

Regular Meeting of the Town Council
Council Chambers
August 19, 2014
6:30 pm

Minutes & General Account

Council Members Present: Mayor Volz, Council Members Montgomery, Nixon-Roney and Ragsdale
(Council Member Thomas absent)

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

Visitors Present: Jim Weiner (Harvest Church), Don Douglass, Greg Stine, John Dixon, David Williams, Mary Gillett (Guilford County Dept. of Public Health) Lawrence & Becky Straight, Charles Jones, Art Wise, Bill Thacker, Sarah Glanville, Rich Glover (Jamestown Engineering) Carol Brooks (Jamestown News), Tom Trevon

1. Call to Order – Mayor Volz called the meeting to order.
2. Community Reflections – Mayor Volz announced the following community events:
 - August 24, 2014 – Jazz in the Park – Please note the time change to 7:00 pm
 - Town Hall closed on Monday September 1st, 2014 for Labor Day Holiday – Recycling will run as usual on Monday
 - Parks & Recreation Advisory Committee meeting date changed to Monday September 8, 2014 at 6:00 pm
 - Deadline for Time Capsule Entries is September 5, 2014
 - November 9th, 2014 will be the Time Capsule Ceremony at Wrenn-Miller Park
 - Annual Barbeque for Jamestown Library is Saturday, September 27th, 2014

Mayor Volz asked all to bow their heads for a moment of silence.

Mayor Volz asked for a motion to amend the agenda to remove item #11. Council Member Montgomery made a motion to delete item #11 from the agenda at this time. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

3. Approval of minutes from the July 15, 2014 meeting – Council Member Nixon-Roney made a motion to approve the minutes from the July 15, 2014 meeting as written. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

4. Resolution Honoring the Retirement of Lawrence Straughn - Mayor Volz called Lawrence forward. The Mayor read and presented a Resolution Honoring the Retirement of Lawrence Straughn.

(Resolution)

5. Continued Public Hearing to Consider a Minor Land Development Ordinance change to Article 12.11 “Off-Street Parking Requirement”, specifically, to “Churches, Synagogues, and places of worship” category of the off-street parking tables.

Mayor Volz stated the Public Hearing from the July 15, 2014 meeting was continued to the current meeting. Mayor Volz called on Matt Johnson to continue with the proposed amendment to parking requirements.

Johnson recapped the proposed amendment. He stated a request was made by Rich Glover, Jamestown Engineering, which was related to a specific site regarding parking tables in our ordinance. He requested a minor change in the parking table for Churches, Synagogues and places of worship. The request was for the minimum parking standard remain the same but the maximum parking be allowed to change to allow 1 space for every 1.5 seats. The request we are considering applies to all churches & synagogues and places of worship in our jurisdiction. It is not specific to any one particular site. Although, the request is related to Harvest World Outreach Church. Staff reviewed the request and suggested the maximum parking allowed for churches, synagogues and places of worship be changed to read 1 space for every 1.75 seats.

The second part of the request was to permit staff some flexibility in parking standards, as parking requirements cannot cover every possible situation, nor can the table be considered exact. Glover suggested that the TRC Committee have the option to allow deviation up to 25% from the standards in the tables. The TRC may require "equal or better performance."

At the Planning Board meeting in June, the Board did recommend in favor of adopting the changes in parking tables but the Board did not recommend the flexibility language. The Planning Board may reconsider this topic at their next regularly scheduled meeting.

Art Wise, Planning Board Vice-Chair, confirmed that the Planning Board did approve the amendment to the off-street parking requirements as presented by Jamestown Engineering. The Planning Board did not agree with the flexibility in parking standards. The Planning Board felt the standards were there for a specific reason and the Planning Board and the Council should be able to review these cases and not allow that much flexibility. The Planning Board and the Town Council should maintain more control and not adopt the flexibility standard.

Rich Glover, Jamestown Engineering Group, introduced Jim Weisner representing Harvest World Church. Glover stated in the Town's ordinance is a maximum allowed parking. In his 19 years of doing site plans, he has never had a client that wanted to put in more parking than required by the Ordinance. Harvest Church has volunteers for both services and often the services overlap. The Church is in great need of more spaces. Actually, more spaces than they are building. However, they are restricted by the physical restraints of the site.

