

MAYOR
Michael L. Alvarez

MAYOR PRO TEM
David L. Cohn



TOWN COUNCIL
Robert W. Allen
Christopher M. King
Darlene T. Luther
David K. Waddell

Indian Trail Town Council Meeting
January 22, 2013
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** **action**
4. **PRESENTATIONS**
5. **PUBLIC COMMENTS**
6. **CONSENT AGENDA** **action**
 - a. [Approval January 4 & 8, 2013 draft minutes](#)
 - b. [Budget Amendments](#)
 - c. [Tax refunds over \\$500](#)
7. **PUBLIC HEARINGS** **action**

None
8. **BUSINESS ITEMS**
 - a. [Approve Project Manager for 'Sardis' Park Project](#)
9. **DISCUSSION ITEMS**
 - a. Review of 'Sardis' Park Project
 - b. Review of the 'Chestnut' Project
 - c. Discuss districting the Town to provide more balanced representation of the

Residents as a whole – *this matter was requested by Council Member Waddell*

10. MANAGERS REPORT

11. COUNCIL COMMENTS

12. CLOSED SESSION

action

13. 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; the phone number is 704-821-2541



Town of Indian Trail
Minutes of Town Council Special Meeting
January 4, 2013
Civic Building
6:30 P.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.

Absent Members: Michael L. Alvarez.

Staff Members: Town Manager Joe Fivas, Town Clerk Peggy Piontek, Town
Attorney Keith Merritt and the Finance Director Marsha Sutton

CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Pro Tem David Cohn called the meeting to order, led in the Pledge of Allegiance, announced the Mayor would not be attending tonight's meeting and wished everyone a Happy New Year.

MOTION TO APPROVE AGENDA

Robert Allen made a motion to approve the agenda.
Council voted unanimously in favor of the motion.

DISCUSSION ITEMS

a. Review of Animal Enforcement Ordinance

Mr. Fivas provided the history of this item. He advised this ordinance is a draft not for approval tonight as a public hearing has been scheduled for January 8th meeting.

Mr. Fivas reviewed some of issues from the County stating the major changes are in the definition section which now provides more clarity. Another major change from previous draft pertains to livestock and exotic species section and provided an explanation. The livestock from last draft would eliminate any new animals, while having internal discussions we resolved to permit residents who have the facility to house these animals but starting 2016 a permit system will be set up and must be adhered to. This is to determine if there are issues with these animals. Cats & dogs were similar but have been broken apart as per the Public Safety Committee last night. Dangerous dogs present some questions from the County that need to be resolved. This is the draft that will be available for the public hearing.

Council had a lengthy discussion on this draft ordinance, topics included: clarification of section 92.06, containment fences, penalties too stiff, handling of appeals, contact for complaints, and arrangements with County. Mr. Fivas thanked the Public Safety Committee for their hard work.

Mr. Merritt advised that he was not necessary for the next matter and requested permission to leave the meeting. Council agreed and Mr. Merritt left the meeting.

b. Discussion and review of current agreement with Union County Sherriff's Office for law enforcement.

Mr. Fivas advised that he spoke with Sheriff Cathey on issues and the agreement. They both agreed it's hard to have a conversation, but we cannot move forward until we articulate in writing some of the issues that are out there. Like equipment, what does that mean and how does it work? Sheriff indicated that a next step is to get this information in writing. He suggested getting a document together to express these matters and then begin moving forward.

By consensus Council directed Mr. Fivas to put together a document and get it to them by January 14, 2013.

ADJOURN

Christopher King made a motion to adjourn
Motion Passed 4 - 1 with David Waddell opposing.

APPROVED:

Michael L. Alvarez, Mayor

Attest:

Peggy Piontek, Town Clerk

DRAFT



Town of Indian Trail
Minutes of Town Council

January 8, 2013

Civic Building

6:30 P.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, Town Clerk Peggy Piontek, Town Attorney Keith Merritt, Director of Community & Economic Development Kelly Barnhardt, Planning Director Shelley DeHart, Finance Director Marsha Sutton, Tax Collector Janice Cook, Director of Engineering and Public Works Scott Kaufhold , Director of Human Resources Miriam Lowery, and Senior Planner Rox Burhans .

CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Alvarez led the Pledge of Allegiance.

