



Town of Indian Trail
Minutes of Town Council
Strategic Planning Session
January 11, 2014
Civic Building
08:30 A.M.

The following members of the governing body were present:

Mayor: Michael L. Alvarez

Council Members: David Cohn, Gordon Daniels, Christopher King, and Gary Savoie.

Absent Members: David Waddell.

Staff Members: Town Manager Joe Fivas, Town Attorney Keith Merritt, Town Clerk Peggy Piontek, Finance Director Marsha Sutton, Planning Director Shelley DeHart, Director of Community & Economic Development Kelly Barnhardt, Director Of Engineering and Public Works Scott Kaufhold and Communications Coordinator Lindsey Edmonds.

CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

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

APPROVAL OF JANUARY 2, 2014 SPECIAL MEETING DRAFT MINUTES

Christopher King made a motion to approve January 2, 2014 minutes
Council voted unanimously in favor of the motion.

ACCEPTANCE OF COUNCILMAN WADDELL'S RESIGNATION

Christopher King made a motion to approve Councilman David Waddell's Resignation, effective January 31, 2014.

Council voted unanimously in favor of the motion. **(COPY ATTACHED HERETO AND MADE A PART OF THE MINUTES)**

Mayor Alvarez announced that Council Member Waddell was not present for the meeting.

Mr. Fivas provided a brief overview of how the meeting will be conducted requesting any modifications from Council, none were stated.

PUBLIC COMMENTS FOR FY 2014/2015 BUDGET DEVELOPMENT

Shirley Howe, 6205 Clearwater Dr., Indian Trail, NC welcomed the two new Council Members. Ms. Howe commented on roads stating that the older developments need repair, providing specific issues in Beacon Hills. She addressed the quality of work being substandard requesting they be approved for repair in the upcoming budget. Code Enforcement needs additional staff to ensure appropriate enforcement, especially those that do not have an HOA requesting fast tracking Municipal Ordinances by late spring so they can be enforced. Ms. Howe concluded by asking Council to consider the safety needs in our parks by adding additional deputies in the budget.

Samantha Towns, 104 Pine Lake Drive, Monroe, NC addressed movement of funds in budget; she feels the codes used to accomplish this task should be published for the public to prevent criticism from residents. Ms. Towns requested Council address status of the North Carolina League of Municipalities because it was stated in the 2013 Budget highlights that there was pressure for municipalities cuts on State funding and would like information on where Indian Trail stands with regard to this.

Mayor closed public comments.

REVIEW OF BUDGET PROCESS

Mr. Fivas replied to Ms. Towns on the State funding pressures, stating that the legislators did discuss changes that would impact State funding, however they modified their budget in other areas and now are healthier than they were in the past.

Mr. Fivas advised that the Budget Schedule item will be on 1/14 agenda for approval, but reviewed it so Council can modify before it is presented. Mr. Fivas presented an overview on the budget process from incoming revenues to outgoing expenditures, Council's priorities for needs and goals working with

residents. He requested that once the budget is delivered on May 5th, at that point it's the Council's document and if there is something that they would like changed to please let staff know so it can be modified to accommodate within the statutory requirements.

STRATEGIC PLANNING SESSION

Mr. Fivas advised this is conveying what we have now and if we are headed in the right direction, if Council wants to go in a different direction, we would like to discuss it today.

Mr. Fivas advised that staff needs Council's input on whether or not to conduct a Phase I study on the property that we have been directed to purchase on Old Monroe Road and Chestnut Lane. The cost to conduct the study is \$1,800, although not required for purchase; once we purchase the property we take ownership of any environmental issues if no study is conducted. After a lengthy discussion, by consensus Council agreed that the Phase I study should be conducted.

Bonterra Village - Ms. DeHart provided an update and the history of the Bonterra Subdivision approval process. It was approved and annexed into the town in April 2001 as a mixed use project. Private streets were permitted allowing the lot definition to apply to middle of street. In 2006 the definition was amended but Phases I and II were approved prior to amendment.

Mr. Fivas advised that one of the questions we're getting is what we know about the streets and their condition, Mr. Kaufhold provided that information.

