



**TOWN OF SUMMERFIELD TOWN COUNCIL**

**MEETING DATE** March 9, 2010

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

**ITEM TO BE CONSIDERED**

<b>Subject</b>	Ordinance Repealing 30mph Speed Limit on Auburnwood Drive		Ordinance
	Enacting 25mph Speed Limit on Auburnwood Drive		
<b>Requested Action</b>	Repeal first ordinance and enact second ordinance		
	Requested By:	<u>Michael Brandt, Town Manager</u>	Dept./Committee <u>Administration</u>
	Signature	_____	Attachments YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
	Date:	<u>15-Feb-10</u>	Length of Presentation <u>10 min.</u>

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee	NO			At the request of homeowners in the Auburndale neighborhood, Town staff and the Public Safety committee reviewed issues involving speeding and cut-through traffic from Wilson Farms to NC 150 on Auburnwood Drive. An action plan to address this issue was developed with input of Public Safety and the neighborhood. The first step is lowering the speed limit from 30 mph to 25 mph to match the speed limit on Wilson Farm Road. Additional action items include requests to DOT to place a three-way stop sign at an internal street intersection and change a "no-outlet" sign at Dubach Road. In addition, GC Sheriff will provide enhanced speed limit enforcement after the new signs are placed.
Finance Officer	NO			
Budget Amendment required	NO			
Town Attorney	NO			
Town Planner	NO			
Town Manager	YES	✓		
Other <u>Public Safety</u>	YES	✓		

**TOWN COUNCIL ACTION/COMMENTS**

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**TOWN OF SUMMERFIELD TOWN COUNCIL**

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

**ITEM TO BE CONSIDERED**

**Subject**

Update regarding Greensboro Urban Area Metropolitan Planning Organization (GUAMPO) membership

**Requested Action**

Provide staff direction regarding membership of Summerfield on MPO TAC Board

Requested By: Michael Brandt, Town Manager Dept./Committee \_\_\_\_\_

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

Date: 25-Feb-10 Length of Presentation 15 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	YES	✓		
Other _____				

On February 24, 2010 the MPO heard a report from MPO staff and accepted testimony from the towns as to their request to have seats on the MPO Technical Advisory Committee and Technical Coordinating Committee. Options were presented by various board members as to how to adequately represent the towns on the MPO. Staff recommends supporting the option presented by Commissioner Perkins, which would immediately create a new seat for a representative of the five towns that would have full voting privileges without "weighted" voting requirements. This arrangement would be reviewed during the required review process after the 2010 census. The towns would need to caucus to determine who would represent them on the board.

**TOWN COUNCIL ACTION/COMMENTS**

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**TOWN OF SUMMERFIELD TOWN COUNCIL**  
**MEETING DATE** March 9, 2010

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

ITEM TO BE CONSIDERED	
<b>Subject</b>	Presentation of Draft Athletic Field Usage Policy
<b>Requested Action</b>	No Action Required - for review and discussion
<b>Requested By:</b>	<u>Michael Brandt, Town Manager</u> Dept./Committee _____
<b>Signature</b>	_____ Attachments YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
<b>Date:</b>	<u>1-Mar-10</u> Length of Presentation <u>20 min.</u>

REVIEW PROCESS				STAFF RECOMMENDATIONS/COMMENTS
	Review Required	Approved		Attachment
		YES	NO	
Finance Committee				Attorney, Finance Officer, Parks and Rec. Supervisor and Manager developed proposed Usage Policy to provide structure and process for determining usage of athletic facilities for organizations, leagues, etc. for seasonal play.  The Draft Use Agreement is a template that would be used after a league has been selected for use of the facilities. This document would be modified as necessary for each agreement. Some items for discussion include use of the concession building by leagues vs town control of facility, advertising space on outfield fences supporting an organization vs town revenues, and rates charged for in-town vs out-of-town members.
Finance Officer	YES			
Budget Amendment required				
Town Attorney	YES			
Town Planner				
Town Manager	YES			
Other _____				
TOWN COUNCIL ACTION/COMMENTS				



