Town of Davidson
Board of Commissioners Regular Meeting
Town Hall & Community Center Council Chamber – 251 South Street
Tuesday, December 9, 2025 at 6:00 PM

I. CALL TO ORDER

II. ANNOUNCEMENTS

III. CHANGES / ADOPTION OF THE AGENDA

IV. PRESENTATIONS

a. **2025 Davidson Main Street Grant Program Awards**
Presenter: Kim Fleming, Economic Development Director
Summary: The Town Board allocated $15,000 in this year's budget to fund the Davidson Main Street Grant Program to further their goals of Economic Development and Historic Preservation. This year's recipients are Davidson Provision Company ($5,000), Whit's ($4,000), Masala Mastee ($3,000), Main Street Books ($2,000), and Sincerely Tea ($1,000).

b. **Davidson Fire Department Insurance Services Office (ISO) Rating Update**
Presenter: Ryan Monteith, Fire Chief
Summary: Fire Department ISO (Insurance Services Office) inspections are evaluations of a community's fire protection capabilities, resulting in a Public Protection Classification (PPC) score from 1 to 10. These inspections assess emergency communications, the fire department itself (including staffing, equipment, and training), the public water supply, and community risk reduction efforts. The PPC score helps insurance companies set premiums and assists fire departments in measuring and improving their services.

The Davidson Fire Department completed a re-rating inspection in April 2025. Davie Summey with the North Carolina Office of State Fire Marshal (OSFM) will provide an update to the recent ISO inspection for the Davidson Fire Department.

c. **Recognition of Outgoing Advisory Board Chair**
Presenter: Rusty Knox, Mayor
Summary: The Davidson Board of Commissioners will recognize and thank the outgoing Planning Board Chair Shawn Copeland.

V. 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.

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 November Meeting Minutes**
Summary: Draft Meeting Minutes from the November 18 meeting.

b. **Consider Approval of the Bus Stop Easement Agreement with the City of Charlotte**
Summary: As part of the Better Bus initiative, the Charlotte Area Transit System (CATS) is upgrading more than 2,000 bus stops to meet ADA standards. The City of Charlotte is requesting a permanent shelter easement on Town of Davidson property located at 145 W. Walnut Street, for the purpose of installing, constructing, and maintaining a public transportation passenger shelter on Gamble Street across from the Ada Jenkins Center to replace and improve the bus stop in that location. This is in support of the Town of Davidson Strategic Plan priority strategy to work with CATS to improve local and regional transit services and accelerate construction of transit stop amenities.

c. **Consider Approval of Design-Build Contract for the McEver Baseball Field Renewable Energy Rooftop Solar and Solar Field Lighting Installation Project**
Summary: The Town applied for and received an Energy Efficiency and Conservation Block Grant (EECBG) for the McEver Baseball Field Renewable Energy Rooftop Solar and Solar Field Lighting Installation Project. The Board is asked to consider approval of the contract with Renu Energy Solutions, LLC to conduct work as part of the grant project. The project must be completed by December 31, 2026.

d. **Consider Approval of Design-Build Contract for the Fire Station 2 Rooftop Solar and Battery Project**
Summary: The Town applied for and received an Energy Efficiency and Conservation Block Grant (EECBG) for the Fire Station #2 Rooftop Solar and Battery Project. The Board is asked to consider approval of the contract with Renu Energy Solutions, LLC to conduct work as part of the grant project. The project must be completed by December 31, 2026.

e. **Consider Adoption of Ordinance 2025-14 Amendments to the Municipal Code of Ordinances**
Summary: The Town of Davidson is governed by local ordinances in its municipal code. Staff recommends revising its Municipal Code of Ordinances governing the

following to better align with North Carolina General Statutes and the Town's Strategic Plan: Discharging Firearms, Noise, Solicitation & Peddling, Golf Carts and Utility Vehicles. This item was previously discussed at the November 18 meeting. An update was made to the Discharging Firearms Ordinance since the last meeting to reflect Commissioner feedback. The Board is asked to consider adoption of Ordinance 2025-14 Amendments to the Municipal Code of Ordinances.

