



**TOWN OF SUMMERFIELD TOWN COUNCIL**

**MEETING DATE** October 13, 2009

<b>Agenda Item #</b>	
<b>12A</b>	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

**ITEM TO BE CONSIDERED**

**Subject**

Discussion of Property Tax Discount Rate for FY 2010-2011

**Requested Action**

No action required

Requested By: Mrs. Flowers Dept./Committee \_\_\_\_\_

Signature \_\_\_\_\_ Attachments YES  NO

Date: Sept. 8, 2009 Length of Presentation 10 min.

**REVIEW PROCESS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee				
Finance Officer				
Budget Amendment required				
Town Attorney				
Town Planner				
Town Manager				
Other _____				

**STAFF RECOMMENDATIONS/COMMENTS**

At the request of Town Council staff has investigated the process necessary to establish property tax discount rates for early payment of taxes. Attached is a memo and information provided by the State regarding property tax discount rates across the state. Most jurisdictions that have a discount rate set it between 1-2%, with a few at a higher rate. There are many jurisdictions that do not provide a discount at all. Note, the discount only applies to real property- not personal property or vehicles.

**TOWN COUNCIL ACTION/COMMENTS**

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**TOWN OF SUMMERFIELD TOWN COUNCIL**

**MEETING DATE** October 13, 2009

<b>Agenda Item #</b>	
<b>12B</b>	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

**ITEM TO BE CONSIDERED**

**Subject**

US 220 road widening project

**Requested Action**

Review draft letter to NCDOT and provide direction to staff regarding proposed comments/concerns

Requested By: M. Brown Dept./Committee \_\_\_\_\_

Signature \_\_\_\_\_ Attachments YES  NO

Date: Sept. 14, 2009 Length of Presentation 20 min.

**REVIEW PROCESS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee				
Finance Officer				
Budget Amendment required				
Town Attorney				
Town Planner				
Town Manager	YES			
Other _____				

**STAFF RECOMMENDATIONS/COMMENTS**

Attached is a draft letter of comments/concerns proposed to be sent to NCDOT regarding the road widening project. Staff requests review comment and recommended additions/deletions to the letter to establish an official position of the Town in regards to the widening project.

**TOWN COUNCIL ACTION/COMMENTS**

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<b>Agenda Item #</b>	
<b>13A</b>	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

**ITEM TO BE CONSIDERED**

**Subject**

Discussion of procurement of Architectural, Engineering, and Surveying Services under the "Mini-Brooks" Act- continued from September 8, 2009 meeting

**Requested Action**

Provide direction to staff regarding the "Mini-Brooks" Act for the approval of waiver of GS 143-64.31 for Architectural, Engineering, and Surveying Services when the fee is estimated to be less than \$30,000.

Requested By: M. Brandt Dept./Committee Administration

Signature \_\_\_\_\_ Attachments YES \_\_\_\_\_ NO

Date: 12-Aug-09 Length of Presentation 15 min.

**REVIEW PROCESS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee				
Finance Officer				
Budget Amendment required				
Town Attorney	YES			
Town Planner				
Town Manager	YES	<input checked="" type="checkbox"/>		
Other _____				

**STAFF RECOMMENDATIONS/COMMENTS**

Staff requests clarification and direction of the Council in regards to the "Mini-Brooks" Act regarding professional services contracts. Currently, state law requires that all architectural, engineering, and surveying services be provided by best qualified applicant regardless of cost. This prevents the Town from considering the cost of the service as a criteria for determining appropriate provider. State law allows for an exemption of this requirement for projects under \$30,000. I request that the Manager be responsible for the determination of the exemption. All other standards of local/state bid rules, and approval authority remain in effect and are not changed by this request.

**TOWN COUNCIL ACTION/COMMENTS**

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<b>Agenda Item #</b>	
<b>13B</b>	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

**ITEM TO BE CONSIDERED**

**Subject**

Donation of \$100 to Eagle Scout Project for Daughter's of American Revolution (DAR) Memorial restoration

**Requested Action**

Past years' requests by committees to support the activities of Boy/Girl Scout projects that benefit the community have required Council approval. Money is not budgeted for these requests in advance, therefore a budget amendment transferring money from Fund Balance or other budgeted funds must be approved by Town Council.

Requested By: Linda Southard Dept./Committee Historical

Signature \_\_\_\_\_ Attachments YES  NO

Date: 27-Aug-09 Length of Presentation 10 min.

**REVIEW PROCESS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee				
Finance Officer	YES			
Budget Amendment required				
Town Attorney				
Town Planner				
Town Manager	YES	✓		
Other Historical Committee	YES	✓		✓

**STAFF RECOMMENDATIONS/COMMENTS**

The Historical Committee is requesting that \$100 be donated to Eagle Scout Joseph Campbell to aid him in restoring the Bruce Monument Memorial on Summerfield Road. The Committee has a reserved sub-account (\$1,033.68) dedicated to Historic Committee programs from which the funds can be transferred. While the request is not large, this does require budget amendment approval by Town Council.

**TOWN COUNCIL ACTION/COMMENTS**



**TOWN OF SUMMERFIELD TOWN COUNCIL**

**MEETING DATE** October 13, 2009

<b>Agenda Item #</b>	
<b>13C</b>	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

**ITEM TO BE CONSIDERED**

**Subject**

Review/Approve RP Murray Phase 2 Contract Addendum

**Requested Action**

Requested By: M Brandt Dept./Committee \_\_\_\_\_

Signature \_\_\_\_\_ Attachments YES  NO

Date: \_\_\_\_\_ Length of Presentation 10 min.

