

Even without the added dimension of remote participation, board majorities can schedule meetings or agenda items, knowing when particular members will or will not be able to attend. The potential for manipulation increases if the same majorities have complete discretion in deciding whether individual members are allowed to participate remotely. This is of special concern if remote participants are allowed to vote, a matter discussed below.

Discouraging Excessive Absences

A local policy might limit the number of times an individual board member may participate remotely. Even if there is no authority to sanction members for excessive absences (as is the case for governing board members),³¹ the board has discretion to disallow remote participation in cases where board members are abusing the privilege. Board majorities must exercise this authority carefully to avoid manipulation of the process for political advantage.

Voting and Written Ballots

A local policy should address the question of whether remote participants may vote and, if so, what procedures will be used to record and verify their votes. If a remote participant is considered to be present, the presumption is that he or she would be entitled to vote. Indeed, under the voting statute for city governing boards, a person is presumed to vote “yes” if he or she is present by remote means and has not been excused from voting. For these reasons, it would be important to have specific means for determining whether a person is still participating when a vote comes up. Policies can provide for a person to explicitly notify the board when the remote participant is leaving the meeting or rejoining the meeting by terminating or restarting the electronic connection. A policy could also state that a person is not considered present if the connection is lost unintentionally, due to technical problems.

A voice vote by telephone, which can be heard and recorded, could satisfy the basic voting requirements, unless votes are being taken by written ballot. It is possible that a fax, email, or text could be considered a written ballot, if the notion of an electronic signature (generally now accepted as binding in other circumstances) is accepted in this context. The obvious concern would be whether the remote participant in fact did the voting, but a person participating by electronic means could verify the action or, if there is video, could be observed doing it.

Minutes to Reflect Remote Participation

Minutes of meetings at which remote participation occurs should reflect which members are physically present and which are not. They should also reflect when members are excused from voting or are excused to leave or rejoin the meeting, just as they would for members who are physically present.

Majority of Board in a Remote Location

In most cases, the need for remote participation arises when a majority of the board meets in its regular location and one or two members are unable to physically attend. It is possible to imagine, however, a situation where a majority of a board is away, perhaps together attending training or a meeting, and a need for a meeting arises. Consider a five-member board, with three members who are out of town. An issue arises, and the mayor calls a special meeting to take place in city hall, with the three absent members participating by conference telephone call. For cities, there is no legal requirement regarding where meetings take place, but the notice of the meeting

31. See *supra* note 25.

must identify its location. If the city follows the procedures for providing visual and audio transmission at city hall under G.S. 143-318.13(a), it would appear that a notice stating that the meeting will take place at city hall would be valid, even if a majority of the board is participating from another location. It might be prudent to also provide notice of the location at which the three members are located, if they are all in the same place.

Under state law, a county board of commissioners must hold its meetings within the county, except in certain specified cases.³² In the absence of any specific authority to the contrary, it is best to assume that a majority of the board must be physically present in the county to comply with this requirement. Although it is technically possible for citizens to attend a meeting in the county at which a majority of the board is participating and can be seen and heard by electronic transmission, this approach might not be viewed as being compliant with the in-county meeting requirement.

Conclusion

Is remote participation more trouble than it is worth? That is up to local boards to decide. Despite some uncertainty about the legality, for quorum and voting purposes, of remote participation, it is clear that there are and will continue to be times when both the board's and the public's interests are best served by accommodating one or more board members' need to participate from another location. Indeed, a remote participant seems not so different from those who are present, when you consider the extent to which technology permeates meetings. Citizens participate remotely through video streaming, and members and attendees increasingly access electronic devices during meetings. Local policies addressing the legal and practical aspects of remote participation for elected and appointed boards can balance the needs of the boards and the needs of citizens, while incorporating available technology to accommodate these interests.

This bulletin has emphasized the two biggest legal risks in allowing remote participation: the possibility of a challenge to (1) the presence of a quorum and (2) the validity of a vote cast remotely, especially if the remote participant casts the deciding vote. The first risk can be avoided by adopting a local policy that requires a quorum to be physically present. The second risk may not be one that can be avoided by local policy. As noted above, a person who participates in a meeting remotely and is considered to be present has a right to participate fully, including in voting. It may not be possible to know in advance whether the remote participant will be the deciding vote, and it would open the process to unacceptable manipulation if remote participation rights were determined based on the expected outcome of a particular vote. So this risk is one that board members may have to consider and balance against the value of full participation in deciding whether to allow remote participation.

