Board of Commissioners Working List of Discussion Items

Third Thursday of the 1st Month of each Quarter and Annual Retreat
Meeting Dates:

July 19, 2007	October 18, 2007	January 17, 2008	January 26, 2008	January 27, 2008	April 17, 2008
July 15, 2008	October 21, 2008	January 15, 2009	May 8, 2009		

Topic	Sponsor	Date Added to List	1st Discussion	2nd Discussion	3rd Discussion	4th Discussion
Fast Track Development Project Review	Snyder	16 JAN 07	18 OCT 07	17 JUL 08		
(18 OCT 07) DDS discussed with the BOC the current procedural review underway to document and improve the routine review process. There are a number of customers desiring to have the town process their projects in an expedient manner. Another expected improvement will be the granting of authority to staff to approve more requests without board review. The Planning Department will be renewing this effort soon to present the BOC with a proposed text amendment. This item will not be discussed again prior to the BOC considering the text amendment related to increased staff authority being proposed.						
Adequate Public Facilities Ordinance	Board	8 NOV 06	19 JUL 07	18 OCT 07	17 JUL 08	
Result of BOC Impact Fees discussion on 8 NOV 06 the Planning Department is to further explore and discuss Adequate Public Facilities Ordinance authority, impact, and applicability. **(19 JULY 2007)** BOC and Staff discussed the different aspects of a APFO and the potential situation related to implementation. The improvements that results from a APFO would be directly related to the site. Transportation including but limited to roads and greenways were possible targets of an APFO. An APFO will place requirements on each individual project to at least maintain a certain level of provided public facilities. There could be a direct link to each projects TIA. Commissioner Johnson discussed having an AFPO for parks. Board would like to have further discussion prior to being briefed. **(18 OCT 07)** BOC received additional information from the Directors of the Planning Department and the Parks, Recreation and Cultural Resources Department. After discussion the BOC agrees to defer additional discussions of this subject until the Land Use and Transportation Plans are updated.						
BOC Policy Concerning P&Z Board Recommendations required prior to 1st BOC Briefing	Snyder	14 NOV 07	17 JUL 08			
Currently the BOC must have a P&Z Board recommendation prior to making BOC decisions on certain land use matters. Petitioners often desire to have the town process cases through the town's review at a pace faster than published. At times the BOC desires certain items to receive expedited review while other items appear to proceed to quickly. Clear policy in the form of a text amendment to the zoning and subdivision ordinances may be appropriate. As of this date (14 NOV 07) the staff continues to work on developing a list of reviews and required approvals to recommend to the BOC changing the approval levels permitting staff to approve more items.						
Newsletter articles – discuss purpose and continued use	Murry	18 DEC 07	21 OCT 08			
Commissioner Murry inquired about the editing schedule for Newsletter publications. He noted that some of the articles turn out to be old news, at least for him. Commissioner Murry asked what can be done to improve the timeliness of the articles reported in the newsletter. The PIO will research alternatives and be prepared to lead discussion concerning public information.						
Budget Process and Public Involvement	Stohlman	8 JUL 08	21 OCT 08			
Commission Stohlman renewed Commissioner Murry's previous discussion concerning appointing a Budget Committee to assist with improving public visibility of the Budget Development and Execution of Approved budgets. Commissioner Stohlman's primary interest is in helping organize a reporting process concerning budget execution providing the public with more visibility of how the town uses public resources.						

