



Settled 1752
JAMESTOWN
NORTH CAROLINA

Regular Meeting of the Town Council
October 18, 2022
6:00 pm in the Civic Center
Agenda

- I. **Call to Order**
 - A. Roll Call
 - B. Pledge of Allegiance
 - C. Moment of Silence
 - D. Approval of Agenda
- II. **Consent Agenda-**
 - A. Approval of minutes from the September 20th Regular Town Council Meeting
 - B. Proclamation National Breast Cancer Awareness Month 2022
 - C. Proclamation Veterans Day 2022
 - D. Analysis of the Financial Position of the Town of Jamestown
 - E. Analysis of the Financial Position of the Jamestown Park & Golf Course
 - F. Notification of Advances
 - G. Budget Amendment #6
- III. **Public Comment**
- IV. Proclamation declaring October 2022 Fire Prevention Month- Mayor Montgomery
- V. Proclamation declaring October 16th-22nd as Friends of Library Week- Council Member Rebecca Mann Rayborn
- VI. **Old Business-**
 - A. Public Hearing on Question of Annexation pursuant to G.S. 160A-31 for the property located at 4718 Harvey Road- Anna Hawryluk, Town Planner
 - B. Public Hearing on rezoning request from Windsor Homes for property located at 4718 Harvey Road from Agricultural (AG) to Conditional Zoning-Bypass (CZ-B)
 - Consideration of approval/denial of rezoning request
 - Consideration of approval of consistency/inconsistency statement
 - C. Public Hearing on Question of Annexation pursuant to G.S. 160A-31 for properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road- Anna Hawryluk, Town Planner
 - D. Public Hearing on rezoning request from D.R. Horton for properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road from Agricultural (AG) to Planned Unit Development (PUD)- Anna Hawryluk, Town Planner
 - Consideration of approval/denial of rezoning request
 - Consideration of approval of consistency/inconsistency statement
 - E. Public Hearing for consideration of Development Agreement for D.R. Horton property- Anna Hawryluk, Town Planner
- VII. **New Business-**
 - A. Jamestown Park & Golf Course Quarterly Report- Ross Sanderlin, Golf Course Manager
 - B. Jamestown Park & Golf Course Maintenance Quarterly Report- Jamey Claybrook, Golf Course Superintendent

- C. Update on Fall Litter Sweep- Elizabeth Greeson, Accounting Technician II
- D. Request for motion of support for the Accessibility for Parks (AFP) Grant Application- Scott Coakley, Parks Superintendent
- E. Request to set a public hearing date for amendments to the solid waste ordinance- Paul Blanchard, Public Services Director
- F. Consideration of approval of contract with the Jamestown Youth League (JYL) for recreational services- Faith Wilson, Deputy Finance Officer
- G. Consideration of approval of lease agreement with Pinecroft Sedgefield Fire Department (PSFD) for property located at 6007 West Gate City Blvd. (parcel #156246)- Matthew Johnson, Town Manager

VIII. **Manager/Committee Reports**

- A. Manager Report
- B. Council Member Committee Reports

IX. **Public Comment**

X. **Other Business**

XI. **Adjournment**

Working Agenda for the October 18th Regular Town Council Meeting

Tentative Time Line	Agenda Item	Responsible Party	Action required by the Town Council
6:00 pm	I. Call to Order	Mayor Montgomery	Mayor Montgomery to call the meeting to order.
6:00 pm	A. Roll Call	K. Weiner	Weiner to take roll call.
6:00 pm	B. Pledge of Allegiance	Mayor Montgomery	Mayor Montgomery to lead everyone in the Pledge of Allegiance.
6:00 pm	C. Moment of Silence	Mayor Montgomery	Mayor Montgomery to call for a moment of silence
6:00 pm	D. Approval of Agenda	Mayor Montgomery	Mayor Montgomery to ask Council if there are any items that need to be added or deleted. Council Member makes a motion to approve the agenda. Council Member makes a second to the motion. Then vote.
6:05 pm	II. Consent Agenda		
6:05 pm	<ul style="list-style-type: none"> A. Approval of minutes from the September 20th Regular Town Council Meeting B. Proclamation National Breast Cancer Awareness Month 2022 C. Proclamation Veterans Day 2022 D. Analysis of the financial position of the Town of Jamestown E. Analysis of the financial position of the Jamestown Park and GC F. Notification of Advances G. Budget Amendment #6 		Council Member makes a motion to approve the consent agenda. Council Member makes a second to the motion. Then vote.
6:05	III. Public Comment		Please state your name and address and adhere to the 3 minute time limit
6:20 pm	IV. Proclamation declaring October 2022 Fire Prevention Month	Mayor Montgomery	Mayor Montgomery to present the Proclamation declaring October 2022 as Fire Prevention Month to Chief Carson with PSFD
6:25 pm	V. Proclamation declaring October 16 th -22 nd as Friends of Libraries Week	Council Member Rayborn	Council Member Rayborn to present the Proclamation declaring October 16 th -22 nd as Friends of Libraries Week to Jean Regan and Julia Ebel, Friends of Library Board Members.
6:30 pm	VI. Old Business		
6:30 pm	Public Hearings		
6:30 pm	A. P.H. on Question of Annexation pursuant to G.S. 160A-31 for the property located at 4718 Harvey Road	Call on A. Hawryluk	Hawryluk to present information on the annexation request for the property located at 4718 Harvey Road. Mayor Montgomery to call the applicant forward to speak. Charlie Hall, Windsor Homes Representative, to come forward and address Council. Mayor Montgomery to open the public hearing to anyone that would like to speak about the annexation request. Please state your name and address and adhere to the 3 minute time limit. Mayor Montgomery to open the floor to Council for discussion. Council Member makes a motion to continue the public hearing to the November 15 th Regular Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member makes a second to the motion. Then vote.
6:40 pm	B. P.H. on rezoning request from Windsor Homes for property located at 4718 Harvey Road from AG to CZ-B	Call on A. Hawryluk	Hawryluk to present information on the rezoning request for the property located at 4718 Harvey Road. Mayor Montgomery to call the applicant forward to speak. Charlie Hall, Windsor Homes Representative, to come forward and address Council. Mayor Montgomery to open the public hearing to anyone that would like to speak about the rezoning request. Please state your name and address and adhere to the 3 minute time limit. Mayor Montgomery to open the floor to Council for discussion. Council Member makes a motion to continue the public hearing to the November 15 th Regular Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member makes a second to the motion. Then vote.
6:50 pm	C. P.H. on Question of Annexation pursuant to G.S. 160A-31 for properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road		There will be a request to remove this item from the agenda. Council continued the public hearing to the November 15 th Town Council meeting at 6:00 pm in the Civic Center without further advertisement at their October 11 th Special meeting.
6:50 pm	D. P.H. on rezoning request from D.R. Horton for properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford		There will be a request to remove this item from the agenda. Council continued the public hearing to the November 15 th Town Council meeting at 6:00 pm in the Civic Center without further advertisement at their October 11 th Special meeting.

	College Road, and 5303 Mackay Road		
6:50 pm	E. P.H. for consideration of Development Agreement for D.R. Horton Property		There will be a request to remove this item from the agenda. Council continued the public hearing to the November 15th Town Council meeting at 6:00 pm in the Civic Center without further advertisement at their October 11th Special meeting.
6:50 pm	VII. New Business		
6:50 pm	A. Jamestown Park and Golf Course Quarterly Report	Call on R. Sanderlin	Sanderlin to present his quarterly report on the Jamestown Park & Golf Course to Council.
7:00 pm	B. Jamestown Park and Golf Course Maintenance Quarterly Report	Call on J. Claybrook	Claybrook to present his quarterly report on the maintenance of the Jamestown Park & Golf Course to Council.
7:10 pm	C. Update on Fall Litter Sweep	Call on E. Greeson	Greeson to present information on the Fall Litter Sweep event to Council.
7:20 pm	D. Request for motion of support for the Accessibility for Parks (AFP) Grant	Call on S. Coakley	Coakley to present information on the AFP Grant. Coakley to request that Council provide a motion of support for the AFP Grant application. Council Member makes a motion to support the Accessibility for Parks Grant application. Council Member makes a second to the motion. Then vote.
7:30 pm	E. Request to set a public hearing date for amendments to the solid waste ordinance	Call on P. Blanchard	Blanchard to request that Council set a public hearing date for amendments to the solid waste ordinance for the November 15 th Regular Town Council meeting at 6:00 pm in the Civic Center. Council Member makes a motion to set a public hearing date for amendments to the solid waste ordinance for the November 15 th Regular Town Council meeting at 6:00 pm in the Civic Center. Council Member makes a second to the motion. Then vote.
7:35 pm	F. Consideration of approval of contract with the Jamestown Youth League (JYL) for recreational services	Call on F. Wilson	Wilson to present information on the contract with JYL for recreational services. Wilson to recommend that Council approve the contract with JYL for recreational services in the amount of \$10,000. Council Member makes a motion to approve/deny the contract with JYL for recreational services in the amount of \$10,000. Council Member makes a second to the motion. Then vote.
7:45 pm	G. Consideration of approval of lease agreement with PSFD for property located at 6007 West Gate City Blvd.	Call on M. Johnson	There will be a request to remove this item from the agenda. It will likely be considered at the November 15 th Regular Town Council meeting.
7:45 pm	VIII. Manager/Committee Reports		
7:45 pm	A. Manager Report	Call on M. Johnson	Johnson to present his monthly Manager's Report to Town Council.
7:55 pm	B. Council Member Committee Reports	Mayor Montgomery	Mayor Montgomery to request that Council Members give reports for any Committees that they serve on.
8:00 pm	IX. Public Comment		Please state your name and address and adhere to the 3 minute time limit
8:15 pm	X. Other Business		
8:20 pm	XI. Adjournment		Council Member makes a motion to adjourn. Council Member makes a second to the motion. Then vote.

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of minutes from the September 20th Regular TC Meeting

AGENDA ITEM #: II-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner Asst. Mgr./Town Clerk

SUMMARY:

Minutes from the September 20th Regular Town Council Meeting

ATTACHMENTS: September 20th Regular Town Council Meeting Minutes

RECOMMENDATION/ACTION NEEDED: Staff recommends that Council approve the consent agenda.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Council Member makes a motion to approve/amend the consent agenda.

FOLLOW UP ACTION NEEDED: N/A

DRAFT

**Regular Meeting of the Town Council
September 20, 2022
6:00 pm in the Civic Center
Minutes & General Account**

Council Members Present: Mayor Montgomery, Council Members Wolfe, Rayborn, Capes, & Straughn

Staff Members Present: Matthew Johnson, Katie M. Weiner, Paul Blanchard, Anna Hawryluk, Judy Gallman, Faith Wilson, Karen Strausser, Ty Cheek, & Beth Koonce, Town Attorney

Visitors Present: Maria Ashburn, Marlee Rindal, Dennis Forbis, Jamie Forbis, Ben Rafte, Brad Yoder, Debby Beach, Karen Lisenby, Rusty Meehan, Gail Meehan, & Carol Brooks

Call to Order- Mayor Montgomery called the meeting to order.

- Roll Call- Weiner took roll call as follows:
 - Council Member Wolfe- Present
 - Council Member Capes- Present
 - Mayor Montgomery- Present
 - Council Member Straughn- Present
 - Council Member Rayborn- Present

Weiner stated that a quorum was present.

- Pledge of Allegiance- Council Member Rayborn led everyone in the Pledge of Allegiance.
- Moment of Silence- Mayor Montgomery called for a moment of silence.
- Approval of Agenda- Mayor Montgomery asked if anyone had any changes to make to the agenda.

Council Member Wolfe requested to pull the item "Resolution Fixing Date of Public Hearing on Question of Annexation pursuant to G.S. 160A-31" and the item "Set a public hearing date for rezoning request for 4718 Harvey Road from Agricultural (AG) to Conditional Zoning-Bypass (CZ-B)" from the consent agenda. She requested to add them to the agenda after the "Proclamation declaring September 17th-23rd as Constitution Week in the Town of Jamestown."

Council Member Wolfe made a motion to approve the agenda for the September 20th Town Council meeting as amended. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

Consent Agenda- The consent agenda included the following items:

- Approval of minutes from the August 16th Regular Town Council Meeting
- Approval & Sealing of the August 16th Closed Session Minutes
- Approval of minutes from the August 18th Special Town Council Meeting
- Approval & Sealing of the August 18th Closed Session Minutes
- Certificate of Sufficiency
- Resolution to close East Fork Capital Project Fund
- Proclamation Fall Litter Sweep 2022

DRAFT

- Analysis of the Financial Position of the Town of Jamestown
- Analysis of the Financial Position of the Jamestown Park & Golf Course
- Notification of Advances
- Budget Amendment #4
- Budget Amendment #5

Council Member Rayborn made a motion to approve the consent agenda. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

(Certificate of Sufficiency, Resolution to close East Fork Capital Project Fund, Proclamation Fall Litter Sweep 2022, Budget Amendment #4, & Budget Amendment #5)

Public Comment-

- Maria Ashburn, 101 Cloverbrook Court- Ashburn stated that she had lived in Jamestown for a year and a half. She said that she loved Jamestown. She noted that she was not aware of the details of the rezoning of the Johnson property, but she knew it was a big deal. She stated that she learned that all the Council Members had roots in Jamestown and that she had faith in them to make the right decision. Ashburn added that she trusted them to do a good job and thanked them for their service.

Proclamation declaring September 17th 23rd as Constitution Week in the Town of Jamestown- Mayor Montgomery presented the Proclamation declaring September 17th-23rd as Constitution Week to Deborah Beach, Daughters of the American Revolution Representative.

(Proclamation declaring September 17th-23rd as Constitution Week in the Town of Jamestown)

Resolution Fixing Date of Public Hearing on Question of Annexation pursuant to G.S. 160A-31- Hawryluk stated that the Town received a petition for annexation of the property located at 4718 Harvey Road. She said that a Resolution directing the Clerk to investigate the petition was approved at the June 23rd Town Council meeting and that the Council had adopted the Certificate of Sufficiency. She recommended that Council adopt the Resolution setting a date for a public hearing for the consideration of the annexation of 4718 Harvey Road for the October 18th Regular Town Council meeting.

Council Member Wolfe made a motion to adopt the Resolution Fixing the date for the Public Hearing on Question of Annexation of 4718 Harvey Road for the October 18th Town Council meeting at 6:00 pm in the Civic Center. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

(Resolution Fixing Date of Public Hearing on Question of Annexation pursuant to G.S. 160A-31)

Set a public hearing date for rezoning request for 4718 Harvey Road from Agricultural (AG) to Conditional Zoning-Bypass (CZ-B) - Hawryluk said that a petition for rezoning had been received and reviewed by the Planning Board. She recommended that Council set a public hearing date for the consideration of the rezoning of 4718 Harvey Road for the October 18th Regular Town Council meeting at 6:00 pm in the Civic Center.

Council Member Wolfe made a motion to set the public hearing date for the consideration of the rezoning of 4718 Harvey Road for the October 18th Town Council meeting at 6:00 pm in the Civic Center. Council Member Straughn made a second to the motion. The motion passed by unanimous vote.

Old Business-

- Public Hearing on Question of Annexation pursuant to G.S. 160A-31 for properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road- Hawryluk said that the public hearing was originally opened at the November 16, 2021 Town Council meeting. She stated that the Town had received a petition for annexation for the properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road. She added that the first three public hearings on the agenda were all dependent upon one another. Hawryluk said that the majority of discussion would take place during the annexation hearing.

She stated that the hearing was continued at the June 23rd meeting to allow for DR Horton to have an additional opportunity to respond to the draft of the development agreement. She added that staff had received significant feedback from DR Horton since that meeting and that staff believed that a complete draft would be available in the near future. Hawryluk recommended that Council continue the hearing to the October 11th Special Town Council meeting in order to give the agreement the time, attention, and public input it deserved.

Tom Terrell, the Town's Land Use Attorney, came forward. Terrell said that he told the Town Council and Town staff that the development agreement negotiation would be a complicated process. He added that significant progress had been made on the agreement. He noted that the Town was focused on ensuring that the agreement resulted in a quality product. He thanked DR Horton for working with the Town. Terrell stated that there were still some details to work out, but he believed that a final draft would be completed soon.

Council Member Straughn said that he was glad to hear that DR Horton had been more willing to cooperate with Town staff.

Mayor Montgomery called the applicant forward.

Ben Rafté, DR Horton legal representative, came forward. He said that the development agreement was very detailed. He added that DR Horton and Town staff were working diligently to finalize specific aspects of the agreement. He added that it had always been DR Horton's objective to provide affordable, quality housing. He requested that Council continue the hearing until the October 11th Special Town Council meeting.

Council Member Straughn thanked DR Horton for their increased communication.

Mayor Montgomery opened the public hearing to anyone that would like to speak regarding the annexation request.

- Rusty Meehan, 303 Wiltshire Drive- Meehan asked which details needed to be finalized in the development agreement.

Terrell spoke about some of the details in the development agreement that had not been finalized. He noted that the agreement was on the Town's website for the public to review.

Mayor Montgomery encouraged Meehan to reach out to staff if he had specific questions.

Mayor Montgomery asked if there was anyone else that would like to speak about the annexation. Nobody came forward. Mayor Montgomery opened the floor to Council for discussion.

Council Member Wolfe stated that the public hearing would be continued to the October 11th Special Town Council meeting. She noted that members of the public would have more opportunities to speak about the requests.

Council Member Rayborn said that Seth Harry, Community Design Consultant, would be present at the October 11th Special meeting.

