



**Town of Davidson
Board of Commissioners Regular Meeting
Town Hall & Community Center Council Chamber – 251 South Street
Tuesday, January 28, 2025 at 6:00 PM**

I. CALL TO ORDER

II. ANNOUNCEMENTS

- a. 2025 American Council of Engineering Companies Excellence "Grand Award" in the Category of Transportation to the Town of Davidson and Kimley-Horn for the Griffith Street Roundabouts Pedestrian Hybrid Beacons (HAWK Signals).**

III. CHANGES / ADOPTION OF THE AGENDA

IV. PUBLIC COMMENT - The Board shall provide at least one period for public comment per month at a regular meeting.

Prior to the start of the public comment period, persons wishing to address the Board of Commissioners will register on a sign-up sheet stationed by the meeting room door.

V. PUBLIC HEARING

a. Design Review Board Ordinance Text Amendments

Presenter: Lindsay Laird, Senior Planner

Summary: Over the past few months, staff researched best practices for Design Review Board (DRB) and Historic Preservation Commission (HPC) procedures in communities across the state. Based on that research and legal guidance, we have determined that the DRB should no longer be quasi-judicial. This requires updates to the Davidson Planning Ordinance and bylaws. Making these changes to DRB processes helps to differentiate the two overlapping boards and prepare both for the training/reset planned for 2025.

Action/Proposed Motion: This item is for public hearing and discussion only.

b. Proposed Voluntary Contiguous Annexation of 19227 Shearer Road

Presenter: Jamie Justice, Town Manager

Summary: The public will take notice that the Town of Davidson has called a public hearing at 6:00 p.m. on Tuesday, January 28, 2025 on the question of annexing the following described territories, requested by petition filed pursuant to

North Carolina General Statutes 160A-31, as amended:

Property of Davidson's Edge, LLC, 19227 Shearer Road (Parcel 00724112)
Davidson, NC 28036 containing 1.017 acres.

The public hearing is required by general statute when the governing board is considering an annexation into the town limits. The public hearing was advertised in the Charlotte Observer on January 16, 2025.

Action/Proposed Motion: This item is a public hearing and for discussion only.

c. Proposed Voluntary Contiguous Annexation of a Portion of Catawba Avenue/State Road 2197

Presenter: Jamie Justice, Town Manager

Summary: The public will take notice that the Town of Davidson has called a public hearing at 6:00 p.m. on Tuesday, January 28, 2025 on the question of annexing the following described territories, requested by petition filed pursuant to North Carolina General Statutes 160A-31, as amended:

The Town of Davidson Board of Commissioners would like to assume control of the Portion of Catawba Avenue/State Road 2197 – +2.126 Acres/+92,623 Square Feet, from the NCDOT Secondary Road System.

The public hearing is required by general statute when the governing board is considering an annexation into the town limits. The public hearing was advertised in the Charlotte Observer on January 16, 2025.

Action/Proposed Motion: This item is a public hearing and for discussion only.

VI. CONSENT

Consent items are typically non-controversial and routine items. Prior to the board's adoption of the meeting agenda, the request of any member to have an item moved from the consent agenda to old business must be honored by the board. All items on the consent agenda must be voted on and adopted by a single motion.

a. Consider Approval of Draft December Meeting Minutes

Summary: Draft Meeting Minutes from the December 10, 2024 meeting.

b. Consider Approval of the Amended Affordable Housing and Equity Board Bylaws

Summary: What does this Town Board action entail?

The Town Board, in consultation with staff liaisons, has determined that 12 members shall be appointed to each advisory board the Town appoints. The existing Affordable Housing & Equity Board bylaws state 13 members shall be appointed to the Affordable Housing & Equity Board. As such, this amendment to the bylaws changes the appointment number from 13 to 12 members and eliminates one vacancy in doing so.

The present structure of the Affordable Housing & Equity Board was approved by the Town Board of Commissioners in November of 2020. The current bylaws state ex-officios may be added or removed by a vote of the current appointed Affordable Housing & Equity Board. As no other advisory board has ex-officios, and their role is unclear, these amended bylaws remove ex-officios, which is the sole authority of the Town Board.

How do we leverage the expertise of ex-officios if not in the advisory board space?

Davidson (and the region) are embedded with a breadth of expertise and experience in the affordable housing space. There is no current mechanism to capture this expertise (other than the AHEB). As such, staff is recommending the establishment of the North Mecklenburg Housing Innovation Lab (HIL). A "housing innovation lab" is a group focused specifically on housing issues, analyzing data, developing policy proposals, ideating and innovating, and providing expert insights to policymakers and stakeholders aimed at improving housing affordability, access, and quality across different communities; essentially, it's a group dedicated to generating ideas and solutions to address housing challenges through research, analysis, ideation, and action.

The HIL would bring together experts from academia, non-profits, the development community, and other entities with the capability to research and propose innovative housing solutions. The ex-officios from the former AHEB structure would be included in this group.

c. Consider Approval of Resolution 2025-03 Authorizing the Conveyance of 412 Catawba Avenue to an Income-Qualified Buyer

Summary: The Town approved a change to the affordable housing plan for Parkside Commons to allow the town to purchase the 8 units and sell them to qualified buyers. 412 Catawba is the third of the eight units to be sold.

d. Consider Approval of BA 2025-18 - Davidson Community Foundation Grant for Affordable Housing

Summary: The Town received a grant from the Davidson Community Foundation to fund \$50,000 per unit for 8 units at the Parkside Commons development project. This funding allows the Town to offer these units under the Affordable Housing program. BA 2025-18 recognizes \$200,000 of this donation to be used to purchase 4 units which will be completed in FY25 (before June 30, 2025). This will bring the total units to 6. The remaining 2 units are scheduled for completion in FY26.

e. Consider Approval of a Cybersecurity Grant

Summary: The Town has been awarded a Cybersecurity grant for \$94,444. The grant will fund cybersecurity activities to improve the security of Town electronic assets. The Board is asked to consider approval of the agreement and authorize the Town Manager and Finance Director to execute the contract and implement the programs as indicated in the grant agreement.

