MAYOR
Michael L. Alvarez

MAYOR PRO TEM
David L. Cohn

INDIAN TRAIL
north carolina

TOWN COUNCIL
Gary M. Savoie
Christopher M. King
Gordon B. Daniels
David W. Drehs

Town Council Regular Meeting
September 8, 2015
Civic Building
6:30 PM

AGENDA

1. **CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE**

2. **ADDITIONS AND DELETIONS**

3. **MOTION TO APPROVE AGENDA** **action**

4. **PRESENTATIONS**

5. **PUBLIC COMMENTS**

6. **LAW ENFORCEMENT UPDATE**

7. **CONSENT AGENDA**

   a. Approval of the August 5, 2015 Special Meeting draft minutes
   b. Approval of the August 11, 2015 Regular Meeting draft minutes
   c. Approval of Budget Amendments
   d. Approval of Month End August 2015
   e. Approval of a Cash Management Policy
   f. Approval of Tax Refund in Excess of $500
   g. Approval of Recycling Grant
   h. Approval of Street Closures
   i. Approval of Removal of Robert Tosti from the Public Safety Advisory Committee

j. Approval of PlayPrints Grant
k. Approval of AdHoc Committee member

8. PUBLIC HEARINGS

-Please adhere to the following guidelines:

- **Proceed to the podium, and state your name and address clearly;**
- **Be concise; avoid repetition; limit comments to three (3) minutes or less;**
- **Designate a spokesperson for large groups**

9. BUSINESS ITEMS

a. Council consideration of approval of a Comprehensive Transportation Plan.
b. Council consideration of awarding bid upon presentation of 2015 Resurfacing Contract Bid Results.
c. Council consideration of approval of Dog Park Policies & Procedures
d. Council consideration of approval of digital permitting system

10. DISCUSSION ITEMS

11. MANAGER'S REPORT

12. COUNCIL COMMENTS

13. CLOSED SESSION **action**

14. 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 email address is ksouthward@admin.indiantrial.org the phone number is 704-821-5401

7a

INDIAN TRAIL
north carolina

Town of Indian Trail
Minutes of Town Council Special Meeting
August 5, 2015
Civic Building
6:00 P.M.

DRAFT

The following members of the governing body were present:

Mayor: Michael L. Alvarez

Council Members: Gordon B. Daniels, David W. Drehs and Gary M. Savoie.

Absent Members: Councilman Christopher King and Mayor Pro Tempore David Cohn.

Staff Members: Town Manager Joe Fivas, Town Attorney Keith Merritt, Director of Planning Director Rox Burhans, Senior Planner Kevin Icard and Senior Planner Gretchen Coperine.

CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Alvarez called the Special Town Council Meeting to order at 6:00 PM and led everyone in the Pledge of Allegiance to the Flag. He noted that Councilman King and Mayor Pro Tempore Cohn were not yet in attendance.

PUBLIC HEARINGS

a) **CZ2011-002M 123 Associates Amendment: A request to amend conditional rezoning number CZ2011-002 at 123 Associates Lane to permit auto repair uses in the Regional Business District (RBD-Conditioned). Applicant: Jerry Roach.**

Senior Planner Kevin Icard gave a presentation of the conditional zoning request. He noted that the purpose of this application is to modify an existing conditional rezoning that took place in 2011. The subject property is located

at 140 Corporate Blvd. and123 Associates Lane. The applicant came in for rezoning from general business to a conditional regional business. In that rezoning request there were multiple uses that were specifically excluded from being permitted at those two properties. Obviously, the automotive repair was one of those non-permitted uses. Reason being was that the use was not appropriate being so close to the downtown area. Usually automotive repair is a use by right (i.e. permitted) in the regional business district. When automotive repair is in the general business district, which is a lower classification, it requires a special use permit.

Community meetings were held on May 27, 2015; no one attended. At the Planning Board Meeting on June 16th there was a concern expressed about the ability to remove any fluids from the site. The applicant stated that he utilizes two different fuel services for removal and supply of fluid such as motor oil. There was also a concern expressed about the condition of the fence located on the rear of the property. The applicant stated that once he purchases the property he would make repairs to the fence and provide necessary screening to adjacent properties.

The Planning Board found the proposed modification is consistent with the Goal#1 of the Comprehensive Plan and Economic Development Goal #1; both were read into the record by Mr. Icard. **THE STAFF AND PLANNING BOARD REPORTS INCLUDING THE CONSISTENCY FINDINGS ARE ATTACHED HERETO AND MADE PART OF THESE MINUTES.** Mr. Icard reported that the Planning Board voted unanimously (6 to 0) in favor of recommending that Council approve this request. All conditions of C2011-02 shall apply except that motor vehicle repair shop shall be permitted at 140 Corporate Blvd only. Mr. Icard asked if Council had any questions regarding this matter.

Councilman Daniels asked if it were known how many jobs were associated with this business. Mr. Icard said that the applicant, who is relocating his business from Gribble Road, could answer that question.

To that end, Mayor Alvarez opened the floor to receive public comments.

1. Mr. Jerry Roach, applicant was recognized. His business, East Coast Automotive, has been operating in the area for almost ten years. His business has out-grown their current location and they are looking for a larger facility. The proposed property will provide for the space that they need. Currently he has five employees but is hopeful to double that with the larger facility.

2. Stuart High, owner of the subject building was recognized by Mayor Alvarez. Ms. High supports the rezoning and the applicant for operating a business and creating jobs in a small town.

3. Mr. Tripp Melton addressed the Council stating that he was Mr. Roach's real estate agent. He noted that it was important to Mr.

Roach to stay in Indian Trail. Mr. Melton was appreciative of all of staff's efforts in assisting them through this process and thanked Council for holding this Special Meeting.

Being no other speakers or comments forthcoming, Mayor Alvarez closed the floor to public comments.

Councilman Drehs moved that Council concur with the consistency findings for CZ2011-002 presented by the Planning Board and approve said findings as read into the record by Mr. Icard; the motion was by a unanimous vote of the three members present.

Councilman Daniels motioned that the request to amend conditional rezoning number CZ2011-002 at 123 Associates Lane to permit auto repair uses in the Regional Business District be approved. The vote was unanimous of the members present. However, Mr. Merritt, Town Attorney, pointed out that since this is the first reading of the ordinance by the Council a 2/3rds vote of seated member is required (a super majority vote is required meaning that four out of the five seated Council members would have to vote in favor). Since only three of the voting Council members are present (which is a quorum but not a super majority) it is not possible to obtain a 2/3rds vote. This matter will have to go before Council for a second reading; only a simple majority vote would be required at the second reading.

b) **ZM 2015-001 Hwy 74 Property: Proposed zoning map amendment for Parcel No.: 07-105-005 located on U.S. Highway 74, south of Smith Farm Road. Proposal is to change the zoning from Single Family Residential-1 (SF-1) and Residential R-20 (former Union County Zoning) to the Regional Business District. Applicant: Town of Indian Trail.**

Senior Planner Gretchen Coperine gave the presentation of the amendment. Ms. Coperine noted that the proposed RBD is a commercial zoning designation. The property is bisected by the Chestnut Parkway. It adjacent to Stallings to the north and Carolina Courts to the west. A portion of the property was annexed in 2013 with a deferred effective date. According to NC State law we are required to assign a municipal zoning designation for any annexed property. This would be a by-right, as opposed to a conditional, zoning designation. At this time there is no site specific or conceptual plans and none are required. The permitted uses established for the RBD are consistent with existing uses of property in the vicinity of the subject parcel.

Community meetings were held in June; no one attended. During the Planning Board meeting of June 16th there were general questions regarding permitted uses and the annexation date. The Planning Board was able to find consistency with the Comprehensive Plan as well as public interest. They voted unanimously (6 to 0) in favor of recommending that Council approve this Zoning Map Amendment. Ms. Coperine noted that the proposed UDO

amendment is consistent with Land Use and Housing Goals #1 and #4; Mobility and Transportation Goal #5; Economic Development Goals #1 and #5. All consistency findings were read by Ms. Coperine. . **THE STAFF AND PLANNING BOARD REPORTS INCLUDING THE CONSISTENCY FINDINGS ARE ATTACHED HERETO AND MADE PART OF THESE MINUTES.**

Mayor Alvarez opened the floor to public comments; there were no comments forthcoming and the floor was then closed for public comments.

Councilman Drehs moved that Council approve the consistency findings of the Planning Board as read by Ms. Coperine. The motion carried unanimously by the three members of Council present.

Councilman Savoie moved to approve the Zoning Map amendment of case ZM2015-001 to rezone parcel# 07-105-005 to the Regional Business District zoning designation. The motion carried by a unanimous vote of the three Council members present. Again, this was the first reading of this ordinance and therefore a 2/3rds (supermajority) vote is necessary to make it effective. A second reading will be required since a super majority of Council members were not present.

ADJOURN

Councilman Savoie moved to adjourn the meeting; the motioned carried unanimously at approximately 6:30 PM.

APPROVED:

_____

Michael L. Alvarez, Mayor

Attest:

_____

Kelley Southward, Town Clerk

DRAFT

7b

Town of Indian Trail
Minutes of Town Council Regular Meeting
August 11, 2015
Civic Building
6:30 P.M.

The following members of the governing body were present:

Mayor: Michael L. Alvarez

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

Staff Members: Town Manager Joe Fivas, Town Clerk Kelley Southward, Town Attorney's Associate Attorney Mr. M. Aaron Lay, Finance Director Marsha Sutton, Revenue Collector Alicia Massey, Director of Engineering and Public Works Scott Kaufhold , Planning Director Rox Burhans, Senior Planner Gretchen Coperine, Director of Community & Economic Development Kelly Barnhardt, Director of Parks & Recreation Jason Tryon, Human Resource Manager Carey Warner and Communications Coordinator Mike Parks.

CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Alvarez called the meeting to order at 6:30 PM and led everyone in the Pledge of Allegiance to the Flag.

ADDITIONS AND DELETIONS
There were no Additions/Deletions to the Agenda forthcoming.

MOTION TO APPROVE AGENDA
Councilman King moved to approve the agenda, as presented, which carried by way of a unanimous vote of the Council. Mayor Alvarez noted that all Council members were present.

PRESENTATIONS

a. **July 4th Parade Awards from Heritage Funeral Home**

Representatives of Heritage Funeral Home presented the following awards:
R.S Chemical Solutions was awarded "Most Unique Parade Float";
ASAP Communications received award for "Most Red, White and Blue";
Extreme Ice was awarded "Most Spirit" for their entry;
A sweet young lady named Morgan received an award for "Best Individual/Most Creative Theme"; and
The Town of Hemby Bridge received the award for "Most Patriotic".

b. **Presentation on Municipal Complex**

Mr. Fivas, Town Manager, began by introducing two new staff members: Town Clerk Kelley Southward and Communications Coordinator Mike Parks.