Glover stated the Town's current ordinance was adopted in 2009. Since that time there has been little development due to the recession. Now that construction is picking back up, we are testing the ordinance for the first time. These ordinances are put together often using models from larger towns that really don't always apply to a smaller town. Therefore, he suggested the flexibility standards to allow the TRC Committee the ability to review on a case by case basis minimum adjustment to parking standards. Hopefully, the TRC could handle minimum adjustments without the time constraints of waiting for Board hearings. (Planning Board and Council)

Mayor Volz opened the Public Comment Portion of the Public Hearing. The Mayor asked for anyone in favor of the amendment to please come forward, give your name & address. There was no one. Mayor Volz then asked for anyone opposed to the amendment to please come forward, give your name & address. There was no one.

Mayor Volz then closed the Public Comment portion of the Hearing and opened to the Council for discussion.

Council asked the applicant to elaborate on the flexibility issue for parking standards. Glover stated the suggestion of the flexibility in parking standards to allow TRC a 25% deviation in parking standards was mainly to alleviate time constraints for the applicant in the process of Board Hearings.

Council Member Nixon-Roney made a motion to adopt the ordinance as amended by the Planning Board recommendation of approving the change to the Off-Street Parking Requirement Table to a maximum of 1 space for each 1.75 seats. 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

The motion passed by unanimous vote.

(Statement of Consistency)

The Town Council did not approve the request for article 14.3-4 Flexibility for Parking Standards.

6. Public Comment Period-

Don Douglass, 202 Edwards Lane, spoke about the golf course employees and the intent to take away their golf privileges at the course. Douglass said he does not know of any municipal golf course that doesn't allow their employees to play golf. These employees are leaders hired by management. When you get a big tournament you need these FT reliable employees that work well together. He thinks it will be a big mistake not to at least give some of their privileges back.

He has volunteered with First Tee Program for the last couple of years. Staff at the Golf Course is very cooperative and gives them everything they need for this program. This does a lot of good for our youth.

The Jamestown Civitans have their tournament at the Golf Course. The staff is always very professional and cooperative for the tournament. Civitans raise a lot of money with this tournament. We need these people that show up and do their jobs. He urged the Council to re-instate some kind of golf privileges for these employees.

7. Presentation by Guilford County Department of Public Health regarding the prohibition of smoking in public places - Mary Gillet, Tobacco Prevention Coordinator, Guilford County Dept. of Public Health - Ms. Gillet gave a presentation to the Council regarding the local authority and benefits to regulating smoking. She also presented the Town Council with the Guilford County Board of Health Resolution on the Prohibition of Smoking in Public Places. This resolution was adopted by the Guilford County Board of Health on April 21, 2014.

8. Consider adoption of an Ordinance Amending the Code of Ordinances Article VI Relating to Water & Sewer for the Town of Jamestown regarding Posting of Partial Payments per G. S. 160A-314 (b) - Chuck Smith provided the Town Council with the NCGS 160A-314(b) which states a city shall have the power to collect delinquent accounts as provided by law for collecting and that the city may specify by ordinance the order in which partial payments are to be applied among the various enterprise services covered by a bill for service.

Jamestown does not currently have an ordinance specifying the order in which partial payments are applied. The proposed ordinance stated payments whether full or partial shall be applied to the customer's account as follows: 1) Any reconnect fee 2) Any return check fee 3) Misc. charges 4) any late fees 5) garbage fees 6) sewer charges 7) water. Gallman stated the order of payments described is the order the Town's current accounting software is set up to process.

The Council discussed the proposed ordinance and priority of payments. Gallman stated this is a recommendation by the School of Government. If someone comes in and wants to make a partial payment, they could request where the money is posted (which service it goes to). It would be very difficult for the Town to do that. We need an Ordinance in place to confirm the order of payment.