32. G.S. 153A-40.

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MAYOR
Michael L Alvarez

MAYOR PRO TEM
David L. Cohn

TOWN MANAGER
Scott J. Kaufhold, P.E.



TOWN COUNCIL

Gordon B. Daniels

Gary M. Savoie

Amy R. Stanton

Mark A. Wireman

**Indian Trail Town Council
Regular Meeting
Tuesday, October 11, 2016
Civic Building—6:30 PM**

MINUTES

The Indian Trail Town Council held a Regular Meeting on Tuesday, October 11, 2016, 6:30 PM in the Council's Chambers at the Civic Building, 100 Navajo Trail, Indian Trail, NC.

The following members of Town Council were present:

Mayor Michael Alvarez	Council Member Gary Savoie
Council Member Gordon Daniels	
Council Member Mark Wireman	Council Member Amy R. Stanton (was a few minutes late; arrival noted in body of the Minutes)

The following members of Town Council were absent:

Mayor Pro Tem David Cohn

The following members of staff were present:

Town Manager Scott Kaufhold, Interim Town Attorney Chris Duggan, Town Clerk Kelley Southward, Director of Planning and Neighborhood Services Rox Burhans, Director of Finance Jim Wojtowicz, Director of Engineering and Public Works Patrick Sadek (present at the start of the meeting but left about 6:45 to attend a NCDOT public hearing regarding the Monroe Road widening project), Executive Assistant to Town Manager/Special Projects Coordinator Vicky Watts, Planner Julia Zweifel and Engineering Project Manager Adam McLamb.

Guests: there were approximately 25 guests in the audience including Girl Scout Troop #563

1. CALL MEETING TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Alvarez called the meeting to order at 6:30 PM and noted that Girl Scout Troop 563 was in the audience. Girl Scout Troop 563 led everyone in the Pledge of Allegiance.

2. MOMENT OF SILENCE

After the Pledge of Allegiance, everyone remained standing for a moment of silence.

3. AGENDA ADDITIONS & DELETIONS

Mayor Alvarez noted that Mayor Pro Tem Cohn would not be able to attend tonight's meeting and that Councilwoman Stanton was on her way. Mayor Alvarez noted that the Public Hearing for the

Hawfield/Heritage Project CZ2016-005 would not be heard this evening but rather would be heard at the next Town Council Meeting.

Councilman Daniels asked to remove item 11a from Old Business regarding the Honorary Citizen Program as Mayor Pro Tem Cohn was the member that originally brought this item forward and should be present for further discussion and action; all agreed to carry the item forward to the next agenda. Councilman Daniels then referred to New Business Item 12b and asked to make the only meeting in November on Tuesday, November 15th; Council agreed to discuss and act on the exact date for the November meeting(s) during New Business Item 12b.

4. MOTION TO APPROVE AGENDA

Councilman Savoie moved to approve the agenda, as amended and the motion carried unanimously.

5. PRESENTATIONS: none

6. PUBLIC COMMENTS: none

7. DEPARTMENT HEAD UPDATE: Finance Director Jim Wojtowicz addressed Council regarding the current status of the Town's Debt Service. Councilwoman Stanton joined the meeting. Mr. Wojtowicz presented slides which are attached hereto and made a part of these official minutes.

Mr. Wojtowicz noted that the Town's oldest debt began in October 2008 we borrowed \$1.2 Million for the purchase and modification of the current Administration offices (the building located at 130 Blythe Drive). The loan is for fifteen years at an interest rate of 3.7%. To date we have repaid \$640,000 which leaves a balance of \$480,000; the final payment to be made in 2022.