Mr. Fivas gave a presentation regarding the proposed Municipal Complex. He noted that discussion of this project began in 2002 and gave the history through 2008 when the project was unofficially put on hold. In May 2014, Council began to discuss the need for a new Town Hall once again. There was a series of comprehensive public meetings that wrapped up last November. Creech & Associates were selected by council as the architects for the project and Edifice was selected as the Construction Manager at Risk. He explained reasons for both moving forward and not moving forward with this project.

Part of Edifice's job was to go to the open market and bid-out each trade of construction separately so that we get the best total cost. The direct costs for the sub-bids are $5,743,277 then there is a contingency for other items such as general liability at 3% which brings us to the GMP of $7,983,312. The Town has done a good job at saving for this project; there is approximately $4 million in reserves. It is proposed to take an installment loan out for $4.75 million to pay for the remainder. The payback for the loan will become a part of the Capital Projects outstanding debt service; which is $1.73 million annually. The first year's annual payment installment (due in 2017) on the $4.75 million loan will be about $429,000. This means that every year there will be approximately $600,000 left to make the payments on the other Capital Projects. There is no tax increase anticipated for the proposed Town Hall/Community Center.

Mayor Alvarez opened the floor to Council. Mayor Pro Tem Cohn was given the floor. Mayor Pro Tem Cohn stated that he feels this is all just smoke and mirrors; he believes a tax increase to be inevitable to pay for the proposed Town Hall/Community Center. He said that Council was told that the parks would cost $8.5 million but they are going to cost a lot more. He would like to see Indian Trail have a new Town Hall/Community Center as he believes Indian Trail deserves the best. However, he does not want to see taxes increased. He,

like many others moved to Indian Trail for three reasons: 1) less traffic; 2) great schools; and 3) low taxes. Mayor Pro Tem Cohn believes that this matter should have gone before the citizens for a referendum vote. He said that it especially irritates him when people run for office on the premise that they are against a new Town Hall and get elected and change their stand on the matter once they are in office. He said that less than 1% of the people will use the Town Hall. Mayor Pro Tem Cohn opined that Indian Trail has the greatest employees and wants the employees to know that his opinion of this matter has nothing to do with them. People will accuse him of not being progressive; that he does not want the Town to move forward. However, Mr. Fivas just said that we are the 8th fastest growing city in the country so, we are moving forward regardless. He said that 160 people signed a petition against this project but that was never discussed. He believes more money needs to be spent on our infrastructure. Our roads are in need of improvements; the Monroe Road project has been pushed back to 2024. He wants to be able to make it home from Charlotte in 20 minutes from 485 not 2 hours, which is what it will be if our roads don't get some attention.

Councilman Daniels was recognized by Mayor Alvarez. Councilman Daniels said he agrees that roads are very important. One remedy from a municipal level to get assistance with the roads, especially with the state roads in and surrounding our Town, is for local elected officials to attend County and State level meetings to share comments regarding our needs. Councilman Daniels said he would like to see more of our elected officials at these meetings.

PUBLIC COMMENTS

Mayor Alvarez reviewed the public comment rules.

Ms. Elaine Rosoff, Council Member for the Town of Wesley Chapel, addressed the Council noting that Wesley Chapel built a new town hall and its first park simultaneously. Although Wesley Chapel is much smaller than Indian Trail and they did not have to acquire a loan for their new town hall she believes that the benefits that they have received would be mirrored here. She opined that more citizens will attend meetings and get involved if a new Town Hall is constructed. Other organizations such as HOAs will use the venue if they do not have a suitable location of their own to meet.

Ms. Laurel Colton of 6025 Indian Brook Dr. thanked the Council for the opportunity to share why she believes a new town hall is good for Indian Trail. She was curious if everyone was aware that Indian Trail is ranked 9th in the state for most affordable housing and 5th as the best place for families to raise children. The Centralina Council of Governments recently awarded Indian Trail the Region of Excellence award for improving quality of life. A new Town Hall is necessary to accommodate the growth of citizens in our community. She thanked Council for their vision and courage to proceed.

Ms. Shirley Howe of 6205 Clearwater Dr. addressed the Board about tonight's agenda and other issues. She said that she has been attending Town Council meetings for many years and has never seen an agenda as lengthy as this evenings agenda. She said that many recent Regular Meetings have been cancelled due to the lack of agenda items. Early morning special meetings have been called to pursue

your goals with a guarantee of no resistance from the public. According to the agenda, three meetings are slated to be cancelled. Again, denying the public their opportunity to make public comments. She hopes that the meeting cancellations are not due to the upcoming election. Mrs. Howe reminded the Council of items that need attention: 1) park security; there was a lighting issue at last year's trunk or treat; has anyone spoken with Lt. Coble about security issues? Why are you just getting electronic gates at Crooked Creek Park when it's been opened for several months? 2) The ordinances form two yeas ago changing neighborhood requests for all non-HOA developments-there were four council members that agreed to fast-forward certain items but years later nothing has been accomplished. 3) What is the status of securing a new CPA firm? She urged Council to place the matter of building a new Town Hall on the November ballot.

Ms. Kim Shilling of 2001 Sedgewick Rd. addressed the Council. She said that she, like many other citizens, moved to Indian Trail with a vision of low taxes, schools that were not crowded, roads that were easily traveled and a town government that displays fiscal responsibility, ethics and integrity. Unfortunately, this vision has all but become true. Instead, the majority of Council appears as though they plan to put another major financial burden on the citizens without allowing the citizens to have a voice. The Monroe Widening Project is now being pushed to 2024 while the roads are worsening each day. The majority of Council is putting citizens at risk by raising taxes to pay for the unwarranted and unwanted spending. And, at risk of harm by continuing to neglect the roads and very dangerous traffic hazards in this town. To burden citizens with multi-million dollar debt without a bond referendum is unethical and lacks integrity. In addition, to be clearly stated for the record, Ms. Shilling said that "we as residents and voters did not approve for or were not asked to approve for a municipal complex as part of the park land we were clearly shown and were told we were voting for upwards of 200 acres of park land that included a community center on a 14-acre parcel. To move forward with building a municipal complex is, in my opinion, illegal and not what the voters approved. Unless this Council is telling us residents that the council purposefully and willfully lied to us. In either case, we are once again being shown how the majority of council is unethical and has lack of integrity. As an eleven-year Navy Veteran, I envision this Council give back to the residents of Indian Trail, their voice and constitutional right to decide what effects their Town and not to be dictated to, thank you."

Mr. Glenn Hall of 4000 Cloudview Lane was next to address Council regarding the newly proposed Town Hall. He thanked the Council for their prudence in spending tax-payer's money and what has been accomplished in this Town. You want clarity and transparency; life is going to continue. Mr. Hall said that he has been here for eight years and his taxes have increased. Taxes will increase but you don't want them increasing from waste, disparaging use or corruption. So, you have to manage these things and that is why we elect a Council. Council manages these things for us and if they aren't managing thing like citizens want them managed then voters can change who is elected to do the managing with a vote. Indian Trail is growing because it is a great place to live and raise your family. You cannot stunt or cap growth if you are going to have a nice community/town. The people being drawn to our community are used to certain things. Folks that are indigenous to the area might not want these different commodities; they have to voice their wishes to Council. The Town is growing and we want it to grow properly just like we want our taxes and other public funds to be handled properly.

Mr. Gary Evans of 4800 Mossy Cup Lane had general comments for Council. He said that he is very concerned that Council members continue to turn a deaf ear to a reckless spending spree. We have many unfinished projects such as sidewalks, the widening of Old Monroe Road and the parks. It is his

understanding that we do not have the funds to complete the parks as originally proposed. Two weeks ago he and his wife took their neighbor's children to Crooked Creek Park. He was disappointed in the unfinished landscape, lack of maintenance and lack of recreational facilities for family activities. In his opinion, if more than five or six families were to occupy this area, it would be over-crowded and cause problems. Also, with the dog park incomplete, there were several large dogs in the area for children and dog waste in the wood chips. This is a huge liability waiting to happen, in his opinion. Recently, there was an incident at Carolina Courts and Chestnut Park due to a lack of parking and insufficient parking signs. He believes that this incident could've been avoided if communications had been better. Mr. Evans said he agrees that we perhaps need a larger Town Hall but does not agree that we should spend $8.5 million on a municipal complex. He recently spoke with 53 Town residents; three of which were not even aware that we had a Town Hall. Forty-six of those people had no idea a new Town Hall was being proposed. Progress is good for everyone but controlled progress is even better. At some point the tax payers will be footing the bill so they should have a vote in how we proceed with a new municipal complex.

Dr. Shamir Ally of 1008 Nut Grove Lane addressed the Council regarding the proposed municipal complex. Dr. Ally said it is natural law that anything that doesn't grow will die. He urged Council not to make the same mistake that was made with the purchase of the Blythe building. With the amount of money spent on that building we could've had a new town hall and not be in this current predicament. The people coming into Indian Trail are a custom to a certain quality of life. We live in a democracy system; we elect the Council to make decisions on our behalf so that there is no need for every decision to go to a vote of the people. If the Council doesn't do a good job then the people will vote the members out; this is democracy. Some people will want the new town hall, some won't. Regardless, a new town hall will bring a sense of pride to the community. He urged the Council to find way to keep taxes low.

Mr. Jan Brown of 6727 Long Nook Lane also addressed Council on the matter of the new proposed town hall. Mr. Brown helped to start the ABC store and has been and still is involved with Town boards/committees. The purchase of the Blythe building was not accurate for the Town's growth. The proposed municipal complex is a good investment and it is what this town needs; it is an asset, not a liability. He urged Council to move forward and approve the new Town Hall.

Ms. Maureen Mulhall of 533 Raintree Drive (also representing Extreme Ice of 4705 Indian Trail Fairview Road) also expressed favor of a new Town Hall during her address to Council. Currently, Extreme Ice is serving as overflow to organizations who cannot be accommodated by the Civic building. They have two rooms where they allow HOA/POAs, civic organizations and other groups to meet. The Town Manager noted that half of the requests for the civic building are denied, which means Extreme Ice is getting those groups. She said there are so many great things that people come here for and a new Town Hall will draw more business. She encouraged Council to take action necessary to move forward with the proposed municipal complex.

MUNICIPAL COMPLEX

a. Council consideration of approval of GMP and Capital Project Ordinance for Municipal Complex.

