from the template, can be developed outlining the function and authority of any committees formed in the Town of Dallas in the future. As a new committee is proposed, a policy specific to that committee will be presented to the Board of Aldermen for authorization and approval of the committee. The Citizen Committee Policy Template was for informational purposes at this time. (Exhibit C)

Item 3E was a discussion on Street and Traffic Standards Policy. The need to update and adopt a standard street details and traffic standards was identified as the Town began exploring increased (and denser) development- both for residential and commercial properties. Neighboring municipalities have increased density (especially residential) that resulted in increased congestion and on-street parking-which can sometimes lead to inaccessible residential roadways for school busses, public safety vehicles, etc. In addition to this, residential and commercial growth also creates an increase in vehicular traffic that can impact both residents and visitors. Many municipalities within Gaston County (and Gaston County itself) have begun requiring a Traffic Impact Analysis (TIA) for developments that generate over a certain # of trips per day in increased volume along access roads. In an effort to plan ahead for the growth coming to Dallas and offer transparency for developers, Staff recommended the implementation of a Street and Traffic Standards Policy that would address the topics above. The policy would illustrate and outline the Town's requirements and vision for the future growth and infrastructure, and allow developers to understand what the requirements are upfront. If adopted, there will be a need to update the ordinance text to refer to this policy. The Board gave consensus to bring this item back at the January 14th, 2019 Meeting. (Exhibit D)

Item 3F was a discussion on Off the Streets Program, Inc. The owner of the business Ms. Sharon Funderburk submitted a Special Events application to hold this event in Dallas on Saturday, June 6, 2020 to promote this program. The initial application was missing vital information that Staff was waiting for clarification on before bringing the application back to the Board member for an official vote. Ms. Funderburk and her staff has responded to all the needed information but they will need to submit the updated application. This event was held in Mount Holly last year and they have a goal to move this event around to different locations every year to increase the exposure for the program all around the county. This item will be on the December or January agenda depending on when the updated application is submitted. (Exhibit E)

Manager's Report and General Notices:

- NCDOT flyer was given for input needed from the public and this will be posted on the website as well as Facebook.
- All Town Employees are invited to Daniel Stowe Christmas Garden on December 17th for a Town of Dallas Night. A flyer was given to all employees and Board Members.
- Gaston County received the CBDG \$750, 000 and this will available to Dallas home owners to apply for repairs to their home through Gaston County.

Alderman Withers made a motion to adjourn, seconded by Alderwoman Morrow, and carried unanimously. **(6:34)**

Rick Coleman, Mayor

Da'Sha Leach, Town Clerk

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Budget Amendment for Donation to Dallas Boys & Girls Club

AGENDA ITEM NO. 5A

MEETING DATE: 12/10/2019

BACKGROUND INFORMATION:

Mayor Coleman has received a request from Venture Church for funding on behalf of the Boys and Girls Club operating out of the church facility in May.

At the June 11th Board of Aldermen meeting, the Board voted to table the request until audited financial statements for the Fiscal Year ending June 30, 2019 for the Club could be completed and supplied to the Town for review. Those statements have been received and are attached for review. Although statements are for the Boys & Girls Clubs of Greater Gaston and not specifically for the Dallas Club, there is a Profit & Loss Statement for FY 2019 showing numbers for the Dallas Club included at the end of the audit. This statement shows Income of \$125,494.02 and Expenses of \$69,570.58 for FY 2019, leaving a Net Income of \$55,923.44. Also attached is a Profit & Loss Statement for July through September of the current fiscal year.

Last year, the Board of Aldermen approved \$5,000 toward the startup of the Boys and Girls Club as the Club would provide care for children attending Carr Elementary School, which is in the Town limits of Dallas.

Based on NC General Statute §160A-456(a)(2), a municipality is able to expend funds for community development programs *concerned with child care needs of persons of low and moderate income.*

At the November 12th Board of Aldermen meeting, the Board approved donating \$5000 to the Dallas Boys and Girls Club, consistent with the donation approved last year.

Attached is a budget amendment appropriating funds for that donation, as the donation was not previously budgeted.

MANAGER'S RECOMMENDATION: Approve the budget amendment appropriating funds for a \$5000 donation to the Dallas Boys and Girls Club as presented.

BOARD ACTION TAKEN:



Boys & Girls Clubs of Greater Gaston
PO Box 23
Gastonia, NC 28053
(704) 864-6171

INVOICE

To: Town of Dallas
210 N. Holland St.
Dallas, NC 28034
Attn. Jonathan Newton

Date: November 13, 2019

| | |
|--|---------|
| 2019 Contribution in support of Dallas Boys & Girls Club | \$5,000 |
|--|---------|

Boys & Girls Clubs provide: a safe place to learn and grow; ongoing relationships with caring, adult professionals; life-enhancing programs and character development experiences; hope and opportunity.

