

**TOWN OF ELON
BOARD OF ALDERMEN
AGENDA SESSION
April 3, 2017**

CALL TO ORDER

The Town of Elon Board of Aldermen Agenda Session was convened on April 3, 2017 at 6:00 p.m. in the Elon Municipal Building located at 104 S. Williamson Avenue. Mayor Jerry Tolley presided. Aldermen present included Mayor Pro Tem Ron Klepcyk, Aldermen Davis Montgomery, John Peterson, Steve Buff, and Mark Greene.

Staff present included Town Manager Richard White, Town Clerk DiAnne Enoch, Town Planner Sean Tencer, Downtown Development Administrator Kathleen Patterson, Police Chief Cliff Parker, and Tax Collector Michele Tyndall.

Others present were Tara Willey, Madeline Tringale, Franceska Kalrasinski; Elon University Senior Vice President **for Business, Finance, and Technology** Gerald Whittington; Piedmont Triad Regional Council, Piedmont Triad Regional Council, Regional Planner II, Kelly Larkins, *Times News* reporter Bill Cresenzo, and *The Alamance News* reporter Ashley Ramey.

MOTION TO APPROVE BY REFERENCE THE ITEMS LISTED WITHIN THE CONSENT AGENDA.

A. Minutes:

1. March 6, 2017; Agenda Session
2. March 14, 2017; Regular Meeting

B. Proclamations:

1. Alcohol Awareness Month – April 2017

Mayor Tolley made reference that there would be students present at the meeting next week to present this proclamation. He stated that this item would remain on the regular agenda.

2. Walk At Lunch Day – Thursday, April 27

3. National Day of Prayer – Thursday, May 4

4. Municipal Clerks Week, May 7 – 13

5. National Police Officers Week, May 15 – May 21

6. National Public Works Week, May 21 – May 27

Mayor Tolley stated that the minutes would remain on the Consent Agenda. He asked that for at next week's meeting proclamations be moved to the regular agenda to acknowledge each one individually.

PRESENTATION(S)

Gerald Whittington, Senior Vice President of Business, Finance and Technology, Elon University – 2016 Campus Masterplan Update

Mayor Tolley recognized Mr. Whittington who gave an overview of the 2016 Campus Master Plan for Elon University. He shared that he was presenting an extract of a larger presentation and would hit high points that would be of interest to the Town. Mr. Whittington expressed that the 2016 Campus Master Plan is a long-range plan that will extend from 2016 - 2030 plus. He stated that what they are able to do will be based on their ability to finance everything. Mr. Whittington shared that the campus had grown in students since 1980 from 2,200 students to 6,630 students in 2016. He stated that in a ten-year span, the University has grown about 100 students a year.

B. Kelly Larkins, Regional Planner II, Piedmont Triad Regional Council - Bicycle, Pedestrian, and Lighting Plan Update

Mr. White introduced Kelly Larkins who worked with the steering committee to update the Bicycle, Pedestrian, and Lighting Plan. Mr. Larkins informed the Board that this was an update to the Town of Elon 2008 Bicycle, Pedestrian, and Lighting Plan. He reported that they had conducted a survey in the community to determine the town's needs as it pertains to lighting and transportation. Mr. Larkins commented that from both hard copies and online, there were 109 survey respondents. He further stated that from the survey they found that creating a walking and bicycle friendly community was very important. Mr. Larkins shared goals that the Town could work toward. He commented that the plan could be reevaluated every few years. He said it should be looked at as an active plan. Mr. Larkins stated that what could be instrumental would be to establish a bicycle and pedestrian advisory committee. Mr. White asked Mr. Larkins to expound on the criteria used to rank the top projects. Mr. White stated that projects that are close to each other are grouped together with the idea that larger projects can be completed. He further stated that the final report was being edited and would be placed on the town's website for review and comments. Mr. White informed the Board would be requested to adopt the plan at the May meeting.

PUBLIC COMMENTS

Mayor Tolley asked if there were any public comments. There were none.

