

Regular Meeting of the Town Council

January 19, 2016
Council Chambers

6:30 pm

Minutes & General Account

Council Members Present: Mayor Volz, Council Member Montgomery, Nixon-Roney, Ragsdale & Straughn

Staff Present: Chuck Smith, Judy Gallman, Paul Blanchard, John Crowe and Martha Wolfe

Parks & Recreation Members in Attendance: Lynn Tice, Bob Wilson, Robert Pickett

Visitors Present: Lester George, Lt. David Pruitt, J. J. McQuillan, Ben Saunders, Tom Tervo, Eddie Oakley, Kevin Bottomley, Ben Robinson, Larry Boswell, Carol Brooks of the Jamestown News, Sarah Glanville

1. Call to Order – Mayor Volz called the meeting to order.
2. Community Reflections – Mayor Volz announced the following community events:
 - January 26th – April 9th, 2016 – Tax preparation assistance at the Jamestown Public Library
 - February 8th, 2016 – Planning Board Meeting – N. C. A & T State University students will give a presentation on the Oakdale Mill Project
 - February 26th, 2016 – Loose Leaf Collection Program ends for the season
 - March 15, 2016 – Presidential & Statewide Primaries – Early Voting begins on March 3, 2016
3. Approval of minutes from the December 14, 2015 Special & Closed Session meeting and the December 15, 2015 Regular meeting – Council Member Montgomery made a motion to approve the minutes from the December 14, 2015 Special & Closed Session meeting and the minutes from the December 15, 2015 regular meeting as presented. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.
4. Public Comment Period – No one registered to speak.
5. Approval of annual regular meeting schedule – Council Member Straughn made a motion to approve the 2016 regular meeting schedule as presented. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote.
6. Guilford County Annual Sheriff's Office Report – Lt. David Pruitt presented the 2015 law enforcement report for the Town of Jamestown. The report included an 8 year trend of data on Park One Crimes and Calls for Service in the Town of Jamestown. The Lt. reported that crime was down last year. Calls for service went up for 2015. Lt. Pruitt reported that the current

response time for a 911 call is approximately 11 ½ minutes. The goal of the Sheriff's Office is to have the response time at 10 minutes.

7. Mary Perry Ragsdale YMCA Grant Progress Report – Kevin Bottomley, Executive Director, reported that last year the Town provided \$30,000.00. funding for Capital Debt Service. The Ragsdale YMCA has seen an increase in membership. They have experienced a significant increase in program participation last year in sports and all fitness programs. The last Reindeer Romp 5 K was the most successful thus far. They had over 400 participants and netted almost \$10,000.00 for the annual gift giving campaign.
8. JYL Grant Progress Report – Ben Robinson, President, thanked the Council for supporting JYL and providing the grant last year. He said JYL received \$5000.00 from the Town. With that money, they paid rent for Jamestown Athletic Complex, rental on the baseball fields, and purchased baseball team uniforms.
9. Presentation of the Jamestown Park Greens Renovation Project – Lester George, architect, owner of George Golf Design, Inc. made a presentation. He has been in business for about 25 years. He has built over 1000 greens. He stated the Jamestown Golf Course greens are past their life cycle. A life cycle being about 25 years. Jamestown's greens have too much slope and are worn out. This is something they plan to correct. Greens are what golfers come to see and play, with good greens your revenue is up.

First, they took soil samples of the greens. He stated the course was not built to US Golf Association specifications. The course is mainly masonry sand. They pulled 30 plugs. They did slope analysis on all 19 greens and the surrounds. They have now designed all 19 greens and the surrounds. The specifications are still being written.

George described the slope of the greens speed. He looked at the worst case scenarios. The worst is the 3rd green. It has almost 7% slope. The speed should be about 2 ½%. The process to correct is to steepen the outside green and build up the low side, try to cut down the low side in 6" lifts. The danger is what happens if we hit the subgrade. They have to put mix back in the green to get the proper balance. The mix on the soil is an unknown factor until we get into the actual process. The next worst case scenario is hole #18. It has a general 6% slope. The next is hole #11 with a general slope of 5 ½%.

