

**SPECIAL & REGULAR MEETING OF  
THE VILLAGE OF CLEMMONS COUNCIL  
APRIL 27, 2015**

The Village of Clemmons Council met on Monday, April 27, 2015 at 5 p.m. The meeting was held at the Village Hall, Clemmons, North Carolina. The following members were present: Mayor Nelson and Council Members Cameron, Denny, Lawry, Roark and Rogers. No Council member was absent. Staff members present were: Interim Manager Kirby, Finance Officer Stroud, Planner Ledbetter, Public Works Director of Operations Gearren, Clerk Shortt and Village Attorney Kasper.

**Call to Order**

Mayor Nelson called the meeting to order at 5 p.m.

**Business – Special Meeting**

A. Fiscal Year 2015-2016 Budget Workshop. Finance Officer Ann Stroud presented an updated budget summary which reflected more current information than the budget presented at the retreat. The total budget decreased from \$5,950,764 (2014-2015) to \$5,817,550 (2015-2016). The tax rate remains at 11.5 cents. Unrestricted intergovernmental revenues increased by \$141,673, restricted intergovernmental revenues decreased by \$57,337. The fiscal year 2015-2016 budget anticipates using \$770,280 of fund balance. All of this fund balance is for capital items only with no fund balance being used to cover operations. Some of the capital items are road construction and sidewalk construction match. The budget includes street construction, lighting, and signage for Phase 1 Lewisville-Clemmons Road Connectivity which is from Ramada Drive to Stadium Drive. The general fund total for this project is \$175,000 and Stormwater utility total for this project is \$50,000 for a total project cost of \$225,000.

Council reviewed the proposed draft budget. Discussion items included:

- Essential of Government Class for newly elected officials, the Village has 3 Council seats and the Mayor up for election in November. The Council decided to include travel for the potential of 3 new elected officials. This will be a decrease to Governing Board Budget of \$1,950.
- The Council discussed manager travel to NCLM conference and Town Hall Day. No changes made.
- Some discussion of Landscaping and Right Away Maintenance in Public Works. No changes made.
- There was a question about increase in Survey and Engineering under Street Appropriations. This increase is for bi-annual street condition report that the Public Works Director uses to decide which streets to resurface. No changes made.
- There was a question about contract services – enforcement under planning and zoning department. Staff clarified that this was our hourly contract with City-County Inspections which can vary from year to year. No changes made.
- Discussion on farmer's market and community garden. Planner discussed plans for both projects in the upcoming year. No changes made.

- Council started discussion on Occupancy Tax Department. Since the Council and staff just participated in Clemmons Community Day, the Finance Officer asked if there was any interest in adding some funds to Community Day for giveaways. There was interest so Community Day will go from \$5,000 to \$5,500. Further discussion for Occupancy Tax Department will continue on May 11, 2015.

With 7 p.m. drawing near, Council chose to move the remaining budget items to the next scheduled regular meeting on May 11, 2015 beginning at 5:30 p.m. Mayor Nelson called for a recess at 6:42 p.m.

Mayor Nelson reconvened the meeting at 7 p.m.

### **Pledge of Allegiance (Regular Meeting)**

Mayor Nelson led the Pledge of Allegiance.

### **Public Comments**

There were 36 citizens in attendance. Two individuals signed in to speak:

Tom Jones, 6131 Stadium Drive, Clemmons, NC – stated he made a request on February 13, 2015 for information on fees and reimbursements to government officials. He then had a meeting with Interim Manager Kirby and Village Attorney Kasper who advised the request could cost as much as \$7k-\$10k. Finance Officer Ann Stroud compiled the detailed information requested and the fee associated was \$32.20. Mr. Jones advised his full report would be available soon.

Dana Bryson, 2756 Knob Hill Drive, Clemmons, NC – was accompanied by the two other local hotel operators in Clemmons. She wanted to voice her concerns regarding marketing dollars and the new grant process which would limit funding requests to \$10k for non-profit organizations. She stated there would be so much more that could be done if it were a collaborative effort.

### **Approval of the Minutes**

Council Member Cameron requested to amend the minutes of the April 13, 2015 regular meeting to include the two words “lack of” on Page 4 in the section under her input to read “Council Member Cameron advised she agrees that it is a good use of land but concern is with the safe use of the land due to *lack of* connectivity”.

Council Member Rogers moved to approve the minutes of the April 13, 2015 regular meeting as amended. The motion was seconded by Council Member Roark and unanimously approved.

### **Approval of the Agenda**

Interim Manager Kirby requested an addition to Announcements: City-County Arts Incentive and under “Closed Session” to remove Discuss Personnel Matter in accordance with NCGS 143-318.11(a)(3) and add Discuss Property Acquisition in accordance with NCGS 143-318.11(a)(5).

Council Member Roark moved to approve the agenda as amended. The motion was seconded by Council Member Rogers and unanimously approved.

### **Announcements**

Mayor Nelson recognized 15 members of Tiger Kim's Taekwondo for their outstanding achievements and contributions presenting each of them with a certificate and Village Stagecoach print. The members recognized were: Master Woo Sup Kim, David Kim, Ainsley Fox, Ella Fox, Amy Ly Kim, Austin Ly, Katya Crawford, Lucas Plitt, Noah Rebello, Anthony Rebello, Alex Hamby, Noah Couch, Kristen Wright (not present), Kristen Masalleras (not present) and Damien Capps (accepted by his mother as he is away at college). A group photo followed.

Mayor Nelson read Resolution 2015-R-05 Declaring May 2015 as Historic Preservation Month in Clemmons.