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ITEMS BELOW: BOC DISCUSSION COMPLETED - REMOVED FROM THE LIST WITH NEXT PUBLICATION						
Long Range Financial Plan	BOC	9 APR 07	17 APR 08			
The LRFP has been reviewed by the BOC during the 2008 BOC retreat and at two briefings. Revisions directed by the BOC and recommended by the staff have been incorporated into the plan. The BOC desires to conduct a final review and discussion prior to the scheduled 22 APR 08 vote to adopt the updated LRFP. (17 APR 08) Prior to the 2000 revaluation the tax rate was 60¢ and the revenue neutral rate was .3749 (post revaluation calculation - because the statute requiring local governments to determine and report the revenue neutral rate as adopted in 2003). The BOC adopted a .47 tax rate which includes garbage pick-up at no additional charge but accounts for four cents of the tax rate, which would be right in line with Cary's tax rate and represents a deduction on individual income taxes. Previously the sales tax increased, but the estimates were lowered by 8.1% for next year. If we don't have a reasonable tax rate and the sales tax revenue decreases that would require drastic changes and a drop in levels of service. The FY 2009 tax rate would be higher than revenue neutral, but would hold steady over the next eight years. If the rate was revenue neutral, things the community needed would have to be removed. Commissioner Snyder stated that we were at .44 now and if the four cents for waste services was removed that put it at .40 and if you removed the two cents from about two years ago that was about .38 which was one cent away from revenue neutral. It was irresponsible of the Board to endorse revenue neutral for re-election purposes only versus considering what was important to the town. Also, there was one issue with including only two CIP projects and 20 new employees proposed up to 2017. Todd Wright, Fire Chief stated that the Fire Department had a staffing plan. The proposed positions were to fill the equipment already acquired without building new stations and adding equipment. This is to fill positions not filled today. There needed to be 30 fire fighters to fill the stations now. That was the plan today. Commissioner Snyder asked if the company and personnel was necessary for this size of town. Chief Wright stated that there is a residential population of 15,000 and a 30,000 daytime population and a commuting population of triple the daytime population. 90% of calls occurred between 6:00 am to 9:00 pm. The town geography hurts public safety and makes it challenging to respond to the goal of less than four minutes 90% of the time. Commissioner Martin asked about road improvements being considered. Mr. Wright stated that was considered. Additionally, the County was paying for things that were needed in town as well through servicing some of the County area. If there was no protection outside of Morrisville, there may be some changes to what was needed. Commissioner Snyder stated that when Fire was compared to Police that before another police officer was hired in 2019, there were 16 firefighters hired during that period. Tony Chiotakis, Senior Director of Community Services stated that there was a difference in Police and Fire. This plan stretched over time to meet the need of today. There needed to be three engine companies and two aerials to reach an ISO rating of two. Police worked out in the field and their response was also considered. There were four new positions just filled in the Police Department. Commissioner Martin stated that when the level of service was considered were road improvements considered. Mr. Chiotakis stated current roads and road improvements were considered for response time. Safer travel may occur, but not necessarily decrease response time. The relocation of Fire Station One was an example of that. The need for Crabtree Crossing for safety and for traffic flow in town was the example of how that was considered.						
Board of Education Election Mode	Murry	9 APR 07	17 APR 08			

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On 7 APR 08 Commissioner Murry wrote, "I would like to see Morrisville take a position on the school board election issue. This issue should be briefed and the Town Board should give staff clear direction to create a resolution to be passed indicating the position. This should be done even if the position is that the Town Board should not have any say into how the School Board is elected. When members of the public create websites like: http://www.takeourschoolsback.org/ and ask for our input, I believe we should give it to them and not sit on the sidelines." On 8 APR 08 at the BOC Briefing the BOC directed that this request be added to the discussion schedule. (17 APR 08) Discussion centered around a number of BOE items, including At-Large BOE representation versus District representation, taxing authority, facility construction responsibility (county government versus school system), and the state-wide cap on charter schools. After much discussion the BOC called for a resolution supporting amending the cap on charter schools and providing the BOE its own taxing authority.						
Sidewalks	Lyons	15 APR 07	17 APR 08			
[14 MAY 07] Discussion as follows: *Commissioner Lyons* expressed concern with the policy the Town had in place regarding sidewalks placed in between residents' homes. *Commissioner Johnson* commented that the easement designed in her neighborhood was an example of how this type of thing could be a success. *Mr. Whitson* explained that with the situation in Wexford, the sidewalk was too close to those homes. Staff believed that the designer placed the sidewalk without making other adjustments, resulting in the sidewalks being too close to the structures. Now, the connectivity policy was in place, and was a sound policy. It did not address proximity of sidewalks to structures. We rely on good planning techniques to properly lay out the spacing. This particular site plan had an error that led staff to look at policy. *Commissioner Lyons* asked if the HOA could buy the easement. She stated that she wanted to clarify that our policy did not allow the sidewalk to be placed so closely to homes. *Mr. Whitson* commented that there was no policy dictating the placement of the sidewalk, only a policy encouraging connectivity. (17 APR 08) After board and staff discussion the staff is expected to incorporate clear requirements concerning sidewalks for future ordinance updates to be considered by the BOC.						
Pedestrian facilities such as sidewalks, crosswalks, street lights, greenway lighting	BOC	18 DEC 07	17 APR 08			

