

Regular Meeting of the Town Council  
June 17, 2008  
7:00 pm  
Minutes & General Ledger

Regular meeting of the Town Council, June 17, 2008, Council Chambers, Town Hall

Council members Present: Mayor Volz, Council Members Thomas, Gray & Lain

Staff Present: Kathryn Billings, Judy Gallman, Matt Johnson, Chuck Smith, Martha Wolfe, Beth Knooce, Town Attorney.

Visitors Present: Shirley de Long, Alan Dewey, Don McLean, Joe Gonzales, Joyce Volz, Priscilla Welch, Buddy Mann, Ed Stafford, Vanessa Carter, Glenn Deck, Claude Jackson, Carol Brooks of the Jamestown News, William Dillon & Keith Dillon, Matt Reese, PTCOG

1. Call to Order – Mayor Volz called the meeting to order.
2. Mayor Volz called for a moment of silent prayer.

Mayor Volz recognized Captain Powell of the Guilford County Sheriff Department. Captain Powell served “legal papers” on the Town Manager stating she is guilty of having a birthday. Ms. Billings received applause from the audience.

Mayor Volz recognized the Boy Scout Troop Leader, Keith Dillon and his son Boy Scout William Dillon. Dillon is working on a journalism badge.

3. Approval of minutes from May 20, 2008 meeting – Council Member Lain made a correction to the minutes. Council Member Thomas made a motion to accept the minutes as corrected. Council Member Gray made a second to the motion. The motion passed by unanimous vote.

Mayor Volz announced that items 8 & 10 have been resolved and therefore have been removed from the agenda.

4. Public Hearing on Change in Special Use Permit from CU-R12-PUD Townhomes to CU-R12-PUD Townhomes and condominiums property located at 5299 MacKay Rd. Matt Johnson presented to Council the case #2008-02 the request being a change in special use permit to allow townhomes and condominiums. The parcel consists of about 12.5 acres. The property is located just north of Mackay Rd. Property to the West is vacant land zoned Agriculture and located within Jamestown ETJ. Property to the south is agriculture located in Jamestown ETJ known as the Johnson property and the property to the North is RS-40 single family residential. (Hickory Hollow Subdivision within the County ETJ) Property to the East is vacant land and zoned Agriculture located within County ETJ.

The subject parcel is located near the intersection of Guilford College Rd. and MacKay Rd. The property is in the Adjacent Development area per the 2020

LDP and located in the Urban Residential portion of the future land development map. It is in the Randleman Lake General Watershed area, water & sewer is available to the property.

The Urban Residential areas are defined as areas accommodating existing multifamily residential uses and encourage new, medium to high density residential uses within walking distance of commercial areas and major thoroughfares. New Urban residential developments should create a sense of place and a pedestrian-friendly atmosphere at a higher density. Design elements include smaller lots, building placement close to the street, interconnectivity between neighborhoods, abundant sidewalks, street trees, greenway trails and neighborhood parks to serve the needs of local residents.

Per Johnson, the applicant proposed to build the "Jordan Creek" community which is a \$17,000,000.00 Twin home community aimed at buyers looking to scale down. The proposed 65 units will have square footage in the range of 2000 to 2800 and sales price starting around \$249,900 and up. Each unit will include amenities such as hardwood floors and ceramic tile baths.

Each unit will have a master bedroom on the main level. Careful attention will be given to local architectural details incorporating brick veneer with varying siding profile to give an upscale property to Jamestown.

The property is currently zoned CU-R12 PUD with special use condition of multifamily townhomes. A development plan with 72 units has been approved.

The applicant is requesting to keep the current zoning as is but change the special use condition from Multi-family townhomes to Multi -family townhomes & condominiums. The density will be lowered to 65 units from 72 units.

The applicant voluntarily placed the following conditions on the property:

- 60' minimum street setback from Mackay Rd.
- 15' minimum property line setback
- 15' minimum spacing between buildings
- Number of dwellings not to exceed 65

Town staff recommends additional conditions as follows:

- Units shall not exceed 2 stories in height above ground level
- Units shall be 80% mason (Brick) construction
- Sidewalks shall be installed along the frontage of the property along MacKay Rd.

Policies from the 2020 Land Development Plan that have a bearing on this site are:

### **Growth Management Policies**

- Encourage new residential use that strikes a balance between quality and affordability and add to the character of Jamestown by providing mixed use, pedestrian-friendly well connected to the community via sidewalk
- Encourage alternative types and pattern of developments (mixed-use, PUD & TND) to reduce development costs, reduce traffic and provide more parks & open space.

