

Agenda

Retreat Session -- Town of North Wilkesboro Board of Commissioners

March 6, 2020

Meeting Date: March 6, 2020

Location: Morganton Community House

Time: 9:00 a.m. – 4:00 p.m.

Meeting Objective: To discuss and prioritize Board's strategic objectives and related action items

Meeting Participants:

Town of North Wilkesboro Board of Commissioners:

Robert Johnson, Mayor

Andrew Palmer, Commissioner/Mayor Pro-Tem

Angela Day, Commissioner

Bert Hall, Commissioner

Debbie Ferguson, Commissioner

Michael Parsons, Commissioner

Town Management and Staff:

Wilson Hooper, Town Manager

Debra Pearson, Town Clerk

Other Town Staff Members

Discussion Facilitators:

Perry James, Municipal Operations Consultant, North Carolina League of Municipalities

Bob Scott, Municipal Operations Consultant, North Carolina League of Municipalities

9:00 – 9:30 Introduction by Morganton Mayor Ronnie Thompson
Opening Remarks – Town Manager
Introductions
Review of Agenda

9:30 – 10:30 Review of Initial Priority Policies Identified by Board

- Review of Policies by Strategic Focus Area
- Discussion and Final Consensus of "Top 10" List

[Factors in development of priority list: Community importance; ability to be successful in achieving; budgetary implications; timing sensitivity; diversity of strategic areas affected]

Desired Result: Top 10 Policy List Supported by Board

10:30 – 10:45 Break

10:45 – 12:00 Other Potential Strategic Focus Areas and Objectives

- Review of other potential Strategic Areas
- Discussion and prioritization of Action Items
- Consensus on Action Items desired to be added to Top 10 Policy List

[Factors in Selection of Other Strategic Initiatives: Validity of items as part of Town Vision; Other factors noted above]

Desired Result: A revised Top "X" List to include other strategic action items

Noon – 1:00 Lunch Break

1:00 – 2:30 Develop Performance Measurements for Action Items

- Identify appropriate performance measures for each action item on Revised Priority List

[Criteria for performance measures: Specific; measurable; attainable; describes what success looks like; time based]

Desired Result: Identification of relevant performance criteria for each strategic action item

2:30 – 2:45 Break

2:45 – 3:45 Review/Discuss Budget Implications of Action Items

- For each Action Item, feedback from Manager/Staff on budget impacts
- Discussion and direction from Board on how to deal with budget implications

Desired Result: Management receives input and direction on budget implications.

3:45 – 4:00 Concluding Remarks and Next Steps:

1. League to provide report of results of retreat session
2. Town Manager to develop and report to Board plans for implementation
 - a. Recommended time lines for achieving action items
 - b. Proposed budget requirements for FY 20-21 Budget
 - c. Assigned Staff Members for action items
 - d. Plans to regularly report progress to Board

Final Board and Management Comments

4:00 Adjournment

Ranked in popularity: (*denotes already in progress)

Points to discuss:

- Downtown- Strengthen appearance and streetscaping
- Public Safety

Five Votes:

- Partner with the private sector to develop the Block 46 and areas surrounding the historic downtown.
- Continue to work with property owners to revitalize downtown buildings.
- Enforce the adopted Minimum Housing Standards in all residential neighborhoods. *
- Support a minimum housing program in areas of town containing deteriorated and dilapidated dwellings. *

Four Votes:

- Work with the Wilkes EDC, Chamber of Commerce, & Downtown North Wilkesboro Partnership to ensure that businesses & entrepreneurs are aware of the resources that are offered in our community. *
- Maintain a strong relationship with the Wilkes EDC, Wilkes Chamber of Commerce, Town of Wilkesboro, County of Wilkes, High Country Council of Governments, and North Carolina Department of Commerce. *
- Implement the housing study throughout the town limits.

Three Votes:

- Work with businesses and the Wilkes EDC to forecast facility “buildout” and alternatives for facility growth or relocation.
- Utilize efficient and effective maintenance methods to improve the public spaces within downtown.
- Continue cooperation with North Wilkesboro Housing Authority. *
- Develop Capital Improvement Plan (CIP) for water and sewer system development.
- Create and enhance greenway linkages and access to regional park facilities as a centralized greenway system.
- Continue to replace substandard or failing water lines, sewer lines and supporting facilities.

