



Town of Indian Trail
Minutes of Town Council Special Meeting
September 6, 2014
Civic Building
8:00 A.M.

The following members of the governing body were present:

Mayor: Michael L. Alvarez

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

Staff Members: Town Manager Joe Fivas, Town Clerk Peggy Piontek, Town Attorney Keith Merritt, Director of Community & Economic Development Kelly Barnhardt, and Interim Planning Director Rox Burhans.

CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

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

APPROVAL OF LAW ENFORCEMENT ASSESSMENT CONTRACT

Mr. Fivas provided the history of this matter for the audience.

Gary Savoie made a motion to approve the Law Enforcement Assessment Contract with PERF Council voted unanimously in favor of the motion.

CONSIDERATION OF ALL ASPECTS OF A FUTURE MUNICIPAL COMPLEX

Mr. Fivas explained the possible cost, size, financing, and location of a Municipal Complex. He provided the history of past discussions on building a New Town Hall, which started in 2002. He advised that the expense depends on the size of the facility and provided cost estimates: approximately \$250 per square foot with design fees 8.5%, technology and furniture 10% and contingency fees 15%. He informed Council that these figures include partial parking lot expenses.

Mr. Fivas informed the Council of the balance on two reserve funds the Town has that could assist in the expense: Town Hall Fund has \$1,450,000 and Capital Reserve Fund has \$2,100,000 explaining that this fund receives \$1,300,000 per year but after bond expenditures there is approximately \$615,000. There are two types of financing options: level principal with declining payments and level payments where the payment remains the same both have approximately the same interest rate of currently 4%. Mr. Fivas provided estimated annual costs per year for a 15 year level payment loan.

Mr. Fivas advised Council that we have looked at two potential site locations: the Town Center Property (approximately 6 acres donated by property owner) on Indian Trail Road which will be located within the Downtown Center or the Town owned Chestnut Parkway property on Chestnut Parkway located within the Downtown District. He provided information on both locations:

On the Town Center Property on Indian Trail Road, the property owner has requested a payment of \$507,000 to complete pad ready site; it will be the center of the new downtown area; has the potential for offsite infrastructure improvements and will be located in a traditional Town Square Development.

On the Chestnut Parkway property, already owned by the Town we would have to develop the pad area; the Architect would have to develop a Master Plan for this 20 acre parcel; it would create a Town Campus site to house public works, administration, law enforcement, parks & recreation, recreation center and Community Center and it could be a long term solution for future Municipal Center.

Mr. Fivas concluded his presentation by explaining why we need a Town Hall and provided the next steps are: site location, agreement for architectural services, architect begins public design process, determine project budget, determine project timeline and delivery dates, determine financing method and structure and then opened the floor for questions and discussion by Council.

Council had a lengthy discussion on this matter and upon conclusion Mr. Fivas reviewed and summarized the results of that discussion. Mr. Fivas clarified to Council that they would like staff to work on an agreement with the architect, start to schedule and design public process, develop timelines, delivery dates and methods when we will start this process and present to you as soon as possible. By consensus Council agreed to this. Mr. Fivas explained that to accomplish this we need to have an idea on the site location. Council discussed the pro and cons of both sites with no decision made. **(A COPY OF THE POWER POINT CAN BE FOUND IN THE OFFICIAL PACKET IN THE CLERK'S OFFICE)**. Mr. Fivas introduced David Creech and Brent Green of Creech & Associates.

Mr. Green presented a building program that provided an overview of the facility: the auxiliary space would include: main entrance, shared spaces, Council Chambers and community space totaling approximately 12,628 square feet - Administration approximately 3,284 square feet, Economic Development approximately 970 square feet, Engineering approximately 1,633 square feet, Planning approximately 1,552 square feet, Finance approximately 1,089 square feet. Mr. Green explained that staff would be located on the second floor and the first floor would hold the community room and Council Chambers.

Mr. Creech provided photographs and site locations of other municipal facilities they have designed. He explained the difference between traditional civic projects and transitional civic projects and the pros and cons of both sites Council is considering.

Mr. Cohn left the meeting

Mr. Green explain the local built context and advised the next steps would be through schematic design before Thanksgiving, two public meetings and have interactive time with Council. **(A COPY OF THE POWER POINT CAN BE FOUND IN THE OFFICIAL PACKET IN THE CLERK'S OFFICE)**

CLOSED SESSION

None

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