

Regular Meeting of the Town Council
Council Chambers

February 18, 2014
6:30 pm

Minutes & General Account

Council Members Present: Mayor Volz, Council Members Thomas, Montgomery, Nixon-Roney and Ragsdale

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

Ragsdale High School Representative: Marissa Walsh

Visitors: Ethan Miracle, Freddy Harrill, Lorri A. Stephenson, Chop Marley, Phillip Stahlmann, Joey Mazzoni, Susan Fay, Mark Fay, Tyler Adcock, Nick Adcock, John Adcock, John Dixon, Tom Tervo, Bret Miller, Ben Foley, Walker Remris, Shawn Rogers, Jamie Cyrus, Archer Joyce, Mike Fox, Sterling Kelly, Carol Brooks, and Kevin Bottomley.

1. Call to Order – Mayor Volz called the meeting to order.

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

- Week of February 17th, 2014 is the last week for loose leaf pickup – after that leaves must be placed in clear plastic bags at the curb
- Guilford County Animal Control Rabies Clinic will be Saturday March 8, 2014 from 9:00 – 12:00
- Guilford County Animal Shelter will have pets for adoption at the Rabies Clinic
- Arbor Day March 21, 2014
- Women in Construction – week of March 28th is recognition of Women in Construction

Mayor Volz publicly announced that many citizens have complemented and thanked the Public Services Crew for the great job of clearing the streets during the recent snow storm.

Mayor Volz called for a moment of silence.

3. Approval of minutes from January 21, 2014 meeting – Council Member Nixon-Roney made a motion to accept the minutes as presented. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

4. Public Hearing to consider a rezoning request from Multi-Family Residential (MFR) to Conditional Zoning-Multi Family Residential (CZ-MFR) for property located at 502 W. Main St. – Johnson stated this Public Hearing is a rezoning request from MFR to CZ-MFR for the property located at 502 W. Main St., which is Jamestown Village Apartments. The site consists of approximately 5.37 acres. The applicant has offered the following condition.

1. The number of dwelling units shall not exceed 88.

The property is currently zoned Multi-Family Apartments. The property is bordered to the North by High Point City Lake, to the South by the commercial property of Kerr Drugs, the East by SFR Forestdale Subdivision, and to the West by High Point City Lake Park.

The property is located in our Primary Growth area of the Land Use Growth Strategy map. It is located in the Multi-family portion of the Town's Future Land Use Map of the 2020 Land Development Plan. The property is serviced by Town water & sewer.

The applicant is requesting to demolish two of the structures they feel are beyond repair. They plan to establish a new building on the rear of the property. This is the reason for the rezoning request. The construction of the new building will increase the number of units on the property, exceeding the current zoning district density.

The applicant held a community informational meeting on January 9th, 2014. Eight citizens attended, several members of Burkley Community staff, Town staff and one Planning Board member.

Johnson said the Planning Board met on January 13, 2014 and did vote unanimously to recommend in favor of the rezoning. Art Wise, Planning Board Vice Chair, was present and stated the Planning Board was unanimous in their support of this rezoning request. Although, they want to increase the number of units, they want to decrease the number of people. They plan to build back with 1 BR apartments instead of 2 & 3 BR's. The market they are targeting are young professions. The Planning Board was also impressed with the success the company has had with like projects. The Planning Board is looking forward to a complex that will be better managed and maintained.

The applicant, Sterling Kelly, Burkley Communities, stated his company has been an owner/operator of apartment communities in Greensboro and the Piedmont Triad area for over 30 years. He introduced members of his team that were present. Kathleen Leary is the full time on-site Community Manager for Jamestown Village Apts.

Mr. Kelly stated that the purpose of Burkely Communities is to build the area's best apartment communities. We build quality in the physical environment. However, everything we do centers around people. They communicate with the residents and what they value. Burkley Communities received 2 PARAGON awards in 2004 & 2009 as national models of excellence. Both communities are located in Greensboro.

