

TOWN OF WENDELL
BOARD OF COMMISSIONER RETREAT MINUTES
August 10, 2017

The Wendell Town Board of Commissioners held their Mid-Year Board Retreat meeting on Thursday, August 10, 2017, at Wendell Town Hall, 15 E Fourth Street.

ATTENDEES:

Mayor Virginia Gray
Mayor Pro Tem Jon Lutz
Commissioner John Boyette
Commissioner David Myrick
Commissioner Ben Carroll
Commissioner Jason Joyner
Town Manger Teresa Piner
Finance Director Butch Kay

Planning Director David Bergmark
IT Administrator Tamah Hughes
Parks & Recreation Director Jeff Polaski
Public Works Director Alton Bryant
Police Chief Bill Carter.
Special Assistant to the Manger-Town Clerk
Sherry Scoggins

CALL TO ORDER:

Mayor Gray called the meeting to order at 5:41 p.m.

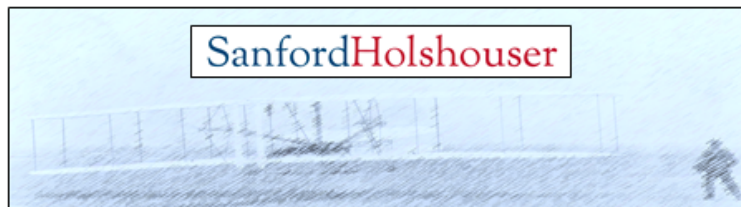
1. APPROVAL OF THE AGENDA

ACTION

Mover: Mayor Pro Tem Lutz moved approve the agenda as presented.
Vote: Unanimous

2. PRESENTATION BY SANFORD HOLSHOUSER LLP ON MUNICIPAL BONDS.
SPEAKER: Bob Jessup, bond attorney
ACTION: Presentation.

Mr. Bob Jessup, bond attorney with Sanford Holshouser LLP provided an overview on municipal bonds:



Town of Wendell
Board of Commissioners
Mid-Year Retreat
Municipal Bond Presentation
August 10, 2017





What is a bond?

- **A bond is just one way the Town can borrow money to pay for a capital project.**
- **Bonds are different from other ways to borrow money because bonds almost always require approval by the voters.**

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Why choose a bond?

- **Why would you choose a bond instead of one of the ways that doesn't require voter approval?**
 - 20-year financing is available on even relatively small amounts financed.
 - No need to worry about collateral value or project revenues
 - Voter approval provides buy-in

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What's the process like?

- **Starts with an LGC discussion**
- **Informal process**
- **Formal process**
- **During the referendum run-up**
- **For a referendum in May, need to have the formal process wrapped up by the end of February.**

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What do the voters approve?

- **They approve \$X amount of bonds (as determined by the Board) for a general stated purpose, such as “bonds for streets and sidewalks”**
- **Separate ballot questions for each separate purpose**

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What happens after the referendum?

- **IF the voters APPROVE:**

- Coordinate financing schedule with the construction schedule
- Start the financing schedule 90 to 120 days before you want the money in hand
- Seven years to issue the bonds (can be extended to ten)

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What happens after the referendum?

- **IF the voters say NO:**

- Wait at least a year before proposing the same program
- OR substantially revise the bond program

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Questions?

