

**TOWN OF HUNTERSVILLE
TOWN BOARD MEETING
MINUTES**

**May 16, 2016
6:30 p.m. – Huntersville Town Hall**

PRE-MEETING

The Huntersville Board of Commissioners held a pre-meeting at the Huntersville Town Hall at 5:00 p.m. on May 16, 2016.

GOVERNING BODY MEMBERS PRESENT: Mayor John Aneralla; Commissioners Melinda Bales, Dan Boone, Mark Gibbons, Charles Guignard, Rob Kidwell and Danny Phillips.

The budget for Huntersville Family Fitness & Aquatics (HFFA) was discussed. Greg Ferguson, Town Manager, pointed out that a written response to questions was previously sent to the Board. *Written response attached hereto as Exhibit No. 1.*

Significant items of discussion included:

- Dee Jetton, Executive Director of HFFA, clarified that the diving program and synchronized swimming program are Health & Sport Works employees, but the revenue flows directly to the Town. The swim teams that use the facility are like tenants. The Carolina Diving Academy brand is what Health & Sport Works owns and HSW has no interest in being in the diving or synchronized swimming business. If someone was interested in purchasing those programs, they would negotiate that with the Town.
- The diving coach requested two items which were not included in the budget. One is a hot tub for divers and the other is a bubbler. There are some facility issues related to electrical connections, etc. that make installation of a hot tub complicated. Until more space can be created for divers, would not recommend the bubbler.
- Increase in advertising budget. Ms. Jetton explained that the Small Business Administration recommends that businesses spend between 5 and 10 percent of their revenue to be successful. HFFA is only requesting 2 percent. A \$68,000 investment would produce a minimum of \$100,000 in return.
- Mayor Aneralla suggested the facility may make more profit by renting the facility to another diving team instead of operating it in-house. Ms. Jetton pointed out that the diving team members are also members of the facility and all swimmers are not members of the facility. Ms. Jetton also pointed out that the cost of the diving program is about middle of the road compared to other diving programs across the country, so there is room to raise the fees.
- Bank Charges. Ms. Jetton explained that is credit card fees. The software will be updated soon and the new version will allow HFFA to ping members when their credit cards are about to expire.
- Contribution from the County. Mr. Ferguson suggested trying to get something on their next 5-year master plan.

Market Increase. The recommended market increase of 3 percent was discussed. The Mayor contacted Board members individually prior to the meeting to get their recommendation. The average of those recommendations came out to 2.25 percent.

Following discussion, Commissioners Gibbons, Guignard, Phillips and Mayor Aneralla supported a 2.25 percent increase and Commissioners Bales, Boone and Kidwell supported a 3 percent increase.

Huntersville Fire Department Budget. The Board discussed the recommended budget for the Huntersville Fire Department. The Fire Department requested a 6.29 increase over last year's budget. After Mayor Aneralla contacted Board members individually, the average of the recommendations from the Board members was at 4.5 percent.

Following discussion, the Board took a straw vote on 6 percent. Commissioners Boone, Bales and Guignard were in favor of 6 percent and Commissioners Kidwell, Phillips, Gibbons and Mayor Aneralla were opposed.

Commissioner Kidwell offered a compromise of 5 percent. It was the general consensus of the Board to support the 5 percent increase.

Police Department Budget. Mayor Aneralla explained that the Police Department has requested five officers and there's the possibility of four additional officers if grant is approved for the Town. In discussions with commissioners individually they were asked how many officers they would feel comfortable with at the end of fiscal year 2016-2017. The average number came out to be 92 officers.

The Board discussed instead of specifying the number of officers to include in the budget, to specify a percentage increase over last year's budget. Mr. Ferguson suggested the Board specify the number of officers as opposed to a percentage.

Commissioners Kidwell, Bales and Boone supported funding the five officers requested. Commissioners Gibbons, Guignard, Phillips and Mayor Aneralla did not support five.

Mr. Ferguson proposed the Board consider funding the five officers and decreasing the overall Police budget by \$150,000.

It was the general consensus of the Board to support funding the five officers and decreasing the Police budget by \$150,000.

Commissioner Guignard requested a copy of the policy specifying how Police vehicles are assigned.

There being no further business, the pre-meeting was adjourned.

**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 May 16, 2016.

GOVERNING BODY MEMBERS PRESENT: Mayor John Aneralla; Commissioners Melinda Bales, Dan Boone, Mark Gibbons, Charles Guignard, Rob Kidwell and Danny Phillips.

