

Member Spurr stated that the UDO was written after Taylor Glen was built. He suggested making Taylor Glen a grandfather clause that wouldn't be affected by the development. Staff Coperine answered that Downing Court was never intended to be a cul-de-sac, but that the Planning Board can make recommendations.

Acting Chair Gay stated that Town Council has the ability to make changes to protect Downing Court. He also stated that the present Town Council is citizen friendly and could negotiate on their behalf.

Member Spurr stated that this developer has been doing everything they can do to protect and work with area residents.

Staff Coperine stated that the Town is undergoing a study headed by the Town's engineering department to abandon the Faith Church Road extension south of Old Monroe Rd. Town Council will likely vote on this issue in October. The development approval is contingent on the abandonment of the road extension.

The developer stated that no matter what development is built on the proposed site, the Faith Church Road extension cannot be physically built because of multiple factors that prevent it. An alternative route is being studied.

Member Derosier asked for clarification that there is minimum of connectivity, regulated by the state. Director Burhans answered that there are minimum standards, in regard to public safety, for connectivity for emergency vehicle access. He also stated that it would be acceptable to ask for exceptions, as in Downing Court case, because of particular conditions.

Acting Chair asked if the Fire Department insist that the stub road be specifically at Downing Court. Can another route be offered? Staff Coperine answered that the Fire Department didn't point this out as an absolute connection but looked at the overall connectivity to the development. **Director Burhans offered to talk to the Fire Department about the connection to Downing Court and find out if that is critical for public safety, then report the findings to Town Council.**

Member Head stated he is concerned about setting precedence. Director Burhans answered that because this is a conditional zoning, there can be negotiation for unique circumstances. That, also, can be researched and presented to the Town Council.

A member of the audience mentioned that the connectivity has been greatly surpassed on the minimum standards of connectivity.

Another member of the audience stated he was concerned about how fast this project has moved and concerned he saw recent activity by a bull dozer.

The developer explained that soil samples were a necessary part of phase 1 to satisfy a lender involved in the development.

Member Spurr asked what the minimum amount of connectors in this size of development. Staff Coperine answered that the minimum is three connectors for this size.

Acting Chair Gay asked when would be the earliest this project would be presented to Town Council. Staff Coperine answered that October 11th would be the earliest date possible.

Member Derosier stated that the state owns most of the roads involved. He reminded all present that 16,000-18,000 autos travelling on roads before the state will consider a necessary change on a road. Union County is rated in the top 15 growing counties in the country at this time.

Member Spurr stated that if this development is approved, traffic calming and safety measures need to be added to Taylor Glen and Brandon Oaks neighborhood streets. Director Burhans stated that there is an extensive traffic study that can be applied to areas of Town that need to be studied for additional safety measures of the roads. Planning Board can recommend that adjacent communities be studied for possible need of traffic calming measures as part of the additional conditions of approval.

Staff Coperine added some roads are town roads and some are state roads in Taylor Glen. Art Spurr made motion with the following modifications, with the draft conditions as recommended by staff: Modifications- is to not connect Downing Court- to make cul-de sac study traffic in Brandon Oaks and Taylor Glen, have traffic calming as required in neighborhoods that existed before present UDO also additional buffer/landscaping between Brandon Oaks, developer will show cross section Town Council will have community meeting with area residents regarding development.

Acting Gay reread the options for the board regarding this case.

Staff Coperine reiterated the modifications for the record as previously stated by Member Spurr:
Not connect Downing Court (either cul-de-sac or zero connectivity)
Study traffic in Brandon Oaks and Taylor Glen regarding traffic calming measures
Content of buffer (minimum species) to be provided to Council

Acting Chair Gay recommended that Town Council hold a community meeting to meet with area residents involving this project.

Staff Coperine read the required consistency findings into the record. Motion to approve by Member Spurr, seconded by Member Head. Vote was unanimous in favor.

Member Spurr made a motion to approve with modifications, seconded by Member Derosier. Vote to approve was unanimous.

b) ZT2016-004 Private Roads: Proposed UDO text amendment to limit the use of private roads. Applicant: Town of Indian Trail
Staff Zweifel gave the presentation to the board.