**TOWN OF SUMMERFIELD TOWN COUNCIL**

**MEETING DATE** March 9, 2010

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

**ITEM TO BE CONSIDERED**

<b>Subject</b>	Discussion of "Continuous Improvement/Lean Process" for Administration
	Provide direction to staff
<b>Requested Action</b>	Requested By: <u>Michael Brandt, Town Manager</u> Dept./Committee <u>Administration</u>
	Signature _____ Attachments YES _____ NO _____
	Date: <u>22-Feb-10</u> Length of Presentation <u>20 min.</u>

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

	Review Required	Approved		Attachment	
		YES	NO		
Finance Committee					Council indicated willingness to consider beginning a Lean Process program in the current fiscal year instead of waiting until next fiscal year. <span style="float: right;">NC</span> State Industrial Extension Office has provided a proposal for consideration. **Proposal will be sent under separate cover
Finance Officer	YES				
Budget Amendment required					
Town Attorney	YES				
Town Planner					
Town Manager	YES				
Other _____					

**TOWN COUNCIL ACTION/COMMENTS**



**TOWN OF SUMMERFIELD TOWN COUNCIL**

MEETING DATE March 9, 2010

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

**ITEM TO BE CONSIDERED**

**Subject**

Appointment of Reese Walker to SPARC Committee

**Requested Action**

Approve appointment of Reese Walker as an ex-officio member to SPARC committee

Requested By: Michael Brandt, Town Manager Dept./Committee Administration

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

Date: 5-Feb-10 Length of Presentation 5 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	YES			
Other _____				

Mr. Walker has been a valued support volunteer when working with the Town on a number of projects including Founders' Day, Halloween Event, Tree Lighting, etc. He also provides a needed boost to the SPARC committee with both insight into what younger residents may be interested in and youthful enthusiasm to help support SPARC programs. Due to his age, I am recommending that his first term be as an ex-officio member.

**TOWN COUNCIL ACTION/COMMENTS**

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**TOWN OF SUMMERFIELD TOWN COUNCIL**

**MEETING DATE** March 9, 2010

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

**ITEM TO BE CONSIDERED**

<b>Subject</b>	Approval of Revised Manager Evaluation Form
	Approve Manager Evaluation as edited.
<b>Requested Action</b>	Requested By: <u>Mayor Brown</u> Dept./Committee _____
	Signature _____ Attachments YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
	Date: _____ Length of Presentation <u>5 min.</u>

**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 _____				

Based on discussion during the February 9, 2010 council meeting, the Clerk made revisions to the Town of Summerfield Manager Evaluation Form, which is attached for review / approval.

**TOWN COUNCIL ACTION/COMMENTS**



**TOWN OF SUMMERFIELD TOWN COUNCIL**

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

**ITEM TO BE CONSIDERED**

**Subject**

Speakers from the Floor Policy

**Requested Action**

Discuss policy revision

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

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

Date: 9-Feb-10 Length of Presentation \_\_\_\_\_

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

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

Attached is the Policy passed in 2006. It has been recommended that the 8th bullet point be amended to read "Speakers from the floor may address agenda or non-agenda items, provided that the item is not already on the agenda for public hearing."

**TOWN COUNCIL ACTION/COMMENTS**

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TOWN OF SUMMERFIELD TOWN COUNCIL  
 MEETING DATE March 9, 2010

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

**ITEM TO BE CONSIDERED**

**Subject**

Community Based Funding Policy

**Requested Action**

Discuss recommended CBO policy changes by the Finance Committee and the Finance Officer

Requested By: Dana Luther, Finance Officer Dept./Committee Administration

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

Date: 15-Feb-10 Length of Presentation \_\_\_\_\_

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

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

Discussion by Council at the February 15, budget workshop included discussion of CBO policy. Staff is seeking guidance as to Council's preference to change the policy as recommended or remain as written.

**TOWN COUNCIL ACTION/COMMENTS**



**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**

Discussion of Town Co-sponsoring Legislative Lunch

**Requested Action**

Date: April 30 11:00 am to 1:00 pm

Requested By:	<u>Mark Brown</u>	Dept./Committee	<u>Administration</u>
Signature	_____	Attachments	YES <input type="checkbox"/> NO <input type="checkbox"/>
Date:	_____	Length of Presentation	_____

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

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

**TOWN COUNCIL ACTION/COMMENTS**