Councilman Savoie moved that Town Council approves the low bids from each trade listed on bid attachments, approves the total Guaranteed Maximum Price

of $7,983,312; that Town staff prepare and execute the related previously approved agreements with Edifice at the appropriate time, and approves the related Capital Project Ordinance; the motion carried by a vote of four (4) to one (1) with Mayor Pro Tem Cohn voting in opposition.

b. Council consideration of approval of Resolution of the Town of Indian Trail Approving a Financing Agreement and Deed of Trust and the Delivery Thereof and Providing for Certain Other Related Matters.

Mr. Fivas relayed that bids were received from financial institutions and the low bidder has provided an interest rate of 2.51% for 15 years.

Councilman Daniels moved to approve Agenda Item #6b-the Resolution of the Town of Indian Trail Approving a Financing Agreement and Deed of Trust and the Delivery Thereof and Providing for Certain Other Related Matters; the motion carried by a vote of four (4) to one (1) with Mayor Pro Tem Cohn voting in opposition.

c. Council consideration of approval of formation of Adhoc Committee to design and develop a Veterans Memorial Park area and Town Square.

Councilman Drehs said that Mr. Paul Belk, Sr. Vice Commander of the local VFW, is in the audience tonight and he would love for him to serve on this adhoc committee. Councilman Daniels recommended Councilmen Drehs and King for the adhoc committee as one served in the Marines and one served in the Army.

Councilman Daniels moved that an adhoc committee be formed with initial members being Mr. Paul Belk, Councilman David Drehs and Councilman Chris King for the purpose of designing and developing a Veterans Memorial Park area and Town Square at the Municipal Complex; the motion carried by way of a unanimous vote.

BOARD/COMMITTEE APPOINTMENTS

a. Jan Brown-Planning Board Appointment-Full Seat- 7-1-2015 to 6-30-2018
b. Cathi Higgins-Planning Board Appointment-Full Seat- 7-1-2015 to 6-30-2018
c. Sidney Sandy-Planning Board Appointment-Full Seat- 7-1-2015 to 6-30-2018
d. Tripp Melton-Board of Adjustment-Full Seat- 7-1-2015 to 6-30-2018
e. Chris Chopelas-Board of Adjustment- Full Seat- 7-1-2015 to 6-30-2018
f. Patrick O'Connor-Board of Adjustment-Alternate Seat- 7-1-2015 to 6-30-2018

Councilman Savoie moved to approve the above six appointments for the terms specified: Jan Brown, Cathi Higgins, & Sidney Sandy be appointed as Full-Seat members of the Planning Board and Tripp Melton (Full Seat), Chris Chopelas (Full Seat) & Patrick O'Connor (Alt Seat) to the Board of Adjustment. The motion to approve the appointments carried by a unanimous vote.

LAW ENFORCEMENT UPDATE

Deputy Josh Harlow gave the monthly report to the Council. There were 1,546 self-initiated activities; 1,114 calls for service; 92 motor vehicle crashes worked by the I-Cars; there was a response time of 11 minutes/55 seconds and 301 reports were taken. Several incidents were highlighted.

CONSENT AGENDA

a. Approval of June 23rd, 2015 draft minutes
b. Approval of July 16th, 2015 draft minutes
c. Approval of Budget Amendments
d. Approval of Crooked Creek Circle Plat
e. Approval of Storm Water System Inventory & Mapping Agreement
f. Approval of Facility Construction Extension for Waste Pro
g. Approval of Retention Process Amendments
h. Approval of Union County Agreement for Sidewalk Construction and Replacement
i. Approval of 2014 Stormwater Maintenance Contract Renewal
j. Approval of Month End June 2015
k. Approval of Month End July 2015
l. Approval of Annual Tax Settlement
m. Approval of Order of Collection
n. Approval of Delinquent Tax & Fees
o. Approval of Revised 2015 Council Meeting Calendar
p. Approval of Alley, Williams, Carmen & King Agreement and Capital Project Ordinance for Unionville-Indian Trail Road Sidewalk Project

Councilman Drehs moved to approve the Consent Agenda, as presented. The motion carried unanimously.

PUBLIC HEARINGS

a. CZ 2015-002 Bonterra Phases 5-7: Proposed rezoning to the Single Family Residential-5 Conditioned Zoning District to support incorporation of 30-additional acres into the Bonterra subdivision as well as modifications to existing Phases 4 and 5. Applicant: The Walton Group.

A thorough presentation of this matter was given by Gretchen Coperine, Senior Planner for the Town of Indian Trail. To summarize, the current developer of the Bonterra subdivision seeks to add approximately 33 acres to the overall site plan while reducing the number of dwelling units from 1,395 to 1,315. These two changes would ultimately reduce the density of the project to 2.7 units per acre. Additional road improvements including two left turn ingresses from Faith Church Road into the development will be incorporated with these changes.

Consistency findings include consistency with Land Use and Houseing Goals #1, 2, & 5 and Mobility & Transportation Goal #3. **THE STAFF AND PLANNING BOARD REPORTS INCLUDING THE CONSISTENCY FINDINGS ARE ATTACHED HERETO AND MADE PART OF THESE MINUTES.**

Councilman Daniels asked if the HOA had any input on this requested rezoning. Ms. Coperine noted that the HOA for Bonterra had submitted a letter stating that they were in support of the integration.

Councilman Drehs recapped for clarification noting that the proposal is to add an additional 33 acres to the project and reduce the number of dwellings thereby reducing density. Ms. Coperine confirmed that this summarization was correct. Councilman Drehs said it appears to be "a win-win" for Indian Trail.

Upon query from Mayor Pro Tem Cohn, Ms. Coperine noted that the additional 33 acres was not included in the original conceptual plan. Rather, it is an addition to the original Master Plan and that is why this rezoning process is necessary. An adequate zoning that is consistent with what is in Bonterra needs to be assigned. She reiterated that the original plan was approved for 1,395 dwelling units but part of this current request is to reduce that total number to 1,315.

Mayor Alvarez opened the public hearing and noted that the same rules apply as those he reviewed for general public comments.

Mr. John Ross of Eagle Engineering, 213 an Bureau Ave, Indian Trail, was the first speaker to address the Council. He felt that the two public meetings were well attended and that the discussions were good. There were three reoccurring themes: schools, transportation and buffering from adjoining properties. As noted in the presentation this evening, 30-feet of buffering will be added on the Bonterra property which, equates to 105 feet of buffering between structures of the adjacent property. They have reached out to Union County schools and discussed a proposed project with them. Union County Schools have been aware of the original proposed 1,395 units in Bonterra since the early 2000's. Mr. Ross said that they believe the incorporation of the 33 acres into Bonterra is a good fit for the project and for Indian Trail. They are pleased that staff and the Planning Board have found consistency with the Town's Comprehensive Plan and that the Planning Board has unanimously recommended approval. The Council had no questions for Mr. Ross.

Mr. Andy Rathke of Walton Development, 10735 Taylor Blvd, Charlotte addressed Council. He relayed that the 33 acres were presented to them in the middle f developing Phase 3. They felt it was a good opportunity to not only incorporate more property in the development but to create additional ingress/egress into the neighborhood. The fact that density is not increasing as a

result of the additional acreage is a wonderful thing for the community. He appreciates everything that the Planning staff and Planning Board have done to guide them through this conditional zoning process over the past year and would greatly appreciate Council's support of these changes.

Mr. Jim Beck, Traffic Engineering Consultant of 5950 Fairview Road, Charlotte addressed Council regarding the 2013 TIA and 2015 Memo to that TIA that he drafted for this project. He clarified that even though the number of units are slated to be reduced, they did not scale down the traffic improvements. Rather, the 2015 Memo still accounts for the original 1,395 units. This is true for both the original ingress/egress on Faith Church Road as well as the proposed additional ingress/egress. Council did not have any questions for Mr. Beck.

Mr. Ed Eshenbeiu of 1107 Phar Lap Drive in the Bonterra subdivision addressed Council. Mr. Eshenbeiu said that he is very pleased; the developer has done a beautiful job with the subdivision. However, with approximately 770 units left to build he is concerned with the stress that construction equipment is putting on the residential streets. The streets are private so the expense of repairing and maintaining the residential streets falls on the property owners. Mr. Eshenbeiu frequently rides his bicycle through the development and can plainly see the stress/wear and tear that the construction equipment has caused. He asked if a construction road/entrance could be added to keep the stress off the private residential streets. Councilman Daniels asked if Mr. Eshenbeiu has presented this concern to his HOA Board. Mr. Eshenbeiu said that he has a difference of opinion with the HOA and feels that he is not able to approach them with this matter. He said that other residents agree with him.

Mr. Ross was again recognized and said that they too are concerned about the condition of the private residential streets. He said that Phases 1 and 2 have private roads. Phases 3 and above are actually public roads (or will be). Walton Development has posted a maintenance bond (beginning with Phase3 and above) for the repairs necessary due to the construction equipment. The Town holds this bond. As the roads are conveyed to the Town, they will, as a joint effort between the Town, Contractor/Developer and HOA, do an assessment of the roads prior to construction equipment use and after so that they as the developer can make repairs prior to conveyance. He could not recall the exact amount of the bond but the cost was estimated by an engineer and should be sufficient to cover repair costs should they default in making the repairs. Mr. Eshenbeiu was satisfied with this response. Mayor Pro Tem Cohn asked for clarification noting that the bond began with Phase 3; so what about Phases 1 and 2? Mr. Ross said that they were not involved in Phases 1 and 2 but there is an agreement in place to make repairs on the streets in those two phases.

Councilman Drehs moved to approve the consistency findings as read by staff; the motion carried unanimously.

Councilman King moved to approve CZ2015-002, as presented (Bontera Phases5-7 to rezone to the Single Family Residential-5 conditioned zoning district to support the incorporation of 33 additional acres into the Bonterra subdivision as well as modifications to existing Phases 4 and 5, as presented, and approve the corresponding Ordinance #0150811-219). The motion carried by way of a unanimous vote.

BUSINESS ITEMS

a. Council consideration of approval of Second Reading of CZ2011-002M 123 Associates Amendment: A request to amend conditional rezoning number CZ2011-002M at 123 Associates Lane to permit auto repair uses in the Regional Business District (RBD-Conditioned). Applicant: Jerry Roach.

Councilman Drehs moved to approve the 2nd reading of CZ011-002M; the motion carried unanimously.

b. Council consideration of approval of Second Reading of ZM 2015-001 Hwy 74 Property: Proposed zoning map amendment for Parcel No. : 07-105-005 located on US-74, south of Smith Farm Road. Proposal is to change the zoning from Single Family Residential-1 (SF-1) and Residential R-20 (former Union County Zoning) to the Regional Business District. Applicant: Town of Indian Trail.

