

Regular Meeting of the Town Council  
Tuesday February 16, 2010  
7:00 pm

Minutes & General Ledger

Regular meeting of the Town Council, February 16, 2010, Council Chambers, Town Hall.

Council members present: Mayor Volz, Council Members Nixon-Roney, Thomas, Gray & Ragsdale

Ragsdale High School Representative – Denzell Faison

Staff Present: Kathryn Billings, Judy Gallman, Jay Gardner, Matthew Johnson, Chuck Smith, Michael Hutcheon, Martha Wolfe, Beth Koonce, Town Attorney.

Visitors Present: Ed Ingle, Beth Seagraves of the News & Record, Don Douglass, Larry Boswell, Buddy Mann, Hugh Cates, Mark Pond, Joyce Volz, Carol Brooks of the Jamestown News, Sheree Crane, Golf Course Consultant Richard Mandell, Walt Young, Gary Stroul, and Robert Pickett.

1. Call to Order – Mayor Volz called the meeting to order.
2. Jamestown Community Reflections – Mayor Volz stated as we speak, the Public Service crew is repairing a broken water pipe on Gannaway. Also, he would like to thank the Public Services Department for their great job on snow removal this winter. They have worked long hard hours late at night to clear the roads.

Mayor Volz asked for a moment of silent prayer.

3. Approval of minutes from January 19, 2010 meeting. Mayor Volz asked if there were any changes to the minutes. Council Member Gray made a motion to approve the minutes as written. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.
4. Public Hearing on Resolution to Approve Water Shortage Manager Plan – Chuck Smith said last month there was a memo in the Council packet stating revisions to the Water Shortage Management Plan. Smith stated this plan has been available at the Town Hall and the Town website for the public to review and comment. Smith said he did not receive any comments or questions. Smith requests the Council approve the Water Shortage Management Plan as proposed.

Mayor Volz opened the public hearing and asked if there was anyone present that wished to speak for or against the Water Shortage Management Plan.

Buddy Mann, 100 Ragsdale Ct., asked if this Water Shortage Management Plan was a State requirement for all municipalities. Smith said that it is a State plan required by the Division of Water Resources.

Council Member Gray made a motion to support the Resolution approving the Water Shortage Management Plan as presented. Council Member Nixon-Roney made a second to the motion. The motion passed by unanimous vote.

(Resolution)

5. Public Hearing on Updates to the Land Development Ordinance – Matt Johnson said we have some minor adjustments to the Land Development Ordinance. The updates were in the Council packets. Johnson stated he will be glad to answer any questions.

Mayor Volz opened the Public Hearing and asked if there was anyone present that wished to speak for or against the updates to the Land Development Plan. There was no one that wished to speak.

The Council held no discussion. Council Member Thomas made a motion to accept the Ordinance Updates as presented. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

6. Public Comment period – No one registered to speak.
7. T Mobil lease agreement – Kathryn Billings stated that she, the Finance Director and the Town Attorney have reviewed the proposed lease extension submitted by T-Mobil. This is a proposal by T-Mobil to assign our lease agreement for one of our cell tower spots and extend the terms of the lease. The dollar amount is equal to our current lease. She feels the Town negotiated a good dollar amount on the original lease.

The Town Manager recommends the Council approve this new agreement as well as the Council give the Town Manager authority to sign the new agreement.

Council Member Nixon-Roney asked the expiration date of the new agreement. Billings stated the expiration date is through the year 2050. The Town Manager said every 5 years there is a 5% increase clause in the lease agreement.

Council Member Ragsdale said going forward it would be nice to have a thumb nail sketch of the terms of the lease. The Town Manager stated she would supply the Council with that information. The Town Manager said we receive \$2400.00 a month and the lease proposal is at the same rental level.

Council Member Nixon-Roney made a motion to accept the lease proposal and give the Town Manager the authority to sign the lease agreement on behalf of the Town Council. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

8. Resolution Arbor Day 2010 – Matt Johnson stated the Town has received its Tree City USA designation for the 2<sup>nd</sup> year in a row. One of the requirements of the Tree City USA is to pass a Resolution in Honor of Arbor Day. Every year the Town has an Arbor Day celebration on the Town Hall campus. This year we are going to move the ceremony to the Library for a tree planting. We hope to plant a new Christmas tree. We will update the Council when the ceremony is finalized.

Council Member Nixon-Roney made a motion to approve the Resolution Arbor Day 2010. Council Member Thomas made a second to the motion. The motion passed by unanimous.

(Resolution)

9. Proclamation National Multiple Sclerosis Week – Mayor Volz proclaimed the week of March 8 – 14<sup>th</sup>, 2010 as Multiple Sclerosis Awareness Week in the Town of Jamestown.