Council Member Rayborn made a motion to continue the public hearing to the October 11th Special Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Public Hearing on rezoning request from D.R. Horton for properties located at 2221 Guilford College Road, 5300 Mackay Road, 2207 Guilford College Road, and 5303 Mackay Road from Agricultural (AG) to Planned Unit Development (PUD)- Mayor Montgomery asked if Hawryluk had any additional information to add. Hawryluk stated that she had no more information to present on the public hearings for the rezoning or the development agreement.

Council Member Wolfe requested that Hawryluk include a larger schematic plan and the minutes from the Planning Board meetings regarding the requests in the packet for October 11th. She also requested that she include the Guiding Principles from the Comprehensive Plan and the Guiding Principles that resulted from the public engagement sessions. Hawryluk said that she would include that information.

Mayor Montgomery opened the public hearing to anyone that would like to speak about the rezoning request. Nobody came forward to speak. Mayor Montgomery opened the floor to Council for discussion.

Council Member Rayborn made a motion to continue the public hearing to the October 11th Special Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Public Hearing for consideration of the Development Agreement for D.R. Horton properties- Mayor Montgomery opened the public hearing to anyone that would like to speak about the development agreement. Nobody came forward. Mayor Montgomery opened the floor to Council for discussion.

Council Member Wolfe asked if Hawryluk could include the PUD amendment and the allowed uses for the Main Street and Main Street periphery districts in the packet for October 11th. Hawryluk said that she would add that information.

Council Member Rayborn made a motion to continue the public hearing to the October 11th Special Town Council meeting at 6:00 pm in the Civic Center without further advertisement. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

- Consideration of approval of Republic Waste Contract for acceptance of solid waste at their transfer station- Blanchard stated that the Town had requested a Disposal Agreement from Republic Services for solid waste. He stated that the Town Attorney had reviewed the agreement and negotiated some minor changes with Republic Services. Blanchard said that the travel time was comparable to the location that the Town had been transporting solid waste. He added that it would save wear and tear on the equipment and that it would also be safer for the employees.

Council Member Wolfe asked if the contract would be effective immediately. Blanchard said that it would be effective as soon as both parties had signed the agreement.

Council Member Wolfe made a motion to approve the contract with Republic Waste Services. Council Member Rayborn made a second to the motion. The motion passed by unanimous vote.

New Business-

- Consideration of approval of contract for services with the YMCA- Gallman said that the Town wished to provide recreation services to the citizens of the Town of Jamestown. She added that the Town did not have the available staffing levels to provide its own programming. She noted that staff wished to contract with the YMCA to provide those services. Gallman stated that the Town proposed to fund up to \$10,000 for recreational services. She added that the YMCA had provided a list of possible programs with their associated costs. She recommended that Council approve the contract with the YMCA in the amount of \$10,000 for recreational services.

Council Member Rayborn made a motion to approve the contract with the YMCA in the amount of \$10,000 to provide recreational services for Jamestown residents. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

Manager/Committee Reports-

- Manager Report- Johnson presented his monthly report to Council. He stated that Chief Carson with Pincroft Sedgefield Fire Department was in the audience and that Mayor Montgomery had something to present to him. Mayor Montgomery noted that everyone was concerned that the Fire Department did not have a dog. She presented him with Sparky, a stuffed Dalmatian. Chief Carson thanked Council for Sparky and for not giving him a real dog.

He noted that the last Music in the Park event would be held on October 7th. He stated that the Town had been awarded a Parks and Recreation Trust Fund (PARTF) Grant in the amount of \$215,205. He thanked Hawryluk and Coakley for their hard work on the application. He said that a draft of the Comprehensive Bicycle and Pedestrian Plan was currently being reviewed by NCDOT. Johnson stated that the AARP Livability Committee would host a Dementia Symposium in conjunction with the Alzheimer's Association in the Civic Center on October 11th. He added that staff had selected the National Golf Foundation Consulting firm to assist with the Jamestown Golf Course Strategic Plan. He noted that a new crosswalk had been completed between Mendenhall Homeplace and City Lake Park. He said that the Planning Board would

attend training sessions through the UNC School of Government in September and October. He introduced Ty Cheek, Planning Technician, and Karen Strausser, Human Resources Analyst, to Council as new employees of the Town.

Council welcomed Ty Cheek and Karen Strausser.

• **Council Member Committee Reports-**

- Council Member Wolfe stated that she had attended a short TAC Meeting on August 23rd. She said that she went to a Piedmont Authority Regional Transportation meeting on September 14th. She added that they were doing a survey called Triad Travel Camps to collect data on how people travel around the area. She said that the survey would be sent out randomly and she encouraged anyone that was selected to participate.
- Council Member Rayborn said that the AARP Livable Communities Committee had a discussion about the Dementia Symposium. She noted that everyone was excited to host that event.

Public Comment- Nobody spoke.

Other Business- No other business was discussed.

Adjournment- Council Member Rayborn made a motion to adjourn. Council Member Capes made a second to the motion. The motion passed by unanimous vote.

The meeting ended at 6:50 pm.

Mayor

Town Clerk

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation National Breast Cancer Awareness Month 2022

AGENDA ITEM #: II-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Asst. Mgr./Town Clerk

SUMMARY:

Proclamation declaring October as National Breast Cancer Awareness month in the Town of Jamestown.

ATTACHMENTS: Proclamation National Breast Cancer Awareness Month October 2022

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



**PROCLAMATION NATIONAL BREAST CANCER AWARENESS MONTH
OCTOBER 2022**

WHEREAS, breast cancer affects so many women and their families, not only in the Town of Jamestown, but also throughout the country. One in eight women are diagnosed with breast cancer during their lifetime, making this disease the most frequently diagnosed cancer among women in the U.S., other than skin cancer; and

WHEREAS, during 2022, statistics show there will be approximately 287,850 cases of invasive breast cancer diagnosed among women in the U.S., with about 43,250 deaths due to the disease; and

WHEREAS, the 3.8 million breast cancer survivors living in the U.S. today are a testament to courage, as well as to the importance of promoting awareness about breast cancer, providing information, funding research, following recommended screening guidelines and offering treatment to those who are affected; and

WHEREAS, there continues to be a need to increase awareness of breast cancer screening and to promote research for the prevention and cure of breast cancer; and

WHEREAS, October is designated as National Breast Cancer Awareness Month and the pink ribbon is the internationally recognized symbol of breast cancer awareness.

NOW, THEREFORE, I, Lynn Montgomery, Mayor of the Town of Jamestown, North Carolina, by the virtue of the authority vested in me, do hereby proclaim the month of October 2022 as **BREAST CANCER AWARENESS MONTH** in the Town of Jamestown.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Jamestown this the 18th day of October, 2022.

Mayor S. Lynn Montgomery

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation Veterans Day 2022

AGENDA ITEM #: 11-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Asst. Mgr/Town Clerk

SUMMARY:

The United States of America nationally recognizes the men and women that faithfully served our country on November 11th. The Town of Jamestown is sincerely grateful for all the sacrifices that our fellow Americans have made to keep our democracy and our citizens safe.

ATTACHMENTS: Proclamation Veterans Day

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



**PROCLAMATION VETERANS DAY
NOVEMBER 11, 2022**

WHEREAS, the freedoms we enjoy as Americans have been purchased and maintained at a high price throughout our history; and

WHEREAS, since the establishment of the original 13 states, Americans have been willing to fight and die to preserve their individual rights as guaranteed in the United States Constitution and the Bill of Rights; and

WHEREAS, we owe a great debt to those who have served in defense of this nation; and

WHEREAS, throughout the generations, their sacrifices have preserved our unique form of government dedicated to human rights and respect for the individual; and

WHEREAS, for many, that sacrifice has ended in permanent injury or death, yet their spirit remains in the continued preservation of our freedoms and the promise of liberty established as an example for all the oppressed persons of the world; and

WHEREAS, in honor of these dedicated men and women, we pledge our continued defense of our nation so that their sacrifice will stand before the entire world as a tribute to the spirit and determination of a people dedicated to the principles of freedom and democracy;

NOW, THEREFORE, I, LYNN MONTGOMERY, by virtue of the authority vested in me as Mayor of the Town of Jamestown do hereby proclaim November 11th, 2022 as **VETERANS DAY**.

AND urge all citizens to join me in this special observance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Jamestown this the 18th day of October, 2022.

Mayor S. Lynn Montgomery

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Financial Analysis of the Town of Jamestown

AGENDA ITEM #: II-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Faith Wilson

SUMMARY:

Summary schedule of cash & deposits, debt balances, and total revenues collected to date and expenditures to date is provided. A detailed budget to actual statements is also included as of 9-30-22.

Expenditures during September include audit fees, code enforcement services, purchase a snow plow for a service truck and a lift for the the new 2022 Chevy service truck, new siding was installed at the soccer complex building, strategic planning started at the golf course and debt payments for the leaf truck and garbage truck, repair supplies for water/sewer repair improvements at Mackay Road, raise manhole lids, valve improvements on E. Main and Yorkleigh, and survey site for the bathrooms at Wrenn Miller. The month also had an extra pay period.

Interest rates have finally increased! We will probably need to amend the budget soon.

ATTACHMENTS: 3 Page Summary & Detail to Actual Report for September 2022

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Town of Jamestown
 Financial Summary Report
 Cash Balances
 as of September 30, 2022

Petty Cash	\$	1,350
Operating Cash		2,658,411
Certificates of Deposit		3,004,510
Money Market Accounts - First Bank		1,943,798
North Carolina Capital Management Trust		<u>11,132,884</u>
	\$	<u>18,740,954</u>

Reservations of cash:

Cash reserved for Randleman Reservoir	\$	547,599
Cash reserved by Powell Bill for street improvements		396,004
General Capital Reserve Fund		74,606
Lydia Multi-use Greenway Capital Project		32,677
Oakdale Sidewalk Phase 3		114,169
Oakdale Sidewalk Phase 2		30,103
Recreational Maintenance Facility Capital Project		1,042,798
Grants Project Ordinance Fund - ARP		1,430,950
Water Sewer Capital Reserve Fund		<u>867,615</u>
	\$	<u>4,536,522</u>

Cash by Fund:

General	\$	4,837,533
General Capital Reserve Fund		55,722
East Fork Sidewalk Capital Project		-
Lydia Multi-use Greenway Capital Project		32,677
Oakdale Sidewalk Phase 3		114,169
Oakdale Sidewalk Phase 2		30,103
Recreational Maintenance Facility Capital Project		1,042,798
Grants Project Ordinance fund - ARP		1,430,950
Water/Sewer		9,781,788
Randleman Reservoir		547,599
Water/Sewer Capital Reserve Fund		<u>867,615</u>
	\$	<u>18,740,954</u>

Cash by Bank:

NCCMT	\$	11,132,884
Pinnacle Bank		4,658,412
First Bank		<u>2,948,308</u>
	\$	<u>18,739,604</u>

**Town of Jamestown
Financial Summary Report
Debt Balances
as of September 30, 2022**

Installment Purchase Debt:	Balance at 9/30/2022	Final Payment Date	Final Payment Fiscal Year
GENERAL FUND:			
Sanitation truck, financed in 2017	\$ 38,535	12/1/2023	2023/2024
Leaf truck, financed in 2017	39,392	12/1/2023	2023/2024
Knuckleboom truck, financed in 2020	82,106	5/7/2025	2024/2025
Golf Clubhouse Renovation	<u>350,019</u>	11/3/2027	2027/2028
	<u>\$ 510,052</u>		
WATER & SEWER FUND:			
Water & Sewer Maintenance Facility Construction	<u>\$ 262,474</u>	11/3/2027	2027/2028

10 GENERAL FUND

Account	Received			Revenue		%
	Current Month	Received YTD	Estimated Revenue	To Be Received	Received	
3000						
3100 AD VALOREM TAXES	1,541,610.14	1,683,508.96	2,822,000.00	1,138,491.04	60 %	
3101 Interest on Ad Valorem Taxes	79.55	162.41	2,500.00	2,337.59	6 %	
3102 Tax and Tag revenue	22,555.37	22,555.37	234,600.00	212,044.63	10 %	
3103 Interest on Tax and Tag Revenues	153.89	153.89	1,100.00	946.11	14 %	
3230 SALES AND USE TAX	0.00	0.00	1,050,000.00	1,050,000.00	0 %	
3250 Solid Waste Disposal Tax	0.00	641.11	3,400.00	2,758.89	19 %	
3256 ELECTRICITY SALES TAX	0.00	0.00	206,000.00	206,000.00	0 %	
3257 TELECOMMUNICATIONS SALES TAX	0.00	0.00	39,000.00	39,000.00	0 %	
3258 PIPED NATURAL GAS SALES TAX	0.00	0.00	21,000.00	21,000.00	0 %	
3261 VIDEO PROGRAMMING TAX	0.00	0.00	36,000.00	36,000.00	0 %	
3316 POWELL BILL	53,744.36	53,744.36	103,000.00	49,255.64	52 %	
3322 ALCOHOLIC BEVERAGES TAX	0.00	0.00	17,000.00	17,000.00	0 %	
3325 ABC DISTRIBUTION	0.00	12,500.00	50,000.00	37,500.00	25 %	
3341 Telecommunications Planning Fees	0.00	0.00	7,500.00	7,500.00	0 %	
3343 REVIEW FEES	3,675.00	4,376.00	7,500.00	3,124.00	58 %	
3344 CODE ENFORCEMENT FEES	0.00	0.00	100.00	100.00	0 %	
3345 INSPECTION AND PERMIT FEES	0.00	0.00	200.00	200.00	0 %	
3346 CELL TOWER RENTAL FEES	2,646.00	9,503.73	83,000.00	73,496.27	11 %	
3348 REFUSE COLLECTION FEES	16,987.50	51,205.00	203,700.00	152,495.00	25 %	
3600 GREEN FEES	64,765.00	188,282.25	535,000.00	346,717.75	35 %	
3610 MECHANICAL CART RENTALS	34,445.00	102,401.00	280,000.00	177,599.00	37 %	
3620 PULL CART RENTALS	38.00	71.00	300.00	229.00	24 %	
3650 DRIVING RANGE	275.00	11,827.00	55,000.00	43,173.00	22 %	
3660 GOLF SHOP CONCESSIONS SALES	11,964.59	34,812.15	89,000.00	54,187.85	39 %	
3661 Golf Shop Grill Catering Revenues	0.00	0.00	500.00	500.00	0 %	
3665 Golf Special Orders - Sales	1,095.00	6,676.85	12,000.00	5,323.15	56 %	
3675 Golf Clubhouse Rental Fees	945.00	1,185.00	8,000.00	6,815.00	15 %	
3831 INVESTMENT EARNINGS	6,258.43	14,844.92	40,000.00	25,155.08	37 %	
3832 Sponsorships	0.00	50.00	0.00	-50.00	** %	
3836 SALES - PRO SHOP GOLF INVENTORY	6,382.52	20,301.79	59,000.00	38,698.21	34 %	
3837 SHELTER RENTALS	200.00	1,200.00	3,000.00	1,800.00	40 %	
3838 Building lease revenue	0.00	0.00	3,611.00	3,611.00	0 %	
3839 MISCELLANEOUS REVENUES	37.34	62.21	500.00	437.79	12 %	
3840 Rental Golf Sets	390.00	1,035.00	2,400.00	1,365.00	43 %	
3841 Ball Field Rentals	0.00	0.00	8,000.00	8,000.00	0 %	
3983 TRANSFER FROM GENERAL CAPITAL RESERVE FUND ①	18,884.07	18,884.07	75,000.00	56,115.93	25 %	
3985 Transfer from Grant Project Fund	0.00	0.00	1,429,995.00	1,429,995.00	0 %	
3990 POWELL BILL RESERVE APPROPRIATED	0.00	0.00	197,000.00	197,000.00	0 %	
3991 FUND BALANCE APPROPRIATED	0.00	0.00	1,527,797.00	1,527,797.00	0 %	
Account Group Total:	1,787,131.76	2,239,984.07	9,213,703.00	6,973,718.93	24 %	
Fund Total:	1,787,131.76	2,239,984.07	9,213,703.00	6,973,718.93	24 %	

① Transfer to cover golf clubhouse debt payment - 1st qtr FY 22-23

10/10/22
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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 9 / 22