Our 2016-2017 Fiscal Year (16-17 FY) operating budget has 98,500 both principal and interest properly budgeted in our debt service capital reserve fund. The capital reserve fund began in 2012 and basically a nickel of our 18.5 cents tax rate goes into the capital reserve fund for future capital projects and repayment of current debt obligations. We began the year with \$1.572 Million we project to add another \$1.8 Million and our debt obligation is \$1,526,000 so based upon our current debt we should be increasing the capital reserve fund by about \$300,000 each year. So the additional debt service capacity could buy other capital items. Councilman Daniels asked if the 5 cents out of the current tax rate is enough to cover our current debt; Mr. Wojtowicz noted that it is enough to cover our current debt; as noted we are currently receiving \$1.8 Million each year in the account and spending about \$1.5 million on current debt so we are adding \$300,000 each year.

Next, Mr. Wojtowicz reviewed the debt service associated with the purchase of the land for Chestnut Square Park. In 2010 we borrowed \$1.75 Million to purchase the land. This is a 15 year loan at an interest rate of 3.39%. To date we've paid down \$642,000 leaving a balance of \$1.1 Million and it's scheduled to be paid off in 2025. We have \$153,000 budgeted in our debt service capital fund for the payment; payment is fully funded this year. Upon query from Councilman Wireman it was confirmed that this is just for the land purchase and not the development of Chestnut Square Park.

Next, Mr. Wojtowicz reviewed the bond payments for the 2012 land purchase for Crooked Creek Park; 145 raw acres of land were purchased. This is 10-year repayment plan and the original bond value was \$1,250,000. To date, we've paid \$500,000 and we still owe \$750,000 and scheduled to be paid off in 2022. Again, this year's budget is fully funded to make the annual payment.

The 2012/2013 bonds were approved and authorized by the voters as follows: \$7,000,000 Street Bond, \$10,000,000 Old Monroe Road Bond, and \$8,500,000 Parks Bond; a total of \$25,500,000 in bonds.

Of the \$7 Million for the streets we have taken \$4.5 Million to date; leaving \$2.5 Million that we've not borrowed yet.

To date we've borrowed \$6,000,000 of the Park Bonds leaving \$2.5 Million that has not yet been borrowed. Of the \$6 Million borrowed for the parks we've basically spent it all; there is \$45,000 left. Funds were spent to develop Chestnut Square and Crooked Creek Parks.

As for the Old Monroe Road Bond we've only drawn out \$500,000 but we have not spent that money; it is sitting in the bank. There is still \$9.5 Million available to draw from. We have 7 years with a 3 year extension to use the money. The time clock started with the date of the resolution so that takes us to 2021. Councilman Wireman asked what happens with the earned interest; Mr. Wojtowicz said it goes back into the account and can be used.

Councilman Daniels if we manage our expenditures correctly we can draw down the additional street bond and park bond monies that are left. It would also be nice to have good timing with the Old Monroe Road project; have the other debts completed when that repayment begins. Councilman Daniels asked if there were other strategies for generating revenues that could be considered such as selling land. Mr. Wojtowicz said revenue strategies could be discussed with Council (in the future); he's included some at the end of his presentation.

Mr. Wojtowicz reviewed the \$4.75 Million that the Town has borrowed for the new Town Hall. The loan was taken out in 2015 with an interest rate of 2.51% over 15 years. We made the first payment in August (2016). We have made a couple of draw-downs but there is still \$4.2 Million in the bank. The funds will begin to draw-down at a faster rate now that construction is moving again.

Our last Moody's Investors Service rating was Aa1 which is a top 10% rating. Out of 432 rated Towns there are only 29 that have our same rating and only 8 towns that have a higher (which is the highest) rating. So, if the Town does any future borrowing we will receive a good interest rate based upon this rating. We have \$10 Million in our General Fund Balance (unassigned). That is 125% of our budgeted General Fund appropriations for the subsequent year. Our policy states that we should have a minimum of 30% so we far exceed that requirement. The Annual Audit and Financial Statements should be presented to Council by the new Auditing firm in the next month or two.