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Item added to schedule based on 18 DEC 07 public comment concerning a interest in having marked crosswalks in neighborhoods. (17 APR 08) Blake Mills, Public Works Director stated that on Morrisville Parkway there should be a crosswalk to the entrance of the park. Further down, at the school there was a crosswalk, but there was no refuge in the island. It was not well designed and it should be redesigned with a refuge in the median. There needed to be a crosswalk at the Community Center and a sidewalk from the road to the building to meet ADA requirements. Commissioner Martin stated that on Morrisville Parkway to the Community Center it was an accident waiting to happen. Mr. Mills stated that the issue was sight distance and even with the reduced speed limit, not everyone slowed down. People cross there today and there were no crosswalk signs Mr. Mills stated that the consultant was asked to design left-overs to prevent left turns out of the apartments or the Aquatics Center. Mr. Mills stated that the Transportation Planner was requiring a pedestrian zone to be painted at every development now. Commissioner Snyder stated that exiting Cedar Fork, there was a left turn and a right turn lane, but no straight arrow on either. Mayor Faulkner stated that the Police Department as doing a great job covering in front of Morrisville Elementary. Jerry Allen, Parks and Recreation Director stated that he was available for questions regarding greenways. The town was on schedule to bid on a portion of the greenway trail shortly that would connect from the trailhead, through town hall drive to downing glen, following parallel to Town Hall Drive to McCrimmon. Another issue was that there were questions brought up about lighting at the greenway along the Park West site as well. Part of the trail would currently be lit by the developer and part would not be. Another area was a portion of the greenway at Morrisville Community Park closest to the apartments up to the parking lot, but not the portion along the front of the park. More foot traffic was predicted in this area as development increased, such as the apartments and restaurants in the area. Commissioner Murry stated that usage after dark should not be encouraged and the Police Department thought that may be an issue. Mayor Faulkner stated that in Park West, as a mixed use development, it was a good location as well as the location at Morrisville Community Park. Mr. Allen stated that both sites had good electrical access and standard lighting fixtures could be used. There were solar lighting options, some with timers. There was a wide range of costs on that type of lighting. The funding would have to be located. Commissioner Stohlman stated that Park West developers should be consulted on this as they were going to have their own security and they may not want the potential increased usage. Mr. Allen stated that there was a storm retention pond and with folks walking, it may provide more security in that area for pedestrians. Mr. Chiotakis stated that staff would continue to review this issue and develop standards and criteria for this. Mr. Whitson stated that there were arguments from both sides on the closing times of parks. The parks were open to bad folks after dark when there were gates and no lighting. The parks should be open with police officers and lighting to reduce crimes and bad activity. There would not be much activity at night either way, but the goal was safety. Commissioner Murry stated that there may be some potential safety issues, but not all greenways should be lit. Staff understood that lighting of the Morrisville Community Park greenway would be appropriate considering the proximity to residential units and multiple accesses throughout the segment of greenway.						
Hotel/Motel Occupancy Tax Revenue	Carrow	19 SEP 07	~~17 APR 08~~	22 APR 08		