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
4100 GOVERNING BODY EXPENDITURES							
1019	PROFESSIONAL SERVICES	7,376.00	9,743.00	56,607.00	66,350.00	150,000.00	83,650.00
2100	DEPARTMENT SUPPLIES	15.58	159.56	99.00	258.56	2,000.00	1,741.44
2200	FOOD AND PROVISIONS	155.88	155.88	1,341.48	1,497.36	2,500.00	1,002.64
2600	OFFICE SUPPLIES	0.00	15.99	0.00	15.99	200.00	184.01
2900	ASSETS NOT CAPITALIZED	0.00	0.00	0.00	0.00	1,500.00	1,500.00
3100	TRAVEL	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3150	CONFERENCE FEES AND SCHOOLS	0.00	300.00	0.00	300.00	2,000.00	1,700.00
3200	COMMUNICATIONS	0.00	0.00	0.00	0.00	2,500.00	2,500.00
3400	PRINTING	0.00	0.00	0.00	0.00	500.00	500.00
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3800	DATA PROCESSING SERVICES	54.44	112.69	687.31	800.00	800.00	0.00
3950	DUES AND SUBSCRIPTIONS	(1) 500.00	1,782.00	0.00	1,782.00	2,300.00	518.00
3955	Permit Fees	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
4990	OTHER CONTRACTED SERVICES	150.00	825.00	3,675.00	4,500.00	5,500.00	1,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Account Total:		8,251.90	13,094.12	62,409.79	75,503.91	174,300.00	98,796.09
4200 ADMINISTRATION EXPENDITURES							
1000	SALARIES AND WAGES	49,894.00	109,967.00	0.00	109,967.00	450,000.00	340,033.00
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	9,000.00	9,000.00
1009	FICA EXPENSE	3,773.05	8,293.91	0.00	8,293.91	35,000.00	26,706.09
1010	RETIREMENT EXPENSE	6,001.38	13,178.77	0.00	13,178.77	55,000.00	41,821.23
1011	HEALTH INSURANCE EXPENSE	3,524.30	10,564.70	0.00	10,564.70	55,000.00	44,435.30
1012	FLEX & PR TIME ADMIN FEES	12.00	30.00	186.00	216.00	700.00	484.00
1014	WORKER'S COMPENSATION	0.00	614.81	0.00	614.81	700.00	85.19
1017	401K EXPENSE	2,534.61	5,354.01	0.00	5,354.01	22,000.00	16,645.99
1019	PROFESSIONAL SERVICES	(2) 8,587.50	8,587.50	8,912.50	17,500.00	17,500.00	0.00
2100	DEPARTMENT SUPPLIES	127.49	547.28	118.00	665.28	2,000.00	1,334.72
2200	FOOD AND PROVISIONS	29.36	127.29	0.00	127.29	1,000.00	872.71
2600	OFFICE SUPPLIES	50.72	160.79	0.00	160.79	2,200.00	2,039.21
2900	ASSETS NOT CAPITALIZED	1,378.94	1,807.94	464.98	2,272.92	5,000.00	2,727.08
3100	TRAVEL	631.46	1,825.86	0.00	1,825.86	10,000.00	8,174.14
3150	CONFERENCE FEES AND SCHOOLS	769.00	1,789.00	0.00	1,789.00	7,000.00	5,211.00
3200	COMMUNICATIONS	786.95	1,962.50	3,527.50	5,490.00	10,700.00	5,210.00
3400	PRINTING	0.00	0.00	0.00	0.00	500.00	500.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	300.00	300.00
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	100.00	100.00
3800	DATA PROCESSING SERVICES	1,185.82	5,371.53	13,616.47	18,988.00	19,000.00	12.00
3950	DUES AND SUBSCRIPTIONS	811.06	6,463.86	549.80	9,013.66	11,500.00	2,486.34
3960	BANK AND MERCHANT FEES	0.00	0.00	0.00	0.00	200.00	200.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	1,000.00	1,000.00
4300	EQUIPMENT RENTAL	0.00	525.45	2,262.39	2,787.84	3,500.00	712.16
4400	SERVICE & MAINTENANCE CONTRACTS	0.00	6,925.96	288.58	7,214.54	13,000.00	5,785.46
4500	INSURANCE AND BONDING	0.00	644.30	0.00	644.30	1,000.00	355.70
4990	OTHER CONTRACTED SERVICES	535.13	687.61	1,587.52	2,275.13	46,000.00	43,724.87
6820	First Bank Credit Card Encumbrance	0.00	0.00	4,000.00	4,000.00	4,000.00	0.00
Account Total:		80,632.77	187,430.07	35,513.74	222,943.81	782,900.00	559,956.19

① Guilford County Historic Preservation
② Audit fees

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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 9 / 22

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
4900 PLANNING DEPARTMENT EXPENDITURES							
1000	SALARIES AND WAGES	8,086.60	17,833.60	0.00	17,833.60	111,000.00	93,166.40
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	750.00	750.00
1009	FICA EXPENSE	619.37	1,368.56	0.00	1,368.56	8,550.00	7,181.44
1010	RETIREMENT EXPENSE	903.96	2,088.22	0.00	2,088.22	13,500.00	11,411.78
1011	HEALTH INSURANCE EXPENSE	882.10	2,646.30	0.00	2,646.30	21,600.00	18,953.70
1012	FLEX & PR TIME ADMIN FEES	6.00	24.00	120.00	144.00	500.00	356.00
1014	WORKER'S COMPENSATION	0.00	384.26	0.00	384.26	500.00	115.74
1017	401K EXPENSE	372.03	847.86	0.00	847.86	5,550.00	4,702.14
2100	DEPARTMENT SUPPLIES	0.00	308.44	292.00	600.44	3,500.00	2,899.56
2200	FOOD AND PROVISIONS	112.49	112.49	0.00	112.49	750.00	637.51
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00
2520	FUELS - GAS & OIL	0.00	55.63	0.00	55.63	500.00	444.37
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	2,000.00	2,000.00
2900	ASSETS NOT CAPITALIZED	1,378.94	1,378.94	0.00	1,378.94	4,500.00	3,121.06
3100	TRAVEL	0.00	0.00	0.00	0.00	2,500.00	2,500.00
3150	CONFERENCE FEES AND SCHOOLS	314.00	314.00	0.00	314.00	3,000.00	2,686.00
3200	COMMUNICATIONS	147.46	457.21	1,328.89	1,786.10	4,100.00	2,313.90
3400	PRINTING	0.00	0.00	0.00	0.00	1,250.00	1,250.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	500.00	500.00
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	20,000.00	20,000.00
3800	DATA PROCESSING SERVICES	357.94	725.78	5,474.22	6,200.00	6,200.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	119.00	119.00	131.00	250.00	250.00	0.00
3950	DUES AND SUBSCRIPTIONS	1,342.70	2,218.88	549.80	2,768.68	5,000.00	2,231.32
3980	MISCELLANEOUS EXPENSE	0.00	47.00	0.00	47.00	500.00	453.00
4400	SERVICE & MAINTENANCE CONTRACTS	0.00	0.00	0.00	0.00	700.00	700.00
4500	INSURANCE AND BONDING	0.00	193.29	0.00	193.29	300.00	106.71
4990	OTHER CONTRACTED SERVICES	③ 3,360.00	6,870.00	51,195.00	58,065.00	70,000.00	11,935.00
4991	Telecommunications Contracted	0.00	0.00	7,500.00	7,500.00	7,500.00	0.00
6820	First Bank Credit Card Encumbrance	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	2,500.00	2,500.00
Account Total:		18,002.59	37,993.46	67,590.91	105,584.37	299,000.00	193,415.63
5000 BUILDING & GROUNDS EXPENDITURES							
2100	DEPARTMENT SUPPLIES	112.83	987.95	797.26	1,785.11	8,000.00	6,214.89
2140	SEED and SOD	0.00	0.00	800.00	800.00	800.00	0.00
2141	CHEMICALS	0.00	0.00	0.00	0.00	500.00	500.00
2142	FERTILIZER AND LIME	0.00	0.00	300.00	300.00	600.00	300.00
2144	MULCH & PINE NEEDLES	0.00	0.00	0.00	0.00	2,500.00	2,500.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	0.00	0.00	2,500.00	2,500.00
2900	ASSETS NOT CAPITALIZED	0.00	0.00	0.00	0.00	7,500.00	7,500.00
3200	COMMUNICATIONS	151.05	419.60	1,500.40	1,920.00	2,000.00	80.00
3300	UTILITIES	972.28	4,662.47	5,452.92	10,115.39	30,000.00	19,884.61
3350	Water Utilities	6.66	19.98	0.00	19.98	500.00	480.02
3500	REPAIRS AND MAINTENANCE	0.00	0.00	700.00	700.00	50,000.00	49,300.00
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	0.00	0.00	500.00	500.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
4300	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	200.00	200.00
4400	SERVICE & MAINTENANCE CONTRACTS	1,333.50	13,962.63	22,641.50	36,604.13	40,000.00	3,395.87
4500	INSURANCE AND BONDING	0.00	16,107.76	0.00	16,107.76	22,000.00	5,892.24
4990	OTHER CONTRACTED SERVICES	225.00	886.00	1,922.17	2,808.17	42,000.00	39,191.83

③ Code Enforcement Services

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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	12,490.00	12,490.00	352,500.00	340,010.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	4,000.00	4,000.00
	Account Total:	2,801.32	37,046.29	46,604.25	63,650.54	566,600.00	482,949.46
5100	PUBLIC SAFETY EXPENDITURES						
4910	SHERIFF CONTRACT	0.00	0.00	0.00	0.00	550,000.00	550,000.00
4911	Sheriff Off Duty - Town events	262.00	1,610.00	4,890.00	6,500.00	6,500.00	0.00
4912	Sheriff off-duty for non-profit	0.00	0.00	0.00	0.00	2,500.00	2,500.00
4920	ANIMAL CONTROL CONTRACT	0.00	0.00	0.00	0.00	14,000.00	14,000.00
	Account Total:	262.00	1,610.00	4,890.00	6,500.00	573,000.00	566,500.00
5300	FIRE EXPENSES						
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3956	Fire Inspection Fees	0.00	0.00	0.00	0.00	12,000.00	12,000.00
3980	MISCELLANEOUS EXPENSE	59.44	59.44	0.00	59.44	300.00	240.56
4900	PINECROFT SEDGEFIELD FIRE CONTRACT	0.00	216,538.48	0.00	216,538.48	866,154.00	649,615.52
4990	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	9,000.00	9,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	1,000.00	1,000.00
	Account Total:	59.44	216,597.92	0.00	216,597.92	889,954.00	673,356.08
5600	STREET MAINTENANCE EXPENDITURES						
2100	DEPARTMENT SUPPLIES	45.45	90.01	0.00	90.01	6,000.00	5,909.99
2400	CONSTRUCTION & REPAIR SUPPLIES	774.35	774.35	6,075.65	6,850.00	8,000.00	1,150.00
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	7,000.00	7,000.00
2520	FUELS - GAS & OIL	0.00	0.00	0.00	0.00	6,000.00	6,000.00
2900	ASSETS NOT CAPITALIZED	299.49	299.49	702.00	1,001.49	20,000.00	18,998.51
3300	UTILITIES	13,996.76	29,385.08	0.00	29,385.08	160,000.00	130,614.92
3500	REPAIRS AND MAINTENANCE	1,097.27	1,097.27	0.00	1,097.27	8,000.00	6,902.73
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	0.00	0.00	500.00	500.00
3955	Permit Fees	0.00	860.00	0.00	860.00	1,100.00	240.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	100.00	100.00
4300	EQUIPMENT RENTAL	0.00	320.92	219.08	540.00	540.00	0.00
4400	SERVICE & MAINTENANCE CONTRACTS	167.50	502.50	2,657.50	3,160.00	5,600.00	2,440.00
4500	INSURANCE AND BONDING	0.00	0.00	0.00	0.00	1,200.00	1,200.00
4980	STORMWATER FEES	0.00	5,605.00	0.00	5,605.00	6,000.00	395.00
4990	OTHER CONTRACTED SERVICES	0.00	1,320.15	35,424.00	36,744.15	75,000.00	38,255.85
5500	CAPITAL OUTLAY EQUIPMENT	④ 8,432.79	8,432.79	0.00	8,432.79	8,500.00	67.21
9700	CONTINGENCY	0.00	0.00	0.00	0.00	460.00	460.00
	Account Total:	24,813.61	48,687.56	45,078.23	93,765.79	314,000.00	220,234.21
5700	POWELL BILL						
4990	OTHER CONTRACTED SERVICES	0.00	0.00	0.00	0.00	300,000.00	300,000.00
	Account Total:	0.00	0.00	0.00	0.00	300,000.00	300,000.00
5800	SANITATION EXPENDITURES						
1000	SALARIES AND WAGES	13,001.70	25,848.66	0.00	25,848.66	125,000.00	99,151.34
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	1,100.00	1,100.00
1009	FICA EXPENSE	982.88	1,949.23	0.00	1,949.23	10,000.00	8,050.77
1010	RETIREMENT EXPENSE	1,585.77	3,158.82	0.00	3,158.82	15,000.00	11,841.18
1011	HEALTH INSURANCE EXPENSE	2,646.31	6,174.71	0.00	6,174.71	35,000.00	28,825.29

④ SNOW PLOW for service truck

10/10/22
10:36:39

TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
For the Accounting Period: 9 / 22

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
1012	FLEX & PR TIME ADMIN FEES	6.00	30.00	114.00	144.00	500.00	356.00
1014	WORKER'S COMPENSATION	0.00	5,763.85	0.00	5,763.85	6,000.00	236.15
1017	401K EXPENSE	605.25	1,222.61	0.00	1,222.61	6,000.00	4,777.39
2100	DEPARTMENT SUPPLIES	0.00	190.16	228.00	418.16	140,000.00	139,581.84
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	100.00	100.00
2500	VEHICLE SUPPLIES	0.00	1,368.24	1,200.00	2,568.24	12,000.00	9,431.76
2520	FUELS - GAS & OIL	1,648.53	5,358.59	29,641.41	35,000.00	35,000.00	0.00
3200	COMMUNICATIONS	86.20	222.08	377.92	600.00	1,200.00	600.00
3400	PRINTING	0.00	0.00	0.00	0.00	2,000.00	2,000.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	6,000.00	6,000.00
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	14,600.00	14,600.00
3900	DRUG TESTING & BACKGROUND CHECKS	186.00	186.00	814.00	1,000.00	1,000.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	4,799.57	9,622.71	54,000.00	63,622.71	70,000.00	6,377.29
3945	Recycle Fees	8,209.18	16,418.36	98,581.64	115,000.00	115,000.00	0.00
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	200.00	200.00
4300	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	500.00	500.00
4500	INSURANCE AND BONDING	0.00	1,610.78	0.00	1,610.78	2,500.00	889.22
4990	OTHER CONTRACTED SERVICES	621.00	5,635.58	4,179.00	9,814.58	10,000.00	185.42
5400	CAPITAL OUTLAY - MOTOR VEHICLES	0.00	0.00	427,886.00	427,886.00	463,000.00	35,114.00
5500	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	41,981.00	41,981.00	42,000.00	19.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	2,000.00	2,000.00
Account Total:		34,378.39	84,760.38	659,002.97	743,763.35	1,115,700.00	371,936.65
6200 RECREATION EXPENDITURES							
1000	SALARIES AND WAGES	12,180.98	28,223.54	0.00	28,223.54	142,000.00	113,776.46
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	3,100.00	3,100.00
1009	FICA EXPENSE	917.91	2,123.43	0.00	2,123.43	11,500.00	9,376.57
1010	RETIREMENT EXPENSE	1,486.05	3,447.35	0.00	3,447.35	18,000.00	14,552.65
1011	HEALTH INSURANCE EXPENSE	1,764.20	5,292.60	0.00	5,292.60	33,000.00	27,707.40
1012	FLEX & PR TIME ADMIN FEES	6.00	18.00	126.00	144.00	500.00	356.00
1014	WORKER'S COMPENSATION	0.00	2,305.54	0.00	2,305.54	3,000.00	694.46
1017	401K EXPENSE	596.64	1,360.95	0.00	1,360.95	7,100.00	5,739.05
2100	DEPARTMENT SUPPLIES	599.49	1,660.55	1,194.00	2,854.55	11,000.00	8,145.45
2140	SEED and SOD	0.00	0.00	1,240.00	1,240.00	2,000.00	760.00
2141	CHEMICALS	0.00	0.00	250.00	250.00	5,000.00	4,750.00
2142	FERTILIZER AND LIME	0.00	0.00	225.00	225.00	3,000.00	2,775.00
2143	IRRIGATION SUPPLIES	0.00	372.41	0.00	372.41	500.00	127.59
2144	MULCH & PINE NEEDLES	0.00	40.00	0.00	40.00	5,000.00	4,960.00
2145	TOPSOIL (Sand)	0.00	1,411.41	0.00	1,411.41	1,500.00	88.59
2200	FOOD AND PROVISIONS	7.67	7.67	0.00	7.67	50.00	42.33
2400	CONSTRUCTION & REPAIR SUPPLIES	2,528.77	3,106.49	0.00	3,106.49	3,000.00	-106.49
2500	VEHICLE SUPPLIES	62.96	62.96	0.00	62.96	1,000.00	937.04
2520	FUELS - GAS & OIL	0.00	57.12	0.00	57.12	8,500.00	8,442.88
2550	EQUIPMENT SUPPLIES	0.00	672.81	0.00	672.81	2,500.00	1,827.19
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	300.00	300.00
2900	ASSETS NOT CAPITALIZED	0.00	771.60	0.00	771.60	6,500.00	5,728.40
3100	TRAVEL	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3150	CONFERENCE FEES AND SCHOOLS	0.00	0.00	0.00	0.00	1,500.00	1,500.00
3200	COMMUNICATIONS	1,053.71	1,704.05	2,760.69	4,464.74	13,000.00	8,535.26
3300	UTILITIES	619.03	1,722.36	0.00	1,722.36	15,500.00	13,777.64
3350	Water Utilities	0.00	45.46	0.00	45.46	350.00	304.54