Council had some questions. Councilman Wireman referred to the statement that there was still \$4.2 Million available from the loan for the Town Hall. He asked what the latest Capital Project Ordinance included for total costs for the Town Hall. Mr. Kaufhold noted it was approximately \$10.8 Million. Councilman Wireman asked what has been expended to date on the project because he thought it was about \$4.5 Million; Mr. Kaufhold said he did not know the exact amount off-hand but could look and get back to Councilman Wireman. Mr. Wojtowicz said that the Town Hall project, based upon the costs included in the capital project ordinance, is fully funded and we are on balance at this point. The funds for the project have come from the loan and money that has been transferred from the debt service fund. Mr. Kaufhold said that the Town Hall project is fully funded, on track and on schedule. Hopefully, there are enough contingency funds for the unknowns; contingency was included in the latest amended capital project ordinance.

Councilman Daniels asked Mr. Wojtowicz to send him a copy of the latest fund balance policy.

Councilman Wireman asked that since we are tapped out on the \$6 Million drawn out for the parks that staff provide a breakdown for approved elements and the associated costs; are we covered what has been approved such as the splash pad? Mr. Kaufhold noted that Woolpert is due to make another presentation to Council either at the next meeting or in November. He noted that everything associated with the PARTF Grant is

covered and the splash pad element is covered. The one expense not covered is the Miracle League (field and playground) which is estimated at about \$1.2 Million. Councilman Wireman said he just wants the residents to be aware of all expenses related to the parks so that there are not any surprises.

8. LAW ENFORCEMENT UPDATE

Captain Coble reported that Sgt. Malcolm Murray has been promoted to Lieutenant for the Indian Trail UCSO. Lt. Murray has been with the department for 22 years and been in Indian Trail for several years. Mark Thomas has taken over the Sgt. appointment left vacant by Lt. Murray's promotion. Sgt. Thomas has 19 years with the department.

Captain Coble gave report of a creepy clown arrest at the Wilco last weekend; several charges were noted. Average response time last month was 9 minutes and 15 seconds. Calls for service were 998; down slightly from the previous month. 261 reports were taken (also down slightly). The average on-scene time is 41 minutes. Overall for the year thus far there have been 17 robbery cases; 19 rape/sexual assault cases; 82 breaking and entering cases (commercial and residential); 129 motor vehicle breaking and entering cases; 234 larceny/shop-lifting cases; 171 assault cases; 4 arson cases; 78 fraud cases; 186 property damage case; 39 motor vehicle thefts; 105 drug and alcohol cases; and 1,325 cases that fall in the "other" category.

Councilman Wireman asked for an update on the UCSO working with the schools about traffic issues. Captain Coble noted that soon after school started this fall that representatives from the UCSO met with Union County Public Schools (UCPS) officials as well as NC DOT and State Officials to discuss some of the traffic issues. As expected, things have calmed down a bit now that school has been back in session about six weeks. NC DOT is requiring the construction company working on the Indian Trail Road bridge to hire someone for traffic control in the mornings for Indian Trail Elementary School. Another meeting is scheduled for next week to look at issues throughout the County. Captain Coble is going to bring attention to multiple issues here in town and hopes that at least the worst issue will be addressed. There is no funding commitment at this time to address any of the issues throughout the county.

Councilman Daniels said that he and some other public officials visited/toured the Chatham detention facility over the weekend. He was baffled at the conditions and thanked Captain Coble and all the officers of the UCSO for their hard work; they have a difficult job. He witnessed the type of character in the detention center and could not understand why anyone would want to be in such an unsettling environment. Captain Coble said it becomes a lifestyle for some people. He says that they try to interact with the youth to deter actions that could bring forth that type of lifestyle. Captain Coble noted that we are entering the cold season and some people have no place to go and will try to get into prison just to have a roof over their head, a bed, a blanket and a meal. Sometimes when the detention facilities are not at full capacity they will take people in for public assistance and allow them to spend the night when it is very cold and get a meal. He urged people to support churches or other organizations that assist the homeless.

Captain Coble noted that local firefighters have gone to areas of North Carolina devastated by the flooding from Hurricane Matthews to relieve first responders that have been going strong since last weekend when the hurricane came through. He asked that everyone keep all first responders in thought and prayer.