Analysis/Overview

This request is initiated by the Town Council to prohibit new construction of private roads except when subject to conditional zoning approval in the instances of business and/or industrial parks.
Section

1110.090(D) of the UDO allows private streets to be platted in a subdivision with guarantees and/or surety after the issuance of a Zoning Permit for the subdivision. In addition Section 1110.090(C) pertains to the required number of entrances needed for a new subdivision based on lot number. This section does not currently address gated subdivisions, which by their nature necessitate private streets.

In the past, private streets that have remained private, such as First Avenue, with no ability for acceptance by the Town have suffered from lack of maintenance and upkeep. The intent is to promote high quality development of the Town's transportation system and to provide avenues of remediation for infrastructure issues.

While a subdivision is in development, the street network remains developer-owned with guarantees held as maintenance surety for a period of three years to allow the infrastructure to go through several freeze-thaw cycles. In order to release the surety, the Town will conduct another inspection and request any repairs as needed before the streets are taken over by the Town. Once all the repairs are made and the road has passed all inspections from the town, the surety is released and the road becomes a Town-owned road. This process will not change through the adoption of this proposed text amendment prohibiting new private roads. All subdivisions with new road networks will still be required to post maintenance sureties and maintain ownership over the road until the Town deems that all development and improvement requirements have been met. This text amendment does, however, prohibit the development of new private roads that could have in the past remained private.

This text amendment is applied to all new development with the exception of business and/or industrial parks. In this instance, applicants must receive conditional zoning approval from the Town Council to construct private roads. Business parks are defined in UDO Section 1620.140 as a defined area of land with multiple employment-generating establishments in fields such as manufacturing, processing and assembly, warehousing, distribution and service enterprises, office, and ancillary service establishments. Business parks are typically defined by common or shared development features that may include, but are not limited to architectural design, landscaping, signage, roadway access, stormwater management, and other features. A single, standalone building located outside a park environment would not be considered a business park.

This proposed text amendment also does not apply to private driveways found in commercial developments, which are roadways serving two or fewer lots, building sites, or other division of land and not intended to be public ingress or egress.

Required Consistency Findings

Staff Zweifel read the consistency findings into the record and stated that staff recommends adoption of this UDO Text Amendment ZT2016-004 as presented.

1. The proposed UDO amendment is consistent with the following goals of the Comprehensive Plan:

- Land Use and Housing Goals #5 and #6:** The proposed text will ensure high quality design because all new roads will be required to become Town-owned roads and must therefore be constructed to Town standards. In addition, the proposed text will limit instances where

private roads are allowed so that the land development and road acceptance process will be efficient and predictable and will encourage community investment.

2. This UDO ordinance amendment is in the best interest of the public because it requires a high quality of design and construction of road networks in new subdivisions because of the requirement that all new roads become Town-owned roads after the three year surety period per UDO Section 1110.090(D)(2).

Board Questions

Member Spurr clarified that the Town will own the roads so will guarantee the roads will be to Town standards. Staff Zweifel answered that before town staff would accept the road and release the sureties, the town engineering department would need to inspect them.

Member Aponte asked about private roads in commercial areas. Staff Zweifel answered that business or industrial parks could have private roads with conditional zoning approval. Typically, these situations have property owners associations and historically have done well maintaining their roads.

Member Spurr asked if we could also require a parking plan. Director Burhans answered that parking on subdivision streets will be regulated under a town parking ordinance that is being developed that will apply to all public streets in the community.

Motion to accept the Consistency Findings as stated by Member Spurr , seconded by Member Head .

Approval was unanimous in favor.

Motion to recommend approval of ZT2016-004 as presented by Member Derosier, seconded by Member Head . Approval was unanimous in favor.