(Proclamation)

10. Discussion of Jamestown Park Golf Course Renovation Business Plan. Mayor Volz stated the procedure for this topic will be first the Town Manager will introduce the subject and then Richard Mandell will go further into detail regarding the Business Plan. Mayor Volz said he would like to deviate from the regular procedures of the Council meeting and stated if someone in the audience has a question, it is pertinent they ask their question now. This is a big issue for Jamestown. Mayor Volz introduced the Golf Committee members:

Robert Pickett, Bob Wilson, Don Douglass, Shana Chastain, Tom Tervo, Mark Pond, Hugh Cates, Sheree Crain, David Hoke, Larry Lain, Council Member Brock Thomas and staff Kathryn Billings, Jay Gardner and Michael Hutcheon.

Mayor Volz turned the meeting over to the Town Manager. Billings said it would be easier to close your eyes and not make a decision to address the condition of the golf course. But, we all know the wisest action is to face the challenge and not procrastinate in making decisions. Billings stated her number one area is to ensure we are being good stewards of this major Town asset.

The land for Jamestown Park was purchased with a 50% Federal Grant and must remain a Park. Additional restrictions on the land require that the High Point Watershed area be protected.

The golf course is 35 years old. It is time to address the needs of old infrastructure at the course. Giving the history since 1989 of major expenditures on infrastructure at the Park, the obvious observation is that infrastructure pieces will continue to fail. We have replaced or repaired major pumps, pond risers, dams, electrical systems and annually some portion of the drainage system. The drainage repair we are working on now has a \$100,000.00 price tag.

Replacing items as they fail is much more expensive than planning for a managed renovation. For example, the entire electrical system at the Park failed last summer, we incurred thousands of dollars more to replace the system than if we had been able to plan for it. If we plan a renovation, time it to our season and bid the project at our discretion in an advantageous bid environment, we will save thousands of dollars.

To delay this project invites major risks. Emergencies cost more than planned projects. Billings said two years ago we conducted a citizen recreation survey. Comments were very complementary about the Park, however, clearly pointed towards the need to address aspects of playability and condition of the course. Last year, Billings asked the Council to allow her to conduct a survey of the golfers to assess their perception of the condition and needs of the course. Again, major issues with course conditions were communicated.

The Council then appointed a Golf Committee made up of residents who are golfers. The Council allocated funds to hire a consultant to guide the staff and committee to a Business Plan that addressed the needs to renovate the course and the priorities of various components of proposed renovation.

This report was presented to the Golf Course Committee and staff about 10 days ago. Billings suggests that we concentrate on the components of the Plan, prioritizing of the needs and the timing of the project. After listening to the committee's opinions, studying the survey results, conferring with the staff recommendations and reviewing the consultant's report, the staff recommends that we engage Richard Mandell by April 1<sup>st</sup>, 2010 to begin phase 2; design and construction documents. So, that we may proceed with the bid process in the late summer and begin renovation in the late fall. With fall construction, expectations are that the course could reopen for play possibly by midsummer 2011.

The Business Plan has several options; there is the do everything approach, all the way to pick the bare necessities approach. Billings said the irrigation and drainage repairs are a necessity. If the course is closed for these repairs it makes sense to spend additional funds to repair and enhance other structures at the same time. We do not recommend the do everything approach. We think we should conservatively address the issues we think will improve playability and increase our play and revenues and decrease our maintenance costs. Ultimately, it is the Council's decision as to which projects we undertake and how we will fund the project.

Regarding funding this project, it will take tax dollars and it will take an increase in the rate to accomplish even the most conservative approach to renovation. To originally construct the town infrastructure, the tax rate ran between ¢.55 - ¢.75 for the first 25 years of the Town's history. After the infusion of the ABC revenues and completion of original construction, the rates dropped to the low rate that citizens have enjoyed for the last 35 years. Billings suggested considering methods of funding this project either after Consultant's presentation or set a special meeting date to discuss options for the components of the project, time and funding.

Richard Mandell stated we started this process last summer. We did a business renovation plan. First, we did an analysis and involved the Golf Committee, staff and received feedback. We analyzed everything from maintenance to operations to aesthetics of the golf course. The general problem found was aging infrastructure. A lot of a golf course is under ground where the average person cannot see, such as irrigation pipe and drainage pipe. Over time these materials fail and under perform. This is a natural progression and is no one's fault. The drainage pipes are already failing. There are parts of the irrigation system that haven't worked since 1989. In the last 35 years, there have been great improvements, especially in grass types. Right now the Park Superintendent is in a band-aid mode. He is just trying to keep things going. When you are in a band-aid mode, you can't really maintain the golf course. Specifically speaking about the golf course all the tee complexes per hole need enlargements. There are areas that are unsuitable because of slopes or shape and the tee complexes need to be regarded to improve drainage. The greens complexes are generally too fast, the speed of greens does not match the slopes and that slows down play. There are new grasses that provide better service and less maintenance.

