

# 2022 Downtown Plan Steering Committee



## Meeting #10: Meeting Minutes

Thursday, September 22, 2022

Huntersville Town Hall, 6:00 – 8:00 PM

### Attendees:

Voting Members      Nate Bowman              Gatewood Campbell  
                                 Doug Ferguson              Sean Flynn  
                                 John Foster                  Barbara Gerhardt (left early)  
                                 Charles Guignard              Lee Hallman  
                                 Janelle Harris              Elaine Kerns  
                                 Bob Lemon                  Sarah McAulay  
                                 Cindy Trevisan              Jessika Tucker

Ex-Officio Members: Kathy Jones  
                                 Diane McLaine              John O'Neill  
                                 Stephen Swanick

Town Staff:              Dave Hill                      Jack Simoneau  
                                 Tracy Barron                  Jackie Huffman  
                                 Bobby Williams              Emily Sloop

1. **Call to Order** – Chairperson McAulay called the meeting to order at 6:00 PM. A recorded video of the meeting is available at: <https://www.youtube.com/watch?v=JE2nhyRIG0c>
2. **Roll Call** – Meeting attendance is noted above.
3. **Approval of Agenda** – Charles Guignard made the motion to approve the agenda; John Foster seconded the motion. Motion carried unanimously.
4. **Approval of Meeting Minutes from June 23, 2022** – Charles Guignard made the motion to approve the meeting minutes; Gatewood Campbell seconded the motion. Motion carried unanimously.
5. **Chairman's Remarks** – Chairman McAuley asked Mayor Melinda Bales to address the Committee. Mayor Bales thanked the Committee for its patience during the project pause, and for starting on the Plan again. She appreciated the Committee's work on the survey and mentioned that the Town Board had made a decision regarding the location of the new Town Hall. She asked the Committee to trust staff, the consulting team, and the overall process. Don't get caught up in the minutiae. Mayor Bales also asked the Committee work toward remembering the Plan as something the Committee will be proud of 10 years from now. She also asked Committee members to contact her if anything is needed.
6. **General Public Comment** – There were no speakers for public comment.

7. **Ethics Training / Presentation** – Emily Sloop, Town Attorney, mentioned that Committee members should have received the Huntersville Code of Ethics in advance. She made a presentation found at <https://www.letsplanhuntersville.org/steering-committee>. The Committee discussed conflict of interest, specifically with regard to property and/or financial interests in the Downtown area. Ms. Sloop said that conflict of interest has to be fact specific, and not related to actions that might or might not be taken in the future. Planning staff indicated that it is nearly impossible to conduct any planning activity without involving people who have some type of property interest. Ms. Sloop indicated that voting on a land use plan is not the same as voting on a text amendment, but conflict of interest could still come into play. She said that she is available for one-on-one discussions if a Committee member wants to discuss this issue further. Organizations such as the Ordinance Advisory Board vote directly on text amendments, and conflict of interest becomes much more significant. Ms. Sloop said that conflict of interest is fact-specific, so if there are any questions, please contact the Town Attorney's office.
8. **Departmental Perspective: Town Manager's Office** – Bobby Williams, Assistant Town Manager, made a presentation found at <https://www.letsplanhuntersville.org/steering-committee>. He discussed the prospects of a good balance of restaurants, shops, and residential uses that would attract more people to Downtown. He also said that stormwater management needs to be addressed, and that the Downtown has some of the most outdated infrastructure in the Town. Bobby also mentioned wanting to seize the opportunity to capitalize on current economic development interest, and for the Town to explore strategic investments. The Committee discussed the possibility to apply for grant funds; so far, funding programs have been structured in a manner that doesn't favor the Town. Regional stormwater management was cited as an example of a way to stimulate new development. Discussion also included options that could foster implementation efforts.
9. **Departmental Perspective: Public Works** – Kevin Fox, Public Works Director, discussed his departmental responsibilities. He talked about the Downtown's aging infrastructure and related challenges. One aspect he emphasized was the impact on people when changes or improvements are made. He also talked about maintaining the stormwater system, saying that more than one regional basis would be needed to service the entire Downtown. Water and sewer service was mentioned – future sewer treatment improvements include a new pumped line and a facility treatment expansion. The progress of other public improvements was also discussed.
9. **Committee's Roles & Responsibilities / Discussion** – Dave Hill made a presentation found at <https://www.letsplanhuntersville.org/steering-committee>. Several questions were asked regarding the Gilead widening project; staff indicated that more information would be provided in the future. Staff also indicated that the potential widening of Gilead was the reason for proposing the East-West Connector option to provide traffic relief. The option of having the Town take over Gilead (state to locally owned) was discussed. The possibility of removing existing structures was expressed as a concern. There was also some discussion about Save Downtown Huntersville – staff was asked not to stereotype the group as anti-growth.
10. **Next Steps** - Dave Hill reminded the Committee that the next meeting will be held on Thursday, September 29<sup>th</sup> at Town Hall.
11. **Adjourn** - The meeting adjourned at 7:45 PM.