



**Agenda Packet - DRAFT
Village of Clemmons Council
Special & Regular Meeting**

May 13, 2019

**AGENDA
REGULAR MEETING OF THE
VILLAGE OF CLEMMONS COUNCIL
MAY 13, 2019 at 4:00 p.m.**

- I. Call to Order – Mayor Wait
- II. Business – Special Meeting – Budget Workshop (continuation from May 6, 2019)
- III. Recess/Reconvene Regular Meeting
- IV. Pledge of Allegiance
- V. Public Comments
- VI. Minutes - Approval of Minutes – April 22, 2019 Regular Meeting
- VII. Changes and/or Approval of the Agenda
- VIII. Announcements
 - A. The Village of Clemmons offices will be closed on Monday, May 27, 2019 in observance of Memorial Day (Trash pickup will be delayed 1 day)
 - B. The next Village Council regular meeting will be held on Tuesday, May 28, 2019 at 6:00 p.m.
- IX. **Business – Review Items**
 - A. Marketing & Communications Director's Report
 - 1. Events Update
 - B. Manager's Report
 - 1. Stormwater CIP List
 - 2. Street Modification Update
 - C. Attorney's Report
 - D. Planner's Report
 - 1. NCGA Funding Request
 - 2. Building District Improvement Grant Program
 - 3. Publix Wayfinding Signage
 - 4. Smart Sheets Update
 - 5. Transportation Plan Update
 - 6. Winston-Salem UDO Progress
 - 7. Farmers Market
 - 8. Kinnamon Bridge Feasibility Study
 - 9. Valve Building Bids – Market Center Drive Phase IA
- Business – Action Items**
 - E. Public Hearings
 - 1. Comprehensive Plan Update (continuation)
 - 2. Zoning Map Amendment of AAA Storage from LO-S (professional office) to GB-S (General Business-Special Use) (Storage Services, Retail) – Zoning Docket C-230

3. Zoning Text Amendment to the Unified Development Ordinance to Electronic Sweepstakes definition and amortization schedule (C-UDO-81)
- F. Request to the MPO for reallocation of two STP-GA funds to the Highway 158 Project
- G. Council Comments
- X. Adjournment



DRAFT

**REGULAR MEETING OF
THE VILLAGE OF CLEMMONS COUNCIL
April 22, 2019**

The Village of Clemmons Council met on Monday, April 22, 2019, at 6 p.m. The meeting was held at the Village Hall, Clemmons, North Carolina. The following members were present: Mayor Wait, Council Members Binkley, Combest, Lofland, and Wrights. Attorney David Kasper was also present. Council Member Barson and Attorney Warren Kasper were absent.

Call to Order & Pledge of Allegiance

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

Public Comments

There were approximately 20 citizens in attendance. There were no individuals signed in to speak.

Approval of the Minutes

Council Member Wrights moved to approve the minutes of the April 8, 2019 regular meeting as presented. The motion was seconded by Council Member Lofland and unanimously approved.

Approval of the Agenda

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

Announcements

- A. Mayor Wait recognized the Clemmons Community Spring Cleanup T-shirt Design Winners, Sloane Dockery & Nicholas Stevenson (5th grade students at Clemmons Elementary School) by presenting them with a certificate and a numbered Hattie Butner Stagecoach print.
- B. Mayor Wait recognized Chris Davis, Clemmons Firefighter who was named North Carolina Career Fire Officer of the Year by presenting him with a certificate and a numbered Hattie Butner Stagecoach print.
- C. Mayor Wait announced the Special Meeting – Budget Workshop will be held Monday, May 6, 2019 at 6:00 p.m. and Monday, May 13, 2019 at 4:00 p.m.

Business – Information/Review Items for Future Action

- A. *Marketing and Communications Director's Report.*
 1. *Events Update* – Manager Buffkin provided an update on the following items and events:
 - Spring Cleanup – Saturday, April 27, 2019
 - Movie Night - Saturday, April 27, 2019 at Jerry Long YMCA “*Ralph Breaks the Internet*”

B. Manager's Report.

1. *Financial Report for March 2019* – report was presented.
2. *Sheriff's Department Report for March 2019* – report was presented.
3. *Village Boards Advertising* – Manager Buffkin advised Council that advertising for Village Board opportunities will be taking place in the coming weeks.

