

Special Town Council Work Session
August 26, 2026
2:00 pm in the Council Chambers
Minutes & General Account

Council Members Present – Mayor Dickenson, Council Members Burgess, Gibson, Glanville & Westmoreland

Council Members Absent- None

Staff Members Present: Katie M. Weiner, Matthew Johnson, José Colón, & Robert Brown

Visitors Present: Carol Brooks, Tim Dickenson, & Richard Clapp

Call to Order – Mayor Dickenson called the meeting to order.

Discussion regarding the Town of Jamestown’s Strategic Plan- Mayor Dickenson stated that Council and staff met in January with consultant Rebecca Jackson from the School of Government to set short and long-term goals, which were later presented at the June 23rd budget meeting. She stated that there are now questions about which priorities and tasks were included or carried over on the current Strategic Plan.

Town Manager Johnson explained that the Town typically conducts its Strategic Planning in January, consolidating Council feedback on priorities into a final document, and then uses that plan to guide budget discussions and adopt it with the budget. He stated that this year adoption was tabled, and he is open to any changes, questions, or direction the Council wants to provide on the plan.

Council Member Westmoreland explained that when comparing the January priority-setting exercise (with “dot” voting) to the current Strategic Plan, some items correctly show as priority goals with gold stars, but other starred items were not prioritized by the current Council. He asked why those older items are still marked as priorities and stated that the plan did not fully match what he expected before the budget process.

Mr. Colón explained that prior goals that already had gold stars were intentionally left starred so they would remain priorities until completed, even if they came from a previous Council. New Council voted goals from January 2025 are marked as “added” and newly added goals are shown in green. He asked the current Council to use this meeting to add, remove, or move stars and adjust the plan so it reflects their priorities.

Mayor Dickenson supported distinguishing between ongoing and priority items.

Council Member Gibson cautioned against dropping in-progress items from priority status without understanding their status and suggested removing the star (priority) while leaving such items on the list to avoid abandoning partially completed projects.

After discussion, consensus was reached to remove priority stars identified by the previous Council.

Consensus was reached to combine Outcome 6-b (enhance pedestrian friendliness and safety of Main Street) with Outcome 7-e, with updated wording to reflect both pedestrian safety and downtown/Main Street planning, thereby eliminating redundancy while keeping the concept as a single priority goal.

Mayor Dickenson suggested reframing the senior citizen programming goal to cover “all ages, categories, and life stages.”

Consensus was reached to revise the goal “develop and offer senior citizen programming and resources” to “develop and offer programming and resources for all ages, categories, and life stages” so that it more clearly reflects an all-ages focus.

In the discussion of Outcome 9, Mayor Dickenson mentioned the bullet “research possibility of creating, hiring, communications, marketing, public relations position” and Council Member Westmoreland suggested changing the wording (e.g., whether to keep “hiring” in there). Manager Johnson explained how that potential position was weighed against goals like keeping the tax rate low during the budget process.

The group ultimately reached a consensus to remove “hiring” from the language for now and keep it framed more as researching options and obtaining more information.

Council discussed Outcome 5-J (“complete current capital improvement projects before adding additional projects”), concluded that the language is overly broad and potentially confusing given funding and staff-capacity realities, and reached consensus to remove this item from the Strategic Plan.

Discussion around 7-A lead to a consensus that the goal related to showcasing and preserving social, cultural, and historic heritage should be placed under the “Amenities” section (rather than Planning and Economic Development) and broadened to reference social, cultural, and historic heritage together.

Council discussed ongoing efforts related to Deep River access and trail planning, noting High Point’s recent grant award and the likelihood that Jamestown’s next step will be a refreshed, more focused blue ways/greenways plan funded by a matching grant, with staff coordinating with regional partners and grant programs. Mayor Dickenson highlighted Jamestown’s historic and cultural assets along the river as potential advantages in future grant applications.

Manager Johnson will follow up with Ms. Mary Joan Pugh regarding the status of state funding and upcoming grant opportunities related to Deep River recreational access and planning.

Council Member Burgess raised concerns that the Town is not fully living up to its mission and values regarding support for local businesses and urged clearer direction on what the Council and staff are expected to do to be visibly present and supportive of both existing and new businesses.

Mayor Dickenson asked if the Main Street Corridor Study could help with this. Mr. Colón described it as a primarily transportation-focused effort (examining issues like road diet, lanes, street trees, and bike facilities) that will also touch on land use and serve as an early step toward

a broader Main Street Master Plan. However, it will include business input through a downtown business owner on the study's steering committee and future public-engagement opportunities. Town Clerk Weiner said that staff are working on this and can keep Council updated.