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BOC discussed at a board meeting that Wake County/Raleigh will eventually have surplus Occupancy Tax and Prepared Meals Tax revenue available for municipal applications. The BOC desires to discuss types of projects that might qualify for application. (22 APR 08) Julia Ketchum, Senior Director of Business Management stated that it was difficult to gather information. Former Commissioner Carrow was very helpful and provided a lot of information from Wake County and Durham County. Occupancy and Prepared Food and Beverage taxes are levied, according to State statues, to participating governmental agencies and jurisdictions for the purpose of promoting tourism in the County. The fund was created in 1992 with proceeds from 6% occupancy taxes. In 1993 the fund began collecting 1% prepared food and beverage taxes. Major projects have been funded in the past via inter-local agreements between the City of Raleigh and Wake County. These projects include the RBC Center, Exploris Museum and IMAX Theater, the Raleigh Convention Center renovation, Five County Stadium, BTI Performing Arts Center, SAS Soccer Complex, NC Museum of Natural Sciences, American Tobacco Trail Park. Ms. Ketchum stated that the ninth amendment to the inter-local agreement between the City of Raleigh and Wake County allocates 85% of funds not committed to other projects to the construction of the new convention center. The remaining 15% is currently being held in reserve for future projects. NC Art Museum $ 15,000,000 Cary Aquatics Center $ 10,000,000 NC Museum of Natural Sciences $ 6,000,000 NC Ballet $ 250,000 Falls Whitewater Park $ 150,000 RBC Center $ 26,000,000 Wake Forest and Apex (Performing Arts Center) have received funding for small projects. There are no funds are available for grants at this time but if the Town but Mr. Carrow, recommend a few directions for future allocations: Mayor & BOC engage in conversations with the Cary Mayor & Commissioners, Town of Cary has funds they are not utilizing and perhaps if it were a project that were increasing tourism in the Cary/Morrisville area they would be open to the discussion. Recommendation to participate in the intercity visits through the Cary Chamber of Commerce The Cary Mayor and Board of Commissioners attend and members of the Wake County. Commissioners and this could be an opportunity to discuss options. This year they were visiting Naperville, Illinois the number one ranked city in the nation in terms of places to live, May 2008. Mayors in the County need to work together to change the % that the Raleigh Convention Center receives through open dialogue to spread the money to benefit others within the County. When the funds were available the town must prove their project was worth funding, that it increased tourism from outside the county into Wake County and make a very detailed submission with specifications and cost estimates to Wake County. Morrisville had some advantages as they were the 2nd largest producer of these funds in the county and not ever received the funding before. It was important to remember that it was very difficult to receive this funding and in most cases it must be matched by local funding. Mayor Faulkner stated that a project needed to be lined up. Commissioner Murry stated that a Civil War park would be the right project. Commissioner Snyder stated improvements on the soccer fields may be a good project as they drew state and county wide games. Jerry Allen, Parks and Recreation Director stated that there would be limitations for that field because of the Crabtree Creek. He received funds for a complex with soccer fields and there was a precedent for getting funds for this. It was difficult to get the funds though that amounted to $330,000 dollars for a tournament quality facility. The other problem with the Cedar Fork Park was the irrigation, to get it to hold up to that tournament level. Mayor Pro-Tem Johnson asked what the next step was. Mr. Whitson stated that the Board could choose to move forward with this item and create a briefing sheet and proposed projects or to not move forward with this. Commissioner Snyder asked what Morrisville gained from the Raleigh Convention Center. Mr. Whitson stated that they may stay at our hotels, but there was no direct benefit to Morrisville. Board consensus was to move forward with a briefing sheet and a proposed list of projects.						
Home Improvement (Building Permit) Holiday	Murry	27 MAR 08	17 APR 08	22 APR 08		

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The Town of Apex did this and I'm sure Apex Town Manager Bruce Radford could provide you more information. I'd like to see the Town of Morrisville pursue this policy as well. -Tom Anaheim's Home Improvement Holiday Kick-off Set For March 1 City Council Approves Fee Waivers From March 1 to May 31, 2004 http://www.anaheim.net/administration/PIO/news.asp?id=349 ANAHEIM, CA - (February 17, 2004) - In an effort to increase homeowners' investment in their Anaheim neighborhoods and improve the overall aesthetics of the community, the Anaheim City Council approved an innovative and groundbreaking "Home Improvement Holiday" during its February 10 meeting. The Home Improvement Holiday will grant Anaheim residents making home improvements a fee waiver for City permits issued from March 1 to May 31. The program also will provide amnesty to residents who have made improvements without obtaining permits, allowing them to acquire the required permits free of charge. "The purpose of the Home Improvement Holiday is clear. We value our Anaheim residents and we want them to stay here," said Anaheim Mayor Curt Pringle, who announced the event during his State of the City address last month. "If you want to invest in your home, government fees and bureaucracy should not stand in the way of making your home into your dream home. But in both the short and long run, I am convinced that this policy will improve our neighborhoods and be a tremendous benefit to the City." The City's Planning Department will mark the event by establishing a Home Improvement Express Line with a host or hostess greeting customers and directing them to one of four stations to expedite the permit process. The intent is to minimize wait time for all participants. Most permits will be processed in no more than five days, many on an over-the-counter basis. The Planning staff also will provide technical assistance to those seeking permits under the amnesty program, which may include free site visits to the property, to help them determine the improvements necessary to satisfy the existing codes. The City of Anaheim will kick off the Home Improvement Holiday on Monday, March 1, 2004 at 10 a.m. on the first floor of City Hall East, 200 S. Anaheim Blvd., with a speech from Mayor Pringle. Home improvement workshops will be provided throughout the morning, courtesy of Home Depot and Ganahl Lumber. HIT Entertainment's popular children's character "Bob the Builder" will also make a special guest appearance. The first 100 residents to receive permits will also receive a copy of "The New Complete Do-It-Yourself Manual" courtesy of Reader's Digest, and a $5 gift card, courtesy of the Home Depot. For more information about Home Improvement Holiday or the Home Improvement Holiday kick-off event, please call (714) 765-5153 x0.Media Contact: Marty De Sollar 714.765.5092						