Councilman King moved to approve the 2nd reading of ZM 2015-001; the motion carried unanimously.

c. Council consideration of approval of 5-year Strategic Transportation Plan

Town Manager Joe Fivas clarified that he is actually presenting a 3-year Strategic Transportation Plan this evening. **Council had a hard copy of the Power Point presentation, which is attached hereto and made part of these minutes.** Mr. Fivas highlighted several features of the plan. There are some grant funds available through the Charlotte Regional Transportation Organization that the re-design at the intersection of Sardis Church Road and Unionville Indian Trail Road may be eligible for. The project will likely score higher if it is shovel-ready. Staff suggests that once the plan is finalized, quickly getting it into a shovel-ready situation and apply for the grant. Mr. Fivas is hopeful that construction on the Sardis Church Road Sidewalk and Rogers Road Sidewalk will begin this fall. Collectively these two projects yield approximately two miles of sidewalks. This year, Indian Trail Road will have a certain portion widened and the bridge will be replaced. The construction of the Poplin Road roundabout is slated to begin this year as well.

Mr. Fivas sought feedback and/or additions/deletions from Council. There were no comments or changes forthcoming. *Councilman King moved to approve the*

3-year Strategic Transportation Plan; the motion carried by a unanimous vote of Council.

d. Council consideration of approval of Downtown Implementation Plan

Mr. Fivas relayed that the Economic Development Advisory Committee (EDAC) recently toured the area and took note of what other communities have done; what has worked well and things that have not been as successful. The EDAC believes that quality of life is what separates successful cities and towns from declining communities. A downtown or neighborhood commercial district is the visual representation for your community's heritage. During the EDAC August meeting it was felt that something mirroring Baxter Village would help bring an economic boom here. They have put together a framework of what they feel Indian Trail should be looking to implement in our downtown area. **The EDAC proposed Downtown Implementation Plan is attached hereto and made a part of these minutes**. Mr. Fivas noted that several EDAC members were present in the audience if Council had any questions. The EDAC would like to know if Council wishes for them to proceed in moving forward with this plan. They do not want to spend their time on this matter if it is not consistent with Council's desires for Indian Trail's downtown area. If revitalization of our downtown area is a matter that is important to council the EDAC will begin researching what it will take to get started.

Councilman Drehs opined that revitalization of Indian Trail's downtown should be a priority. Councilmen King, Daniels and Savoie were all very much in support of the EDAC moving forward with this project. Mr. Fivas noted that the EDAC is ready to take action to move this project forward; they don't just want to talk about it and make plans that never get acted upon. Councilman King said he would like to see dirt moving next year.

To that end, Councilman King moved to approve the Downtown Implementation Plan and discussion ensued. Mayor Pro Tem Cohn said he likes the plan proposed for the downtown but was curious as to how much this project would cost and what exactly would be done. He is in favor of bettering the Town but felt that the town needs to be cautious in spending taxpayer's money and if we make a promise to improve an area then it needs to get done. Councilman Daniels said that cost is always a priority and always something he considers. However, costs don't always have to fall on the taxpayers. If Council is willing to search for investors and apply for grants then the cost burden doesn't have to fall on the taxpayers. *Mayor Alvarez called the question; the motion to approve the Downtown Implementation Plan carried by way of a unanimous vote.*

e. Council consideration of approval of Parks & Recreation Six Month Work Plan

Jason Tryon, Director of Parks and Recreation, gave a presentation on his department's Six Month Work Plan. His presentation included items Business

Items e-n of the agenda. Mr. Tryon reported that it has been a very busy summer throughout the three parks.

Mr. Tryon's six-month plan included accomplishing the Business Items g-n of the agenda. He explained the need for each element and the situation of each element as applicable. It should be noted that Item #f-"Council consideration of approval of Dog Park Policies & Procedures" was not discussed as a part of the six-month plan. Staff requested that this item be tabled this evening.

Mr. Fivas noted that the majority of the items included for purchase were actually included in funds allocated last fiscal year. Staff simply wanted to make certain that Council is still comfortable in moving forward with these elements as we are now ready to purchase and install. The only exception being the purchase of an additional swing at Crooked Creek Park (Item #m); this is a need that has recently been identified. The cost of the additional swing will be approximately $1,900.

Councilman King moved to approve Business Items e, g, h, i, j, k, l, m & n. The motion to approve these items carried by a unanimous vote of Council.

f. Council consideration of approval of Dog Park Policies & Procedures

Councilman Drehs moved to table item Business Item #f; the motion carried unanimously.

g. Council consideration of approval of purchase of storage building for Crooked Creek Park
h. Council consideration of approval of purchase of equipment for recreational area at Crooked Creek Park.
i. Council consideration of approval of purchase of Shade Structures.
j. Council consideration of approval of a revised Master Plan of Crooked Creek Park.
k. Council consideration of approval of purchase of picnic tables and benches.
l. Council consideration of approval of purchase of disc golf equipment.
m. Council consideration of approval of purchase of new swing for Crooked Creek Park playground.
n. Council consideration of approval of purchase of electronic gates for Crooked Creek Park.
(see motion above in Item #e regarding Items g-n)

o. Council consideration of approval of Poplin Road Roundabout Agreement with the NCDOT.

Mr. Fivas noted that some of the neighborhoods in the vicinity contributed funds to this improvement. Action to approve this agreement will allow those funds to be accessed so that NCDOT can begin construction of the roundabout in 2016.

The agreement has been reviewed by legal counsel, who was comfortable with the agreement, as presented. Mayor Pro Tem Cohn asked if Mr. Fivas knew when about in 2016 NCDOT would begin construction. Mr. Fivas said that NCDOT has not provided any time estimate for commencement of the project other than the year. Mayor Pro Tem Cohn said residents in the area would prefer the construction to take place when school is out as it is a heavily traveled area during the school year. NCDOT had relayed to him that they needed to purchase more right-of-way and expected to begin construction this fall. Mr. Fivas noted that DOT will probably let the project for bids this fall and have the project ready to go when asphalt can be laid. Typically, weather temperatures are not favorable to work with asphalt between November and March. Mayor Pro Tem Cohn said it is a very important project because it currently may be the most dangerous intersection in Indian Trail. He will be very pleased to see this improvement completed and if Council can do anything to see the project come to fruition they should do so.

Mayor Pro Tem Cohn moved to approve the Poplin Road Roundabout agreement with NCDOT and the motion carried unanimously.

p. Council consideration of approval of local street construction priority projects.

The Transportation Advisory Committee has recommended that the worst streets identified in the FY 2014/2015 Pavement Condition Analysis be addressed first. Specifically, they've recommended that the Town repave the streets that are rated below a score of 35 on the 0-100 score matrix; there are 12 roads rated below a 35. Engineering staff has split the needed streets into a FY 15/16 category and a FY 16/17 category; 7 of the 12 streets. A map showing this proposal is attached hereto and made a part of these minutes. Staff recommends to prepare bid documents for the following 5 streets to be addressed this fiscal year: Wynnview Road (Beacon Hills neighborhood), Mustang Drive (Brandon Oaks Neighborhood) Carissa Court (Holly Park Neighborhood), Innesbrook Court (Brandon Oaks Neighborhood),and Talbot Court (Colton Ridge Neighborhood).

Mayor Pro Tem Cohn moved to approve Business Item #p-approval of local street construction priority projects, as recommended and presented by staff. The motion carried unanimously.

q. Council consideration of approval of a policy for campaigning during fall Town events.

Upon query from Mayor Alvarez, Mr. Fivas said that this policy is similar to the policy approved in 2013 but that was a different Council and he just wants to be sure that the current Council is agreeable. Staff recommends that Council establish a policy that any person from the public running for elective office may campaign at our Town events. However, the officials must register as a

vendor for the event, and the Town will designate a special area for all campaigning. No campaigning or campaign materials will b allowed outside of these designated areas. Spaces for each candidate will be equal. Upon query from Councilman Daniels Mr. Fivas noted that the biggest changes from two years ago will be the venues and events where this campaigning could take place. The policy is essentially the same. Mr. Fivas said the policy could be formalized and placed on the Town's website.

Councilman Savoie moved to approve the policy for campaigning during fall Town events, as presented by staff. The motion carried with a unanimous vote.

DISCUSSION ITEMS
None forthcoming.

MANAGERS REPORT
Mr. Fivas reported that the Cultural Arts Festival and Pow Wow will be taking place the weekend of September 26th in Chestnut Square Park. We are extremely excited to have the Pow Wow returning to Indian Trail this year and are hopeful that the Chestnut Square Park will be a successful venue.

COUNCIL COMMENTS
1) Councilman Savoie thanked everyone who came out tonight; it was a long agenda. He thanked staff for their continued hard work in compiling and presenting all the information for this evening's meeting.

2) Mayor Pro Tem Cohn thanked Mr. Tryon for all of his efforts and recognized his diligence with respect to the Town's parks. He said that all of staff did a great job this evening. He said that there were a lot of good comments both for and against the new town hall presented this evening. As a Council member he totally agrees that Indian Trail is great place to live. Again, believes this is due to our low taxes, great schools and less traffic. We are a growing city. Dr. Ally said if we are not growing then we are dying; a statement to which he agrees. Someone else said that Indian Trail is the eighth fastest growing city in the nation for our size. We are winning doing what we've done but now we are trying to change things. It would be in our best interest to keep low taxes, low traffic and keep good schools. Keep development going without spending tax payers money without their consent. He believes the Town to be on a fast-track of spending tax payers money. He would've liked to have received more public input on this. He believes that Extreme Ice and Carolina Courts are both really great for our Town. They bring business to our Town but that's different than a Town Hall. He believes that less than 1% of people will use a Town Hall.

3) Councilman King thanked everyone for a great meeting.

4) Councilman Daniels thanked everyone for coming out this evening. He thanked Mr. Fivas, Town staff, Creech Associates and Edifice for all their hard work over the last 14 months while we've been working on this municipal complex. He noted that one person during public comments opined that the Council was doing something illegal by not allowing a bond referendum vote on the municipal complex. He wanted to clarify that in the State Constitution, Article 5, Section 4, makes a point to the legality of non-voter debt to fund Capital Projects; which allows local governments to make capital purchases and approve capital projects without a vote of the people. It's in the State Constitution that Council has not done anything illegal by moving forward with this project without a vote of residents.

Finally, Councilman Daniels said that sometime in the past Mayor Alvarez and Mayor Pro Tem Cohn had both made statements that if the municipal complex was approved they would get behind and support the project; he asked if they were prepared to back their statements up this evening.