Council Member Nixon-Roney said it seemed unnecessary. Council Member Montgomery clarified that current policy is that all of the balance of an account must be paid before water is turned back on. The Town Manager stated the account would either have to be paid in full or establish a payment plan with the Town. There must be an effort by the customer to let us know when they can pay the account. The Town will work with them. Council Member Montgomery asked if a person has a payment plan with the Town, will the water be turned back on. Smith stated it would be. Gallman stated the described order is the current practice of the Town. This ordinance would put in writing our current policy.

Council Member Montgomery made a motion to adopt the Ordinance Amending the Code of Ordinances for the Town of Jamestown Posting of Partial Payments of Water/Sewer bills. Council Member Ragsdale made a second to the motion. The motion passed by a unanimous vote.

(Ordinance)

9. Consideration of special events permit for Mid-Atlantic Region Arthritis Foundation Triad Jingle Bell Run – Martha Wolfe stated this is the 3rd 5k Run held for the Arthritis Foundation. They start & end at High Point City Lake. However, the route is through Jamestown subdivision and Town streets. The Arthritis Foundation does supply their own law enforcement, signage, etc. They are not asking anything of the Town except permission to use our roads. They have their insurance, non-profit status, and all the necessary paper work.

Council Member Nixon-Roney made a motion to grant the Special Event Permit request for Mid-Atlantic Regional Arthritis Foundation Triad Jungle Bell Run scheduled for 11-22-14. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

10. Suggested Revisions to the Town of Jamestown Complementary Play Policy – Mayor Volz made a comment to the best of his knowledge there is no attempt to take away any play from anyone.

Michael Hutcheon addressed the Council. He stated there should be in the Council packet, some proposed changes in the current Complementary Play Policy. The suggested changes, especially regarding Part-Time employees, this policy creates a more concise description across the categories and brings more into line with our golf course. My request would be that you approve the revisions adopted in policy from March 1996 shown in document #2 with approval of revisions in red.

The Town Manager stated the current Complementary Play Policy was adopted in 1996. The proposed Complementary Play Policy incorporates some of the recommendations by the Golf Pro and the adopted 1996 policy. The current policy is 18 years old. The 1996 policy discusses Deep River Fire Dept.,

Jamestown Fire Chief and Jamestown EMS. There are things that are outdated and simply needs to be revised.

The Council discussed the proposed revisions to the current Complementary Play Policy. Council Member Nixon-Roney asked Hutcheon if he had reviewed this proposed policy with people involved such as Part-Time employees and Retirees. Hutcheon stated the one question he would have is that there is no reference to range uses. He said there are some instances where there are range uses by the High Schools and the First Tee Program. Smith stated this could be included with green fees and cart fees. In the proposed policy revise to include “driving range privileges” after green fees and carts for all the categories listed.

Hutcheon stated in the Part-Time Employee discussion, we have some caveat for certain times on the weekends. He feels that should be throughout all the categories. For green fees for Part-time employees there is a distinction for weekdays, weekends and time frames. But there are no distinctions for the other groups. Hutcheon feels this should be consistent throughout the Policy for all categories.

The Council agreed that the policy should be consistent for all categories and to add the time limitation Mon-Friday and after 2:00 pm on Sat., Sunday and Holidays and that the complementary player may receive complementary green and cart fees on weekends or holiday mornings if at least one (1) player in his/her group pays the full rate for green and cart fees.

Council Member Nixon-Roney was comfortable with the policy providing that the range fees were added to each category and make sure that the stipulation of the limited weekend and holiday play applies to everyone. Council Member Ragsdale agreed the revisions should be consistent across the board.

The Town Manager stated just to be clear, Council is requesting the following language be added:

Monday – Friday and after 2:00 pm on Saturday, Sunday and holidays receive complementary green & carts fees on weekends or holiday mornings if at least one (1) player in his/her group pays the full rate for green & cart fees.

This statement applies to:

Jamestown Firemen

Jamestown EMS and Sheriff Deputies

PGA Officials

Council Members

Town Employees

The Town Manager also said for each group that receives complementary green fees and carts fees to add driving range privileges.

Council Member Ragsdale made a motion to approve the proposed Complementary Play Policy with the revisions based on the Council discussion. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

11. Quarterly Golf Course Report – Hutcheon stated for the last quarter ending June & July, he did a snap shot of that time frame for the last 5 years. This quarter was the 2nd highest total we’ve had in the last 5 years. (for that time period) 2010 was a little bit higher, however, there were less weather days which affects play. Things have been on the upswing in the last 3 – 4 months.

