



**TOWN OF SUMMERFIELD TOWN COUNCIL**

**MEETING DATE** August 9, 2011

<b>Agenda Item #</b>	
<b>5. F.</b>	
Consent Agenda	<input checked="" type="checkbox"/>
Regular Agenda	<input type="checkbox"/>

**ITEM TO BE CONSIDERED**

**Subject**

Approval of Kids Voting CBO Funding Request (\$500)

**Requested Action**

Approve as part of Consent Agenda

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

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

Date: \_\_\_\_\_ Length of Presentation \_\_\_\_\_

Comprehensive Plan Implementation Item:  NO  YES

If "yes" which Common Objective or Action Item? \_\_\_\_\_

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

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

Town policy requires the Finance Committee to review CBO funding requests and Town Council to approve the request. Kids Voting CBO request for \$500 was approved by the Finance Committee in July. They have submitted all of the appropriate paperwork to our office. Due to the size of the submission it is not included in the Council package in its entirety, please request a copy from the Town Clerk if you would like to review the request.

**TOWN COUNCIL ACTION/COMMENTS**

\_\_\_\_\_



**TOWN OF SUMMERFIELD TOWN COUNCIL**

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<b>Agenda Item #</b>	
<b>11. A.</b>	
Consent Agenda	_____
Regular Agenda	✓ _____

**ITEM TO BE CONSIDERED**

**Subject**

Approve Submission of Model Local Stormwater Program

**Requested Action**

Staff requests approval to submit Model Local Stormwater Program

Requested By:	<u>C. Anderson</u>	Dept./Committee	<u>Planning</u>
Signature	_____	Attachments	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Date:	<u>1-Aug-11</u>	Length of Presentation	<u>15 min</u>

Comprehensive Plan Implementation Item:  NO  YES

If "yes" which Common Objective or Action Item?

**Policy 3.10, Action Item 3.7, Action Item 5.4, Action Item 12.4, Action Item 12.5**

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

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

See attached memo

**TOWN COUNCIL ACTION/COMMENTS**



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

**ITEM TO BE CONSIDERED**

Discussion of Founders' Day Festival Location

Provide guidance to staff regarding future location of Founders' Day Celebration

**Subject**

**Requested Action**

Requested By: M. Brandt Dept./Committee Administration

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

Date: 1-Aug-11 Length of Presentation 15 min.

Comprehensive Plan Implementation Item: NO  YES \_\_\_\_\_

If "yes" which Common Objective or Action Item? \_\_\_\_\_

**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 _____				

Staff recommends that Founders' Day remain at the Summerfield Road/Fire Station site for another year. Staff recommendation is based on the following: Overwhelming positive response from community and participants; more space; better parking options for vendors; Fire Department was well-staffed, helpful, and support remaining on site; better connection between parade and festival, more centrally located. Another year on the site will help to determine if the site will sustain traffic/crowds all day and determine if it is "preferred site" not just a "new" site. Town property will require minor site improvements (mowing maintenance, fencing, etc) however staff is not recommending major site improvements this year. There are longer term considerations regarding the final disposition of the site as Town property.

**TOWN COUNCIL ACTION/COMMENTS**

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<b>Agenda Item #</b>	
<b>11. C.</b>	
Consent Agenda	_____
Regular Agenda	_____

**ITEM TO BE CONSIDERED**

Discussion of MOA with NCDOT for 220 Widening

Provide staff guidance regarding MOA

**Subject**

**Requested Action**

Requested By: M. Brandt Dept./Committee Administration

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

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

Comprehensive Plan Implementation Item:  NO  YES

If "yes" which Common Objective or Action Item? **Policies 2.2, 2.3, 2.8, 4.2, 4.5, 7.5, 7.6. Action Item 2.4**

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee				<p>Staff has the following comments: It was our understanding that the proposed pedestrian culvert would be paid 100% by NCDOT due to the importance of the Mountains-To-Sea Trail to the State, but the document requires a local match.</p> <p>Staff also requests that Council make a final decision regarding the construction of fencing along the right-of-way. The proposed fencing type is "hogwire" and wood posts. NCDOT also has an alternative of using silver colored chain link fencing. At an additional cost (paid by Summerfield), NCDOT will install black vinyl-coated chain link fencing.</p>
Finance Officer				
Budget Amendment required				
Town Attorney				
Town Planner				
Town Manager				
Other _____				

**TOWN COUNCIL ACTION/COMMENTS**

Staff has also been attempting to work out additional pedestrian access across US 220 at NC 150/Auburn Road and along the west side of US 220 from the pedestrian culvert to Summerfield Road.

