



Town Hall: POB 970, 4117 Oak Ridge Road, Summerfield, NC 27358
 ph: 336-643-8655 / fax: 336-643-8654 / www.summerfieldgov.com

C O U N C I L M I N U T E S

MARCH 17, 2017, 4:30PM-7:00PM AND MARCH 18, 9:00AM-3:00PM
OAK RIDGE ROOM, 2205 OAK RIDGE ROAD, OAK RIDGE, NC

FRIDAY: The meeting was called to order at 4:50pm by Brown; Laughlin led the invocation. The following were present:

Council

Mark Brown, Mayor
 Mike Adams
 Dianne Laughlin
 John O'Day
 Reece Walker

Staff

Scott Whitaker, Town Manager
 Cheryl Gore, Manager Assistant/Events Coordinator

CONSENT AGENDA

Motioned was made to approve the agenda, second and carried unanimously.

OVERVIEW OF RETREAT FORMAT, ROLES OF PARTICIPANTS, AND GROUND RULES

Gore briefly discussed roles, rules, and expected outcomes.

REVIEW OF 2016 RETREAT GOALS AND STATUS UPDATES

Whitaker discussed updates from 2016-17 budget, larger expenses, and capital projects. SAP parking lot contract is progressing to bid stage; A&Y Greenway is progressing; RFQs out for Gordon Building architectural services and master planning of Summerfield Road and Oak Ridge Road intersection; and working on town signage.

COUNCIL IDEAS, NEEDS, AND PROJECTS FOR POTENTIAL SATURDAY DISCUSSION

Council discussed possible ideas for the upcoming budget year to keep in mind while going over the Comprehensive Plan later in the retreat. Ideas included: a community garden on the Vandergrift property; greenway pedestrian tunnel improvements; making copies of Hoskins articles at Summerfield Elementary and recordings at Greensboro History Museum; need for an assistant manager to assist with projects/workload; a gravel parking lot on Vandergrift property; paving the lower parking lot at SCP; consideration of additional uses of the Vandergrift property; fast-tracking renovations of the Gordon Building; possible annexation of NC-158 and US-220 intersection, Ridgewood, Plainsfield Road, and Richardson property; and a community newsletter.

With no further business for the evening, the meeting was adjourned at 7:00pm for an on-site dinner.

Council: Mayor Mark Brown, Mayor Pro-tem Dena Barnes, Mike Adams, Dianne Laughlin, John O'Day, Reece Walker Manager: Scott Whitaker

Staff: Jeff Goard (P&E Mgr.), Cheryl Gore (Mgr. Asst./Events Coord.), Dee Hall (Finance Ofc.), Valarie Halvorsen (Clerk), Carrie Spencer (Planning Dir.)



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

Council

Mark Brown, Mayor
 Mike Adams
 Dianne Laughlin
 John O'Day
 Reece Walker

Staff

Scott Whitaker, Town Manager
 Cheryl Gore, Manager Assistant/Events Coordinator
 Carrie Spencer, Planning Director

COMPREHENSIVE PLAN

A. Town vision statement: It was reviews and Council agreed that the town had done well with following it in recent years.

B. Common objective areas:

1. Appropriate, Limited Commercial Development: Discussion about some of public not happy with Henson Village, otherwise doing okay with this objective. Other potential commercial areas may develop near Lake Brandt and NC-150 intersection.
2. Sidewalk, Bikeway and Trail System: A&Y Greenway is a big component of this objective area, also believe the area means more walkable *within own neighborhoods*.
3. Community Character Preservation: Purchasing Vandergrift property was good for preserving land and town has done well with preserving historic buildings. Questions were raised, such as: could the Piedmont Land Conservancy be of more assistance; should land purchases be a higher priority; and what to do with land offered to the town for dedication.
4. Transportation Improvements: Discussion about many neighborhoods are good with connectivity with exception of Birkhaven and developers' role in traffic impact analysis. Spencer suggested consideration of the Complete Streets program for the future.
5. Water Supply and Sewage Treatment Options: Spencer suggested considering studying bedrock aquifer in the pending water feasibility study. For future development, the town should encourage the use of gray water to water yards instead of potable water. Discussion about the town's role for already-built neighborhoods vs. new development in regards to encouraging this route.
6. Appropriate Housing and Residential Development: Discussion about the definition of rural character: farming, open space, woodlands, history, and culture. Town hasn't done well recently with diversity of housing. Is a long-range real estate study of senior living and housing needed in the future?
7. Park and Recreation Improvements: Discussion about private neighborhoods dedicating areas to town and if the town has considered a park on the east side of Summerfield; would need additional staff if that was considered.