OTHER BUSINESS -none

ADJOURN -Adjourned at 9:30pm

Chairman:

Date: _____

Secretary:

STATE OF NORTH CAROLINA)

TOWN OF INDIAN TRAIL) **ORDINANCE # 0161011-247**

**AN ORDINANCE AMENDING CHAPTER 1100, SUBDIVISION REGULATIONS,
OF THE INDIAN TRAIL UNIFIED DEVELOPMENT ORDINANCE (UDO)
RELATED TO PRIVATE STREETS IN
INDIAN TRAIL, NORTH CAROLINA**

WHEREAS, the Town is the applicant for ZT 2016-004 requesting to amend Chapter 1110 Subdivision Regulations, to prohibit the construction of private roads and related changes within the Unified Development Ordinance (UDO); and

WHEREAS, this Zoning Amendment (ZT 2016-004) was duly noticed in compliance with North Carolina General Statutes; and

WHEREAS, the amendment was heard by Planning Board on September 20, 2016 in a public meeting; and

WHEREAS, the Planning Board after hearing the amendment and deliberations made the following findings and recommended approval to the Town Council:

1. The proposed UDO amendment is consistent with the following goals of the Comprehensive Plan:
 - **Land Use and Housing Goals #5 and #6:** The proposed text will ensure high quality design because all new roads will be required to become Town-owned roads and must therefore be constructed to Town standards. In addition, the proposed text will limit instances where private roads are allowed so that the land development and road acceptance process will be efficient and predictable and will encourage community investment.
2. This UDO ordinance amendment is in the best interest of the public because it requires a high quality of design and construction of road networks in new subdivisions because of the requirement that all new roads become Town-owned roads after the three year surety period per UDO Section 1110.090(D)(2).

WHEREAS, the Town Council received the Planning Board transmittal in the required public hearing held on September 20, 2016, and after receiving the transmittal, public comment, and deliberation, voted to approve the amendment with the required findings and amendment recommendation as transmitted by the Planning Board.

NOW THEREFORE, BY THE TOWN COUNCIL OF THE TOWN OF INDIAN TRAIL,
NORTH CAROLINA HEREBY TAKES THE FOLLOWING ACTION:

Section 1 – UDO CHAPTER 1100 is hereby Approved as shown in Exhibit A of this Ordinance;

Section 2- This ordinance shall be effective immediately upon adoption.

SO ORDAINED THIS 11TH DAY OF OCTOBER, 2016. THE TOWN COUNCIL OF
INDIAN TRAIL

By _____ Honorable Michael L. Alvarez, Mayor

Attest:

Kelley Southward, Town Clerk

APPROVED AS TO FORM:

TOWN ATTORNEY

Town of Indian Trail

Memo

TO: Mayor and Town Council
FROM: Kelley Southward, Town Clerk
DATE: October 11, 2016
SUBJECT: Old Bus. 11a-Honorary Citizen/Business/Organization Program



During the 9-13-16 Council Meeting staff was directed to change the proposed Person of the Month program to a quarterly program and change it from having nominations provided from the public (via the Town's Website) to nominations being provided from staff and Council (or public) and reduce the program to writing. Please consider the attached Honorary Citizen/Business/Organization Program and nomination form.



TOWN OF INDIAN TRAIL

HONORARY CITIZEN/BUSINESS/ORGANIZATION AWARD PROGRAM

A quarterly award program to acknowledge those making a difference in our community

Award Goals:

- To recognize Indian Trail citizens, businesses and organizations that promote and foster a sense of community through acts of kindness, selflessness and goodwill
- To develop a sense of pride within our Town
- To promote and recognize community cohesiveness and concern for members of our community
- To highlight positive role models for our youth

Award Criteria:

- Nominees should be Indian Trail residents, property owners, businesses or organizations unless there are exceptional circumstances. All nominees should be honored for positive efforts in enhancing our community
- Individuals/businesses/organizations who have made a noteworthy contribution to the local community during the quarter, year or years will be considered
- No individual/business/organization shall be honored more than once per calendar year

Nominee Process:

- The Residents, Mayor, Town Council Members or Town Staff may forward nominations to the Town Clerk by the third Tuesday of the month during the last month of the quarter (i.e. 3rd Tuesday in March, June, September and December) by filling out the nomination form (any nominations received after the 3rd Tuesday of the last month in a quarter will be considered the following quarter)
- Council shall vote on which nominee to honor for that quarter during the next available agenda
- At the following Town Council Meeting (if the honoree is available to attend) the Mayor and Council will present a certificate (at a minimum) to the individual, business or organization noting the exceptional acts that have been exemplified (i.e. for the first quarter of the year all nominations shall be submitted to the Clerk by the 3rd Tuesday in March; Council will vote on the nominations at the Town Council Meeting taking place on the 4th Tuesday of the month; at the Town Council Meeting taking place on the 2nd Tuesday in April the award will be presented to the honoree)
- The first quarter of this program shall begin January 2017



