

Consolidated Committee Ordinance

Attachment(s): yes

MEETING DATE: SEPTEMBER 8, 2015

STAFF COMMENTS / RECOMMENDATION:

Currently the town has multiple advisory committees and most, but not all, have separate establishing ordinances. Each deals with committee-specific details, but relies on the "general rules of procedure" ordinance for substantial portions of policy. It's cumbersome to have individual committee policies that require reference to another policy and these are referred to often internally and publicly. The manager's preference is to simplify and consolidate these into a singular policy, which is congruent with council's desire from its 1/24/15 council retreat to streamline governing documents. There has also been interest in looking closer at the "Ethics and Conflicts of Interest" section.

If all are consolidated into a new ordinance, the existing ordinances need to be rescinded and include the "Ordinance Establishing the General Rules of Procedure for Summerfield Committees" (O-2008-002) and the establishing ordinances for:

- Parks & Recreation (O-2008-003) (not being consolidated and was previously disbanded);
- Finance (O-2008-009);
- Founders' Day (O-2009-003);
- Public Safety (O-2009-004); and,
- Trails & Open Space (O-2013-004).

NOTES:

TOWN COUNCIL COMMENTS / ACTION:



Vineyards trail property and maintenance

Attachment(s); no

MEETING DATE: SEPTEMBER 8, 2015

STAFF COMMENTS / RECOMMENDATION:

From last month's minutes: "Vineyards HOA representative Bill Chase distributed a 2005 easement agreement between the town, the Vineyards, and the county regarding the trail property. Hill stated this was an 'anticipatory document' and recommended tabling the item until it could be reviewed along with other enabling documents. Sessoms agreed but wanted the issue to move forward; Hill will try to talk to the county and review all documents in time for the September meeting. Tabled by consensus."

Staff and the town attorney have been investigating past documentation and off-site files are being retrieved with an anticipated update under separate cover or at the meeting.

NOTES:

TOWN COUNCIL COMMENTS / ACTION:



Water and fire protection study

Attachment(s): yes

MEETING DATE: SEPTEMBER 8, 2015

STAFF COMMENTS/RECOMMENDATION:

In 2014, Council discussed town water-related issues and it was decided (from minutes) "to specifically request that the entire Public Safety Committee explore improvements to fire protection, but not municipal water exploration at this time, and come back in the near future with a recommendation. The intent was for the committee to suggest what should be pursued and how to best go about it. (It could be any route related to improving fire protection and public safety from that standpoint.)"

Then (from 2/10/15 minutes), "Public Safety Chair Roxanne Gilgallon said the committee's recommendation was that Town Council consider a feasibility study to evaluate 'rated pressurized hydrants (with adequate storage) at key points in town.' There was discussion of exploring all options, the need to consider future water needs due to growth and development, the potential to share costs of conducting a study, and if statutes allow the fire department to spend [spend] funds on a water system or a study. Council directed Whitaker to work with the fire department to determine the scope of a study and bring the information back to council. An engineer-conducted study would be considered during next budget year."

The topic was discussed more during the budget process, \$9500 was budgeted, and a proposal is attached for your review.

NOTES:

TOWN COUNCIL COMMENTS/ACTION:



A&Y Greenway (south) design contract

Attachment(s): yes

MEETING DATE: SEPTEMBER 8, 2015

STAFF COMMENTS / RECOMMENDATION:

The greenway and its planning process has been a multi-year discussion and the Trails and Open Space Committee unanimously recommended 2/11/15 that council "...consider obtaining bids for the design of the new (middle) trail" [current southern alignment]. From last month's minutes: "Whitaker introduced Iona Thomas of Stewart, the engineering/design firm selected via the RFQ process; their price to provide planning and design services for the southern portion of Summerfield's proposed A&Y Greenway was \$320,294.48. Flowers asked if the price could change moving forward; Thomas replied it should stay the same barring any changes in scope by the council...."

The next step is consideration of the contract with Stewart, \$325,000 was budgeted for "Trail Development," and a contract is attached for your review.

NOTES:

TOWN COUNCIL COMMENTS / ACTION:



Unsealing of closed session minutes

Attachment(s): no

MEETING DATE: SEPTEMBER 8, 2015

STAFF COMMENTS / RECOMMENDATION:

Per NCGS, public bodies must keep full and accurate minutes of all official meetings, including closed sessions. Statutes allow minutes to be withheld from public inspection when disclosure would frustrate the purpose of the closed session. Per Council resolution (attached), the town attorney reviews closed session minutes periodically to determine what can be opened/unsealed.

Mr. Hill's office has reviewed such minutes as resolved and will provide those that should be released prior to the meeting and in time for Council review.

NOTES:

TOWN COUNCIL COMMENTS / ACTION:
