



Town of Indian Trail
Minutes of Town Council Workshop
January 28, 2012
Civic Building
8:30 A.M.

The following members of the governing body were present:

Mayor: Michael L. Alvarez,

Council Members: Robert Allen, David Cohn, Christopher King, Darlene Luther, and David Waddell.

Staff Members: Town Manager Joe Fivas and Town Clerk Peggy Piontek, Planning Director Shelley DeHart, Town Engineer Scott Kaufhold, Finance Officer Marsha Sutton, GIS Specialist Luke Fawcett, Senior Accountant Jennifer Smith, Senior Planner Rox Burhans, Economic Development Coordinator Kelly Barnhardt and Human Resource Miriam Lowery.

CALL MEETING TO ORDER

Mayor Alvarez called the meeting to order.

OVERVIEW OF MEETING

Mr. Fivas provided an overview of the meeting. He explained that the information gathered today will assist staff in creating a long range strategic plan for Council and enable us to use some of the information in preparing the upcoming budget.

DISCUSSION OF LONG RANGE STRATEGIC PLANNING PROCESS

Mr. Fivas's topics included the benefits of an updated comprehensive plan, a three year Strategic Council Implementation Plan, and an estimated cost both in funding and staff time. He informed Council that the

Implementation Plan would cover from July 1, 2013 to June 30, 2016 which will consist of planning, acting and evaluating the objectives. Mr. Fivas went in detail about the steps that would occur and what they would consist of: Establish goals for our community, develop objectives, tasks, performance indicators and target dates. The time line is as follows: March – May would be for education, June for the Council to develop goals and mission/vision statements, July Council will develop objective statements, August Council will develop tasks and performance indicators and September the tasks and performance indicators are completed and the final report is developed for public hearings and final approval. By consensus Council was supportive of the Comprehensive Plan and Implementation Plan and requested staff to proceed.

INFRASTRUCTURE DEVELOPMENT WORK PLAN

Mr. Kaufhold provided Council with a review of recently completed infrastructure projects on sidewalks, resurfacing, stormwater and traffic data base. He then reviewed pending projects, providing estimated costs and how this benefits the citizens: **Sidewalks** for Unionville Indian Trail Road (CMAQ Grant), Rogers Road (CMAQ Grant), Poplin Road, and Chestnut Lane (no Federal funding); **Resurfacing**: Certain Beacon Hills subdivision streets with a tentative start date of April 1st; **Stormwater**: A new Stormwater Maintenance Contract is required and bids will go out and the Department of Public Works will need to make drainage improvements in Beacon Hills prior to resurfacing contract. This was approved at the last Council meeting; **Traffic Database**: Mr. Kaufhold recommended that we continue traffic counts through MUMPO grants, Update pavement condition rating, partner with NCDOT on Wesley Chapel Stouts Road and Old Monroe Road intersection and implement school safety improvements. Council would like staff to try to get more funds from NCDOT and some from the County, provide the best offers to Council and if short provide Council options for the additional funds required for the aforementioned upgrades. Mr. Fivas reviewed his understanding of Council conversations on the pending matters; Poplin Road sidewalks were first and Chestnut Road second. He asked if Council had any concern for staff to bring costs to them for approval, they did not. By consensus, Council requested the Pavement study be completed.

Council took and returned from a brief break.

ECONOMIC DEVELOPMENT WORK PLAN

Ms. Barnhardt explained the “new age” of Economic Development recruitment (providing examples of “service” businesses: Sports, retail, class A offices, more entrepreneurialship mindset) and provided a goals summary. She advised that the recently received Economic Development Strategic Plan from our consultants is the basis for the goals and objectives. **Goals Summary**: Investigate product development opportunities (this could require the hiring of a consultant to evaluate the economic impact), internal marketing and branding, enhancing the business retention and expansion program (BR&E), networking with allies for recruitment, priority development sites (PDS) program and investigate a multi-jurisdictional park. Ms. Barnhardt informed Council how each of these goals could be accomplished.

Council had a general discussion about this, touching on many different scenarios and issues. Mr. Fivas advised that staff would go out and research areas and bring the information back to Council on a few that might prove to be interesting and then begin the second phase of analyzing (cost, benefits, risks, impacts on environmental such as infrastructure, wetlands and neighborhoods) should Council direct us to go in that direction. The next phase

would be for us to put together a business plan that lays out everything we would like to accomplish, moving forward in a strategic way all driven from Council. By consensus, Council would like to see the site analysis report in order to make an educated decision.

Council broke for lunch.

