

Minutes
Mooresville Board of Commissioners
Fall Retreat
November 15, 2010
The Charles Mack Citizen Center

Present: Mayor Chris Montgomery. Commissioners Chris Carney, Rhett Dusenbury, Mitch Abraham, Miles Atkins, Mac Herring, Thurman Houston and Town Manager Steve Husemann.

Also Present: Steve Gambill, Town Attorney; Erskine Smith, Assistant Town Manager; Maia Setzer, Director of Administration and Finance; Janet Pope, Town Clerk; Wes Greene, Fire Chief; Carl Robbins, Police Chief; Lisa Hammond, Risk Manager; Tim Brown, Planning Director; John Vest, Public Services Director; Keli Greer, Human Resource Director; Jeff Brotherton, IT Supervisor; Wanda McKenzie, Recreation Director; John Finan, Public Works Director.

Mayor Montgomery opened the meeting at 3:05 p.m.

1. NCDOT Agreement – Magnolia Street-Fieldstone Road Sidewalk Project

Consider a Supplemental Project Agreement with NCDOT for the Magnolia Street-Fieldstone Road Sidewalk Project. On March 1, 2010 the Board approved an NCDOT agreement for the Town to be reimbursed 80% of the construction costs up to \$639,193 and the Town's match would be \$159,798. The Federal Energy Independence and Security Act of 2007 has been extended to allow 100% Federal funding for CMAQ Projects authorized prior to the end of 2010.

Action: A motion by Mr. Dusenbury, seconded by Mr. Herring, to approve the Supplemental Project Agreement with NCDOT for the Magnolia Street-Fieldstone Road Sidewalk Project for 100% Federal funding was unanimously approved. (attachment)

2. Closed Session – G.S. 143-318.11

Property Acquisition – G.S. 143-318.11(a)(5)
Gymco LLC – 210 Talbert Pointe Drive

Action: A motion by Mr. Herring, seconded by Mr. Abraham, to go into closed session to discuss property acquisition was unanimously approved.

3. The Board returned to open session.

Action: A motion by Mr. Carney, seconded by Mr. Abraham, to continue the closed session to later in the meeting was unanimously approved.

4. County Assessor's Office

Steve Ervin and Chip Parks presented information on the 2011 county wide reappraisal. North Carolina General Statute 105-286 requires that all properties reflect 100% market value as of January 1 of the effective reappraisal year. Real property is reappraised every four years. The Iredell County Tax Assessor will reappraise approximately 93,000 parcels.

Minutes
Board of Commissioners Fall Retreat
November 15, 2010

5. Ethics Moment

Mr. Husemann presented examples of ethic situations and how they affect the perception of elected officials.

6. Checks and Balances – Maia Setzer

Mrs. Setzer explained the Town's checks and balances as it applies to the expenditure of funds and collection of revenue.

- Department identifies need and enters requisition noting price quotes
- Purchasing reviews price quotes and specifications
- Purchase order is issued to vendor with lowest responsible, responsive bid
- Vendor supplies item; department verifies item is received and is quality requested/bid
- Invoice is mailed to Finance Department by vendor; department codes invoice and electronically marks Purchase Order received
- Finance Department reviews the invoice and enters information for payment
- Checks are electronically signed and numbered as they are printed
- Invoices and checks are matched/reviewed/mailed by someone outside the Finance Department
- Revenue: Staff accepts payment and marks invoice paid.
- A different staff member balances invoices against deposit; bank deposit is made with paperwork delivered to Finance Department.
- Finance monitors bank transactions and balance, credit card deposits, etc. versus paperwork
- Finance contacts department for any discrepancies
- Bank statements are balanced monthly

7. Stormwater Utility Requirements – John Vest, Ryan Rase

The Town of Mooresville will be in the Stormwater Business in the near future. Phase II Communities have six core responsibilities:

- Public education and outreach on stormwater impacts
- Public involvement and participation
- Illicit discharge detection and elimination
- Construction site stormwater runoff control
- Post-construction stormwater management in new development and redevelopment
- Pollution prevention/good housekeeping for municipal operations

The core responsibilities translate into new real costs to the Town. The 49 existing utilities in North Carolina have all funded their systems using one of three methods.

