

Mayor
John Aneralla

Mayor Pro-Tem
Danny Phillips

Commissioners
Melinda Bales
Dan Boone
Mark Gibbons
Charles Guignard
Rob Kidwell

Town Manager
Gregory H. Ferguson



Department Heads
Max Buchanan, Public Works
Bill Coxe, Transportation
Michael Jaycocks, Parks&Rec
Jack Simoneau, Planning
Cleveland Spruill, Police Chief
Janet Stoner, Finance

Assistant Town Manager
Gerry Vincent

Town Clerk
Janet Pierson

Town Attorney
Bob Blythe

AGENDA
Regular Town Board Meeting
February 15, 2016 - 6:30 PM
TOWN HALL (101 Huntersville-Concord Road)

I. Pre-meeting

- A. Special Appropriation/501(c)(3) Funding Discussion. (5:30 p.m.)
- B. Lake Norman Transportation Commission Discussion. (5:45 p.m.)
- C. Fire Station No. 4 Update. (6:00 p.m.)

II. Call to Order

III. Invocation - Moment of Silence

IV. Pledge of Allegiance

V. Mayor and Commissioner Reports-Staff Questions

- A. Mayor Aneralla (Metropolitan Transit Commission, Commerce Station Management Team)
- B. Commissioner Bales (Lake Norman EDC, Lake Norman Transportation Commission, Lake Norman Education Collaborative)
- C. Commissioner Boone (Public Safety Liaison)
- D. Commissioner Gibbons (NC 73 Council of Planning, Veterans Liaison)
- E. Commissioner Guignard (Centralina Council of Governments, Planning Coordinating Committee)
- F. Commissioner Kidwell (Charlotte Regional Transportation Planning Organization, Olde Huntersville Historic Society)
- G. Commissioner Phillips (Lake Norman Chamber Board, Visit Lake Norman Board)

VI. Public Comments, Requests, or Presentations

VII. Agenda Changes

- A. Agenda changes, if any.
- B. Adoption of Agenda.

VIII. Public Hearings

IX. Other Business

- A. Consider decision on extending the Barry Park Signage Agreement for two additional years. *(Michael Jaycocks)*
- B. Consider adopting Alcoholic Beverage Policy and Possession or Consumption of Alcoholic Beverages Ordinance. *(Michael Jaycocks)*
- C. Consider authorizing the Town Manager to execute contract for solid waste collection services. *(Bobby Williams)*
- D. Lake Norman Transportation Commission discussion/decision.
- E. Consider appointments to the Board of Adjustment. *(Jack Simoneau)*
- F. Consider appointments to the Planning Board. *(Jack Simoneau)*
- G. Consider adopting amended bylaws for the Land Development Ordinances Advisory Board. *(Jack Simoneau)*
- H. Consider appointments to the Land Development Ordinances Advisory Board. *(Jack Simoneau)*

X. Consent Agenda

- A. Approve minutes of the February 1, 2016 Regular Town Board Meeting. *(Janet Pierson)*
- B. Approve budget amendment appropriating an economic development grant in the amount of \$4,000 received from ElectriCities for Commerce Station Park development costs. *(Janet Stoner/Greg Ferguson)*
- C. Approve budget amendment recognizing insurance revenue in the amount of \$500 and appropriate to the Police Department's insurance account. *(Janet Stoner/Chief Spruill)*
- D. Approve budget amendment recognizing insurance revenue in the amount of \$207.54 and appropriate to the Police Department's insurance account. *(Janet Stoner/Chief Spruill)*
- E. Approve SL362 Property Tax Refund Report No. 53. *(Janet Stoner/Greg Ferguson)*

XI. Closing Comments

XII. Adjourn

To speak concerning an item on the Agenda, please print your name and address on the sign-up sheet on the table outside the Board Room prior to the meeting. If you wish to speak concerning an item that is added to the Agenda during the meeting, please raise your hand during that item. Each speaker will be limited to no more than 3 minutes. The Mayor, as the presiding officer may, at his discretion, shorten the time limit for speakers when an unusually large number of persons have signed up to speak.

**AS A COURTESY, PLEASE TURN CELL PHONES
OFF WHILE MEETING IS IN PROGRESS**

Town of Huntersville
REQUEST FOR BOARD ACTION
2/15/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Michael Jaycocks
Subject: Richard Barry Park Signage Agreement

To consider extending the Richard Barry Signage Agreement with the Carolina Rapids for two additional years ending December 31, 2017. The Carolina Rapids have paid for the two sections of new fencing along the soccer fields. All additional signage revenue sold will be split 50/50 with the town. For the first two years the town received just over \$4,000. CRSC anticipates to increase this number with more focus on signage sponsors. The Parks and Recreation Commission approved this extension with an unanimous vote at its January 2016 meeting.

ACTION RECOMMENDED:

Approve extending the Barry Park Signage agreement for two additional years.

FINANCIAL IMPLICATIONS:

Additional yearly revenue for the town.

ATTACHMENTS:

Description		Type
<input type="checkbox"/>	Barry Park Signage Agreement	Backup Material
<input type="checkbox"/>	Exhibit A	Backup Material



**Richard Barry Park Signage Agreement between Carolina Rapids Soccer Club and the
Town of Huntersville**

Richard Barry Park Signage Agreement with Carolina Rapids Soccer Club (CRSC)

- Two year agreement ending on December 31, 2017.
- CRSC would be allowed to sell sponsorship signs on these sections of fencing as well as the existing section of fencing on the middle pad. All signs will have to be pre-approved by the Parks and Recreation Director and meet the Town's signage and sponsorship policy.
- CRSC will split all revenue with the town 50/50. CRSC will be responsible for submitting an expense and revenue report for all signs that are a part of this agreement at the end of each year.
- CRSC will be allowed to sell seven signs per section of fencing. See exhibited A for details on signage layout, sizes and cost.
- The town's portion of the revenue would go into the Capital Reserve Fund and CRSC's portion would go towards scholarships. CRSC will be responsible for submitting a report showing those scholarships that came from these revenues.
- CRSC will be responsible for all maintenance and repairs to the signs that they sell. The town will not be liable for any damages to any signs and equipment that CRSC places on park property.

Carolina Rapids Soccer Club

Date

Town of Huntersville

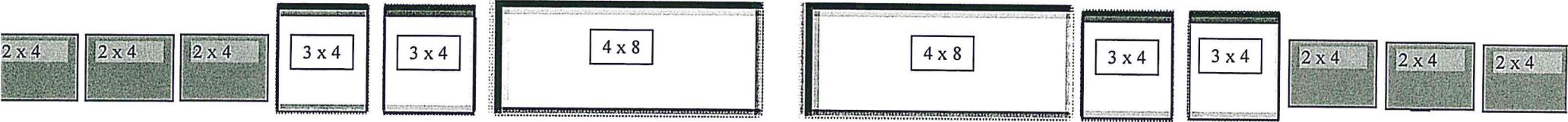
Date

Parks&Recreation

Post Office Box 2879 • 12600 Old Statesville Road • Huntersville, NC 28070
phone 704.766.2220 • fax 704.992.5528 • www.huntersville.org

Exhibit A
Per Pad View
3 pads total

Total # of signs
6 - 4 x 8 signs - \$2,500 each
12- 3 x4 signs - \$1,500 each
18- 2 x 4 signs- \$750 each



Town of Huntersville
REQUEST FOR BOARD ACTION
2/15/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Michael Jaycocks
Subject: Alcohol Policy

To Develop and Approve an Alcohol Policy and Ordinance that will allow alcohol to be served at certain events and facilities within the Town. The Parks and Recreation Committee unanimously approved the Alcohol Policy at its January 2016 meeting.

ACTION RECOMMENDED:

Approve Recommended Alcohol Policy and Ordinance.

FINANCIAL IMPLICATIONS:

None.

ATTACHMENTS:

Description	Type
☐ Alcohol Policy	Backup Material
☐ Alcohol Ordinance	Backup Material



**Town of Huntersville
Alcoholic Beverage Policy**

I. Overview

No sale of alcoholic beverages, other than beer and/or wine, is allowed on Town property. Beer and/or wine sale and consumption is allowed only for designated indoor and outdoor facilities. Any sale or consumption of beer and/or wine on Town premises without written authorization is unlawful. Authorization for the sale of beer and/or wine will be given only in conjunction with a Town sponsored event, program or facility. Authorization will only be given by the Huntersville Parks and Recreation Director or his designee.