9. CONSENT AGENDA

Action

- a) **Approval of Draft Minutes September 27, 2016 Regular Town Council Meeting**
- b) **Approve Tax Month End Report September 2016**
- c) **Approve Budget Amendments #s 614 & 619-627**
- d) **Repeal Resolution #R160913-01 fixing the public hearing date for Annexation #143 for 10-11-16**
- e) **Approve Resolution #R161011-01 Resolution Fixing the Date of the Public Hearing for Annexation #143 for Tuesday, October 25, 2016 at 6:30 PM**
- f) **Approve Proclamation for Domestic Violence Awareness Month**

- g) Approve proposed continuing services agreement with N-Focus Planning & Design, Inc. for the provision of professional code enforcement contract services**

Councilman Wireman moved to approve the Consent Agenda, as presented; the motion carried by a unanimous vote.

10. PUBLIC HEARINGS

Action

- a) ZT2016-004 Private Roads: Proposed text amendment to the Unified Development Ordinance (UDO) Chapter 1110.090(C), Access to Subdivision Lots and Chapter 1110.090(D), Private Streets to prohibit the construction of new private roads (Ordinance #0161011-247)**

Town of Indian Trail Planner Julia Zweifel presented this proposed UDO text amendment to Council. The request was brought forward by the Town of Indian Trail and its purpose is to prohibit new construction of private roads except in instances of business and/or industrial parks. Consequently, the amendment would also prohibit gated residential subdivisions. In the past private streets have suffered from lack of maintenance and upkeep; 1st Avenue has been discussed a lot recently and is a prime example and the streets in Bonterra are another example. The purpose for the UDO text amendment is to promote high quality development of our transportation system. The proposed text amendment would only affect residential private roads that would have otherwise remained private. Currently the UDO does not prohibit subdivision entrances to be gated and naturally roads of gated communities are always private roads. Thus, if the proposed amendment is approved gated communities would be prohibited moving forward as you cannot limit access to public roads. Any existing gated communities would be grandfathered/nonconforming but no new gated subdivisions could be constructed.

Business/Industrial parks requesting private roads would be required to obtain conditional zoning approval in order to construct private roads (requires Planning Board meeting, public hearing and Town Council approval). Additionally, the proposed amendment would not be applicable to private drives in commercial or multifamily developments.

Ms. Zweifel read the required consistency findings from the Planning Board into the record as follows: The proposed UDO amendment is consistent with the Comprehensive Plan's Land Use and Housing Goals #5 and #6 in that it 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 amendment 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. Finally, the 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).

The Planning Board heard this item on September 20, 2016 and have recommended approval of the proposed text amendment unanimously. Council is asked to receive the information and any public input and then approve the consistency findings and the amendment as presented or with modification or request more information.

Councilman Daniels asked what the benefit to private roads has been in the past. Staff noted that the benefit was mainly to developers. Private roads give the developer the ability to control design and maintenance; allows a different standard/quality of road to be constructed (i.e. could mean smaller width and/or thickness).

Councilman Wireman asked if this were approved tonight would it only effect new applications received or would it be applicable to applications that have already been submitted and are in the planning/zoning process. Attorney Duggan noted that anything already received by the Town would be exempt; they would be held to the ordinances that were active at the time of submittal. Any new applications would have to comply with the amended ordinance, if approved.

Mayor Alvarez opened the floor for public input on this matter:

Mr. Arthur Spurr addressed Council noting that he had both praise and concern for the proposed amendment. He said that the idea of making having all roads constructed to a higher standard with the intent for the Town to take them over is a great idea. The roads turned over to NCDOT are not being maintained. He further opined that no longer allowing gated communities is a good idea from a law enforcement access standpoint. He said the most important things is parking; the Public Safety Committee is working on a new ordinance with UCSO to present to Council. He said that our biggest problem is trying to decide which side of the street people can park on when a street is not wide enough to allow on-street parking on both sides and still allow for ample room from emergency vehicles to travel on the street. If our Planning Department is in charge of making sure new developments build their streets to Town standards then the roads will be wide enough for on-street parking on both sides and ample room for emergency vehicles to travel. Mr. Spurr said that his concern comes after listening to the finance presentation this evening. If the Town owns more roads then the Town is going to have greater maintenance expenses. What will it ultimately cost the Town to own roads for all new developments? Hopefully, the Town can get state funding to help off-set the on-going costs. Overall, Mr. Spurr said it is a good idea to pass this UDO text amendment.