⑤ Soccer field supplies

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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3500	REPAIRS AND MAINTENANCE	18,992.05	19,028.02	0.00	19,028.02	22,000.00	2,971.98
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	100.00	100.00
3800	DATA PROCESSING SERVICES	21.90	43.35	356.65	400.00	400.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	67.00	67.00	533.00	600.00	600.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	95.48	95.48	0.00	95.48	500.00	404.52
3950	DUES AND SUBSCRIPTIONS	0.00	170.00	0.00	170.00	1,500.00	1,330.00
3980	MISCELLANEOUS EXPENSE	10.00	10.00	0.00	10.00	500.00	490.00
3981	Special Events	725.00	5,408.27	2,700.00	8,108.27	12,000.00	3,891.73
4101	Library Services	0.00	13,500.00	0.00	13,500.00	54,000.00	40,500.00
4102	Recreation Services	0.00	0.00	0.00	0.00	20,000.00	20,000.00
4103	Culture/Historical Services	0.00	0.00	0.00	0.00	10,500.00	10,500.00
4300	EQUIPMENT RENTAL	1,852.71	8,486.99	14,592.20	23,079.19	23,680.00	600.81
4400	SERVICE & MAINTENANCE CONTRACTS	146.75	440.25	1,320.75	1,761.00	3,000.00	1,239.00
4500	INSURANCE AND BONDING	0.00	1,932.93	0.00	1,932.93	1,500.00	-432.93
4990	OTHER CONTRACTED SERVICES	1,645.74	1,645.74	0.00	1,645.74	4,300.00	2,654.26
5700	CAPITAL OUTLAY - LAND IMPR -	0.00	7,556.00	0.00	7,556.00	223,325.00	215,769.00
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	15,000.00	15,000.00	315,000.00	300,000.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	2,000.00	2,000.00
Account Total:		45,380.04	112,790.33	40,298.29	153,088.62	994,305.00	841,216.38
6300	GOLF COURSE MAINTENANCE						
1000	SALARIES AND WAGES	43,768.24	101,190.67	0.00	101,190.67	410,000.00	308,809.33
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	6,200.00	6,200.00
1009	FICA EXPENSE	3,259.18	7,487.79	0.00	7,487.79	32,000.00	24,512.21
1010	RETIREMENT EXPENSE	5,348.19	12,385.76	0.00	12,385.76	47,000.00	34,614.24
1011	HEALTH INSURANCE EXPENSE	6,174.70	18,524.10	0.00	18,524.10	76,000.00	57,475.90
1012	FLEX & PR TIME ADMIN FEES	0.00	12.00	60.00	72.00	650.00	578.00
1013	RETIREE HEALTH INSURANCE EXPENSE	220.32	660.96	0.00	660.96	10,800.00	10,139.04
1014	WORKER'S COMPENSATION	0.00	4,226.83	0.00	4,226.83	5,000.00	773.17
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	6,000.00	6,000.00
1017	401K EXPENSE	2,198.32	4,991.04	0.00	4,991.04	20,000.00	15,008.96
2100	DEPARTMENT SUPPLIES	646.57	1,524.55	276.00	1,800.55	11,000.00	9,199.45
2140	SEED and SOD	0.00	0.00	1,225.20	1,225.20	8,000.00	6,774.80
2141	CHEMICALS	3,863.00	6,233.00	2,670.44	8,903.44	45,000.00	36,096.56
2142	FERTILIZER AND LIME	0.00	124.75	3,006.00	3,130.75	30,000.00	26,869.25
2143	IRRIGATION SUPPLIES	1,497.54	2,988.48	0.00	2,988.48	7,000.00	4,011.52
2144	MULCH & PINE NEEDLES	0.00	0.00	0.00	0.00	6,000.00	6,000.00
2145	TOPSOIL (Sand)	0.00	1,564.79	0.00	1,564.79	16,000.00	14,435.21
2155	TEE AND GREEN SUPPLIES	0.00	0.00	0.00	0.00	5,000.00	5,000.00
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	200.00	200.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	0.00	0.00	2,500.00	2,500.00
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	700.00	700.00
2520	FUELS - GAS & OIL	1,299.87	7,744.15	27,143.10	34,887.25	35,000.00	112.75
2550	EQUIPMENT SUPPLIES	2,165.49	7,799.44	792.30	8,591.74	30,000.00	21,408.26
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	1,500.00	1,500.00
2900	ASSETS NOT CAPITALIZED	0.00	0.00	0.00	0.00	8,000.00	8,000.00
3100	TRAVEL	0.00	0.00	0.00	0.00	3,000.00	3,000.00
3150	CONFERENCE FEES AND SCHOOLS	0.00	0.00	0.00	0.00	1,550.00	1,550.00
3200	COMMUNICATIONS	656.88	1,835.47	3,534.53	5,370.00	7,700.00	2,330.00
3300	UTILITIES	898.60	3,124.88	1,954.46	5,079.34	20,000.00	14,920.66
3350	Water Utilities	0.00	45.46	0.00	45.46	400.00	354.54

⑥ New siding of Soccer Complex building

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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
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10 GENERAL FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3500	REPAIRS AND MAINTENANCE	0.00	1,239.50	860.50	2,100.00	10,000.00	7,900.00
3800	DATA PROCESSING SERVICES	59.25	117.32	692.68	800.00	800.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	158.23	676.06	1,090.37	1,766.43	1,800.00	33.57
3950	DUES AND SUBSCRIPTIONS	520.73	2,920.73	0.00	2,920.73	5,800.00	2,879.27
3960	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	500.00	500.00
4300	EQUIPMENT RENTAL	4,806.75	20,161.66	39,407.90	59,569.56	62,400.00	2,830.44
4400	SERVICE & MAINTENANCE CONTRACTS	42.25	3,142.35	380.25	3,522.60	4,000.00	477.40
4500	INSURANCE AND BONDING	0.00	5,992.09	0.00	5,992.09	10,000.00	4,007.91
4990	OTHER CONTRACTED SERVICES	0.00	0.00	2,646.00	2,646.00	7,000.00	4,354.00
5500	CAPITAL OUTLAY EQUIPMENT	0.00	0.00	209,515.28	209,515.28	211,859.00	2,343.72
5700	CAPITAL OUTLAY - LAND IMPR -	0.00	0.00	0.00	0.00	260,000.00	260,000.00
5800	CAPITAL OUTLAY - BUILDINGS &	0.00	0.00	3,620.00	3,620.00	248,200.00	244,580.00
6820	First Bank Credit Card Encumbrance	0.00	0.00	2,000.00	2,000.00	2,000.00	0.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	3,200.00	3,200.00
Account Total:		77,574.11	216,713.83	302,365.01	519,078.84	1,681,259.00	1,162,180.16
6301 GOLF SHOP EXPENDITURES							
1000	SALARIES AND WAGES	35,937.94	83,975.85	0.00	83,975.85	315,000.00	231,024.15
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	3,700.00	3,700.00
1009	FICA EXPENSE	2,761.96	6,462.19	0.00	6,462.19	24,500.00	18,037.81
1010	RETIREMENT EXPENSE	2,855.00	6,512.89	0.00	6,512.89	25,000.00	18,487.11
1011	HEALTH INSURANCE EXPENSE	3,526.51	10,579.53	0.00	10,579.53	44,000.00	33,420.47
1012	FLEX & PR TIME ADMIN FEES	0.00	0.00	0.00	0.00	1,800.00	1,800.00
1013	RETIREE HEALTH INSURANCE EXPENSE	0.00	3,214.62	0.00	3,214.62	10,800.00	7,585.38
1014	WORKER'S COMPENSATION	0.00	1,229.62	0.00	1,229.62	1,500.00	270.38
1017	401K EXPENSE	1,119.81	2,554.29	0.00	2,554.29	9,800.00	7,245.71
2100	DEPARTMENT SUPPLIES	326.62	1,466.91	2,006.45	3,473.36	10,500.00	7,026.64
2101	Grill Supplies	428.92	1,129.02	4,510.98	5,640.00	7,500.00	1,860.00
2156	RANGE SUPPLIES	0.00	2,863.81	0.00	2,863.81	7,000.00	4,136.19
2200	FOOD AND PROVISIONS	0.00	0.00	0.00	0.00	400.00	400.00
2400	CONSTRUCTION & REPAIR SUPPLIES	0.00	0.00	0.00	0.00	1,000.00	1,000.00
2500	VEHICLE SUPPLIES	0.00	0.00	0.00	0.00	500.00	500.00
2520	FUELS - GAS & OIL	0.00	0.00	0.00	0.00	500.00	500.00
2600	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	1,000.00	1,000.00
2700	GOLF INVENTORY FOR RESALE	4,103.65	16,469.89	6,465.86	22,935.75	55,000.00	32,064.25
2705	Golf Special Orders - Purchases	0.00	2,815.67	1,200.00	4,015.67	10,000.00	5,984.33
2710	CONCESSION INVENTORY RESALE	① 5,061.18	10,331.05	24,084.29	34,415.34	34,000.00	-415.34
2715	Food purchased not in inventory	1,653.86	4,680.22	9,689.76	14,369.98	17,500.00	3,130.02
2900	ASSETS NOT CAPITALIZED	0.00	0.00	0.00	0.00	2,500.00	2,500.00
3100	TRAVEL	0.00	0.00	0.00	0.00	500.00	500.00
3150	CONFERENCE FEES AND SCHOOLS	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3200	COMMUNICATIONS	830.62	2,413.49	6,461.51	8,875.00	11,200.00	2,325.00
3300	UTILITIES	1,323.85	3,754.80	1,907.19	5,661.99	18,000.00	12,338.01
3350	Water Utilities	0.00	45.48	0.00	45.48	350.00	304.52
3400	PRINTING	0.00	128.00	0.00	128.00	400.00	272.00
3500	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	5,000.00	5,000.00
3700	MARKETING / ADVERTISING	60.40	181.20	543.60	724.80	10,000.00	9,275.20
3800	DATA PROCESSING SERVICES	833.94	1,735.86	8,264.14	10,000.00	10,000.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	119.00	171.00	1,829.00	2,000.00	2,000.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	194.22	762.85	2,078.72	2,841.57	3,200.00	358.43

① Increase in Concession items, golf course hosted 7 tournaments in September

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TOWN OF JAMESTOWN, NC
Budget vs. Actual Report
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10 GENERAL FUND

Account Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
3950 DUES AND SUBSCRIPTIONS	0.00	579.00	0.00	579.00	2,500.00	1,921.00
3955 Permit Fees	0.00	0.00	0.00	0.00	200.00	200.00
3960 BANK AND MERCHANT FEES	2,610.53	7,164.53	14,335.47	21,500.00	25,000.00	3,500.00
3980 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	250.00	250.00
4300 EQUIPMENT RENTAL	158.04	632.16	1,430.99	2,063.15	2,500.00	436.85
4310 GOLF CART RENTALS	8,666.62	24,648.46	42,618.24	67,266.70	65,800.00	-1,466.70
4311 SALES AND USE TAX PAID	2,420.96	6,580.10	0.00	6,580.10	19,000.00	12,419.90
4400 SERVICE & MAINTENANCE CONTRACTS	535.68	4,007.08	10,984.44	14,991.52	17,000.00	2,008.48
4500 INSURANCE AND BONDING	0.00	8,698.19	0.00	8,698.19	10,000.00	1,301.81
4990 OTHER CONTRACTED SERVICES	1,800.00	2,657.47	18,200.00	20,857.47	65,500.00	44,642.53
5700 CAPITAL OUTLAY - LAND IMPR	0.00	28,250.00	28,250.00	56,500.00	60,000.00	3,500.00
Account Total:	77,329.31	246,695.23	184,860.64	431,555.87	912,900.00	481,344.13
<i>golf cart rentals + property tax</i>						
<i>Strategic Plan for golf course</i>						
8000 Debt Service						
7100 DEBT PRINCIPAL PAYMENTS	15,292.76	39,180.62	0.00	39,180.62	223,800.00	184,619.38
7200 DEBT INTEREST PAYMENTS	589.62	3,302.35	0.00	3,302.35	18,000.00	14,697.65
Account Total:	15,882.38	42,482.97	0.00	42,482.97	241,800.00	199,317.03
<i>Ⓢ</i>						
9600 OTHER FINANCING USES						
9600 TRANSFERS TO OTHER FUNDS	65,496.66	73,296.31	0.00	73,296.31	367,985.00	294,688.69
Account Total:	65,496.66	73,296.31	0.00	73,296.31	367,985.00	294,688.69
Account Group Total:	450,864.52	1,319,198.47	1,448,613.83	2,767,812.30	9,213,703.00	6,445,890.70
Fund Total:	450,864.52	1,319,198.47	1,448,613.83	2,767,812.30	9,213,703.00	6,445,890.70

Ⓢ Debt payments - Leaf truck payment + Garbage Truck payment

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TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 9 / 22

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11 General Capital Reserve Fund

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3831 INVESTMENT EARNINGS	0.83	1.02	40.00	38.98	3 %
3981 TRANSFER FROM GENERAL FUND	64,511.66	72,311.31	126,000.00	53,688.69	57 %
Account Group Total:	64,512.49	72,312.33	126,040.00	53,727.67	57 %
Fund Total:	64,512.49	72,312.33	126,040.00	53,727.67	57 %

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11 General Capital Reserve Fund

Account Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0						
9600 OTHER FINANCING USES						
9600 TRANSFERS TO OTHER FUNDS	① 18,884.07	18,884.07	0.00	18,884.07	126,040.00	107,155.93
Account Total:	18,884.07	18,884.07	0.00	18,884.07	126,040.00	107,155.93
Account Group Total:	18,884.07	18,884.07	0.00	18,884.07	126,040.00	107,155.93
Fund Total:	18,884.07	18,884.07	0.00	18,884.07	126,040.00	107,155.93

① Transfer to general fund to cover golf clubhouse payment - 1st qtr FY 22-23

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30 WATER AND SEWER

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3345 INSPECTION AND PERMIT FEES	110.26	323.35	3,400.00	3,076.65	10 %
3710 UTILITY CHARGE - WATER	69,697.54	237,829.83	958,000.00	720,170.17	25 %
3720 UTILITY CHARGE - SEWER	138,784.77	359,649.54	2,600,000.00	2,240,350.46	14 %
3741 Meter Fee	1,100.00	2,100.00	500.00	-1,600.00	420 %
3742 System Development Fees to be transferred	0.00	6,000.00	0.00	-6,000.00	** %
3743 System Admin / Installation fee	300.00	600.00	100.00	-500.00	600 %
3745 Connection Fees - Water and Sewer	750.00	2,601.50	10,000.00	7,398.50	26 %
3750 NONPAYMENT / RECONNECTION FEES	59.40	5,184.40	20,000.00	14,815.60	26 %
3755 Return Check Fees	50.00	200.00	200.00	0.00	100 %
3760 LATE FEES	1,950.00	5,490.00	20,000.00	14,510.00	27 %
3765 CREDIT CARD ADMINISTRATION FEES	35.72	158.44	600.00	441.56	26 %
3831 INVESTMENT EARNINGS	16,786.64	41,210.69	70,000.00	28,789.31	59 %
3839 MISCELLANEOUS REVENUES	0.00	135.13	200.00	64.87	68 %
3987 TRANSFER FROM RANDLEMAN CAPITAL RESERVE FUND	0.00	0.00	118,500.00	118,500.00	0 %
3988 TRANSFER FROM WATER SEWER CAPITAL RESERVE	0.00	0.00	1,000,000.00	1,000,000.00	0 %
3992 NET POSITION APPROPRIATED	0.00	0.00	3,715,285.00	3,715,285.00	0 %
Account Group Total:	249,624.33	661,482.88	8,516,785.00	7,855,302.12	8 %
Fund Total:	249,624.33	661,482.88	8,516,785.00	7,855,302.12	8 %

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30 WATER AND SEWER

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
7100	WATER AND SEWER						
1000	SALARIES AND WAGES	73,059.43	180,030.29	0.00	180,030.29	800,000.00	619,969.71
1003	LONGEVITY PAY	0.00	0.00	0.00	0.00	15,500.00	15,500.00
1009	FICA EXPENSE	5,567.73	13,724.70	0.00	13,724.70	63,000.00	49,275.30
1010	RETIREMENT EXPENSE	8,876.68	21,873.60	0.00	21,873.60	100,000.00	78,126.40
1011	HEALTH INSURANCE EXPENSE	8,862.95	28,434.65	0.00	28,434.65	144,000.00	115,565.35
1012	FLEX & PR TIME ADMIN FEES	30.00	78.00	354.00	432.00	1,600.00	1,168.00
1013	RETIREE HEALTH INSURANCE EXPENSE	1,357.23	4,071.69	0.00	4,071.69	21,600.00	17,528.31
1014	WORKER'S COMPENSATION	0.00	0.00	0.00	0.00	9,000.00	9,000.00
1015	Unemployment Compensation	0.00	0.00	0.00	0.00	500.00	500.00
1017	401K EXPENSE	3,632.76	17,086.79	0.00	17,086.79	40,000.00	22,913.21
1019	PROFESSIONAL SERVICES	① 8,587.50	8,587.50	8,912.50	17,500.00	17,500.00	0.00
2100	DEPARTMENT SUPPLIES	1,484.85	5,061.32	2,410.50	7,471.82	30,000.00	22,528.18
2105	WATER METERS	0.00	3,690.00	0.00	3,690.00	30,000.00	26,310.00
2200	FOOD AND PROVISIONS	0.00	76.91	0.00	76.91	1,000.00	923.09
2400	CONSTRUCTION & REPAIR SUPPLIES	② 5,142.59	12,936.47	5,069.45	18,005.92	18,000.00	-5.92
2500	VEHICLE SUPPLIES	213.98	334.57	900.00	1,234.57	7,500.00	6,265.43
2520	FUELS - GAS & OIL	0.00	6,378.33	58,621.67	65,000.00	65,000.00	0.00
2550	EQUIPMENT SUPPLIES	1,888.51	2,688.73	2,500.00	5,188.73	5,000.00	-188.73
2600	OFFICE SUPPLIES	4.99	122.65	0.00	122.65	2,000.00	1,877.35
2750	PURCHASE OF WATER	22,590.81	45,172.74	224,751.78	269,924.52	375,000.00	105,075.48
2755	Water Transmission Fees	1,751.53	3,503.06	0.00	3,503.06	27,500.00	23,996.94
2900	ASSETS NOT CAPITALIZED	0.00	5,762.35	964.99	6,727.34	25,000.00	18,272.66
3100	TRAVEL	0.00	0.00	0.00	0.00	2,500.00	2,500.00
3150	CONFERENCE FEES AND SCHOOLS	2,545.00	2,545.00	2,310.00	4,855.00	7,500.00	2,645.00
3200	COMMUNICATIONS	2,278.17	5,391.14	17,768.86	23,160.00	35,000.00	11,840.00
3300	UTILITIES	836.50	1,874.09	0.00	1,874.09	16,000.00	14,125.91
3350	Water Utilities	26.64	55.50	0.00	55.50	500.00	444.50
3400	PRINTING	408.42	818.13	3,681.87	4,500.00	7,000.00	2,500.00
3500	REPAIRS AND MAINTENANCE	1,672.49	5,317.09	2,700.00	8,017.09	40,000.00	31,982.91
3700	MARKETING / ADVERTISING	0.00	0.00	0.00	0.00	1,000.00	1,000.00
3800	DATA PROCESSING SERVICES	1,474.15	3,011.76	17,988.24	21,000.00	21,000.00	0.00
3900	DRUG TESTING & BACKGROUND CHECKS	221.00	221.00	1,079.00	1,300.00	1,300.00	0.00
3940	LANDFILL FEES/DUMPSTER P/U	0.00	0.00	0.00	0.00	4,000.00	4,000.00
3950	DUES AND SUBSCRIPTIONS	550.72	2,985.05	0.00	2,985.05	8,000.00	3,014.95
3955	Permit Fees	0.00	1,945.00	0.00	1,945.00	5,000.00	3,055.00
3960	BANK AND MERCHANT FEES	1,234.97	3,860.78	9,343.29	13,204.07	20,000.00	6,795.93
3980	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	1,500.00	1,500.00
4300	EQUIPMENT RENTAL	0.00	845.94	2,262.28	3,108.22	15,000.00	11,891.78
4400	SERVICE & MAINTENANCE CONTRACTS	2,125.00	18,587.81	24,438.57	43,026.38	50,000.00	6,973.62
4401	NC811 Fees	150.00	489.00	2,011.00	2,500.00	2,500.00	0.00
4500	INSURANCE AND BONDING	2,609.88	24,613.08	0.00	24,613.08	30,000.00	5,386.92
4950	LAB TESTING	421.37	968.73	8,031.27	9,000.00	9,000.00	0.00
4960	SEWER TREATMENT	0.00	46,365.40	0.00	46,365.40	840,000.00	793,634.60
4990	OTHER CONTRACTED SERVICES	③ 31,746.82	35,633.20	45,916.70	81,549.90	580,380.00	498,830.10
4995	ENGINEERING FEES NOT CAPITALIZED	④ 1,100.00	1,100.00	20,400.00	21,500.00	22,000.00	500.00
5400	CAPITAL OUTLAY - MOTOR VEHICLES	⑤ 5,447.00	59,063.00	1,883.00	60,946.00	60,000.00	-946.00
5500	CAPITAL OUTLAY EQUIPMENT	⑥ 1,228.87	109,927.19	408.13	110,335.32	158,500.00	48,164.68
5900	CAPITAL OUTLAY - WATER IMPROVEMENTS	⑦ 26,370.50	26,370.50	11,000.00	37,370.50	400,000.00	362,629.50
5910	CAPITAL OUTLAY - SEWER IMPROVEMENTS	0.00	0.00	0.00	0.00	3,550,000.00	3,550,000.00