### **Planning Coordination**

- Seek opportunities for collaboration with surrounding communities to plan and develop parks, greenways, water, sewer, road & other community infrastructures.

### **Community Appearance**

- Value and preserve Jamestown's small town feel
- Appearance and design of new buildings and site to insure a good fit and create a sense of harmony

### **Quality of Life Policies**

- Maintain & improve water quality by carefully managing and restoring stream banks, riparian buffer requirements, cluster development to provide open space, adopt low-impact guidelines.

Matt Johnson turned the presentation over to the applicant, Joe Gonzales, with NEWCO Land Inc. Mr. Gonzales stated that they are ready to start this development. They are waiting on the Core of Engineers and the Planning Department approval. They hope to blend with the neighborhood. Gonzales said they have constructed this product in Greensboro. It is an "Active Adult" neighborhood. It is designed for the baby boomer that is ready to scale down. The units include lots of amenities.

Matt Johnson stated that in 2006 the subject property was rezoned from Agriculture to the current zoning. In the opinion of the Planning Staff, with the conditions placed on the property as stated earlier, Jamestown will net a more appealing final product than the current approved site development plan.

Johnson said an additional planning recommendation would be that the applicant consider dedicating the area in the required stream buffer as "Drainage Way and Open Space" for the Public and Town of Jamestown.

Johnson showed the Council pictures of other developments constructed by this builder that are similar to the one proposed. Several of these developments are located in Greensboro.

Johnson stated based on the conditions places on this site the Planning Department recommends approval of the request. Also the Planning &

Zoning Board met on May 12, 2008 and voted unanimously to approve this recommendation.

Council Member Thomas said Johnson stated he recommends that the applicant consider dedicating the area around stream buffer as open space to use as possible trail or greenway. Considering this recommendation does this condition need to be placed on the property now. Johnson said best to wait until the site approval process to see where the areas will be within the stream buffer.

Mayor Volz asked if there were any comments from the citizens. Buddy Mann, 100 Ragsdale Ct. asked if this property was located within the Town of Jamestown. Johnson stated that this property was annexed in November 2007, as a satellite annexation.

Council Member Lain made a motion to accept the rezoning request for special use to allow townhomes and condominiums. Council Member Gray made a second to the motion. The motion passed by unanimous vote.

5. Public Hearing on amendment to the table 5-72. "Nonresidential district dimensional requirements" of the Jamestown Development Ordinance – Matt Johnson stated this request is regarding the B1 and B1A district asking for a change in the minimum street setback from 30' to 10/30 which would be set back from the right-a-way or property line, whichever is greater. This is a minimum. This allows businesses the ability to move the building closer to the street and sidewalk. This also will increase visibility of the business.

Also change to Section 5-8. Notes to the Table of Dimensional Requirements  
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Strike Note 1 – Front yard setback for structures and replace with the following:

Note 1 – Prevailing Street Setback

Where fifty (50) percent or more of the lots on the same side of the block as the lot in question are developed with less than the required street setback, the average setback of the two principal buildings nearest that lot shall be observed as the required minimum setback.

This is a flexibility standard for downtown.

Johnson said that the Planning & Zoning Board met on May 12, 2008 and voted unanimously to approve this change.

There were no comments from citizens.

Council Member Gray made a motion to accept the change to the table 5-7.2 "Nonresidential district dimensional requirements" from 30 to 10/30 for non-street setbacks for B1 & B1A districts and approve the change to Section 5.8

to Note 1 – Prevailing Street Setback. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

6. Public Hearing on proposed 2008-2009 Budget – Mayor Volz presented the proposed budget for the new fiscal year. The Mayor presented a power point presentation where he highlighted points of interest as follows:

The current budget is approximately \$7,315,365. The proposed budget is approximately \$7,418,264. This represents a 1% increase.

Mayor Volz displayed a pie chart showing 36% of the Town's funds come from property tax which is collected by Guilford County and given to the Town of Jamestown on a monthly basis.

The town tax rate is currently .35 per 100.00 and the proposed rate is .37 per 100.00. Basically, this is a \$20.00 increase on a house valued at \$100,000.00. Mayor Volz pointed out that the City of Greensboro rate is now at .635 and High Point is at .63.

The Town has been hit with increase in fuel costs up 36% over last year. This affects our law enforcement, Fire Department, and garbage bags. Inflation affects us all.

The tax rate has not increased since 2003. The town provides a lot of services for this rate.