Sanford Holshouser LLP
919.680.2123
www.sanfordholshouserlaw.com

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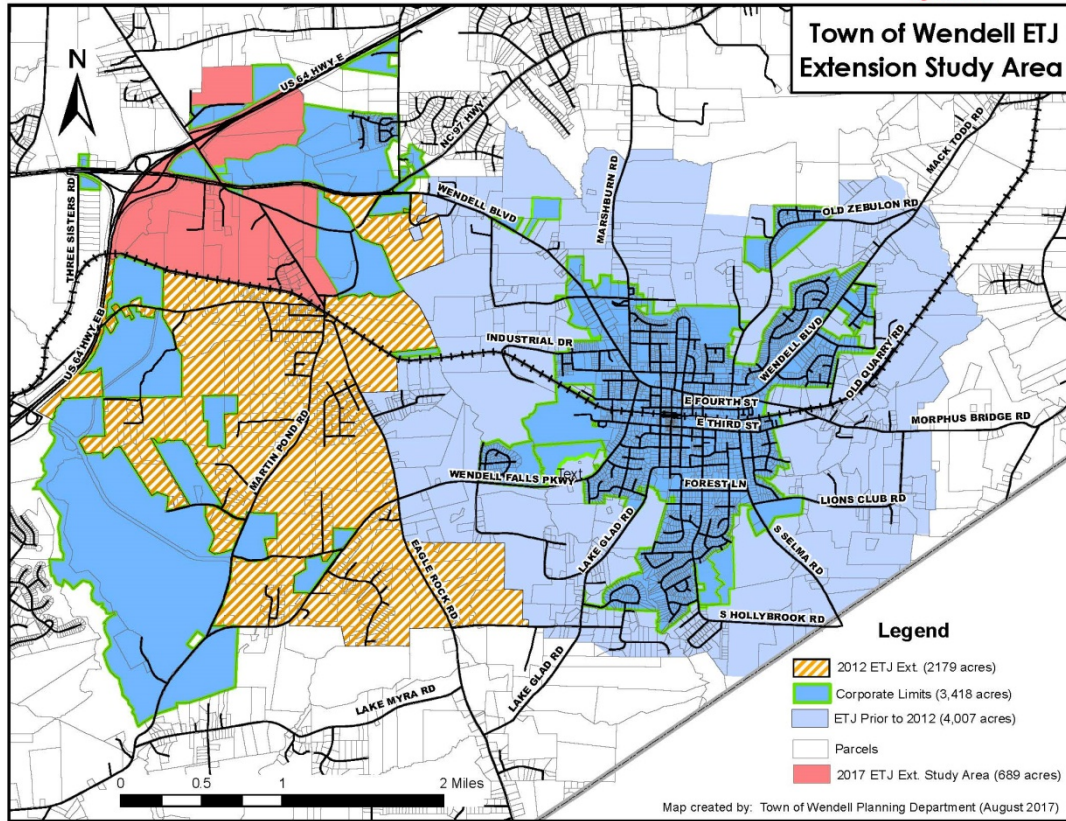
Mr. Jessup provided a handout, “Memorandum – Required Procedures and Possible Schedule for a Bond Referendum in May 2018;” included as Attachment A in the Town’s Minute Books.

- 3. DISCUSSION OF EXTRA-TERRITORIAL JURISDICTION (ETJ) EXPANSION – WENDELL BOULEVARD AND ROLESVILLE ROAD.**
SPEAKER: Planner Patrick Reidy
ACTION: Discussion.

[Staff Report]

2017 Potential ETJ Extension

- *ETJ extensions must be approved by both the County and the Town, with public hearings held by each authority. Approval would add additional area under the town’s zoning and development jurisdiction.*
- *Last ETJ Extension occurred in 2012 and added 2179 acres to the Town’s ETJ.*
- *Area under consideration for ETJ extension now would add an additional 691 acres (see map). The intent of the request is to support areas for commercial and industrial development.*
- *The ETJ extension process would take approximately 8-12 months.*
- *Wake County Econ. Development has stated they would support the Town’s request to the County, as it would support industrial development in the area.*



Planning Director David Bergmark provided an overview of extra-territorial jurisdiction (ETJ) expansion for the Wendell Boulevard and Rolesville Road; report included above in italics.

4. BOARD SUGGESTIONS FOR TOPICS FOR THE UPCOMING JANUARY 27, 2018, BOARD RETREAT.

SPEAKER: Mayor Virginia Gray and Town Manager Teresa Piner

ACTION: Discussion.