5) Councilman Drehs pointed out that on the Consent Agenda was the approval of the Tax Settlement. It should be noted that the tax collection rate for 2014 property taxes is 99.07% and that the stormwater fees collection rate is 98.73%; which is a phenomenal job! It was noted that Alicia Massey, Revenue Collector, had left the meeting. Councilman Drehs asked that she be told that she is doing a great job and thanks for the hard work. On another note, Councilman Drehs was saddened to share that he recently attended the funeral of a 16-year old girl that died as a result of a car accident that occurred as a result of under-aged drinking. He said there is a website that every parent should visit www.talkaboutitnc.gov. They recommend speaking to your children about drinking at age 8. He urged everyone to go home and hug their children and talk to them about this important issue; he does not want to have to attend anymore of these funerals. He thanked everyone for coming out.

6) Mayor Alvarez said he would stand by his original thoughts that the decision to move forward with the municipal complex should be on a referendum but Council has passed it and moved forward without a vote of the taxpayers. In no way shape or form will he attempt to sabotage anything. You get behind something once it has been approved and you make it the very best that you can otherwise you are wasting even more of the taxpayer's money. Council approved it and he is going to be behind it and make sure it is done right and is the very best for this Town. Mr. Daniels thanked Mayor Alvarez. Mayor Alvarez reminded everyone that kids will be starting back to school in a couple weeks and urged everyone to be cautious of school buses and bus stops. He thanked everyone for coming this evening and thanked Council for a productive and respectful meeting.

CLOSED SESSION
None.

ADJOURN
At approximately 9:15 PM Councilman Daniels moved to adjourn the meeting and the motioned carried unanimously.

APPROVED:

_____
Michael L. Alvarez, Mayor

Attest: _____
Kelley Southward, Town Clerk

DRAFT

7c

INDIAN TRAIL
north carolina

TO:	Mayor and Town Council
FROM:	Joe Fivas
CC:	Marsha Sutton
DATE:	September 8, 2015
SUBJECT:	Budget Amendments for September 8th Meeting

Please find attached budget amendments processed through:

- June 30, 2015, as of September 1st, 2015

We are still performing year end work and other June 30th budget amendment may follow.

- Budget amendments for the current year as of September 1st, 2015

Please feel free to call, email, come in or ask any questions you may have regarding these matters.

TOWN OF INDIAN TRAIL
BUDGET TO BUDGET AMENDMENT REQUEST

2016

DATE: 7/28/15

DEPARTMENT: Powell Bill

Account Number	*Account Description*	*(Transfer In / Out)*	*Amount*
15-20-4512-399-005	Traffic Calming	Out	40,000
15-20-4512-399-002	Traffic Control	In	40,000
15-20-4512-399-000	Curb & Gutter	Out	1,000
15-20-4512-399-000	New Construction	In	1,000

EXPLANATION:
Reallocate funds per Department

REQUESTED BY: Department Manager

FINANCE: Marla B Fuller

TOWN MANAGER: [signature]

For Finance Dept Only:

EFFECTIVE DATE: 7/28/15 JOURNAL NO. ASSIGNED: 495

FISCAL YEAR: 2016 ENTERED: [illegible]

PERIOD: 1 DATE: 7/28/15

225

TOWN OF INDIAN TRAIL
BUDGET TO BUDGET AMENDMENT REQUEST

C 8/11/15

DATE: 6/30/15

DEPARTMENT:

Account Number	Account Description	(Transfer In / Out)	Amount
10-80-8170-599-000	Otr Struc Improv.	Out	25,000.00
10-40-8130-530-000	Equip'd Maint Yard	Out	20,000.00
10-00-4120-397-000	Contract Svcs	In	45,000.00

EXPLANATION:
Contract for financial advisory services with installment loan and LGC.

REQUESTED BY:

FINANCE: Marsha G. Sutton

TOWN MANAGER: [signature]

For Finance Dept Only:

EFFECTIVE DATE: 6/30/15 JOURNAL NO. ASSIGNED: 496

FISCAL YEAR: 2015 ENTERED: Agadis

PERIOD: 12 DATE: 8/12/15

TOWN OF INDIAN TRAIL
BUDGET TO BUDGET AMENDMENT REQUEST 2015

DATE: 6/30/15

DEPARTMENT: Various

Account Number	Account Description	(Transfer In / Out)	Amount
10-20-4510-396-000	Filing Fees	Out	400.00
10-20-4510-397-000	Contract Services	In	400.00
10-30-4710-231-000	Branding Items	Out	2,500.00
10-30-4710-397-004	Bulk Waste Tipping Fees	In	2,500.00
10-40-4260-212-000	Uniforms	Out	400.00
10-40-4260-121-000	Salaries	In	400.00
10-80-6130-496-003	Chestnut Sq Crooked Crk Proj	In	400.00
10-80-6130-571-000	Office Furn < $5,000	Out	400.00
			-

EXPLANATION:
Year End Reallocations

REQUESTED BY:

FINANCE: Marsha D Sutton

TOWN MANAGER:

For Finance Dept Only:

EFFECTIVE DATE: 6/30/15 JOURNAL NO. ASSIGNED: 497

FISCAL YEAR: 2015 ENTERED: agaddy

PERIOD: 12 DATE: 8/14/15

TOWN OF INDIAN TRAIL
BUDGET TO BUDGET AMENDMENT REQUEST

2015

DATE: 6/30/15

DEPARTMENT: Admin

Account Number	*Account Description*	*(Transfer In / Out)*	*Amount*
10-00-4120-357-000	Contract Services	IN	200.00
10-00-4120-571-000	Office Furn < $500	Out	200.00

EXPLANATION:
YE Reallocation

REQUESTED BY:

FINANCE: Marsha B Sutton

TOWN MANAGER:

For Finance Dept Only:

EFFECTIVE DATE: 6/30/15 JOURNAL NO. ASSIGNED: 498

FISCAL YEAR: 2015 ENTERED:

PERIOD: 12 DATE: 8/14/15

2016

TOWN OF INDIAN TRAIL
BUDGET TO BUDGET AMENDMENT REQUEST

DATE: 8/21/15

DEPARTMENT:

Account Number	*Account Description*	*(Transfer In / Out)*	*Amount*
10-40-4920-493000	Community Events	Transfer out	9700.00
10-40-4920-493-018	IT Cultural Arts Festival	Transfer In	9700.00

EXPLANATION:
Reallocate budget within community + economic development to establish budget for IT Cultural Arts Festival

REQUESTED BY:

FINANCE: Marsha B Sutton

TOWN MANAGER:

For Finance Dept Only:

EFFECTIVE DATE: 8/21/15 JOURNAL NO. ASSIGNED: 499

FISCAL YEAR: 2016 ENTERED: Ogaddy

PERIOD: 2 DATE: 8/21/15

TOWN OF INDIAN TRAIL
BUDGET TO BUDGET AMENDMENT REQUEST

2015

DATE: 6/30/15

DEPARTMENT: P+R

Account Number	*Account Description*	*(Transfer In / Out)*	*Amount*
10-80-6130-183-000	Health Insurance	Transfer out	150.00
10-80-6130-189-000	Other Fringe Benefits	Transfer In	150.00

EXPLANATION: YE Reallocation for P+R dept

REQUESTED BY:

FINANCE: Marsha B Sutton

TOWN MANAGER: Andy Vivas

For Finance Dept Only:

EFFECTIVE DATE: 6/30/15 JOURNAL NO. ASSIGNED: 500

FISCAL YEAR: 2015 ENTERED: agaddy

PERIOD: 12 DATE: 8/21/15

TOWN OF INDIAN TRAIL
BUDGET TO BUDGET AMENDMENT REQUEST

2016

DATE: 8/25/15

DEPARTMENT: Powell Bill

Account Number	*Account Description*	*(Transfer In / Out)*	*Amount*
15-20-4512-599.00	Transportation Imp Fund	Trans In	15,000.00
15-20-4512-399.00	Curb + Gutter	Trans Out	15,000.00

EXPLANATION:

Transfer per request from Engineering.

REQUESTED BY: Tracee Carlsson

FINANCE: Marsha S Sutton

TOWN MANAGER: [signature]

For Finance Dept Only:

EFFECTIVE DATE: 8/25/15 JOURNAL NO. ASSIGNED: 501

FISCAL YEAR: 2016 ENTERED: agardner

PERIOD: 2 DATE: 8/25/15

TOWN OF INDIAN TRAIL
BUDGET TO BUDGET AMENDMENT REQUEST

DATE: 8/31/15

DEPARTMENT: Various

Account Number	*Account Description*	*(Transfer In / Out)*	*Amount*
10-00-4130-397-002	Maint. Contracts	Out	1,000.00
10-00-4130-571-000	IT Hardware	Out	1,500.00
10-00-4130-397-004	DPS Service Fee	In	2,500.00
10-00-5000-185-000	Unemployment Insurance	Out	200.00
10-00-5000-260-001	First Aid Supplies	In	200.00
10-80-6130-511-000	Office Furniture	Out	200.00
10-80-6130-491-000	Dues & Subscriptions	In	200.00

EXPLANATION:
Reallocate funds within departments.

REQUESTED BY:

FINANCE: Marsha S Sutton

TOWN MANAGER: Joseph Fivas

For Finance Dept Only:

EFFECTIVE DATE: 8/31/15 JOURNAL NO. ASSIGNED: 502

FISCAL YEAR: 2016 ENTERED: A Gardner

PERIOD: 2 DATE: 9/1/15

TOWN OF INDIAN TRAIL
BUDGET TO BUDGET AMENDMENT REQUEST

DATE: 9/1/15

DEPARTMENT: Various

Account Number	*Account Description*	*(Transfer In / Out)*	*Amount*
10-40-4920-311-000	Printing & Binding	Transfer IN	24,500
10-40-4920-319-000	Contract Services	Transfer out	20,000
10-80-6130-315-000	Public Outreach	Transfer out	4,500

EXPLANATION:
Reallocate funds for the Newsletter

REQUESTED BY:

FINANCE: Marsha B Sutton

TOWN MANAGER:

For Finance Dept Only:

EFFECTIVE DATE: 9/1/15 JOURNAL NO. ASSIGNED: 503

FISCAL YEAR: 2016 ENTERED: agaddy

PERIOD: 3 DATE: 9/3/15

7d.

Town of Indian Trail

Memo

TO: Mayor and Town Council

FROM: Joe Fivas

CC: Marsha Sutton, Alicia Massey

DATE: September 8, 2015

SUBJECT: Month End August 2015

According to GS 105-350(7) it is the duty of the revenue collector to submit to the governing body at each of its regular meetings a report of the amount he/she has collected on each year's taxes with which he is charged, the amount remaining uncollected, and the steps he/she is taking to encourage or enforce payment of uncollected taxes.