C. Attorney's Report – nothing to report.

D. Planner's Report.

1. *April 16, 2019 Draft Planning Board Meeting Minutes* – minutes were presented.
2. *Request to the MPO for reallocation of two STP-GA funds to the Highway 158 Project* – Planner Ledbetter explained and provided a draft TAC action item to Council for their consideration. She advised there is a series of intersection improvements that were submitted to the MPO (which include Stadium Drive and Lewisville-Clemmons Road, Highway 158 and Lewisville-Clemmons Road, Highway 158 and Stadium Drive and the interchange at Harper Road). She stated as part of the scope for the median project on Lewisville-Clemmons Road includes the improvements to the interchanges at Stadium Drive and Lewisville-Clemmons Road and Middlebrook Drive and Lewisville-Clemmons Road. As part of that project, the crosswalks and pedestrian amenities can be included in with that TIP project which would release these funds to be used for another project. The other projects she requested Council to consider is a gap sidewalk project from Stadium Drive to Kinnamon Road which would be filling in segments of sidewalk along that corridor. She advised that with the increase seen in construction cost estimates, the Highway 158 to Yadkin River Greenway project will be at least 30% above the initial engineer's estimate. The Council could request that the TAC reallocate that money from both of those projects to the Highway 158 project (which would provide an additional \$630,430 to spend on the Highway 158 project).

Council consensus was to add this as a Business Item for consideration at the May 13, 2019 regular meeting.

3. *Kinnamon Bridge Feasibility Study* – Planner Ledbetter provided an update to Council that the scoping documents needed to start the feasibility study have been submitted. She stated that the City of Winston-Salem has to approve the project as it is funneled through the MPO so they will develop an agreement to be presented to their City Council which will then come back to Village Council for final approval. Timeframe to begin is July 2019.

Business – Action Items

- E. Public Hearing for Comprehensive Plan Update (continuation) – Planner Ledbetter provided a briefing to Council that the public hearing was continued and stating that Council Member Combest has provided comments on modifications to be made which she is currently in the process of completing. Council Member Combest advised that a proposed change he has suggested is to separate Transportation and Parks as transportation is essential and non-negotiable and parks are discretionary. Mayor Wait opened the podium to anyone wishing to speak. Stan Forester advised that he has furnished Council Member Barson with a copy of the traffic study as requested. Planner Ledbetter advised Council that if they are considering adopting the Comprehensive Plan at their next meeting, they need to remember they have the pending amendment request (modification to the current land-use plan) from Mr. Forester. Planner Ledbetter requested the Council make their decision at their next meeting once Council Member Combest’s comments are vetted and incorporated into the plan.
- F. Call for Public Hearings.
1. Zoning Map Amendment of AAA Storage from LO-S (professional office) to GB-S (General Business-Special Use) (Storage Services, Retail) – Zoning Docket C-230.

Council Member Wrights moved to call for public hearing on Zoning Map Amendment of AAA Storage from LO-S (professional office) to GB-S (General Business-Special Use) (Storage Services, Retail) – Zoning Docket C-230 on Monday, May 13, 2019 at the Regular Village Council Meeting. The motion was seconded by Council Member Lofland and unanimously approved.

2. Zoning Text Amendment to the Unified Development Ordinance to Electronic Sweepstakes definition and amortization schedule (C-UDO-81).

Council Member Wrights moved to call for public hearing on Zoning Text Amendment to the Unified Development Ordinance to Electronic Sweepstakes definition and amortization schedule (C-UDO-81) on Monday, May 13, 2019 at the Regular Village Council Meeting. The motion was seconded by Council Member Lofland and unanimously approved.

- G. Resolution 2019-R-2 Declaring May 2019 as Historic Preservation Month in Clemmons.

Council Member Combest moved to adopt Resolution 2019-R-2 Declaring May 2019 as Historic Preservation Month in Clemmons. The motion was seconded by Council Member Lofland and unanimously approved. Mayor Wait read the Resolution (attached hereto as Exhibit A and incorporated as a part of the minutes).