**TOWN OF INDIAN TRAIL
HONORARY CITIZEN/BUSINESS/ORGANIZATION AWARD PROGRAM**

NOMINATION FORM

Is there an individual, business or organization in Indian Trail that has done something positive for our community which deserves recognition from the Town Council? Please complete this short form & return it to the Town Clerk for Council's consideration. Honorees are selected by Town Council quarterly. Email completed forms to: ksouthward@admin.indiantrail.org or call 704-821-5401 for details

Nominee (individual/business/organization you are nominating)

Name: _____

Address: _____

Telephone: _____

Email: _____

Reason you are nominating this individual/business/organization (this section must be completed with details please use the back or additional pages if necessary)

Nominated by (your name and details-optional)

Name: _____

Address: _____

Telephone: _____

Email: _____

Town of Indian Trail

Memo

TO: Mayor and Town Council

FROM: Patrick Sadck, P.E., Director of Engineering and Public Works

DATE: October 11, 2016

SUBJECT: CRTPO Grant/Town Match for Wesley Chapel Stouts Road Corridor Study
Approval of DRMP As Engineering Consultant



General Information:

The Town received Transportation Planning Grant Funds from CRTPO to conduct a corridor study along Wesley Chapel Stouts Road from Hwy 74 to Goldmine Road. The grant is \$88,000 requiring a \$22,000 local match from the Town for a total project cost of \$110,000.

Staff recommends accepting the CRTPO Grant and approval of the matching funds.

Staff also recommends approval of DRMP as the Engineering Consultant to perform the work as they were chosen through the Qualifications Based Selection process.

Required Actions:

Council Approval

Attachments:

Project Scope of Services and Fee

Town of Indian Trail
Project Number: TBA

Wesley Chapel-Stouts Road Corridor Study From Goldmine Road (SR 1162) to US 74

**October 4, 2016
Prepared by DRMP**

Project Background

SR 1377 (Wesley Chapel Road/Wesley Chapel - Stouts Road) is a two-lane roadway connecting US-74(W Hwy 74) and SR 1009 (Old Monroe Road / Old Charlotte Highway). It serves as an important connector from the Sun Valley area to US 74 connecting residents, businesses, commercial and industrial uses with multiple unsignalized intersections and driveway connections, as well as an at-grade railroad/roadway crossing with CSX Transportation. Four public schools (Shiloh Elementary, Sun Valley Elementary, Sun Valley Middle, and Sun Valley High Schools) are also located within the corridor. 2015 AADTs along the corridor are between 16,400 and 18,700 vehicles per day traveling along Wesley Chapel-Stouts Road.

The Town continues to emphasize a multi-modal transportation solution. Due to its variety of land uses along Wesley Chapel-Stouts Road, as well as planned and proposed land use changes and development, managing growth and development needs will be crucial to addressing transportation and land use compatibility and ensuring long-term viability of Wesley Chapel-Stouts Road.

Project Objective

The objective is to develop a multi-modal transportation plan that is complementary to the existing and future surrounding land uses while being practical and suitable for implementation by the Town of Indian Trail. This integrated transportation and land use plan should integrate existing and projected land use patterns with strategic transportation needs and improvements along Wesley Chapel-Stouts Road to account for future growth and managing access and volumes. The plan should reflect and support the development objectives of the Town to ensure that the traffic needs will be addressed as the Town continues to grow along Wesley Chapel-Stouts Road.