The consumption of beer and/or wine maybe allowed at special events in Huntersville. However, efforts should be made so that the sale and consumption of beer and/or wine should not detract from the programs and the use of facilities of the Town. Revenue derived from the sale of beer and/or wine may be used to defray the operating costs of the sale of beer and/or wine.

II. Beer/Wine Sales

Beer and/or wine sale authorization will allow the sale or consumption of beer and/or wine in designated indoor and outdoor facilities owned and/or operated by the Town of Huntersville. Authorization may be issued for outdoor sales at approved Town facilities.

Outdoor beer sales must be from a temporary tent, trailer, beer garden or from a permanent concession building. Bring Your Own Beer/Wine will not be allowed on any town property during any event or rental.

The following conditions apply to all written authorizations for the sale of beer and/or wine:

- A.) Seller must have written authorization from the Town of Huntersville
- B.) Seller must have all appropriate Town and State licenses.
- C.) Area in which sales may take place must be designated and shown on a map.
- D.) At least one or more police officers are required to be present, as well as have an ID check station. Wristbands or hand stamps will be required by any individual wishing to purchase beer and/or wine at a designated event. This requirement may be waived for indoor facility rentals for such events as wedding receptions and other similar private events that are strictly taken place inside a confined facility and is not open to the general public.
- E.) Liquor liability and general liability insurance requirements must be met. A min. of \$1 million in liability insurance will be required. The amount could be higher based on the size of the event.
- F.) Seller must follow all local and state guidelines regarding the sale of alcohol.
- G.) Seller must serve alcohol in either unbreakable plastic cups or aluminum cans.
- H.) Seller is responsible for clean up.
- I.) In the case of "beer gardens", no one under the age of 21 will be permitted in the designated area.
- J.) The sale and consumption of alcoholic beverages at Town-sponsored events or on Town property is restricted and limited to the area that is approved as part of the authorization process. No person shall bring, carry or transport any alcoholic beverage into or onto any site in which a special event is taking place or where alcohol is being sold or served.
- K.) Seller is responsible for all damage to persons or property caused by or related to Seller's activities.

Approved: _____

**AN ORDINANCE AMENDING TITLE IX OF THE TOWN OF HUNTERSVILLE
CODE OF ORDINANCES ENTITLED "TITLE IX: GENERAL REGULATIONS"**

Section 1. Be it ordained by the Board of Commissioners of the Town of Huntersville that the Code of Ordinances is hereby amended by adding the following Chapter to Title IX: General Regulations.

§ POSSESSION OR CONSUMPTION OF ALCOHOLIC BEVERAGES.

It shall be unlawful to possess or consume any alcoholic beverages, malt beverages or unfortified wine while in a park or recreation center unless a special consumption permit has been issued by the Parks and Recreation Director. The words "alcoholic beverage", "malt beverage", "unfortified wine" and "open container" shall have the same definition as given said terms in G.S. Chapter 18B. Possession of an open container of an alcoholic beverage shall be prima facie evidence of consumption.

(A) A special consumption permit for malt beverages and unfortified wine may be issued, subject to town rules and regulations, as follows.

(1) By the Parks and Recreation Director to the sponsor of town approved events to be held at a town park, facility or recreation center.

(2) By the Parks and Recreation Director to the sponsor of any athletic contest or similar sporting event held in a park or recreation center, if such sponsor is a manufacturer or distributor of malt beverages or unfortified wine and if such permit is to allow only the participants in the athletic contest or similar sporting event to consume during or after the contest or other sporting event the malt beverages or unfortified wine manufactured or distributed by the sponsor having the permit.

(3) By the Parks and Recreation Director to any promoter, sponsor or beneficiary of any special event having a town special event permit that utilizes town parks, facilities or recreation centers.

(B) The Parks and Recreation Director shall be authorized to establish and promulgate regulations for the issuance of special consumption permits authorized by this subchapter. These rules and regulations shall include, but not be limited to, the following requirements.

(1) The permittee shall be required in the discretion of the Parks and Recreation Director to either procure or reimburse the town for procuring such insurance coverage with such limits and with such other terms as may be required by the town.

(2) The permittee may be required in the discretion of the Parks and Recreation Director to make arrangements for and to bear the costs of additional law enforcement presence at the event where consumption occurs.

(3) The permittee shall be required to obey all federal, state, county and town laws and regulations, including but not limited to noise, safety, public health, and laws relating to the consumption of alcohol, including but not limited to I.D. carding.

(4) The permittee shall be required to sign an agreement which fully indemnifies the town, its officers, agents and employees from any liability arising from consumption of alcohol pursuant to the permit.

(5) The permittee shall be required to serve non-alcoholic beverages as an alternative beverage for all attending.

(6) The permittee shall not allow self-service of alcohol, nor shall the permittee allow participants to bring their own alcohol to the event. The permittee may be required in the discretion of the Director to obtain the services of a professional bartender for dispensing alcohol.

(7) The permittee shall not allow consumption of alcohol to take place beyond the boundary area designated by the permit.

(8) The permittee shall post a sufficient number of signs as determined by the Parks and Recreation Director which clearly state the prohibition on underage drinking of alcohol.

(C) No consumption permit shall be issued to an individual or organization which violated the provisions of a previously issued consumption permit. Further, no consumption permit shall be issued for events at which a majority of those attending will be twenty years old or younger.

This ordinance shall become effective the _____ day of _____, 2016.

Approved as to form:

Town Attorney

Town of Huntersville
REQUEST FOR BOARD ACTION
2/15/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Bobby Williams
Subject: Solid Waste RFP Bid Results

The existing contract for solid waste services was extended an additional year by Commissioners until June 30, 2016. Currently, Advanced Disposal provides weekly garbage and yard waste collection and bi-weekly recycling collection.

Current Operating Budget (FY16) is \$3,091,239 (17,500 households). In addition, the current contract with Advanced Disposal is \$14.34 per household (\$8.26/MSW, \$3.95/YW, \$2.13/REC). This includes the tipping fees of \$29/ton for municipal solid waste (MSW) and \$19/ton for yard waste (YW).

A pre-bid meeting was held on Tuesday, December 15th at Town Hall where eight (8) attendees responded. On January 14, 2016, the Town received six (6) bid proposals. In addition to weekly services of municipal solid waste (MSW) and yard waste (YW), the town also requested quotes for weekly and bi-weekly recycling. All services would be provided via 95-gallon carts as they are currently.

The RFP references a five-year contract, with two successive one-year terms (extensions). Bids came in for 5-year proposals and one included an option for a 7-year contract. The two lowest bids were a 5-year proposal using existing equipment from Advanced Disposal and a 7-year proposal with all new equipment from Republic.

These two options were discussed at the Town Board Planning Retreat on February 4th where commissioners directed staff to go to each firm for their best 5 and 7 year proposals for consideration by Commissioners. Those proposals are due by 2 p.m. on Monday, February 15 and will be e-mailed to you as soon as they are received.

ACTION RECOMMENDED:

Authorize the Town Manager to proceed with contract signing based on the Board's direction.

FINANCIAL IMPLICATIONS:

The current rate is \$14.34 per household.

Town of Huntersville
REQUEST FOR BOARD ACTION
2/15/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Jack Simoneau, Planning Director
Subject: Consider Appointment to the Board of Adjustment

Michael Schutrum resigned his position as of November 1, 2015 as a Regular Member (Town Seat 5), and Reta Berman resigned her position as a Regular Member (Town Seat 2) as of January 19, 2016. There are five (5) applications that have been received for consideration. Using our “moving up” method, it is suggested to move an Alternate Member into Regular membership when applicable. In example: Alternate 1 (Town) would move to Regular Member Town Seat 2, and the Alternate 2 (Town) would move to the Alternate 1 (Town), and Alternate 3 moves to Alternate 2; thus, leaving the Alternate 3 (Town or ETJ) Seat vacant for appointing a new member. Attached is a current Membership Chart, and a proposed chart that reflects potential movement of Seats.

Bethany Welch, who is currently the Alternate 1 (Town) Seat, has agreed, if so considered, to be moved to a Regular Member (Town Seat 2). Gerry Notara, who is currently the Alternate 2 (Town) Seat has agreed, if so considered, to be moved to a Regular Member (Town Seat 5). It is suggested that if an Alternate moves up that they carry the seat term of expiration with them in order to keep staggering terms (Welch in 2018, and Notara in 2017); thereby, leaving the vacant Alternate seat with an unexpired term of June 30, 2016, which could automatically be renewed at this time to expire on June 30, 2019.