ADDITIONS AND DELETIONS

Christopher King made a motion to approve moving item 7e to 7a and 7a to 7e.

Council voted unanimously in favor of the motion.

MOTION TO APPROVE AGENDA

Robert Allen made a motion to approve agenda.
Council voted unanimously in favor of the motion.

PRESENTATIONS

None

PUBLIC COMMENTS

Regina Dickerson, 5807 Rocky River Road N, Monroe, NC addressed the issue of others using the Handicapped stickers legally and requested that enforcement of the parking spots be improved.

Art Spurr, 4100 Woodcreek Court, Indian Trail, NC requested the town be transparent suggesting every Council, Board & Committee meeting be recorded on Granicus so that residents have the opportunity to hear all meetings. He addressed that others have stood at the podium making good suggestions to Council and he has not heard any response from the Town Council. He would like someone to take the time to explain whatever issue is addressed at public comments.

David Wilson, 8010 Beacon Hills Road, Indian Trail addressed the issue of an abandon house in his neighborhood. He advised that he has tried to get something done with no success. He stated that he now has roaches and mosquitoes as a result of things left in the vacant house. He requested something be done with this house.

Mr. Fivas responded advising that although staff agrees with him, we have no legal authority to make any repairs, as it's owned by the Bank. We have requested that the bank give us the house so we can take the necessary safety steps, but they have not agreed to do so.

Chipper Long, 1012 Cranston Crossing Place, Indian Trail, NC requested Council and staff research getting the meetings video recorded as well as audio. He feels it's a disservice to our citizens to only hear it, he believes it could provide additional security. He agrees that all Board and Committee meetings be put on Granicus and all agendas should have public comments on them.

He encouraged the town to explore town-wide wifi, free to the citizens. He requested that citizens continue to be updated on the digital signs. He praised the Public Safety Advisory Committee and Town staff for getting the Animal Control Ordinance drafted and up for discussion.

Sonny Gotro, 1414 Hawthorn Drive, Indian Trail, NC President of the Indian Trail Business Association, advising the last meeting was in October, it was transitioned from its founders Ms. Luther and Mr. Allen over to the local merchants for control. He explained some of the matters they have been working on. He invited Council to their first meeting to be held on January 31, 2013 from 6:00 pm to 7:00 pm.

Samantha Towns, 104 Pine Lake Drive, Indian Trail, NC advised it's a new year, the town is moving forward in a positive matter and hopefully we can continue all the good initiatives that were started and see them to completion.

CONSENT AGENDA

- a. Approval December 1, 11, & 20, 2012 draft Minutes
- b. Approval of Month End Tax Report for December 2012
- c. Tax Refunds over \$500
- d. Bond Reimbursement Resolution
- e. Budget Amendments

David Waddell made a motion to approve removing item d from the Consent Agenda for further explanation and place it as 8b.

Council voted unanimously in favor of the motion.

Christopher King made a motion to approve revised Consent Agenda

Council voted unanimously in favor of the motion.

PUBLIC HEARINGS

- e. Animal Enforcement Ordinance:

This item was moved up as a result of a motion made by Council Member King under Additions and Deletions.

Mr. Fivas provided a brief update on the process of this matter.

Mayor Alvarez opened the public comments portion of the meeting.

Michael Matthews, 5023 Friendly Baptist Church Road, Indian Trail, NC expressed his concern as a breeder of Irish Wolfhounds as it may limit the number of animals he can have. More regulation is not necessarily better, advising that Union County has been to his home several times with no issues.

Mr. Fivas advised this does not necessarily effect animal rescue, and the impact for breeders would require you to come to the town for a business license, you would need a permit from the town for collecting the dogs, the number of dogs you have and what you can and can't do which is consistent with what the County is doing.

Sandra Polen, 625 Raintree Drive, Matthews, NC is a dog owner with a fenced in yard and is unable to walk her dogs because of stray dogs running loose, providing examples of the many dangers/inconveniences this creates. The majority of the people in her neighborhood support the leash part of the ordinance.

Anna Goins, 1824 Greentree Lane, Indian Trail, NC stated she lives in a rural area surrounded by farms advising she is concerned that the ordinance is 22 pages long and for those that do not have access to the newspaper have no clue that this is being considered. She has concerns that the town can tell someone what kind of animal they can have, along with the acreage allowance for animals. She expressed there was livestock in her neighborhood and expressed concerns about regulations with the town when the County already has them. She expressed concern that the town would hire another police officer to enforce the animal control ordinance. She feels it's becoming like Charlotte Mecklenburg.