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

- Expressed appreciation to staff for their work on the budget.
- The Metropolitan Transit Commission and the Commerce Station Management Team will meet later this month.

Commissioner Bales

- The Lake Norman Economic Development Corporation recently announced that Ensemble Health Partners is expanding in Huntersville.
- The Lake Norman Transportation Commission met last week. Iredell County, Troutman and Statesville joined the meeting. The LNTC passed four resolutions in support of projects.

Commissioner Boone

- At the last meeting of the Land Development Ordinances Advisory Board, Rusty Rozzelle from Mecklenburg County gave a presentation on storm water. The board formed a subcommittee to look into more details on storm water. The next LDOAB meeting is June 2.
- This week is National Police Week. Last week's Bike to School day had a good turn-out. The Police Department is seeing an increase in larcenies from vehicles, especially in recreational areas.
- Attended controlled burn by Huntersville Fire Department last week.

Commissioner Gibbons

- The next meeting of the NC 73 Council of Planning is in June.
- The new Veterans Clinic is open in Charlotte.
- The Memorial Day Celebration is May 30.

Commissioner Guignard

- Requested update on Veterans Memorial Park. Michael Jaycocks, Parks & Recreation Director, reported that they have received the updated plans and a pre-submittal meeting was held last week.
- The Centralina Council of Governments Board of Delegates met last week.
- The spring Planning Coordinating meeting has been postponed to September.
- Angels of 97 will be presenting \$30,000 in scholarships to students at the area high schools.

Commissioner Kidwell

- The next meeting of the Charlotte Regional Transportation Organization is Wednesday.

Commissioner Phillips

- From Visit Lake Norman, the International Senior Softball Association's Spring Nationals was held May 13-15, which brought in 43 teams from 10 states. The 17th Annual Asian Festival and 11th Annual Dragon Boat races were held May 14, which had 50 teams from 3 states and Canada. The 2nd Annual Stand Up for Autism to benefit the IGNITE community center in Davidson and Autism Society of NC was held May 13-14, with 83 paddleboards participating.
- The general registration deadline for the Lake Norman Chamber Business Expo is approaching.
- Over 17,000 people attended the Loch Norman Highland Games during the two day event.

Commissioner Bales

- Commended Parks & Recreation for a successful Hello Huntersville event.
- The Red Run on Saturday at HFFA was a great event.

PUBLIC COMMENTS, REQUESTS, OR PRESENTATIONS

Mayor Aneralla presented proclamation to Scott Treon proclaiming May 2016 as Brain Tumor Awareness Month and May 21, 2016 as Scott Treon Day.

*Town of Huntersville
Proclamation*

WHEREAS, brain tumors, both primary (originating in brain tissue) and secondary (originating in other parts of the body that metastasize to the brain) are diagnosed in more than 210,000 Americans of all ages, races, socio-economic status, and gender each year and continue to rise annually; and

WHEREAS, because brain tumors are located at the control center for thought, emotion, and movement, their effects on an individual's physical and cognitive abilities can be devastating; and

WHEREAS, there are few known risk factors for brain tumors and no strategies for early detection, and symptoms of brain tumors can be attributed to other conditions, leading to delays in diagnosis; and

WHEREAS, brain tumor treatment options are both limited and complicated due to the fact that there are more than 120 different types of tumors and the tumor's location; and

WHEREAS, increased public awareness of brain tumors through advocacy and support for targeted research, as well as education about the impact brain tumors have on patients' and their families' lives are critical to support and action for a cure; and

WHEREAS, Scott Treon, a resident and an employee of the Town of Huntersville, North Carolina, is battling Glioblastoma, and through his faith and the support of his family and friends, remains positive and determined to find a cure.

NOW, THEREFORE, I, John Aneralla, Mayor of the Town of Huntersville, do hereby proclaim May 2016 as **Brain Tumor Awareness Month** in the Town of Huntersville and further proclaim May 21, 2016 as **Scott Treon Day** in the Town of Huntersville and urge citizens to support research on brain tumors, patients, caregivers, and families who will benefit from the new therapies and cures and encourage Scott, his family, and friends to stay **TREON STRONG!**

IN WITNESS WHEREOF, I do hereby set my hand and cause the Seal of the Town of Huntersville to be affixed, this the 16th day of May, 2016.

Scott Treon expressed appreciation for all the support.

Barry Gullet, Charlotte Water, gave a brief update on Charlotte Water. There has been negative publicity over the past several months in other areas concerning drinking water quality. Charlotte Water has a process to ensure their water is safe to drink straight out of the tap. A Water Quality Report will be released on June 6.