**REVIEW PROCESS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee	YES			
Finance Officer	YES			
Budget Amendment required				
Town Attorney	YES			
Town Planner				
Town Manager	YES			
Other _____				

**STAFF RECOMMENDATIONS/COMMENTS**

See attached contract.

**TOWN COUNCIL ACTION/COMMENTS**

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**TOWN OF SUMMERFIELD TOWN COUNCIL**

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<b>Agenda Item #</b>	
<b>13D</b>	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

**ITEM TO BE CONSIDERED**

**Subject**

Review/Approve Musco Lighting Phase 2 Contract Addendum

**Requested Action**

Requested By: M. Brandt Dept./Committee \_\_\_\_\_

Signature \_\_\_\_\_ Attachments YES  NO

Date: \_\_\_\_\_ Length of Presentation 10 min.

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee	YES			
Finance Officer	YES			
Budget Amendment required				
Town Attorney	YES			
Town Planner				
Town Manager	YES			
Other _____				

See attached contract

**TOWN COUNCIL ACTION/COMMENTS**

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**TOWN OF SUMMERFIELD TOWN COUNCIL**

**MEETING DATE** October 13, 2009

<b>Agenda Item #</b>	
<b>14A</b>	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

**ITEM TO BE CONSIDERED**

**Subject**

Donation of Golf Cart to Town

**Requested Action**

Approve donation of Golf Cart to Town

Requested By: Mayor Brown Dept./Committee \_\_\_\_\_

Signature \_\_\_\_\_ Attachments YES \_\_\_\_\_ NO

Date: 1-Oct-09 Length of Presentation 10 min

**REVIEW PROCESS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee				
Finance Officer				
Budget Amendment required				
Town Attorney	YES			
Town Planner				
Town Manager	YES			
Other _____				

**STAFF RECOMMENDATIONS/COMMENTS**

The Doggett family has offered to donate a Golf Cart and trailer to the Town for general use. The cart is valued at about \$500 and can be stored inside the storage building at SCP or could also fit inside the storage building planned at the athletic park. The cart can be utilized by the staff and volunteers during the various events and activities sponsored by the Town. Annual upkeep is estimated to be \$100. As there is no requirement to register and tag it, there will be no insurance cost.

**TOWN COUNCIL ACTION/COMMENTS**

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**TOWN OF SUMMERFIELD TOWN COUNCIL**

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<b>Agenda Item #</b>	
<b>14C</b>	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

**ITEM TO BE CONSIDERED**

**Subject**

Citizen Petition to reduce speed limit on Bronco Lane

**Requested Action**

The residents request that Council act to lower the speed limit on Bronco Lane to 30 mph.

Requested By: Citizen Request Dept./Committee \_\_\_\_\_

Signature \_\_\_\_\_ Attachments YES  NO

Date: \_\_\_\_\_ Length of Presentation 15 min.

**REVIEW PROCESS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee				
Finance Officer				
Budget Amendment required				
Town Attorney				
Town Planner				
Town Manager				
Other _____				

**STAFF RECOMMENDATIONS/COMMENTS**

The Town has the authority to set the speed limit on any road within its jurisdiction. The residents of Bronco Lane have submitted a petition to reduce the speed limit on their street from 45 mph to 30 mph. The Public Safety Committee reviewed the request and NCDOT was contacted for their review and opinion. NCDOT does not recommend lowering the speed limit. The Public Safety Committee did not have a quorum present at their last meeting so could not make an official recommendation, however those in attendance did support the request to reduce the speed limit.

**TOWN COUNCIL ACTION/COMMENTS**

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**TOWN OF SUMMERFIELD TOWN COUNCIL**

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<b>Agenda Item #</b>	
<b>14D</b>	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

**ITEM TO BE CONSIDERED**

**Subject**

Resolution against increase in Duke Energy Rates

**Requested Action**

Approve Resolution

Requested By: Mayor Brown Dept./Committee \_\_\_\_\_

Signature \_\_\_\_\_ Attachments YES  NO

Date: 1-Oct-09 Length of Presentation 10 minutes

**REVIEW PROCESS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee				
Finance Officer				
Budget Amendment required				
Town Attorney	YES			
Town Planner				
Town Manager	YES	✓		
Other _____				

**STAFF RECOMMENDATIONS/COMMENTS**

Staff recommends approving resolution against rate increases that will raise the utility fees of Town properties, public street lights, community street lights, and citizen's electric power bills.

**TOWN COUNCIL ACTION/COMMENTS**

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**TOWN OF SUMMERFIELD TOWN COUNCIL**

**MEETING DATE** October 13, 2009

<b>Agenda Item #</b>	
<b>16A</b>	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

**ITEM TO BE CONSIDERED**

**Subject**

Unsealing Closed Session Minutes

**Requested Action**

No Action Required

Requested By: M. Brandt Dept./Committee Planning

Signature \_\_\_\_\_ Attachments YES \_\_\_\_\_ NO

Date: \_\_\_\_\_ Length of Presentation 10 min.

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee				
Finance Officer				
Budget Amendment required				
Town Attorney				
Town Planner				
Town Manager				
Other _____				

No comment

**TOWN COUNCIL ACTION/COMMENTS**

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