D
Valve
improvements
in E marsh
+ for Leigh

① Audit fees
② repair supplies for Mackay Rd PRV and valve rebuilds
③ Raise man hole lids
④ Survey site for bathroom @ Whrenn Miller
⑤ Lift for 2022 Chevy Truck
⑥ New tires for Hudson 20 ton trailer

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30 WATER AND SEWER

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
6800	OPERATING PAYMENTS TO REGIONAL	0.00	45,332.18	0.00	45,332.18	48,000.00	2,667.82
6801	DEBT PAYMENTS TO PIEDMONT TRIAD	0.00	59,187.75	0.00	59,187.75	119,000.00	59,812.25
6810	Payments for Odor Control Project	0.00	0.00	0.00	0.00	23,000.00	23,000.00
6820	First Bank Credit Card Encumbrance	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00
7100	DEBT PRINCIPAL PAYMENTS	0.00	12,500.83	0.00	12,500.83	50,005.00	37,504.17
7200	DEBT INTEREST PAYMENTS	0.00	1,663.86	0.00	1,663.86	6,300.00	4,636.14
9600	TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	582,100.00	582,100.00
9700	CONTINGENCY	0.00	0.00	0.00	0.00	3,000.00	3,000.00
	Account Total:	225,499.04	830,287.36	476,707.10	1,306,994.46	8,516,785.00	7,209,790.54
	Account Group Total:	225,499.04	830,287.36	476,707.10	1,306,994.46	8,516,785.00	7,209,790.54
	Fund Total:	225,499.04	830,287.36	476,707.10	1,306,994.46	8,516,785.00	7,209,790.54

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60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3831 INVESTMENT EARNINGS	1,073.34	2,739.40	100.00	-2,639.40	*** %
3986 TRANSFER FROM ENTERPRISE FUNDS	0.00	0.00	32,100.00	32,100.00	0 %
3992 NET POSITION APPROPRIATED	0.00	0.00	86,300.00	86,300.00	0 %
Account Group Total:	1,073.34	2,739.40	118,500.00	115,760.60	2 %
Fund Total:	1,073.34	2,739.40	118,500.00	115,760.60	2 %

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60 RANDLEMAN RESERVOIR CAPITAL RESERVE FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
7130	RANDLEMAN RESERVOIR						
	9600 TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	118,500.00	118,500.00
	Account Total:	0.00	0.00	0.00	0.00	118,500.00	118,500.00
	Account Group Total:	0.00	0.00	0.00	0.00	118,500.00	118,500.00
	Fund Total:	0.00	0.00	0.00	0.00	118,500.00	118,500.00

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TOWN OF JAMESTOWN, NC
Statement of Revenue Budget vs Actuals
For the Accounting Period: 9 / 22

61 WATER AND SEWER CAPITAL RESERVE FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
3000					
3831 INVESTMENT EARNINGS	71.55	133.66	10.00	-123.66	*** %
3986 TRANSFER FROM ENTERPRISE FUNDS	0.00	0.00	550,000.00	550,000.00	0 %
3992 NET POSITION APPROPRIATED	0.00	0.00	449,990.00	449,990.00	0 %
Account Group Total:	71.55	133.66	1,000,000.00	999,866.34	0 %
Fund Total:	71.55	133.66	1,000,000.00	999,866.34	0 %
Grand Total:	2,102,413.47	2,976,652.34	18,975,028.00	15,998,375.66	16 %

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61 WATER AND SEWER CAPITAL RESERVE FUND

Account	Object	Expended Current Month	Expended YTD	Encumbered YTD	Committed YTD	Current Appropriation	Available Appropriation
0							
9600	OTHER FINANCING USES						
	9600 TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00
	Account Total:	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00
	Account Group Total:	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00
	Fund Total:	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00
	Grand Total:	695,247.63	2,168,369.90	1,925,320.93	4,093,690.83	18,975,028.00	14,881,337.17

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Golf report for September 2022

AGENDA ITEM #: II-E

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Faith Wilson

SUMMARY:

Attached is the report for golf operations for September 2022.

Total revenues for the month of September 2022 were \$120,300 and operating expenditures were \$154,903. Thus there was a net operating loss of \$34,603 for the month. In September 2022, there was an operating profit of \$15,826.

For the month of September 2022 there were 3,180 rounds played, and 3,452 rounds played in September 2022.

September 2022 was not the best month for golf; the course had 5 weather days and 1 closed day. The closed day was due to Hurricane Ian coming across North Carolina.

The grill had a made a loss of \$1,860 for September 2022; in September 2021, made a profit of \$1,692. For the current fiscal year-to-date the grill has a net profit of \$1,692; in 2021 (year to date), there was a net profit of \$3,013.

During the month of September, less rounds of golf were played due to bad weather days, the driving range was closed for improvements and the month had an extra pay period. The golf course did host 7 golf tournaments during the month and the strategic planning started.

ATTACHMENTS: Golf Report for September 2022

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Summary
FYE 6/30/23

	September 2022	September 2021	Variance	% Variance	YTD FYE 6/30/23	YTD FYE 6/30/22	Variance	% Variance
Golf Course Operating Revenues	120,300	128,283	(7,983)	-6.22%	366,592	342,272	24,320	7.11%
Golf Course Maintenance Expenditures (before capital outlay)	77,574	59,016	18,558	31.45%	216,714	177,572	39,142	22.04%
Golf Course Golf Shop Expenditures (before capital outlay)	77,329	53,441	23,888	44.70%	218,445	177,082	41,363	23.36%
Net exp < or > rev before Capital Outlay	(34,603)	15,826	(50,429)	-318.65%	(68,567)	(12,382)	(56,185)	
Capital Outlay	-	-	-		28,250	33,378	5,128	
Net expenditures < or > revenues	<u>(34,603)</u>	<u>15,826</u>	<u>(50,429)</u>	318.65%	<u>(96,817)</u>	<u>(45,760)</u>	<u>(51,057)</u>	-111.58%
Golf Rounds Played (not including complimentary play)	3,180	3,452			9,385	9,278		
Bad Weather Days (1)	5	3			11	13		
Days closed for aerification, covered greens, COVID	1	-			-	-		
Golf course employees paid during the month:								
Full-time positions	11	11						
Part-time hours	1,111	972						

(1) - Defined as rain, snow, 49 degrees or below, 95 degrees or above

Revenues
FYE 6/30/23

		<u>September 2022</u>	<u>September 2021</u>	<u>Variance</u>	<u>% Variance</u>	<u>YTD FYE 6/30/23</u>	<u>YTD FYE 6/30/22</u>	<u>Variance</u>	<u>% Variance</u>
Greens	a.	64,765	68,671	(3,906)	-5.69%	188,282	177,298	10,984	6.20%
Cart Rentals		34,445	34,231	214	0.63%	102,401	91,720	10,681	11.65%
Pull Carts		38	23	15	65.22%	71	100	(29)	-29.00%
Driving Range	b.	275	6,756	(6,481)	-95.93%	11,827	18,628	(6,801)	-36.51%
Sales - Golf Shop Inventory		7,478	6,279	1,199	19.09%	26,979	21,084	5,895	27.96%
Sales - Golf Shop Concessions		11,965	11,633	332	2.85%	34,812	32,197	2,615	8.12%
Golf Clubhouse Rental Fees and golf clubs		1,335	690	645	93.48%	2,220	1,245	975	78.31%
Ins Recoveries		-	-	-	-	-	-	-	-
		<u>120,300</u>	<u>128,283</u>	<u>(7,983)</u>	<u>-6.22%</u>	<u>366,592</u>	<u>342,272</u>	<u>24,320</u>	<u>7.11%</u>

Variations:

- a. Less rounds; more bad weather days
- b. Driving range improvement work during September 2022 resulted in a decrease of revenue for the range

**Jamestown Park Golf Course Operations
Golf Maintenance Expenditures
FYE 6/30/23**

	<u>September 2022</u>	<u>September 2021</u>	<u>Variance</u>	<u>% Variance</u>	<u>YTD FYE 6/30/23</u>	<u>YTD FYE 6/30/22</u>	<u>Variance</u>	<u>% Variance</u>
Salaries & Employee Benefits	a. 60,959	37,916	23,043	60.77%	149,479	114,579	34,900	30.46%
Supplies & Materials	9,472	12,444	(2,972)	-23.88%	27,979	29,524	(1,545)	-5.23%
Contractual Services	4,849	5,533	(684)	-12.36%	29,296	24,649	4,647	18.85%
Other Operating Expenditures (utilities, communications, etc)	<u>2,294</u>	<u>3,123</u>	<u>(829)</u>	-26.55%	<u>9,959</u>	<u>8,820</u>	<u>1,139</u>	12.92%
Total Exp before Capital Outlay	<u>77,574</u>	<u>59,016</u>	<u>18,558</u>	31.45%	<u>216,714</u>	<u>177,572</u>	<u>39,142</u>	22.04%
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>		<u>-</u>	<u>33,378</u>	<u>(33,378)</u>	-100.00%
	<u><u>77,574</u></u>	<u><u>59,016</u></u>	<u><u>18,558</u></u>	31.45%	<u><u>216,714</u></u>	<u><u>210,950</u></u>	<u><u>5,764</u></u>	2.73%

Variances:

- a. More fulltime employees in 2022, September 2022 had an extra pay period

Jamestown Park Golf Course Operations
Golf Shop Expenditures
FYE 6/30/23

	<u>September 2022</u>	<u>September 2021</u>	<u>Variance</u>	<u>% Variance</u>	<u>YTD FYE 6/30/23</u>	<u>YTD FYE 6/30/22</u>	<u>Variance</u>	<u>% Variance</u>
Salaries & Employee Benefits	a. 46,201	30,010	16,191	53.95%	114,529	95,639	18,890	19.75%
Supplies & Materials	11,574	9,576	1,998	20.87%	39,757	28,239	11,518	40.79%
Contractual Services	b. 13,581	8,627	4,954	57.43%	47,223	38,999	8,224	21.09%
Other Operating Expenditures (utilities, communications, etc)	<u>5,973</u>	<u>5,228</u>	<u>745</u>	14.24%	<u>16,936</u>	<u>14,205</u>	<u>2,731</u>	19.23%
Total Exp before Capital Outlay	<u>77,329</u>	<u>53,441</u>	<u>23,888</u>	44.70%	<u>218,445</u>	<u>177,082</u>	<u>41,363</u>	23.36%
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>		<u>28,250</u>	<u>-</u>	<u>28,250</u>	
	<u>77,329</u>	<u>53,441</u>	<u>23,888</u>	44.70%	<u>246,695</u>	<u>177,082</u>	<u>69,613</u>	39.31%

Variations:

- a. One additional fulltime employee in 2022, September 2022 had an extra pay period
- b. Golf cart rentals, property tax payment on golf carts, and strategic plan for golf course

Grill Operations**FYE 6/30/23**

	September 2022	YTD FYE 6/30/23	September 2021	YTD FYE 6/30/22
Golf Shop Grill Revenues	11,965	34,812	11,633	32,197
Golf Shop Rental Revenue	945	1,185	400	400
	<u>12,910</u>	<u>35,997</u>	<u>12,033</u>	<u>32,597</u>
 Expenditures:				
Wages	a. 5,416	12,468	3,478	11,612
FICA	416	959	266	884
Benefits	1,794	4,738	1,502	4,433
Grill supplies	429	1,129	406	824
Food & beverage purchases	b. <u>6,715</u>	<u>15,011</u>	<u>4,240</u>	<u>11,831</u>
	<u>14,769</u>	<u>34,306</u>	<u>9,892</u>	<u>29,584</u>
	<u>(1,860)</u>	<u>1,692</u>	<u>2,141</u>	<u>3,013</u>

Variances:

- a. September 2022 had extra pay period
- b. Golf course hosted 7 tournaments in September 2022, resulting in more food and beverage supply purchases

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Notification of Advances Outstanding for sidewalk projects

AGENDA ITEM #: II.F.

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

At the February 15, 2020 Town Council meeting, approval was done to allow the Town Manager or designee to make cash advances from the General Fund to the sidewalk capital project funds in order to pay the construction invoices. These will be reimbursed by NCDOT for all allowable expenditures.

The Town's budget ordinance states Council must be notified of any advances that will not be repaid within 60 days.

The current balance of advances to cover invoices paid for which reimbursement has not yet been requested or has not been received is as follows:

East Main Street (Lydia) sidewalk project-\$456,624

ATTACHMENTS:

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Budget Amendment #6

AGENDA ITEM #: II-G

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Judy Gallman

SUMMARY:

This amendment will transfer budget in sanitation department from salaries to contracted services (temps from Bradley) for the time period from October 15 to March 3. Then a reassessment will be made as to whether to hire or continue using temporary workers. So this has no budget impact - only moving expenditure lines within sanitation department.

The budget amendment will also increase the budget in rental equipment lines. This is due to the leasing companies billing us for reimbursement for Guilford County property taxes that they have to pay on the equipment. Although we have reimbursed property tax in the past, this year it is much more significant. And we were never billed for property tax on the golf carts that we lease until this year.

ATTACHMENTS: Budget Amendment #6

RECOMMENDATION/ACTION NEEDED: Approve Budget Amendment #6

BUDGETARY IMPACT: \$5,900 in expenditures and appropriated fund balance

SUGGESTED MOTION: Approve Budget Amendment #6

FOLLOW UP ACTION NEEDED:

FYE 6/30/23
 BUDGET AMENDMENT #6

Fund 10:

		<u>Debit</u>	<u>Credit</u>
a.	Other Contracted Services		
	Salaries		
		50,000.00	
			50,000.00
<p>Transfer budget for salaries to 2 temps for garbage truck (through March '23); Will then reassess remainder of year (April - June) for salary vs contracted services</p>			
b.	Equipment Rental		
	Equipment Rental		
	Equipment Rental		
	Appropriated Fund Balance		
		1,000.00	
		1,500.00	
		3,400.00	
			5,900.00

To increase budget for property tax invoiced to the Town for leased golf &
 recreation equipment

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation declaring October 2022 as Fire Prevention Month

AGENDA ITEM #: IV

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Asst. Mgr/Town Clerk

SUMMARY:

Proclamation declaring October 2022 as Fire Prevention Month in the Town of Jamestown

ATTACHMENTS: Proclamation declaring October 2022 as Fire Prevention Month

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



**PROCLAMATION FIRE PREVENTION MONTH
OCTOBER 2022**

WHEREAS, fires can take lives, devastate communities, and destroy our homes and businesses; and

WHEREAS, fires pose a threat to Americans across our Nation and State and they cost us billions of dollars each year; and

WHEREAS, Fire Prevention Month emphasizes the importance of taking steps to prevent fires; and

WHEREAS, October is a good time to test smoke alarms in places of work and homes to ensure the alarms are working properly; and

WHEREAS, all Americans should develop and practice a fire evacuation plan that allows for swift exits from places of work or home; and

WHEREAS, it is important to teach our children about fire prevention and fire safety; and

WHEREAS, we owe a great debt to our brave first responders and firefighters who run toward the scene of a disaster to fight fires; and

WHEREAS, these individuals are heroes that demonstrate courage, determination, and professionalism every day as they battle flames and smoke;

NOW, THEREFORE, I, Lynn Montgomery, Mayor of the Town of Jamestown, by virtue of the authority vested in me and by the Town of Jamestown do hereby proclaim October 2022 as **FIRE PREVENTION MONTH** and urge all citizens of the Town of Jamestown to practice their best efforts to prevent fires and their tragic consequences.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Jamestown this the 18th day of October, 2022.