Commissioner Guignard expressed concern about the amount of fluoride still contained in the water and reported that the Town Hall and an area restaurant frequently have brown water.

Georgia Krueger, Executive Director of Ada Jenkins Center, explained that the Ada Jenkins Center is a full service health education and human services agency and approximately 30 percent of their clients are from Huntersville. The \$15,000 that the Town invests in its citizens through Ada Jenkins is more than a great return on your investment.

Bill Russell, President of Lake Norman Chamber, addressed the Board in support of services provided by the Ada Jenkins Center.

Todd Steiss, 8932 Deerland Court, reported that a fundraising event was held last Saturday at the Carillon Assisted Living Center, which raised approximately \$500.

AGENDA CHANGES

Commissioner Guignard made a motion to adopt the agenda.

Commissioner Bales seconded motion.

Motion carried unanimously.

PUBLIC HEARINGS

Mayor Aneralla recognized Planning Board members present: Joe Sailers and Janice Lewis.

Street Name Change Petition. Mayor Aneralla called to order public hearing on Street Name Change Petition – New Birth Drive, a request by University City Church to rename all of New Birth Drive to University City Church Drive.

Jack Simoneau, Planning Director, reviewed the Staff Report. *Staff Report attached hereto as Exhibit No. 2.*

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

Budget. Mayor Aneralla called to order public hearing to receive comments on the proposed budget for Fiscal Year 2016-2017.

Ross Boner, 13006 Windy Lea Lane, expressed appreciation to the Board for investing funds into the greenways.

Eric Rowell, 7847 Horseshoe Creek Drive, noted that the budget has grown from \$47.3 million in FY 12-13 to \$57.9 million this year and wonders how much longer Huntersville will be able to sustain this growth without increases to fees and property taxes. Tax dollars should not be used on server space proposed in budget and costs to livestream meetings unless all public meetings are livestreamed. The Board should not tolerate HFFA benefitting from taxpayer subsidies while working to stifle critical speech by directing advertising revenues to only favorable local media outlets. Before voting on the budget, hopefully someone at the dais will question why HFFA all but ceased running ads in the *Herald Weekly* shortly after a column I wrote appeared in the Herald on January 21, 2016.

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

OTHER BUSINESS

Street Name Change Petition. Street Name Change Petition – New Birth Drive is a request by University City Church to rename all of New Birth Drive to University City Church Drive.

Commissioner Phillips made a motion to approve Street Name Change Petition – New Birth Drive to rename off of New Birth Drive to University City Church Drive.

Commissioner Guignard seconded motion.

Motion carried unanimously.

Addendum to CMPD Agreement. Authorization is needed to allow the Town Manager to sign an addendum to the agreement between Charlotte-Mecklenburg Police Department and the Town of Huntersville Police Department for Communications and Records Management Services. This addendum ensures that CMPD and the Town comply with legal standards and recommended best practices related to storage, confidentiality, retention and access to data collected by this system.

There are no additional costs associated with this addendum. Funding needed to continue participation in the agreement with CMPD for Communications and Records Management Services in the amount of \$263,127 per year is included in the annual Police budget.

Commissioner Phillips made a motion to authorize the Town Manager to sign an addendum to the agreement between Charlotte-Mecklenburg Police Department and the Town of Huntersville Police Department for Communications and Records Management Services.

Commissioner Kidwell seconded motion.

Motion carried 5-1, with Commissioner Guignard opposed.

Addendum attached hereto as Exhibit No. 3.

Resolution – Guideline for Appropriating Funds. Bob Blythe, Town Attorney, briefly reviewed proposed policies and guidelines for appropriating funds for groups and organizations carrying out public purposes.

Commissioner Kidwell requested that, if approved, the policy be made available on the Town's website.

Commissioner Kidwell made a motion to adopt Resolution adopting policies and guidelines for appropriating funds for groups and organizations carrying out public purposes.

Commissioner Gibbons seconded motion.

Motion carried unanimously.