There were no other public comments forthcoming so Mayor Alvarez closed the public input session.

Councilman Savoie moved to approve the consistency findings as read into the record by Ms. Zweifel; the motion carried unanimously.

Councilman Daniels moved to approve the UDO text amendment for ZT2016-004/Ordinance #0161011-247 as presented; the motion carried by way of a unanimous vote (four to zero--a super majority vote).

11. OLD BUSINESS ITEMS

Action

- a) ~~Honorary Citizen/Business/Organization Program (formally referred to as "Person of the Month" tabled item originally brought forth by Mayor Pro Tem Cohn)~~

Council removed this item during Agenda Additions and Deletions.

12. NEW BUSINESS ITEMS

Action

- a) **CRTPO Grant/Town Match for Wesley Chapel Stouts Road Corridor Study-Council Consideration of Approval of DRMP as Engineering Consultant (Mr. McLamb)**

Mr. McLamb noted that because this grant would be received from the Metropolitan Planning Organization (MPO) a transportation component is required as part of the study. The entire cost of the study is \$110,000 and the grant is for 80% of the total cost with a required 20% match from the Town. So, the MPO would provide \$88,000 and the would be required to contribute \$22,000.

The main goals of the Wesley Chapel Stouts Road Study are: functional design requirements; projects future land use patterns; assess economic development along the corridor; access management plan; recommend short and long term improvements; implementation strategies; and corridor aesthetics. If approved, DRMP would have 180 days to complete the study (so if approved this evening it would be completed by June 30, 2017). DRMP is the consulting firm that the MPO has chosen through an RFP process.

Councilman Wireman moved to approve DRMP to conduct the Wesley Chapel Stouts Road Corridor Study and to received the funding from CRTPO and to approve the matching funds, as presented by Mr. McLamb this evening; the motion carried by way of a unanimous vote of Council.

- b) **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. (Mr. Kaufhold)**

Councilman Daniels moved that Town Council hold only one Regular Meeting for the month of November 2016 and that said meeting be held on Tuesday, November 15, 2016 at 6:30PM; the motion carried unanimously. Mr. Kaufhold noted that is the date of the Planning Board's November Meeting but Mr. Burhans said that they can reschedule their meeting.

13. DISCUSSION ITEMS

- a) **At the September 27, 2016 Town Council meeting, Mr. Steve Smith during his Safety Committee presentation asked that the Council consider reducing the Public Safety Committee membership from 9 members to 7 members. This would allow for a reachable quorum of 4 instead of 5. (Councilman Daniels)**

Councilman Daniels said the matter is self-explanatory; the Public Safety Committee would like their membership reduced from 9 members to 7 members in order to be more effective in regularly having a quorum available for meetings. Councilman Daniels noted that the Town Clerk relayed that staff is working to amend all committees' membership requirements for the same purpose and bring those amendments to Council at the second meeting in October. Council felt that would be beneficial to assist all committees. Mr. Kaufhold noted that Public Safety can meet the membership of 7 (meaning a quorum would be reached at four members) and that is recommended. As for other committees staff will be recommending memberships of 5 as well as language stating a quorum is determined based upon seated members (so vacant seats would not count); no alternates; and adopt Robert's Rules of Order. Councilman Savoie said he'd like to adopt the reduced membership for Public Safety now and then staff bring back draft amendments for the other committees.

Councilman Daniels moved to reduce the membership of the Public Safety Committee from 9 members to 7 members; the motion carried by a unanimous vote.

14. UPDATES

- a) **Manager's Update:** Scott Kaufhold, Town Manager, said that the latest edition of the *IT Factor* (town newsletter) was mailed a couple of weeks ago. There have been some slight changes made in order to reduce costs. We have been sending it out quarterly but with the cost-savings changes we may be able to get an extra edition out. Mr. Parks, Communications/Community Engagement Coordinator does a great job in writing the newsletter; it is a great tool for getting information to the citizens of Indian Trail.

Pothole repairs on 1st Avenue should be completed in the next few days. As for Town Hall the second floor concrete has been poured, the metal stairs are being installed as well as the duct work for the HVAC system.