Attached is the month end report for August 2015 collections. The revenue department is using all collection remedies as provided by general statute to collect delinquent taxes including but not limited to garnishments, attachments and NC Debt Setoff.

PO Box 2430 • 130 Blythe Drive • Indian Trail • North Carolina • 28079 • (704) 821-5401• Fax (704) 821-9045

Description	Count	Arrears/Other	Principal 2015	Principal 2016	Principal Future	Penalty	Total
Billing	446	0.00	11,150.83	0.00	0.00		11,150.83
Payments	899	143.94-	164,175.77-	0.00	0.00	0.00	164,319.71-
Reversals	0	0.00	0.00	0.00	0.00	0.00	0.00
Adjustments	1471	0.00	1,960.75-	0.00	0.00	0.00	1,960.75-
Apply Over	0	0.00	0.00	0.00	0.00	0.00	0.00
Rev Appl Ovr	0	0.00	0.00	0.00	0.00	0.00	0.00
Penalty	0					0.00	0.00
Totals	2816	143.94-	154,985.69-	0.00	0.00	0.00	155,129.63-

7e

TO: Mayor and Town Council

FROM: Joe Fivas

CC: Marsha Sutton

DATE: September 8, 2015

SUBJECT: Cash Management Policy Revision September 8th, 2015

After performing a review of the Cash Management Policy and discussing the policy with our auditors. We decided to make the following revision to the policy.

The policy previously indicated we would on occasion seek advice of the auditors regarding cash management decisions. In order for the auditors to perform compliance testing on the cash management policy during the annual financial audit, they cannot be a part of the cash management decision process.

This is the only change to the previous policy.

TOWN OF INDIAN TRAIL

CASH MANAGEMENT POLICY

This Cash Management Policy is being established in order to develop a cash management plan for the Town of Indian Trail. Objectives of this plan are to:

1. Link long-term financial planning with short-term daily operations and decision making.
2. Increase the amount of idle moneys invested.
3. Generate non-tax revenues through increased investment earnings.
4. Ensure safety and liquidity of the Town's moneys.
5. To comply with the North Carolina Budget and Fiscal Control Act and the policies of the North Carolina Local Government Commission (the "LGC").

This plan will address five areas: cash receipts, cash disbursements, banking relations, investments, and monitoring and reporting on the plan.

In addition to establishing this Cash Management Plan, the Finance Director will implement internal controls designed to prevent losses of public funds arising from fraud, employee error, misrepresentation of third parties, or imprudent actions by employees and officers of the Town. The Finance Director will ensure, whenever possible, separation of duties for handling public funds and assets.

Plan Administration

The Finance Director, with the advice and assistance of the Town Manager and Town Council is charged with developing and implementing a uniform Town plan to carry out the cash management policy for the entire Town. This Town policy outlines the policies, duties, responsibilities and requirements for cash management within the Town on a broad basis.

The Town's Independent Auditors, as part of the annual financial audit, will determine if the Town is in compliance with the Cash Management Plan approved by Council.

Cash Management Over Receipts:

The objectives of cash management over receipts are to use diligence in collecting funds owed to the Town, to provide internal control over cash and cash equivalents and to expedite the movement of moneys collected into interest bearing accounts. The official depositories/banks shall be approved by the Council of the Town of Indian Trail. To accomplish these objectives, all plans adopted will include these rules:

1. Except as otherwise provided by law, all funds belonging to the Town and received by an employee of the Town in the normal course of their employment shall be deposited as follows:

    a. Deposits are to be made daily into an official depository pursuant to G.S. 159-32.

    b. Maintain sufficient records of trust/escrow requirements for moneys received for specific beneficiaries/developments for which the Town has a duty to deposit to an official depository/bank.

2. Checks received and deposited which are returned for insufficient funds will receive prompt action in collection of good funds.

3. Adjustments or corrections for overpayment will be made after the moneys are deposited. It is seldom necessary to return a check written incorrectly. Employees will not delay in depositing moneys of this type. Refunds necessary from errors shall be made by Town check through cash disbursements.

4. No official or employee shall have the authority to cash a check payable to the Town. This does not include replenishment of Petty Cash or the Cash fund with limits of $250 and $350, respectively.

5. No official or employee shall have the authority to open a bank account in the name of the Town or any of its departments using public funds without prior approval of the Town Council or Town Manager and Finance Director.

6. All public funds shall follow the daily deposit guidelines.

7. The Finance Director, or the Director's appropriate designee, shall conduct at least two random or risk based internal audits of cash receipting location per fiscal year.

Billing

Applications and reports to the state or federal government for reimbursement or claims are to be filed promptly. All department heads who administer programs that receive money from other governments are to meet with the Finance Director to establish a cash flow/Town reimbursement schedule for these moneys.

For tax billing, the objective shall be to reduce the processing time so payments will be received at the earliest date possible. A late payment charge will be assessed to all delinquent accounts as follows:

January – Due to the increased activity of this month and allowing for sufficient time and receipt of properly postmarked mail, the Town Tax Collector will decide on which date to apply interest as taxes must be postmarked by January 5th. Otherwise, delinquent interest will be charged as of the 1st day of each month.

The Town Council directs the Tax Collector to advertise delinquent taxes on real property for failure to pay during March of each year.

Analysis of Receipting Function

The Finance Director will meet with each department head that is responsible for a revenue source of the Town to review the billing, collecting, depositing and reporting procedures.

Collateralization for deposits shall be in accordance with title 20, Chapter 7 of North Carolina Administrative Code. All deposits for the Town shall be fully protected through deposit insurance and eligible collateralization securities. For all deposits held in financial institutions which utilize the Pooling Method for collateralization, the Finance Director shall maintain all necessary documentation to show that the responsibility of monitoring collateral levels in now with the State Treasurer.

All deposits of the Town are either insured or collateralized by using one of two methods. Under the Dedicated Method, all deposits that exceed the Federal depository insurance coverage level are collateralized with securities held by the Town's agents in the Town's name. Under the Pooling Method, which is a collateral pool, all deposits in excess of FDIC Insurance Coverage are collateralized with securities held by the State Treasurer's agent in the name of the State Treasurer. Since the State Treasurer is acting in a fiduciary capacity for the Town, these deposits are considered to be held by the Town's agents in its name. The amount of the pledged collateral is based on an approved averaging method for non-interest bearing deposits and the actual current balance for interest-bearing deposits. Depositories using the Pooling Method report to the State Treasurer the adequacy of their pooled collateral covering these deposits. The State Treasurer does not confirm this information with the Town or the escrow agent. Because of the inability to measure the exact amounts of collateral pledged for the Town under the Pooling Method, the potential exists for under collateralization, and this risk may increase in periods of high cash flows. However, the State Treasurer of North Carolina enforces strict standards of financial stability for each depository that collateralizes public deposits under the Pooling Method.

The Finance Director shall be responsible for obtaining custody and providing safekeeping of securities and deposit certificates according to G. S. 159-30(d).

Certificates of deposit purchased by the Town shall be delivered to the Finance Director. The Finance Director and Town Manager shall ensure proper diversification of the investment portfolio in order to minimize risks brought on by economic and market changes. The Finance Director and Town Manager shall constantly monitor the investment portfolio and make adjustments as necessary by comparing market and book value of securities held by the Town. The Finance Director and Town Manager will examine opportunities to sell securities to realize gain or to liquidate securities to avoid loss.

The Finance Director shall review the cash position of the Town and decide, along with the Town Manager, what moneys can be invested for certain periods of time. If investments are to be made, the Finance Director will start a process whether through bidding or collection of necessary information for the Town as follows:

1. Approved financial institutions shall be contacted requesting bids/information on time deposits. All information shall be with interest rates quoted on 360/365 day basis. All information shall be delivered to the Finance Director along with the certificate.

2. For other eligible investment vehicles, the Finance Director and/or Town Manager shall solicit offers from banks, savings and loans or primary security dealers. Any investments purchased shall be from firms located with offices in North Carolina. The Finance Director and Town Manager shall review the various offers and determine which investment vehicles are appropriate, considering rate, maturity and safety of the investment. For securities purchased by the Town, The Finance Director and/or Town Manager shall instruct the seller that securities purchased by the Town are to be delivered to the Town.

Forecasting Cash Flows

The Finance Director for the Town, or the Director's appropriate designee, shall monitor cash requirements. The objective shall be to ensure that sufficient funds will be available to meet the Town's commitments and that the timing and amount of excess funds are known so as to properly identify the amount of money available for investment.

Cash Disbursements

The objective of this section of the Town's Cash Management Plan is to retain moneys for investment until the agreed upon contractual date of payment unless early payment provides a benefit to the Town.

The Finance Director shall appropriate and expend the Town's moneys pursuant to G.S. 159-28(b) to create the maximum amount of funds available for investments. The Finance Director shall pay the obligations of the Town when due. The Town's purchase order system will be used for payments. All payments to one vendor will be consolidated when paid from a single fund.

Dual signatures are required for all Town checks. Currently electronic and facsimile signatures are not approved by the Town.

The Finance Director, or the Director's appropriate designee, shall make payroll deposits monthly to all employees. Payroll deposits shall be authorized by time sheets kept by employee and signed by supervisor. No payroll deposit will be issued without proper documentation in the Human Resources and Payroll departments and approved budgetary authority. The Finance Director, or the Director's appropriate designee, shall submit all payroll deductions and reports to the proper agencies in a timely manner.

Banking Relations

The objective of this section of the plan is designed to help the Finance Director develop and implement procedures to create mutually beneficial banking relations with local financial institutions.

Analysis

The Finance Director and Town Manager shall determine which financial institutions qualify to be the Town's depository based upon published reports and other procedures deemed appropriate.

Request For Proposal For Banking Services

Those financial institutions which are deemed to qualify to be the Town's depository shall receive an RFP. The RFP shall require information on what services can be provided to the Town and the cost associated with the services. RFP's shall be compared and selection of the official depository recommended to the Town Council. The Town will maintain bank accounts necessary and prudent to conduct Town business. The Town Council will designate the Town's official depository. The Finance Director and Town Manager shall sign for the Town a three to five year contract with the selected depository establishing the banking services, costs, and conditions which might necessitate termination of the contract.

Investments

Town policy is to invest public funds in a manner which will provide the highest investment return with maximum security while meeting daily cash flow requirements of the Town and conforming to all State statutes governing the investment of idle funds.

