

**TOWN OF DALLAS  
MINUTES FOR BOARD OF ALDERMEN MEETING  
WORK SESSION  
NOVEMBER 27, 2018  
5:00 PM**

The following elected officials were present: Mayor Coleman, Alderman Huggins, Alderman Withers, Alderman Cearley, Alderwoman Morrow, and Alderwoman Thomas.

The following staff members were present: Maria Stroupe, Town Manager; Da'Sha Leach, Town Clerk; Bill Trudnak, Public Works Director; Tiffany Faro, Development Services Director and Steven Aloisa, Recreation Director. Steve Lambert, Fire Chief; Jonathan Newton, Finance Director; Doug Huffman, Electric Director; Tom Hunn, Town Attorney and Allen Scott, Police Chief were absent.

Mayor Coleman called the meeting to order at 5:00 pm. He opened with the Pledge of Allegiance to the Flag.

Mayor Coleman asked if there were any additions or deletions to the agenda. Alderman Cearley made a motion to approve the agenda, seconded by Alderman Huggins, and carried unanimously.

**New Business:**

**Item 3A** was a discussion for a Picnic Shelter Rental Policy. The Town does not currently have a policy for renting the shelters at Jagers Park and Cloninger Park. With the increasing number of requests for exclusive use for parties and gatherings, the Recreation Director Steve Aloisa proposed a policy to the Board. He compared policies in use by surrounding municipalities. The Board discussed the policy rates, times, and other components of the proposal. Mr. Aloisa will complete more research on the questions and concerns from the Board and this item will be discussed at the January 22, 2019 Work Session.

**Item 3C** was a discussion on a Small Cell Wireless Ordinance. In July 2017, the NC General Assembly adopted legislation (HB 310) establishing standards for the regulation of small cell wireless facilities. Since that time, local governments have been developing ordinances to be in compliance with this legislation. The Town currently does not have a policy in place to address this and may need to consider adopting an ordinance. The Board discussed this item and decided to discuss further at the January 22, 2019 Work Session.

**Item 3B** was a discussion on a Civil Emergency Ordinance. During the incidents of hurricane related weather this fall, it was discovered that the Town does not have an ordinance outlining procedures during a civil emergency. The absence of such an ordinance hampers Dallas' ability to declare a state of emergency, outline any restrictions that may need to be put in place, and could jeopardize the receipt of FEMA funds. The Board members were given the G.S. §166A-19.22, outlining declarations of states of emergency and samples of civil emergency ordinances from other local municipalities. There was discussion on who could be a point of contact for the program as well as other items. This item will be discussed in further detail at the January 22, 2019 Work Session.

**Item 3D** was a discussion on Town Signage. On October 23<sup>rd</sup>, 2018 Work Session, the Board decided to move forward with Visual Inception Design to create Town Signage in Dallas. The company sent back two renderings on the signage to be placed on 321. The renderings were pictures with the dimensions listed, one vertical sign example and the other one was horizontal sign example. It was the Board consensus to move forward the process with a vertical sign for further renderings.

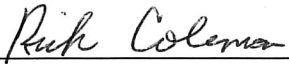
**Item 3E** was a discussion on Roots Salon TOP TIER Grant Application. At the March 12, 2018 Board of Aldermen meeting, a moratorium was placed on the TOP TIER program. This was done in order to review the statutory parameters of the program, as well as to incorporate the development of a new program in with the planned work by the NC Department of Commerce's Rural Planning Center. Ms. Charlotte Jenkins was allowed to turn in an application on the renovation of Roots Salon to be reviewed, as she was in the process of changing the business in that location when the moratorium was enacted. Ms. Jenkins was aware that the program was being reviewed for statutory compliance and that segments of the application may not be eligible for reimbursement. Upon review of the application, the Review Committee recommends that a grant be made for the new signage for \$3,400. This expense was paid by the tenant, so the reimbursement would be paid to the tenant. The owner Ms. Jenkins has signed off for the tenant to receive the reimbursement. This item will be on the Consent Agenda for December 11<sup>th</sup>, 2018 Regular Meeting.

The Review Committee also met to review an application for Dale Blythe under the new program. They approved a grant in the amount of \$3425, 50% of his total expenditures based on the required qualifications.

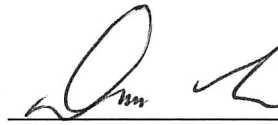
**Manager's Report and General Notices:**

The Town Manager gave the Board information on project updates and upcoming events in Town.

Alderwoman Morrow made a motion to adjourn, seconded by Alderman Cearley, and carried unanimously. **(6:08)**



Rick Coleman, Mayor



Da'Sha Leach, Town Clerk