Mayor S. Lynn Montgomery



Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Proclamation declaring Oct. 16th-22nd as Friends of Libraries Week

AGENDA ITEM #: v

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Katie Weiner, Asst. Mgr./Town Clerk

SUMMARY:

National Friends of Libraries Week promotes groups who support libraries across the country. Focusing on the third week in October each year, the observance provides the opportunity for groups to increase awareness about membership opportunities, their goals, and projects. The week celebrates the contributions of friends groups across the nation. Their dedication to local libraries leaves a lasting, positive impact on their libraries and communities.

ATTACHMENTS: Proclamation declaring October 16th-22nd as Friends of Libraries Week

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A



PROCLAMATION FRIENDS OF LIBRARIES WEEK
October 16th-22nd, 2022

WHEREAS, Friends of Library groups across the United States are dedicated to the support of libraries as institutions essential to democracy and life-long learning; and

WHEREAS, Friends of North Carolina Libraries support local Friends groups by helping them integrate the library thoroughly with the life and work of the community it serves; and

WHEREAS, Friends groups advocate for funding that will provide libraries with the necessary print and electronic materials, expert assistance in research, technology equipment, and services for all ages from the very young to the senior citizen; and

WHEREAS, Friends of the Jamestown Public Library promote the joys and benefits of literacy, learning, and economic well-being for community members of all ages by investing time and effort in raising supplementary funds to enhance library resources and programming; and

WHEREAS, Friends of the Jamestown Public Library also volunteer to help provide services and materials to their patrons; and

WHEREAS, the gifts of time and commitment by Friends of the Jamestown Public Library sets a positive example of civic engagement that benefits both volunteers and their communities;

NOW, THEREFORE, I, Council Member Rebecca Mann Rayborn, on behalf of the Mayor and Town Council, do hereby proclaim October 16th-22nd, 2022 as **FRIENDS OF LIBRARIES WEEK** in the Town of Jamestown.

AND encourage all citizens to join me in this worthy observance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the Town of Jamestown this the 18th day of October, 2022.

Council Member Rebecca Mann Rayborn



Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Public Hearing on Annexation of 4718 Harvey Rd

AGENDA ITEM #: VI-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 5 min

DEPARTMENT: Planning

CONTACT PERSON: Anna Hawryluk, Town Planner

SUMMARY:

Under GS 160A-31, the Town has received a petition for annexation of property located at 4718 Harvey Rd (Parcel #223271). As a first step, the Town Council directed the Clerk to investigate the petition by adopting a resolution instructing her to do such. The Clerk and the Town Attorney have investigated the petition and have found it to be sufficient and a public hearing on the matter was scheduled.

The completion of a Traffic Impact Analysis (TIA) is a condition for the rezoning portion of this Public Hearing. At this time, the TIA is still under review by NC Department of Transportation. Therefore, staff respectfully requests that the Town Council continue this public hearing without further advertisement until the Nov 15, 2022, regular meeting.

ATTACHMENTS: Annexation Petition, Certificate of Sufficiency, Affidavit of Notice

RECOMMENDATION/ACTION NEEDED: Open the public hearing and continue it until Nov. 15, 2021, without further advertisement.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: TBD

FOLLOW UP ACTION NEEDED:



JAMESTOWN ANNEXATION PETITION

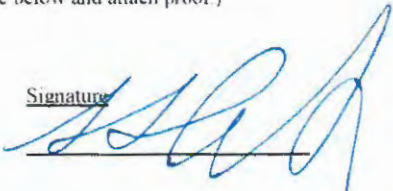
Date _____

TO THE TOWN COUNCIL OF THE TOWN OF JAMESTOWN:

- CONTIGUOUS: We the undersigned, being all the owners of the real property described in Paragraph 2 below, respectfully request that such property be annexed to the Town of Jamestown, pursuant to N.C.G.S. 160A-31. The area to be annexed is contiguous to the Town of Jamestown and the boundaries of such territory are described below by metes and bounds.
- NON-CONTIGUOUS: We the undersigned, being all the owners of the real property described in Paragraph 2 below, respectfully request that such property be annexed to the Town of Jamestown, pursuant to N.C.G.S. 160A-58.1. The area to be annexed is non-contiguous to the Town of Jamestown and within an area that the Town of Jamestown is permitted to annex pursuant to N.C.G.S. 160A-58.1, and the boundaries of such territory to be annexed are described below by metes and bounds:

(You may print "See Attached" and attach the description.)

We acknowledge that any zoning vested rights** acquired pursuant to N.C.G.S. 160A-385.1 or N.C.G.S. 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such vested rights on this petition shall result in a termination of such vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

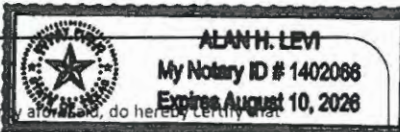
	<u>Print or Type Name and Address</u>	<u>Do you declare vested rights?*</u> (Indicate yes or no)	<u>Signature</u>
POA For	1. <u>Sherrill L. Auman Jr</u> <u>Kitsie G. Auman</u>	<u>no</u>	
	2. _____	_____	_____
	3. _____	_____	_____

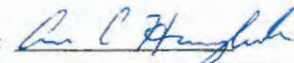
Important. Both husband and wife must sign, if applicable.

**These are a special type of vested rights obtained only after the approval of a "site specific development plan" following a public hearing on that plan. Only a small number of plans have received such an approval.

NOTARY STATEMENT:
 State of TEXAS, County of DALLAS to wit, (SEAL)
 I, ALAN H. LEVI a notary public in and for the state and county aforesaid, do hereby certify that SHERILL L. AUMAN JR whose name(s) is (are) signed to the foregoing statement, personally appeared before me in my state and county and acknowledged the same.

My commission expires AUGUST 10, 2026
 Given under my hand this 26TH Day of JULY, 2022
 Notary Signature Alan H. Levi Printed Name of Notary: ALAN H. LEVI



Staff Receipt:
 Date Received: 9/8/2022 Received By: 

Legal Description

Beginning at an existing iron pipe(eip), said pipe having NCGS coordinates N=814747.54' E=1728383.35' and also being the NE corner of James & Phyllis Willard (DB 3800 PG 1357), thence from said beginning point with James & Phyllis Willard, N 89° 15' 22" W 385.26' to an eip, thence S 4° 56' 15" W 100.02' to a point in a 18" diameter pine tree, said point being in the northern line of Jonathan & Lisa Knight (DB 7400 PG 576), running thence with Knight N 89° 08' 48" W 1044.76' to a 1 ½ inch rod in the eastern line of Creek Run, LLC (DB 7396 PG 643), running thence with Creek Run, LLC N 0° 02' 23" E 540.26' to an axle, thence N 83° 10' 28" W 653.22' to a 1 ½ inch rod, thence N 19° 50' 39" W 243.74' to a new iron pipe (nip) in the southern right-of-way of Jamestown Parkway and being the SW corner NCDOT (DB 8412 PG 2498), running thence with the right-of-way of Jamestown Parkway N 85° 29' 32" E 44.63' to a nip, thence S 76° 59' 25" E 309.42' to a nip, thence N 33° 47' 45" E 108.56' to a nip, thence N 6° 06' 56" W 64.99' to a NCDOT right-of-way disc, thence N 84° 32' 47" E 386.59' to a nip in the line of Mitchell & Shelba Watson (DB 7747 PG 2660), running thence with Watson S 58° 04' 48" E 447.22' to a nip, thence on a curve to the left having a radius of 377.54' and a chord bearing and distance of S 80° 21' 01" E 286.16' to an eip, thence N 77° 31' 53" E 262.36' to a nip, thence on a curve to the left having a radius of 629.98' and a chord bearing and distance of N 66° 14' 24" E 246.70' to a nip, thence on a curve to the right having a radius of 470.00' and a chord bearing and distance of N 74° 11' 58" E 309.92' to an eip, thence S 86° 32' 59" E 5.37' to a nip on the new west right-of-way of Harvey Road (DB 8412 PG 2498), running thence with the new right-of-way of Harvey Road S 4° 41' 42" W 35.78' to a nip, thence S 2° 37' 42" W 165.65' to a nip, thence S 4° 56' 36" W 500.10' to a NCDOT right-of-way disc, thence S 83° 54' 40" E 15.01' to a nip, thence S 8° 57' 51" W 150.05' to the point and place of beginning containing 31.239 Ac.+/-.



Settled 1752
JAMESTOWN
NORTH CAROLINA

CERTIFICATE OF SUFFICIENCY

To the Town Council of the Town of Jamestown, North Carolina,

I, Katie M. Weiner, CMC, Clerk of the Town of Jamestown, do hereby certify that I have investigated the attached petition and hereby make the following findings:

- a. The petition contains an adequate property description of the area proposed for annexation (Tax Map ID 223271, 31.4 acres, 4718 Harvey Road). A metes and bounds description for the proposed area of annexation is attached.
- b. The area described in the petition is contiguous to the Town of Jamestown primary corporate limits, as defined by G.S. 160A-31.
- c. The petition is signed by and includes the addresses of all owners of real property lying in the area described therein.
- d. The Town Attorney has performed a title search and has verified that the owners of record have signed the petition.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Jamestown, this the 14th day of September, 2022.

(SEAL)



Katie M. Weiner

Katie M. Weiner, MPA, CMC
Assistant Town Manager/Town Clerk

AFFIDAVIT OF NOTICE

REGARDING NOTIFICATION REQUIREMENTS FOR the annexation of 4718 Harvey Road

Case ANX 2022-01 _____ located on Guilford County Tax Map/Parcel(s), and

PIN#(s) 223271 _____.

Check box if additional sheets are attached:

STATE OF NORTH CAROLINA
COUNTY OF GUILFORD, to-wit:

I Katie M. Weiner _____, the undersigned, being first duly sworn, do hereby depose and certify as follows:

That in accordance with Section 160A-384 of the North Carolina General Statutes, the property owners listed on the attached sheet were notified of the October 18th _____, 2022 _____, public hearing before the Town Council _____, to be held at Town Hall (Civic Center) _____ at 6:00 pm _____.

That said notification consisted of a written notification letter mailed to each listed property owner or their agent at least 10 and no more than 25 calendar days before the referenced public hearing.

That a sample notification letter and a list of the names of property owners or their agents or occupants of the property to whom notification was sent are attached.

That said notification was mailed from the Jamestown USPS _____, on October 4, 2022 _____ by First-Class _____ mail.

That pursuant to the Town of Jamestown Land Development Ordinance, placards furnished by the Town, indicating the date, time and place of the public hearing before the Town Council _____, a brief description of the matter being heard, and identifying the land which is the subject of the application, were erected on the property at least 10 and no more than 25 calendar days prior to the public hearing, and further, that said placards have been maintained up to the time of said hearing.

That the placards were posted on October 4th _____, 2022 _____.

Katie M. Weiner
Town Clerk's Signature

Subscribed and sworn to before me this 4th day of October, 2022

My Commission Expires: February 20, 2027

Elizabeth T Greeson
Notary Public's Signature

Elizabeth T Greeson
Printed Name of Notary Public



Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Public hearing for rezoning request of 4718 Harvey Rd

AGENDA ITEM #: VI-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 5 min

DEPARTMENT: Planning

CONTACT PERSON: Anna Hawryluk, Town Planner

SUMMARY:

A petition for rezoning has been received and reviewed by the Planning Board. The staff recommend that the Council set a public hearing date for the October 18, 2022 regular meeting for the consideration of the rezoning of the parcels located at 4718 Harvey Rd (Parcel #223271) from Agricultural (AG) to Conditional Zoning - Bypass (CZ-B).

A condition of this rezoning request is the completion of a Traffic Impact Analysis (TIA). At this time, the TIA has been submitted to and is still under review by the NC Department of Transportation. Therefore, staff respectfully requests that the Town Council continue this public hearing without further advertisement until the Nov 15, 2022, regular meeting.

ATTACHMENTS: Rezoning Application

RECOMMENDATION/ACTION NEEDED: Open the public hearing and continue it until Nov. 15, 2021, without further advertisement.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: TBD

FOLLOW UP ACTION NEEDED:



The following items must be submitted with this form before the application may be processed.
Please bring the following items with you when submitting your application form:

1. Copy of survey plat(s) and/or deed(s) or map to the parcel(s) requested for rezoning.
2. Completed *Adjoining Property Owner(s) List* form.
3. Completed *Project Questionnaire* included on page three of the application.
4. A site plan/development plan outlining features of the proposed use of the property (if new construction is proposed). The following items should be included on the plan:
 - Title, preparer, and date of plan
 - Property lines and dimensions
 - Easements affecting the property
 - Physical features such as flood plains
 - Setbacks, dimensions, floor area, and height of all existing and proposed buildings
 - Dimensions and locations of existing and proposed roads, driveways, entrances/exits, and parking areas (please label number of parking spaces on plan)
 - Location and description of site features such as landscaping, lighting, and signage (if proposed).

Additional Notes:

- Following approval of the rezoning application, your project may require additional permits. Please contact the Planning Department to discuss permits that may be required for the construction of your project at (336) 454-1138.
- **BY SIGNING THIS FORM, YOU ARE GRANTING PERMISSION FOR MEMBERS OF THE STAFF OR ANY APPOINTED OR ELECTED BOARD THE RIGHT TO ACCESS YOUR PROPERTY, INCLUDING BUT NOT LIMITED TO THE USE OF UNMANNED AERIAL SYSTEMS TO OVERFLY YOUR PROPERTY.**
- You (or a designated representative) are strongly encouraged to attend all public hearings for your project. Failure to appear may result in the delay of the application.

Applicant Information

Applicant Name: Land Acquisition and Development Services, LLC
 PO Box 9147 Greensboro, N.C. 27429
 Street Address or P.O. Box City/State/Zip Code
 336-549-9899 336-549-9899 chall@windsorinvestments.com
 Home/Work Phone Number Mobile Number Email

Is the applicant the owner of the parcel(s) to be rezoned? Yes No

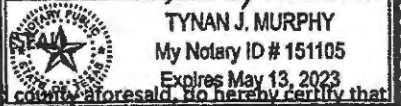
Owner Information

Owner Name: Sherill L. Auman and Kilee Gloria Auman
 5203 Edmondson Ave Dallas, TX 75209
 Street Address or P.O. Box City/State/Zip Code
 214-957-4424 214-957-4424 lenaumenmd@gmail.com
 Home/Work Phone Number Mobile Number Email

Applicant and Owner Certification and Signature

(If Applicant and Owner are different individuals, both must sign. If Applicant and Owner are the same, please sign as Owner.)
 Applicant Signature: Tynan J. Murphy, Manager Date: 5-6-2022
 I, THE UNDERSIGNED, AM AN OWNER OF THE ABOVE-DESCRIBED PARCEL(S) AND CERTIFY I AM LEGALLY AUTHORIZED TO MAKE THIS APPLICATION FOR REZONING, HAVING THE PERMISSION OF ALL OTHER OWNERS (IF ANY).
 Owner Signature: Sherill L. Auman POA for Kilee M. Auman Date: 05/07/2022

NOTARY STATEMENT:

State of Texas, County of Dallas to wit: 
 I, Tynan J. Murphy a notary public in and for the state and county aforesaid, do hereby certify that
Sherill L. Auman POA for Kilee M. Auman whose name(s) is (are) signed to the foregoing statement, personally appeared before me in my state and county and acknowledged the same.
 My commission expires _____
 Given under my hand this 7th Day of MAY, 2022
 Notary Signature Tynan J. Murphy Printed Name of Notary: Tynan J. Murphy

Permit Information					
Owner Requests Rezoning of the Following Parcel(s):					
Parcel #1:	223271	Parcel Size:	31.4 Acres	4718 Harvey Rd. Jamestown, N.C. 27282	
	Tax Map ID		Acres/Square Ft	Street Address	
Current Parcel Zoning:	AGRI/HORT		Request to Rezone to: CZ-Bypass		
Current Parcel Use:	Agricultural	Commercial	Industrial	Residential	Vacant/Unused
Owner Requests Rezoning of the Following Parcel(s):					
Parcel #2:		Parcel Size:			
	Tax Map ID		Acres/Square Ft	Street Address	
Current Parcel Zoning:			Request to Rezone to:		
Current Parcel Use:	Agricultural	Commercial	Industrial	Residential	Vacant/Unused
Owner Requests Rezoning of the Following Parcel(s):					
Parcel #3:		Parcel Size:			
	Tax Map ID		Acres/Square Ft	Street Address	
Current Parcel Zoning:			Request to Rezone to:		
Current Parcel Use:	Agricultural	Commercial	Industrial	Residential	Vacant/Unused

If you are requesting a Zoning Text Amendment, please provide proposed new language or uses below. Add additional sheets if necessary.

