



New Council Member Orientation

I. Welcome and Manager Overview – Ron Smith

- a. City Administration Overview
- b. Agendas and Timeline
- c. City Council Responsibility
 - i. Chain of Command
 - ii. Board/Manager Relations
 - iii. Strategic Plan
- d. Travel Policy

II. City Attorney – Leah Messick

- a. Open Meetings Law
 - i. Minutes, Ordinances, Resolutions, and Proclamations
- b. Closed Session
- c. Public Records and Public Records Requests
- d. Advisory Board and Council's Role
- e. Roberts Rules of Order
- f. Quasi-Judicial v. Legislative Decisions
- g. Conflict Rules

III. Economic Development – Jenn Bosser

IV. City Departments Overview

- a. Finance – Gina Lawrence
 - i. Budget Process
- b. Human Resources – Stacey Everette
- c. Information Technology – Vinnie Francica
- d. Planning Department – Erika Martin
 - i. Planning Basics
- e. Engineering Department – Matt Hubert

V. Facility Tours

- a. Police Department – Chief David Onley
- b. Fire Department – Chief Glenn Kurfees
- c. Statesville Public Power – Cody Leis
- d. Public Works – Steve Bridges
- e. Public Utilities – Bill Vaughan
 - i. Sewer Capacity
- f. Recreation and Parks – Richard Griggs
- g. Statesville Regional Airport – John Ferguson