Desired End Product

The plan will represent an overall vision for mobility and development along the corridor by using complete street strategies, and will include implementation strategies and performance criteria that support the vision as well as the 2014 Town of Indian Trail Comprehensive Plan. Specifically, the end product of this study should include the following:

- Review and summary of previous and existing transportation studies
- A clear role in a functional design requirement(s)
- An inventory of existing land use patterns, practices and regulations along Wesley Chapel-Stouts Road
- Projected future land use patterns along Wesley Chapel-Stouts Road
- Guide the Town on future land use development patterns, identifying steps and tools to educate and inform local citizens and policymakers on the importance of smart growth and land use policies
- Assess economic development along the corridor
- An access management plan for the corridor that relates to the future land use development

- Corridor operational recommendations
 - Access management spacing
 - Bike/ped facilities
 - Alternative intersections
 - Traffic signal spacing and phasing
- Projected cross-section needs to accommodate future volume growth for all modes, projections of right-of-way needs to accommodate access management
- Corridor priorities that relate to the projected land use development, growth patterns, and associated traffic needs
- Recommendations of short-term, mid-term and long-term improvements to account for the land use development and traffic needs
- Project implementation strategy opportunities for roadway improvements
- Corridor aesthetic recommendations (streetscape amenities, pocket parks, plantings, street trees, sidewalk, etc.)

Project Location

The project will consist of the entire length of Wesley Chapel Road/Wesley Chapel-Stouts Road from Goldmine Road to US 74. The study area is one-quarter mile on both sides of Wesley Chapel Road/Wesley Chapel-Stouts Road, though the study area is not rigid and may be increased or decreased depending on consultant recommendations.

Please see the attached map for approximate project boundaries.

Project Time-Frame

It is understood that services provided under this scope of work should be invoiced by July 31st, 2017.

Project Scope

The project will contain the following major components:

1. Program Management
 - A project management plan should be established for the Town of Indian Trail and will be updated as the project progresses through the study and will include:
 - Project organization - identify roles and responsibilities of key participants
 - Work Scope and schedule - establish the approach, policies and procedures for completing the study
 - Project management, control and monitoring - develop procedures for management of quality control and assurance.
 - Communications program
 - Quality management plan/procedures
 - Task 1 Deliverables:
 - Project Management Plan
 - Project schedule
 - Monthly progress reports and invoices
 - Project QA/QC procedures

2. Project Kickoff Stakeholder Meeting

A project kickoff meeting will be required and should include stakeholders for early input. The stakeholder committee should include one appointed member of the Town of Indian Trail Town Council, two members of the Town of Indian Trail Transportation Committee, one business owner or HOA president along Wesley Chapel-Stouts Road, one citizen within the study area, one

representative from the Charlotte Regional Transportation Planning Organization (CRTPO), and one representative from the North Carolina Department of Transportation (NCDOT) Division 10. The primary role of the project kickoff stakeholder meeting is to communicate community wide goals and ideas related to the corridor, provide technical advice and direction and input to the consultant. The consultant will oversee the meeting.

3. Review of Past Studies

The consultant will conduct a review of past studies conducted for Indian Trail and/or the study area including the Faith Church Road Corridor Study. Two previous studies have been completed and there is one on-going study in the vicinity of the intersection of Wesley Chapel-Stouts Road and Rogers Road. Plans regarding the future of the Sun Valley school area have been prepared by Union County Public Schools and should be considered in the analyses.

4. Development of Goals and Objectives

The consultant will identify problems that are evident along the corridor from a roadway and land use perspective and develop a series of goals and objectives for improvements that will address the identified problems.

The consultant will consider these elements and evaluate the future growth and development opportunities, along with roadway needs in accordance with complete streets methodologies. The goals and objectives will support the comparative analysis for growth potential, economic development potential, and roadway improvements by considering:

- Mobility improvements (i.e. Travel time savings)
- Environmental benefits (air quality / CMAQ. funding opportunities)
- Economic benefits
- Supportive existing land use policies and future patterns
- Financial feasibility

Task 4 Deliverables

- Report identified challenges
- Goals and Objectives

5. Conduct a Land Use, Environmental and Transportation Inventory of the corridor

This component consists of an overview of existing conditions along Wesley Chapel-Stouts Road so as to achieve a thorough understanding of the issues (past, present, and future) that have had or will have an impact on the corridor.

An analysis of the existing conditions along the corridor will be developed. The analysis will include current and future land use, traffic, and non-motorized travel considerations.

