



## Town Board Meetings Agenda Items for Review

May 12, 2020

### Guiding Principles That Inform Agenda Item Planning:

- Town government operations deemed essential need to continue and that is an important message to the community.
- Consideration of priority items that need to be addressed versus items that can be deferred until post-pandemic.
- Statutory requirements: e.g. budget process and deadlines, planning ordinance requirements, open meetings law, etc.
- Proceeding with old business items deemed essential, non-controversial, time-sensitive, and/or routine items already in process; only begin new business items deemed essential on a case-by-case basis.
- Ensuring transparency by providing multiple, but alternate, virtual public comment opportunities (see below).
- Citizen advisory boards can continue their good work with virtual public participation to help advance old business items deemed essential and work on new business items deemed essential as needed.

### Public Comment

Providing ample opportunity for the public to engage and participate in the decision-making process by the town board during the pandemic is a top priority. In order to ensure public participation, the following options prior to town board meetings will be available for public comment. These options were developed to allow different technologies to be used ensuring equitable and robust comment opportunities:

- **Email:** The public will be allowed to comment by sending written comments of no more than 400 words via email that will then be read aloud at the meeting. In keeping with the board's current procedures, only one (1) three-minute of verbal reading will be allowed per email.
- **Phone:** The public will be able to call a specific phone number and leave a voicemail message in order to provide public comment. These messages will be played during public comment periods, but will be limited to three minutes.
- **Speak Up Online Platform:** Prior to each meeting, the town will post a question online via [Speak Up](#) that will allow the public to comment via this method. The comments will be read aloud at the meeting, but limited to three minutes.
- **Social Media:** Prior to each meeting, a social media post will solicit any public comment for the upcoming meeting. These comments will be read aloud at the meeting, but limited to three minutes.

Note: If the same comment is made via multiple methods, only one will be used in the meeting with the voicemail taking first priority. Public comment must be submitted by 5:00 p.m. the day of the virtual meeting.

## **Proposed schedule for Town board and other advisory boards.**

**Items are tentative and subject to change:**

### **Regular Meeting: May 26, 6PM**

Agenda items:

- COVID-19 Update - TBD
- Virtual Public Hearing - Proposed FY 21 Budget & Economic Development Expenditures
- Virtual public comment
- Discussion of Proposed FY 21 Budget
- Consider Approval of Amendment to Municipal Agreement (Robert Walker Dr. Roundabout U-6092)
- Discuss CLT Water extension?
- Review Upcoming Agenda Items

Consent items:

- Approve April Meeting Minutes
- Approve Audit Contract for FY 2020-21
- Approve 335 Sloan Street Agreement

### **Work Session Meeting: June 9, 6PM**

- COVID-19 Update - TBD
- Consider Approval of Proposed FY2020-21 Budget Ordinances
- Review Upcoming Agenda Items

### **Regular Meeting: June 23, 6PM**

- COVID-19 Update - TBD
- Virtual Public Comment
- Consider Approval of Budget Amendment for Grey Road Sidewalk Project
- Review Upcoming Agenda Items

Consent items:

- Approve May Meeting Minutes

### **Other Pending Items to Update:**

- Affordable Housing working group - tentative update in June

### **Non-Essential Items Temporarily Suspended:**

Listed in no particular order:

- Approve strategic plan (will utilize draft for budget purposes)
- Davidson Farms road abandonment
- Davidson Farms voluntary annexation request
- Davidson Cottages Conditional Planning Area update; subsequent public hearing?
- Lake Forest Church Conditional Planning Area update; subsequent public hearing?
- Targeted conditional update
- Boundary Line Agreement
- Davidson Pointe horsepower request

### **Non-Essential Items Temporarily Suspended (con't):**

- Local Historic District Expansion Phase II
- Bicycle/Pedestrian Safety Work Group Update
- Resolution - Alcohol Waiver Run for Green
- Continuum 90-day update
- Exit 30 landscaping plan (public process)
- North-South Connector Study Approval
- Regional fire services study

### **Miscellaneous:**

- Suspend board Q&A sessions
- Suspend quarterly commissioner reports

## **Citizen Advisory Boards & Taskforces:**

**Livability Board** – Status of virtual meetings to be determined.

- Subcommittee: Beaty Park – finished PARTF application, on pause

**Planning Board** – Tentative meeting scheduled for May 18.

- Davidson Cottages; conditions discussion, updates
- Lake Forest Church; conditions discussion, updates
- Targeted Conditional; feedback, updates
- Hoke; FYI, initial feedback
- Growth Management Framework; feedback

\*There are no specific action items, but these are the Planning Board's regular touchpoints with in-process projects.

**Design Review Board** – Will meet on May 20 to receive an FYI on Public Facilities Update.

Working on plan to resume quasi-judicial meetings for June based upon recently adopted legislation.

- Linden Cotton Mill - action suspended
- No So – action suspended

**Historic Preservation Commission** – Will not meet due to quasi-judicial composition per statute.

**Board of Adjustment** – Will not meet due to quasi-judicial composition per statute. No pending cases.

**Public Art Commission** – Tentative virtual meeting in June.

### **Taskforces:**

**251 South Street Steering Committee** – No virtual meetings scheduled at this time due to need for public input at this juncture.