



TOWN OF SUMMERFIELD TOWN COUNCIL

MEETING DATE June 9, 2009

Agenda Item #	
10 D	
Consent Agenda	_____
Regular Agenda	✓ _____

ITEM TO BE CONSIDERED

Subject

Request to use Town Seal

Requested Action

Requested By: G. Scarlette Dept./Committee _____

Signature _____ Attachments YES NO

Date: 1-Jun-09 Length of Presentation 10 min.

REVIEW PROCESS

STAFF RECOMMENDATIONS/COMMENTS

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

Ms. Gladys Scarlette has asked permission to use the Town Seal in an upcoming book about the History of Summerfield.

TOWN COUNCIL ACTION/COMMENTS



TOWN OF SUMMERFIELD TOWN COUNCIL

MEETING DATE June 9, 2009

Agenda Item #	
10 E	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

ITEM TO BE CONSIDERED

Subject

Discussion of Manager/Committee Organizational responsibilities

Requested Action

No action required

Requested By: B. Strickland, A. Flowers Dept./Committee _____

Signature _____ Attachments YES NO

Date: 1-Jun-09 Length of Presentation _____

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 _____				

The question has arisen on occasion regarding the reporting responsibilities of committees to the Manager vs the Town Council. All committees are appointed by the Town Council, the committees are not under the authority of the manager (see organizational chart), instead they are side-by-side working together. Compliance to a manager's order is voluntary. Committees have the power to act independently within their areas of authority, as long as they are following other policies of the Town. This issue is complicated by committee/staff interaction below the Manager. It is also evident when manager and committee have a difference of opinion regarding an issue facing the Town.

TOWN COUNCIL ACTION/COMMENTS



TOWN OF SUMMERFIELD TOWN COUNCIL

MEETING DATE June 9, 2009

Agenda Item #	
11A	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

ITEM TO BE CONSIDERED

Subject	Discussion / approval of audit contract
	Approve Audit Contract with Rouse, Rouse, Penn and Rouse
Requested Action	Requested By: <u>M. Brandt</u> Dept./Committee <u>Administration</u>
	Signature _____ Attachments YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
	Date: _____ Length of Presentation <u>10 min.</u>

REVIEW PROCESS

STAFF RECOMMENDATIONS/COMMENTS

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

Staff recommends continuing existing relationship with the current Town auditor Rouse, Rouse, Penn & Rouse by contracting for an additional one year period

TOWN COUNCIL ACTION/COMMENTS



TOWN OF SUMMERFIELD TOWN COUNCIL

MEETING DATE June 9, 2009

Agenda Item #	
11B	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

ITEM TO BE CONSIDERED

Subject	Update Town Council on construction progress at SAP
Requested Action	no action required
Requested By: <u>M. Brandt</u>	Dept./Committee <u>Administration</u>
Signature _____	Attachments YES _____ NO <input checked="" type="checkbox"/>
Date: _____	Length of Presentation <u>10 min.</u>

REVIEW PROCESS

STAFF RECOMMENDATIONS/COMMENTS

	Review Required	Approved		Attachment	
		YES	NO		
Finance Committee					Update council regarding any new information or concerns regarding Summerfield Athletic Park. Staff is meeting with PR Murray and Doggett Construction on Monday to discuss contract details.
Finance Officer					
Budget Amendment required					
Town Attorney					
Town Planner					
Town Manager					
Other _____					

TOWN COUNCIL ACTION/COMMENTS



TOWN OF SUMMERFIELD TOWN COUNCIL

MEETING DATE June 9, 2009

Agenda Item #	
11C	
Consent Agenda	<u> </u>
Regular Agenda	<u> ✓ </u>

ITEM TO BE CONSIDERED

Subject

Discussion / approval of SAP well construction contract

Requested Action

Approve contract with lowest responsible bidder (D&Y Well Drilling) for an 8 inch well for irrigation of fields at SAP

Requested By: M. Brandt Dept./Committee Administration

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	YES			
Budget Amendment required				
Town Attorney	YES			
Town Planner				
Town Manager	YES			
Other _____				

As discussed at previous meeting, before further planning can be done regarding the irrigation of the athletic fields a well needs to be dug to determine the quantity of water available. Although approved conceptually by Council at the May 21 meeting, the contracted amount is more than \$10,000 which requires Council approval to proceed.

TOWN COUNCIL ACTION/COMMENTS

TOWN OF SUMMERFIELD TOWN COUNCIL

MEETING DATE June 9, 2009

Agenda Item #	
11D	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

ITEM TO BE CONSIDERED

Subject

Allocate \$3,500 of P&R donations to the purchase of sound equipment for Town events

Requested Action

Approve transfer of funds from donations to the purchase of sound equipment for Town events

Requested By: M. Brandt Dept./Committee Administration

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	YES	<input checked="" type="checkbox"/>		
Budget Amendment required				
Town Attorney				
Town Planner				
Town Manager	YES	<input checked="" type="checkbox"/>		
Other _____				

Donations have been made to the Summerfield Community Park by the Doggett family for the development of the ampitheater. SPARC requests approval to transfer \$3,500 from this donation to purchase sound equipment that will be used during events at the ampitheater. Optionally, funds could be allocated from fund balance for purchase.

TOWN COUNCIL ACTION/COMMENTS

TOWN OF SUMMERFIELD TOWN COUNCIL

MEETING DATE June 9, 2009

Agenda Item #	
11E	
Consent Agenda	<input type="checkbox"/>
Regular Agenda	<input checked="" type="checkbox"/>

ITEM TO BE CONSIDERED

Subject

Summerfield Elementary School well/septic update

Requested Action

direct staff in further negotiations with GCS

Requested By:	<u>M. Brandt</u>	Dept./Committee	<u>Administration</u>
Signature	_____	Attachments	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Date:	_____	Length of Presentation	<u>10 min.</u>

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

Guilford County School representatives met with staff and VFW representatives to discuss the well location for the school. After discussions GCS is reviewing two additional well site locations (see map). In addition, GCS is in need of new off-site septic repair areas. Proposal is to locate it on property owned by Guilford Co. and leased to the Town as part of SCP (See map). This area is not controlled by the same deed as the Community Center Property. Council will need to determine if this is an acceptable location for the repair fields and direct staff to work with GCS and Guilford County regarding any leases or easements.

TOWN COUNCIL ACTION/COMMENTS
