

Special Meeting of the Town Council
January 14, 2015
6:30 PM

Civic Center

Minutes & General Account

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

Staff Present: Chuck Smith, Judy Gallman, Paul Blanchard, Jeff Greeson and Martha Wolfe

Visitors Present: Charlie Dye, Tom Tervo, Joyce Volz, Hugh Cates, Jay McQuillan, Eddie Oakley, Carol Brooks of the Jamestown News, Shanna Moore, Ed Stafford, Dave Wadford, Ira Wade and Charles Dowdy

1. Call to Order – Mayor Volz called the meeting to order. He stated the purpose of tonight’s meeting is to gather citizen input. The Mayor also asked the public to take a copy of a handout prepared for the public. The handout is titled “Proposed Major Capital Projects at Jamestown Park”. The handout gives pertinent information on 2 projects; 1) Golf Course Improvement (Greens & Tees Complexes) 2) Clubhouse Renovation. These are 2 separate projects. The meeting tonight is to discuss the Clubhouse Renovation. The Mayor stated in the very near future we will be discussing the Golf Course Project. The handout gives details of the funding for both projects. The Town is in the process of applying for a PARTF grant for the Golf Course Improvement Project. We will know in August 2015 if we receive this grant.

2. Formal Public Presentation of the Concept Phase for Jamestown Park Clubhouse – Mayor Volz stated that the Town Council has no intention of increasing taxes in order to do this project. The plan is to seek approval of the LGC to agree to bank financing. One of the requirements for LGC financing approval is citizen support for the project.

The Mayor stated one of the elements proposed for the Clubhouse Project is the addition of a Community Center. A room that the public can use for community events. A Community Room could be used by the public, businesses and schools for events and meetings. Staff has introduced this idea to LGC and they were receptive to the addition of the new use at the Clubhouse. This new use would open the Clubhouse to more people other than golfers. It would be a great asset to the community.

Council Member Nixon-Roney stated repairs have to be made. Possibly we spend a little bit more and re-purpose the Clubhouse to allow more options. Council Member Montgomery added the fact that the addition of the new use is not just maintenance it is needed in order to receive LGC financing approval.

Mayor Volz introduced the architects working on the conceptual design phase; Peter Freeman and John Kennett. Peter Freeman presented a Powerpt. Presentation. He stated this building (Clubhouse) is an asset to the Town. It is a great building with a great view. The building itself is a very compatible structure. The building and roof line can easily be added onto.

There are some needs for the building:

- HVAC System/Energy Efficiency Problems
- Existing Kitchen under utilized
- Electrical

- Locker Rooms/Restrooms/Plumbing
- Entry/Aesthetics (way-finding)

John Kennett explained the process to date. Beginning November, 2014 their firm was hired to provide concept phase services for proposed additions and renovations to the Clubhouse. They visited the building several times to evaluate. They met with the Town staff and a volunteer group to help with ideas. They met with the Parks & Recreation Committee and the Guilford County Department of Public Health. The Health Dept. met them on-site to discuss food service options. They had a work session with the Council to get their thoughts and ideas. They then took this information and created plans. They made a plan of the existing building. As stated earlier, the building is not energy efficient and the bathrooms are out of date. There is wasted space in the bathrooms and locker rooms.

They put together a preliminary budget for these basic needs that must be done. (not increasing sq. ft.) These are just the things that need to be done to keep the building up and running.

Preliminary budget:

• Existing Building Renovation	4100 Sq. Ft.	
• General Construction		\$180,000.00 +/-
• HVAC		\$80,000.00 +/-
• Electrical		\$44,000.00 +/-
• Plumbing		\$16,000.00 +/-
• Equipment		\$29,000.00 +/-
 Total		 \$349,000.00 +/-

They looked at how to add a Community Room area to make the whole space work better. Efforts were made to add some more character to the building and use the golf course view in the design. They showed a new plan created which added covered porches to the building and added a large Grill Room on the back to utilize the golf course view. They created a dedicated entrance for the Pro Shop, entrance for the Grill Room and a Community Room. They set the uses in the core of the building. The building can be used during the day for multiple events. Then after hours, the Pro Shop could be shut down and the rest of the building used for other events. The design allows for several events to occur at one time.