Jerry Morse, 271 Unionville-Indian Trail Road, Indian Trail, NC provided his history, advising his neighborhood had quail and dogs, the quail didn't bother him but his neighbors dogs barking did, they resolved it as neighbors do. He started raising ring neck pheasants, showing his permit required by NC, he also breeds endangered pheasants, possessing a chick dealer license allowing him to sell the eggs or birds. As he reads the ordinance he could be grandfathered in, but it's about all residents being allowed to have life, liberty and the pursuit of happiness. He is a member of the National Poultry program to eliminate diseases. It's all about being responsible adults with their animals and he does not see where Indian Trail can be. He expressed concern about other owners not taking care of their animals and enforce laws on the books and if there isn't one let's be specific about it. He expressed concerns about it being vague and perhaps selective.

Judy Lukins, 15208 Catawba Circle South, Indian Trail, NC expressed concerns about the snake and reptiles section as her son has a bearded dragon as a pet which is confined in a cage. Ms. Lukins expressed her concern about what vicious dogs indicate, Union County already has an ordinance.

David Waddell, 2101 Waxhaw-Indian Trail Road, Indian Trail, NC stated he thinks it will do wonderful things, but has concerns about another expansion of town government and controlling people's lives. He believes it can be used as a way of neighbors to bully each other using the town to do so. His primary concern is if a person has to get permission to own property (animals) he is not a free person. He believes what people want is to contain loose animals. He would like to see this ordinance scraped and create a containment ordinance and contract with the County for an additional level of service above what we already receive.

Mayor Alvarez closed the public comments portion of the hearing.

Council had a very lengthy discussion on this matter, ultimately deciding to have a special meeting to review the Ordinance section by section to determine what they would like to have it include. They complimented the Public Safety Committee on providing a great ordinance, but feel it might include too many items not necessary at this time.

Council decided to have a special meeting to go thru the entire ordinance.

Council took and returned from a brief break.

b. ZM 2012-004 Gulley Property:

Ms. DeHart advised the purpose of this amendment is to rezone a vacant 23.39 acre parcel from Union County Residential-20 (R-20) to Single-Family Residential-1 (SF-1). The subject property was annexed into the Town of Indian Trail on November 13, 2012. The Town has 60-days to establish zoning for the newly annexed parcel pursuant to the North Carolina General Statutes.

Ms. DeHart informed Council that the Planning Board heard this matter on December 18, 2012, was able to make the following consistency findings, and unanimously recommended approval:

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

Goal 1.3.1 Quality of Life: Because the proposed zoning classification provides for low-to medium residential density therefore supporting a diverse range of house options, including varying densities of single family, multifamily, traditional neighborhood development (TND), and mixed-use communities in order to provide affordable living opportunities for a wide range of residents.

2. The request for this zoning classification is a reasonable request and is in the public interest because it establishes a zoning classification consistent with the existing Union County zoning classification and it promotes the goals of the adopted Indian Trail Comprehensive Plan.

Mayor Alvarez opened and closed the public comments portion of the hearing as no one had signed up to speak.

Robert Allen made a motion to approve the required findings as read into the record and found in draft Ordinance.

Council voted unanimously in favor of the motion.

Robert Allen made a motion to approve the zoning map amendment establishing SF-1 Zoning on parcel 07048-18.

Council voted unanimously in favor of the motion.

c. ZM2012-005 Brandon Oaks Phase 9:

Ms. DeHart advised that the purpose of this amendment is to rezone two parcels totaling 0.42 acres from Union County Residential-20 (R-20) to Single-Family Residential-4 (SF-4) with the Pre-Existing Development Overlay (PED Overlay 1). The subject property was annexed into the Town of Indian Trail on November 13, 2012. The Town has 60-days to establish zoning for the newly annexed parcel pursuant to the North Carolina General Statutes.

