

Regular Meeting of the Town Council
October 15, 2013
Civic Center
6:30 pm

Minutes & General Account

Regular Meeting of the Town Council, October 15, 2013, Civic Center, Town Hall.

Council Members Present: Mayor Volz, Council Members Montgomery, Nixon – Roney, Thomas & Walls

Staff Present: Chuck Smith, Paul Blanchard, Matthew Johnson, Judy Gallman, Michael Hutcheon, Martha Wolfe and Beth Koonce, Town Attorney

High School Representative: Marissa Walsh

Visitors Present: Arthur Fox, Johnny Greenwood, Audrey Bureson, Travis Hall, Pat Wilson, Andrew Gerold, Sharon Parks, Grayson Dunn, Shelia Perdue, Carol Brooks, Norma Dennis and Carolyn Lewis of the Jamestown News.

1. Call to Order – Mayor Volz called the meeting to order. The Mayor asked for a motion to amend the agenda to add a closed session. Council Member Montgomery made the motion. Council Member Walls made a second to the motion. It was approved unanimously.

2. Community Reflections – Mayor Volz announced the following community events:

- 10-22-13 – Reception to Honor the Jamestown Volunteer Fire Department 5:30 pm – 7:30 pm
- 10-26-13 – Reception for Paul Craft Retirement 2:00 pm – 5:00 pm
- 11-5-13 – Election Day
- 11-9-13 – Wrenn Miller Park Dedication – 10:00 am&Jamestown Veterans Monument 11:00 am
- 11-11-13 – Flag Raising & Wreath Laying at the Veterans Monument – 8:00 am
- 11-14-13 – Guilford County Spelling Bee for Sr. Citizens at Civic Center
- 12-1-13 – Jamestown Rotary Club Christmas Parade 3:00 pm&Tree Lighting 5:00 pm - Library

Mayor Volz asked for a moment of silence.

3. Approval of minutes from September 17, 2013 Regular meeting and the September 17, 2013 Special meeting. Council Member Nixon-Roney made a motion to approve the September 17, 2013 Regular meeting and the September 17, 2013 Special meeting as presented. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

4. Public Hearing to consider the street renaming request for section of High Point Road – The Town Manager read from the Resolution to change the name of a portion of High Point Road to E. Main Street. The name change is being requested by the Town as a result of NCDOT project U-2412. This project will reroute High Point Rd. leaving a section of the roadway to be renamed. The Town desires for this section of High Point Rd. to be renamed to E. Main Street as a logical continuation of the existing E. Main St. located within the Town limits of Jamestown. The Resolution states that the section of High

Point Rd. to be renamed begins at the point where High Point Rd. and E. Main St. intersect and terminates at the newly constructed U-2412 roadway, currently proposed as High Point Rd.

Mayor Volz opened the Public Comment Portion of the Public Hearing. He asked if there was anyone present that wished to speak in favor of the Resolution, to please come forward, give your name and address. No one wished to speak.

Mayor Volz asked if there was anyone present that wished to speak in opposition of the Resolution to please come forward give your name and address. No one wished to speak.

Mayor Volz closed the Public Comment portion of the Public Hearing. He turned the meeting back to the Council for discussion. Council Member Walls made a motion to approve the Resolution Renaming the section of High Point Rd. to E. Main St. Council Member Thomas made a second to the motion. On a roll call vote:

Council Member Thomas voted aye
Council Member Nixon-Roney voted aye
Council Member Montgomery voted aye
Council Member Walls voted aye

The motion passed by unanimous vote.

(Resolution)

5. Public Comment Period – No one registered to speak.

6. Proclamation honoring the 35th year of operation of the Jamestown News – Mayor Volz read & presented a Resolution to Carol Brooks, Norma Dennis and Carolyn Lewis, Jamestown News staff, for their 35th year of continuous operation.

(Proclamation)

7. Set Public Hearing to consider a request to rezone the property located at 107 Wade St. – Matthew Johnson requested the Council set a Public Hearing date to consider a rezoning request for the property located at 107 Wade St. for the November 19, 2013 meeting. Council Member Nixon-Roney made a motion to set the Public Hearing for rezoning from Industrial to Commercial/Main Street Transitional as requested for 11-19-13 at 6:30 pm. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

8. Set Public Hearing date to consider a request for approval of a Master Signage Plan for the Forestdale Shopping Center – Johnson requested the Council set the Public Hearing date to consider the Master Signage Plan for the Forestdale Shopping Center at the 11-19-13 Council Meeting. Council Member Nixon-Roney made a motion to set a Public Hearing date to consider the Master Signage Plan for Forestdale Shopping Center for the 11-19-13 Council meeting at 6:30 pm. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

9. Request for a Special Event Permit for the Jamestown Rotary Club Christmas Parade – Martha Wolfe presented the Special Request application of the Jamestown Rotary Club for the Christmas Parade for 12-1-13. All the proper paper work is completed. The Rotary Club is requesting the Town pay for the law enforcement which is approximately \$350.00.