NEW BUSINESS

A. Ten Year Tax Release

Each year, the Board of Aldermen is requested to release property taxes that have been delinquent for ten years. On April 12, 2016, the Board of Aldermen authorized the release of 36 accounts which totaled \$3,142.28. The attached list contains 22 accounts. The total amount including interest is \$1,272.99. These accounts are uncollectable.

The request is that the Mayor and Board of Aldermen authorize the release of property taxes that have been delinquent for ten years since 2006. Mayor Tolley asked that this item be placed on the consent agenda for next week's meeting.

B. 2016 Ad Valorem Tax Advertisement

As provided for in the North Carolina General Statute, Section 105-369, the Mayor and Board of Aldermen are requested to authorize the Tax Collector to advertise the tax liens on real property one time in a local newspaper once between March 1 through June 30. After receiving authorization to advertise the tax liens, the Tax Collector will send a notice to the record owner of each affected parcel of property as determined as of the date the taxes became delinquent. The notice must state the principal amount of unpaid taxes that are a lien on the parcel to be advertised and inform the owner that the name of the record owner as of the date the taxes became delinquent will appear in a newspaper advertisement if the taxes are not paid before the publication date. The total taxes owed as of the date of this report is \$ 12,887.84. Last year, the total amount noted in the April 28, 2016 advertisement was \$ 10,100.60. As of April 3, 2017, the collection rate is 99.1 %. The request is that Mayor and Board of Aldermen authorize the Tax Collector to advertise the tax liens on real property one time in a local newspaper. Mayor Tolley asked that this item be placed on the consent agenda for next week's meeting.

C. Annual Financial Audit Contract

Each year, the Local Government Commission (LGC) requires municipalities to have an approved contract for the required audit of financial statements. Stout, Stuart, McGowen & King, LLP has audited the town's financial statements since the fiscal year that ended June 30, 2003. The contract will cover the audit for the fiscal year beginning July 1, 2016 and ending June 30, 2017. The contract must be approved by the LGC before it is valid.

The cost of the audit is \$13,275. The cost to prepare the financial statements is \$4,725. The contract price is increasing by \$500 (three percent). The price had been \$17,500 since June 30, 2008. It is anticipated that the audit will begin on June 1, 2017 and a report issued by the end of October. Mayor and Board of Aldermen approve the contract for Stout, Stuart, McGowen & King, LLP to conduct the annual financial audit for the fiscal period beginning July 1, 2016 and ending June 30, 2017 and authorize the Mayor and Finance Officer to sign the contract. (contract attached) Mayor Tolley asked that this item be placed on the consent agenda.

D. Petition for Annexation – Walker Road

Mayor Tolley acknowledged the petition for annexation. Mr. Tencer displayed the map to point out the location of the proposed property for annexation. He reported that the property is zoned currently as Suburban Residential and the request is to rezone it Public Institutional.

RESOLUTION(S) AND ORDINANCE(S)

A. Health In All Policies

Mr. White reminded the Board about the Alamance Wellness Collaborative that Anne Meletzke and Marcy Green presented to them in December. He stated that the request is that the Town would adopt a resolution to consider the impact of health in the community when making policy decisions for the town. Mr. White commented that this also relates to the "Walk at Lunch" proclamation that the Board adopted earlier. He further shared that on April 27th, the Town of Elon would be featured at the Alamance Health Summit which the participants will be invited to Elon to walk in the downtown and have lunch. Mayor Tolley asked that this remain on the regular agenda for next week.

REPORTS

Town Manager Report

Mr. White reminded the Board of the retreat on next Wednesday at 8:00am the Koury Business Center.

Mr. White also reminded the Board of the Downtown Visioning Forum on April 18 from 5:30pm to 7:30pm at the Elon Community Church.

ADJOURNMENT

With no further business, Mayor Tolley asked for a motion to adjourn. Alderman Montgomery made the motion and it was seconded by Mayor Pro Tem Klepcyk. The motion carried 5 – 0. Mayor Tolley declared the meeting adjourned at 7:10 pm. Adopted this the 9th day of May, 2017.

Mayor

Attest

Town Clerk