The Golf Course consists of 119,496 sq. ft. If all the greens could be closely balanced there would be a surplus of 265 cy. However, that would be lucky. The surrounds may require 129 cy of soil and 1.8 acres of sod to tie the greens back together.

He discussed the project time line. The plans and specifications will bid it to the most qualified contractors in the country. The most qualified and the contractor that can perform in our timeline would begin a construction date of May 9th, 2016. We have allowed 6 ½ weeks for construction. The grow in time for grasses is June 21st – September 3rd, 2016. Weather is an important factor.

When he interviewed for this project he estimated the cost to be \$388,000.00. After doing analysis, he estimates cost to be \$349,500.00. However, there are 2 things not accounted for yet.

1. The erosion control plan and erosion control sediments implementation. This will be done by Jamestown Engineering.
2. The amount of mix that we would need. We do not have a price on the mix from the supplier. He can't see into the ground, at the end of the day, we don't really know how much greens mix will be needed. The current budget of \$350,000.00 allocated \$7,000.00 for the greens mix. He thinks more money should be allocated for the greens mix. He feels we should build in a contingency for the mix.

George described the project scope as follows:

- Kill the grass
- Strip the grass off the greens
- Put down Basamid to kill everything; so when you plant the new Bermuda grass you have as close to a sterile profile as can possible get
- The greens will be hand sprigged and fertilized
- 6 weeks to grow-in

Mayor Volz asked about the life of the new greens. George stated these greens would probably last 15 – 18 years. The Mayor stated he is looking down the road to plan for a CIP Project. The Council needs to consider future planning for 15 years out. We want to ensure that money is set aside for the greens. George said there are expenditures to keep the course ready for daily fee play. That is what pays the tab.

Mayor Volz opened to the Council for discussion. Council Member Nixon-Roney asked if the whole golf course would be closed during the construction. George confirmed the course would be closed from May 9th, 2016 – September 3rd, 2016. Plans are to open Labor Day weekend.

Council Member Montgomery ask if there was anything along the way that Council could do to spend/save funds that would improve the quality of the greens. Any periodic maintenance that would improve the quality of the greens which would extend the life of the greens. George said to give the Parks Superintendent a budget to allow him to maintain the greens as needed.

George said typically the contractor warranty is 1 year on workmanship and 5 years on piece and parts. The contractor that does this job is going to have to be really good. This is not an easy job. If we can build in a contingency then we will get contractors that have no questions in how to do this job. He will not know the prices until the bids come in from the contractors.

Council Member Montgomery asked what type of contingency is George requesting; dollar amount or percentage of contract. George said he is unsure at this time because we don't know the cost for the mix. He has to assume the amount of mix needed and cost. It could be as much as \$65,000.00. He would rather have it and not need it.

Council Member Nixon-Roney said the estimate was \$7,000.00 for greens mix. George said that was before today's conversation. That original figure was for 100 cy per green. He could need another \$60,000.00 for greens mix. He will know better in a month.

Mayor Volz opened to the audience for questions. Tom Tervo asked for clarification of course closure. George confirmed plans are to put the first kill on the greens about May 9th, 2016. He added there might still be some holes playable for a few days, but mainly the course will be closed beginning May 9th, 2016.

George was asked in worst case scenario if the Town could not come up with the extra money for the greens. What's an option? George said he might ask the Town to wait and build up funds and talk again next year.

10. Forestdale East Stormwater Update Report – Smith reported an update to the Forestdale East Storm Water Project. As Council may recall, Rich Glover, Jamestown Engineering Group, came up with a cost estimate of \$130,000.00. However, this estimate is not all inclusive of the project nor is it a bid amount. It is an estimate only. Jamestown Engineering is ready to move forward with the project whenever the Council is ready.

Regarding the funding for this project, Jamestown does not have a stormwater utility and does not charge a fee to fund stormwater project. Funding for those types of projects will likely be through the Street Maintenance Dept. budget and maybe from Powell Bill. The Street Maintenance budget currently funds street light power bills, sign post replacement and sponsorship benches. Powell Bill funding is designed for sidewalk projects (currently E. Main St. & E. Fork Rd.) and resurfacing projects.