PRGA plays a lot of rounds at the course. They play at the course 3 days a week. The Fall Classic is coming up in October. It is pretty much filled at this time. The Civitans Lobster Fest is August 23, 2014. They hope to do a Spring Classic next year.

12. Analysis of the financial position of the Town of Jamestown – Gallman presented the financial statement for month ending July 31, 2014. She stated the cash balances for July 2014 is approximately \$8.4 million of that approximately \$2.5 million is reserved for specific usages.

She presented the detailed financial statement for July 31, 2014. This statement reflects the Town paid the grants to the YMCA and the Historic Jamestown Society. We paid part of the audit report expense.

There were no questions for Gallman.

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

14. Other Business –

Mayor Volz stated that City of Greensboro would like to change the name of the road "Jamestown Bypass" and call it "Gate City Boulevard". (which is the existing High Point Rd.) Greensboro would like to have it named Gate City Boulevard from Lee St. to Vickery Chapel Rd. The Mayor asked the Council their opinion for the name of the road in our jurisdiction.

Council discussed the location of the existing High Point Rd. (Gate City Boulevard) beginning at Lee St. in Greensboro. The Council would like the opportunity to name the road where it enters Jamestown's ETJ. They felt it was necessary to have the road named with a Jamestown flavor. People would identify they were entering Jamestown. Smith said there is a possibility to rename the road beginning at Mackay Rd. It was decided to put this item on the September agenda and to request citizen input.

Still under other business, Council Member Montgomery discussed the meeting about parking held a few weeks ago with business owners and property owners. She stated the only thing that we as a Council/Town can do is to make the Public Parking Signs more visible.

Mayor Volz stated we had a meeting with business owners about 2 years ago when the topic of Public Parking signs came up. The Town asked the business owners to partner with the Town on the cost of the signage. None of the business owners were interested. The Town placed a public parking map on the Town website and advised the local business owners of where public parking is available.

Council Member Montgomery said the public parking signs need to be more visible. They need to be bigger, they are not visible to people coming to Town that need to find public parking. The Sidewalks tie all the public parking together to the venues, but if people can't see where to park, they don't know what is available. Council Member Ragsdale stated we need to raise awareness of the number of spaces available.

The Council discussed Public Parking verses Private Parking. Council Member Nixon-Roney feels we need to make the Public aware of Public Parking available and also where towing is enforced on Private Parking lots. Mayor Volz suggested this topic be brought to a Planning Board meeting. Then the Planning Board make a recommendation to the Council. Council Member Nixon-Roney was agreeable as long as we get it on a Council Agenda. She said we have created/marketted Jamestown as a destination now it is our responsibility to educate the public on the parking issue.

The Town Manager stated the Public Parking map is still available on the website. The “way finding” signs discussed earlier cost \$8400.00, which was more than half of the Town’s budget. The Public Parking signs ordered cost less than \$1500.00 and we utilized the existing posts where we could. We could put larger signs, however, it would come at a cost. We can only get so big on an existing post before we have to go to another post. We would need a budget amendment to do this.

Mayor Volz referred to the meeting with business owners a couple of years ago, we asked the businesses to put forth ½ of the cost and the Town would pay the other half as well as install the signage. However, there was no interest by the businesses. The Town Manager stated that the Planning Board does want to re-visit the parking questions. He feels that will be brought up at some point.

Council Member Nixon-Roney made a motion to go into closed session to preserve attorney-client privileges and discuss matters relating to possible economic expansion of industry. Council Member Montgomery made a second to the motion. The motion passed by unanimous vote.

The Council reconvened in the office of the Town Manager. Time was 8:15 pm.

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

Council Member Nixon-Roney made a motion to adjourn closed session and resumed the regular meeting. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

16. Regular Session – The Council reconvened in the Council Chambers. Council Member Montgomery made a motion to resume the regular session. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote. The regular session resumed.

17. Adjournment – Council Member Ragsdale made a motion to adjourn. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote. The meeting adjourned at 9:08 p.m.