



## C O U N C I L   R E T R E A T   M I N U T E S

FEBRUARY 6, 2016, 9:00AM, PIEDMONT TRIAD REGIONAL COUNCIL

The meeting was called to order at 9:00am by Brown; Barnes led the invocation. The following were present:

### Council

Mark Brown, Mayor  
 Dena Barnes, Mayor Pro Tem  
 Mike Adams  
 Dianne Laughlin  
 John O'Day  
 Reece Walker

### Staff

Scott Whitaker, Town Manager  
 Valarie Halvorsen, Town Clerk  
 Julie Reid, Town Planner  
 Jeff Goard, Parks & Recreation Manager  
  
 Matt Reece, Facilitator  
 Jesse Day, Co-Facilitator (arrived at 12:48pm)

## COMPREHENSIVE PLAN

### C. Common objective areas: (continued from previous day...)

3. Community Character Preservation: Objective being met successfully; Reid noted the importance of setting clear expectations, ensuring that changes to rules and regulations and other related adopted plans get incorporated into the Development Ordinance and zoning map. Discussion about the importance of tree preservation and scenic corridor areas and working with DOT on landscaping and fencing options along US-220. Reid stated the advantage of US-220 landscaping options/upgrades is that the town could work with developers to meet similar expectations and maintain continuity in community development.
4. Transportation Improvements: Widening of US-220 and I-73 construction will limit connectivity and may hinder movement of public safety vehicles. Reid said the town needs a long-range plan for additional east/west connections. Council recommended asking DOT to conduct an informational workshop about expected changes due to construction and future needs.
5. Water Supply and Sewage Treatment Options: Discussion about shortcomings of current consolidated septic systems, alternative systems with daily monitoring, storm water systems such as rain gardens that deal with water onsite rather than piping out in order to retain for local use, and the need for modern solutions that make developers more responsible.
6. Appropriate Housing and Residential Development: Discussion about lack of options for young families and seniors, difficulty of higher-density options due to water/septic needs, potentially conducting a housing inventory and implementing a minimum housing code to assess needs; having an inventory would enable readiness to request funding when it becomes available.

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7. Parks and Recreation Improvements: (to be addressed later in the meeting)
8. Attractive Community Appearance: (to be addressed during future budget discussions)
9. Quality School Facilities: Summerfield schools are some of the best in the county.
10. Summerfield Road Focus Area: (not addressed)
11. Historic Preservation: Objective being met successfully; Reid recommended incorporating into Development Ordinance that new construction in the historic district must complement and fit with existing edifices.
12. Summerfield as a Limited Services Local Government: More staff is needed to keep up with demands even for limited services; quality and accuracy of work is dependent on time and resources. Adams noted the Comprehensive Plan indicates the town is striving for excellence, not mediocrity; Reece noted relationship between service quality and appropriate staffing.

Break from 10:37 to 10:53.

#### PARKS & RECREATION DEPARTMENT – FUTURE DIRECTION

- A. **Summerfield Community Park (SCP)**: Parks & Recreation Manager Jeff Goard discussed bringing in-house work versus contracting and associated staffing needs, upkeep and repair needs, heavy use of facility by residents and for events, parking limitations, requested a permanent amphitheater stage cover rather than relying on portable tents, and reconsidering hosting movies in the park. Goard and Whitaker presented an idea to improve parking that included a looped drive, gate, paving, and improving the current gravel lot vicinity. Council was amenable to the parking improvements and amphitheater cover requests.
- B. **Summerfield Athletic Park (SAP)**: Goard discussed US-220 impacts on access and the new park entry, benefits of tournaments on park revenues and positive impacts on local businesses, high quality of facility as rated by users, full booking of all available fields/dates and related maintenance requirements, future facilities such as shelters, walking track, and potential additional fields originally planned for the next park phase (to be discussed at future budget meeting), and the importance of focusing on the most immediate need of additional parking, which is already budgeted and planned.

Recess for lunch at 11:56am.

#### PLANNING DEPARTMENT – FUTURE DIRECTION

- A. **Impact of growth, development and challenges**: Town Planner Julie Reid noted a significant increase in requests for planning services from individuals and developers, the need to update forms, processes, and procedures based on changes in law and for general purpose, the current effort to reorganize planning files and documents, water preservation and well monitoring, the need to move utility lines underground for hazard mitigation, and the importance of ensuring adherence to adopted plans and legislative mandates.

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Reid presented an idea about collaborating with Guilford County and Stokesdale to establish a regional commercial development area at US-158 and US-220, which may remove stress for commercial development in Summerfield. Stokesdale and Rockingham County could potentially provide water/sewer. Development of that area is inevitable and a collaboration would mean Summerfield would have some say in the manner of development, as well as access to the north side of the Haw River.

- B. **Uniform Development Ordinance rewrite:** Reid stated sections of the UDO are in conflict, some adopted changes and edits were not incorporated, some incorporations have incorrect text, provisions such as deadlines are not realistic, some land uses are not appropriate, and dates of incorporation of amendments are important to know if there is an issue, which would be judged based on what the regulations existed at the time. Reid further noted the importance that the UDO is clear and concise with no conflicts so users have correct information.
- C. **Code enforcement:** Contractor Kevin May with N-Focus is doing an excellent job interacting with citizens and taking care of case backlog; however, he only works 2 days per month and more hours are needed to continue moving in a positive direction. Reid discussed sign violations and the danger of junked cars leaking hazardous fluids into nearby wells and groundwater.
- D. **Planning staffing:** Reid stated additional qualified staff and/or consultant/contractor is currently needed for planning work to include organization of records (making records more accessible by putting documents in order, scanning, indexing) and other planning work; care must be taken when making planning decisions to prevent legal liability; and after her retirement within 2-5 years, a new planner will be needed.

#### CAPITAL IMPROVEMENT PLAN (CIP)

- A. **CIP projects list:** Whitaker updated Council on the progress of projects last approved.
- B. **Town properties and plans:** *(will be addressed during future budget discussions)*
- C. **Progress report of 2015 retreat goals:** Whitaker gave updates, noting the three main goals were to create a master plan for the Town Hall area intersection, design and engineering for the A&Y Greenway, and to streamline ordinances for clarity and conciseness, each of which is in process at the intended stages.

#### BRAINSTORMING AND CONSENSUS BUILDING; CLARIFYING GOALS AND PINPOINTING NEEDED ACTIONS

Rhodes and Day led Council in planning for goals, which included articulating the action needed to accomplish the goal, selecting a leader, and giving a deadline.

With no further business, the meeting adjourned at 3:10pm.



Mark Brown, Mayor



Valarie R. Halvorsen, Town Clerk

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