Make checks payable to:
Boys & Girls Clubs of Greater Gaston
PO Box 23
Gastonia, NC 28053

Credit Card Payments:
www.bgcgreatergaston.org

THANK YOU!

Town of Dallas
Budget Amendment

Date: December 10, 2019

Action: Recreation

Purpose: To Appropriate Funds for Donation to Dallas Boys and Girls Club

Number: REC-001

| Fund | Dept | Line Item | Item Description | Original Amount | Amended Amount | Difference |
|------|------|--------------|---------------------------|--------------------|-------------------|------------|
| 10 | 3999 | 0000 | Fund Balance Appropriated | \$224,049 | \$229,049 | \$5,000 |
| 10 | 5700 | 4722 | Town Sponsored Events | \$69,550 | \$74,550 | \$5,000 |

Approval Signature
(Town Manager)

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Story Walk - Dallas Branch Library

AGENDA ITEM NO. 5B

MEETING DATE: 12/10/2019

BACKGROUND INFORMATION:

This item was discussed at the November 26th Work Session.

Dallas Library Branch Manager, Christine McGovern, has contacted the Town to determine the possibility of conducting Story Walks on the Court Square. These would be conducted seasonally in the spring, summer, and fall of the year, approximately March - November.

In a Story Walk, each page in a children's book would be posted in order around the perimeter of the Court Square and potentially along the interior walkways. A family would start the walk at the first page and walk around the Court Square reading each subsequent page. At the end of the walk around the Square, the family would have read a book together. This activity would promote literacy, as well as health, in our community.

Library Staff would work in conjunction with Town utility personnel to place the posts so as not to interfere with existing Town infrastructure, such as water, irrigation, and electric lines. The Library would generate, maintain, and change the posts as desired.

The activity could be suspended or discontinued at any time, if the Town encounters issues with the signage.

MANAGER RECOMMENDATION: Approve the Library's request to conduct seasonal Story Walks on the Court Square contingent upon coordination with Town Electric and Public Works departments on placement of signage.

BOARD ACTION TAKEN:

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Uncollectable Accounts in the Amount of \$8,733.57 to be Submitted to NC Debt Setoff

AGENDA ITEM NO. 5C

MEETING DATE: 12/10/2019

BACKGROUND INFORMATION:

For authorization are uncollectable accounts from the months of August 2019 – September 2019. These accounts have been notified of their outstanding status in writing that if not paid within the notified timeframe that they would be forwarded to the NC Debt Setoff Program and that this debt would be taken from any State Income Tax Refund they are due, until the debt is satisfied.

(The individual account listing that generates the total uncollectable amount due are considered by State statute to be confidential information.)

MANAGER RECOMMENDATION: To authorize uncollectable accounts totaling \$8,733.57 be submitted to the NC Debt Setoff Program.

BOARD ACTION TAKEN:

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Swearing In - Mayor Rick Coleman

AGENDA ITEM NO. 8A

MEETING DATE: 12/10/2019

BACKGROUND INFORMATION:

Municipal elections were held on November 5th resulting in the re-election of Mayor Rick Coleman. Mayor Coleman will be sworn in for a 4-year term ending in the year 2023.

Attached is the Oath of Office.

MANAGER'S RECOMMENDATION:

BOARD ACTION TAKEN:

**OATH OF OFFICE
FOR
MAYOR**

I, Richard C. Coleman, do solemnly swear that I will support and maintain the Constitution and Laws of the United State and the Constitution and Laws of North Carolina not inconsistent therewith, and that I will, in all respect, observe the provisions of the Charter and the Ordinances of the Town of Dallas, and will faithfully discharge the duties of my office as **MAYOR**, so help me God.

Swore to and subscribed before me,
this 10th day of December, 2019.

Lisa Harris, Notary Public

Attested: _____
Da'Sha Leach, Town Clerk

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Swearing In – Alderwoman Darlene Morrow

AGENDA ITEM NO. 8B

MEETING DATE: 12/10/2019

BACKGROUND INFORMATION:

Municipal elections were held on November 5th resulting in the re-election of Alderwoman Darlene Morrow. Alderwoman Morrow will be sworn in for a 4-year term ending in the year 2023.

Attached is the Oath of Office.