Council Member Thomas made a motion to approve the request for a special event permit for the Jamestown Rotary Club Christmas Parade. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote.

10. Request for a special event permit for the First Annual Race for Redemption 5K Race – Martha Wolfe stated the JUMC has submitted a special event request for a 5K Run. This is similar to the Pumpkin Run the Church did for several years, now titled the Race for Redemption. They will use the same route as before. They are not asking for any fees to be paid by the Town. Basically, just asking permission to use the roads in Jamestown. They have their own law enforcement covered and have the proper paper work & insurance.

Council Member Montgomery made a motion to approve the special event permit request for the Race for Redemption 5K Run on 11-16-13. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote.

11. Report from the “Friends of the Park” – Shanna Moore stated she is not the spokesperson for this group, but will be glad to share her thoughts. Her last presentation to the Council was Nov. 2011 which was to ask approval of the First Tee Program. The First Tee Program was the first objective of the Friends of the Park. This program has been extremely successful. We have exceeded our expectations for the First Tee Program and received lots of positive comments from the public.

The Friends of the Park is set up to operate under the Community Foundation of Greater Greensboro. Unfortunately, we have a zero balance. We did get a \$2000.00 anonymous donation for a storage building. Which we use for equipment storage for First Tee equipment.

Friends of the Park created a document and have made calls for donations. We thought we had some good possibilities for a naming opportunity for a community center or upgrades to the baseball field and lighting. Unfortunately, the interest was not there. She applied for one grant, however they were denied the grant. There are probably some other small grant opportunities we will continue to pursue.

We have had lots of discussion and lots of creative ideas. They continue to discuss how to raise money for the park. She has been involved in lots of fundraising over the years. One of the things that has become very obvious to her is that it is easier to raise funds for a not for profit organization than a municipal facility supported by tax payer money. Most people want to know why taxpayer money is not able to maintain the park and all the amenities we enjoy.

Friends of the Park has not met in quite a while, frankly they all got a little frustrated. One thing they see is the YMCA, the Library, the Jamestown Park, Wrenn-Miller Park and a few of the other amenities in Town competing against one another for budget funds. An idea that came out of the Friends of the Park was amenities bonds. They believe that all these amenities that we enjoy are the reason that we have a strong community. If we want to continue to build a strong community we are going to have to figure out how to pay for all those things that build community.

Council Member Walls asked how many members are there on the Friends of the Park. Shanna said probably from 9-15 people. All are interested in supporting the amenities of Jamestown. The Friends of the Park felt it would be advantageous to be able to tell prospective donors that the Town would match funds that are being donated.

Council Member Montgomery stated Council Member Nixon-Roney had earlier spoke about fundraising events at the Jamestown Park with music, food, etc. Council Member Montgomery asked if this is something the Friends of the Park would be willing to organize. Shanna said that is a possibility. However, it takes 6 months to 1 year to really organize a special event to raise money. It is a lot of work and you need a lot of volunteers that are extremely dedicated.

Council Member Nixon-Roney stated events such as outdoor movies would be good for Jamestown and possibly a fundraiser to partner with the Library. Shanna agreed. She would like to see events such as a day set aside for people to walk the golf course or paddle boat the lake, and dog park night. This gets people out to see the golf course and the park property to see how lovely it is.

Mayor Volz thanked Shanna for coming and giving the Council a report. They thanked her for all the work she has done with the First Tee Program and the Friends of the Park.

12. Jamestown Golf Course Quarterly Report-Michael Hutcheon thanked Shanna Moore and the volunteers for all the work they are doing with the First Teem Program. It is going very well.

Hutcheon stated 9 out of the last 13 weekends they have hosted some type of fundraiser. Approximately 9000 rounds of golf played the last 3 months. He stated besides the annual events hosted each year, they have added 5 or 6 new events. The Fall Classic just wrapped up. They had 120 players and were very pleased with the event. The course averaged roughly 100 players a day. They received approximately \$260,000.00 in revenue for the first quarter.

It has been a good quarter. The weather and temperatures have been good with the exception of rain which has been a bit of a problem. Hutcheon said the course is in good shape. The new Parks Superintendent is doing a good job. They are getting complements on the conditions of the course.