The other use that was reviewed was Food Service. Different options include:

- Snack & Drink for golfers wanting quick service
- Grill Room – hamburgers & hot dogs
- Catering options for rented events

These items were discussed with Guilford County Health Dept. as to what they would or would not allow. We wanted to keep all 3 of these food service options held in the core of the building. We also wanted to look at a way the Pro Shop could monitor these activities to keep from hiring additional staff for food service.

A preliminary budget for additions:

• Grill/Community Room	1230 Sq. Ft.	\$152,520.00 +/-
• Porches/Entry		\$68,000.00
Total		\$220,520.00 +/-

Fees/Permits/Contingencies	\$56,000.00 +/-
Total Building Renovation	\$625,520.00 +/-

They tried to design the renovations to get the most uses out of the building. The core functions being held within the building hold down cost because that is where the plumbing & electrical areas are located. In locating the Community Room we utilized the existing collapsible partition which allows separating rooms. By utilizing this structure already in place, it cuts down on construction costs.

One option to cut operational costs is to have staff do dual duties. One way to do that is to have staff monitor the self-service food. The Grill Room houses the existing exhaust hood. The existing hood would be an expensive item to move, so we are designing plans to keep this hood in its current location.

As mentioned earlier, the structure is easy to add onto. Plans are designed to extend the existing roof line to provide shading to prevent heat loss & gain. The mechanical yard is on the front side of the building. This is an area we do not want to move due to expense.

On the back side of the building, the design is such that the Grill Room will flow onto the patio and overlook the Golf Course. This increases the flexibility of gatherings that could be held at the Clubhouse. (Receptions, Graduation Parties, conference center, etc.) An indoor/outdoor fireplace was added, thus increasing use of patio space for more times of the year.

3. Informal Citizen Review & Feedback of Conceptual Design Plan for the Jamestown Park Clubhouse Renovation Project – The Public provided comments and asked questions of the architects.

Hugh Cates, 105 Knollview Ct., regarding the extension on the back patio, will there still be patio, pavers and outdoor seating. Freeman stated this design would increase the patio space. They would repair some drainage issues and add space onto the building.

Joyce Volz, 601 O’Neill Ct., asked if the back patio gets sun exposure. Freeman said this patio areas get a lot of sun. Plans are to add the majority of the covered porches in this area to utilize the sunlight.

Tom Tervo, 2 Langholm Ct., asked the architects to go over the food service aspect, the Pro Shop area and the daily operations.

Kennett stated the idea is that there will be 3 types of service:

1. Quick snacks – pick up at the convenience counters and pay for the goods at the Pro Shop.
2. Hot Dogs/Hamburgers would be located in the Grill Room. Staffing to be determined (Town staff vs private)
3. Catering events capability

Tervo stated we need to move forward with a decision of how to man the food service options. Tervo asked if a caterer comes in and caters an event, who is responsible for the cleanup. In the past, the tenants that leased the Grill did a lot of the cleanup from tournaments. He would like to see the Town undertake the Grill as opposed to someone else run it. If the Town operates it, the Grill will be open when the Pro Shop is open. Mayor Volz said at this time, all options are open.

Eddie Oakley, 508 Mendenhall Rd., has a concern on catering too. If you open the kitchen to a caterer, it will need to be inspected for cleanliness after the event. Oakley would rather see a contract person run the Food Service. You need a Food Service person to run that operation, not a Golf Pro. The architects

stated they just want to make sure when the building is designed that it can accommodate all the possible uses.

Shanna Moore, 104 Wyndwood Dr., stated the architects have done a phenomenal job. She is very pleased. She was one that worked on this for several months. The architects really did listen to what we were asking them to do. She feels both the elevations and interior plans look really good.