Ms. DeHart informed Council that the Planning Board heard this matter on December 18, 2012, was able to make the following consistency findings, and unanimously recommended approval:

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

Goal 1.3.1 Quality of Life: The proposed rezoning to SF-4 with a PED Overlay 1 will help to promote a better quality of life for our residents by ensuring the continuation of the unique identity and residential character of the Brandon Oaks community.

Goal 1.3.1 Quality of Life: The proposed rezoning to SF-4 with a PED Overlay 1 will help to provide a diverse range of housing opportunities in Indian Trail by providing additional medium density housing within an overall planned development community with varying housing sizes and densities.

2. The request for this zoning reclassification is a reasonable request and is in the public interest because it promotes the goals of the adopted Indian Trail Comprehensive Plan in the areas of *Quality of Life* and is consistent with the adopted plans within the Town of Indian Trail.

Mayor Alvarez opened and closed the public comments portion of the hearing as no one had signed up to speak.

Robert Allen made a motion to approve the required findings as read into the record and found in draft Ordinance.

Council voted unanimously in favor of the motion.

Robert Allen made a motion approve the zoning map amendment establishing SF-4 Zoning with PED-1 Overlay on parcel 07091032 and 07091047.

Council voted unanimously in favor of the motion.

d. CZ 2012-002 Carolina Courts

Ms. DeHart explained that the applicant filed this application for the purpose of relocating their existing Indian Trail recreation facility to the Town's future park facility referred to as Chestnut Park. This request is part of the ongoing public-private partnership between the Town and Carolina Courts. The impetus for the relocation of Carolina Courts is the proposed alignment of the Monroe Bypass project. NCDOT has already purchased the property from the applicants and they are leasing it from NCDOT until their new facility is complete.

Ms. DeHart stated that the Planning Board heard this at its December 18, 2012 meeting. Staff provided the board with supplemental information consisting of a proposed phasing plan for the Porte Cochere', outdoor dining and plaza area. The Board evaluated the project and had concerns in the area of parking (including ADA spaces), general traffic, future changes in use, building material and the phasing plan as it is related to the Porte Cochere. Ms. DeHart explained to Council the Board's concerns. After deliberations the Board motioned to make the findings and transmit a recommendation to approve with

modified conditions:

1. The Conditional Regional Business Zoning District (CZ-RBD) is approved for the following uses: a.

Principle Use - Indoor Recreational Facility-Spectator Entertainment Use.

b. **Accessory Uses:** i. The potential for outdoor sports such as volleyball in coordination with the Town park; ii. Fitness Services/Center; iii. Retail/Shopping/Gift Shop; iv. Restaurant; v. Commercial Entertainment (Concert & other events-maximum occupancy under 1000 people.);vi. After school and athletic instruction;

c. Any change in the principle use (recreational/spectator entertainment use) or major change in the conceptual plan, shall require Town Council consideration as a new rezone request.

2. The proposed development shall be designed generally consistent with the associated site plan and elevations as incorporated herein. The front façade shall be architecturally treated with brick, stucco, and stone building material.

3. The applicant shall construct the Porte-cochere feature at the front entrance of the facility during the initial construction phase. Post enhancements (brick or stone material) of the structure may be phased in as needed.

4. The applicant may phase in the plaza and/or outdoor dining patio area if deemed necessary for business operations without modification of the conditional zoning.

5. All street/plaza furniture such as benches and trash receptacles, bike racks, pedestrian lighting, other incidental site features shall be approved by the Town.

6. The three acres area shall be subdivided from the 51-acre tract prior to certificate of occupancy.

7. All conditions shall be met within two years of the establishment of the Conditional Zoning District unless authorized herein. The Town Council may act to revoke the conditional zoning district designation if the applicant fails to meet the terms of the district.

The Planning Board was able to make the following findings and they were read into the record:

Goal 1.3.1 Quality of Life - The proposed conditional zoning district will meet this goal by:

• *Providing common urban design elements in coordination with the Town in the Downtown area; and*

• *Assisting in the implementation of the Town's park system in order to provide a better sense of community for Indian Trail Residents;*

Goal 1.3.2 Land Use - the proposed rezone project provides a mix of uses within the Downtown Village and promotes a more balanced tax base by authorizing a relocation of a displaced business within Indian Trail; and

Goal 1.3.4 Downtown Revitalization - the proposed project promotes the downtown area as a focal point by including the opportunity for a gathering place for community events, while at the same time serving as a business and cultural destination for the local and regional population.

