

MINUTES OF THE RETREAT MEETING OF THE LAKE LURE TOWN COUNCIL HELD SATURDAY, FEBRUARY 23, 2008 (RECESSED FROM FEBRUARY 22, 2008), 8:55 A.M., HOUSE LOCATED AT 366 OCEAN ISLE BEACH, NORTH CAROLINA

PRESENT: Mayor Jim Proctor
Commissioner Wayne Hyatt
Commissioner Russ Pitts
Commissioner Jeanine Noble
Commissioner Linda Turner

Steve Wheeler, Town Manager

ABSENT: N/A

Call to Order

Mayor Proctor reconvened the recessed meeting from February 22, 2008 back to order at 8:55 a.m.

Facilitator Dr. Gary V. Cooper recorded the minutes in the absence of the town clerk.

Discussion Regarding Short-Term/Long-Term Goals and Objectives for the Town of Lake Lure

Facilitator Dr. Gary V. Cooper and Council members held discussion regarding plan/ordinance change recommendations (from committees and boards) including the following:

1. What's been done to date?
 - a. Fire chiefs expressed interest in moving from volunteer to paid response force
2. What needs to be done?
 - a. Investigate feasibility
 - b. If not paid, increase volunteer force (will require recruiting)
3. Impact, value, and urgency
 - a. Maintain certification
 - b. Significant budget impact
4. Who are the key players?
 - a. Staff
 - b. All fire chiefs
5. What should be the town's next steps?
 - a. Schedule workshop to discuss

Facilitator Dr. Gary V. Cooper and Council members held discussion relating to knowledge/document management (contract/minutes) including the following:

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1. What's been done to date?
 - a. Existing filing system does not allow for easy access to specific items
2. What needs to be done?
 - a. Need to develop systematic method of filing contracts/minutes
 - b. Have town clerk go through existing files and sort by category
 - c. Transfer key/sorted files to database using knowledge management software
3. Impact, value, and urgency
 - a. Improved efficiency
 - b. Will be able to locate data in timely manner
4. Who are the key players?
 - a. Town Clerk
 - b. Town Manager
5. What should be the town's next steps?
 - a. Town Manager and Town Clerk will discuss

Facilitator Dr. Gary V. Cooper and Council members held discussion pertaining to resort/vacation rentals including the following:

1. What's been done to date?
 - a. Formation of stakeholder committee
 - b. Gather expert information . . . reviewing issues and developing options
2. What needs to be done?
 - a. Need to better relay what's been one to community
 - b. Solicit community comments
 - c. Workshop with representatives from all key players to draft policy
3. Impact, value, and urgency
 - a. Empower committee to accomplish their task (knowing that they have board support)
4. Who are the key players?
 - a. Town Council
 - b. Stakeholder Committee
 - c. Zoning/Planning Board
5. What should be the town's next steps?
 - a. Provide update at future council meeting

Facilitator Dr. Gary V. Cooper and Council members held discussion pertaining to resort/vacation rentals including the following:

1. What's been done to date?
 - a. Informal meeting with county commissioner
2. What needs to be done?

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- a. Conduct financial analysis/study
 - b. Partner with county, and cap property taxes (i.e., net annual increase amount)
 - c. APFO and impact fees must be in place
3. Impact, value, and urgency
- a. Better reward Lake Lure residents
 - b. Improve budgeting procedures
 - c. Will be long road to action
4. Who are the key players?
- a. County Commissioners
 - b. Town Council
 - c. North Carolina League of Municipalities
5. What should be the town's next steps?
- a. Explore options, and talk more
 - b. Talk with both county and North Carolina League of Municipalities

Facilitator Dr. Gary V. Cooper and Council members held discussion of the various issues and challenges. Council members identified the potential fiscal year in which they would address each issue and challenge as follows in the prioritization matrix. The intent of the prioritization was to look at the overall picture but also allow for opportunistic movement of specific issues/challenges, as needed.

Fiscal Year 2008-2009	Fiscal Year 2009-2010	Fiscal Year 2010-Beyond	Issue/Challenge
X			Budget hearing schedule
X			Communication with community/constituents regarding town issues
X			Engineering firms
X			Knowledge/document management (contracts/minutes)
X			Resort/vacation rentals
X			Route 9 projects
X			Sewer valve project
X			Take-home car policy/fuel
	X		Community center project
	X		Comprehensive plan implementation
	X		Plan/ordinance change recommendations (from committees/boards)

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	X		Taxation
	X		Town dam
	X		Town hall expansion/ABC store property
		X	Fire department services

ADJOURN THE MEETING

With no further items of discussion, Council members agreed to adjourn this meeting at 12:00 noon.

ATTEST:



Mary A. Flacy, MMC
Town Clerk

Mayor Jim Proctor