Kelly stated the first time he and staff viewed Jamestown Village Apartments was in 2012. Their first reaction was that this was a needless and senseless waste of asset. It is in a great location. One can walk to the elementary school, walk to the Library and the Park. These are basic makings of a great residential community.

They were made aware of the checkered past of the community. It has attracted residents that did not obey community policies. The Management Company over the years did not enforce the rental policies and contracts in place. Burkley Communities began immediately to enforce the policies and contracts in effect.

They feel this site is a classic candidate for a renovation. They have white washed the brick buildings, replaced windows, replaced sliding glass doors, installed privacy fencing on balconies and patios. These improvements are already underway. They are totally committed to renovating the property. They will

be demolishing two of the buildings that had foundation settlement issues due to bad fill dirt. They would add back a community center and office building and a new residential building. They feel the courtyard is a unique aspect of the site. The rezoning request of 16 additional 1 BR units will allow them to realize the highest and best use of the property.

Council Member Nixon-Roney stated in the interest of full disclosure, she met with Mr. Kelly and she was impressed with the changes he proposed. She has been watching the progress. She feels it is a positive thing. Mayor Volz agreed it is a positive project. Council Member Ragsdale said the site is a great location and has been in dire need of attention.

Mayor Volz opened the Public Comment period of the Public Hearing. Mayor Volz asked for anyone in favor of the rezoning to please come forward and speak. Seeing none, Mayor Volz asked for anyone opposed to the rezoning, to please come forward and speak. Seeing none, Mayor Volz closed the Public Comment portion of the Public Hearing and opened up to the Council for discussion.

Beth Koonce, Town Attorney, addressed the Council. She stated since this is the first rezoning request we have had this year, she is changing the procedure for approving or disapproving rezoning requests. The statues now require when Council discusses and votes on approving or denying rezoning requests, the Council basically has to give their reasons for their decision. That decision needs to be done in a two-step approval process. 1. Move to approve a request and state your reasons that the request is reasonable and in the best interest of the Public. Also, that it complies with our Comprehensive Plan. Denying a rezoning would be the same process. Council moves that the rezoning is inconsistent with the Plan and give your reasons. The Town Attorney distributed to the Council a Statement of Consistency and a Statement of Inconsistency. Step #2, Council votes on the approval or denial of the rezoning request.

Council Member Montgomery stated she was present at the Planning Board meeting. She stated the building closest to the Main street will be a one story building. This will open up the Courtyard. The large building to be constructed will be to the rear of the property.

Council Member Nixon-Roney made a motion to adopt the finding that rezoning the property described in rezoning case #2014-01 from MFR to CZ-MFR is consistent with Jamestown's 2020 Land Development Plan and is reasonable and in the public interest because it will aide in the appearance, cut down on crime and is consistent with our Land Development Plan. Council Member Montgomery made a second to the motion. On a roll call vote:

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

Passed by unanimous vote.

Council Member Nixon-Roney made a motion to approve rezoning case #2014-01. Council Member Ragsdale made a second to the motion. On a roll call vote,

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

Passed by unanimous vote.

5. Public Comment – none

6. Annual presentation from Guilford County Sheriff's Department – Lt. David Pruitt presented the annual report for year 2013. Lt Pruitt reported Part 1 crimes consist of aggregated assault, violent crimes and property crimes. Part 2 are the lesser offences. For 2013, Part 1 crimes in Jamestown were as follows:

- 1 robbery
- 3 aggravated assaults
- 12 burglaries
- 47 larcenies
- 1 motor vehicle theft

Total 64 Part 1 offences.

From 2008-2013 no homicides reported for Jamestown. From 2012 – 2013 the Town is down 18% in Part One offenses. In 2013 the Sheriff's Department had 1527 calls for service. This is down about 1000 calls or 7% from last year.

7. Presentation of Jamestown Public Library regarding grant funding – Jamie Cyrus, Library Manager, presented the overview for the Jamestown Library. The Library opened in 1988 with approximately 700 items. Currently have about 25,000 items.