8. Attractive Community Appearance: Discussion about burying overhead utility lines at town hall. Manager has explored it in detail and with utility providers and there are major challenges/ roadblocks, but can be looked at closer within the upcoming master plan. Discussion about potential beautification of the US-220 sound wall (mural or additional landscaping). Discussion about code enforcement and focus on citizen complaints vs. being more proactive. Discussion of Kotis-owned former Food Lion shopping center and citizen desire for it to be improved.
 9. Quality Schools: Summerfield has great schools; recent meeting the new superintendent was helpful; and including schools when planning new developments.
 10. Summerfield Road Focus Area: Should this policy area stay with a future rewrite? Summerfield Road has been experiencing some new growth.
 11. Historic Preservation: Town is doing very well on this policy area and should continue to consider adjacent properties for needed additional parking.
 12. Limited Services Local Government: Discussion about upcoming projects and the need to consider additional staffing as needed.
- C. **Future update**: Spencer mentioned the town received money from a citizen group for a Comprehensive Plan amendment and staff is determining how to best process the request.

PARKS AND RECREATION DEPARTMENT – FUTURE DIRECTION

- A. **Summerfield Community Park (SCP)**: *not discussed; P&R Manager Jeff Goard was unable to attend*
- B. **Summerfield Athletic Park (SAP)**: *not discussed in Goard's absence*
- C. **P&R staffing**: *not discussed in Goard's absence*

PLANNING DEPARTMENT – FUTURE DIRECTION

- A. **Opportunities and challenges with population growth and development**: Spencer presented data of town demographic changes between 2000 and 2014, ages of residents, income of households, and median house price point. Discussion for Council followed.
- B. **Uniform Development Ordinance rewrite**: Discussion about status and progress. Spencer and Whitaker will update after Article 4 (in conjunction with PD revisions) goes to the Zoning Board.
- C. **Planning staffing and code enforcement**: Spencer would like for zoning enforcement to be handled in house and code enforcement to be contracted. Whitaker and Spencer were optimistic about a Town Planner applicant who was being interviewed/processed.

Recessed for on-site lunch. Whitaker left.

CAPITAL IMPROVEMENT PLAN (CIP)

- A. **CIP projects list**: *not discussed; Finance Officer Dee Hall was unable to attend*
- B. **Town properties and plans**: *not discussed in Whitaker's absence*



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BRAINSTORMING AND CONSENSUS BUILDING; CLARIFYING GOALS AND PINPOINTING NEEDS OF ACTION

Gore led Council in a discussion about goal planning for FY2017-18's budget, stating action items and project leads. Action items that came out of the discussion were: making copies of Hoskins articles at Summerfield Elementary and recordings at Greensboro History Museum; adding a gravel parking lot on the Vandergrift property; paving the lower parking lot at SCP; consideration of additional uses of the Vandergrift property; fast-tracking renovations of the Gordon Building as a meeting hall; possible annexation of NC-158 and US-220 intersection, Ridgewood, Plainsfield Road, and Richardson property; and a community newsletter.

REVIEW AND WRAP-UP

Council reviewed all action items and agreed that is the route they wanted to go for the upcoming budget year.

With no further business, the meeting was adjourned at 1:57pm.

 Mark Brown, Mayor

 Cheryl Gore, Manager Assistant/Events Coordinator