Information to be collected and analyzed by the consultant shall include but not be limited to:

- Demographic information (historic population trends, factors affecting growth, etc.) from the regional model in TAZ format
- Existing land use and future land use
- Overview of existing land use policies and ordinances
- Overview of previous corridor studies along Wesley Chapel-Stouts Road or near-by corridors
- Availability and projections of public water and sewer facilities

- Inventory of access points along the corridor
- GIS environmental inventory including topographic analysis, character of wetlands, streams, creeks, floodplains, water supply watersheds, wildlife habitat, etc.
- Significant cultural and historic sites, prime farmland areas, etc.
- Traffic volume data from multiple sources including the regional model for purposes of sizing the facility and capacity analysis for Wesley Chapel-Stouts Road and roads that lead into the corridor or significantly impact the corridor
- Overview of improvement projects (funded and unfunded) listed in the Transportation Improvement Program (TIP) and CRTPO LRTP and within the Town of Indian Trail's CIP
- Inventory of other transportation facilities, modes or plans

Task 5 Deliverables

- Analysis of current and future conditions in the corridor

6. Public Involvement

The consultant will be available to attend up to two public workshop meetings during the course of the study. The purpose of these meetings is to educate the public, elected officials, and other interested parties on the corridor, the corridor planning principles, and issues involved in developing an integrated transportation and land use plan. Information disseminated in the workshops could include an overview of the corridor and study area, discuss corridor studies in general and how they have been developed and implemented elsewhere, discuss planning and design principles, gathering data from local businesses, residents and interested parties regarding the current traffic operations and needs of Wesley Chapel-Stouts Road (and the parallel and intersected roadways), as well as the land uses.

The second public workshop will be geared to presenting the information gathered in the inventory, present recommendations and alternatives considered, implementation strategies and discuss land use development opportunities.

The consultant will provide information for the town to post on their website that may include technical information gathered and put together for the study as well as updates, progress reports, and other relevant study information.

7. Develop Recommendations and Implementation Strategies

The Consultant will utilize the data and input from Tasks 3 and 4 to evaluate and develop recommendations for:

- Economic development opportunities
- Roadway needs and improvements
- Providing access management tools and strategies
- Multi-modal needs and improvements, ADA compliance
- Funding opportunities, project implementation strategies, and partnership opportunities
- Any changes to the future land use plan as identified in the Town's 2014 Comprehensive Plan

The consultant will develop a recommendations and implementation strategy for the Town of Indian Trail to use as their backbone for guiding development along Wesley Chapel-Stouts Road and providing for the proper access management and roadway network needs. Careful consideration on connectivity is highly recommended within the recommendations and implementation strategies.

The consultant shall develop a scenario that accommodates evaluating different metrics of land use patterns, economic development and roadway improvements for the corridor. Roadway improvements are to be developed in response to future conditions defined through the future traffic demand year 2040.

In the initial stage of developing a future land use scenario, the consultant shall seek consensus on future land use patterns for the corridor in consultation with Indian Trail planning staff, consideration of the possibility of higher density activity centers in the vicinity of Sun Valley and potential changes to Sun Valley High School operations and traffic patterns.

The consultant will then develop and assemble the final document that describes the results of all previous tasks, and defines the plan. Typical cross sections for this should be drafted to accurately illustrate the comprehensive (Complete Streets) nature of design and provide a sufficient basis to understand proposed lane configurations and geometries. Aesthetics of proposed typical sections (plantings, bike paths, pocket parks, etc.) must also be visualized. The cross-sections and conceptual plans are to be conceptual in nature and no more than at a 5% design level given that no survey data will be conducted and all conceptual design efforts will utilize the best available data and aerial data. In addition, conceptual cost estimates for the scenarios will be developed to provide the Town of Indian Trail a general basis on cost. The conceptual cost estimates will need to be recognized as part of the identification of funding sources.

It is anticipated that the improvements are to be implemented utilizing funds from a variety of funding sources. Recognizing Federal, State and local resources may ultimately be used to implement the Plan, all efforts must be consistent with requirements of the potential funding agencies. Possible utilization of federal funds requires that this work be planned and designed consistent with the requirements for use of such funding.