This investment policy applies to all financial assets of the Town except authorized petty cash, trust/escrow funds and debt proceeds.

The standard of prudence to be used by authorized staff shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investments shall be made with judgment and care, under then prevailing circumstances, which person of prudence, discretion, and intelligence would exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Authorized staff acting in accordance with procedures in this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes. Staff is relieved of responsibility only if they report any deviations from expectations in a timely manner and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

G.S. 159-25(a)(6) delegates management responsibility for the investment program to the Finance Director. This investment policy requires the Finance Director consult with the Town Manger or other financial related parties, i.e LGC, financial advisors, bankers, etc, for investments under $750,000. Investment over this amount should be approved by Town Council prior to investing.

The Finance Director will establish and maintain procedures for the operation of the investment program which are consistent with this policy. Such procedures will include delegation of authority to persons responsible for investment transactions except as provided under the terms of this policy and the procedures established by the Finance Director. The Finance Director will be responsible for all transactions undertaken and will establish and maintain a system of controls to regulate the activities of subordinates.

In the absence of the Finance Director and those to which he or she has delegated investment authority, the Town Manager is authorized to execute investment activities.

The Town's objectives in managing the investment portfolio, in order of priority, are safety, liquidity, and yield.

Safety – Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To best mitigate against credit risk (the risk of loss due to failure of the security issuer) diversification is required. To best mitigate against interest rate risk (the risk that changes in interest rates will adversely affect the market value of a security and that the security will have to be liquidated and the loss realized) the second objective, adequate liquidity, must be met.

Liquidity – The investment portfolio shall remain sufficiently liquid to meet all operating and debt service cash requirements that may be reasonably anticipated. The portfolio will be structured so that securities mature concurrent with cash needs (static liquidity), with securities with an active secondary market (dynamic liquidity), and with deposits and investments in highly liquid money market and mutual fund accounts.

Yield – The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary, economic and interest rate cycles, taking into account investment risk constraints and liquidity needs.

Ethics and Conflicts of Interest – Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose to the Town Manager any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial or investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individuals with whom business is conducted on behalf of the Town.

The Town is empowered by N. C. G. S. 159-30(c) to invest in certain types of investments. The Council approves the use of the following investment types:

1. Obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States.
2. Obligations of the Federal Financing Bank, the Federal Farm Credit Bank, the Bank for Cooperatives, the Federal Intermediate Credit Bank, the Federal Land Banks, the Federal Home Loan Banks, the Federal Home Loan Mortgage Corporation, Fannie Mae, the Government National Mortgage Association, the Federal Housing Administration, the Farmers Home Administration, the United States Postal Services.
3. Obligations of the State of North Carolina.
4. Bonds and notes of any North Carolina local government or public authority that is rated "AA" or better by at least two of the nationally recognized ratings services or that carries any "AAA" insured rating.
5. Fully collateralized deposits at interest or certificates of deposit with any bank, savings and loan association or trust company that utilizes the Pooling Method of collateralization.
6. Prime quality commercial paper bearing the highest rating of at least one nationally recognized rating service, which rates the particular obligation.
7. Bankers' acceptance of a commercial bank or its holding company provided that the bank or its holding company is either (i) incorporated in the State of North Carolina or (ii) has outstanding publicly held

obligations bearing the highest rating of at least one nationally recognized rating service and not bearing a rating below the highest by any nationally recognized rating service which rates the particular obligations.

8. Participating shares in a mutual fund for local government investment, provided that the investment of the fund is limited to those qualifying for investment under G. S. 150-30(c) and that said fund is certified by the LGC. (The only such certified fund is the North Carolina Capital Management Trust.)
9. Evidence of ownership of, or fractional undivided interest in, future interest and principal payments on either direct obligations of the United States government or obligations the principal of and the interest on which are guaranteed by the United States, which obligations are held by a bank or trust company organized and existing under the laws of the United States or any state in the capacity of custodian (STRIPS or zero coupon securities).
10. Guaranteed investment contracts utilizing repurchase agreements but only for the investment of debt proceeds which are to be collateralized at 105% and marked to market on a daily basis.

Prohibited Forms of Authorized Investments

Any investment not specifically noted in the policy above is prohibited until such investment is approved by the Town Council in a regular or special town council meeting.

Diversification

1. Every effort will be made to diversify Investments by security type and by institution.
2. The total investment in certificates of deposit shall not exceed $1,500,000 with a single financial institution.
3. With the exception of United States treasury securities and the North Carolina Capital Management Trust, no more than 30% of the Town's total investment portfolio will be invested in a single security type or with a single financial institution.
4. The Finance Director is responsible for monitoring compliance with the above restrictions. If a violation occurs, the Finance Director shall report such to the Town Manager and to the Council along with a plan to address the violation.

Selection of Securities

The Finance Director and Town Manager together will determine which investments shall be purchased and sold and the desired maturity date(s) that are in the best interest of the Town. The selection of an investment will involve the evaluation of, but not limited to, the following factors: cash flow projections and requirements; current market conditions; and overall portfolio balance and makeup.

Policy Considerations

Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided in this policy.

Monitoring and Reporting

The objective of this section is to devise a systematic reporting schedule to the Town Manager and Council and to provide a schedule for the systematic review of the plan itself to make necessary amendments and changes.

The Finance Director for the Town of Indian Trail shall maintain records of the status of investments. These records will be available to the Town Manager and Council at all times.

The Finance Director, or the Director's appropriate designee, shall submit the LGC-203, Report of Cash Balance, to the Secretary of the Local Government Commission pursuant to G.S. 159-33 and 33.1 on a semi-annual basis. This information shall also be reported to the Town Manager and Council at the next scheduled meeting after each report has been submitted to the LGC.

The Finance Director shall report to the Town Manger and Council any changes in bank services. The Finance Director shall report the issuance of the Request For Proposals for banking services (RFP) and recommendations for selections of an official depository.

Every three years the plan shall be reviewed by the Finance Director. The Finance Director shall report to the Town Manager and Council any amendments necessary to the plan, any procedural changes made and any recommendations to enhance the Cash Management Plan.

ADOPTED THIS 8TH DAY OF SEPTEMBER 2015.

_____

MICHAEL L. ALVAREZ, MAYOR

_____

KELLEY SOUTHWARD, Town Clerk

7f

Town of Indian Trail

Memo

TO: Mayor and Town Council

FROM: Joe Fivas

CC: Marsha Sutton, Alicia Massey

DATE: September 8, 2015

SUBJECT: Large Refunds of Overpaid Taxes

Please find attached copies of tax refund for overpayment of taxes greater than $500.00

1. Independence Park at Monroe - $700.00 refunded to an attorney as it was already previously paid.

If you need any clarification on any of these items, please feel free to contact Alicia Massey at (704) 821.5401.

PO Box 2430 . 130 Blythe Drive . Indian Trail . North Carolina . 28079 . (704) 821-5401 . Fax (704) 821-9045

2015 REFUNDS						
Date	Parcel	Taxpayer	Refund To	Year	Amount	Reason
9/2/2015	07048030	Independence Park at Monroe	Law Offices of John T Burns - PO Box 904 Monroe, NC 28111	2015	$ 700.00	Attorney overpaid

QW
8/12/15

7g

INDIAN TRAIL
north carolina

TO: Mayor and Town Council

FROM: Jason Tryon, Parks & Recreation Director

DATE: September 3, 2015

SUBJECT: Community recycling grant

In 2014 the Town received an "Away from home" recycling grant from the Department of Environment and Natural Resources. This program helps promote waste reduction and recycling education to the anticipated 180,000 annual park visitors. This is an ongoing project that will be continued and enhanced throughout the life and use of the public parks. The program includes purchasing permanent recycling receptacles at all three parks, special event portable recycling containers, and educational brochures. In order to fulfill the grant requirements the Town is requesting to increase the local match by $2,036.00.

Staff Recommendation:

Staff recommendation is the approval of the additional local match in the amount of $2,036.00

7h

INDIAN TRAIL
north carolina

TO: Mayor and Town Council

FROM: Joseph A. Fivas, Town Manager

DATE: September 8th, 2015

SUBJECT: Street Closure for Community Event

On September 26th and September 27th the Town will host the Indian Trail Cultural Arts Festival and the Pow Wow, and on October 23rd the Town will host our annual Halloween Trunk or Treat Event. In order to provide parking and further safety for residents, Town staff is requesting to temporarily close Matthew-Indian Trail Road from Indian Trail Rd to Smith Farm Rd, the Chestnut Parkway from Matthews-Indian Trail Rd to US-74, and all internal streets within Chestnut Square Park. All of these streets will be used for the specified events. All locations will properly marked and the public will be notified.

Recommendation:

Staff requests to temporarily close the following streets for special event parking on September 26th from 8am to 9pm, September 27th from 10am to 6pm, and October 23rd from 5pm to 9pm:

1) Matthew-Indian Trail Road from Indian Trail Road to Smith Farm Road;
2) Chestnut Parkway from Matthews-Indian Trail Road to US-74;
3) All internal streets within Chestnut Square Park, including parts of Shady Bluff Drive.

jaf

79

TO: Mayor and Town Council

FROM: Joseph A. Fivas, Town Manager

DATE: September 8th, 2015

SUBJECT: Committee Member Removal

The Town's Public Safety Advisory Committee has requested and recommended to remove Mr. Robert Tosti from his position on the Public Safety Advisory Committee. This is due to unsatisfactory Committee attendance.

Recommendation:

Council approval of the Public Safety Advisory Committee's recommendation to remove Mr. Robert Tosti from the Public Safety Advisory Committee.

jaf

7j

INDIAN TRAIL
north carolina

TO: Mayor and Town Council

FROM: Jason Tryon, Parks & Recreation Director

DATE: September 3, 2015

SUBJECT: Blue Cross Blue Shield Grant

The Park & Recreation Department has been awarded a PlayPrints Grant. This grant collaboration is between the Blue Cross and Blue Shield of North Carolina and North Carolina Recreation and Parks Association.

PlayPrints are ground markings of colorful shapes, images and games painted on open pavement. Research shows that children who visit playgrounds with markings take part in a greater amount of physical activity during recess than children at unmarked playgrounds. We are asking to place these prints on the sidewalk leading up to the Chestnut Square Park playground. This grant comes with no monetary requirement.

Staff Recommendation:

Approval to move forward with ordering and installation of the PlayPrints at Chestnut Square Park.