- Trash pickup twice a week
- Street lighting
- Leaf pickup
- Law enforcement
- Fire protection

The Mayor highlighted some of the projects the Town staff is presently working on:

-Gravity feed sewer lines to replace pump stations to reduce maintenance costs to the town.

-Construction of a wash pit for town vehicles. This collects water and keeps it from going into the storm drains. Protects water quality.

-Street resurfacing

-The town has added cardboard to Recyclables. The State increased tipping fees by \$2.00 a ton. The more citizens recycle the bigger the reduction to the landfill and less tipping fees.

-Deep River/paddle trail

-Work on ETJ expansion to control those areas that border our town. Also control the area around the proposed new school.

-Storm sewer management – the State mandates that we control what goes into the storm drains. The town does public education programs to make the public aware.

-Sidewalk extension – eventually the sidewalks will go to Lowe's Foods on Guilford College Rd. This funded by other agencies.

The Mayor said the town maintains the Jamestown Park. 27% of our general income comes from the park. The Park maintains the quality of life for Jamestown.

No one likes increases. The Mayor complemented the Town Manager & staff for keeping the budget costs down while maintaining excellent services to the citizens. The Mayor said we must continue investing in our town and its resources. It is prudent if we desire to maintain and enhance our community value. The Mayor said figure projections for North Carolina show it will double in size. We are located between 2 big cities. We want to be unique and maintain our quality of life.

The Mayor said the citizens are well taken care of and he is proud of the leadership and management of the Town.

Mayor Volz asked the Council if there were any questions. Council Member Thomas re-stated that there has not been a tax increase since 2003, now only recommending a .02 per \$100.00 value increase, and only 1% increase over last year's budget. The Town is getting a good deal. Nice job.

Mayor Volz asked if any citizen wished to speak.

Shirley de Long, 603 O'Neill Drive.

1. She listed her first concern is the Golf Course. It is \$180,000.00 in the hole.
2. She stated she had a letter signed by a previous Council that showed the Town pledged \$500,000.00 to the YMCA and she questioned why we keep paying \$107,000.00 to the YMCA and why is it paid to Greensboro YMCA. Kathryn Billings stated that the YMCA amount is budgeted year to year based upon request. Mayor Volz stated Jamestown YMCA is part of the Greensboro system. Checks/donations are made to the Greensboro YMCA designated for the Jamestown YMCA.

Council Member Gray asked for clarification of the initial \$500,000.00 pledge and if it had been paid. Billings stated it had been paid. Contributions paid now are annual requests by the YMCA approved by the Council to support the YMCA as a community service.

De Long said these are hard times. She has a real concern about the golf course losing money. She felt we need to increase rates. Council Member Thomas said if we increase the rate at the golf course, we take the risk of losing players to other courses.

Mayor Volz said the staff does keep watch of rates at other public courses. The Town will continue to monitor rates to see if an increase is appropriate. De Long said she had a list of the rates. Mayor Volz asked her to e-mail this list to the Council.

Buddy Mann, 100 Ragsdale Ct. The major challenge he sees for the future is the Jamestown Golf course. There is an \$180,000.00 shortfall. Mann said in talking with Billings, next year considerable amount of money will be spent

on renovations. Billings clarified that next year staff will be asking for funds to have a consultant create a long range plan for the future of the golf course. Mann said now is the time to start working on various options. Mann said historically municipal golf courses are not profit making. Mann asked if rates are going up this year for the golf course. Billings said a slight increase in 9 hole cart and weekend green fees. Mann said even with these increases the course is expected to lose \$187,000.00 for next year. Mann said he does not have a solution.

Ed Stafford, 2212 Guilford College Rd., said through the years he has been involved in helping lots of people move to Jamestown. He commended the Council that they continue to run a town in between the 2 larger cities at such an economical tax rate. He recently played the Golf Course and it is in great shape. He goes to the YMCA twice a week. These facilities do so much for the quality of life in Jamestown. This invites the quality of residents that move to Jamestown, stay here and support our property values and keep our property values up. People are willing to make the investment to be here. For example, the developer here earlier that is willing to make an investment of building \$249,000.00 homes on Mackay Rd. They don't come here just because of the tax rate. They want to come to Jamestown because of the whole package, the economical way it is run, low tax rate, good amenities, community flavor. He stated he has been here 50 years and he has no intention of leaving.

Shirley de Long addressed the Council again. She asked for clarification of longevity pay. Billings said this is an amount paid to employees based on the length of service. It is an annual payment. It is an incentive to keep employees. It has been in place for probably 30 years.