The income for the Library basically comes from 3 sources:

- Town of Jamestown \$60,000.00
- Guilford County Board of Commissioners \$55,500.00
- Friends of the Library & Private donations \$35,830.00

The \$60,000.00 from the Town of Jamestown is allocated as follows:

- \$30,000.00 reserved
- \$25,000.00 for salaries
- \$5,000.00 for building and maintenance, insurance.

The Library offers a popular summer reading program, book clubs, special programming, informational classes, etc. Last year we had an estimated 55,000 patrons at the Library. Checked out almost 64,000 items. The public computers are frequently used. They had over 6700 active library account cards issued.

Over the past 6 months – July to December:

- \$1,700.00 spent on repairs & maintenance
- \$2,000.00 spent on building insurance
- \$20,000.00 for payroll.

Cyrus thanked all the volunteers at the Library. They could not do what they do without the volunteers.

8. Presentation of Mary Perry Ragsdale YMCA regarding grant funding – Kevin Bottomley, Executive Director, stated the YMCA is celebrating their 10th anniversary in May. The Y would like to erect some 10th anniversary banners in the downtown area.

Last year the Town granted the YMCA a grant of \$50,000.00 for debt service. Last year in addition to the \$50,000.00 the YMCA provided an additional \$327,000.00 in debt service to help pay down the balance due on the building.

Bottomley stated that over 374 households are members of the YMCA that live in the Town limits of Jamestown. The YMCA membership numbers continue to go up. The operating budget for 2012 vs 2013 was increased by \$56,000.00.

9. Presentation of Historic Jamestown Society regarding grant funding – Shawn Rogers, Director of Mendenhall Plantation. He thanked the Town for its continued support. Last year 3000 people visited the Mendenhall Plantation from 48 different states and 9 countries. The Village Fair event drew over 600 attendees, a new record.

The Historic Jamestown Society participated with the Ragsdale YMCA summer program last year as a site venue. Approximately 100 children participated. The Historic Jamestown Society also joined the Jamestown Library on several programs.

Rogers stated the primary reason for the grant was to secure aesthetically pleasing historically accurate fencing at Mendenhall Homeplace.

- This will bolster security at the site.
- Improve aesthetics of the area
- Project is an important step towards improving the standing at Mendenhall Homeplace as a first rate tourist attraction; by helping to promote the flow of traffic for guests.

Unfortunately, they have encountered a number of issues while implementing the fencing project. We had to acquire a Certificate of Appreciation from Guilford County since the Mendenhall Plantation is a historic landmark. A turnover in personnel has delayed the project. The lead county planner is now helping with the project. Work should commence on the fence in the near future.

10. Presentation of regional Water Quality Preventative Maintenance Program – Paul Blanchard informed the Council that during the period beginning April 14, 2014 through May 11, 2014, there will be a regional Water Quality Preventative Maintenance Program conducted by the water utility partners; consisting of Archdale, Burlington, Greensboro, High Point, Jamestown, Randleman, Reidsville and Piedmont Triad Regional Water Authority.

This process will involve a temporary switch from present chloramines to chlorine in order to optimize water quality in our distribution system. For most individuals there will be no negative effects as a result of the change, however, precautions must be taken to remove chlorine and chloramines. There are 3 groups that need to take extra precautions: kidney dialysis patients, fish tank & pond owners, and some businesses that use water in their production process. Some customers may notice a temporary change in the taste, odor or color of the water. This is a normal part of the process and customers should be reassured that the water quality will not be affected.

11. Memo of Understanding High Point Metropolitan Planning Organization – Mayor Volz presented a revised Memo of Understanding for the transportation planning for HPMPO. The MOU needs to be revised to accommodate changing membership in the MPO and to accommodate changes in federal and/or state law. Due to the 2010 Census, the High Point MPO needs to add two new jurisdictions; Denton and Lexington. This MOU also clarifies the role of the Transportation Advisory Committee (TAC) and describes them as the Board of Directors. The Technical Coordinating Committee (TAC) is described as an interagency technical committee whose role is to advise the TAC.