- H. Bid Proposals for Harper Valley (Stormwater CIP Number VOC 18-02) - The following quotes were received and the one from RCJ Contracting was

recommended (attached hereto as Exhibit B and incorporated as a part of the minutes).

Company	Quote
EarthTek Services, LLC	\$69,648.35 (incomplete bid – disqualified)
RCJ Contracting	\$142,331.52
Sparks Contracting Inc.	\$193,537.20
Hennings Construction	\$178,357.00

Council Member Lofland moved to accept the bid from RCJ Contracting for Harper Valley Stormwater CIP in the amount of \$142,331.52. The motion was seconded by Council Member Combest and unanimously approved.

- I. Council Comments – there were none.

Adjournment

Council Member Lofland moved to adjourn the meeting at 6:32 p.m. The motion was seconded by Council Member Wrights and unanimously approved.

John Wait
Mayor

ATTEST:

Lisa Shortt, NCCMC
Village Clerk



Fiscal Year 2019-2020
Village of Clemmons Stormwater Management Program
Stormwater Capital Improvement Program - Project Rankings

Revised: 4/12/19

Ranking	Project #:	Project Name	Dependency ¹	CIP Rating	Cost Estimate
1	09-012	Spring Path		41.35	\$175,000
2	19-043	Breckingridge		40.37	\$70,000
3	09-004	Greenbrook	Mendelssohn, Tanglebrook	38.11	\$199,491
4	09-003	Doublegate	Mendelssohn, Greenbrook, Tanglebrook	37.69	\$231,752
5	09-015	Tanglebrook		37.33	\$437,699
6	09-005	Mendelssohn	Tanglebrook	37.17	\$225,475
7	15-037	Glengarriff		36.99	\$67,000
8	11-036	Parkdale		36.71	\$256,268
9	09-006	Haywood		29.68	\$124,620
10	09-002	Knob Hill		28.07	\$271,285
11	10-024	Springvalley	Harper Valley	26.99	\$150,107
12	09-001	Boyer	Knob Hill	25.83	\$327,375
13	09-018	Tanglebrook #2		20.19	\$254,027
P-1*	19-039	Moravian Heights		TBD	TBD
P-2*	19-040	Rolling Oak Court		TBD	TBD
P-3*	19-041	Springfield Farm		TBD	TBD
P-4*	19-042	Lasater		TBD	TBD
NCDOT-1***	09-016	Greendale	Kinnamon	35.72	\$496,268
NCDOT-2***	09-011	Springside	Kinnamon, Greendale	29.90	\$367,948
NCDOT-3***	09-010	Brookland	Kinnamon, Greendale, Springside	29.29	\$303,117

¹ Dependency - This indicates that a downstream project must be performed prior to the rated project. In some cases, verification that the downstream project will not be negatively impacted by the upstream project may remove this dependency.

* Pending ranking until further analysis is provided by a consultant.

** These projects are dependent upon a downstream NCDOT drainage pipe.



PROPOSAL

TO BOBBY PATTERSON, ARCHITECTURAL DESIGN ASSOCIATES

FOR CONSIDERATION OF THE VILLAGE OF CLEMMONS VALVE BUILDING PROJECT

MARCH 7, 2019

SCOPE OF WORK

The project consists of constructing a new building to the size and shape as indicated on Sheet A-2.1, dated 07/23/18.

The following items are included in the project, exclusions are noted:

SPECIFICATIONS

GENERAL CONDITIONS

- Contractors insurance.
- Anticipated Permit Fees.
- Includes the removal of waste generated from the proposed work.
- Includes the rental of a Port-A-Jon for the workers.
- Includes daily management from CKJ Building & Design.
- Does not include a full time Superintendent.
- Does not include the use of an Electronic Document Submittal Service.

SITE WORK

- Does not include soils or materials testing.
- It is assumed that all the work can be completed without encountering any underground rock or poor soil conditions.
- The removal of the existing Valve building will be done prior to this project by the Village of Clemmons.
- Any additional location services other than "811" will be by others to determine location and depth of lines. Can be coordinated by the Contractor.
- Does not include any curb & gutter, paving, slabs or flatwork.
- Includes the labor and machinery to excavate the new perimeter footings.
- Includes a temporary 6' tall construction fence for the duration of the project.
- It is assumed that the Contractor may use some space to the west of the construction site to park a few vehicles and stage materials.