After receiving Council input staff will negotiate further with NCDOT.



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

**ITEM TO BE CONSIDERED**

Discussion of SAP Loan Modification

Staff update of Loan

Requested By: \_\_\_\_\_ Dept./Committee Administration

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

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

Comprehensive Plan Implementation Item: NO YES

If "yes" which Common Objective or Action Item?

**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**

As previously discussed, the Finance Officer worked with Newbridge Bank to modify the terms of the ball field loan. With the payment of a \$500 loan modification fee, the new terms would prevent withdrawing funds from a high-interest bearing CD. Receiving consensus approval July 29th by Town Council, the Finance Officer took action to modify the loan to be interest only monthly payments until the loan maturity date in July 2012. It is still the intent of the Finance Officer to retire the debt early once the CD matures in May 2012; however, the interest and the loan will now total more than the \$500,000 originally approved by Council. A budget amendment to interest expense in the amount of \$10,000 is requested to cover the additional estimated interest. Even though the Town will be paying 4% interest on the loan, the Town will continue receiving 5.2% interest on the CD.

**TOWN COUNCIL ACTION/COMMENTS**

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

**ITEM TO BE CONSIDERED**

**Subject**

Proposal to help businesses affected by US 220 widening

**Requested Action**

approve Town Manager Proposal

Requested By:	<u>M. Brandt</u>	Dept./Committee	<u>Administration</u>
Signature	_____	Attachments	YES _____ NO <input checked="" type="checkbox"/>
Date:	<u>1-Aug-11</u>	Length of Presentation	<u>10 min.</u>

Comprehensive Plan Implementation Item:	<u>NO</u>	<u>YES</u>
If "yes" which Common Objective or Action Item?	_____	

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

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

Due to the widening of US 220 a number of businesses along the highway are required to relocate signs. Staff is proposing that any Town fees associated with this be waived. In addition, staff is working on a new comprehensive sign ordinance that may change the current standards for signage on US 220. Currently, all new signs have to be 50 square feet no more than 6 feet high (with the exception of specific sites). I would like to offer those properties that are required to move their signs a one-year amensity to allow them to use their existing signs until such time as the Town adopts new sign standards, then require the owners to conform to the new standards.

**TOWN COUNCIL ACTION/COMMENTS**

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**TOWN OF SUMMERFIELD TOWN COUNCIL**

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

**ITEM TO BE CONSIDERED**

<b>Subject</b>	Discussion of Wildlife Center Funding at Bur-Mil Park
	Council asked that the funding request to be placed on August Agenda
<b>Requested Action</b>	Requested By: <u>Town Council</u> Dept./Committee _____
	Signature _____ Attachments YES _____ NO <input checked="" type="checkbox"/>
	Date: _____ Length of Presentation <u>15 min.</u>

Comprehensive Plan Implementation Item:      NO      YES

If "yes" which Common Objective or Action Item? \_\_\_\_\_

**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 _____				

**TOWN COUNCIL ACTION/COMMENTS**



**TOWN OF SUMMERFIELD TOWN COUNCIL**

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<b>Agenda Item #</b>	
<b>12. B.</b>	
Consent Agenda	_____
Regular Agenda	_____