Council Member Cameron motioned to adopt Resolution 2015-R-05 Declaring May 2015 as Historic Preservation Month in Clemmons. The motion was seconded by Council Member Roark and unanimously approved.

Mayor Nelson presented a copy of Resolution 2015-R-05 to David Hauser, our representative on the Forsyth County Historic Resources Commission (attached hereto as Exhibit A and incorporated herein by reference).

### **Business**

A. Attorney's Report. Village Attorney Kasper advised that all of the Right-of-Ways are now in place for Village Point Drive which has been a 3 ½ year process.

B. Planner's Report. Planner Megan Ledbetter presented the Minutes from the April 21, 2015 Planning Board Meeting. She also provided an update on the Farmer's Market stating that she is expecting a very successful second season as within the next two weeks the market will be full with 20-22 vendors.

Planning Board Member Matthew Deeter presented the Draft Work Plan of the 2015 Comprehensive Plan Update to Council. He provided a high-level view of the 12-month plan deliverables. The full Planning Board and appropriate Village Staff members will meet in the first month to review and make adjustments as necessary to validate the work plan by reviewing plan deliverables, developing a detailed work plan, reporting on economic analysis and identifying trends in growth and change. In months 1-4 the base reports will be updated from the original comprehensive plan. From the updated reports, a revision will be drafted for the Comprehensive Plan Update incorporating vision, goals, policies and strategies. A community outreach program (surveys, meetings, etc.) will be developed in months 4-6 to create interest in public review and comments. During months 6-9 the Planning Board and Staff members will meet to incorporate feedback from the Community Outreach Program into the draft Comprehensive Plan Update. In month 12, the draft Comprehensive Plan Update will be

presented to Village Council for review and approval. Council agreed this work plan is a logical approach.

C. Marketing/Communications Director's Report. Public Works Director of Operations Steve Gearren presented the Village of Clemmons Facebook Page. He advised the page is an extension of the Village's website as it will be used for informational purposes only not allowing for comments to posts. People can send messages to [info@clemmons.org](mailto:info@clemmons.org) thru Facebook. He also advised that they are still in the process of working on a URL for the site and would be able to go live once a few kinks are worked out. After a brief discussion, Council consensus was to go live with the Facebook page once the URL is established.

D. Manager's Report.

1. *Financial Summary Report for March 2015.* Report was presented.
2. *Report on Village Point Drive.* The road project will constructed through NCDOT Division 9 crews. The environmental permitting will be handled by NCDOT as well. The Village of Clemmons met with both permit agencies DWQ and the US Corp of Engineers regarding the required permits, it is estimated the permit process will take approximately 180-240 days with construction to begin in the Spring of 2016. Due to the statement of need required as part of strategic investment formula fund application the project is classified as an access for economic development purposes and must go through a more stringent permitting process.
3. *New Grant Form.* Council agreed to discuss at next scheduled Council meeting in Marketing/Communications Director Ford's absence.

E. Council Comments. Council Member Cameron thanked Village Staff for their efforts and participation in Clemmons Community Day. Council Member Rogers advised of the "Keep Clemmons Clean" event on May 2<sup>nd</sup> and the Farmer's Market which is held every Thursday from 4 p.m. – 6 p.m. and Saturday from 8:30 a.m. – noon. Council Member Rogers also informed the audience of the continued need for volunteers to help with the Farmer's Market if anyone is interested. Council Member Rogers also noted that the annual Petal and Metal Fest will be on May 16 from 2-5pm with a ribbon cutting starting the event at 2pm.

F. Closed Session to Discuss Property Acquisition. Council Member Rogers moved to go into closed session to discuss property acquisition in accordance with NCGS 143-318.11(a)(5) at 8:10 p.m. The motion was seconded by Council Member Roark and unanimously approved.

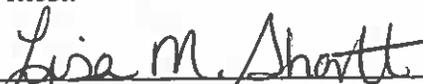
Mayor Nelson reconvened the meeting at 9:15 p.m. and stated a majority vote was taken to return to open session. No action was taken during the closed session.

**Adjournment**

Council Member Lawry moved to adjourn the meeting at 9:18 p.m. The motion was seconded by Council Member Roark and unanimously approved.

  
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Nickolas B. Nelson, Mayor

Attest:

  
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Lisa M. Shortt, Village Clerk

Resolution Number 2015-R-05

**RESOLUTION DECLARING HISTORIC PRESERVATION MONTH IN  
CLEMMONS, NORTH CAROLINA  
MAY 2015**

**WHEREAS**, historic preservation is an effective tool for managing growth, revitalizing neighborhoods, fostering local pride, and maintaining community character while enhancing livability; and

**WHEREAS**, historic preservation is relevant for urban and rural communities across the nation, and for Americans of all ages, all walks of life, and all ethnic backgrounds; and

**WHEREAS**, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

**WHEREAS**, "*Preservation on the Move*" is the local theme for National Historic Preservation Month 2015, established by the National Trust for Historic Preservation; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Village Council of Clemmons do hereby declare the month of May 2015 as National Historic Preservation Month, and call upon the people of Clemmons to join their fellow citizens across the United States in recognizing and participating in this special observance.

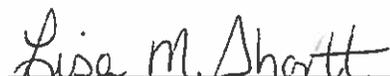
**BE IT FURTHER RESOLVED** that this resolution be spread upon the minutes of the Village Council and that a copy be furnished to the Forsyth County Historic Resources Commission.

Adopted this 27th day of April, 2015

  
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Nickolas B. Nelson  
Mayor

ATTEST:



  
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Lisa M. Shortt, Village Clerk