[Staff Report]

Topics for Upcoming Board Retreat

The Board Retreat is an opportunity for the Town Board to come together and each member share the vision and expectations for the future of the Town of Wendell. The Town Board has expressed that an extended work session style retreat is preferred to a relationship-interpersonal style retreat.

A Board Retreat enables the staff to hear the priorities of the elected officials, to craft the budget with those priorities in the upcoming budget and to prioritize services and work load based upon the Board's expectations.

*The following are for the Town Board's consideration as topics for the **January 27, 2018** retreat:*

- *Bond and Bond Rating of the Town*



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- *Districts for municipal elections [UNC-SOG]*
- *Review of the Town Charter [NCLM – ALP]*
- *Small area plan with a focus on connectivity to major interchanges.; i.e. Lizard Lick*
- *Staff study – focus on the anticipated growth of the Town and the delivery of services to the residents [NCLM – Springsted]*
- *Future siting for municipal complex; land banking*
- *Future land needs for park facilities*
- *Review of services – new initiatives, review of current services*
- *Suggested Rules of Procedures for the Town Board*
- *Other – What topic would you like to discuss?*

Town Manager Teresa Piner provided an overview for Board suggestions for the upcoming January 27, 2018, Board Retreat; staff report above in italics.

ACTION:

The following topics were suggested for the 2018 Town Board Retreat:
Comprehensive review of contract with Raleigh for water and sewer
Future land needs
Connectivity to Wendell Falls – transportation and land use – Small Area Plan
Future siting of municipal complex
Staffing
Municipal elections – districts
Review of Town Charter
Staff Study
Regulatory Reform Committee
Rules of Procedure – Town Board

5. 2017 MID-YEAR RETREAT OVERVIEW; STAFF AVAILABLE FOR QUESTIONS.

SPEAKER: Town Manager Teresa Piner

ACTION: Discussion.

Town Manager Teresa Piner provided an overview of the 2017 Mid-Year Retreat report; report incorporated into the minutes at Attachment B.

Mayor Pro Tem Lutz questioned how many streets are unpaved. Town Manager Piner stated five or six.

Town Manager Piner stated staff met with the City of Raleigh to discuss House Bill 436 [an act to provide for uniform authority to implement system development fees for public water and sewer systems in North Carolina and to clarify the applicable statute of limitations] and its possible impact on the Town of Wendell. A webinar is scheduled for Thursday, August 17, 2017 at 10:30 a.m. The Town Board was invited to attend.



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Commissioner Joyner questioned the weather camera. Town Manager Piner stated the Town is assessing sites and the weather camera is in the testing phase.

IT Administrator Hughes stated for the weather camera she is working with WRAL. When asked about other stations, IT Administrator Hughes stated she would check with other stations.

Commissioner Joyner questioned the need for a policy for the weather camera footage.

6. BOARD DEBRIEF AND WRAP-UP
SPEAKER: Mayor Virginia Gray and Town Manager Piner
ACTION: Discussion.

Based upon question by the Town Board, Police Chief Carter stated he is keeping an eye on the emissions from the three Ford Explorers in the fleet. Carbon monoxide devices are in each of the vehicles.

Based upon question by the Town Board, Parks and Recreation Director Polaski stated the PARTF project is continuing. The multi-purpose field is level and irrigation will be laid next week to see if it will work. Drainage work on the Doug Proctor field continues. The electric line that was cut was from a former project and did not impact the fields. The walking trail will commence after the Doug Proctor field is completed.

Based upon question by the Town Board, Parks and Recreation Director Polaski stated the fencing and old courts from the tennis courts are removed. The colors on the tennis practice board will be updated to the current Town colors.

The Town Board requested a ribbon cutting when the new tennis courts are completed.

7. ADJOURN

ACTION:

Mover: Mayor Pro Tem Lutz moved to adjourn at 7:00 p.m.

Vote: Unanimous

Duly adopted this 28th day of August 2017 while in regular session.

ATTEST:

Virginia R. Gray
Mayor

Sherry L. Scoggins, MMC
Special Assistant to the Manager – Town Clerk