Council Member Walls asked about the Golf Course website. Hutcheon stated he hoped we would be able to do a demonstration today, but we are about a week away from launching the new site.

Smith stated staff is working on a PARTF application for the Jamestown Park. We will present ideas for the PARTF application at the November Parks & Recreation meeting. We will then present this to the Council at their November meeting.

13. Budget amendment – Gallman presented budget amendment #2. This deals with sponsorships sold for the Fall Classic Tournament. These sponsorships were for T-markers and banners sold. These funds are to be split with the Library and the Town. This budget amendment is required to make that adjustment. Council Member Montgomery made a motion to accept the budget amendment #2 in the amount of \$550.00. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote.

(Budget amendment)

14. Analysis of financial position of the Town of Jamestown – Gallman presented the financial statement for the month ending September 30, 2013. She highlighted that there is approximately 8.2 million in cash balances for the Town and of that approximately 2.7 million is reserved for specific usages.

The detailed financial statement reflects the Town received the first of two Powell Bill distributions. Most of the other items are normal reoccurring expenditures. The Town did have expenditures on sidewalks.

15. Appoint Deputy Finance Office – Gallman stated she recently attended a conference where the School of Government taught a session on pre-audit of the Town’s expenditures (G.S. 159-28) The statutes state that a pre-audit is required when:

- a unit of government enters into a contract or agreement or places an order for goods or services, and
- The unit of government is obligated to pay money by the terms of the contract, and
- The unit anticipates paying at least some of that in the current fiscal year.

The interpretation is that everything that the Town buys or contracts for services needs to be pre-audited. The Finance Officer or Deputy Finance Officer preforms the pre-audit. The Town Manager is a Deputy Finance Officer. In order to do the pre-audit, one must check to see there is money in the budget in the fiscal year to cover the expenditure that is being pre-audited. It has to be in writing. If we do not follow this process, the contract or agreement or purchase order is voided.

We would like to request the appointment of an additional Deputy Finance Officer. We request Paul Blanchard, Public Services Director, be appointed. If there is a water/sewer emergency in the middle of the night and supplies are needed for repairs, he would be the most accessible in this situation.

Council Member Walls made a motion to appoint Paul Blanchard, Public Services Director, as an additional Deputy Finance Officer. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

16. Public Comment Period – No one registered to speak.

17. Other Business –

Mayor Volz said work is under way on the PARTF application to apply for a grant for improvements at the Jamestown Park and Golf Course. He said we need to discuss the Clubhouse. We asked Gary Robbins, architect, to look at the building and let us know what the best approach is. Robbins thinks the building is in pretty good shape. The Mayor would like to go before the Local Government Finance Committee to see if we could get financing to renovate the Clubhouse. He stated we would need to show how we could pay the loan off. Before we do this, we need an estimate of what the project would cost. The Mayor would like for Gary Robbins to give the Council some ideas on designs for the first phase of the Clubhouse renovation.

The Town Manager said if Council wanted a full set of construction plans, we would need to solicit for architects. However, if we just wanted some ideas & sketches, he would contact Gary Robbins to see if he would put together some possibilities and present at the November Council meeting. Council agreed for Robbins to attend November meeting with proposals & ideas.

Still under other business, Council Member Nixon-Roney said recently Wade Gable owner of The Deck, contacted her and said he received a noise ordinance violation citation. Per Gable, the citation was issued at 10:00 pm. Gable called her the next day and said that he had a good conversation with the

Town Manager regarding the citation. Council Member Nixon-Roney said we talk about wanting businesses to come to Town and then issue a citation. She feels this sends mixed message. The violation is \$200.00 for the first offense and \$400.00 for the second offence. The Town Manager said under his authority he could waive the fee not the citation. He did waive the fee for the first violation. The Council discussed the noise ordinance and complaints. Council Member Nixon-Roney asked for the Sheriff's Dept. to come to the November meeting and give the Council a report of the noise ordinance enforcement and complaints received.

Council Member Montgomery made a motion to go into closed session to discuss a pending litigation matter. Council Member Thomas made a second to the motion. The motion passed by unanimous vote at 7:50 pm.

----- Closed Session -----

Council Member Nixon-Roney made a motion to go out of closed session. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote. The Council reconvened in the Civic Center for the regular meeting.

Council Member Thomas made a motion to resume the regular session. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

In the regular meeting Council Member Montgomery made a motion to adjourn. Council Member Thomas made a second to the motion. The motion passed by unanimous vote. The meeting ended at 8:25 pm.