

NOT APPROVED



**Agenda Packet - DRAFT
Village of Clemmons Council
Special Meeting (Retreat)**

January 23&24, 2023

**AGENDA
SPECIAL MEETING OF THE
VILLAGE OF CLEMMONS COUNCIL
WINMOCK AT KINDERTON
JANUARY 23 & 24, 2023 at 9:30 a.m.**

- I. Call to Order – Mayor Rogers
- II. Minutes - Approval of Minutes – January 9, 2023 Regular Meeting
- III. Changes and/or Approval of the Agenda
- IV. **Business – Retreat (Day 1 – January 23, 2023)**
 - A. UDO Update (Rewrite by Section)
 - 1. Sign Regulations (underway B.3-2)
 - 2. Commercial Design Standards (Large-Scale Retail Development Section B.3-12)
 - 3. Parking Requirements and Landscaping Standards (Sections B.3.8 and B.3.4)
 - 4. Planned Residential Developments
 - B. Code of Ordinances: Minimum Housing Code
 - 1. Operational Options – County vs. City
 - C. Proportional Relationship Between Multi-family and Single-family Developments
 - D. Annexation & Rezoning Sequencing Procedure
 - E. Influencing Growth Outside Our Borders (IGOOB)
- Business – Retreat (Day 2 – January 24, 2023)**
 - F. Personnel Classifications
 - 1. Planner I
 - 2. Assistant Finance Officer
 - 3. Events Coordinator (Part-time)
 - G. Leaf Collection Discussion
 - H. Village Hall and Other Future Public Areas
- V. Adjournment



DRAFT

REGULAR MEETING OF THE VILLAGE OF CLEMMONS COUNCIL January 9, 2023

The Village of Clemmons Council met on Monday, January 9, 2023, at 6 p.m. The meeting was held at the Village Hall, Clemmons, North Carolina. The following members were present: Mayor Rogers, Council Members Barson, Cameron, Combest, Taylor and Wrights. Attorney Al Benschhoff was also present.

Call to Order & Pledge of Allegiance

Mayor Rogers called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Public Comments

There were three citizens in attendance. There were no individuals that spoke during public comments.

Approval of the Minutes

Council Member Cameron moved to approve the minutes of the December 12, 2022 regular meeting as presented. The motion was seconded by Council Member Taylor and unanimously approved.

Approval of the Agenda

Council Member Taylor moved to approve the agenda as presented. The motion was seconded by Council Member Cameron and unanimously approved.

Announcements

Mayor Rogers announced the Village of Clemmons will be closed for Martin Luther King, Jr. Day on Monday, January 16, 2023 (trash collection will be on normal schedule).

Mayor Rogers announced there will be a Village of Clemmons Council Special Meeting (Retreat) which will be held Monday & Tuesday, January 23 & 24, 2023.

Manager Gunnell introduced Doug Moore as the new Planning & Community Development Director for the Village of Clemmons and Assistant Manager Flyte introduced Al Benschhoff as the new Attorney (Brough Law Firm) for the Village of Clemmons.

Business – Action Items

- A. *Audit Report for FYE June 30, 2022.*
 1. *Presentation of the Audit Report* – Craig Hopkins from Gibson & Company P.A., provided a brief overview of their independent audit for the Village of Clemmons for the fiscal year ending June 30, 2022. He stated the audit was filed in a timely manner, approved and accepted. A clean opinion was issued. There were no budgetary violations or instances of non-compliance. He advised a single audit was also performed as the Village expended over a certain threshold of state and federal funds by testing compliance of grants received. There were no compliance issues

found during the single audit. Total cash increased from the prior year by \$876k and restricted cash decreased by \$850k (there was a lot expended for Powell Bill). Liabilities were \$708k. Total fund balance was \$9.2 million and \$5.4 million is unassigned. Revenues were up about \$1.7 million (largely due to the increase in property taxes), expenses were \$1.6 million and there was a net change in fund balance of \$9k. The Stormwater Fund total assets were \$5 million. Liabilities were \$360. Unrestricted fund balance was \$1.3 million. There were \$1.4 million operating revenues. Expenditures were \$716k. ARPA funds came into the Stormwater Fund in the amount of \$305k. Total net position increased by a little over \$1 million.