Council Member Ragsdale made a motion to adopt the revised Memorandum of Understanding for Metropolitan Planning. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

12. Proclamation Observing Arbor Day – Matthew Johnson presented a Proclamation Observing Arbor Day. The Town just received its sixth year as a Tree City USA. The date of observance is Friday, March 21, 2014, details as to the event will be released soon.

Council Member Montgomery made a motion to approve the Proclamation Recognizing Arbor Day. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

(Proclamation)

13. Presentation of preliminary design of Jamestown Park & Golf Course Clubhouse and Public Services Facility – Smith handed out hard copies of the preliminary site plans. Robbins stated the Public Services Facility has been neglected for quite a while. The existing office/maintenance building is in very bad repair. Robbins has been working with the Public Services Director to come up with a plan to upgrade the whole facility to be something that will be acceptable for the next 20 – 30 years. There has been some on-going site work. Robbins feels it is a good location for the Public Service Department. However, presently the equipment is not being protected as it should be. We would like to have a shelter to house large truck and pieces of machinery so that the crews could actually drive through the shelter. Robbins did a similar project for the Town of Archdale and it worked out nicely.

Robbins commented that parking and paving are a part of this project. They are proposing two bays that you can drive through; one for washing vehicles and one bay for minor repairs. (change oil, tires, etc.) Also, proposed is to relocate the fuel dispensing area. Robbins presented schematic plans showing the wash bay, vehicle maintenance bay, compressor room, supplies, storage, and lockers for staff, eye wash area, washer/dryer, and lift for servicing trucks.

Proposed plans show the entry of the building houses 3 offices, break area and conference room. The Public Service Department has required training classes. It makes sense to have a training room with table, chairs and video equipment to conduct the training classes. Presently, the Public Services crew has to reconvene at the Town Hall. By having a training room at the Public Service Facility would save time in logistics. Also, included are 2 toilets, showers and assignment areas. These changes will provide a better facility and better working conditions.

Robbins then presented preliminary plans regarding the Clubhouse. He stated the Town Manager and Mayor have attended 3 meetings with an advisory board to get input on their recommendations. He got some very good ideas from these meetings. They are proposing to renovate the existing building. This will provide more space in the kitchen area. He has prepared a schematic layout enlarging the kitchen to serve present needs and catering for other events. They tried to plan a facility to accommodate for

the next 25 – 30 years . Robbins reconfigured the ladies toilets to enlarge the kitchen area and reconfigured the men’s toilet to enlarge the pro shop area. There are some drainage issues with the plumbing and this needs to be addressed.

The Community Room has been extended out 6’ to accommodate special events. He has added a drive-thru window for golfers to place food orders. Added an outdoor covered area to have outside dining. The existing meeting room added doors to allow a separate private event. The facility will accommodate future needs for the long term. Robbins said we have options to do this projects in phases. At the end of the project, the facility will look like a brand new Clubhouse.

Robbins said the existing structure is not energy efficient. There are lots of insulation issues, losing heating/cooling from windows. The building was built in the mid 70’s and needs new insulation and HVAC units that are energy efficient. Council Member Nixon-Roney stated it would be nice to have a facility where people could hold community events.

The Town Manager asked for direction from the Council as to how they wanted him to proceed. Smith stated first the Town needs to have an initial meeting to approach the Local Government Commission to present the idea of the combined Public Services & Clubhouse Projects. At that point, if we get approval from the LGC, we then set a formal meeting with LGC.

The next step involves engaging Gary Robbins. He is not under contract at this time. The Council can see that Robbins has done more than just a simple schematic proposal. Smith stated from previous Council decision, the Town is going to engage Robbins as the architect for the Public Services Facility Project. Smith stated it would be necessary for the Council to approve a budget amendment of approximately \$10,000.00 from the General Fund. This budget amendment will allow Robbins to prepare the necessary plans to go before the LGC.

Smith stated the first requirement is for the Council to consider Robbins for both design projects; Public Services Facility & Clubhouse. Secondly, give the Town Manager direction to set up an informal meeting with the LGC to present the idea of the combined Public Services Facility and Clubhouse Project. Council Member Nixon-Roney stated she does not see a down side to pursuing with the LGC. We know something has to be done.