Two Votes:

- Work closely with new & existing businesses to guide them through zoning and permitting processes. *
- Work with RPO to insure adequate transportation projects are included into the TIP for movement of goods, services, and customers.
- Promote infill development on vacant land.
- Consolidate development regulations into a Unified Development Ordinance (UDO).
- Encourage the use of existing buildings and sites within current town limits.
- Institute a building reuse/rehab grant for downtown buildings. *
- Develop and implement streetscape plan for pedestrian uses.
- Implement the Downtown Masterplan (2010) and the Community Livability Action Plan (2014).
- Continue to inventory existing water and sewer transmission systems for needed modifications and repairs. *
- Establish primary raw water intake ~~from W. Kerr Scott Reservoir~~ through collaboration with the County and Town of Wilkesboro.
- Update map and GIS database of water, sewer, and stormwater systems. *
- Inventory existing bicycle and pedestrian facilities for needed modifications and repairs.
- Prioritize sidewalk and multi-purpose path construction and repair as part of capital improvement programming.
- Encourage private sector to fill recreation needs that the town identifies cannot be provided publicly.
- Provide a Capital Improvement Program to guide the provision for park and recreation facilities.
- Cooperate with private sector entities to provide a variety of recreational opportunities.
- Encourage an annual evaluation to assess parks and recreation needs of the community.
- Connect significant historical areas with greenways and pedestrian facilities.

One Vote:

- Identify and nurture non-traditional, but growing employment sectors.
- Offer FREE zoning & sign permits to all applicants.
- Identify and appropriately zone areas deemed necessary for larger businesses to thrive.
- Provide water and sewer services to areas identified as being high growth areas.
- Allow for more mixing of uses.
- Allow for more conditional and special use districts
- Rezone commercial properties that have residential homes and zero (0) commercial development potential to appropriate district.
- Analyze current non-conforming land uses
- Encourage building reuse by district.
- Support development of NCDOT Project R-4744, Industrial Park Connector.
- Continue to implement corridor overlay districts with design standards for Highways 421B, 268, 115, and 18 entering town.
- Work with the County to improve the entrances to town.
- Incorporate festival and park-type uses in the downtown.
- Incorporate Yadkin Valley Heritage Corridor designs into Neighborhood district, Town property, & historic downtown signage.
- Require the use of fences, berms, walls, or landscaped materials to provide a buffer between all residential uses and adjoining non-residential uses, when practical.*
- Maintain clean, walkable, and safe streets in all neighborhoods.
- Annex "doughnut hole" areas inside town limits.
- Encourage Fiscally Responsible Utility Extensions, Expansions and Servicing
- Implement higher density/mixed use zoning codes.
- Identify and annex water and/or sewer customers who are being serviced by Town utilities, yet are not in town where practical.*
- Adopt a policy and standards for the extension of water and sewer services into the Town's Extraterritorial Jurisdiction.
- Identify areas for the extension of water and sewer services into the Town's Extraterritorial Jurisdiction.
- Monitor sewer system efficiency to ensure against infiltration and inflow problems.
- Require Stormwater control systems be provided for development depending on scale and impact of use.
- Collaborate with the County and NCDOT in the implementation of the 2017 Wilkes County CTP.
- Encourage developers to use established traffic calming designs to control automobile movement through residential areas.

One Vote (Continued):

- Incorporate regionally-adopted long-range transportation plans into the Town's Transportation Plan.
- Coordinate with NCDOT to upgrade pedestrian facilities as a part of NCDOT road projects.
- Convert the Southern Railway right of way to a centralized greenway and park.
- Encourage mixed use commercial development in watershed.
- Establish a Historic Preservation Commission.
- Promote the use of incentives to ensure historic preservation.
- The Town shall actively pursue grants and other funds to further historic preservation programs.
- Real estate of town owned properties (real estate policy) prioritize a real estate plan*