Mayor Alvarez opened the public comments portion of the hearing.

Sam Kleto, 3117 Valentine Lane, Charlotte, NC advised he represented the applicant and would be happy to answer any questions. Mr. Allen advised in the interest of transparency and full disclosure, he informed Council he knew Mr. Cleto.

Council had no questions.

Mayor Alvarez closed public comments.

Darlene Luther made a motion to approve making the required consistency findings as read into the record and found in draft ordinance.

Motion Passed 4 - 1 with David Waddell opposing.

Darlene Luther made a motion to approve the zoning map amendments CZ 2012-002 rezoning a 3-acre portion of parcel 071105011 from SF1 to Conditional Region Business Zoning District.

Council voted unanimously in favor of the motion.

a. Annexation 134- Oakwood Lane Properties

This matter was moved as a result of a Motion made by Council Member King under additions and deletions.

Ms. DeHart provided the previous steps taken by Council on this matter and advised that the subject properties were included in the 140 acre park purchase by the Town last July and are located on Oakwood Lane representing approximately 1.69 acres. Two of the three properties are wooded with a small dilapidated house that sits on their shared property line and the third lot is disturbed and has been reserved for future Oakwood Lane extension.

Ms. DeHart informed Council that the following consistency findings, pursuant to NCGS 160A-31(d) regarding voluntary annexations in North Carolina, must be made for the annexation to be valid: The Town Council of Indian Trail finds that, pursuant to the requirements of NCGS 160A-31(d), that the proposed Annexation Ordinance #134 petition offered by the applicants does in fact meet all the requirements for a proper voluntary annexation under North Carolina law and is found to be valid in form and manner.

Mayor Alvarez opened and closed the public comments portion of the hearing as no one had signed up to speak.

Robert Allen made a motion The Town Council of Indian Trail finds that, pursuant to the requirements of NCGS 160A-31(d), that the proposed Annexation Ordinance #134 petition offered by the applicants does in fact meet all the requirements for a proper voluntary annexation under North Carolina law and is found to be valid in form and manner.

Motion Passed 4 - 1 with David Waddell opposing.

Robert Allen made a motion to approve extending the corporate limits of the Town of Indian Trail to include Annexation Ordinance #134 establishing the effective date of the annexation as January 8, 2013.

Motion Passed 4 - 1 with David Waddell opposing.

BUSINESS ITEMS

a. Chestnut Parkway Improvement Contract

Mr. Fivas reviewed the history of this matter advising the bid results for this project have been concluded. Mr. Fivas explained the purpose of this project was to try and alleviate some of the traffic issues within our Town. He reviewed some of the inclusions of this bid for Council. Mr. Fivas advised that it will be a four lane parkway, with curb, gutter, median, street lights and sidewalks on both sides to the property line. Although sewer probably is not an issue, we are waiting for final approval on water from Union County. If approved tonight, we will begin getting all the necessary documentation from the vendor then give them the go ahead to begin construction. Mr. Fivas informed Council that staff recommends Blythe Development for this project.

There was conversation from Council pertaining to bidders within the Town or County (none that applied on time) and the possibility of purchasing material within County, which was not a requirement of the bid.

Christopher King made a motion to approve Blythe Development for construction of the Chestnut Parkway.

Council voted unanimously in favor of the motion.

b. Bond Reimbursement Resolution

this matter was pulled from the Consent Agenda by a motion made by Council Member Waddell for further discussion.

Mr. Waddell requested clarification on the purpose and amount, as it was not specified on the Resolution.

Mr. Fivas replied this provision permits you to proceed with any necessary tasks and then reimburse the Town with the bond funds once approved.

Robert Allen made a motion to approve Bond Reimbursement Resolution.
Motion Passed 4 - 1 with David Waddell opposing.

DISCUSSION ITEMS

None

MANAGERS REPORT

None

COUNCIL COMMENTS

None

CLOSED SESSION

Robert Allen made a motion to enter closed session for NCGS 143-318.11 (a)(5) to establish or instruct the staff or agent concerning the negotiations of the amount of compensation or other terms of an employment contract.

NCGS 143-318.11 (a)(6) to consider the qualifications competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee.

Council voted unanimously in favor of the motion.

Robert Allen made a motion to approve coming out of Closed Session.

