



Incorporated 1927

# Town of Lake Lure

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## **MINUTES OF THE WORKSHOP MEETING OF THE LAKE LURE TOWN COUNCIL HELD TUESDAY, DECEMBER 2, 1997, 3:00 P.M. AT THE LAKE LURE MUNICIPAL CENTER**

**PRESENT:** Mayor Jack Powell  
Commissioner Carolyn Cobb  
Commissioner Beth Rose  
Commissioner Gene Sheffield  
Commissioner Jack Stanier

John R. Strutner, Town Manager

**ABSENT:** N/A

### **CALL TO ORDER**

Mayor Powell called the Special Workshop meeting to order at 3:00 p.m.

### **INVOCATION**

Town Manager Strutner gave the invocation.

### **AGENDA**

Commissioner Cobb moved, seconded by Commissioner Rose, to add an agenda item requesting to waive the boat permit fee/length restriction for two rowing teams (University of Virginia and the U. S. Coast Guard Academy). The vote of approval was unanimous.

Mayor Powell submitted a planning document of the Lake Lure Town Council including the following agenda items to be discussed:

#### **Strategic Planning:**

1. Mayor should work with Town Manager and Council to develop approach;
2. Strongly consider a professional facilitator;

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- 3. Appoint a Strategic Planning Committee and give them charge and direction;**
- 4. Identify community leaders and get them to participate in the brainstorming and planning process; and**
- 5. Initiate process by December 16, 1997 with appointment of committee;**

**Governing Body - Council Meetings:**

- 1. What is cutoff time for agenda items for Council meetings;**
- 2. How is the agenda determined and consensus items;**
- 3. Review distribution procedures;**
- 4. Consider Town Council meetings in Fairfield and survey residents for effect;**
- 5. Consider opening Council room partitions for all meetings; and**
- 6. What is the best day for meetings?**

**Governing Body - Committees:**

- 1. Review purpose, makeup and effectiveness of all committees;**
- 2. Review policy and procedures re: recruitment, qualifications, appointment and terms of committee members. Consider adopting exceptions to or removing term limitations;**
- 3. Develop an annual written statement of specific goals and assignments for each committee;**
- 4. Consider having committee chairs report to Council at a regular scheduled meeting periodically;**
- 5. Consider whether it is in best interest of Town to have Council liaisons attend committee meetings. Does their presence stifle initiatives and discussion;**
- 6. Consider need for new committees. (Water/Sewer Advisory Committee);**
- 7. Review and improve application form for boards and committees. Include current and prior occupation;**

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- 8. Review process for appointing (voting on) committee members; and**
- 9. Publicize board and committee vacancies and requested applications.**

**Newsletter:**

- 1. Review policy regarding content and production. What does Council and Citizens want the newsletter to be?**

<b>REQUEST TO WAIVE BOAT PERMIT FEE/LENGTH RESTRICTION</b>
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After discussion, Commissioner Cobb moved, seconded by Commissioner Rose, to approve the request to waive the boat permit fee/length restriction for two rowing teams (University of Virginia and the U. S. Coast Guard Academy) for the period commencing March 7, 1998 through March 14, 1997. Also, asked Town Manager Strutner to write a letter stipulating to the two institutions that this approval to use the lake does not guarantee that the lake level will be at a specific elevation on March 7. The vote of approval was unanimous.

<b>STRATEGIC PLANNING</b>
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Mayor Powell recommended that Council members consider establishing a Strategic Planning Steering Committee. He discussed the goals and objectives of creating this type of committee.

Town Manager Strutner presented Town Council with a draft copy of a charge to Strategic Planning Committee that he had prepared for their review. (Copy attached).

Commissioner Sheffield said that he would agree to establish a Strategic Planning Steering Committee with the stipulation that a cap amount be made.

After discussion, Commissioner Rose moved, seconded by Commissioner Cobb, to establish a Strategic Planning Steering Committee and to transfer \$5,000 from the reserve contingency line to a separate line item for the Strategic Planning Steering Committee. The vote of approval was unanimous.

Mayor Powell requested Council members to advise him as to potential candidates to be considered for the Strategic Planning Steering Committee.

**GOVERNING BODY - COMMITTEES**

Council members discussed the pros/cons of term limitations.

Mayor Powell stated that he would prefer that the annual committee reports be given at the spring Town Council meeting rather than the annual appreciation dinner.

It was the consensus of Town Council to continue having Council liaisons attend committee meetings. Commissioner Sheffield agreed to find out if committees found it beneficial to have a Council liaison or did it stifle initiatives and discussion. Sheffield said that he would report back on this issue.

Mayor Powell recommended that Council consider adopting policy requirements regarding committee member absenteeism.



Town Manager Strutner said that he was not in favor of forming the Water/Sewer Advisory Committee and that he had mixed feelings.

It was the consensus of Town Council to form a Water/Sewer Advisory Committee consisting of 1 to 3 members; asked the Town Manager to draft a resolution outlining the charges/duties of this committee; and place these items on the December 16th Town meeting agenda for consideration.

**RECESS SPECIAL WORKSHOP MEETING**

With no further items of discussion, Commissioner Sheffield moved, seconded by Commissioner Rose, to recess the Special Workshop meeting at 5:10 p.m. until Friday, December 5, 1:30 p.m., at the Lake Lure Municipal Center Council meeting room. The vote of approval was unanimous.

ATTEST:

  
  
Mary A. Flack, CMC/AEE  
Town Clerk

  
Mayor Jack Powell