ACTION RECOMMENDED:

Consider appointing new members

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Cecil Application	Cover Memo
<input type="checkbox"/> Cosentine Application	Exhibit
<input type="checkbox"/> Evans Application	Exhibit
<input type="checkbox"/> Primiano Application	Exhibit
<input type="checkbox"/> Sinski Application	Exhibit
<input type="checkbox"/> Membership Chart - current	Exhibit
<input type="checkbox"/> Membership Chart - Proposed/Potential	Exhibit
<input type="checkbox"/> Attendance Sheet 2014-2015	Exhibit
<input type="checkbox"/> Attendance Sheet 2015-2016	Exhibit



Board of Adjustment Membership

Effective January 19, 2016

Updated 1/19/2016

Town Seat 1

Dennis Brewer

15820 Hubbard Road
Huntersville, NC 28078
704-274-5768
Clbrew22@gmail.com

*Appointed: 7/12; 7/15
Term Expires June 2018*

Town Seat 2

Vacant

[email](#)

Term Expires June 2016

Town Seat 3

Bill Farley

14300 MacLauren Lane
Huntersville, NC 28078
704-274-5405
Bill.farley@roadrunner.com

*Appointed: 6/13
Term Expires June 2016*

Town Seat 4

Joseph Kluttz, III

Post Office Box 3171
Huntersville, NC 28078
704-875-7633
Joseph.kluttz@duke-energy.com

*Appointed 7/12, 7/15
Term Expires June 2018*

Town Seat 5

Vacant

[email](#)

Term Expires June 2016

Town Seat 6

Dan Boone

317 Southland Road
Huntersville, NC 28078
704-948-1685
danbooneNC@aol.com

*Appointed: 6/09; 7/12; 1/15;
Term Expires June 2017*

ETJ Seat 1

Wilbur Smith

9200 Carver Avenue
Huntersville, NC 28078
704-391-0504
Snackyyo7@aol.com

*Appointed 4/15; Term Expires: 4/15; 7/15
Term Expires June 2018*

Alternate 1 (Town)

Bethany Welch

6515 Torrence Trace Drive
Huntersville, NC 28078
704-507-5237
Bwelch@aquestabank.com

*Appointed 1/15, 7/15
Term Expires June 2018*

Alternate 2 (Town)

Gerry Notara

212 Dennehy Court
Huntersville, NC 28078
704-773-4658
gnotara@gmail.com

*Appointed 3/2015
Term Expires: June 2017*

Alternate 3 (Town or ETJ)

Eric Rowell

7847 Horseshoe Creek Drive
Huntersville, NC 28078
919-618-5792
ericrowell@gmail.com

*Appointed 3/2015
Term Expires June 2017*



Board of Adjustment Membership

Town Seat 1

Dennis Brewer

15820 Hubbard Road
Huntersville, NC 28078
704-274-5768
Clbrew22@gmail.com

*Appointed: 7/12; 7/15
Term Expires June 2018*

Town Seat 2

Bethany Welch

6515 Torrence Trace Drive
Huntersville, NC 28078
704-507-5237
Bwelch@aquestabank

*Appointed: 1/15; 7/15
Term Expires June 2018*

Town Seat 3

Bill Farley

14300 MacLauren Lane
Huntersville, NC 28078
704-274-5405
Bill.farley@roadrunner.com

*Appointed: 6/13
Term Expires June 2016*

Town Seat 4

Joseph Kluttz, III

Post Office Box 3171
Huntersville, NC 28078
704-875-7633
Joseph.kluttz@duke-energy.com

*Appointed 7/12, 7/15
Term Expires June 2018*

Town Seat 5

Gerry Notarah

212 Dennehy Court
Huntersville, NC 28078
704-773-4658
gnotara@gmail.com

*Appointed: 3/15
Term Expires June 2017*

Town Seat 6

Dan Boone

317 Southland Road
Huntersville, NC 28078
704-948-1685
danbooneNC@aol.com

*Appointed: 6/09; 7/12; 1/15;
Term Expires June 2017*

ETJ Seat 1

Wilbur Smith

9200 Carver Avenue
Huntersville, NC 28078
704-391-0504
Snackyoo7@aol.com

*Appointed 4/15; 7/15
Term Expires June 2018*

Alternate 1 (Town)

Eric Rowell

7847 Horseshoe Creek Drive
Huntersville, NC 28078
919-618-5792
ericrowell@gmail.com

*Appointed 3/2015
Term Expires June 2017*

Alternate 2 (Town)

Consider Appointment to Alternate Seat

Term Expires: June 2016; 6/2019

Alternate 3 (Town or ETJ)

Consider Appointment to Alternate Seat

Term Expires June 2016; 6/2019

PROPOSED/POTENTIAL MEMBERSHIP

Board of Adjustment Attendance Chart
July 1, 2014 – June 30, 2015

Regular Member	July 2014	August	Sept	Oct	Nov	Dec	Jan 2015	Feb	March	April	May	June
	CANCEL	CANCEL	CANCEL	CANCEL			CANCEL	CANCEL				CANCEL
Town 1: D. Brewer					X	X			A	A	X	
Town 2: R. Berman					A	X			X	X	X	
Town 3: R. Kudlak ---B. Farley (3/15)					A	X			X	X	A	
Town 4: J. Kluttz					X	A			X	X	X	
Town 5: M. Schutrum					X	A				X	X	
Town 6: J. Melvin ---D. Boone (2/15)					Resign	Vacant			X	X	X	
ETJ W. Smith (5/15)	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant	Vacant		X

Alternate Member	July 2014	August	Sept	Oct	Nov	Dec	Jan 2015	Feb	March	April	May	June
	CANCEL	CANCEL	CANCEL	CANCEL			CANCEL	CANCEL				CANCEL
Town 1: J. Sturch ---B. Farley (2/15) ---B. Welch (3/15)			Resign		Vacant	Vacant			X vote	X vote	A	
Town 2: D. Boone ---B. Welch (2/15) ---G. Notara (3/15)					X vote	X vote			X vote	X vote	X	
ETJ or Town: Bill Farley ---Eric Rowell					X vote	X vote			X	A	X vote	

Board of Adjustment Attendance Chart
July 1, 2015 – June 30, 2016

Regular Member	July 2015	August	Sept	Oct	Nov	Dec	Jan 2016	Feb	March	April	May	June
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Town 1: D. Brewer	X	X	CANCEL	CANCEL	CANCEL	x	CANCEL	CANCEL				
Town 2: R. Berman	ABSENT	ABSENT				x	Resigned					
Town 3: B. Farley	ABSENT	ABSENT				x						
Town 4: J. Kluttz	X	X				A (conflict)						
Town 5: M. Schutrum,	X	X			Resigned	----						
Town 6: D. Boone	X	X				x						
ETJ : W. Smith	X	X				x						

Alternate Member	July 2015	Aug	Sept	Oct	Nov	Dec	Jan 2016	Feb	March	April	May	June
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Town 1: B. Welch	X - VOTE	X-VOTE	CANCEL	CANCEL	CANCEL	X -Vote	CANCEL	CANCEL				
Town 2: G. Notara	ABSENT	ABSENT				ABSENT						
ETJ or Town: Eric Rowell	ABSENT	ABSENT				X-Vote						

Town of Huntersville
REQUEST FOR BOARD ACTION
2/15/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Jack Simoneau, Planning Director
Subject: Consider Appointment to the Planning Board

Consider an appointment to the Planning Board to fill a vacant Town Seat with a term that expires on June 30, 2018.