Adjoining Property Owner(s)

Please list ALL property owner(s) and street address(es) of parcel(s) immediately adjoining AND directly across street(s), road(s), and highway(s) from parcel(s) requested for rezoning.		Tax Map Numbers
James A. & Phyllis E. Willard	4818 Harvey Rd, Jamestown, N.C. 27282	160105
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Jonathan E. & Lisa A. Knight	4822 Harvey Rd. Jamestown, N.C. 27282	160115
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Creek Run, LLC	612 R-1 Oakdale Mill Rd. Jamestown, N.C. 27282	160135
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Sherril L. Auman & Kitsie G. Auman	4718 ZZ Harvey Rd. Jamestown, NC 27282	233809
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	
Shelba Auman & Michelle Preston Watson	4714 ZZ Harvey Rd. Jamestown, N.C. 27282	223270
Adjoining Property Owner	Street Address of Adjoining Property (if none, list 'Vacant')	

Project Questionnaire

Rezoning requests involve analysis by Town staff, Planning Board, and Town Council members. The information provided below will help staff members review the application for compliance with town regulations. The questionnaire will also serve as an introduction to the Planning Board, as a copy of the application will be included in information delivered to each member prior to the meeting date. Please use additional sheets and attach photographs if necessary.

Why are you requesting this rezoning?

We are requesting rezoning for this property from AGR/HORT to Bypass zoning because we would like to develop a site that includes attached 2 car garage master down townhomes with the potential for a +/- 2.5 acre commercial parcel included at the northern part of the property where it fronts Harvey Road.

Please provide a description of the site before and after development (if construction is proposed).

Currently the site has quite a bit of terrain on it sloping from front to back towards the creek that is cutting through the middle of the site. The site is mostly wooded with a mix of hardwoods and pines. There is a creek that cuts through the site as well as a couple of areas on the site shown as wetlands. After the development, the site will have attached single family dwellings on it and potentially a +/- 2.5 acre commercial site.

Please describe the operation proposed including number of employees and hours of operation, if applicable.

N/A

Please describe how the properties around your site are used (residential, churches, business, schools) and how the proposed project may impact the surrounding area (e.g. noise, traffic, light, impact on environmental or other unique features).

There are residential homes around this site. There are also some vacant parcels surrounding the site. To the north of the site is the new bypass and Ragsdale High School.

Due to the move down product we are proposing, we believe there will be a minimal impact to noise light traffic and the environment.

Please describe potential impacts on public facilities and infrastructure such as the water/wastewater system, public schools, and roads.

Our community will consist of townhomes targeted towards empty nesters thus the impact on schools should be minimal. Traffic generation, public facility usage, water usage and wastewater system usage will be lower than normal because of the reduced number of average occupants per townhome unit compared to a typical single family household.

Will your project require a permit from other licensing agencies (e.g. NCDENR, NC Department of Transportation, US Army Corps of Engineers, etc). Yes No If yes, please explain.

Potentially some state agencies- such as NCDOT, NCDENR and Army Corps of Engineers.

For Town Use Only

Date Application Received: 5/9/22 *Ann C. Strong*

Town of Jamestown, North Carolina
301 E. Main St.
Jamestown, NC 27282
(336) 454-1138



Frequently Asked Questions

What is a rezoning? A rezoning is required if the proposed use of your property is not permitted by right or with a Special Use Permit.

What is the process? Applicants submit an application for rezoning to the Planning Department by the second Monday of the month to meet the deadline for the following month's Planning Board meeting. Applications are then considered at a public hearing before the Planning Board which makes a recommendation for consideration by the Town Council.

How long does the process take? The process *typically* takes 2 to 3 months to complete from beginning to end. This time frame can vary if an application requires additional time for review by the Planning Board or Town Council.

What happens during a public hearing? All rezoning applications require two public hearings, one by the Planning Board and one by the Town Council. The NC General Statutes requires that a notice of public hearing be placed in the newspaper. Generally, all property owners within a 500 ft. radius of your property will receive a notice of the date, time and nature of the public hearing and are invited to attend to make public comments.

What can I expect during the meetings? At the time of your public hearing, the meeting chairperson will introduce the item by reading the case summary from the meeting agenda. The Chair will then ask town staff to provide a summary of the application. The applicant and those attendees in support and opposed to the project are then invited to speak.

Why is it important for the applicant to attend both public hearings?
During the public hearing, you (or your representative) will have the opportunity to present your project and respond to questions from Planning Board members and Interested parties in the audience.

Typical Timeline

Step 1. Meet with town staff to discuss your proposed project. Staff members can assist you with the application and answer any questions you may have about the rezoning process.

Step 2. Applications are always due on the second Monday of the month. A non-refundable application fee is due upon submittal.

Step 3. Your application is reviewed by town staff for completeness. Applicants are notified if there are any deficiencies.

Step 4. Complete applications are advertised for public hearing.

Step 5. The Planning Board meeting is held on the 2nd Monday of every month.

Step 6. The Town Council public hearing is scheduled, generally, for the 3rd Tuesday in the following month.

Step 7. Approved applications may proceed with the building permit application process.

Contact Information

You may find the following numbers helpful during your application process:

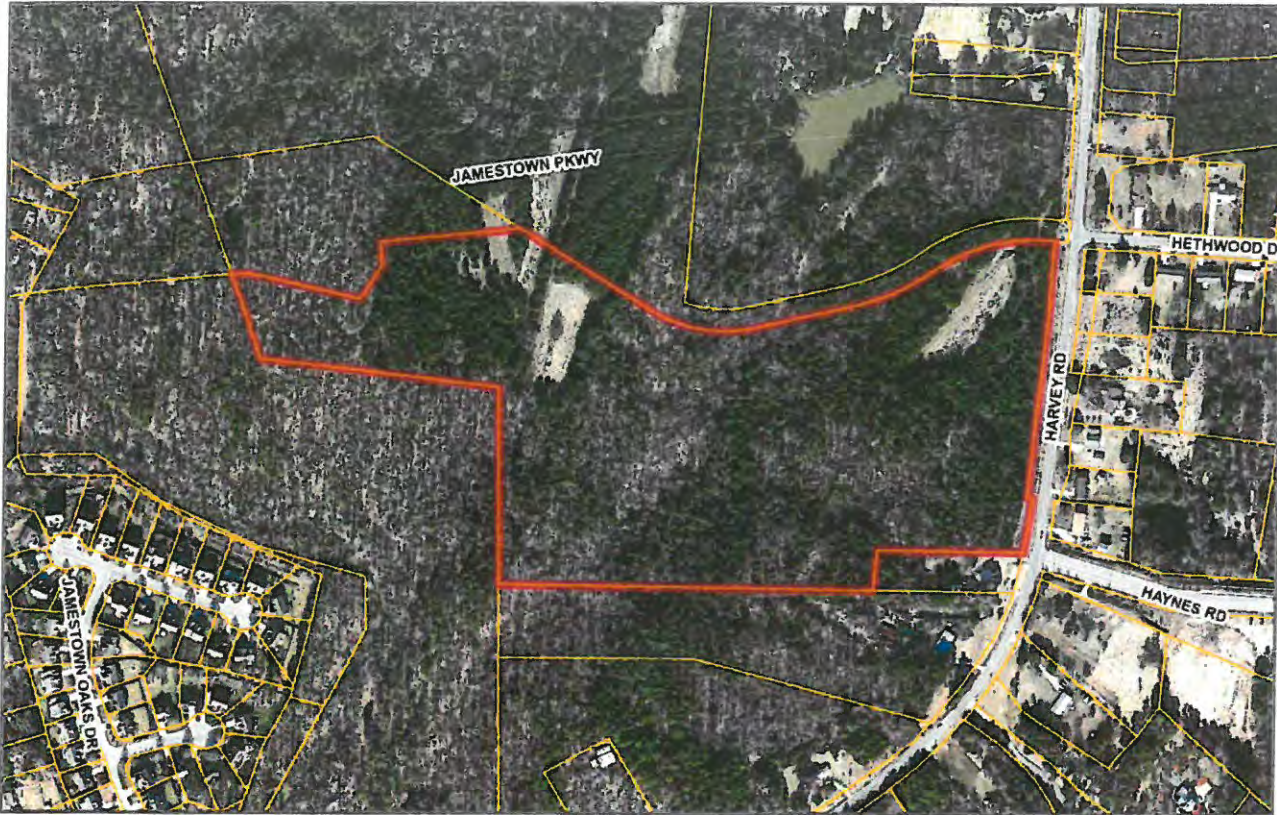
Planning Department	336-454-1138
Town Manager	336-454-1138
Public Services Department	336-454-1138
Guilford County Health Department	336-641-7777
NC Department of Transportation	336-487-0000
NC Department of Environmental Quality	336-641-3334
NC Department of Motor Vehicles	336-884-1003
NorthState Telecom	336-886-3600
Duke Energy	800-777-9898
Piedmont Natural Gas	800-752-7504
Time Warner Cable	800-892-4357
Utility Location Services	811

Planning Board Members

Sarah Glanville	336-209-1712
Ed Stafford	336-669-5106
Jane Walker Payne	336-454-6552
Dennis Sholl	336-454-5902
Russell Walker, Jr.	336-302-8135
Cara Arena**	336-409-1175
Robert Coon**	336-580-1835
Donald Dale**	336-687-2453
Sherrie Richmond**	336-491-8983

**Denotes ETJ member

Guilford County, NC



Parcel Number	223271	Total Out Building Value	0
PIN	7821755114	Total Land Value	200000
Owner	AUMAN, SHERRILL L;AUMAN, KITSIE GLORIA	Total Deferred Value	0
Owner History	Card Image	Bldg Card	
Mail Address	5203 EDMONDSON AVE	Appraisal Model Code	
Mail City	DALLAS	Deed Data	10/6/2015
Mail State	TX	Neighborhood	7821A03
Mail Zip	75209	Property Type	AGRI/HORT
Property Address	4718 HARVEY RD	Structure Size	
Legal Description		Lot Size	31.4
Deed	007747-02672	Year Built	
Plat		Bedrooms	
Condo		Bathrooms	
Total Assessed	200000	Grade	
Total Building Value	0		



Disclaimer: While every effort is made to keep information provided over the internet accurate and up-to-date, Guilford County does not certify the authenticity or accuracy of such information. No warranties, express or implied, are provided for the records and/or mapping data herein, or for their use or interpretation by the User.

Map Scale
1 inch = 500 feet
 5/6/2022

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Public Hearing on Annexation of D.R. Horton Property

AGENDA ITEM #: VI-C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: -

DEPARTMENT: Planning

CONTACT PERSON: Anna Hawryluk, Town Planner

SUMMARY:

The public hearing was opened at the Nov. 16, 2021, regular meeting. Under General Statute 160A-31, the Town received a petition for the annexation for the properties located at 2221 Guilford College Rd, 5300 Mackay Rd, 2207 Guilford College Rd, and 5303 Mackay Rd.

This item has been continued from the October 11, 2022 Special Called Meeting to the November 15, 2022 regularly scheduled Council Meeting. It is expected to be removed from the agenda.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: Council to remove the item from the agenda. Item has been continued to Nov. 15, 2022.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: TBD

FOLLOW UP ACTION NEEDED:

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Public hearing for rezoning request from D.R. Horton

AGENDA ITEM #: VI-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: -

DEPARTMENT: Planning

CONTACT PERSON: Anna Hawryluk, Town Planner

SUMMARY:

A petition for rezoning has been received and reviewed by the Planning Board. The public hearing was opened at the January 25, 2022 regular meeting for the consideration of the rezoning of the parcels located at 2221 Guilford College Rd., 5300 Mackay Rd, 2207 Guilford College Rd, and 5303 Mackay Rd from AG (Agricultural) to PUD (Planned Unit Development) with a Development Agreement.

As staff have discussed at previous meetings, this rezoning request will also include the adoption of a Development Agreement.

This item has been continued from the October 11, 2022 Special Called Meeting to the November 15, 2022 regularly scheduled Council Meeting. It is expected to be removed from the agenda.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: Council to remove the item from the agenda. Item has been continued to Nov. 15, 2022.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: TBD

FOLLOW UP ACTION NEEDED:

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Public Hearing for consideration of Development Agreement

AGENDA ITEM #: VI-E

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: -

DEPARTMENT: Planning

CONTACT PERSON: Anna Hawryluk, Town Planner

SUMMARY:

A petition for rezoning has been received and reviewed by the Planning Board. The public hearing was opened at the January 25, 2022 regular meeting for the consideration of the rezoning of the parcels located at 2221 Guilford College Rd., 5300 Mackay Rd, 2207 Guilford College Rd, and 5303 Mackay Rd from AG (Agricultural) to PUD (Planned Unit Development) with a Development Agreement.

As staff have discussed at previous meetings, this Development Agreement coincides with the proposed rezoning request.

This item has been continued from the October 11, 2022 Special Called Meeting to the November 15, 2022 regularly scheduled Council Meeting. It is expected to be removed from the agenda.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: Council to remove the item from the agenda. Item has been continued to Nov. 15, 2022.

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: TBD

FOLLOW UP ACTION NEEDED:

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Golf Report for 1st Quarter 2022

AGENDA ITEM #: VII-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 15 min

DEPARTMENT: Golf Course

CONTACT PERSON: Ross Sanderlin

SUMMARY:

Paid rounds of golf first quarter this year (9398) was basically the same as first quarter last year (9278). Green fee revenue was up 8% this year compared to last and cart/range fees were up 4%. Note: The driving range closed August 22, 2022 through September for renovations.

Merchandise sales were up 28% this year compared to last with an increase in special orders.

Total food and beverage sales were slightly up 8% this year compared to last.

August and September were busy tournament months with our Senior and Men's Club Championships being held in August.

Jamestown hosted 6 corporate outings in September and the month was highlighted by our Jamestown Golf Association "Honor the Veterans" Tournament with over 90 participants as well as the presentation of colors by Ragsdale High School.

ATTACHMENTS:

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
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Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Jamestown Park & GC Maintenance Report

AGENDA ITEM #: VII-B

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Golf Maintenance

CONTACT PERSON: Jamey Claybrook, GC Superintendent

SUMMARY:

This summer: Overall, this summer things turn out well. We continue to have several irrigation leaks around the course, and we stay on top of those as best we can. One of our worst leaks of the year was a 10 inch mainline in July that set us back quite a bit, but it is now fixed and holding. We had some equipment failures with our rough and fairway machines that set us back with grass heights that made the course a little more difficult to play, but we got through. Our greens held up very well this summer and we believe most of our customers were pleased with them.

This fall & winter: Soon we will be applying pre-emerge wall-to-wall on golf course for weed control. We have already started to blow and mulch leaves that started to fall and expect leaves to start falling more heavily with the first frost. This will keep us busy throughout the fall. Our putting green covers will be staged throughout the golf course to get prepared for colder temperatures, and we also will keep a close eye on our green hydration for the winter. This winter we also plan to take out several dead trees and limb up trees like we did the past year. We continue with mulching bare areas as well. This winter we also repair our worst bunkers by cutting out old fabric liner out and adding new sand over top of that fabric.

Equipment preventative maintenance: We will continue throughout the year and the next to perform all preventative maintenance practices on our equipment. We plan on having our equipment in the best possible shape for the upcoming growing season. We recently received our sprayer that was ordered in July 2021 and will be putting it to good use.

New building: We have monthly meetings with builders about the ongoing progress and where we are to date with construction and help any way we can. We are very excited about this build and can't wait to move in.

ATTACHMENTS:

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Fall 2022 Litter Sweep

AGENDA ITEM #: VII -C

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: 10-18-22

ESTIMATED TIME FOR DISCUSSION: 3 min

DEPARTMENT: Finance

CONTACT PERSON: Elizabeth Greeson

SUMMARY:

The Town of Jamestown was thrilled to join NCDOT for their 2022 Fall Litter Sweep. On Saturday, September 24, 2022, 9am-11 am, 47 participants joined together in Jamestown to pick up 39 bags of trash from 6 locations.

There were attendees from Ragsdale High School representing Key Club and ROTC, Jamestown Boy and Girl Scouts and Cub and Brownie Troops, Rotary Club of Jamestown, Jamestown Civitans, Historic Jamestown Board Members, Town Residents, Town Staff and Town Council. A lot of students participated and were very interested to hear of future opportunities for them to work independently. They will contact the Town Hall for more information in between biannual events. Three bags were left at Town Hall for collection later on that week from people working to pick up litter on their own.

Request for Certificates of Appreciation from NCDOT will be submitted. We hope to participate again in Spring 2023 during the NCDOT Spring Litter Sweep.

We have used all of our supplies that we had received in the spring. I will be in contact in the near future to pick up additional supplies to keep on hand before next year.

Pick Up Sites-

3 bags- Guilford Rd/Guilford College Rd to Power Line pull off.

7 bags -301 E Main St to Lydia's Bridge Railroad Underpass-

6 bags-Harvey Rd/Oakdale/ River Rd to Highway 29/70 stoplight.

17 bags-Ragsdale Road-Library Driveway-2 bags, Beside Truist 5 bags and beside Food Lion Parking Lot 10 bags.

6 bags-Scientific Street-Main St to Shannon Gray-6 bags and tires

ATTACHMENTS: Photo of Fall Litter Sweep 2022 Participants

RECOMMENDATION/ACTION NEEDED:

BUDGETARY IMPACT:

SUGGESTED MOTION:

FOLLOW UP ACTION NEEDED:



Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Presentation of Accessibility for Parks (AFP) Grant Application

AGENDA ITEM #: VII-D

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Planning

CONTACT PERSON: Scott Coakley

SUMMARY:

The Accessibility for Parks (AFP) program provides \$10 million for parks and recreation grants to benefit children and veterans with disabilities in North Carolina. Local governments, including some public authorities, are eligible to apply for the matching grants. The program is administered through the N.C. Division of Parks and Recreation and the N.C. Parks and Recreation Trust Fund.