MANAGER'S RECOMMENDATION:

BOARD ACTION TAKEN:

**OATH OF OFFICE
FOR
ALDERWOMAN**

I, V. Darlene Morrow, do solemnly swear that I will support and maintain the Constitution and Laws of the United State and the Constitution and Laws of North Carolina not inconsistent therewith, and that I will, in all respect, observe the provisions of the Charter and the Ordinances of the Town of Dallas, and will faithfully discharge the duties of my office as **ALDERWOMAN**, so help me God.

Swore to and subscribed before me,
this 10th day of December, 2019.

Rick Coleman, Mayor

Attested: _____
Da'Sha Leach, Town Clerk

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Swearing In – Alderman Hoyle Withers

AGENDA ITEM NO. 8C

MEETING DATE: 12/10/2019

BACKGROUND INFORMATION:

Municipal elections were held on November 5th resulting in the re-election of Alderman Hoyle Withers. Alderman Withers will be sworn in for a 4-year term ending in the year 2023.

Attached is the Oath of Office.

MANAGER’S RECOMMENDATION:

BOARD ACTION TAKEN:

**OATH OF OFFICE
FOR
ALDERMAN**

I, E. Hoyle Withers, Jr., do solemnly swear that I will support and maintain the Constitution and Laws of the United State and the Constitution and Laws of North Carolina not inconsistent therewith, and that I will, in all respect, observe the provisions of the Charter and the Ordinances of the Town of Dallas, and will faithfully discharge the duties of my office as **ALDERMAN**, so help me God.

Swore to and subscribed before me,
this 10th day of December, 2019.

Rick Coleman, Mayor

Attested: _____
Da'Sha Leach, Town Clerk

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: FY2021 Budget Calendar

AGENDA ITEM NO. 9A

MEETING DATE: 12/10/2019

Each year the Town establishes a calendar for the preparation of the upcoming fiscal year's budget. Attached is a proposed calendar for the FY2020-21 budget process, including a Strategic Planning Meeting on Monday, February 17, 2020. The Planning Meeting would be held in the Mayor's Room at the Courthouse beginning with lunch at 11:30 am and then the meeting beginning at 12:00 pm. This meeting typically lasts 4 hours.

Two Budget Worksessions are scheduled: 1) Tuesday, March 24, 2020 and 2) Tuesday, May 26, 2020. These worksessions will be held in the Fire Department Community Room at 5:00 pm, with dinner available at 4:30 pm.

MANAGER'S RECOMMENDATION: Approve the FY2021 Budget Calendar as presented.

BOARD ACTION TAKEN:

Town of Dallas FY 2021 Budget Calendar

| Date | Description |
|---------------------------------|---|
| January 17, 2020 | Budget Forms to Department Heads |
| February 7, 2020 | Department Heads forward Proposed Budget Requests to Town Manager and Finance Officer |
| February 17, 2020 | Strategic Planning Meeting to Discuss Goals |
| February 24 - February 28, 2020 | Department Meetings on Proposed Budget Requests |
| March 17, 2020 | Draft Budget Submitted to Board |
| March 24, 2020 | Budget Worksession |
| April 13 - April 17, 2020 | Department Meetings on Proposed Budget Requests (if necessary) |
| May 15, 2020 | Draft Budget Submitted to Board |
| May 26, 2020 | Budget Worksession |
| June 9, 2020 | Adoption of Budget Ordinance |
| June 30, 2020 | End of FY20 |

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: FY2021 Budget Calendar

AGENDA ITEM NO. 9B

MEETING DATE: 12/10/2019

Attached is the Board of Aldermen regular monthly meeting schedule, as well as the monthly work session schedule, for calendar year 2020. Upon approval, these schedules will be filed as required by G.S. § 143-318.12.

MANAGER'S RECOMMENDATION: Approve the 2020 Meeting Schedules as presented.

BOARD ACTION TAKEN:

Town of Dallas Board of Aldermen 2020 Meeting Schedule

| | | |
|-----------------------------|---------|----------------|
| Tuesday, January 14, 2020 | 6:00 pm | Community Room |
| Tuesday, February, 11, 2020 | 6:00 pm | Community Room |
| Tuesday, March 10, 2020 | 6:00 pm | Community Room |
| Tuesday, April 14, 2020 | 6:00 pm | Community Room |
| Tuesday, May 12, 2020 | 6:00 pm | Community Room |
| Tuesday, June 9, 2020 | 6:00 pm | Community Room |
| Tuesday, July 14, 2020 | 6:00 pm | Community Room |
| Tuesday, August 11, 2020 | 6:00 pm | Community Room |
| Tuesday, September 8, 2020 | 6:00 pm | Community Room |
| Tuesday, October 13, 2020 | 6:00 pm | Community Room |
| Tuesday, November 10, 2020 | 6:00 pm | Community Room |
| Tuesday, December 8, 2020 | 6:00 pm | Community Room |

Board meetings are held in the Community Room located at the Dallas Fire Station.