ACTION RECOMMENDED:

Consider appointing one (1) new member

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

Description	Type
☐ Membership Chart	Exhibit
☐ Attendance	Exhibit
☐ Davis Application	Exhibit
☐ Drennan Application	Exhibit
☐ Kuzia Application	Exhibit
☐ Labbon Application	Exhibit
☐ Richardson Application	Exhibit
☐ Simmons Application	Exhibit
☐ Sny Application	Exhibit
☐ Taylor Application	Exhibit

Planning Board Membership

Terms Through 2018
Updated 12/7/2015 mvh
Effective 12/7/2015

TOWN SEAT:

Harold Bankirer

17206 Linksview Lane
Huntersville, NC 28078
704-274-9680
Term expires June 30, 2017
Email hbankirer@aol.com

Vacant

Huntersville, NC 28078
phone
Term expires June 30, 2018
E-mail:

Janice Lewis

10203 Halston Circle
Huntersville, NC 28078
Term expires June 30, 2016
Email: janicelewis4@gmail.com

William Walsh

9607 St. Barts Lane
Huntersville, NC 28078
Term expires June 30, 2018
Email: williammadelyn@yahoo.com

Stephen Swanick

12903 Heath Grove Drive
Huntersville, NC 28078
704-618-0435
Term expires June 30, 2017
E-mail stephen.swanick@gmail.com

Chris Price

8310 Misty Lilac Drive
Huntersville, NC 28078
704-619-8889
Term expires June 30, 2016
E-mail cprice8889@gmail.com

Joe Sailers

9332 Westminster Drive
Huntersville, NC 28078
(704) 393-0556
Term expires June 30, 2016
E-mail jwscws@bellsouth.net

ETJ SEAT:

JoAnne Miller

13900 Asbury Chapel Road
Huntersville, NC 28078
980-522-9855
Term expires June 30, 2018
E-mail joannebmiller@bellsouth.net

TOWN (OR ETJ SEAT):

Susan Thomas

10215 Lasaro Way
Huntersville, NC
704-393-0556
Term Expires June 30, 2017
Email: set0525@bellsouth.net

Planning Board Attendance – Regular Meetings **2015 – 2016**

Name	July 28 2015	Aug 25	Sept 22 cancel	Oct 27	Nov 17 cancel	Dec 15	Jan. 26 2016	Feb 23	March 22	Apr 26	May 24	Jun 28
Bankirer, Hal	x	x	-	x	-	x	x					
Boone, Dan	x	x	-	x	-	Vacant as of 12/7/15	-					
Janice Lewis	x	x	-	x	-	x	x					
Miller, JoAnne	x	A	-	x	-	x	x					
Price, Chris	x	x	-	x	-	x	x					
Sailers, Joe	x	A	-	x	-	x	x					
Swanick, Stephen	x	x	-	x	-	A	x					
Thomas, Susan	x	x	-	x	-	x	x					
Walsh, Bill	A	x	-	x	-	x	x					

x = Present

A = Absent

Town of Huntersville
REQUEST FOR BOARD ACTION
2/15/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Jack Simoneau, Planning Director
Subject: Amend Land Development Ordinances Advisory Board Bylaws

Section 2-2 of the bylaws for the Land Development Ordinances Advisory Board refers to five "at-large" members and should reference six "at-large" members for consistency with Section 2-1.

ACTION RECOMMENDED:

Adopt amended bylaws for the Land Development Ordinances Advisory Board

FINANCIAL IMPLICATIONS:

N/A

ATTACHMENTS:

Description	Type
Amended Bylaws	Backup Material

LAND DEVELOPMENT ORDINANCES ADVISORY BOARD

BYLAWS

Authority and Responsibility

- 1-1 The Land Development Ordinances Advisory Board (hereinafter “Advisory Board”) shall have the duties and responsibilities as follows:
- A) Review, evaluate and recommend amendments to the Zoning & Subdivision Ordinances to the Town of Huntersville Planning Board (hereinafter “Planning Board”) and the Town of Huntersville Board of Commissioners (hereinafter “Town Board”).
 - B) Review, evaluate and recommend amendments to Town planning processes and procedures to the Planning Board and Town Board.
 - C) Other such related Zoning & Subdivision Ordinance as directed from the Town Board or Planning Board.
- 1-2 In addition to the duties and responsibilities prescribed in Section 1.1, the Advisory Board shall:
- A) Exercise such additional functions as the Town Board may direct;
 - B) Keep the Town Board and the general public informed and advised as to matters within their duties and responsibilities; and,
 - C) Review the towns Zoning & Subdivision Ordinances and concerns from residents and developers.

Membership

- 2-1 Members of the Advisory Board shall be appointed by the Town Board and shall be composed of nine (9) voting members and three (3) non-voting members as follows:
- Voting:
- A) One (1) Chairperson (who may or may not be a Town Board or Planning Board member)
 - B) One (1) Town Board member
 - C) One (1) Planning Board member
 - D) Six (6) At Large Members who shall live, work, or own a business or property within the Town of Huntersville Corporate Limits or the ETJ.

Non-voting:

- E) One (1) Planning Director or Planning Staff member (non-voting)
- F) One (1) Planning Executive Asst. (non-voting)
- G) The Town of Huntersville Attorney (non-voting)

- 2-2 At Large Members (see Section 2-1) of the Advisory Board shall be appointed by the Town Board of Commissioners for two (2) year staggered terms. Beginning in 2016, At Large Member One, ~~and Two~~ and Three will serve for one (1) year term, At Large Member ~~Three, Four, and Five~~ and Six will serve for two (2) year term. Terms will start March 1, 2016.
- 2-3 If a vacancy should occur on the Advisory Board for any reason, an appointment to that seat shall be made for the duration of the unexpired term in the same manner as noted in Section 2-1.

Election of Officers

- 3-1 A Chairperson shall be elected by the Town Board of Commissioners. The Vice Chairperson shall be elected from all of the voting members of the Advisory Board.
- 3-2 The Chairperson shall preside at all meetings and have the duties normally conferred on such office. The Vice Chairperson shall serve as temporary Chairperson in the absence of the Chairperson.
- 3-3 In the event of the absence or recusal (disqualification) of both the Chairperson and Vice Chairperson from a meeting of the Advisory Board or a matter before its voting members in attendance, they may elect a temporary Chairperson for that meeting and proceed with the order of business.
- 3-4 The Planning Director, or designee, shall serve as Secretary of the Advisory Board. The Secretary shall, with concurrence of the Planning Director and Chairperson, prepare agendas for the meeting, provide public notice of the meetings, publish minutes (see Section 5-1), attend to correspondences and perform such other duties as necessary. The Chairperson shall have a role in setting the agenda. If any agenda changes need to be made they will be voted on at the time of the meeting by the Advisory Board.

Meetings

- 4-1 Regular monthly meetings of the Advisory Board shall be held at a standard time and place as agreed upon by the Town Board of Commissioners. Members shall be notified by electronic mail of each regular meeting by the Planning Department's Executive Assistant.

- 4-2 Special meetings may be called by the Chairperson provided a ten (10) calendar day notice of the time and location of each such meeting shall be given to all members by the Planning Executive Asst.
- 4-3 The Advisory Board shall operate according to Robert's Rules of Order to the extent not contrary to the Bylaws. The Chairperson, subject to these rules, shall decide all points of procedure unless otherwise directed by a majority of the Advisory Board in session at that time.

Records

- 5-1 The Advisory Board shall keep a record of its recommendations, transactions, findings and determinations. Said records shall be published and released to the public through the Town of Huntersville web site, except as exempted by State law, and maintained in the files of the Planning Department of the Town of Huntersville.

Action by Committee

- 6-1 All actions of the Advisory Board shall have been put before the Advisory Board members in the form of a motion, duly seconded and voted upon. A quorum of all voting members shall be present before a vote may be taken on any motion. (See Section 3-3)
- 6-2 Voting shall be done by a show of hands. Only voting members present at the time a vote is taken shall be eligible to vote.
- 6-3 All voting members of the Advisory Board must vote on all matters. Members who are present and not excused will be deemed to have voted in favor of the motion presented if they do not vote, this is to include an abstention vote.

Attendance

- 7-1 In order for the Advisory Board to carry out its duties and responsibilities, it is necessary for all voting members to attend the meetings. If any voting member is absent for three (3) consecutive regular meetings or fails to attend at least seventy-five percent (75%) of the regular meetings within a twelve (12) month "moving" period, the Chairperson shall request from the Town Board of Commissioners that the position be vacated and a replacement be made by the Town Board of Commissioners. Attendance records will be kept by the Planning Executive Asst.