**RESOLUTION ADOPTING POLICIES AND GUIDELINES FOR
APPROPRIATING FUNDS FOR GROUPS AND ORGANIZATIONS
CARRYING OUT PUBLIC PURPOSES**

RESOLVED, that the Town of Huntersville ("Town") does hereby adopt the following policies, guidelines and standards ("Guidelines") whenever appropriating Town funds for non-profit corporations or similar entities ("Non-profit"):

1. It is intended that these Guidelines shall be for grants, appropriations or contractual agreements (hereafter, collectively referred to as "Grants") made on an annual basis, which may be recurring or non-recurring funding.
2. Any Grant must be for a particular purpose which **MUST** be for a public purpose and which the Town would have the statutory authority to carry out directly and independently. In other words, if the Town would have no authority to directly carry out the purpose, then it cannot provide funds to a Non-profit for that purpose.
3. It is anticipated that such Grants will be determined as part of the annual budget process, although extraordinary circumstances may dictate that a Grant should be considered outside of the annual budget process, as determined by the Board of Commissioners. Applicants for Grants shall submit their written application for a Grant no later than March 1st of each year to be considered within the normal budget process for the ensuing fiscal year. Town may make its decision based on the application, or may request that the applicant supply additional information, either in writing or in person before the Board in open session. The application should provide detailed and specific information as to how these particular funds will be used, in order to ensure that such funds will be used for a qualifying public purpose.
4. These Guidelines are not intended for funding of on-going essential services, such as Fire and Rescue, solid waste collection, economic development and dispatch services, which funding shall continue to be determined by contractual agreement or by annual appropriation.
5. Grants made pursuant to these guidelines shall be primarily for the benefit of residents of the Town of Huntersville to provide a vital service that the Town does not presently provide (but would be authorized to do), or provide a more cost effective expedient delivery of such services, to supplement those services already provided by either the Town or County to a level deemed appropriate for the Town's residents, or for promotion of events, tourism or additional economic development where any of these would have been appropriate for the Town to do.
6. Whenever the Town shall appropriate and fund Grants to any one Non-profit during any one fiscal year totaling One Thousand (\$1,000.00) Dollars or more, Town may, but is not required to, require the Non-profit to have an audit performed, at its expense, for that fiscal year to assure that the Grant funds were utilized for a public purpose in keeping with the Non-profit's request for funds. If such audit is required, a copy of the audit shall be filed with the Town and with Office of the State Auditor. In lieu of such formal audit, Town may require any Grant recipient, regardless of the size of the Grant, to file a performance report with the Town as to the uses of the Grant funds.
7. Grant applicants must file with its application documentation as to its exempt tax status with any appropriate governmental unit (such as 501-C-3).

CONSENT AGENDA

Approval of Minutes. Commissioner Guignard made a motion to approve the minutes of the May 2, 2016 Regular Town Board Meeting. Commissioner Bales seconded motion. Motion carried 5-1, with Commissioner Phillips opposed.

Budget Amendment. Commissioner Guignard made a motion to approve budget amendment recognizing insurance revenue in the amount of \$612.95 and appropriate to the Police Department's insurance account. Commissioner Bales seconded motion. Motion carried 5-1, with Commissioner Phillips opposed

Budget Amendment. Commissioner Guignard made a motion to approve budget amendment recognizing insurance revenue in the amount of \$5,235.35 and appropriate to the Police Department's insurance account. Commissioner Bales seconded motion. Motion carried 5-1, with Commissioner Phillips opposed.

Budget Amendment. Because the bonds to pay for Fire Station No. 4 will not be issued until August 2015, the Fire Station Capital Project fund has no revenue source and will have a deficit fund balance at year end. To prevent the deficit, this budget amendment transfers \$750,000 (to cover expenses to date

and any design costs incurred from today through June 30) from the General Fund to the Fire Station Capital Project Fund. This will be a temporary transfer to cover expenses incurred during FY 2016. This timing issue is reversed by returning to the General Fund the same amount in September 2016 following the issuance of the bonds. This amendment also recognizes the temporary revenue in the Fire Station Construction Fund and amends the Fire Station budget to transfer the funds back to the general fund in September 2016.

Commissioner Guignard made a motion to approve budget amendment transferring General Fund Balance in the amount of \$750,000 to the Fire Station Construction Fund and recognizes the temporary revenue in the Fire Station Construction Fund and amends the Fire Station budget to transfer the funds back to the General Fund in September 2016. Commissioner Bales seconded motion. Motion carried 5 to 1, with Commissioner Phillips opposed.

Budget Amendment – HFFA. Commissioner Guignard made a motion to approve budget amendment recognizing insurance revenue in the amount of \$10,157.06 and appropriate to the HFFA Maintenance/Building account. Commissioner Bales seconded motion. Motion carried 5 to 1, with Commissioner Phillips opposed.

Acceptance of Streets – Valencia. Commissioner Guignard made a motion to accept streets located in Phase 1-C, Maps 1 and 2, of Valencia subdivision for Town maintenance. Commissioner Bales seconded motion. Motion carried 5 to 1, with Commissioner Phillips opposed.