15. COUNCIL COMMENTS

- Councilman Daniels thanked the residents for coming out and passed along best wishes to Councilwoman Stanton's son during surgery recovery.
- Councilwoman Stanton thanked everyone for coming out; and the Girl Scouts for attending. She also thanked staff and Captain Coble.
- Councilman Savoie also thanked everyone for attending; especially the Girl Scouts. He thanked staff and Captain Coble for all their efforts and asked everyone to keep those adversely affected by Hurricane Matthew in thoughts and prayers especially our fellow North Carolinians.

- Councilman Wireman also thanked everyone for coming out this evening. He opined that it was a productive meeting and thanked Council for such. Additionally, he too thanked staff and Captain Coble.
- Mayor Alvarez said that the Candy Crawl/Trunk or Treat will be held on the evening of October 21st at Chestnut Square Park. The Indian Trail Arts and Historical Society is looking for people that have historical information, photos and other materials for their efforts in preserving the Town's history. He too asked that those affected by the hurricane be kept in thoughts and prayers.

16. CLOSED SESSION: none

17. ADJOURN

Action

Councilwoman Stanton moved to adjourn the meeting at approximately 7:30 PM and the motion carried unanimously.

(SEAL)

Michael L. Alvarez, Mayor

Attest:

Kelley Southward, Town Clerk

	Updated Entries	Updated Amount			
Reimbursements:	0	0.00			
Expenditures:	0	0.00			
Transfer In:	1	1,800.00			
Transfer Out:	1	1,800.00			
Cancel:	0	0.00			
Encumbrances:	0	0.00			
Batch: BWC	Updated Entries:	2	Updated Amount:	3,600.00	Ref Num: 628

September 29, 2016
11:49 AM

TOWN OF INDIAN TRAIL
Expenditure Entry Verification Listing

Page No: 1

Batch Id: BWC Batch Date: 09/29/16 Batch Type: Standard

Account No. Account Description	Type	Entry Description	Amount	Seq
10-80-6130-493-000 Community Events	Transfer Out	Movie Night Crooked Creek	1,800.00	1
10-80-6130-493-009 Sunset Series #2 Crooked Creek Movie	Transfer In	Movie Night Crooked Creek	1,800.00	2

TOWN OF INDIAN TRAIL
Expenditure Entry Verification Listing

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
General Fund	10	0.00	0.00	1,800.00	1,800.00	0.00	0.00
Total of All Funds:		0.00	0.00	1,800.00	1,800.00	0.00	0.00

	Entries	Amount
Expenditures:	0	0.00
Reimbursements:	0	0.00
Transfer In:	1	1,800.00
Transfer Out:	1	1,800.00
Cancel:	0	0.00
Encumbrance:	0	0.00
Total:	2	3,600.00

There are NO errors in this listing.



Sunset Series #2- Crooked Creek Movie

Friday, Oct 7, 2016

Account # 10-80-6140-493-009

Budget

Banners- \$300

PR - \$375

Entertainment- \$300

Deputies- \$150

EMT-\$150

Movie- \$425

Misc. - \$100

Total- \$1800

JI

Town of Indian Trail

Memo



TO: Mayor and Town Council

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

DATE: October 18, 2016

SUBJECT: Crismark Development Street Acceptance

General Information:

In accordance with the Town's Street Acceptance Policy, the developer for Crismark has completed all necessary repair work for 2.34 miles of streets, as follows.

Street	Miles
Audubon Drive	0.17 miles
Tremont Drive	0.51 miles
Kinder Oak Drive	0.07 miles
Hyde Park Drive	0.37 miles
Corahay Lane	0.02 miles
Northland Court	0.02 miles
Forest Knoll Court	0.09 miles
Scarlet Oak Court	0.03 miles
Palace Court	0.03 miles
Capricorn Avenue	0.09 miles
Dunwoody Drive	0.39 miles
Thurston Drive	0.22 miles
Hyde Park Drive	0.13 miles
Fairbanks Court	0.02 miles
Atherton Drive	0.18 miles

Required Actions:

Council's acceptance of streets for maintenance.

Attachments:

1. Email
2. Letter from Developer and Application(s) for Street Maintenance Acceptance
3. Map