CONCRETE

- Includes 3000 psi concrete for the footings, per the specifications.
- Provide rebar per the specifications in the footings.

MASONRY

- Provide the necessary labor and materials to install a masonry foundation and veneer walls.
- Masonry materials per the specifications.
- Because of the size of the project, it is assumed that the mock-up wall could be incorporated into the structure.

METALS

- Provide nails and fasteners as needed.
- Provide rebar as noted in the Concrete scope.

WOOD CONSTRUCTION

- Provide the labor and materials to construct the exterior walls and roof system as shown on the plan.

THERMAL INSULATION

- Insulate the new walls and ceiling as specified.

METAL ROOF PANELS

- Provide and install standard color panels to the specified thickness and finish.

GUTTERS AND DOWNSPOUTS

- Provide and install a standard color gutters and downspouts, as specified.

JOINT SEALANTS

- As specified.

HOLLOW METAL DOORS, FRAMES AND HARDWARE

- As specified.

EXTERIOR PAINTING

- As specified.

PLUMBING

- None.

HVAC

- None.

ELECTRICAL

- None.

The proposed Price for the scope of work as listed and detailed above is:

Forty-Four Thousand Three Hundred Fifty and 00/100 Dollars.....\$44,350.00.

CKJ Building & Design, LLC
P.O. Box 2132
Advance, NC 27006
(336) 757-2568
chris.ckjbuilds@yadtel.net



December 11, 2018

Mr. Bobby Patterson
PO Box 888
Clemmons, NC 27012

Re: Valve Building- Village of Clemmons

We are pleased to submit the following proposal for demolition and construction of the new Valve Building based on the plans provided. Proposal includes:

- Full-time Superintendent on site during construction.
- Includes builders risk insurance and workers comp insurance
- Demo of Existing building and footings, and protection of existing valves.
- All work for construction of new Valve Building indicated on plans provided by ADA Architectural included.
- Permits Included.

We propose to furnish all necessary materials, equipment and labor in accordance with the above for the sum of **Forty-Eight Thousand Seven Hundred and No/100 dollars (\$48,700.00)**.

Excludes: Surety Bond, Latin Soils, and Underground Utilities.

Thank you for this opportunity to offer our construction services. Any questions please call.

Respectfully yours,
GARANCO, Inc.

A handwritten signature in blue ink, appearing to read "Jordan White".

Jordan White
Project Manager
336-504-0269

P. O. Box 100 • 615 West Main Street • Pilot Mountain, North Carolina 27041
Phone (336) 368-2788 Fax (336) 368-1001



S & F Castle Properties Inc.
8911 Red Bank Rd
Germanton NC 27019336-749-2113
NC GC # 71026
Scott Castle

April 11, 2019

Project: Town of Clemmons FDC Utility Building Quote

Permits

Demolition of existing masonry building.
Install footings, rebar, concrete, clean stone
Install CMU per design
Frame building 2 x 4 wall sections, 2 x 6 roof design
Brick veneer installation
Interior insulation, Plywood, steel doors with hardware
Metal roofing per design
Exterior finishes, flashing, fascia, gutters.
Electrical lighting & outlets per drawings

Quote \$ 49,500

Payment terms to be determined & mutually agreed upon.

Start & completion dates TBD based upon customer needs & weather

Scott Castle, President

**ORDINANCE AMENDING THE VILLAGE OF CLEMMONS ZONING ORDINANCE
OF THE UNIFIED DEVELOPMENT ORDINANCES (UDO) AND
ZONING MAP OF THE VILLAGE OF CLEMMONS, NORTH CAROLINA**

Zoning Petition of AAA Storage
Ordinance Number 2019-02

BE IT ORDAINED by the Village of Clemmons Council as follows:

Section 1. The Village of Clemmons Ordinance of the Unified Development Ordinance (UDO) and the Official Map of the Village of Clemmons are hereby amended by changing the zoning classification **from LO-S (professional office) to GB-S (General Business-Special Use) (Storage Services, Retail) (Zoning Docket C-230)**