Council voted unanimously in favor of the motion.

Robert Allen made a motion to approve suspending the rules and add agenda item - Town Manager Employment Contract.

Council voted unanimously in favor of the motion.

Town Manager Employment Contract

Robert Allen made a motion to approve extend the second extension of employment agreement for Town Manager Joe Fivas and providing for a 1.9% COLA retroactive from July 1, 2012.

Council voted unanimously in favor of the motion.

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



DRAFT



TO: Mayor and Town Council
FROM: Joe Fivas
CC: Marsha Sutton, Jennifer Smith
DATE: January 22, 2013
SUBJECT: Budget Amendments for January 22 Meeting

1. Recognize donation for the Cultural Arts Center
2. Reallocate funds for an Economic Development contracted services program.

If Council has any questions, or would like to see any of the budget amendments, please contact the Finance Director at 704-821-5401.



TO: Mayor and Town Council
FROM: Joe Fivas
DATE: January 22, 2013
SUBJECT: Tax Refunds greater than \$500

Please find attached copies of tax refunds greater than \$500.00

1. Marlene Hendricks - \$604.20 refunded to Corelogic as taxes were previously paid by Mortgage Company.
2. Charles P. Lamb - \$553.08 refunded to Corelogic as taxes were previously paid by Mortgage Company.
3. Tony & Karita Kenan - \$529.14 refunded to Corelogic as taxes were previously paid by Mortgage Company.
4. Kim & Jo Duke - \$548.66 refunded to Corelogic as taxes were previously paid by Mortgage Company.
5. Thomas Luckman - \$548.99 refunded to Corelogic as taxes were previously paid by Mortgage Company.
6. Jerry D. McWilliams - \$577.98 refunded to Corelogic as taxes were previously paid by Mortgage Company.

If you need any clarification on any of these items, please feel free to contact Marsha Sutton at (704) 821-5401.



TO: Mayor and Town Council

FROM: Kelly Barnhardt,
Director, Community & Economic Development

DATE: January 22, 2013

SUBJECT: Park Project Manager Approval

In November 2012, Town residents passed a park referendum to begin the construction on two municipal parks. In December 2012, the Town Council directed staff to begin these park projects in early 2013, and the first step is to hire a Park Project Manager to oversee the development of these projects. The Park Project Manager will oversee day-to-day management of the planning, design, engineering and construction of these parks working at the direction of the Town Council and Town staff.

In December 2012, the Town advertized a RFQ to solicit bids for qualified Park Project Management firms. The Town interviewed two respondents to the RFQ on Jan 9th. The two respondents were evaluated on the following criteria:

- Qualifications of the Consultant, Project Manager, and Project Team, including proximity to the Town
- Work history and references for similar past projects with the Town of Indian Trail, other municipalities, and state agencies
- Availability of the Consultant's staff to meet with and assist Town staff, and to attend evening meeting with local committees and Town Council.
- Availability to meet time frame established for completion of the project(s).
- Ability to meet any insurance requirements requested by the Town.
- Consultant's design philosophy and approach to design.

- Ability of the Consultant to possess a clear understanding of the project.
- Consultant's history of effective schedule and budget management for projects of similar scale and complexity.
- Ability to use processes that creatively engage project stakeholders.
- Previous experience with engaging and communicating with property owners adjacent to the property under development.

After the interviews, the staff thought both Site Solutions and Woolpert were equally qualified to be a Park Project Manager for Indian Trail. Staff will be recommending splitting these two park projects and have two Park Project Manager's. Staff will be officially recommending the awarding of "Sardis" Park to Woolpert at the January 22nd meeting, and will recommending awarding of 'Chestnut' Park to Site Solutions at a later date.

At the January 22nd Town Council meeting, the staff is recommending the Town Council approve Woolpert as the Park Project Manager for the 140 acre 'Sardis' Park site. Woolpert has had good success in developing 'Manchester Meadows' soccer complex and park in Rock Hill, Jack Hughes Park in Pineville, is currently working on the Matthews Sportsplex, along with several other Mecklenburg County projects, and other national projects as well. Woolpert also has a strong history of work within Union County, and has staff living in Union County.

Recommendation: Staff recommends the approval of Woolpert as Park Project Manager for the 'Sardis' Park area.