Conflict of Interest

- 8-1 Members of the Advisory Board shall not seek to influence a decision, participate in any action or cast a vote involving any matter that is before the Advisory Board which may result in a pecuniary benefit to themselves, their immediate relatives, or the immediate relative's business interests. In applying this rule the following procedure shall govern:

- A) An Advisory Board member who believes that a conflict of interest may exist for himself or herself shall declare that a possible conflict and ask to be excused from deliberation on the matter in question. The conflict of interest will be specific to a particular agenda item, ordinance change, etc. A majority vote of the remaining Advisory Board members shall be required to excuse a member from the deliberation for a conflict of interest.
- 8-2 A contention of the existence of an overt conflict of interest or a contention of an undisclosed conflict of interest may be made by any interested party public or Advisory Board member. Such a contention, only after the facts have been presented, may be grounds for reconsideration of a decision or recommendation of the Advisory Board.
- 8-3 Any such contention made to Advisory Board shall be supported by factual and material evidence and shall be submitted to a properly convened meeting of the Advisory Board. The Advisory Board shall hear all such evidence and shall, by majority vote, make a final determination as to the existence of a conflict of interest and any further action required of the Advisory Board by such determination.
- 8-4 Excuse from participation in any matter is necessary only in those specific matters in which a conflict arises. There shall be no excuse based on entire categories of the business, profession or outside interest with which a member is associated.

Adopted by the Town of Huntersville Board of Commissioners this 21st day of
December 2015.

Land Development Ordinances Advisory Board

Chairman

ATTEST:

Jack Simoneau, Planning Director and Secretary

Town of Huntersville
REQUEST FOR BOARD ACTION
2/15/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Jack Simoneau, Planning Director
Subject: Consider Appointments to the Land Development Ordinances Advisory Board

Consider appointing one (1) Planning Board member and six (6) At-Large members.

ACTION RECOMMENDED:

FINANCIAL IMPLICATIONS:

ATTACHMENTS:

Description	Type
▣ Andersen Application	Exhibit
▣ Bowman Application	Exhibit
▣ Bradshaw Application	Exhibit
▣ Fulghum Application	Exhibit
▣ Godby Appllication	Exhibit
▣ Groschel Application	Exhibit
▣ Henson Application	Exhibit
▣ Hines Application	Exhibit
▣ Jones Application	Exhibit
▣ Jones,M Application	Exhibit
▣ Kommuck Application	Exhibit
▣ Mashburn Application	Exhibit
▣ Newman Application	Exhibit
▣ Pugliese Application	Exhibit
▣ Rauer Application	Exhibit
▣ Rikard Application	Exhibit
▣ Schreiner Application	Exhibit
▣ Sny Application	Exhibit
▣ Steele Application	Exhibit
▣ Taylor Application	Exhibit
▣ Walsh Application	Exhibit
▣ Lewis Application - PB Member	Exhibit
▣ Miller Application - PB Member	Exhibit

Town of Huntersville
REQUEST FOR BOARD ACTION
2/15/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Janet Pierson, Town Clerk
Subject: Approval of Minutes

Consider approving minutes of the February 1, 2016 Regular Town Board Meeting.

ACTION RECOMMENDED:

Approve Minutes

FINANCIAL IMPLICATIONS:

N/A

ATTACHMENTS:

Description	Type
□ Draft Minutes	Backup Material

**TOWN OF HUNTERSVILLE
TOWN BOARD MEETING
MINUTES**

**February 1, 2016
6:30 p.m. – Town Hall**

PRE-MEETING

The Huntersville Board of Commissioners held a pre-meeting at the Huntersville Town Hall at 5:00 p.m. on February 1, 2016.

GOVERNING BODY MEMBERS PRESENT: Mayor John Aneralla; Commissioners Melinda Bales, Dan Boone, Mark Gibbons and Charles Guignard. Commissioner Rob Kidwell entered pre-meeting at approximately 6:10 p.m. Commissioner Danny Phillips was not present.

Meet and Greet. The Board met with applicants for vacancies on the Board of Adjustment, the Planning Board and the Land Development Ordinances Advisory Board.

**REGULAR MEETING
TOWN OF HUNTERSVILLE
BOARD OF COMMISSIONERS**

The Regular Meeting of the Huntersville Board of Commissioners was held at the Huntersville Town Hall at 6:30 p.m. on February 1, 2016.

GOVERNING BODY MEMBERS PRESENT: Mayor John Aneralla; Commissioners Melinda Bales, Dan Boone, Mark Gibbons, Charles Guignard and Rob Kidwell. Commissioner Danny Phillips was not present.

Mayor Aneralla called the meeting to order.

Mayor Aneralla called for a moment of silence.

Mayor Aneralla led the Pledge of Allegiance.

MAYOR AND COMMISSIONER REPORTS/STAFF QUESTIONS

Mayor Aneralla

- Commended the Public Works Department for their work during the recent winter storm.
- Attended MTC meeting last week. They are in initial stages of their budgeting process. Ridership is down which is probably directly correlated to the lower gas prices. Huntersville is the second largest contributor to the transit ½ cent sales tax and it may be time that Huntersville and the other northern towns start revisiting how those tax dollars are spent.
- Attended the Commerce Station Management Team meeting on Thursday.
- Had a conference call with the I-77 Mobility Partners and other area mayors. They don't anticipate any lane closures other than at night. Also, the proposed exits/entrances for the toll

lanes for Exits 23, 25 and 28 are considered a done deal by the construction company. They are looking at what types of trucks are going to be allowed in the toll lane, but not 18 wheelers.

- The Town's Finance Director, Janet Stoner, has announced her retirement. Expressed appreciation for her work.

Commissioner Bales

- The next meeting of the Lake Norman Transportation Commission is February 10.
- From the EDC, there's currently nine active projects in Huntersville.
- The EDC, the Lake Norman Education Collaborative and the Lake Norman Chamber of Commerce are working together to sponsor a career readiness speed dating event on February 11 for the Hospitality and Tourism Academy at Hopewell High School. If it goes well Hopewell has asked us to consider doing a career readiness speed dating event for their Academy of Engineering.
- Commended the Public Works Department for their work during the recent winter storm.
- Expressed appreciation to the applicants for attending meet and greet.

Commissioner Boone

- The North Mecklenburg Rescue Squad ran 203 calls in the month of January.
- From the Police Department - Crime figures for 2015 are down 10 percent, the Governor's Highway Safety Program Grant paperwork has been mailed to Raleigh, a new Animal Control Officer started, and Officer Bautista has a new K-9.
- Reminded everyone of Huntersville Fire Department's fundraiser.

Commissioner Gibbons

- The next meeting of the NC 73 Council of Planning is February 25.
- Will be attending a meeting of the Mecklenburg Veteran Service Council tomorrow.
- Participated in the Commissioner Chat at Acropolis today.
- Expressed appreciation to applicants for attending meet and greet.

Commissioner Guignard

- The next meeting of the Centralina Council of Governments is next week.
- Commended Public Works for their work during the recent winter storm.
- Have had citizens complain about noise from trucks going over rumble strips on I-77.
- Expressed appreciation to applicants for attending meet and greet.
- Expressed appreciation to Janet Stoner for her work for the Town.

Commissioner Kidwell

- The next Olde Huntersville Historic Society meeting is February 3 at the Smith Cabin.
- The Charlotte Regional Transportation Planning Organization met in January. The CRTPO Board voted in favor of supporting the managed lane process in the Charlotte region. The next meeting will be February 17.
- Helping Others Help Themselves will have a networking event on February 24.
- Commended Public Works, Fire and Police for their work during the recent winter storm.
- Expressed appreciation to Janet Stoner for her work with the Town.

PUBLIC COMMENTS, REQUESTS, OR PRESENTATIONS

Dee Jetton, Executive Director of HFFA, announced that Huntersville Family Fitness & Aquatics will host the Women's Red Run 4K Road Race and Walk on May 14, 2016 to bring awareness to women's heart disease.

Mayor Aneralla proclaimed May 14, 2016 as Women's Heart Health Awareness Day.

Town of Huntersville Proclamation

WHEREAS, heart disease is the No. 1 killer of women, causing one in three deaths each year. That's approximately one woman every minute; and

WHEREAS, ninety percent of women have one or more risk factors for developing heart disease, yet only one in five American women believe that heart disease is her greatest health threat; and

WHEREAS, more women than men die of heart disease and stroke; and

WHEREAS, one in three American women die of heart disease, that's ten times more than those that die of breast cancer; and

WHEREAS, eighty percent of cardiac events in women may be prevented if they make the right choices for their hearts, involving a heart healthy diet, exercise and abstinence from smoking; and

WHEREAS, there is a need for increased community awareness among women as women are dying at a faster rate than men from heart disease.

NOW, THEREFORE, as a show of commitment to an annualized public educational and fundraising campaign to raise awareness of heart disease, I, John Aneralla, Mayor of the Town of Huntersville, do hereby proclaim May 14, 2016 as ***Women's Heart Health Awareness Day*** in honor of the Women's Red Run/Walk 4k to be held at Huntersville Family Fitness & Aquatics in conjunction with the American Heart Association and ask all local businesses consider being an outlet for community education and awareness.