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(22 APR 08) *Forest Fleming, Inspections Director* stated that this program started in California. This was used in 2004 and was not reproduced. It was indicated that their information could be forwarded if the Board decided to move ahead with this item. The Town of Apex did this last year and it was indicated that this would not be done again. It was not a money maker, was time consuming and there were a few projects still open that they had not been able to close. *Mr. Whitson* stated that the Apex town manager indicated they probably would not do this again. *Mr. Fleming* stated that in California the time estimated for this project was doubled and staff had to be moved around to accommodate it. *Commissioner Murry* stated that about 113 people would take advantage. *Mr. Whitson* stated that it was a huge burden on staff with little savings for the residents considering the other fees involved. *Commissioner Murry* stated that the goal would be to get folks to get their homes up to town code without penalties to the homeowner. *Commissioner Stohlman* stated that it would still be more cost to them, because then they would have to bring whatever project it was up to code. *Commissioner Murry* stated that there was a recession and this would inject money into the economy. There was a 30% increase in permit fees in one year. *Mr. Chiotakis* stated that projection also included normal growth in the town. *Mr. Fleming* stated that the majority of those doing the work by themselves did not know they were supposed to get permits and sometimes they are lied to by general contractors, who claim to take care of the permits and they don't. Revenue would not offset the extra staff time. *Commissioner Murry* stated that the fees did not cover the inspectors. *Mr. Whitson* stated that a budget from that department was required to cover the costs of personnel. *Commissioner Lyons* asked about a cap on the amount of participants. *Commissioner Murry* suggested doing this over a two month period. It was obtuse to not try this program one time. This could include an education program of the proper process to improve their home and provide a chance for those that have done it already to get inspections completed without penalty. There were safety situations out there. *Mayor Faulkner* stated that folks may not take advantage for fear of an increase in taxes. There was an alternative innovative program that could be thought of that was not borrowed. *Mr. Fleming* stated that education was the key. If this was implemented that would help. The PEG Channel could help with that. *Commissioner Murry* stated that local stores and banks helped by offering discounts and packages in the Apex project. An education piece could be provided and there needed to be a financial incentive. *Mayor Pro-Tem Johnson* asked about potential fall-out if folks missed the holiday. *Mr. Fleming* stated that in California there were folks that showed up on the last day and it had to be continued for a few days after the initial program lasted for three months. *Mayor Pro-Tem Johnson* stated that folks that have done work illegally were not going to come clean until they needed to sell their house. Plus, there would be upset for folks that missed this event as well. The community outreach and education was incredibly important; but, not a holiday. *Commissioner Murry* stated that if education was completed, maybe they could get a 10% discount. *Mr. Whitson* stated that the Board approved a policy to double the fee for work that was discovered that was not permitted. It would take an act by the Board to change that. The doubling fee upon discovery could be eliminating. *Commissioner Stohlman* stated that it could be an amnesty program for folks that were discovered and not requiring double fees. *Commissioner Snyder* stated he agreed with education and amnesty. *Commissioner Stohlman* stated that it could be education and amnesty with the double fee, but still pay regular fee. If it took a couple of folks out of an unsafe situation, it may be worth it. *Mr. Fleming* stated that if an inspection was done, amnesty would get the inspector in, but if the work was not up to code then they would still have to pay to bring projects up to code. A basic fee on the policy that homeowners that come in to get inspections on work already completed could pay regular fees could be implemented, but not for contractors. *Commissioner Stohlman* stated that part of the education process could be with Homeowners Associations						