In addition to funding, there is the availability of Town staff to work on projects. The Town has several large projects going on right now. The Clubhouse, 2 sidewalk projects and the Public Services Facility. We have another sidewalk project in the near future. He does not recommend doing the stormwater project at this time. He would like to shelve this project for discussion during the CIP which would be next month. Council can look at all the projects and decide when to schedule the Forestdale East Project. Then look at the funding. That is his recommendation.

Council discussed the stormwater project. Council Member Nixon-Roney was a bit concerned with the rainy season in April. How will the roads and public safety be affected. Council Member Straughn suggested running the camera back through the lines to see how the repairs are holding. The Public Service Director said we can run a camera on the public portion, but not the private portion.

Council Member Straughn commented within the cost estimate are items that can be done possibly in-house. Such as traffic control & signage. Smith said we typically do make the contractor liable for traffic control for the very reason if something were to happen liability falls back to the contractor not the Town.

Council agreed to discuss this project in February during the CIP meeting.

11. Update on Retirement Community Status Application – Council Member Nixon-Roney feels having the retirement status could do a lot for the Town. She feels Jamestown helps make High Point's application better. The Town Manager and Town Clerk have been working on the application. Council Member Nixon Roney requested written confirmation from High Point that Jamestown is not responsible for paying anything. We did receive an email from Nancy Bowman, High Point Convention & Visitors Bureau, confirming that there is no cost to Jamestown.

She does not see a down side to this. Council Member Nixon-Roney made a motion to submit Jamestown's portion of the application with High Point and move forward. Council Member Straughn made a second to the motion. The motion passed by unanimous vote. It was noted Mayor Volz will be required to sign the application on behalf of the Town.

12. Discussion of Piedmont Triad Regional Water Authority Expansion – Smith stated there is no update from PTRWA as to movement on the project. Currently, the capacity for the plant is 12 MGD. The water authority is researching increasing the capacity to 14.6 MGD. If 6 members agreed to participate in the plant expansion, preliminary figures show the Town would be eligible for an increase of approximately 100,000 GDP with a capital cost of approximately \$45,000.00. The Town's current allocation is 400,000 GPD. Smith said with the projection of the Koury Corp. property developing and if the Johnson Property ever developed, the Town would use the extra water. He will keep Council updated.
13. Utilities Sales Distribution for the State of North Carolina – Judy Gallman stated the adjustments made by the State on the repealed excise tax on piped natural gas is not good for Jamestown. According to the NC Dept. of Revenue 250 municipalities are affected. Jamestown has been impacted in a very significant negative way.

Normally, the Town receives quarterly distributions from N.C. Dept. of Revenue. Last year, the Town received approximately \$334,000.00. To date we have received zero. It is uncertain at this time how future distributions may be affected. The next distribution is scheduled for March.

Council discussed the shortfall and what the basis for the adjustment might have been. Per Gallman, N.C. Dept. of Revenue would provide very little information on the reasoning. Except a possible suggestion that the 27282 properties are not all located in the Jamestown Town limits. Mayor Volz suggested we speak to Sen. Trudy Wade and Representative John Faircloth for an explanation.

14. Budget Amendment – Gallman presented budget amendment #6. This amendment is needed to reduce the budget for the State distribution not received to date due to adjustment from the repealed excise tax on piped natural gas & adjustment to electric, telecommunication and video taxes. Budget amendment #6 also adjusts the budget for insurance money received for damage to the garbage truck. Total amount of budget amendment #6 is \$173,081.00.
15. Analysis of financial position of the Town of Jamestown – Gallman presented the budget summary for the month ending 12/31/15. She stated the Town has cash balances of approximately \$12,600,000.00. Of that amount about \$ 5,000,000.00 is reserved for specific usages.