IN WITNESS WHEREOF, I do hereby set my hand and cause the Seal of the Town of Huntersville to be affixed, this the 1st day of February, 2016.

Joe Padilla, 7727 Compton Court, Charlotte, Executive Director of REBIC, addressed the Board concerning Petition #TA15-06. Mr. Padilla requested the Board defer a decision on Petition #TA15-06 for two weeks in order to continue discussions with Planning Staff on their concerns about the rear alley requirement. We are close to a compromise agreement with staff that would address a majority of our concerns.

Rachel Gebelein, 8807 Doe Path Lane, requested the Board add language to Chapter 94 of the Code of Ordinances (Animals) to define proper food and water for animals.

PUBLIC HEARINGS

Mayor Aneralla recognized Planning Board members present: Janice Lewis, Hal Bankirer, Susan Thomas, Joe Sailors, Joanne Miller and Bill Walsh.

Petition #R15-03. Mayor Aneralla called to order public hearing on Petition #R15-03, a request by Ethan Wakeman to rezone property located at 16516 and 16508 Old Statesville Road from Corporate Business to Highway Commercial – Conditional District for a pet daycare.

Brian Richards, GIS Administrator, reviewed Staff Report. *Staff Report attached hereto as Attachment No. 1.* A commercial contractor's office has been operated on the site since 2009. The applicant would now like to run a pet daycare at the site, which requires a rezoning. The applicant proposes to install a 5' sidewalk and complete the concrete driveway entrance. The applicant will also be adding a fence and appropriate screening shrubs for the outdoor pet play areas. Staff recommends approval of the rezoning.

There being no comments, Mayor Aneralla closed the public hearing.

Petition #TA15-07. Mayor Aneralla called to order public hearing on Petition #TA15-07, a request by the Town of Huntersville to update Article 9.37.2, Temporary Mobile Food Sale Condition, to remove the up to a maximum of four (4) days per week and major holiday operating condition for temporary mobile food sales that are permitted as an accessory use on non-residential lots.

Meredith Nesbitt, Planner I, reviewed the Staff Report. *Staff Report attached hereto as Attachment No. 2.*

Temporary mobile food sales are permitted by-right (staff approval) in Town Center, Highway Commercial, Special Purpose and Corporate Business zoning districts. In these zoning districts, temporary mobile food sales are permitted subject to the conditions found in Article 9.37.2, *Temporary Uses and Structures*, of the Zoning Ordinance.

Prior to January 2016, temporary mobile food sales were only permitted in the Town Center and Highway Commercial zoning districts. However, on January 4, 2016 the Town Board amended the Zoning Ordinance (TA15-05) to allow temporary mobile food sales as a use permitted by-right in the Special Purpose and Corporate Business zoning districts. During the public hearing for TA15-05, the Town Board directed staff to process a text amendment to examine removing the four (4) day per week, per location operating condition found in Article 9.37.2.

Since initially being permitted in Huntersville, temporary mobile food sales have had a limit on the number of days per week, per location they could legally operate. In April 2011, the Town Board voted to increase the number of days a temporary mobile food sale unit could operate from two (2) to four (4) days per week plus major holidays, at a specific location. A survey of surrounding communities found that currently Huntersville is second in terms of permitted number of days mobile food sales can operate, with an allowance of 216 days per year, per location.

The Town of Davidson adopted ordinance language removing the number of operating days in August 2013. According to Charlotte's recent Rezoning Petition, the City proposes to permit mobile food vending 365 consecutive calendar days a year, with the option to renew on an annual basis.

This text amendment request was provided to the Lake Norman Economic Development staff for feedback. They support the proposed amendment and did not have an issue removing the four (4) day per week operating condition from Article 9.37.2.

Staff recommends approval of proposed text amendment.

There being no comments, Mayor Aneralla closed the public hearing.

OTHER BUSINESS

Petition #TA15-06. Petition #TA15-06 is a request by the Town of Huntersville to amend Article 3, Article 4 and Article 8 removing residential building design standards to conform to North Carolina Statute Amendment Senate Bill 25.

Commissioner Kidwell made a motion to defer to the March 1, 2016 meeting of the Town Board, allowing ample time for the members of REBIC and our Town Planning Staff and our Town Planning Board to come to an amicable agreement.

Commissioner Boone seconded motion.

Jack Simoneau, Planning Director, stated that the Planning staff has been working with REBIC to address their concerns with the text amendment and feels they are close to a compromise. Deferring to the first meeting in March would allow time for the language to be drafted and reviewed by the Planning Board at their February meeting.

Commissioner Kidwell amended his motion to defer to the March 7, 2016 Regular Town Board Meeting.

Commissioner Boone seconded amended motion.

Motion carried with five (5) yes votes.

Traffic Calming – Castledown Drive. Stephen Trott, Town Transportation Engineer, stated based on concerns brought up at the last meeting, staff looked at the intersection of Olmsford and Castledown and plan to install a stop bar on Olmsford at Castledown, as well as restricting parking on Castledown in the proximity of Olmsford. The Engineering and Public Works Department requests the Town Board consider authorizing the installation of three traffic calming devices on Castledown Drive and appropriate General Fund Balance in the amount of \$9,000. The devices are warranted in accordance with the Town Traffic Calming Policy.

Commissioner Guignard made a motion to appropriate General Fund balance in the amount of \$9,000 for the installation of traffic calming devices on Castledown Drive.

Commissioner Kidwell seconded motion.

Motion carried with five (5) yes votes.

CONSENT AGENDA

Approval of Minutes. Commissioner Guignard made a motion to approve the minutes of the January 19, 2016 Regular Town Board Meeting. Commissioner Bales seconded motion. Motion carried with five (5) yes votes.

Budget Amendment – Police. Commissioner Guignard made a motion to approve budget amendment recognizing insurance revenue in the amount of \$1,060.48 and appropriate to the Police Department's insurance account. Commissioner Bales seconded motion. Motion carried with five (5) yes votes.

Budget Amendment – Police. Commissioner Guignard made a motion to approve budget amendment recognizing insurance revenue in the amount of \$2,788.40 and appropriate to the Police Department's insurance account. Commissioner Bales seconded motion. Motion carried with five (5) yes votes.

Budget Amendment – HFFA. Commissioner Guignard made a motion to approve budget amendment recognizing insurance revenue in the amount of \$950.00 and appropriate to the HFFA maintenance/building account. Commissioner Bales seconded motion. Motion carried with five (5) yes votes.

Property Tax Refund. Commissioner Guignard made a motion to approve SL362 Property Tax Refund Report No. 52. Commissioner Bales seconded motion. Motion carried with five (5) yes votes.

Property Tax Refund Report attached hereto as Attachment No. 3.

CLOSING COMMENTS

None

Commissioner Kidwell made a motion to go into closed session for economic development. Commissioner Bales seconded motion. Motion carried with five (5) yes vote.

Following closed session, there being no further business, the meeting was adjourned.

Approved this the _____ day of _____, 2016.

Town of Huntersville
REQUEST FOR BOARD ACTION
2/15/2016

REVIEWED:

Finance Officer

To: The Honorable Mayor and Board of Commissioners

From: Janet Stoner/Greg Ferguson

Subject: Budget Amendment

Appropriate an economic development grant in the amount of \$4,000 received from ElectriCities for Commerce Station Park development costs.

ACTION RECOMMENDED:

Approve Budget Amendment.

FINANCIAL IMPLICATIONS:

Additional revenue in the amount of \$4,000.

Town of Huntersville
REQUEST FOR BOARD ACTION
2/15/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Janet Stoner/Chief Spruill
Subject: Budget Amendment

Recognize insurance revenue (103820.9999) in the amount of \$500 and appropriate to the Police Department's insurance account (105100.0452).

ACTION RECOMMENDED:

Approve Budget Amendment.

FINANCIAL IMPLICATIONS:

Additional revenue in the amount of \$500.00.

Town of Huntersville
REQUEST FOR BOARD ACTION
2/15/2016

REVIEWED:

To: The Honorable Mayor and Board of Commissioners
From: Janet Stoner/Chief Spruill
Subject: Budget Amendment

Recognize insurance revenue (103820.9999) in the amount of \$207.54 and appropriate to the Police Department's insurance account (105100.0452).