Task 7 Deliverables

- Typical section and conceptual plan view
- Conceptual (per mile) cost estimate
- Draft Report
- Final Report
- GIS and/or CAD files

8. Plan Adoption and Agreement

The consultant will assemble the final document that contains documentation from all the previous tasks. Included in the plan shall be the recommended implementation plan to ensure the plan's long-term success.

The consultant will present the plan to the Town of Indian Trail Council for approval. CRTPO and NCDOT Division 10 will also be requested to endorse the plan.

SCOPING ESTIMATE
FOR
Westley Chapel Stouts Road Corridor Study
Indian Trail

DRMP

Prepared By: Jim Beck
 Date: 9/14/2016

	Fee	Direct Costs	Total
Planning & Design	\$ 63,965.00	\$ 1,800.00	\$ 65,765.00
Traffic Analysis	\$ 22,065.00	\$ 4,911.00	\$ 26,976.00
Land Use/Urban Design Sub (CMW)	\$ 16,900.00	\$ 250.00	\$ 17,150.00
	\$ 102,930.00	\$ 6,961.00	\$ 109,891.00

Town of Indian Trail

Memo

TO: Mayor and Town Council
FROM: Kelley Southward, Town Clerk
DATE: October 11, 2016



SUBJECT: New Bus 12b-Council to discuss and take action as necessary to consider amending the 2016 Meeting schedule for November Town Council Meetings as the first meeting is scheduled for Election Day and the second is scheduled for the week of Thanksgiving.

A couple of Council Members have noted that the first meeting in November, November 8th, is on Election Day. Further, the 2nd meeting is on November 22nd, two days before Thanksgiving. There have been times in the past when Council has cancelled the 2nd meeting in November due to the Thanksgiving holiday. This matter is for Council discussion and action as Council sees fit based upon the discussion to change any of the November meeting dates.



2016 Town Council Regular Meeting Schedule

Unless otherwise posted, all Regular Meetings are held in the Civic Building (100 Navajo Trail) and begin at 6:30 PM

Month	Date of 2 nd & 4 th Tuesdays			Notes (if any)
January	12	&	26	
February	9	&	23	
March	8	&	22	
April	12	&	26	
May	10	&	24	
June	14	&	28	
July	12	---	---	No 2 nd Meeting
August	9	&	23	23 rd Tentative
September	13	&	27	
October	11	&	25	
November	8	&	22	
December	13	---	---	No 2 nd Meeting

TOWN OF INDIAN TRAIL AGENDA ITEM REQUEST FORM

This form must be completed and attached to all supporting documentation for items to be included on the Town of Indian Trail Town Council Agenda.

Submitted By: GORDON B. DANIELS Department: COUNCIL

Contact Phone # (704) 907-1688 Date Submitted 10/5/16

Date of Town Council Meeting to consider this item: 10/11/16
Meetings are generally 2nd & 4th Tuesday of each month. Meetings begin @ 6:30 p.m., snacks will be provided at all meetings.

Please indicate how much time you expect this matter to take: 3 MIN.

Description (give short summary of topic; this is how item appears on the Agenda.)

SEE ATTACHED

Who will attend Council meeting able to respond to questions? Give name & title:

GORDON B. DANIELS, COUNCIL MEMBER

Where does this item need to appear? Check all that apply:

Consent Agenda

Schedule Public Hearing**

Presentation/Recognition

Closed Session

Business Items

Discussion

*Board, commission, or group requesting joint meeting: _____

Supply General Statute or local ordinance that governs this item

NONE

Has this item been reviewed by Town Attorney? Yes _____ No X (Attach recommendation.)

What action is requested of the Council? APPROVAL

What action is requested of the Manager? NONE

Are Town funds required? Yes / No \$ NO Funding Source N/A

PLEASE PROVIDE: A copy of all attachments for Council's Agenda to the Clerk no later than 5:00 pm the Tuesday before for above referenced meeting.

** If requesting a Public Hearing, attach a copy or sample Ad to run in newspaper **

Discussion Item:

At the September 28, 2016 Town Council meeting, Mr. Steve Smith during his Safety Committee presentation asked that the council consider reducing their Safety r committee from 9 members to 7 . This would allow for a "reachable" quorum of 4 instead of 5. I am asking council to discuss this request.

Gordon B Daniels
10/5/2016