The debt balance of the Town as of December 31, 2015 is as follows:

Sanitation truck	approximately \$146,000.00
Golf Course Renovation	\$800,000.00
Water/Sewer Maintenance/ Facility	\$600,000.00

Gallman presented the detailed financial statement for December 2015. She noted on the report the lack of utilities distribution. We did receive the pass through grant money for the Jamestown Library from Guilford County.

There were no questions for Gallman.

16. Ragsdale High School Representative Report – Alex Stanco reported that Ragsdale High School finished its exams today. The second semester will start Monday January 25th, 2016. Ragsdale plays its rival, Southwest, tomorrow in basketball at 7:30 pm at Southwest. The students will now register for courses on-line for the next school year.

17. Public Comment Period –

Tom Tervo said he hopes the Council will take into serious consideration what the architect said. He was clear if the Council cannot find the money, then the project should be postponed until funds are available. He agrees. Tervo said this project is greens only. Remember that tees and bunkers still need to be done.

Council Member Ragsdale said the Town needs to promote the golf course to bring back play. The Town has never really properly promoted the golf course.

18. Council Discussion on Mission/Vision Statement – Mayor Volz presented to the Council a draft of a Mission and Vision Statement for the Town of Jamestown. He said this will give the Council & staff a vision for the direction of the Town. He would like for the Council to adopt a Mission & Vision statement. What he presented is only a draft. He stated he would like for the Council representatives on the Parks & Recreation & Planning Board to give this draft to those committees as well. He would like their input. In combination with discussions on the budget & the CIP, he would like for the Council to discuss and approve a Mission & Vision Statement. He feels it will give future Councils and volunteers on the Parks & Recreation Committee and Planning Board an understanding of what the Town is trying to do. Council Member Straughn suggested getting a copy to the JBA as well.

19. Manager's Report – Smith said the Clubhouse project is on-going. He has requested Dunbar & Smith Contractors give us an estimate on replacing the gutters, replacing siding, painting and new roofing on the Cart Barn to match the new Clubhouse.

The Town received good news. We got construction authorization on E. Main Street and just heard we got funding secured on the E. Fork Rd. project. (Federal & State)

Smith reported the development project at the entrance to Town on E. Main St. & Penny Rd. is back on track for development. This is within High Point's jurisdiction. Smith said the Council discussed in the past to place a Welcome to Jamestown monument sign at this location. There is really no place to erect a sign. If the developer would sale a piece of land to the Town, then could possibly have a place to erect it. However, that remains to be seen.

Smith said he has been following up with NCDOT regarding lowering the speed limit on Main Street from 35 to 25 mph. Also, lowering the speed limit on E. Fork Rd. to 35 mph for the entire road. He is still waiting to hear.

20. Other Business –

Council Member Ragsdale reported some street lights are out on E. Main St. Smith said these have been reported. It is an underground issue.

Council Member Ragsdale said he got a call from the Jamestown Veterans Group saying the Town is now going to charge them to use the Civic Center. They are not a club and do not have a dinner meeting there. He thinks it is to our advantage to let them have a space to meet. Their meetings are not long. As long as it does not conflict with anything. They do a lot of good.

Smith said he first starting meeting with the Veterans Committee when they were in the planning stages of the Wrenn Miller Park and the Veterans Monument. He was involved in their meetings. We did not charge them and allowed them to meet after hours. They continued to meet after that. He did not realize they were still meeting. Smith said by the letter of the Facility Use Policy, we are supposed to charge them.

Mayor Volz said if it is a policy then Council can amend the policy. Smith said of course you can do that. Smith stated the afterhours is where we get into problems. Council Member Ragsdale asked Smith to talk to the Veterans Committee and report back to the Council next month. Smith said he talked to Bruce Dillon (Chairman) about it. Dillon said the Civic Center was just a good central place to meet. However, as small as the group is they could meet at someone's house. Smith said if they could meet during business hours (during the day) they could use the Civic Center it is open. Mayor Volz asked Smith to talk with Bruce Dillon and work out a compromise.

21. Council Member Nixon-Roney made a motion to adjourn. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

The meeting ended at 8:38 pm.