The matching grants can be used to build accessible facilities or adapt existing facilities that meet the unique needs of children and veterans with physical and developmental disabilities. Local governments can request a maximum of \$500,000 with each application and must match the grant with at least \$1 of local funds for every \$5 in grant funds.

The deadline to apply is November 1 2022, and the grants will be awarded in spring of 2023. If awarded we could work on installing a new Inclusive Universal Design Playground, Therapeutic Fitness Equipment, and yard games located in the poured rubber and surrounding concrete. This project would run in conjunction with the PARTF Grant projects, and is all part of the Master Plan that the Council has already adopted. This would also be one more goal reached on the Goals and Outcomes list #5.5, and be a great new addition to our facility.

ATTACHMENTS: AFP Description and Justification

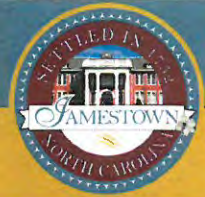
RECOMMENDATION/ACTION NEEDED: Staff recommends that Council support the AFP application as presented.

BUDGETARY IMPACT: If awarded, the Town will provide a match of \$100,000 towards the total cost of the project.

SUGGESTED MOTION: Council Member makes a motion to support the AFP application as presented.

FOLLOW UP ACTION NEEDED: Staff will submit the application for AFP grant funding.

Description and Justification for the Inclusive Play at Jamestown Park Project



Local Government: Town of Jamestown

Population Served: Primarily Children with Disabilities

Description

When adopting the Town's Comprehensive Parks and Recreation Master Plan it was emphasized that there was a unique demand and need for inclusive playground equipment. Jamestown is home to two schools for children ages 3 to 22 with cognitive and/or physical disabilities, CJ Greene and Haynes-Inman Education Center.

The Comprehensive Parks and Recreation Master Plan, adopted in April 2021, identifies the overall needs and values of the community. The requested facility improvements were chosen based on need and public input and have strong community support. These proposed enhancements will provide activities that are usable by visitors of *all* abilities:

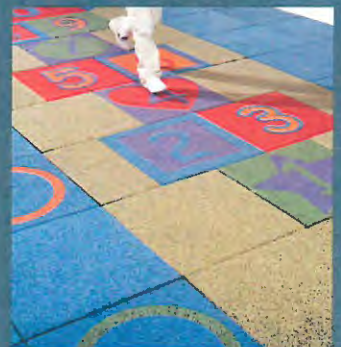
- **Inclusive Universal Design Playground:** The current playground is by far the most used equipment in the park and has been abused with love for over 20 years. A universal playground will replace the existing playground, designed to encourage people of all abilities to play together in an environment where both physical and social inclusion can occur.
- **Accessible Fitness Equipment:** Therapeutic fitness equipment can be used to enhance strength, balance, and flexibility. This equipment can be used by people of all ages and abilities to better reach health and wellness goals.
- **Yard Games:** Yard games and graphics will be included in the poured-in-place rubber surface to add additional activities and sensory play. These informal games are highly accessible with low maintenance for Town staff.

Jamestown Park was made possible through the Land and Water Conservation Fund in 1972. The park consists of approximately 170 acres, the golf course makes up a majority of park property, with 11 acres dedicated to traditional park amenities. The park serves as a gathering and recreation area for Jamestown residents and visitors and the connection to the Bicentennial Greenway makes it a popular spot for cyclists, joggers, and dog walkers.

Justification

The existing playground in Jamestown Park has been identified as reaching the end of its usable life. Replacing this structure with a universal inclusive playground will provide park users with new elements that are in direct response to the stated desires of the Jamestown community and provide needed facilities to children with disabilities.

This new play structure combined with fitness equipment and accessible yard games will provide active play and overall health benefits to children of all abilities to engage in on physical, sensory, and cognitive levels. This project will provide safe and interactive recreation opportunities, replacing the existing fatigued structure.



Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Set a date for P.H. for amendments to Solid Waste Ordinance

AGENDA ITEM #: VII-E

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 5 Minutes

DEPARTMENT: Public Services

CONTACT PERSON: Paul Blanchard

SUMMARY:

The Public Services Department would like to present proposed changes to the Ordinance for Solid Waste Collection for the Town of Jamestown to the Town Council.

Staff requests the Council set a public hearing date for the consideration of changes to the Ordinance for Solid Waste Collection for the Town of Jamestown for the November 15, 2022 Regular Meeting at 6:00 pm in the Civic Center.

ATTACHMENTS: None

RECOMMENDATION/ACTION NEEDED: Staff recommends that Council set P.H. date for the Nov 15th Reg. TC Meeting at 6:00 pm

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: Council Member makes a motion to set a the public hearing date for the November 15th Regular Town Council meeting at 6:00 pm in the Civic Center.

FOLLOW UP ACTION NEEDED: Town Clerk will advertise the public hearing in accordance with NC General Statutes

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: JYL request for providing services

AGENDA ITEM #: VII.F.

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Finance

CONTACT PERSON: Faith Wilson, Deputy Finance Officer

SUMMARY:

The Town wishes to provide recreation services to the citizens of Jamestown. The Town does not have the available staffing levels to be able to do this; thus the Town wishes to contract with Jamestown Youth League (JYL) to provide these services. The Town proposes to fund up to \$10,000 for these recreation services for youth residents. JYL has provided a listing of possible programs, and the cost of each (based on # of Jamestown resident participants) to fulfill the provision of services. A contract has been prepared which specifies the terms of the provision of these services. The Town staff requests that Town Council approve the amount (up to \$10,000) of funding for services and the contract which will be entered into by JYL and the Town.

ATTACHMENTS: JYL Contract for Services

RECOMMENDATION/ACTION NEEDED: Approve funding of services by JYL & approve contract

BUDGETARY IMPACT: up to \$10,000

SUGGESTED MOTION: Approve funding of up to \$10,000 for JYL providing recreation services for youth who are Jamestown residents; approve contract with JYL for the provision of these services

FOLLOW UP ACTION NEEDED:

EXHIBIT A

To: Matthew Johnson, Jamestown Town Manager
From: Jamestown Youth League Board of Directors
Subject: JYL Funding
Date: September, 2022

Jamestown Youth League (JYL) was founded in 1979 to provide recreational sports for youth in the Jamestown area. JYL provides opportunities for Jamestown children to participate in fall and spring soccer, fall and spring baseball, winter basketball, winter cheerleading and spring softball. For year, 2019/2020, we had over 1,500 children participate in these sports. JYL a 501 (3) (c) that is governed by five volunteers who serve on the Board of Directors. JYL has one full time employee who serves as the league director and one part time employee.

JYL sports take place in the heart of Jamestown. Soccer games are played on the fields behind Jamestown Elementary School off Main St and at Jamestown Park. Soccer practice is held on the soccer fields at Jamestown Park. Basketball is played in the gym at Jamestown Elementary school. Baseball and softball are played at Jamestown Elementary School fields as well as the baseball fields at Jamestown Park.

Jamestown Youth League is funded by fees that families pay for their child to participate in sports season. The fees collected allow the league to pay most of their operating expenses. In the past, the Town of Jamestown has provided JYL with funds to assist with operating expenses. This generosity from the town has allowed the league to continue to provide a recreational sports league for the children of Jamestown and the surrounding communities.

JYL had 400 kids playing in the spring soccer program. We had over 150 kids playing in spring baseball and softball. **The average cost for each child to play sports with JYL is \$100.** League expenses include salary (for director and part time employee), field rentals, utilities, uniforms, trophies, office rent, referee fees, insurance, and other miscellaneous costs.

In looking at our historical data, about 15 percent of the kids participating in JYL sports live in the town of Jamestown. Using an estimate of 700 kids playing **soccer (spring and fall combined)**, 150 kids playing **basketball/cheerleading in the winter**, and 150 kids playing **baseball/softball next spring**, we would estimate that at least 150 of these children have a Jamestown address. At approximately \$100 cost per child we would estimate that the cost of sports for Jamestown residents to be \$15,000. We would respectfully request this amount from the Town of Jamestown to help fund our youth sports programs.

JYL commits to continue to offer recreational sports to the Jamestown community. JYL players wear uniforms that bear the Jamestown name on the front or back of their uniform. We understand that the Town of Jamestown does not have its own youth sports program. We hope that JYL fills that void and provides an excellent youth recreation league for the families of Jamestown.

STATE OF NORTH CAROLINA
COUNTY OF GUILFORD

CONTRACT FOR SERVICES
JAMESTOWN YOUTH LEAGUE, INC.

THIS CONTRACT, entered into as of the 18th day of October 2022, by and between the Town of Jamestown, (hereinafter referred to as the TOWN), and the Jamestown Youth League, Inc., a North Carolina Non-Profit Corporation (hereinafter referred to as JYL).

WITNESSETH:

WHEREAS, the TOWN has agreed to pay JYL up to a certain amount of money, hereinafter stated, out of the TOWN'S General Fund Budget, and that in exchange for said funding the JYL has agreed to perform certain services for the benefit of the public on behalf of the TOWN; therefore, it is mutually agreed and understood between the parties as follows:

1. **TERM OF CONTRACT:** This contract shall commence October 18, 2022, and shall end on June 30, 2023. Beginning July 1, 2023, this contract may be renewed for an additional one-year term from July 1, 2023 - June 30, 2024. If JYL shall at any time breach any part of this Agreement, this Agreement shall immediately terminate upon JYL's receipt of written notice of the same, signed by the Town Manager or his/her designee.
2. **SERVICES TO BE PERFORMED:** The JYL agrees to provide certain sports and recreational activities, hereinafter "the Activities" to youth who reside within the town limits of Jamestown, NC.
3. **STATUTORY FUNDING AUTHORIZATION:** Funding in support of the activities described in Section 2 is authorized by North Carolina General Statute §160A-353-356.
4. **ANNUAL APPROPRIATION:** For the FY 2022-2023 Fiscal Year, the appropriation available for this contract is \$10,000.00. The JYL shall invoice the Town at the conclusion of each recreation season and/or program and provide the Town with a roster of each participant and their physical

address. The Town will pay the amount of the invoice, up to the amount appropriated for the fiscal year in which the Activities take place, upon receiving documentation of the number of Jamestown residents that participated in said Activities, based on the agreed upon rates found in Exhibit A, attached. The Town Council will consider the JYL funding request for future funding the following fiscal year. There is no guarantee of funding beyond each contract term.

5. **PAYMENT:** The TOWN will pay the JYL in the amount approved in the TOWN's budget for operations during the fiscal year, dependent upon satisfactory documentation of Jamestown residents served.
6. **USE OF FUNDS:** Funding provided under this agreement to the JYL shall be used exclusively to provide sports and recreational activities as outlined in Section 2. No funds provided by the TOWN shall be used for fund raising, political purposes, or any other purpose other than providing sports and recreational activities as authorized under North Carolina General Statute §160A-353 and outlined specifically in Section 2.
7. **INSURANCE:** The JYL agrees to maintain in force throughout the term of this Contract commercial general liability insurance coverage (occurrence coverage) with broad form contractual liability coverage with minimum combined limits of liability of not less than \$1,000,000.00 per occurrence and aggregate limits of not less than \$2,000,000.00. All policies shall name the TOWN as an additional insured, and must provide that the TOWN be given thirty (30) days advance written notice of a cancellation, failure to renew, or material change. The JYL's insurance agent shall provide evidence of all insurance required by this Contract.
8. **DOCUMENTATION REQUIRED:** The JYL shall provide a contact list of key staff persons and Board members to the Town at the time of execution of this contract.

9. **BACKGROUND CHECKS:** The Town requests that the JYL perform background checks for any staff or volunteer which may be in contact with minor children (under the age of 18 years) and maintain that documentation and present it to the Town for inspection and review at its request.
10. **THIRD PARTY VENDORS:** The JYL agrees to indemnify and hold harmless the Town of Jamestown from the actions of any third-party vendor invited onto Town properties. The Town of Jamestown must be notified prior to any third-party vendor being permitted to operate on Town property and shall obtain permission from the Town of Jamestown. The JYL shall require additional insurance from third-party vendors, but the Town shall hold the JYL solely responsible for any third-party vendor invited by the JYL to their events per Section 11.
11. **INDEMNIFICATION:** The JYL shall indemnify, defend, and hold harmless, the TOWN from and against any and all claims, liabilities, losses, damages, costs, and expenses, including, without limitation, reasonable attorney's fees, awards, fines, or judgments arising out of, or relating to, any or all of the following:
- A. Damages to persons and/or property caused by an act or omission of the JYL or their third-party vendors; and
 - B. All claims, suits, losses, injuries, death, and property liability, including, without limitation, expenses in connection with any such claim or suit, including reasonable attorney's fees, occurring in the performance of the proposed Activities; and
 - C. All claims and liabilities resulting from the JYL's violation of federal, state, or local statutes, regulations, or ordinances; and
 - D. In the event that any goods, services, or processes sold and delivered or sold and

performed are defective in any respect whatsoever, the JYL will indemnify and hold harmless the TOWN from all loss or the payment of all sums of money by reason of all accidents, injuries, or damages to persons or property that happen or occur in connection with the use or sale of such goods, services, or processes.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the _____ by their respective duly authorized representatives.

ATTEST

By: _____ By: _____
Katie Weiner, CMC Lynn Montgomery
Assistant Town Manager/Town Clerk Mayor

ATTEST

By: _____
Jamestown Youth League, Inc.

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

By: _____
Judy Gallman
Finance Director

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



Council Members
Martha Stafford Wolfe, Mayor Pro Tem
Rebecca Mann Rayborn
John Capes
Lawrence Straughn

TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Approval of Lease Agreement with PSFD (6007 W. Gate city Blvd.)

AGENDA ITEM #: VII-G

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 0 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

The lease agreement for the property located at 6007 West Gate City Boulevard is currently being reviewed by the Town Attorney and Pinecroft Sedgefield Fire Department's attorney. There will be a request to remove this item from the agenda. Staff anticipates presenting information on this item at the November 15th Regular Town Council meeting.

ATTACHMENTS: N/A

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

Mayor
Lynn Montgomery

Town Manager
Matthew Johnson

Town Attorney
Beth Koonce



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TOWN OF JAMESTOWN AGENDA ITEM

ITEM ABSTRACT: Manager's Report

AGENDA ITEM #: VIII-A

CONSENT AGENDA ITEM

ACTION ITEM

INFORMATION ONLY

MEETING DATE: October 18, 2022

ESTIMATED TIME FOR DISCUSSION: 10 Minutes

DEPARTMENT: Administration

CONTACT PERSON: Matthew Johnson, Town Manager

SUMMARY:

Manager's Report is attached.

ATTACHMENTS: Manager's Report

RECOMMENDATION/ACTION NEEDED: N/A

BUDGETARY IMPACT: N/A

SUGGESTED MOTION: N/A

FOLLOW UP ACTION NEEDED: N/A

- I. The Town hosted the band 80z Nation at our Music in the Park SEASON FINALE on Friday, Oct. 7th and will feature "80z Nation". This event was very well attended and we may have exceeded our previous attendance records! Staff have secured a lineup for the 2023 Music in the Park season, which is goal 3.1 "Further develop Music in the Park and other town-sponsored events" of the Council's Strategic Plan.
 - A. Feedback from our events have identified the need for additional food trucks, beverage vendors, and the need for restrooms. We are in the process of expanding our food and beverage offerings and look forward to bringing you a great set of events next season.
 - B. Staff are finalizing plans with the architect and engineers for the addition of restrooms in the park, which is goal S.10 "Prepare plans for updating/installing restroom and shelters for golf and recreation facilities".
- II. A demonstration project highlighting "Neighborhood Slow Streets" near Jamestown Elementary and Library was held on October 5th. I want to thank Anna and Paul for their work on this event. Several citizens were able to participate in this event, including a local Girl Scout Troop and Kappa Delta sorority members from High Point University. This satisfies Goal 7.1 "Review and Update the Comprehensive Pedestrian Transportation Plan" in the Council's Strategic Plan.
- III. A Dementia Symposium was held in conjunction with the Alzheimer's Association on Oct. 11th in the Civic Center to assist in fostering a better understanding of this disease, improving communication strategies with those suffering from dementia, and responding to dementia-related behaviors. Approximately 25 citizens were able to join us last Tuesday. Many thanks to Laura Gullede and Councilmember Rayborn for their work in arranging this event and to Elizabeth Greeson for helping to coordinate attendance.
- IV. The Town has selected National Golf Foundation Consulting who will be conducting a golf course strategic plan in the coming months. The kickoff for this process occurred on Oct. 5th and 6th when the consultant met with staff, Council, and key stakeholders to gain a better understanding of existing conditions at the course. NGF will be assisting the Town with performing a high-level review of the market and the JPGC facility with a primary objective of identifying the best business practice recommendations for operations, staffing, pricing, capital investments, and potential new revenue opportunities aimed at improving the financial performance of the golf course. This represents goal 5.7 in the Council's Strategic Plan.
- V. Loose leaf collection begins on Monday, Oct. 24th and runs continuously until Friday, Feb. 24th. During this time, residents may place loose leaves at the curb for collection. Please keep piles of leaves clear of sticks, rocks, and debris which can damage equipment. A guide to loose leaf collection can be found on the Town's website and Facebook account.
- VI. Mendenhall Homeplace will be featuring an after-dark tour of the property in an event called "True Tales of the Macabre" on Friday, Oct. 28th at 6:30pm. Contact Mendenhall Homeplace at www.mendenhallhomeplace.com for information.
- VII. Finally, it gives me great pleasure to introduce another new team member to the Town Council and the citizens of Jamestown. We would like to introduce Dana Benson as our new Utilities and Business Operations Supervisor. Dana comes to us with a great deal of experience in the finance and customer service industry. The addition of these employees also helps to satisfy several goals in the Council's Strategic Plan.