

**Board of Commissioners Working List of Discussion Items**

Topic	Sponsor	Date Added to List	1 <sup>st</sup> Discussion	2 <sup>nd</sup> Discussion	3 <sup>rd</sup> Discussion	4 <sup>th</sup> Discussion
<b>Fast Track Development Project Review</b>	Snyder	16 JAN 07	18 OCT 07	15 JUL 08	15 JAN 09	8 SEP 09
<p>(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. (15 JUL 08) DDS presented explanation of the current processes and how the directorate is changing some aspects of the process to achieve improvement. It was agreed that in benchmarking Morrisville's development review and approval processes that jurisdictions such as Raleigh, Durham, and Cary are not appropriate for comparison. <u>However, the Board expressed interest in comparing the Town's review procedures with those of other more comparable jurisdictions, such as Apex, Holly Springs, Wake Forest, and Garner; staff will prepare a report and present it to the Town Council this fall.</u> The staff continues to work on recommended revisions to the ordinances permitting more authority for administrative review and approval, thus reducing the time for minor and non-controversial projects to be approved. <a href="#">[Delay continued discussion to 15 JAN 09 due to Tim Gauss not being available in OCT 08]</a></p>						
<b>Town Council Voting at all meetings of the Town Council</b>	Murry	14 OCT 08	21 OCT 08	25 AUG 09		
<p>Council Member Murry desires to discuss routinely voting on agenda items at all meetings of the Town Council versus having extended consideration periods related to current briefing/business meeting cycle.</p>						
<b>Fast Food Outlets vs Formal Dining Experience</b>	Snyder Martin	14 JUL 09	27 OCT 09			
<p>During briefing of the KFC/Taco Bell at Bethany Village rezoning request CM Martin asked staff what can be done to get more formal dining restaurants in Morrisville versus continuing to consider and approve additional "Fast Food" establishments. Staff responded that the town does not recruit businesses but that town's do recruit via their economic development function which in Morrisville is provided by the Morrisville Chamber of Commerce by contract with the Town.</p>						
<b>Agenda Setting of Community Interest Administrative Report Topics</b>	Snyder	20 AUG 09	24 NOV 09			
<p>What I'd like to see, while folks like Jim Dolan are still there (he's told me he will probably attend for public comments), is that rather than wait until whatever late hour for staff to provide Admin updates/comments, we have Keith provide the update immediately after Jim makes comments. If Jim is not there to make comments, then we can wait until the end. I know this approach is out of the norm, but I think it's a customer service we can provide to better our process.</p> <p>For Council consideration: when we have "like" situations in the future, I'd like to see us discuss adopting a policy along these lines. Please put on the agenda.</p>						

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<b>ITEMS BELOW: BOC DISCUSSION COMPLETED - REMOVED FROM THE LIST WITH NEXT PUBLICATION</b>						
<b>Newsletter articles – discuss purpose and continued use</b>	Murry	18 DEC 07	21 OCT 08	22 JUL 09 email		
<p>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. <b>(21 OCT 08)</b> TC discussed with PIO matters concerning MC deadlines and lead times. The primary objective is to get information out to citizens in a timely fashion using the appropriate communication tool from the town’s communications tool kit. <i>Ms. Galloway</i> stated that she was trying to get information out in other ways as well. However, the Connection was the only guarantee. There were residents that did not use the internet, so staff could not count on the electronic means alone. She was going to try to stay in tune with what the Council thought was important issues for the newsletter. The vendor would be talked with as well to try to shorten the time frame and first class mail could be considered on an occasional basis. <i>Council Member Snyder</i> asked for an update in a couple of months on how it was proceeding. <b>(22 JUL 09)</b> In reviewing the minutes of the newsletter discussion during your October 2008 work session, I picked up on four topics for follow-up. In an effort to save additional presentation time in your Business Session next week, I submit the following information:</p> <p><b>Time Frame to Publish:</b> Council’s work session discussion was reiterated to the current vendor. They have done a great job getting our newsletter out in the time expected. We have had three items that needed to be “rushed” in the last 6 months, which they have responded to quickly and without complaint. We have not had a problem with late publication or delivery.</p> <p><b>Schedule of Annually Published Items:</b> See attached document.</p> <p><b>Flexibility for Council to Submit Items:</b> Council’s submittal of topics for articles are encouraged, and will be considered based on appropriate content and space limitations.</p> <p><b>Council Knowledge of Deadlines:</b> I generally send the completed newsletter to our publisher on the 21<sup>st</sup> of each month. Staff is required to submit articles or topics to me by the 14<sup>th</sup> of each month. Occasionally, we will hold the issue for items that are pending the Council’s vote (i.e. Budget adoption in late June).</p> <p>My goal is to get the issue out by the first week of the month. Most of the time, it arrives earlier. The Morrisville Connection is not the generally the source of “late breaking” news, but we intend for it to be as current and relevant as possible. We are fortunate to have many other electronic resources to get pressing information out quickly.</p> <p>I hope you find this email to be sufficient to close out this work session topic.</p> <p><i>Stacie Galloway</i> Public Information Officer</p>						

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