Town of Dallas
Board of Aldermen 2020 Work Session Schedule

| | | |
|---|----------------------------------|------------------------------|
| Tuesday, January 28, 2020 | 5:00 pm | Community Room |
| Monday, February 17, 2020 (Strategic Planning) | 11:30 am | Mayor's Room @ Courthouse |
| Tuesday, February, 25, 2020 | 5:00 pm | Community Room |
| Tuesday, March 24, 2020 (Budget) | 5:00 pm | Community Room |
| Tuesday, April 28, 2020 | 5:00 pm | Community Room |
| Tuesday, May 26, 2020 (Budget) | 5:00 pm | Community Room |
| Tuesday, June 23, 2020 | 5:00 pm | Community Room |
| Tuesday, July 28, 2020 | 5:00 pm | Community Room |
| Tuesday, August 25, 2020 | 5:00 pm | Community Room |
| Tuesday, September 22, 2020 | 5:00 pm | Community Room |
| Tuesday, October 27, 2020 | 5:00 pm | Community Room |
| Tuesday, November 24, 2020 | 5:00 pm | Community Room |
| Tuesday, December 22, 2020 | No Work Session Scheduled | |

Board work sessions are held in the Community Room located at the Dallas Fire Station.

TOWN OF DALLAS, NORTH CAROLINA

REQUEST FOR BOARD ACTION

DESCRIPTION: Election of Mayor Pro Tempore

AGENDA ITEM NO. 9C

MEETING DATE: 12/10/2019

BACKGROUND INFORMATION:

Based on NCGS §160A-70, “At the organizational meeting, the council shall elect from among its members a mayor pro tempore to serve at the pleasure of the council.”. The organizational meeting, according to NCGS §160A-68 can be at any date and time decided by the council as long as it is “not later than the date and time of the first regular meeting of the council in December after the results of the municipal election have been certified”. In Dallas, the organizational meeting is held at the regular December Board of Aldermen meeting.

Currently, Alderman Jerry Cearley is serving as mayor pro tempore. Alderman Cearley may be re-elected to serve in this capacity, if he is willing; or another member may be elected.

MANAGER RECOMMENDATION: Elect a Board member to serve as mayor pro tempore for the next two years, pursuant to the statutes referenced above.

BOARD ACTION TAKEN:

§ 160A-70. Mayor pro tempore; disability of mayor.

At the organizational meeting, the council shall elect from among its members a mayor pro tempore to serve at the pleasure of the council. A councilman serving as mayor pro tempore shall be entitled to vote on all matters and shall be considered a councilman for all purposes, including the determination of whether a quorum is present. During the absence of the mayor, the council may confer upon the mayor pro tempore any of the powers and duties of the mayor. If the mayor should become physically or mentally incapable of performing the duties of his office, the council may by unanimous vote declare that he is incapacitated and confer any of his powers and duties on the mayor pro tempore. Upon the mayor's declaration that he is no longer incapacitated, and with the concurrence of a majority of the council, the mayor shall resume the exercise of his powers and duties. In the event both the mayor and the mayor pro tempore are absent from a meeting, the council may elect from its members a temporary chairman to preside in such absence. (1971, c. 698, s. 1; 1979, 2nd Sess., c. 1247, s. 4.)

§ 160A-68. Organizational meeting of council.

(a) The council may fix the date and time of its organizational meeting. The organizational meeting may be held at any time after the results of the municipal election have been officially determined and published pursuant to Article 27 of Chapter 163A of the General Statutes but not later than the date and time of the first regular meeting of the council in December after the results of the municipal election have been certified pursuant to that Subchapter. If the council fails to fix the date and time of its organizational meeting, then the meeting shall be held on the date and at the time of the first regular meeting in December after the results of the municipal election have been certified pursuant to Article 27 of Chapter 163A of the General Statutes. (b) At the organizational meeting, the newly elected mayor and councilmen shall qualify by taking the oath of office prescribed in Article VI, Section 7 of the Constitution. The organization of the council shall take place notwithstanding the absence, death, refusal to serve, failure to qualify, or nonelection of one or more members, but at least a quorum of the members must be present. (c) All local acts or provisions of city charters which prescribe a particular meeting day or date for the organizational meeting of a council are hereby repealed. (1971, c. 698, s. 1; 1973, c. 426, s. 13; c. 607; 1979, c. 168; 1979, 2nd Sess., c. 1247, s. 2; 2017-6, s. 3.)