Legal Description for AAA Storage

The property is described as Being all that tract of land containing 2.670 acres, more or less, located in the Village of Clemmons, Forsyth county North Carolina; and being all the land described in the deed recorded in Book 3266 Page 1842, save and except the portion described to the North Carolina Division of Transportation in Book 2645 Pg. 3939; being more particularly described as follows. Commencing at a concrete right of way monument in the eastern right of way of Lewisville Clemmons Road, thence along the eastern margin of Lewisville Clemmons Road, S 02°54'16" E a distance of 182.70', to a new 1" iron pipe the northwest corner of herein described property, the True Point of Beginning; thence leaving said margin of Lewisville Clemmons Road along the southern line of lots 1-6, P.B. 22 Pg. 108, the following 5 calls: S 85°10'19" E a distance of 73.63', to a ½" iron pipe; S 85°13'52" E a distance of 92.84', to a ½" iron pipe; S 85°04'13" E a distance of 105.11, to a ½" iron pipe ; S 85°13'27" E a distance of 209.89', to a ½" iron pipe; S 85°04'40" E a distance of 60.89', to iron pipe set, in the western line of Allens Cove Properties LLC, D.B. 3224 PG. 1151; thence along said line, S 04°27'29" W a distance of 268.06', to a #5 rebar in the northern line of Clemmons Fire Department Inc., D.B. 1691 PG. 1771; thence along said line, N 82°02'46" W a distance of 113.89', to a 1" iron pipe, in the northern line of Clemmons Village Prof Ctr Inc, D.B. 1948 PG. 3330; thence N 03°21'14" E a distance of 51.68', to a new 1" iron pipe the northeast corner of Clemmons Village Prof Ctr Inc, D.B. 1948 PG. 3330; thence along the northern line of Clemmons Village Prof Ctr Inc, D.B. 1948 PG. 3330 , N 84°23'00" W a distance of 401.29', to a new iron pipe in the eastern margin of Lewisville-Clemmons Road; thence along said road, N 02°54'15" W a distance of 206.53'; which is the point of beginning, having an area of 116291.14 square feet, 2.670 acres.

Section 2. This ordinance shall be effective from and after its adoption.

Adopted this the 13th day of May, 2019.

John L. Wait
Mayor

ATTEST:



Lisa Shortt
Village Clerk

C-UDO-81

AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCES TO REVISE THE ELECTRONIC SWEEPSTAKES OPERATION USE

Be it ordained by the Village Council of the Village of Clemmons, North Carolina, that the *Unified Development Ordinances* is hereby amended as follows:

Section 1. Chapter A, Article II – Definitions is hereby amended as follows:

Article II – Definitions

ELECTRONIC SWEEPSTAKES OPERATION. Any business enterprise where persons utilize a (1) ‘video gaming machine’ as defined in N.C.G.S. 14-306-1A or (2) an ‘electronic machine or device’ as defined in N.C.G.S. 14-306.4, to the extent said electronic machine or device pays off in cash, or to the extent the prize, merchandise, credits or replays awarded by virtue of using an electronic machine or device are (i) repurchased for cash or rewarded by cash, (ii) exchanged for merchandise of a value of more than ten dollars (\$10.00), or (iii) where there is a cash payout of any kind, by the person operating or managing the machine or the premises, or any agent or employee of that person. Electronic Sweepstakes Operations shall not include any lottery approved by the State of North Carolina.

Section 2. Chapter B, Article II, Section 2-4 – Permitted Uses is hereby amended as follows: TABLE B.2.6. shall be modified to add the following use to the permitted use table:

Electronic Sweepstakes Operation:

Section 3. Chapter B, Article II, Section 2-5 – Use Conditions is hereby amended as follows:

2-5.25.2 ELECTRONIC SWEEPSTAKES OPERATION

(A) Electronic Sweepstakes Operations shall not be permitted as a principal or accessory use in any zoning district within the Village of Clemmons.

Section 3. This ordinance shall be effective upon adoption.

Approved this 13th day of May 2019.

John L. Wait, Mayor

Attest:

Lisa Shortt, NCCMC