7K

INDIAN TRAIL
north carolina

TO: Mayor and Town Council

FROM: Joseph A. Fivas, Town Manager

DATE: September 8th, 2015

SUBJECT: AdHoc Committee Member

At the August 11th Council meeting, the Town Council requested that the Parks, Arts, Recreation, & Culture Committee (PARC) recommend an appointment to the AdHoc Committee formed to design the new Indian Trail Veterans Memorial and Town Square. The PARC Committee is recommending that Mr. Roger Fish be appointed to this Committee. Mr. Fish is the Chair of the PARC Committee.

Recommendation:

PARC Committee recommendation is for the Town Council to appoint Mr. Roger Fish to this Committee.

jaf

9a

INDIAN TRAIL
north carolina

TO: Mayor and Town Council

FROM: Joseph A. Fivas, Town Manager

DATE: September 8th, 2015

SUBJECT: Transportation Plan Action Plan

Staff will give a presentation on a possible Action Plan or Work Plan for the Strategic Transportation Plan. Staff will request guidance and direction from the Council on this Business items.

jaf

9b

INDIAN TRAIL
north carolina

Town of Indian Trail

Memo

TO: Mayor and Town Council

FROM: Scott J. Kaufhold, P.E., Director of Engineering and Public Works

COUNCIL DATE: September 8, 2015

SUBJECT: 2015 Resurfacing Contract – Bid Results

Background Information:

Staff will hold a formal bid opening for the 2015 Resurfacing Contract on Friday, September 4, 2015. The contract and bid tab information will be provided to Council following review by staff.

PO Box 2430 . 130 Blythe Drive . Indian Trail . North Carolina . 28079 . (704) 821-1314 . Fax (704) 821-1381

9c

INDIAN TRAIL
north carolina

TO: Mayor and Town Council

FROM: Jason Tryon, Parks & Recreation Director

DATE: September 3, 2015

SUBJECT: Crooked Creek Dog Park

Town staff has been working diligently on the Crooked Creek Park dog park. Staff has created an agreement that all users will have to complete to gain access into the dog park. The agreement as well as the policies and procedures are below. The agreement and policies have been reviewed and approved by our PARC committee during our May meeting.

Staff Recommendation:

Staff recommendation is the approval of this agreement that includes the rules of the dog park.

Town of Indian Trail Dog Park Agreement

Located at Crooked Creek Park · 5900 Oakwood Lane, Indian Trail, NC 28079
Operating hours: Sunrise to Sunset

The Dog Park is a fenced in area that will remain locked at all times. In order to access the Dog Park, users **must submit the following paperwork to the Town of Indian Trail (TOIT) Parks & Recreation Department at the Cultural Arts Center:**

- One Town of Indian Trail Dog Park Agreement application per dog;
- A copy of each pet's Rabies Vaccination Certificate, Bordetella, and an official updated list of DHLPP (Distemper/Hepatitis/Leptospirosis/Parvo/Parainfluenza) records provided by the pet's animal clinic, which must be attached to application form (include given and expiration dates for all vaccines); **and**
- Proof of Identity: A valid Driver's License/ID card with current address.

Submit all paperwork to: Town of Indian Trail (TOIT) Parks & Recreation Department at the Cultural Arts Center.

TOIT Dog Park Passes will be given out after an application has been approved. Users are required to have this pass at all times during visits to the Dog Park.

This is an annual pass. Please see below annual pass rates:

Type	Resident	Non-Resident
Single Dog	FREE	$50
Multi-Dog	FREE	$50 + $25/additional dog

An annual registration fee is required. For each application, a single pass will be issued which will require renewal annually. **Additional or reprinted passes will cost $10.00**

Town of Indian Trail Dog Park Pass Application

Owner's First Name: _____ Owner's Last Name: _____

Owner's Date of Birth: _____ Check one: ☐ Registration ☐ Renewal

Are you an Indian Trail Resident? ☐ Yes ☐ No

Street Address: _____ City: _____ Zip: _____

Phone: (H)_____ (C)_____ Email:_____

Dog 1:
Name: _____ Breed: _____

Gender: ☐ Male ☐ Female Age: _____

Rabies Expiration Date: _____ / _____ / _____ Rabies ID#: _____

☐ Proof of vaccinations provided by an animal clinic receipt or note (Rabies, Bordetella and an official updated list of DHLPP (Distemper/Hepatitis/Leptospirosis/Parvo/Parainfluenza)

Dog 2:
Name: _____ Breed: _____

Gender: ☐ Male ☐ Female Age: _____

Rabies Expiration Date: _____ / _____ / _____ Rabies ID#: _____

☐ Proof of vaccinations provided by veterinarian receipt or note (Rabies, Bordetella and an official updated list of DHLPP (Distemper/Hepatitis/Leptospirosis/Parvo/Parainfluenza)

Dog 3:
Name: _____ Breed: _____

Gender: ☐ Male ☐ Female Age: _____

Rabies Expiration Date: _____ / _____ / _____ Rabies ID#: _____

☐ Proof of vaccinations provided by veterinarian receipt or note (Rabies, Bordetella and an official updated list of DHLPP (Distemper/Hepatitis/Leptospirosis/Parvo/Parainfluenza)

Disclaimer: The Town of Indian Trail will be adding these email addresses to the Town's email blasts used for Town communications.

The Town of Indian Trail made clear that to use the Dog Park area, owners must complete an application for Dog Park privileges, present vaccination records and pay the appropriate fee. I understand that the Town of Indian Trail has no knowledge about the behavior or temperament of animals using the area; therefore, the Town of Indian Trail cannot be held liable for any altercations that happen in or around the Dog Park area.
In consideration of receiving Dog Park privileges for myself and the dog(s) identified in this application, I hereby represent and warrant as follows: my dog(s) _____ / _____ / _____ has/have received a rabies vaccination and that all vaccinations are up to date, that the veterinary records attached are the true and accurate records for the dog(s) identified in this application, and that all information provided is accurate and truthful. I realize that providing false information may result in revocation of Dog Park privileges. I further understand and accept that despite the efforts of the Town of

Indian Trail to see that Dog Park users comply with licensing and vaccination requirements, there is a risk that not all dogs present in the Dog Park are licensed and vaccinated.

I hereby release the Town of Indian Trial, its officers, employees and agents from any and all responsibility or liability for injuries or damages to myself or my dog due to my use of, or participation in activities, at the Dog Park. I also agree to indemnify and save harmless the Town of Indian Trail, its officers, employees and agents from and against all loss, cost, damages, expense and liability including death, personal injury or disease and damage to real or personal property resulting from (1) my negligent acts; (2) the acts or behavior of my dog, and (3) injury that may occur to me or my dog or my property as a result of the acts, conduct or behavior of other users of the park, including other dogs.

I have carefully read this Acknowledgement of Risk and Release and understand and accept its terms and conditions. I have also received a copy of the rules for Dog Park usage and agree to abide by these rules. I realize non-compliance of Dog Park rules may result in revocation of Dog Park use privileges.

Owner Name (Print): _____

Owner Signature: _____ Date: _____

Town of Indian Trail Dog Park Rules & Etiquette

- A Town of Indian Trail Dog Park Pass is required to enter the park. Users without passes will not have access to the Dog Park. If a user gains access without a pass or does not have a pass at the time of admittance into the park, the user will be asked to leave the park area. *Do NOT put Dog Park privileges or pets at risk by allowing entrance to unauthorized persons and pets. If users are caught doing this, passes will be revoked.*
- Park & Recreation Staff have the authority to close the site for maintenance, weather related problems, rentals, special events or other reasons.
- Dog owners must be years 18 or older to acquire a Dog Park Pass. Children accompanying dog owners must be strictly supervised at all times and at least 12 years old to be allowed inside the Dog Park. Spectators should remain outside the fence area.
- No animals other than dogs may be brought into the fenced area.
- In accordance with the Town of Indian Trail's Animal Control Ordinance, all dogs are required to wear identification in the form of current rabies immunization tag, pet registration service tag or a commercially available tag with owners current contact information on it.
- North Carolina State Law requires that any owner of a dog shall have their pet vaccinated by 4 months of age and are responsible for keeping their pets' vaccinations up to date.
- Aggressive and female dogs in heat are not allowed inside the park. **Owners must immediately leash and remove dogs from the park at the first sign of aggressive, hostile or combative behavior.** Any dog found to have bitten another dog/person will lose all park privileges. The Town of Indian Trail has the right to prohibit any dogs and/or type/breed of dog from entering the Dog Park.
- Owners of a dog are responsible for the conduct of their pet(s) at all times while on park property. Park users and dog owners assume all risks related to use of the Dog Park. The Town of Indian Trail and its Park & Recreation Department are not responsible for individual's pets or any injuries that may occur while using this facility. Enter at own risk. N.C. State Law requires all dog bites of humans to be reported to the Union County Communications Center at 704-289-1591 or call 911 and a Deputy will be dispatched.
- All dog owners must be in the park and within view and voice control of their dog(s) at all times.
- All dogs must be leashed until safely inside the Dog Park and returned to a leash prior to exiting.
- No more than three dogs per owner in the Dog Park at one time.
- Any person in charge of a dog to must remove feces deposited by the dog on publicly-owned property.
- Choke, prong, pinch and spike collars are prohibited; therefore, the user must remove said items prior to entering the Dog Park.
- Separate areas for Small and Large Dogs are provided. The Small Dog area is designated for dogs 25 pounds or less. Owners must use the appropriate area for their dog.
- Dogs must be at least six months old to enter the Dog Park.
- Sick or injured animals are not permitted in the Dog Park.
- It is recommended that owners only bring dogs that have been spayed or neutered.
- Owners must stop their dogs from digging and must fill any hole created by their dog.
- No dog food, bones or dog chews are permitted in the Dog Park. Bite-sized training treats are permitted as long as they are administered by the dog owner.
- Professional dog trainers are not permitted to use the facility to conduct business unless prior approval is granted by the Town of Indian Trail Parks & Recreation Department.
- No food allowed inside the Dog Park.
- Strollers, bicycles and skateboards are not allowed inside the Dog Park.
- When leaving the Dog Park, please remove all tennis balls, toys or other personal items or they will be discarded. The Town of Indian Trail is not responsible for any and all personal belongings.

I have read the above rules and understand that violating any of these rules will result in Dog Park privileges being terminated without refund.

Signed _____ Date: _____

9d

INDIAN TRAIL
north carolina

TO: Mayor and Town Council

FROM: Rox Burhans, Planning Director

DATE: September 2, 2015

SUBJECT: Digital Permitting System

In the 2015-16 budget, the Town Council approved the acquisition of a digital permitting system to help streamline and better manage the review and issuance of land development permits. Town staff has undertaken a selection process to review the available technologies and identify the system best suited for the Indian Trail. Staff is still awaiting the final details for the agreement with the technology vendor and will discuss it at the September 8th Council meeting.