LAW ENFORCEMENT

Lieutenant Coble provided Council with an overview of the increase in call volume, self initiated activities and patrols and future factors that will influence service levels. He reviewed the results of the 2011 citizen survey and provided ways to provide what is desired by the citizens, suggesting patrol deputies to focus on traffic enforcement with increased neighborhood visibility. Lieutenant Coble spoke to providing a better quality of service by enhancing case investigation and follow-ups resulting in a decrease of current caseload per detective e, increasing citizen contact with detectives with the ultimate goal being to clear more cases quicker. The expectation of where they are going is to continue the service levels for patrol functions while the area continues to grow, increase the efforts made toward traffic safety, explore additional K-9 opportunities and increase case management, and investigations. Lieutenant Coble suggested districting the town's response area by sectioning the town into quadrants, assign deputies to one area because it builds knowledge of area for law enforcement; it builds community relations with law enforcement, reduces travel times to service call and to work correctly requires 4 additional patrol deputies. Lieutenant Coble presented a slide indicating his current staff level and one for a 3 year future staff level proposal showing an addition of 1 detective, 4 deputies, 2 traffic enforcement officers and 1 K-9 dog and deputy. He concluded with expanding responsibly by planning ahead, applying for grants, addressing traffic safety issues with Engineering and NCDOT and to use tools to enhance law enforcement across town such as a radar trailer and cameras. Council had a lengthy discussion on the subject; topics included cars, equipment, contract extension, County contributions. Mr. Fivas requested Council clarify what their expectation is and the number of officers to be put in the budget. He advised that he is not expecting an answer today, but inquired how we arrive at the solution. Mr. Waddell recommended adding 2 deputies now and next year perhaps 2 more and 2 more in the third year, as for the detective that can be discussed at a later date. Mr. King inquired of Lieutenant Coble, if 2 deputies are added, how he would best be served, traffic, detective; what are his needs. Lieutenant Coble replied, all he needs is the bodies; he will determine where they are best placed for the benefit of the town. Mr. Cohn agreed with Mr. King and Mr. Waddell with adding 2 more deputies, but not necessarily with adding 2 more next year and 2 the year after. Let's see what happens with the addition of the first 2 and make our determination from there. Council directed staff to place the discussion for the addition of 2 additional deputies on the next agenda as a business item. Mr. Fivas clarified that should Council vote at the next meeting to add 2 additional deputies now totaling 20, the Fiscal Year 2012/2013 budget recommendation will fund a total of 20 deputies. Council discussed the many facets involved with applying for a grant to fund additional officers.

DISCUSSIONS OF PARKS, GREENWAYS AND BIKEWAYS

Ms. DeHart advised there are many documents that pertain to Parks and Greenways along with the Park, Tree and Greenway Committee. The documents are only as good as the implementation, when considering this staff always applies cost efficiencies like cost sharing, grants, agency partnerships and leveraging town assets. The Town has been more aggressive in implementation by example Ms. DeHart referred to Crossing Paths Park, the purchase of 51 acres for a larger park, with many opportunities for development. Ms. DeHart informed Council that staff is

always looking for good opportunities and advised that one has come to the surface. This is a greenway project which will be part of a segment of the Carolina Thread Trail (\$20,000 for planning and \$150,000 for land acquisition and construction) and within our Pedestrian Plan and Park Plan, there are grant opportunities for development and it will tie into the town sidewalk project which is federally funded, it will be the town's first public greenway and will create approximately a 3 mile loop. It's located in Sardis Village, resulting in approximately a ¾ mile segment and connects to over 2 miles of new sidewalk. There are 7 subdivisions within a ¼ mile radius for a greenway opportunity but also has the potential for a dog park. Ms. Dehart provided Council background information on the Carolina Thread Trail. Staff is looking for direction from Council to thoroughly investigate the potential by consulting outside agencies and explore grants and cost with consulting the Park, Tree and Greenway Committee. By consensus Council agreed for staff to go forward.

ENVIRONMENTAL SERVICES

Ms. DeHart advised that the current contract expires at the end of July 2012 and requested direction on whether staff should advertise a RFP or negotiate with current provider. Services to include green initiatives town wide, with a strong education component and partnership with provider for school programs, events and civic group organizations. Staff has discussed expanding our residential recycling efforts to achieve our overall goal to reduce solid waste per household by increasing receptacle size, providing yard waste and tree recycling. Participation would be achieved through education; our goal would be to achieve a 50% reduction in the Town's solid waste collection over a 5 year period. Ms. DeHart explained the benefits of these services. Another consideration is bulk item and e-waste (electronics) pick up. The options for services are town wide pick up where everyone pays regardless of use of service or towns negotiates a discounted set fee which the resident pays provider per pick up or keep the current policy which makes it entirely the resident's responsibility. Staff would like direction on the roll out carts, we currently own them (approximately 11,500) and our options are to continue to own them or have the provider own the carts. Staff recommends that the provider owns the carts to ensure that they are handled appropriately. By consensus Council directed staff to RFP the services, including having the provider own the carts, bulk pick up, e-waste, having a 96 gallon recycle carts. Mr. Fivas advised that once we receive the bids we will get a recommendation from Council. Staff feels it's important to have something signed with a provider by the first week of June. The provider will need about 60 days to prepare, along with our budgetary issues of putting the costs in properly. There was a discussion amongst Council of how to dispose of the carts we own. Mr. Fivas replied that will be negotiated into the contract. It was recommended that the new carts to have Indian Trail branding on them and provided an example. Mr. Fivas added for clarity that we would have recycling every other week and yard waste every other week for everyone, if Council has concerns he would like to hear them now so we can prepare the RFP accordingly.

GENERAL BUDGET PROCESS OVERVIEW

Due to time constraints this matter was not discussed, Mr. Fivas requested Council review the information in the packet and contact him with any questions or it can be discussed at a later meeting.

Mr. Fivas reviewed the proposed budget schedule with Council.

ADJOURN

Christopher King made a motion to adjourn
Council voted unanimously in favor of the motion.

APPROVED:

Michael L. Alvarez, Mayor

Attest: _____
Peggy Piontek, Town Clerk