2. *Acceptance of the Audit Report.*

Council Member Cameron made a motion to accept the audit report. The motion was seconded by Council Member Taylor and unanimously approved.

- B. *Preliminary Major Subdivision for Tanglewood Trace Subdivision by Doylestown Properties, LLC located on 6.06± acres zoned RS-9 to include 10 lots at 4200 Clinard Road and shown as PIN 5882-75-2777 on a site plan map located in the Village of Clemmons Planning Department and on the Village of Clemmons website (Zoning Docket C-22-001)* - Planner Moore presented to Council a major preliminary subdivision site plan for their consideration. This is not a rezoning request. He stated the proposal is 6.06± acres and it is for 10 lots (attached hereto as Exhibit A and incorporated as a part of the minutes). He stated it does meet the UDO requirements and was approved unanimously by the Planning Board.

Council Member Cameron made a motion to approve the preliminary major subdivision plat with the conditions as presented on the site plan review record for Tanglewood Trace by Doylestown Properties, LLC located on 6.06± acres zoned RS-9 to include 10 lots at 4200 Clinard Road (PIN 5882-75-2777) (Zoning Docket C-22-001). The motion was seconded by Council Member Taylor and unanimously approved.

Business – Review and Items for Future Action

- C. *Marketing & Communications Director's Report/Events Update.*
- Forsyth Community is on newsstands! Make sure to pick up your copy today and share with neighbors and friends.
 - Coffee with a Cop will be held at Chick-fil-A Clemmons on Tuesday, January 17th from 9-10AM at Clemmons Chick-fil-A.
 - Several farmers market vendors are offering off season preorders and weekend pickup at Village Hall. Please visit clemmons.org/preorders for more info.
 - We are now accepting applications for the 2023 season – please visit clemmons.org/farmersmarket.
 - Make sure to visit Village Point Greenway this month! Participate in the #getyourselfieoutside event!
 - Neighbors Helping Neighbors kicks off in February – we encourage everyone to be a part of this month-long awareness campaign regarding food insecurity

and the many ways to support those in need through the Clemmons Food Pantry

- WEATHER PERMITTING, the last leaf collection will begin on Monday, January 23, 2023.
- Weather permitting, the Village of Clemmons will pick up Christmas trees that have been placed at the edge of residents' yards beginning Monday, January 9th for areas west of Lewisville-Clemmons Road and Middlebrook Drive, and starting Tuesday, January 16th for areas east of Lewisville-Clemmons Road and Middlebrook Drive.

Details are available on the Village website and Facebook page regarding all of our events.

D. Manager's Report.

1. *Financial Summary Report for November 2022* – report was presented.
2. *Drone Update* –Council Member Barson provided an update on the Drone as a First Responder Program from a meeting held in December 2022 and advised additional information will be forthcoming.
3. *NCLM Biennium Legislative Goals* – Mayor Rogers advised of the list of 16 goals that were to be voted on by the Council (who could choose up to 10).

Council consensus was to direct Mayor Rogers to vote for the following NCLM legislative goals: 1) Create an adequate and permanent funding stream for local infrastructure; 2) Expand state transportation funding streams for construction and maintenance for municipal and state-owned secondary roads; 3) Update annexation petition thresholds to make voluntary annexations easier to initiate; 4) Provide local revenue options beyond property tax.

Council Member Cameron pointed out a list of topics that Council Member Combest recommended which were not part of the list of 16 selections. She stated these items are worth considering and inquired as to how the rest of Council would like to handle. Mayor Rogers suggested reaching out to local delegate to see if there would be any traction from other local representatives. Council agreed.

E. Stormwater Technician's Report.

1. *Stormwater Quarterly Report – Q2 (Oct 1 – Dec 31 2022)* - Stormwater Tech II Harrison presented the Stormwater Quarterly Report (October – December 2022) to Council (attached hereto as Exhibit B and incorporated as a part of the minutes.

F. Council Comments – Council Member Taylor expressed his excitement moving into 2023 with new Staff members and focus. He expressed that 2022 was a team effort with a lot of accomplishments to be proud of.

Adjournment

Council Member Cameron moved to adjourn the meeting at 6:52 p.m. The motion was seconded by Council Member Taylor and unanimously approved.

Mike Rogers
Mayor

ATTEST:

Lisa Shortt, NCCMC
Village Clerk