VII. BUSINESS ITEMS

a. Consider Approval of the Community Navigator Demonstration Program

Presenter: Alexander Cahill, Affordable Housing & Equity Director

Summary: The item was discussed at the January 14, 2025, Town Board meeting. Since that meeting, the following changes have been made based on community and Town Board feedback:

- Additional reporting metrics and measures have been added to Exhibit 2 in the Service Contract with Legacy on the Westside.
- Additional reporting metrics were added to the last slide of the presentation.

The Community Navigator Demonstration Program coordinates efforts of outreach, resource coordination, problem solving, intervention, advocacy, community building, and increasing the visibility of Town, County, State, Federal, and Non-profit services within the broader community.

In this role, the non-profit administering the program will be at the forefront of direct support and intervention, working to empower community members on their journey towards safety, stability, and independence. By conducting comprehensive assessments, listening to community members, building relationships, and identifying issues preemptively, the program navigator(s) will identify the unique strengths and needs of each household and make appropriate referrals to address social, environmental, medical, housing, and health challenges. This role seeks to address Social Determinants and Drivers of Health through community advocacy and resource alignment.

What are the social determinants/drivers of health (SDOH)?

SDOH are the conditions in the environment where people are born, live, work, play, worship, and age that affect a wide range of social, physical, and mental health, functioning, and quality of life outcomes and risks. The categories of SDOH this role can touch, but are not limited, is:

Economic Stability

Education Access and Quality

Healthcare Access and Quality

Neighborhood and Built Environment

Social and Community Context

Food Security and Access

What is the evolution of this?

In the budget process, the Town Board approved \$20,000 for a potential program or position, with the request that any proposal come back before the Board. The \$20,000 was previously encumbered by the Town Board for this program through the budget process. Town staff have met with stakeholders to iterate, scope out, and edit the final program requirements. This includes the implementation of a

compliance process to monitor the effectiveness of this demonstration program through qualitative data and impacts.

Who are the partners in this work?

Legacy on the Westside will demonstrate the Community Navigator Program. They will utilize their expertise, lived experience, relationships, and informal networks to aide community members and households in navigating resources and removing barriers to programmatic participation.

Trane has agreed to match the Town's contribution of \$20,000 with a match of \$20,000. Trane's contribution will be paid directly to Legacy on the Westside. This brings the initial funding for this demonstration program to \$40,000 to help support infrastructure development, resource allocation, and non-profit staff time.

What role will Town staff play?

Town staff will administer a contract for services with a non-profit organization to provide this service starting as a demonstration program. Town staff will meet monthly to provide direct support to the navigators, help build formal relationships, expand knowledge of existing and upcoming resources, and work through pinchpoints created from local government and institutional barriers. Town staff will leverage existing relationships and bring into contact with the navigator program.

How does this align with the Town's goals?

This program aligns with Town goals around equity, engagement, sustainability, and operational excellence.

Action/Proposed Motion: Motion to approve the Community Navigator Demonstration program.

b. MEDIC Response Configuration Update

Presenter: Ryan Monteith, Fire Chief

Summary: MEDIC (Mecklenburg EMS Agency) developed a new response configuration in early 2023. The Response Configuration was developed with the intent of preserving EMS resources for higher acuity EMS calls. The fire department has been collecting internal data to determine if the Response Configuration is having a negative effect on Davidson Fire Department resources. The fire chief will provide the Board of Commissioners an update on the Response Configuration, fire department specific data, and updates provided by MEDIC leadership in October 2024.

Action/Proposed Motion: This item is for discussion only.

c. Consider Adoption of Ordinance 2025-01 Extend the Corporate Limits of the Town of Davidson to Include 19227 Shearer Road

Presenter: Jamie Justice, Town Manager

Summary: The board of commissioners has been petitioned to extend the corporate limits of the Town of Davidson to include 19227 Shearer Road, Parcel 00724112,

located in Davidson, NC 28036 containing 1.017 acres.

If approved, the described territory and its citizens and property shall be subject to all debts, laws, ordinances, and regulations in force in the Town of Davidson and shall be entitled to the same privileges and benefits as other parts of the Town of Davidson.

Action/Proposed Motion: Motion to adopt Ordinance 2025-01 Extend the Corporate Limits of the Town of Davidson to Include 19227 Shearer Road.

d. Consider Adoption of Ordinance 2025-02 Extend the Corporate Limits of the Town of Davidson to Include a Portion of Catawba Avenue/State Road 2197

Presenter: Jamie Justice, Town Manager

Summary: Because this portion of Catawba Avenue/State Road 2197 is currently located in the Extra-Territorial Jurisdiction (ETJ), the Town of Davidson Board of Commissioners would like to assume control of the +2.126 Acres/+92,623 Square Feet, from the NCDOT Secondary Road System.

Action/Proposed Motion: Motion to adopt Ordinance 2025-02 Extend the Corporate Limits of the Town of Davidson to Include a Portion of Catawba Avenue/State Road 2197

VIII. SUMMARIZE MEETING ACTION ITEMS

Town Manager will summarize items where the board has requested action items for the staff.

IX. ADJOURN