Mr. Kaufhold stated at the Town's request the developer provided over 60 pavement cores for the streets in Phase I and II, to find out how much asphalt and stone was used, nothing below that because it's not typical for as built conditions. We compared that to the Town standards and it was met at 100%, but 50-60% stronger than State requirements on average.

Mr. Fivas stated that we have been asked by the Bonterra HOA if we have any interest in taking over those private streets and making them public. One of the reasons is because there are other Phases of this neighborhood that will be built as public streets and they are trying to figure out the legalities. He stated that both he and Mr. Merritt have spoken with the HOA to determine if there is a legal way to do it. From a staff perspective we advised Bonterra HOA this has been done in the past with another subdivision by putting a tax assessment on their property to repay the funds. Staff informed Bonterra they would have to put a certain amount of money in a fund to repair those roads, when needed, at a later date. Mr. Fivas inquired if this is something Council wants to resolve.

Mr. Merritt advised the legal issue is that the homeowners own the property to middle of road, explaining this is unusual as property is generally owned by developer as fee simple. We need to get the property from residents if we wish to take over the road. One way is to get each property owner to convey that property to the town which would be cumbersome. The other way is that there are documents that the roads are considered to be common areas and that could be conveyed. The HOA

would need to review those documents and get the residents to approve it. These are issues the HOA has to deal with, they need to be in a position to convey the property to town and to date they have not accomplished it. Until that point is reached, there is no acceptance that the town has to consider. At one point they requested the town give a conditional approval that if these challenges are met we would consider taking over the roads. The problem is that the lot lines are in the middle of the roads and each homeowner needs to be dealt with by the HOA to resolve this.

Council had a lengthy discussion and requested it be put on the January 28th agenda for further discussion.

Mr. Merritt requested permission to leave the meeting as his services were no longer required, Council approved his leaving.

Update on current infrastructure projects & 5 year Transportation Plan

Mr. Fivas provided updates on Highway 74 intersections, Chestnut Parkway, Old Monroe Road. **(COPY OF THE POWER POINT CAN BE FOUND IN THE CLERK'S OFFICE)**

Park & Recreation

Ms. Barnhardt presented an overview of the Park and Recreation Plan for 2014-2015, topics included timelines and amenities planned for both Chestnut Square Park and Crooked Creek Park, concluding with the PARTF Grant application timeline, anticipation of sponsorships and donations and advising the master plan is being updated. **(COPY OF THE POWER POINT CAN BE FOUND IN THE CLERK'S OFFICE)**

Mayor Alvarez requested Council approval to leave the meeting for a short period, Council approved. Mayor Alvarez turned the gavel over to Mayor Pro Tem Cohn.

Communication

Ms. Edmonds presented a Communications Plan that will provide a guideline for the strategies and tactics that will be used to achieve the Town's communication goals and objectives. **(COPY OF THE POWER POINT CAN BE FOUND IN THE CLERK'S OFFICE)**

LUNCH

Council took and returned from a brief recess for lunch.

Economic Development

Ms. Barnhardt presented an overview of the 2014-2015 Economic Development Plan, explaining what economic development entails, the goals, objectives and development examples from other jurisdictions. **(COPY OF THE POWER POINT CAN BE FOUND IN THE CLERK'S OFFICE)**

Mayor Alvarez returned to the meeting.

CONTINUATION OF STRATEGIC PLANNING SESSION

Mr. Fivas explained staff's documented plans for the future and requested thoughts/ideas from Council. Requesting an intermediary plan. Council had a lengthy discussion, topics included 3 year strategic plan, understanding our current situation, our strengths and weaknesses, opportunities, threats, where do we want to go, communication, downtown area where it will be and what it should look like, how to get there, timelines, definition of organization mission and values, set goals on quality of services, public safety, quality places, park areas, and Grants.

CLOSED SESSION

None

ADJOURN

David Cohn made a motion to adjourn
Council voted unanimously in favor of the motion.

APPROVED:

Michael L. Alvarez, Mayor

Attest:

Peggy Piontek, Town Clerk