Sand bunkers have reached the end of their age. There is better technology now to construct a sand bunker that looks more natural and less maintenance. There are 5 – 6 holes at the golf course that need re-routing. They are holes 2, 6, 7, 12, 10, 11, 16 & 18. These holes have a severe cross slope and need improvement by proposing to add another set of tees to allow more people to play.

The business plan is structured so the Town can select how much they will fund. It is structured so that the Town can do all of the business plan or just certain pieces of the plan. Mandell said he has classified items as follows:

Immediate needs – needs that address safety and playability

Mid-term needs – also address safety and playability but not as pressing an issue

Long term needs – items that could stand improvements but do not have to be done right away

One area of major safety concern is the area where the 12<sup>th</sup> green, 17<sup>th</sup> green and 13<sup>th</sup> green converge. Mandell has suggested a solution to address this dangerous area. He suggested moving that 12<sup>th</sup> hole back, lowering the 17<sup>th</sup> green away from the 12<sup>th</sup> hole and realign the 13<sup>th</sup> hole by moving the tee 90°. This will drastically improve a major safety issue at Jamestown Park.

Council Member Nixon-Roney asked if the Town be able to charge more for a round of golf after the renovation and upgrades are done at the course. Mandell said yes the Town could increase rates for a round of golf. The Town will experience an increase in value. Jamestown will have a new course with new infrastructure.

Council Member Ragsdale stated he saw in the plans where it was proposed to move the Clubhouse closer to the road and construct a pavilion. Council Member Ragsdale asked if there has been much thought about the Clubhouse. Mandell stated that the Clubhouse was not part of the scope of work he was engaged to do. Council Member Ragsdale said other municipalities have used their Clubhouse for other revenue channels from other events. Mandell stated if you really want to use the Clubhouse for a revenue source such as catering or special events, you would probably have to increase the square footage of the facility.

Council Member Nixon-Roney asked if there are any plans for the area where the tennis courts used to be located. Mandell proposed a short game area for putting and chipping.

Council Member Thomas complemented Mandell on his plan and how his plan will appeal to the A game golfer and the B game golfer. Mandell believes in designing a golf course for all levels of golfers. The more golfers you appeal to, the more revenue you will experience. Proper placement is important to have a golf course appealing to all handicaps.

Council Member Nixon-Roney asked about the reasoning for the high grass area. Mandell said the primary reason is to decrease maintenance. At present, Gardner mows the Bermuda grass area twice a week. In the new high grass 5.5 acres area “no mow zone” staff will only mow 1 time a year in March. This will be a significant savings.

Mandell stated that tree clearing is designed because the grasses need sunlight to grow. The new grasses proposed for the greens are more draught resistant, more heat tolerant and require less effort. This is a significant savings.

Council Member Gray would like to study the report more. He stated years ago he was told that the tees and greens were in bad shape. So, he realizes renovation is needed.

Mayor Volz opened the meeting for public discussion.

Don Douglass addressed the Council. He is on the golf committee. He stated if you do not do the whole renovation now, it will be very expensive in the long run. Mandell agreed that if you piecemeal things it will be a greater expense in the future. The bigger the scope of work for the contractor, the better discount he can give you. You also run the risk of destroying areas that have been improved when working on another piece of the course. Mandell stated doing all the recommendations together is a better value. The piecemeal process can be difficult to tie in the phases. The Town may not be able to get the same materials or the same contractors used in previous phases. This will affect the aesthetics of the course.

Carol Brooks of the Jamestown News asked if while the golf course is shut down for renovation will the picnic area, softball field, clubhouse & parking areas be open. Mandell said that those areas will be in operation.

Buddy Mann said in the Business Plan the total cost for the whole renovation project is 4 million dollars. Mann asked with the planting of new grasses, will the maintenance cost be more for the first 3 or 4 years. Mandell said that the Town should actually save on the maintenance costs due to the improvements.

Mayor Volz suggested that the Council study the proposed plan and then have a special meeting in about 2 weeks to go over the dollar amounts.

Mandell said at the present time, the golf business is slow. A lot of great golf contractors are hungry for work. We are in a good position, if you move forward with this renovation, to get construction costs at a rate of 5 – 9 years old. This is a significant savings. This is not reflected in his cost estimate in the business plan. The cost estimates in the presented business plan are the worst case scenario.

Mayor Volz said he would like to look at the worst case and the best case scenario. Mandell said the only way to get the best case scenario would be to have the construction documents prepared and go out for bids.

Buddy Mann commented that we need more taxpayers.

