

**MAYOR**  
Michael L. Alvarez

**MAYOR PRO TEM**  
David Cohn



**TOWN COUNCIL**  
Gordon B. Daniels  
David W. Drehs  
Christopher M. King  
Gary M. Savoie

**Indian Trail Town Council Meeting**  
**May 26, 2015**  
**Civic Building**  
**6:30 p.m.**

1. **CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE**
2. **ADDITIONS AND DELETIONS** **action**
3. **MOTION TO APPROVE AGENDA**
4. **PRESENTATIONS**
  - a. Presentation on Proposal for Construction of a Community Garden
5. **PUBLIC COMMENTS**
6. **LAW ENFORCEMENT UPDATE**
8. **CONSENT AGENDA** **action**
  - a. Approval of May 12th, 2015 draft minutes
  - b. Approval of Budget Amendments
  - c. Approval of Community Garden Project
9. **PUBLIC HEARINGS** **action**

*– Please adhere to the following guidelines:*

  - *Proceed to the podium, and state your name and address clearly;*
  - *Be concise; avoid repetition; limit comments to three (3) minutes or less;*
  - *Designate a spokesperson for large groups*
  - a. Fiscal Year 2015/2016 Budget
10. **BUSINESS ITEMS**

11. DISCUSSION ITEMS

12. MANAGERS REPORT

13. COUNCIL COMMENTS

14. CLOSED SESSION

action

15. ADJOURN

action

To speak concerning an item on the Agenda, please print your name and address on the sign up sheet on the table prior to the meeting. Each speaker will be limited to 3 minutes.

**AS A COURTESY, PLEASE TURN CELL PHONES OFF WHILE MEETING IS IN PROGRESS**

*The Town of Indian Trail is committed to providing all citizens with the opportunity to participate fully in the public meeting process. Any person with a disability who needs an auxiliary aid or service in order to participate in this meeting may contact the Town Clerk at least 48 hours prior to the meeting. The e-mail address is [townclerk@admin.indiantrail.org](mailto:townclerk@admin.indiantrail.org); the phone number is 704-821-5401*



Town of Indian Trail  
Minutes of Town Council  
May 12, 2015  
Civic Building  
6:30 P.M.

The following members of the governing body were present:

Mayor: Michael L. Alvarez

Council Members: David Cohn, Gordon B. Daniels, David W. Drehs, and Gary Savoie

Absent: Christopher King

Staff Members: Town Manager Joe Fivas, Town Attorney Keith Merritt, Planning Director Rox Burhans, Director of Community & Economic Development Kelly Barnhardt, and Communications Coordinator Lindsey Edmonds

**CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Alvarez called the meeting to order and led the Pledge of Allegiance.

**ADDITIONS AND DELETIONS**

*None*

**MOTION TO APPROVE AGENDA**

Gary Savoie made a motion to approve the agenda.

Council voted unanimously in favor of the motion.

**PRESENTATIONS**

a. Police Week Proclamation

Mayor Alvarez read the Police Week Proclamation. He asked all in attendance to observe a moment of silence in honor of all law enforcement officers who have lost their lives in the line of duty.

b. Donate Life Proclamation

Mayor Alvarez read the Donate Life Proclamation.

**PUBLIC COMMENTS**

Shirley Howe, 6205 Clearwater Drive, Indian Trail, NC, asked the Council to allow citizens to vote on the question of building a new Town Hall. She added that she is glad to see the Town Manager and Finance Director have signed each of the budget amendment requests. She also added that she is glad to see Peggy Piontek present and noted that the Town of Weddington is fortunate to have her.

Gary Woolnough, 1002 Horton Ridge Court, Indian Trail, NC, expressed support for building a new Town Hall.

Gail Furr, 1002 Horton Ridge Court, Indian Trail, NC, expressed support for building a new Town Hall.

Angela Adams, 7533 Sparkleberry Drive, Indian Trail, NC, thanked the Town Manager for allowing her to decorate the downtown area for National Police Week. She noted that her father-in-law was killed in the line of duty. She expressed her appreciation for the Police Week Proclamation and said she hopes it will become a permanent recognition each year.