Ed Stafford, 701 Guilford Rd. He agreed. It is wise to use what is there to keep the construction process as simple as possible and yet to add such great space. You kept the expensive part of the building undisturbed. I love that idea. This can make the golf course more an active part of Jamestown. Activities for our community can take place there instead of the golf course being just a golf course. Now it will be a more integral part of the community. I think you have done a great job of opening that possibility taking this repair and turning it into a great amenity for Jamestown.

Charles Dowdy, 214 Misty Waters Lane, asked if the existing trusses can be used or would a new set of trusses be required. Freeman stated they would simply add onto the porches extending about 8-10 ft.

Hugh Cates, asked what you would consider the name of the architectural style you are suggesting. Cates stated the style of Jamestown is basically a Colonial style. Freeman stated they tried to maintain the Georgian elements in the structure. Cates felt the outside columns add a lot to the building. The architects also tried to bring the outdoors in by capitalizing on the golf course view.

Cates said regarding a catering service using the facility; would they have an ABC permit? Mayor Volz said he would like to see the ABC permit in the name of the Town in order to keep the revenue. The Town would also like to have a list of preferred caterers approved to use the facility. There will also be someone responsible to inspect the facility after catered events and to schedule events. Mayor Volz feels this will be a nice revenue stream for the Town. This revenue may help take some of the burden off of the taxpayer for maintenance and upkeep of the building.

Hugh Cates said there isn't a building in the United States that doesn't need repairing every 40 years. He likes the concept. Cates said if you look back at when the golf course was first built, it started with the golf course and quickly expanded into the Park, baseball fields, football fields, tennis courts, picnic shelters to involve the community. It is a great concept to involve the community. This could be a focal point for the Town. I see nothing but advantages to the project. Great job.

Joyce Volz asked if the fireplace would be wood or gas. The architects stated probably gas. Due to liability issues of burning wood and the ease of gas logs.

Charles Dowdy suggested solar panels used on the patio side. The architects stated as they move forward they will see if the operational costs would offset the upfront costs.

Hugh Cates stated he would hope there would be money available to do maintenance of the cart shed and some landscaping to block the cart shed from view.

Dave Wadford, 102 Wedgewood Dr., stated trucks use the road by the golf cart shed. He was concerned with the roof extension that there will be enough room left. This fact was noted for the planning stage.

Joyce Volz asked what the capacity of all 3 rooms would be if rented for an event. The architects estimated approximately 300 people.

The Town Manager said dealing with a site plan, outside the walls of the clubhouse, one idea is to route all the golf carts to the right where the Pro Shop is located. The golf traffic would come in and out on the right side. The drive shown that is located between the Community Room and the cart barn may be eliminated to limit some access onto the course. Unfortunately, at this point, carts can freely enter on the opposite end of the Pro Shop. There is really no way for the Golf Pros to monitor that. Preliminary ideas are to use landscaping and fencing to screen the view or the cart barn.

Ira Wade, 142 Penny Rd. He said he has been here since 1973 and the golf course was built around that time. It has always been a "burr in the saddle" of some that the golf course was intended to be revenue neutral. He asked if it was now revenue neutral. Smith said that the golf course was not. Wade asked if these high end plans intended to make the golf course closer to revenue neutral or is it just something the Council feels the Town needs. Wade stated he agrees 100% about fixing the building. He said in a previous election Mr. Ragsdale mentioned the possibility of looking at having an outside company run the golf course. He felt that was a good idea. He asked if these high end improvements to the building prohibit bringing in a company to manage the golf course.

Mayor Volz said the golf course was built with the use of Federal grants. There is a requirement of the Federal grant that the Town must keep the golf course as a public park forever. It is our responsibility to maintain the park in perpetuity. Mayor Volz stated even in the 1970's a municipal golf course did not make money.

Council Member Ragsdale stated to answer Mr. Wade's first question about hiring someone to run the golf course. He stated absolutely there is nothing in this plan to prevent us from doing that. Council Member Ragsdale said he still believes we should look at every opportunity/option regarding the golf course. Ira Wade stated we need to understand and know how much money is being spent at the golf course, where it is going and being spent. Mr. Wade suggested conferring with a consultant on the feasibility of the food service concept.

Council Member Ragsdale stated it is an unfortunate position we are in to have to put so much money into the building, but there hasn't been any money spent on it for many many years. The golf course itself will require a lot of attention to get it up to a playability standpoint to attract golfers. Obviously, fixing this asset at the golf course will increase play and attract more people to our Town. It will complement what is going on in the Town from a growth respect. Council Member Ragsdale said golf courses are not typically money makers. The Town of Jamestown, speaking for himself, he feels we are not caterers, not bartenders, not event planners. But the idea is to create a platform people can utilize these other activities. He does not feel the Town should get into these businesses.

Eddie Oakley, said it is a fantastic job the architects have done on the Clubhouse. His concern is that lack of money to put to the golf course first, then do the Clubhouse second. If you don't do the golf course, play will continue to slide. Eddie Oakley stated he was all for the project. If it was all done at the same time would be fine with him. However, he feels the first part should be the golf course.

Mayor Volz again explained that the Town is applying for a PARTF Grant to put toward renovating the golf course. Presently, we have \$261,000.00 to spend on the golf course renovation. However, if we are awarded the PARTF grant we will have double that amount. The PARTF grant will be announced in August. Council Member Montgomery stated these funds are earmarked for the golf course renovation. We will not touch these funds for anything else.

Ed Stafford said these 2 project (Golf Course & Clubhouse) are so intertwined and the needs so desperate for both, if Jamestown could pull it off to do both at about the same time would be great.

Mayor Volz said they don't disagree. But we need to work through the grant process to see if the Town can get additional funding. The Council understands the need.

Smith stated a very valid point to make about the Golf Course Project is if the Town Council voted to move forward right now with the renovations at the golf course (greens complexes, tees) the earliest we could start on that project would be the dates given on the handout. We couldn't plan fast enough and get contracts together to make that project happen this spring or early summer. When deciding this we have to wait past the time frame of August 2015. The PARTF grants are awarded at this time. It only makes sense to wait for that decision. If awarded the Town would receive an additional \$261,000.00.

Charlie Dye, 204 Wiltshire Dr., said about 2 meetings ago there was about \$300,000.00 in a fund that was usable. In order to motivate the people in Jamestown we should probably consider going ahead with the building. These plans are great. I can tell you if you add the other project, go for a million dollars loan with what is owed for the sprinkler system, the citizens are not going to pay for it. He agrees the greens need to be done. Dye stated we still owe money on the sprinkler system. The Town Manager clarified the point that the Town does not owe any money on the irrigation system. The LGC allowed the Town to forgive that loan and it was approved by the Town Council. Dye asked if the Town is using the new Public Services Facility as collateral for the loan to renovate the Clubhouse. Mayor Volz said that was correct.

Council Member Nixon-Roney stated when she came on the Council, we had 3 loan balances including the Fairgrounds. We have no loan outstanding at this point. If you don't keep improving your Town, it will die.

Hugh Cates said in 40 years how many times has the Water/Sewer Plant, sidewalks, Town Hall, Fire Department been upgraded. He sees the golf course is an asset just like these others. You have to keep upgrading your facilities.

Shanna Moore thinks one of the things that is often underestimated is the quality of life. When I hear the statement that the golf course is a burden, I have a difficult time with that. She sees all the children around the golf course with the First Tee Program. The soccer and baseball fields are full. The parking lot is full. Those are huge community building aspects for everybody's quality of life. Council Member Nixon-Roney agreed. She said it bothers her when people say only 5% of the golfers are from Jamestown. She wants other people to come here and spend their money. It helps the Town. Mayor Volz said that quality of life is important and it does bring people to the area. It does help the tax dollars. It makes more people want to come and live in this area.

Tom Tervo stated he thinks we can create a positive buzz on this project if you would post these drawings at the Clubhouse for people & golfers to see.

Mayor Volz stated again, no tax increase proposed and not putting the golf course improvement project aside, still moving forward.

Mayor Volz thanked all for coming. The meeting ended at 7:40 pm