Street Name	From	To	Approx. Length
Serenity Street	195' S of Warfield Ave	500' SW of Banter Ln.	1,140'
Dellwood Drive	Serenity St.	460' W of Serenity St.	460'
Banter Lane	Serenity St.	115' SE of Serenity St.	115'

Acceptance of Streets – Valencia – Phase 3. Commissioner Guignard made a motion to accept streets located in Phase 3, Map 1 of Valencia subdivision for Town maintenance. Commissioner Bales seconded motion. Motion carried 5 to 1, with Commissioner Phillips opposed.

Street Name	From	To	Approx. Length
Drake Hill Drive	90' W of Palmyra St	Gibson Park Dr	1,030'
Blackstone Drive	160' SW of Warfield Ave	Drake Hill Dr	850'
Cimarron Close Lane	Blackstone Dr	180' SE of Blackstone Dr	180'

Acceptance of Streets – Centennial. Commissioner Guignard made a motion to accept streets located in Phase 2, Map 4 of Centennial subdivision for Town maintenance. Commissioner Bales seconded motion. Motion carried 5 to 1, with Commissioner Phillips opposed.

Street Name	From	To	Approx. Length
Colonial Park Drive	Heritage Vista Dr	330' N of Centennial Commons Parkway	870'
Capitol Corners Drive	Colonial Park Drive	150' E of Colonial Park Dr.	150'

Acceptance of Streets – Biltmore Park. Commissioner Guignard made a motion to accept streets located in Biltmore Park subdivision for Town maintenance. Commissioner Bales seconded motion. Motion carried 5 to 1, with Commissioner Phillips opposed.

Street Name	From	To	Approx. Length
Canal Drive	Robert Street	Pamela Drive	770'

Acceptance of Streets – Norman Park. Commissioner Guignard made a motion to accept streets located in Norman Park subdivision for Town maintenance. Commissioner Bales seconded motion. Motion carried 5 to 1, with Commissioner Phillips opposed.

Street Name	From	To	Approx. Length
O'Hara Street	200' NE of Platon Ave	Palomar Dr	915'
Palomar Drive	185' NW of O'Hara St	170' SE of O'Hara St	355'
Titan Avenue	O'Hara St	825' SE of O'Hara St	825'

Acceptance of Streets – Arbormere. Commissioner Guignard made a motion to accept streets located in Phase 1, Maps 2 and 4 of Arbormere subdivision for Town maintenance. Commissioner Bales seconded motion. Motion carried 5 to 1, with Commissioner Phillips opposed.

Street Name	From	To	Approx. Length
Rayneridge Drive	Wyncrest Dr.	200' S of Foreleigh Rd.	915'
Malford Road	Rayneridge Dr.	Foreleigh Rd.	220'
Wyncrest Drive	Rayneridge Dr.	Foreleigh Rd.	825'
Foreleigh Road	190' NW of Malford Rd.	SE Cul-de-sac	1,820'
Hyghbough Street	Foreleigh Rd.	210' S of Foreleigh Rd.	210'
Warton Way	120' S of Baytown Ct.	Foreleigh Rd.	185'

Acceptance of Streets – Skybrook. Commissioner Guignard made a motion to accept streets located in Phase 11, Maps 3 and 4 of the Skybrook subdivision for Town maintenance. Commissioner Bales seconded motion. Motion carried 5 to 1, with Commissioner Phillips opposed.

Street Name	From	To	Approx. Length
Salem Ridge Road	130' W of Cross Oak Pl.	165' W of Brandie Meadow Ln	400'
Brandie Meadow Lane	Salem Ridge Rd	450' SW of Holly Glade Cir	1,450'
Holly Glade Circle	Brandie Meadow Ln	E Cul-de-sac	600'
Olivefield Drive	Brandie Meadow Ln	180' W of Brandie Meadow Ln	180'
Cross Oak Place	Holly Glade Cir	225' S of Branchside Ln.	140'

Cancel Meeting. Commissioner Guignard made a motion to cancel the July 4, 2016 Regular Town Board Meeting due to the Independence Day holiday. Commissioner Bales seconded motion. Motion carried 5 to 1, with Commissioner Phillips opposed.

CLOSING COMMENTS

Mayor Aneralla reminded everyone that the Mayor's Monthly Luncheon is tomorrow and the Fight the Good Fight 7k is Saturday.

There being no further business, the meeting was adjourned.

DRAFT