

2022 Downtown Plan Steering Committee



Meeting #2: Meeting Minutes

Thursday, December 9, 2021

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

Attendees:

Voting Members Nate Bowman Gatewood Campbell
 Doug Ferguson Sean Flynn
 John Foster Don Gest (6:10 PM)
 Charles Guinard Lee Hallman
 Janelle Harris Elaine Kerns
 Bob Lemon Sarah McAulay
 Elizabeth Rodriguez Cindy Trevisan
 Jessika Tucker

Ex-Officio Members: Barbara Gerhardt Kathy Jones
 Diane McLaine John O'Neill
 Mike Russell Stephen Swanick

Town Staff: Dave Hill Jack Simoneau
 Brian Richards Tracy Barron
 Jackie Huffman Kim Strickland

Consultants: Terry Shook Larry Zinser
 Henry Stepp Alex Borisenko

1. The meeting began at 6:00 PM. The attached PowerPoint presentation was used to guide meeting progress. Video of the meeting is available at:
<https://www.facebook.com/HuntersvilleNCTownGovernment/videos/962080981390514>
2. Dave Hill, Huntersville Senior Planner, welcomed the Committee members and started the meeting by asking for motion to amend the meeting agenda to conduct business as follows: (1) Call to Order, (2) Roll Call, (3) Approval of November 4, 2021 Meeting Minutes, and (4) Election of DPSC Chair and Vice-Chair. Charles Guignard made a motion to approve the agenda amendments; seconded by Doug Ferguson. The amended agenda was approved by the Committee unanimously.
3. **Roll Call** – Membership attendance is noted above. Elizabeth Rodriguez participated in the meeting via conference call due to health considerations.
4. **Approval of November 4, 2021 Meeting Minutes** – Lee Hallman made a motion to approve the minutes as drafted; seconded by Gatewood Campbell. The minutes were approved by the Committee unanimously.

5. **Election of Chair and Vice-Chair** – Nominations for Committee Chair were opened. Gatewood Campbell nominated Lee Hallman; seconded by Bob Lemon. John Foster nominated Sarah McAulay; seconded by Charles Guignard. Votes in favor of Lee Hallman (7): Campbell, Hallman, Harris, Kerns, Lemon, Rodriguez, and Tucker. Votes in favor of Sarah McAulay (8): Bowman, Ferguson, Flynn, Foster, Gest, Guignard, McAulay, and Trevisan. Sarah McAulay was elected Committee Chair, 8-7.

Nominations for Committee Vice-Chair were opened. Sarah McAulay nominated Don Gest; seconded by Charles Guignard. Janelle Harris nominated Lee Hallman; seconded by Bob Lemon. Votes in favor of Lee Hallman (8): Campbell, Flynn, Hallman, Harris, Kerns, Lemon, Rodriguez, and Tucker. Votes in favor of Don Gest (7): Bowman, Ferguson, Foster, Gest, Guignard, McAulay, and Trevisan. Lee Hallman was elected Committee Vice-Chair, 8-7.

6. **Project Update: Gilead Road Mixed Use Rezoning Application** – Brian Richards presented the proposed mixed-use project for 202-208 Gilead Road. A formal application was submitted for the project very recently, and staff review has not been completed. Brian indicated that the tentative schedule for the Conditional Rezoning application was as follows: December 12th – Neighborhood Meeting; March 7th, 2022 – Public Hearing; March 22nd – Planning Board review; April 18th – Town Board of Commissioners review.
7. **Downtown Plan Steering Committee Survey** – Larry Zinser presented summary findings of a Steering Committee survey, as shown on the meeting PowerPoint presentation (attached). The Committee discussed the results, and the consultant team received more input for use as the project moves forward.
8. **Phase 1 – Discovery: Preliminary Assessment** – Larry Zinser and Terry Shook used the meeting PowerPoint presentation (attached) to show some of the data and geographic mapping produced so far, in reference to transportation and infrastructure systems, existing land use and ownership patterns, and some of the ideas and concepts that might be relevant to Huntersville. Terry Shook assigned a “Homework” project to the Committee – prior to the February 10th meeting, members are asked to submit pictures of downtowns that they like or dislike. The consultant team will send follow-up instructions to the Committee soon regarding how to submit the pictures.
9. **Public Communications Strategy / Next Steps** – The project will resume in 2022, with Public Forum #1 scheduled for Thursday, January 27th at the Huntersville Presbyterian Church, and Committee Meeting #3 on Thursday, February 10th at Town Hall. Both events will start at 6:00 PM. Planning staff indicated that social media will be used to advertise both upcoming Public Forums and Committee meetings. Staff will also try to figure out a better room set-up for Committee meetings. Mr. Bowman suggested the use of a banner to advertise the Public Forums.
10. The meeting adjourned at 8:02 PM.