**ITEM TO BE CONSIDERED**

**Subject**

Reappoint Suzanne Hock Vandergrift to Parks & Rec Committee

**Requested Action**

Requested By: S. Joesph Dept./Committee Parks & Rec

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

Date: \_\_\_\_\_ Length of Presentation \_\_\_\_\_

Comprehensive Plan Implementation Item:  NO  YES

If "yes" which Common Objective or Action Item? \_\_\_\_\_

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

	Review Required	Approved		Attachment
		YES	NO	
Finance Committee				Town Manager approves of the re-appointment
Finance Officer				
Budget Amendment required				
Town Attorney				
Town Planner				
Town Manager				
Other _____				

**TOWN COUNCIL ACTION/COMMENTS**

\_\_\_\_\_



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

**ITEM TO BE CONSIDERED**

**Subject**

Appoint William North from Alternate to Regular BOA Member

**Requested Action**

Requested By: C. Anderson Dept./Committee Administration

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

Date: \_\_\_\_\_ Length of Presentation \_\_\_\_\_

Comprehensive Plan Implementation Item:	NO		YES		
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If "yes" which Common Objective or Action Item?

**REVIEW PROCESS**

**STAFF RECOMMENDATIONS/COMMENTS**

	Review Required	Approved		Attachment	
		YES	NO		
Finance Committee					Due to a recent resignation, it is recommended that alternate William North be appointed as a regular BOA member. William North has attended most, if not all, of the BOA meetings that have be held since his appointment as an alternate. When called to serve he has been an active participant in meetings and is willing and able to serve as a regular board member.
Finance Officer					
Budget Amendment required					
Town Attorney					
Town Planner					
Town Manager					
Other _____					

**TOWN COUNCIL ACTION/COMMENTS**



**TOWN OF SUMMERFIELD TOWN COUNCIL**

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<b>Agenda Item #</b>	
<b>13. A.</b>	
Consent Agenda	_____
Regular Agenda	_____

<b>Subject</b>	<b>ITEM TO BE CONSIDERED</b>	
	Proclamation - Good Samaritan Week	
<b>Requested Action</b>	Requested By: _____ Dept./Committee _____	
	Signature _____ Attachments YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	
	Date: _____ Length of Presentation _____	

Comprehensive Plan Implementation Item:	NO		YES		
If "yes" which Common Objective or Action Item? _____					

	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 _____				

TOWN COUNCIL ACTION/COMMENTS



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<b>Agenda Item #</b>	
<b>13. B.</b>	
Consent Agenda	_____
Regular Agenda	_____

**ITEM TO BE CONSIDERED**

Subject	Certificate of Appreciation - Ron Marshburn, Cheri Pickett
Requested Action	Requested By: _____ Dept./Committee _____
	Signature _____ Attachments YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
	Date: _____ Length of Presentation _____

Comprehensive Plan Implementation Item:	NO		YES		
If "yes" which Common Objective or Action Item? _____					

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

TOWN COUNCIL ACTION/COMMENTS



**TOWN OF SUMMERFIELD TOWN COUNCIL**

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<b>Agenda Item #</b>
<b>13. C.</b>
Consent Agenda _____
Regular Agenda _____

**ITEM TO BE CONSIDERED**

**Subject**

Update on New ABC Store Location

**Requested Action**

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

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

Date: \_\_\_\_\_ Length of Presentation \_\_\_\_\_

Comprehensive Plan Implementation Item: NO  YES

If "yes" which Common Objective or Action Item? \_\_\_\_\_

**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 _____				

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**TOWN COUNCIL ACTION/COMMENTS**

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**TOWN OF SUMMERFIELD TOWN COUNCIL**

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<b>Agenda Item #</b>	
<b>13. D.</b>	
Consent Agenda	_____
Regular Agenda	_____

**ITEM TO BE CONSIDERED**

**Subject**

Discussion of November Council Meeting Date Change

**Requested Action**

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

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

Date: \_\_\_\_\_ Length of Presentation \_\_\_\_\_

Comprehensive Plan Implementation Item:	NO	YES
If "yes" which Common Objective or Action Item?		

**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 regularly scheduled November Town Council meeting falls on Election day therefore an alternate meeting date or meeting location needs to be considered. The November Community Center calendar is attached.

**TOWN COUNCIL ACTION/COMMENTS**

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