ACTION RECOMMENDED:

Approve Budget Amendment.

FINANCIAL IMPLICATIONS:

Additional revenue in the amount of \$207.54.

Town of Huntersville
REQUEST FOR BOARD ACTION
2/15/2016

REVIEWED:

Finance Officer

To: The Honorable Mayor and Board of Commissioners

From: Janet Stoner/Greg Ferguson

Subject: SL362 Property Tax Refunds

Attached is Report 53 from Mecklenburg County of SL362 refunds. The report contains 61 refunds. To date the Town of Huntersville has processed 9,853 refunds for a total of \$432,012.27 (\$388,647.06 without interest).

ACTION RECOMMENDED:

Approve SL362 property tax refund report.

FINANCIAL IMPLICATIONS:

Decrease in revenue.

ATTACHMENTS:

Description	Type
Tax Refund Report	Backup Material

Bill Number	Parcel #	Source		Adjustment #	Adjustment Reason	Date Of		Refund Recipient Name	Address Line 1	Address Line 2	City	State	Zip Code	Payment Date	Total Refund	Int if pd by
		Tax Year	Type			Adjustment								For Interest		2/26/2016
0001444012-2011-2011-0000-00	00536111	2011	REI		488430 SL 362 Adjusment	8/29/2015		PRIVATE RESTAURANT P	2202 N WESTSHORE BLVD		TAMPA	FL	33607-5747	1/6/2012	69.49	14.39
0001448056-2011-2011-0000-00	00544103	2011	REI		188431 SL 362 Adjusment	9/14/2014		ALFINO, MICHAEL J.	10224 WILLINGHAM RD		HUNTERSVILLE	NC	28078	1/6/2012	1.98	0.41
0001458137-2011-2011-0000-00	00916170	2011	REI		281508 SL 362 Adjusment	12/25/2014		LIVINGSTON, JASON	2617 COLLEGE PARK		SCOTTSBLUFF	NE	69361	1/6/2012	1.13	0.23
0001461229-2011-2011-0000-00	00930107	2011	REI		498853 SL 362 Adjusment	9/27/2015		AMAJES CORP .	PO BOX 220		HUNTERSVILLE	NC	28031	1/6/2012	93.79	19.43
0001461229-2012-2012-0000-00	00930107	2012	REI		488445 SL 362 Adjusment	8/22/2015		AMAJES CORP	PO BOX 220		CORNELIUS	NC	28031	1/8/2013	93.79	14.70
0001461229-2013-2013-0000-00	00930107	2013	REI		485766 SL 362 Adjusment	8/22/2015		AMAJES CORP	PO BOX 220		CORNELIUS	NC	28031	1/7/2014	93.79	10.02
0001461229-2014-2014-0000-00	00930107	2014	REI		486511 SL 362 Adjusment	8/22/2015		SWD CAROLINA PROPERTIES LLC .	150 FAYETTEVILLE ST BOX 1011	ATTN: SCOTT WHEELER	RALEIGH	NC	27601	1/6/2015	101.26	5.77
0001461233-2012-2012-0000-00	00930110	2012	REI		427604 SL 362 Adjusment	4/18/2015		AMAJEA CORP	PO BOX 220		CORNELIUS	NC	28031	1/8/2013	16.67	2.61
0001461233-2013-2013-0000-00	00930110	2013	REI		427606 SL 362 Adjusment	4/18/2015		AMAJEA CORP	PO BOX 220		CORNELIUS	NC	28031	1/7/2014	16.67	1.78
0001461233-2014-2014-0000-00	00930110	2014	REI		355323 SL 362 Adjusment	2/15/2015		AMAJEA CORP	PO BOX 220		CORNELIUS	NC	28031	1/16/2015	18.35	1.02
0001461235-2012-2012-0000-00	00930111	2012	REI		427728 SL 362 Adjusment	4/18/2015		AMAJES CORP	PO BOX 220		CORNELIUS	NC	28031	1/8/2013	50.57	7.92
0001461235-2013-2013-0000-00	00930111	2013	REI		427607 SL 362 Adjusment	4/18/2015		AMAJES CORP	PO BOX 220		CORNELIUS	NC	28031	1/7/2014	50.57	5.40
0001461235-2014-2014-0000-00	00930111	2014	REI		355324 SL 362 Adjusment	2/15/2015		AMAJES CORP	PO BOX 220		CORNELIUS	NC	28031	1/16/2015	55.68	3.10
0001461304-2012-2012-0000-00	00930144	2012	REI		427608 SL 362 Adjusment	4/18/2015		AMAJES CORP	PO BOX 220		CORNELIUS	NC	28031	1/8/2013	55.93	8.76
0001461304-2013-2013-0000-00	00930144	2013	REI		427609 SL 362 Adjusment	4/18/2015		AMAJES CORP	PO BOX 220		CORNELIUS	NC	28031	1/7/2014	55.93	5.98
0001461304-2014-2014-0000-00	00930144	2014	REI		355328 SL 362 Adjusment	2/15/2015		AMAJES CORP	PO BOX 220		CORNELIUS	NC	28031	1/16/2015	61.60	3.43
0001461534-2011-2011-0000-00	00931273	2011	REI		208267 SL 362 Adjusment	10/26/2014		LYNCH, BARBARA REVOCABLE TRUST	275 RIDGEVIEW DR		WAYZATA	MN	55391	1/6/2012	0.85	0.18
0002616721-2011-2011-0000-00	00934136	2011	REI		208274 SL 362 Adjusment	10/26/2014		SMITH, MICHAEL O	8 WEXFORD CIRCLE		THOMASVILLE	NC	27360	1/6/2012	58.76	12.17
0002616721-2012-2012-0000-00	00934136	2012	REI		210125 SL 362 Adjusment	10/26/2014		CARDER, RYAN JOSEPH	14128 HOLLY SPRINGS DR		HUNTERSVILLE	NC	28078	1/8/2013	57.34	8.99
0001462382-2013-2013-0000-00	00934326	2013	REI		236832 SL 362 Adjusment	11/15/2014		CHESHIRE, TANNY LYNN	14922 SHINNER DR		HUNTERSVILLE	NC	28078	1/7/2014	45.20	4.83
0001462480-2013-2013-0000-00	00934410	2013	REI		236838 SL 362 Adjusment	11/15/2014		ROUSE, CRYSTAL M	13530 COPELEY SQUARE DR		HUNTERSVILLE	NC	28078	1/7/2014	16.10	1.72
0001462521-2012-2012-0000-00	00934422	2012	REI		206559 SL 362 Adjusment	10/25/2014		KING, STEPHANE M	9121 ROSALYN GLEN DR		CORNELIUS	NC	28031	1/8/2013	11.87	1.86
0001462521-2013-2013-0000-00	00934422	2013	REI		206650 SL 362 Adjusment	10/25/2014		KING, STEPHANE M	9121 ROSALYN GLEN DR		CORNELIUS	NC	28031	1/7/2014	11.87	1.37
0001462593-2013-2013-0000-00	00934440	2013	REI		206651 SL 362 Adjusment	10/25/2014		POKORNY, JONATHAN	188 COVE CREEK LOOP		MOORESVILLE	NC	28117	1/7/2014	13.56	1.45
0001463236-2011-2011-0000-00	00934668	2011	REI		208336 SL 362 Adjusment	10/26/2014		BARRINGER, JENNA C	105 GOLDEN HEATHER LN		CHAPEL HILL	NC	27517	1/6/2012	61.87	12.81
0001463236-2012-2012-0000-00	00934668	2012	REI		210172 SL 362 Adjusment	10/26/2014		BARRINGER, JENNA C	105 GOLDEN HEATHER LN		CHAPEL HILL	NC	27517	1/8/2013	58.76	9.21
0001463260-2012-2012-0000-00	00934679	2012	REI		210174 SL 362 Adjusment	10/26/2014		BENNETT, SHANNON E	16421 SPRUELL ST		HUNTERSVILLE	NC	28078	1/8/2013	58.19	9.12
0002616787-2011-2011-0000-00	00939710	2011	REI		281553 SL 362 Adjusment	12/25/2014		MIDDLEBROOK, KETURAH W	118 HAMPTON RD,APT 207		CLEARWATER	FL	33759	1/6/2012	1.69	0.35