- Special purpose tax sometimes referred to as the "rain tax"
- Stormwater management/utility fee as allowed by General Statute
- Allocation out of General Fund Budget

8. What is Our Current Status – Maia Setzer

Mrs. Setzer presented a year-to-date budget report for FY 2011. We did finish FY 10 in good standing. We had budgeted to lose money but actually earned money. Approximately \$3.5 million was put into Fund Balance. First quarter performance measures, local option sales and use taxes and assessed valuations and tax levies for the Town were also reviewed.

Minutes
Board of Commissioners Fall Retreat
November 15, 2010

9. Employee Wellness Program – Lisa Hammond, Keli Greer

Employers want to protect their employees and their families. Healthy people equals a healthy organization. There is a cost to healthy and unhealthy employees. Direct costs include medical costs, worker's compensation and health care costs. Indirect costs include lost productivity, employee and citizen dissatisfaction and worker replacement.

- 87.5% of health care claim costs are due to an individual's lifestyle

Aggressive Approach – Health assessments, biometric screenings, personalized reports to employees, employee provided resources and aggregate data to develop two to three wellness programs.

Personal Approach – One-on-one health coaching by RN, in person or via telephone, personalized to each employee's situation, motivation and accountability and confidentiality.

Aggressive – Management driven based on individual and organizational data, incentives for participation, disincentives for lack of participation, population specific and fully integrated, encourages healthy lifestyles and partnership with employees.

There is no one "right" calculation. A measure of success would be a decrease in worker's compensation claims, decrease in health insurance claims and a decrease in absenteeism.

10. Town Logo – Tim Brown

The 2008 Mooresville Comprehensive Economic Development Strategy by Angelou Economics and the 2010 Lake Norman Area ULI study suggested a logo that communicates the Mooresville region's unique assets and attributes that appeal to a wide audience. The logo incorporated the unified use of the "M" with other civic logos, referenced the motorsports industry and the connection to Lake Norman. Graphic references visually connect the logo to the Town and region's most marketable attributes, Lake Norman and the motorsports industry. Other design elements include location and historical references.

11. CMCC Changes – Stephanie Crisco

The Charles Mack Citizen Center revenues increased by 4.5% in 2009/2010 compared to the previous year. Those revenues were only \$175,963 so we are still looking at a subsidy in the \$450,000 range. The facility is only about 27% sufficient. Efforts will continue to lessen the gap but the facility was never designed to make money. It was designed to be a place for people and the community to have events. Much of the subsidy is due to free utilities, maintenance and manpower to support the Senior Center. The South Iredell Senior Center is 12,384 square feet. It comprises 20% of the Citizen Center. Minus Citizen Center personnel expenses, the Senior Center accounts for \$51,485 of the Citizen Center budget plus maintenance labor.

12. Golf Course Changes – Erskine Smith

Two fulltime staff positions have been eliminated at the Golf Course Snack Shop. They will be replaced with four part-time staff at a savings of approximately \$65,000. The Golf Director will assume all administrative duties. He will monitor operational procedures, develop programming and marketing on a weekly basis, schedule personnel and coordinate First Tee activities and operations. He will maintain current activities with established Senior and Ladies existing programs. A dollar amount for maintenance costs will be

**Minutes
Board of Commissioners Fall Retreat
November 15, 2010**

assigned to the golf course. With the results of a study done by Brian Barnett, the goal of all courses surveyed to increase revenues have been done through Capital Improvements. Staff needs the tools to generate additional revenues and continue growth. A goal has been established, objectives have been submitted and this will set the golf course back in a corrective direction.

13. Recycling – Steve Husemann

The Town's objective is to create a comprehensive, easy to use, low cost recycling program for the Town. To provide recycling on a once per two week basis to 6,400 households would cost \$36 per year. Residents would be asked to submit the \$36 as a non-refundable fee. This would be paid in advance on an annual basis to minimize administrative costs. The Town would provide a 96 yard toter. Recycling would be collected just as trash is now but by a different truck. The Board would like for the Town to receive bids on recycling before making a decision.

14. Closed Session – G.S. 143-318.11

**Property Acquisition – G.S. 143-318.11(a)(5)
Gymco LLC – 210 Talbert Pointe Drive**

Action: A motion by Mr. Abraham, seconded by Mr. Carney, to go into closed session to discuss property acquisition was unanimously approved.

15. The Board returned to open session.

Action: A motion by Mr. Atkins, seconded by Mr. Herring, to adjourn the meeting was unanimously approved.

The Board retreat adjourned at 10:17 p.m.

Janet Pope
Town Clerk

Chris Montgomery
Mayor