**LAW ENFORCEMENT UPDATE**

Lieutenant Coble thanked Mrs. Adams for her support of Police Week. He informed the Council that Sergeant Jeff Green's name will be added to the National Law Enforcement Officers Memorial in Washington, D.C. He presented the department's statistics for the month of April. He also reported that Deputies participated in an exercise for the Strategic National Stockpile plan and hope to establish a distribution site in western Union County. The department will add a second part-time staff member to its front office. Deputy Jim Knox retired on April 30. Lieutenant Coble recounted a motor vehicle chase that occurred on Monday morning, beginning in Indian Trail, ending in Charlotte, and resulting in two arrests. He added that for budget purposes, the department needs to provide Union County with a letter from the Council expressing its intent to expand the department.

**CONSENT AGENDA**

- a. Approval of April 14, 2015 draft minutes
- b. Approval of Month End Tax Report April 2015

- c. Approval of Budget Amendments
- d. Approval of Amendment to the Crooked Creek Park Capital Project Ordinance
- e. Approval of Alley, Williams, Carmen & King Agreement and the related Capital Project Ordinance
- f. Approval of Department of Public Works purchase of Mini Asphalt Paver
- g. Approval of Auditors based on RFP process

Gary M. Savoie made a motion to approve the Consent Agenda.

Council voted unanimously in favor of the motion.

### PUBLIC HEARINGS

#### a. Budget Presentation and Public Hearing for Fiscal Year 2015/2016 Budget

Mr. Fivas provided an overview of the budget process. He explained that Union County's tax revaluation increased and decreased property values in Indian Trail, but he is not recommending a tax increase. He outlined infrastructure improvement projects. He noted that a new Town Hall and municipal complex can be funded without a projected tax increase.

Mr. Savoie suggested looking at the number communities that raised their tax rates after property values decreased through revaluation. He commended Mr. Fivas and staff on the interest that the town brings in increasing residential and commercial growth.

Mr. Drehs inquired if staff will look at older communities without homeowners associations and determine what is needed to keep those areas livable.

Mr. Fivas stated that the nuisance ordinance is outdated and needs to be fixed.

Mr. Daniels inquired why the municipal complex was included in the budget even though the Council has not voted on the matter yet.

Mr. Fivas noted that in order to receive a loan from the Local Government Commission to fund the complex, the Town must show that it has the capacity to repay the loan.

Mr. Cohn asked if the Town has started using the capital reserve fund for other projects besides the parks. He also asked if it is possible to complete the parks for \$2.5 million. He expressed concern about beginning construction on the new Town Hall project before completing the new parks and acquiring too much debt as a result.

Mr. Fivas explained that the Council adopted the Capital Reserve/Debt Reduction ordinance approving the use of the capital reserve fund for anything considered a capital project. He added that the Town will leverage funds from partnerships and grants to build the parks. Development will occur in multiple phases.

Mr. Daniels noted that it would be prudent to rent the parks out to generate revenue if the parks are functional.

Mr. Drehs stated that it is possible to work on Chestnut Parkway, the parks, the new municipal complex and still have enough revenue to handle the \$10 million bond to widen the Monroe Bypass.

Mr. Savoie inquired if the two deputies included in the budget will be in place in 2016.

M. Fivas responded that the deputies will begin in January 2016.

Mr. Drehs inquired if it would be possible to have the two new deputies onboard by October.

Mayor Alvarez opened the Public Hearing.

Roger Fish, 11001 Magna Lane, read his comments from the Fiscal Year 2009-2010 budget public hearing. He noted that all of the suggestions he made at that meeting have been incorporated into the budget process, including making a budget summary available on the web and in local libraries.

Mayor Alvarez closed the Public Hearing.

#### **BUSINESS ITEMS**

*None*

#### **DISCUSSION ITEMS**

*None*

#### **MANAGERS REPORT**

Mr. Fivas reported that the Town will hold its next movie night on May 29. He congratulated the Council for winning the Region of Excellence Award from Centralina Council of Governments for the Carolina Courts project. He thanked Lindsey Edmonds and Kelly Barnhardt for preparing the award application. He also thanked Rox Burhans for his work on the budget.

Gordon Daniels inquired if there are agenda items for the Council's May 26 meeting.

Mr. Fivas stated that he is not aware of any items at this time.