0001464642-2011-2011-0000-00	00943405	2011	REI		189643 SL 362 Adjusment	9/14/2014		CASHNER LIVING TRUST, .	16023 STONEMONT RD		HUNTERSVILLE	NC	28078	1/6/2012	3.11	0.64
0001466092-2011-2011-0000-00	01120123	2011	REI		496087 SL 362 Adjusment	9/20/2015		II III PBD LLC	12917 DURANT RD		RALEIGH	NC	27614	1/6/2012	12.14	2.51
0001466508-2011-2011-0000-00	01120462	2011	REI		208374 SL 362 Adjusment	10/26/2014		JOHNSON, BRIAN T	123921 E 65TH AVE		ANCHORAGE	AK	99507	1/6/2012	0.56	0.12
0001467876-2012-2012-0000-01	01301344	2012	REI		498182 SL 362 Adjusment	10/7/2015		VAN LANDINGHAM PAMELA LEE	6504 PAMELA ST		HUNTERSVILLE	NC	28078	4/19/2013	25.92	3.70
0001468073-2012-2012-0000-01	01301622	2012	REI		498227 SL 362 Adjusment	10/6/2015		TRUESDALE, JESSICA E	PO BOX 680726		CHARLOTTE	NC	28216	5/16/2013	24.62	3.43
0001468595-2011-2011-0000-00	01306312	2011	REI		208392 SL 362 Adjusment	10/26/2014		MEDORE, JOLEEN A	PO BOX 1572		HANALEI	HI	96714	1/6/2012	4.23	0.88
0001468499-2011-2011-0000-00	01312310	2011	REI		208406 SL 362 Adjusment	10/26/2014		CESAR A RIVERO, TRUSTEE OF THE, MARTIN	2130 SHARON LN		CHARLOTTE	NC	28211	1/6/2012	53.11	11.00
0001469278-2011-2011-0000-00	01314407	2011	REI		208412 SL 362 Adjusment	10/26/2014		SOULSBY, LEWIS DWIGHT JR	99 RIVER PARK LN		TAYLORS	SC	29687	1/6/2012	1.41	0.29
0002616861-2012-2012-0000-00	01707256	2012	REI		210193 SL 362 Adjusment	10/26/2014		STONESTREET, EMILE HAMILTON	PO BOX 1225		CORNELIUS	NC	28031	1/8/2013	24.58	3.85
0002616901-2012-2012-0000-00	01707383	2012	REI		210199 SL 362 Adjusment	10/26/2014		DONALD E WOLFE JR. & MALVINA T WOLEF	23273 NETWORK PLACE		CHICAGO	IL	60673-1232	1/8/2013	24.30	3.81
0001481586-2011-2011-0000-00	01710506	2011	REI		501790 SL 362 Adjusment	10/10/2015		FIRST COMMUNITY BANK	PO BOX 989		BLUEFIELD	WV	24605	1/6/2012	25.99	5.38
0001481867-2011-2011-0000-00	01712158	2011	REI		504281 SL 362 Adjusment	10/17/2015		PARKVIEW NC ASSOCIATES LP	PO BOX 2491		NORFOLK	VA	23501	1/6/2012	12.71	2.63
0001481891-2011-2011-0000-00	01712215	2011	REI		500021 SL 362 Adjusment	9/27/2015		BAKER, DAVID J	18333 NANTZ RD		CORNELIUS	NC	28031	1/6/2012	1.42	0.29
0001486162-2011-2011-0000-00	01744105	2011	REI		484772 SL 362 Adjusment	8/22/2015		ASHEWOOD PARTNERS LLC	PO BOX 2309		WOODSTOCK	GA	30188	1/6/2012	75.99	15.74
0001488191-2011-2011-0000-00	01904108	2011	REI		506099 SL 362 Adjusment	10/24/2015		ROBERT D DOWDY LLC	2017 EAST 5TH ST		CHARLOTTE	NC	28204	1/6/2012	4.23	0.88
0001488196-2011-2011-0000-00	01904109	2011	REI		387765 SL 362 Adjusment	3/21/2015		BLUESTONE INVESTMENTS INC	19706 ONE NORMAN BLVD #119		CORNELIUS	NC	28031	1/6/2012	125.71	26.04
0001488196-2012-2012-0000-00	01904109	2012	REI		484846 SL 362 Adjusment	8/22/2015		FERRELL RONALD S	PO BOX 1249		CORNELIUS	NC	28031	11/26/2014	148.97	9.33
0001488196-2013-2013-0000-00	01904109	2013	REI		485767 SL 362 Adjusment	8/22/2015		FERRELL RONALD S	PO BOX 1249		CORNELIUS	NC	28031	1/5/2015	139.54	7.97
0001488196-2014-2014-0000-00	01904109	2014	REI		486512 SL 362 Adjusment	8/22/2015		FERRELL RONALD S	PO BOX 1249		CORNELIUS	NC	28031	1/6/2015	135.73	7.73
0001489078-2011-2011-0000-00	01908122	2011	REI		424450 SL 362 Adjusment	4/7/2015		ALEXANDER, JAMES E	PO BOX 162		HUNTERSVILLE	NC	28078	1/6/2012	1.41	0.29
0001492275-2011-2011-0000-00	02111335	2011	REI		236038 SL 362 Adjusment	11/15/2014		SIMIHAIAN, FLAVIU	14641 GREENPOINT LN		HUNTERSVILLE	NC	28078	1/6/2012	34.47	7.14
0001492275-2012-2012-0000-01	02111335	2012	REI		498261 SL 362 Adjusment	10/6/2015		SIMIHAIAN, FLAVIU	14641 GREENPOINT LN		HUNTERSVILLE	NC	28078	1/8/2013	34.47	5.40
0001492275-2013-2013-0000-00	02111335	2013	REI		236848 SL 362 Adjusment	11/15/2014		SIMIHAIAN, FLAVIU	14641 GREENPOINT LN		HUNTERSVILLE	NC	28078	1/7/2014	34.47	3.68
0001492404-2011-2011-0000-00	02111462	2011	REI		281589 SL 362 Adjusment	12/25/2014		MARKOVICS, JOHN J	PO BOX 3017		NORTH MRYTLE BEACH	SC	29582	1/6/2012	2.82	0.58
0001492479-2012-2012-0000-01	02111529	2012	REI		498185 SL 362 Adjusment	10/7/2015		HILL, GERALD R & HILL, LINDA J	231 STARCROSS LN, UNIT 20318		JASPER	GA	30143	1/8/2013	44.07	6.91
0001492929-2011-2011-0000-00	02118101	2011	REI		504282 SL 362 Adjusment	10/17/2015		OOTB LLC	2929 HOWELL MILL RD		ATLANTA	GA	30327	1/6/2012	253.40	52.49
0001492929-2012-2012-0000-00	02118101	2012	REI		504667 SL 362 Adjusment	10/17/2015		JWC CALVERT VAUX LLC .	4125 ATLANTA RD SW		ATLANTA	GA	30080	1/8/2013	251.70	39.44
0001492939-2011-2011-0000-00	02119105	2011	REI		504283 SL 362 Adjusment	10/17/2015		OOTB LLC	2929 HOWELL MILL RD		ATLANTA	GA	30327	1/6/2012	1,154.58	239.14
0001492939-2012-2012-0000-00	02119105	2012	REI		504668 SL 362 Adjusment	10/17/2015		JWC CALVERT VAUX LLC .	4125 ATLANTA RD SW		ATLANTA	GA	30080	1/8/2013	1,154.58	180.94
0001493042-2011-2011-0000-00	02119167	2011	REI		496090 SL 362 Adjusment	9/20/2015		JOHN WIELAND HOMES AND NEIGHBORHO	4125 ATLANTA ROAD SE		SMYRNA	GA	30080	1/6/2012	34.75	7.20
0001493042-2012-2012-0000-00	02119167	2012	REI		496846 SL 362 Adjusment	9/20/2015		JW HOMES LLC	4125 ATLANTA RD SE		SMYRNA	GA	30080	1/8/2013	34.75	5.45
0001493042-2013-2013-0000-00	02119167	2013	REI		497302 SL 362 Adjusment	9/20/2015		JW HOMES LLC	4125 ATLANTA RD SE		SMYRNA	GA	30080	1/7/2014	34.75	3.71
0002617222-2013-2013-0000-00	02124477	2013	REI		283635 SL 362 Adjusment	12/25/2014		MURPHY, CHRISTINE MICHELLE	9304 CROSS OAK PL		HUNTERSVILLE	NC	28078	1/7/2014	200.3	