Smith stated we have prepared a \$10,000.00 budget amendment. Per the Design Fee Proposal of Robbins, the \$10,000.00 will bring the project through the design phase. The estimate for the overall design cost for Robbins is \$71,250.00. The \$10,000.00 budget amendment will allow Robbins to prepare preliminary plans necessary to determine if the Town can move forward with the Project. Then Council can decide if they want to proceed.

Smith stated the Public Services Facility is on track for design services for the building in this budget year and next budget year.

Council briefly discussed the PARTF grant that the Town applied for to do renovations at the Golf Course and Park. Smith stated if the Town was awarded the PARTF grant it would be 2 – 3 years before construction would begin. Planning would be done in the first 1 – 2 years.

Council Member Montgomery asked the Finance Officer where the funds for the budget amendment in the current year would come from. The Finance Officer stated it would come from appropriated fund balance.

Council Member Thomas made a motion that Robbins Architecture be selected to work on design of both projects. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

Council directed the Town Manager, the Finance Officer and the Mayor to make the initial meeting with the LGC to see if it is possible to move forward with the combined project plan.

14. Budget amendment – Judy Gallman presented Budget Amendment #5 – requests to move money within the sanitation department to hire a sanitation worker. At present, there is 1 temporary and 1 full time employee on the sanitation truck. The Town would like to make this 2 full time employees in this fiscal year.

Council Member Nixon-Roney made a motion to approve budget amendment #5 in the amount of \$8,350.00. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

(Budget amendment)

Gallman presented budget amendment #6 in the amount of \$10,000.00 to set up a line item to budget for design work on possible Pro Shop renovations. Council Member Thomas made a motion to approve budget amendment #6 in the amount of \$10,000.00. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote.

(Budget amendment)

15. Analysis of financial position of the Town of Jamestown – Gallman presented the financial statement of the Town of Jamestown for month ending 1-31-14.

The summary report highlighted that the Town has cash balances of 8.6 million with approximately 2.7 million in reserves.

Gallman included the schedule of revenues, expenditures and changes in fund balances for the Wrenn Miller Capital Project Fund as of January 7, 2014. The project is basically complete. At some point, we will close the entire capital project.

The detailed financial statement is mainly normal reoccurring expenses and revenues.

16. Approval of text for Oakdale Cotton Mill Historic Marker – Martha Wolfe stated the Oakdale Cotton Mill Historic Marker was hit by a vehicle. The marker could not be repaired. The marker is covered under the Historic Jamestown Society's insurance, however, we are requesting a change in the text on the marker due to the closing of the Mill. Council must approve any text on the markers.

Council Member Montgomery made a motion to approve the amended text for Oakdale Cotton Mill Historic Marker. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

17. Public Comment

Tom Tervo, 2 Langholm Ct., for the record expressed his concern that if tax payer's base is a limited amount, meaning we have limited resources to do projects, he feels we must set priorities. He believes the priority should be in spending those resources on the Golf Course as opposed to spending funds on the Clubhouse. Worst case scenario, we get started on the Clubhouse and we don't get the PARTF grant. If you go ahead put funds toward the Clubhouse there could be a shortage of funds for the Golf Course. I think of the Golf Course as a place of recreation and a potential revenue generator. Right now in it is in the red.

Improving the Golf Course in the ways we have talked about will improve and increase play. I absolutely believe that. On the other hand, I respectfully disagree that putting a party room and updating the Clubhouse in the way that is planned will increase revenue significantly.

18. Other business –

Mayor Volz wanted to publicly thank Mickey Peeler for his contribution to the Wrenn Miller Park. He donated an urn to use as a time capsule to be buried in the Park.

Mayor Volz asked Marissa Walsh, High School Representative, for any news from the High School. She stated it was exciting to meet the Governor when he came to the High School recently.

No other business.

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

The meeting ended at 8:25 pm.