Council Member Glanville proposed quarterly Strategic Plan check-ins during regular meetings so the Council can monitor progress more frequently than once a year.

The Council discussed the idea of a Citizen Advisory Committee but concluded they are not ready to create a formal standing body until there is a clearer purpose and structure. Instead, they favored exploring broader community-engagement options, such as focus groups, targeted neighborhood outreach, or "coffee with Council"—style sessions, before deciding on a specific model. They decided to schedule a future discussion on defining a structured community-engagement approach (e.g., focus groups, neighborhood representatives, or an advisory committee) and determine if/when it should be added to the Strategic Plan.

Mr. Colón emphasized that the Strategic Plan is a practical tool he actively uses in meetings with outside groups and the county, regularly referring back to its goals. He stated that completing items on the plan is a "win" for staff, the community, and Council, and stated that the document truly matters to him. After additional feedback, consensus was reached to add the year to the document so it is clearer.

Discussion regarding the amended Rules of Procedure for the Town Council - Town Manager Johnson explained that recent complex rezoning cases prompted staff to suggest adding the Planning Board's strict public hearing rules into the Council's Rules of Procedure. He stated many attendees are unfamiliar with meeting structure and that time limits and decorum rules are needed because Council meetings are business meetings, not open dialogues. He adds that this is also an opportunity to fold in School of Government recommendations (ethics, public records, etc.), stressing that all proposed changes are suggestions and can be added, removed, or revised as Council prefers.

Council Member Westmoreland expressed surprise at the breadth of the proposed Rules of Procedure revisions—particularly the new Council conduct/communications section. He requested more context and access to the UNC School of Government source materials, and indicated support for clarifying public hearing procedures while asking that any broader conduct rules be developed more transparently and collaboratively with Council input.

Mayor Dickenson stated that there are several useful additions in the draft rules that address questions she has had but also notes a number of editing concerns. She points out redundant, repeated phrases about removing people for rule violations that could be stated once more simply to avoid an overly aggressive tone and reiterates her opposition to requiring speakers to state their home address aloud since the meetings are permanently available on YouTube, preferring that addresses be provided on a sign-in sheet or voluntarily.

Town Attorney Brown advised Council not to adopt rules they are not prepared to enforce consistently, warning that uneven application can lead to selective enforcement which creates

legal problems. He supports procedures that make meetings efficient and orderly but stresses they only work if Council and staff are willing and able to apply them uniformly in practice.

Town Clerk Weiner stated that while the draft Rules of Procedure address some needed issues, it contains redundancy and practical enforcement concerns (e.g., address disclosure and rigid time limits), and she agreed to revise and clean up the document. Then, with legal input, she will bring a clearer draft back to Council for further discussion.

Council Member Glanville cautioned against overly rigid or subjective rules (especially around profanity, “insults,” and required announcements), stating the risk of First Amendment issues and selective enforcement and urged that any new procedures remain practical, consistently applied, and not overly restrictive of public participation.

Council Member Westmoreland stated that he is generally comfortable with adding clearer public hearing and forum rules but is concerned about the new Section 13 on Council Member conduct and communications. He questioned where that section came from and why it was included, indicating that this is the part of the draft that gives him the most pause.

Council Member Burgess stated that while she is not opposed to it, the new Council conduct section felt surprising and punitive in tone. She emphasized that better advance communication and discussion with Council would have avoided the perception that Members were being targeted or “warned.”

Town Manager Johnson explained that Section 13 is based on state law and on specific issues the Town has recently faced (such as use of social media, use of Town resources, and large public-records requests by Council members). He stated that he wrote most of the document himself, with AI assistance, and says the intent was to clarify expectations and resource use—not to threaten anyone—and that he is not “married” to any of the language.

Council directed staff and the Town Attorney to revise the draft Rules of Procedure using UNC School of Government guidance and Council feedback and provide a cleaned-up version for further review and discussion at a future briefing before any adoption.

Closed Session per G.S. 143-318.11(a)(3) to discuss a personnel matter and a matter concerning attorney client privilege- Council Member Glanville made a motion to go into closed session per G.S. 143-318 to discuss a personnel matter and a matter related to attorney client privilege. Council Member Westmoreland made a second to the motion. The motion passed by a unanimous vote.

-----Closed Session-----

Council Member Burgess made a motion to resume open session. Council Member Westmoreland made a second to the motion. The motion passed by a unanimous vote.

Adjournment – Council Member Westmoreland made a motion to adjourn. Council Member Glanville made a second to the motion. The motion passed by a unanimous vote.

The meeting ended at 4:10 pm.

Mayor

Town Clerk