De Long asked about the amount paid for water meters. Billings explained the Town has to purchase meters to replace ones that have worn out or for new meters for new construction. The people pay a fee for connection to water meter. Billings said that people do not have to pay if it is replacing one that is worn out. Billings said we buy in bulk because we get a better rate.

De Long questioned contracted services – Gallman said this is a total of services. It is made up of various services. She listed a few:

- Drug testing program
- Development Ordinance Rewrite
- Pedestrian Master Plan ( Part will be reimbursed from a Grant)
- Deep River Paddle Trail
- Root Control

De Long asked what the Deep River Paddle Trail is. Billings said the Town is contracting for a consultant to research a proposed deep river paddle trail.

Drug testing is listed under different department numbers because it is a random testing of employees.

De Long questioned what function Accessible Outfalls performs for the town of Jamestown. Billings said this company maintains and monitors the Town's outfall lines. He does a wonderful job and we are delighted with this service.

De Long asked about the 2 temporary workers on the garbage truck. Billings said we use a temporary agency to hire employees to work on the garbage truck. It is more economical to use the temporary agency verses hiring of the employees. The temporary agency provides insurance for their employees.

Buddy Mann, 100 Ragsdale Ct., asked what is the % of people that live in Jamestown that play the golf course. Billings said she could look that information up for him but she does not have that information with here.

Council Member Gray made a motion to accept the 2008/2009 Budget as presented. Council Member Thomas made a second to the motion. On a roll call vote Council Member Thomas voted aye, Council Member Gray voted aye, Council Member Lain voted aye. Council Member Nixon-Roney (absent). The motion passed by unanimous vote.

(Insert Budget Ordinance)

7. Public Comment Period – No one registered to speak.
  
8. Personnel Policy Update & Job Classification – Billings said we contract with PTCOG to review the Town's personnel policy. We had a full review done in 1996 & 2003. Billings requested a review this year. This review will include any changes or personnel updates the Town has adopted. This Personnel Policy will be given to all employees in July. Council Member Gray stated he feels it is wise to keep this up to date.

Council Member Thomas made a motion to accept the Personnel Policy. Council Member Gray made a second to the motion. The Motion passed by unanimous vote.

The next item is the Job Classification Study. We rotate the review by departments each year. This year we did the administrative staff. Since the 2 years she has been manager we have created & hired one new position, the Town Planner; replaced the Finance Officer, hired new office assistance and hired new Public Service Director. So, there have been many changes in the job descriptions.

PTCOG did a market study to be sure the job classifications and descriptions are appropriate and pay is appropriate. Billings stated that there is one position she feels has expanded their responsibilities especially in computer technology. Billings is asking the Council to adopt this new assignment of classes to grade. She recommends moving title of Office Assistant to Administrative Support Specialist from grade 7 to 10. Move the Finance Director from 22 to 23. The total cost for these changes is \$1,890.00.

Council Member Lain asked about the Assistant Town Manager position which is still showing as a position. Billings said this is still listed, but not open as a position at this time. Mayor Volz said that it is a good idea to have this position in place when a time of transition occurs to keep things running smoothly.

Council Member Gray made a motion to approve the assignments of classes & grade. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

11. Set Public Hearing date for property located at 501 W. Main St. from LI to CU-LI special use permit request for a nursing facility. Matt Johnson stated this is a piece of property carved out of a larger parcel. The request is to rezone from LI to CU-LI the special use permit for a nursing facility. The Planning & Zoning Board approved this recommendation at their June 9<sup>th</sup> 2008 meeting. Council Member Thomas made a motion to set the Public Hearing date for July 15, 2008. Council Member Gray made a second to the motion. The motion passed by unanimous vote.

12. Set Public Hearing date for property located at 411 E. Main St. from R15 – CU Agriculture – Matt Johnson said a Public Hearing is requested for the property at 411 E. Main St. to be rezoned from R15 to CU Agriculture. Council Member Thomas made a motion to set the public hearing for July 15, 2008. Council Member Lain made a second to the motion. The motion passed by unanimous vote.

13. Budget Amendment – Judy Gallman requested a budget amendment to deal with an item at Gibson Park. When Jamestown took over the operation of Gibson Park from the City of High Point, there was a failure to change out the water meter. So, we were not charged for the water used at Gibson Park for several years. The City of High Point now realized this and set us a bill for \$12,800 for water usage. Guilford County has agreed to reimburse us for this plus 10% per our contract with the County for operation of the Park.