f. **Consider Approval of the Affordable Housing Funding Request Guidelines**
Summary: To ensure fairness, transparency, and alignment with existing Town plans and policies, the Town of Davidson will utilize a consistent framework to evaluate all affordable housing funding requests. The following considerations will guide the Town Board in prioritizing projects that advance established community goals: affordability level, project location, financial leverage, and alignment with Town plans and policies including but not limited to (Strategic Plan, Mission Statement, Vision, and Core Values, Comprehensive Plan, Affordable Housing Needs Assessment, the Davidson Planning Ordinance). This item was previously discussed at the November 18 meeting and minor wording changes related to terms and conditions and specifically calling out maintenance as a part of property management were made. The Board is asked to consider approval of the Affordable Housing Funding Request Guidelines.

VII. BUSINESS ITEMS

a. **2025 Annual Accomplishments**
Presenter: Austin Nantz, Assistant Town Manager
Summary: Each year, the Town of Davidson prepares an Annual Accomplishments Report to provide the Town Board and community with a clear, transparent summary of the work completed across all departments. This document highlights the Town's major achievements from the past calendar year, demonstrating progress on the priorities outlined in the 2024–2025 Strategic Plan.
Developed collaboratively by the Town Manager, Assistant Town Manager, and Town staff, the report showcases key projects, operational improvements, community initiatives, and service enhancements. Together, these accomplishments reflect our ongoing commitment to delivering high-quality, responsive services that support the well-being of residents and the vitality of our community.
This overview is intended to help frame the year's progress, celebrate the work of our dedicated staff, and provide the Town Board with a clear picture of how strategic goals are being implemented across the organization.
Action/Proposed Motion: This item is for discussion only.

VIII. RECOGNITION OF OUTGOING COMMISSIONER

a. **Commissioner Ted Stauffer**

IX. RECESS

X. CALL TO ORDER

XI. OATH OF OFFICE

a. **Mayor Rusty Knox**
Commissioner Ryan Fay
Commissioner Steve Justus
Commissioner Tracy Mattison Brandon
Commissioner Autumn Rierson Michael
Commissioner Connie Wessner

XII. BUSINESS ITEMS

a. **Consider Approval of Amended Rules of Procedure**
Presenter: Jamie Justice, Town Manager
Summary: Staff has reviewed the Rules of Procedure for updates and the Board is asked to approve amendments to the Town of Davidson Rules of Procedure Part IV. The changes address: Rule 8. (c) Selection of Mayor Pro Tempore, Part XI and Rule 39. (a) (1) Mayoral Appointments and (2) Board Appointments.
Action/Proposed Motion: Motion to approve the Rules of Procedure as amended.

b. **Consider Approval of Mayor Pro Tem**
Presenter: Rusty Knox, Mayor
Summary: The Board of Commissioners shall select among its members the Mayor Pro Tem to preside over board meetings in the mayor's absence, with all the powers specified as the presiding officer. The Mayor Pro Tem is chosen by a vote of the Commissioners.
Action/Proposed Motion: Motion to approve Commissioner________ as Mayor Pro Tem.

c. **Consider Approval of the 2026 Town Board Meeting Schedule**
Presenter: Jamie Justice, Town Manager
Summary: Attached to the agenda is the draft 2026 Town Board Meeting schedule with meetings on the 2nd and 4th Tuesday of the month and the 2026 Strategic Planning Retreat, February 11 - February 13.
Action/Proposed Motion: Motion to adopt the 2026 Town Board Meeting Schedule.

d. **Announcement of Mayoral Appointments**
Presenter: Rusty Knox, Mayor
Summary: The following outside agency boards and committees have a representative appointed by the mayor:

- Centralina Regional Council
- Charlotte Regional Transportation Planning Organization
- CMS Community Capital and Bond Committee
- Lake Norman Chamber
- Lake Norman Transportation Commission

- Metropolitan Transit Commission
- Visit Lake Norman

The following town committees have representatives appointed by the mayor:

- Advisory Board Nominating Committee
- Jack Burney Community Service Award
- Town and College Committee
- Town Manager Employment Agreement

XIII. ADJOURN