#### **COUNCIL COMMENTS**

Mr. Cohn had no comments.

Mr. Savoie thanked staff for their work on preparing the budget. He also thanked Kelly Weston for her assistance with Town Clerk duties.

Mr. Drehs thanked everyone for attending the meeting. He added that he is looking forward to the new park opening.

Mayor Alvarez noted that he received an email from Mr. Stanley who commended Town staff for the stormwater work completed on his property.

Mr. Daniels thanked everyone for attending the meeting. He stated that he is excited about this year's budget and thanked Mr. Fivas and staff for good management and use of tax dollars.

**CLOSED SESSION**

*None*

**ADJOURN**

Gary M. Savoie made a motion to adjourn.

Council voted unanimously in favor of the motion.

**APPROVED:**

\_\_\_\_\_  
**Michael L. Alvarez, Mayor**

Attest: \_\_\_\_\_



**TO:** Mayor and Town Council  
**FROM:** Joe Fivas  
**CC:** Marsha Sutton  
**DATE:** May 26, 2015  
**SUBJECT:** Budget Amendments for May 26<sup>th</sup> Meeting

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Please find attached budget amendments processed through May 19, 2015. Please feel free to call, email, come in or ask any questions you may have regarding these matters.





**TOWN OF INDIAN TRAIL  
BUDGET TO BUDGET AMENDMENT REQUEST**

DATE: 5/12/15

DEPARTMENT: Various

Account Number	Account Description	(Transfer In / Out)	Amount
10-00-4140-395-000	Training	In	70 <sup>00</sup>
10-00-4140-397-000	Contract Services	In	550 <sup>00</sup>
10-00-4140-341-000	Printing	Out	150 <sup>00</sup>
10-00-4140-343-000	Printer/Copier Usage	Out	150 <sup>00</sup>
10-00-4140-391-000	Advertising	Out	320 <sup>00</sup>
10-00-5000-260-001	First Aid Supplies	In	1,400 <sup>00</sup>
10-00-5000-397-001	Employment Screening	In	600 <sup>00</sup>
10-00-5000-450-600	Insurance of Bonding	In	300 <sup>00</sup>
10-00-5000-491-000	Dues & Subscriptions	In	200 <sup>00</sup>
10-00-5000-499-001	Staff Events	In	100 <sup>00</sup>
10-00-5000-785-000	Unemp. Insurance	Out	2,600 <sup>00</sup>
10-20-4510-789-000	Otr Fringe Benefits	In	750 <sup>00</sup>
10-20-4510-325-000	Engineering Postage	In	100 <sup>00</sup>
10-20-4510-391-000	Advertising	Out	850 <sup>00</sup>

**EXPLANATION:**  
Starting Year End Clean up.

**REQUESTED BY:**  
**FINANCE:** Marsha J Suttles

**TOWN MANAGER:** [Signature]

For Finance Dept Only:  
 EFFECTIVE DATE: 5/12/15 JOURNAL NO. ASSIGNED: 456  
 FISCAL YEAR: 2015 ENTERED: agaddy  
 PERIOD: 11 DATE: 5/12/15

**TOWN OF INDIAN TRAIL  
BUDGET TO BUDGET AMENDMENT REQUEST**

DATE: 5/12/15

DEPARTMENT: Various

Account Number	Account Description	(Transfer In / Out)	Amount
10-00-4110-499-000	Misc. Exp.	In	200 <sup>00</sup>
10-00-4110-395-000	Training	Out	200 <sup>00</sup>
10-00-4120-399-000	Contract Services	In	1,000 <sup>00</sup>
10-00-4120-499-000	Misc. Exp.	In	100 <sup>00</sup>
10-00-4120-395-000	Staff Training	Out	1,100 <sup>00</sup>
10-00-4130-260-000	Supplies	In	500 <sup>00</sup>
10-00-4130-397-002	Maintenance Contracts	In	2,500 <sup>00</sup>
10-00-4130-397-004	DPS Service Fee	In	2,000 <sup>00</sup>
10-00-4130-499-000	Misc. Exp.	In	200 <sup>00</sup>
10-00-4130-571-000	IT Hardware < \$5,000	In	2,500 <sup>00</sup>
10-00-4130-570-000	IT Hardware > \$5,000	Out	4,000 <sup>00</sup>
10-00-4130-292-000	Software < \$5,000	Out	3,000 <sup>00</sup>
10-00-4130-494-000	Bank Charges	Out	700 <sup>00</sup>