Mayor Volz thanked Richard Mandell and the golf committee for their hard work.

The Council decided to meet from 6:00pm – 7:00 pm on March 16, 2010 to discuss the Golf Course Renovation Project then hold their regular council meeting at 7:00 pm.

Cookie Billings said staff has been looking at ways to trim the project such as waiting on doing the driving range piece. The Clubhouse and the Pavilion could be done in Phase II. Billings said at the March meeting it would be good to have Hutcheon & Gardner give Council their feedback. Billings & Gallman will work on the worst case tax rate increase.

Billings stated she is fearful of the risk we are taking by not renovating even one more summer. Billings is looking at alternate A and then back out some of the items, then we will have a better understanding of the price. We have a deadline of April 1, 2010 to engage Richard Mandell to perform the construction document process at a cost of approximately \$120,000.00.

Then we go to the bid process, if we are not comfortable with the bid we may refuse all bids or negotiate with the lowest bidder. Billings said if we move forward and secure the construction documents and a favorable bid, we would close the course November 1, 2010 and possibly open back in July or August 2011.

Council Member Nixon-Roney felt it would be helpful to see what costs the Town has paid out due to emergencies in the last 5 years.

The Council Members took no action on the golf course renovation plan and agreed to hold a special meeting at their next Council meeting on March 16, 2010, 6:00 pm.

11. Appoint a member and alternate to the Parks & Recreation Advisory Committee. – Mayor Volz said Lynn Tice is now an alternate on the Parks & Recreation committee. It is recommended to move her up as an active member on the committee. It is further recommended appointing Shanna Chastain as an alternate to the Parks & Recreation Board.

There were no other nominations. Council Member Thomas made a motion to go with the recommendations and appoint Lynn Tice as an active member on Parks & Recreation Committee with an expiration date of March 2012 and Shanna Chastain as an alternate. Council Member Gray made a second to the motion. The motion passed by unanimous vote.

12. Financial statement – Judy Gallman stated the cash balances for the Town as of January 31, 2010 is approximately \$6,400,000.00. Some of this balance is reserved for the Randleman Reservoir Project and the Powell Bill. The debt balance for the Town as of January 31, 2010 is a total of \$476,000.00. The revenue and expenditures at this point in the year should be at 58%. The funds are in line with this percentage and expenditures are under budget.

In the detailed financial report, the Town did receive some grant money in the amount of \$8,000.00 for the Master Pedestrian Plan and \$1,625.74 for an Urban Forestry Grant. We also received some investment earnings when CD's matured. In expenses, we purchased a snow plow and paid some engineering fees for sidewalk easements. The Town purchased a large supply of garbage bags. We incurred engineering cost on the drainage pipe at the Park & Golf course.

There were no questions for Gallman.

Gallman presented an updated budget amendment to replace the amendment included in the Council's packet. The budget amendment is in 2 components. The first component deals with the debt payment for the Eastside Plant. It was originally scheduled to be paid off in two payments; one this fiscal year and one next fiscal year. However, the interest rates for investments are at such low levels we really aren't making much return on our money. She recommends that we go ahead and pay off the Eastside Treatment debt and save some money. The interest rate on the Eastside loan is 5.3%.

The second portion of this budget amendment is to replace a sewer pumper truck. The current truck is 22 years old and the safety is questionable. We would like to go ahead and place the order for this as it will take 2 – 3 months for delivery.

Gallman said staff is working on a CIP Plan that will address ahead of time equipment needs for the next 5 years.

Council Member Nixon-Roney made a motion to accept the budget amendment #8 in the amount of \$218,000.00. Council Member Ragsdale made a second to the motion. The motion passed by unanimous vote.

(Budget Amendment)

13. Public Comment Period – Don Douglass, 202 Edwards Lane, first stated that the Jamestown Park Golf Course is still in good shape. He still likes to play the course. He did add that when considering the vote on the golf course renovation plan, interest rates are low for borrowing money.

14. Other Business – Denzell Faison said things are going well at Ragsdale High School.

Still under other business – Kathryn Billings said this just came to her today and apologized for not getting the item on the Agenda. It is an Interlocal Chloramine Conversion Education Agreement. This is an agreement with 8 other local governments. Beth Koonce reviewed the agreement. This agreement is to share education cost for when we have to change over to a different chlorination method. This will take place next year. The Town's portion is \$1500.00. This will be included in next year's budget. Council Member Gray made a motion to accept the Interlocal Chloramine Conversion Education Agreement. Council Member Thomas made a second to the motion. The motion passed by unanimous vote.

There was no other business.

Council Member Thomas made a motion to adjourn. Council Member Gray made a second to the motion. The motion passed by unanimous vote. The meeting ended at 8:20 pm.