Council Member Gray stated basically this is just a pass through. Council Member Lain made a motion to approve the amendment as presented. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

(Insert Budget Amendment)

14. Financial statement – Judy Gallman presented a statement for the month of May, 2008. She highlighted in the water/sewer department several capital outlay expenditures have occurred. We started on relining sewer lines and purchased a dump truck. As of May 31, 2008, we should be at 91% of our budget. The department is off due to timing issues. Gallman said the Park is in line and where it should be for this time of the year.

Gallman said the following items are still forthcoming:

Law enforcement is paid quarterly  
Adams Farm received quarterly  
Gibson Park reimbursement  
State revenue time lag

Gallman feels all departments look good.

15. Resolution Charles P. Turner Community Park & Sports Complex – Mayor Volz invited everyone to come Saturday June 21, 2008 at 11:00 am to the dedication ceremony to honor Charles P. Turner.

(Insert Resolution)

16. Award bid for liner for existing sewer lines – Chuck Smith recommended awarding the sewer relining project. 4 bids were received for this project. Staff recommends awarding the bid to the lowest qualified bidder.

Bids were as follows:

D. H. Griffin Infrastructure, LLC	\$345,850.00
Reynolds Inliner, LLC	\$191,712.50
AM-Liner East, Inc.	\$239,200.00
Insituform Technologies	\$203,500.00

Council Member Gray asked Smith if he was comfortable that the low bidder was qualified to do the project. Smith said he was. Council Member Gray made a motion to accept the bid in the amount of \$191,712.50 from Reynolds Inliner, LLC. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

17. Award bid for Forestdale Drive area water line replacement – Chuck Smith said this project is for construction of new water line along Forestdale Drive from Main Street to just North of Woodland Drive and 6” on Mendenhall Road to Forestdale Drive to Potter Drive. 8 bids were received on the project. Smith said the engineer estimated the total cost of the project to be \$250 – 275,000.00. We are please to receive a low bid of \$192,863.67 from H & C Utilities. Smith checked on this company and they come highly recommended. He added that this company is currently doing work for the Piedmont Triad Water Authority. The bids were as follows:

John Baker Plumbing & Utilities	\$226,130.00
Breece Enterprises	\$213,620.00
H & C Utilities	\$192,863.67
Triangle Grading & Paving	\$218,400.00
Jimmy R. Lynch & Sons	\$358,433.00
Ramey, Inc.	\$255,495.00
Russ Inc.	\$261,285.00
Yates Construction	\$274,030.00

Council Member Thomas made a motion to approve the low bid of H & C Utilities in the amount of \$192,863.67. Council Member Gray made a second to the motion. The motion passed by unanimous vote.

#### 18. Public comment

Glen Deck, 206 Cloverbrook Drive, stated he was here when Charlie Turner was Town Manager and he thanks the Council for making this recognition. He has one request; to try to get speed limit lowered in town. He spends time in the town of Rutherfordton; their speed limit on Main Street is 20 mph. He requests the Council give consideration of lowering the speed limit.

Billings said we have done 3 things regarding researching the speed limit on Main St.

The Sheriff Dept. placed a speed monitoring device on Main St. The feedback from this device stated that there was not a speeding problem

Billings asked the HPMPO to do traffic counts and she has received this report

Asked NCDOT traffic engineer to study the speed limit perimeters and report back to the Town with recommendations. Billings hopes to have this feedback soon. Hopefully by the July meeting.

At that point, it will be given to the Town Council to review and make any actions.

Claude Jackson, 409 Guilford Rd. Jackson asked if there was anything that could be done about the pet waste on the sidewalks along Guilford Rd. He loves living in Jamestown and wouldn't live anywhere else, but the pet waste has become a problem.

Mayor Volz asked if the newspaper would print this notification and the Town will print on the utility statements regarding pet owners to pick up after their pets. This is a part of the stormwater education program and is listed as a component of stormwater education on the Town's website.

#### 19. Other Business

Council Member Gray thanked all the staff that worked on the budget. He commented that it was a great job.

Martha Wolfe asked the Council who will be riding in the July 4<sup>th</sup> parade in order to make appropriate arrangements for transportation. Mayor Volz and Council Members Gray & Lain committed to participating. Council Member Thomas is still unsure.

Wolfe also reminded everyone about the Main Street decorating contest and if anyone is interested in participating, she has the entry forms.

Council Member Gray made a motion to adjourn. Council Member Thomas made a second to the motion. The meeting adjourned at 8:25 pm.

Wolfe invited all in attendance to join staff for Birthday cake for the Town Manager.