**EXPLANATION:**  
Starting Year End Cleanup

**REQUESTED BY:**  
**FINANCE:** Marsha B Sutter

**TOWN MANAGER:** [Signature]

**For Finance Dept Only:**  
 EFFECTIVE DATE: 5/12/15 JOURNAL NO. ASSIGNED: 457  
 FISCAL YEAR: 2015 ENTERED: [Signature]  
 PERIOD: 11 DATE: 5/12/15

**TOWN OF INDIAN TRAIL  
BUDGET TO BUDGET AMENDMENT REQUEST**

DATE: 5/12/15

DEPARTMENT: Public Works

Account Number	Account Description	(Transfer In / Out)	Amount
10-40-4260-183-000	Health Insurance	In	4,600 <sup>00</sup>
10-40-4260-189-000	Otr Fringe Benefits	In	450 <sup>00</sup>
10-40-4260-260-000	Supplies	In	200 <sup>00</sup>
10-40-4260-391-001	Community Forest	In	300 <sup>00</sup>
10-40-4260-530-000	Tools & Equip > \$15,000	In	1,000 <sup>00</sup>
10-40-4260-551-000	Tools & Equip. < \$5,000	In	1,000 <sup>00</sup>
10-40-4260-347-000	Contract Services	Out	2,000 <sup>00</sup>
10-40-4260-359-000	Maint. & Repairs	Out	2,550 <sup>00</sup>
10-40-4260-240-000	Const. & Repairs	Out	2,000 <sup>00</sup>
10-40-4260-213-000	PW Uniforms	Out	500 <sup>00</sup>
10-4-4260-354-000	Grounds & Maint	Out	500 <sup>00</sup>

**EXPLANATION:**  
Start of Year End cleanup

**REQUESTED BY:**

**FINANCE:** Marsha J Sutton

**TOWN MANAGER:** Jeffrey

For Finance Dept Only:

EFFECTIVE DATE: 5/12/15 JOURNAL NO. ASSIGNED: 458

FISCAL YEAR: 2015 ENTERED: Agaddy

PERIOD: 11 DATE: 5/12/15

**TOWN OF INDIAN TRAIL  
BUDGET TO BUDGET AMENDMENT REQUEST**

DATE: 5/13/15

DEPARTMENT: Various

Account Number	Account Description	(Transfer In/ Out)	Amount
10-40-4920-343-000	Printer/Copier Usage	In	200 <sup>00</sup>
10-40-4920-341-000	Printing & Binding	Out	200 <sup>00</sup>
10-80-6130-189-000	otr Fringe Benefits	In	250 <sup>00</sup>
10-80-6130-240-000	Park Supplies	In	4,000 <sup>00</sup>
10-80-6130-329-000	Communications & Internet	In	400 <sup>00</sup>
10-80-6130-359-000	Maintenance & Repairs	In	500 <sup>00</sup>
10-80-6130-449-000	Misc Exp.	In	100 <sup>00</sup>
10-80-6130-397-000	Contract Services	In	11,000 <sup>00</sup>
10-80-6130-375-000	Public Outreach	Out	6,500 <sup>00</sup>
10-80-6130-551-000	Equipment < \$5,000	Out	9,750 <sup>00</sup>

**EXPLANATION:**  
Start of Year End cleanup.

**REQUESTED BY:**

FINANCE: Masha A Sutton

TOWN MANAGER: Jeff Dixon

For Finance Dept Only:  
 EFFECTIVE DATE: 5/13/15 JOURNAL NO. ASSIGNED: 459  
 FISCAL YEAR: 2015 ENTERED: agaddy  
 PERIOD: 11 DATE: 5/13/15





**TOWN OF INDIAN TRAIL  
BUDGET TO BUDGET AMENDMENT REQUEST**

DATE: 5/14/15

DEPARTMENT: Various

Account Number	Account Description	(Transfer In / Out)	Amount
10-10-4130-311-000	Travel Exp.	Out	400 <sup>00</sup>
10-00-4130-260-000	Supplies	In	400 <sup>00</sup>
10-00-4140-260-000	Supplies	In	480 <sup>00</sup>
10-00-4140-311-000	Travel Exp.	Out	100 <sup>00</sup>
10-00-4140-391-000	Advertising	Out	100 <sup>00</sup>
10-00-4140-121-000	Salaries	Out	280 <sup>00</sup>
10-40-4910-260-000	Supplies	In	1,000 <sup>00</sup>
10-40-4910-311-000	Travel Exp.	Out	500 <sup>00</sup>
10-40-4910-391-000	Advertising	Out	500 <sup>00</sup>

**EXPLANATION:**  
Start of Year End Cleanup

**REQUESTED BY:**  
**FINANCE:** Masha J Sutta

**TOWN MANAGER:** Andy Evans

For Finance Dept Only:  
 EFFECTIVE DATE: 5/14/15 JOURNAL NO. ASSIGNED: 462  
 FISCAL YEAR: 2015 ENTERED: agaddy  
 PERIOD: 11 DATE: 5/14/15

**TOWN OF INDIAN TRAIL  
BUDGET TO BUDGET AMENDMENT REQUEST**

DATE: 5/18/15

DEPARTMENT: Powell Bill

Account Number	Account Description	(Transfer In / Out)	Amount
15-20-4512-396-001	Engineering	Out	5,300 <sup>00</sup>
15-20-4512-399-000	Maintenance	Out	10,000 <sup>00</sup>
15-20-4512-399-002	Curbs & Gutter	Out	10,000 <sup>00</sup>
15-20-4512-399-005	Traffic Calming	Out	35,000 <sup>00</sup>
15-20-4512-597-000	Sidewalks	Out	25,100 <sup>00</sup>
15-20-4512-551-000	New Equip	In	8,000 <sup>00</sup>
15-20-4512-591-000	Paving & Resurfacing	In	51,000 <sup>00</sup>
15-20-4512-599-000	New Construction	In	2,400 <sup>00</sup>
15-20-4512-599-002	Transp. Imp. Fund	In	24,000 <sup>00</sup>

**EXPLANATION:**  
Reallocate funds within Dept.

**REQUESTED BY:** Dept. Manager

**FINANCE:** Marsha A. Sutton

**TOWN MANAGER:** [Signature]

For Finance Dept Only:  
 EFFECTIVE DATE: 5/18/15 JOURNAL NO. ASSIGNED: 463  
 FISCAL YEAR: 2015 ENTERED: [Signature]  
 PERIOD: 11 DATE: 5/18/15





**TO:** Mayor and Town Council

**FROM:** Joseph A. Fivas, Town Manager

**DATE:** May 26th, 2015

**SUBJECT:** Approval of Community Garden Project

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The Town has been approached by an Eagle Scout nominee to construct a 'Community Garden' for the Town of Indian Trail. The Eagle Scout nominee has been working with the PARC Committee for the last several months to discuss the details of the project. The PARC Committee has been supportive of this initiative. The Eagle Scout nominee will give a presentation to further explain the project.

**Project Details:**

The 'Community Garden' Project will be located between the Civic Building and UCSO Office. The 'Community Garden' will be approximately 50' foot by 25' foot with 6 plots that will be able to be rented by the Town for public use. The Eagle Scout nominee will provide all of the labor, equipment, and materials for the project. The PARC Committee has been working with staff on rules, guidelines, and regulations for the 'Community Garden'.

After the project is complete the Town will take over responsibility for the 6 garden plots. The Town will rent the plots for \$30 for each growing season. The Town will provide water for this garden in the future.

**Recommendation:**

Council approval that the Eagle Scout nominee may use Town property to construct a 50' ft by 25' ft 'Community Garden' at a location between the Civic Building and the UCSO Building. The Eagle Scout must supply all of the labor, equipment, and materials for the 'Community Garden'. After the project is completed the Town will take responsibility for maintenance of this facility. The Town will rent out the plots to Indian Trail residents and charge an annual fee of \$30/ growing season. The project needs to be completed before December 30<sup>th</sup>, 2015, or the approval will have to be considered again by Council.